



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

**Date:** Monday, 8 April 2019  
**Time:** 8.00am  
**Meeting Room:** Oban Volunteer Fire Station  
**Venue:** Argyle 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

Contact Telephone: 0800 732 732  
Postal Address: PO Box 903, Invercargill 9840  
Email: [emailsdc@southlanddc.govt.nz](mailto:emailsdc@southlanddc.govt.nz)  
Website: [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)

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

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



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

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

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

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

Community Board members will provide leadership by:

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

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

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

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

### **Financial by:**

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

### **Rentals and leases**

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

**Local assets and facilities by**

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

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

**Stewart Island/Rakiura Community Board**

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

**Te Anau Community Board**

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

The Community Boards can make recommendations to Council on:

**Assets and Facilities**

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

**Rentals and leases**

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

**Contracts/Tenders**

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

**Financial**

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

**Local Policy**

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

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

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

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**1 Apologies**

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, 11 February 2019



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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 Monday, 11 February 2019 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

#### APOLOGIES

#### IN ATTENDANCE

Community Partnership Leader – Karen Purdue  
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**

**Constable Rosie Marchant (NZ Police)** was in attendance for any Board questions.  
**Jen Ross, Community Ranger (Department of Conservation)** updated members on Ulva Island rat incursion, dotterel survey, marram grass inspection, gunnera search, water upgrade, campsite expansion, kiwi monitoring, track maintenance, staff changes, Dark Sky Sanctuary

**Manfred Herzhoff** addressed the Board on Department of Conservation Stewart Island Infrastructure projects/funding, Golden Bay wharf, Mayoral visit to China, Rakiura National Park, Southland District Council signage and SIESA issues

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

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

**That the Stewart Island/Rakiura Community Board confirms the minutes of the meeting held on 10 December 2018 as a true and correct record of that meeting.**

## Reports

### 7.1 Council Report

**Record No: R/19/1/551**

Community Partnership Leader Karen Purdue was present for this report.

Matters discussed included:

- Government tourism strategy
- 3 waters review
- Venture Southland Murihiku Destination Strategy
- Short-handed yacht race
- Dark Sky Sanctuary and lighting control
- Rakiura Heritage Centre Trust development
- Electricity specialist visit (long term options for SIESA sustainability)
- Petersons Hill footpath funding
- Deferred maintenance causing issues
- Maintenance priorities and performance

#### **Resolution**

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

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

- a) Receives the report titled "Council Report" dated 31 January 2019.**

### 7.2 SIESA - Financial Report to 31 December 2018

**Record No: R/19/1/924**

Community Partnership Leader Karen Purdue was present for this report.

#### **Resolution**

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

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

- a) Receives the report titled "SIESA - Financial Report to 31 December 2018" dated 31 January 2019.**

### 8.1 Chairperson's Report

Chairperson Spraggon updated the Board on the following topics:-

- Predator Free Rakiura – request for commitment to Memorandum of Understanding and representation
- Reflectorised glow bands
- Dark Sky update from Venture Southland

- Combined meeting of NZ Fire, NZ Police and Community Board to discuss events of last New Year's Eve. There will be an article in the Stewart Island News asking for feedback. It has been suggested that Stewart Island/Rakiura be identified as a separate fire zone so it can have its own status.
- New Zealand Police vacancy – the final interviews will be held this week, then the appointment/appeal process will commence. High calibre of candidate.
- Rakiura Heritage Centre Trust has had a glitch with the proposed heating system.
- There have been complaints about ticket sales taking place at Golden Bay wharf
- General (lack of) maintenance concerns
- Query as to progress of proposed one-way system
- Concern from the Southland Conservation Board over road deaths of kiwi and blue penguin.

### 9.1 Councillor's Report

- Ringaringa Road land purchase options are progressing
- Visitor Levy changes have been passed by Council
- Sustainability review planned for Stewart Island Rakiura
- Rakiura Heritage Centre Trust need stage 2 of the building consent to be approved
- Peterson Hill maintenance.
- There has been an expression of interest in taking over the management of Moturau Moana. Is it possible to fund this by way of an honorarium? A job description and a 5 year plan would be needed.

#### Resolution

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

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

- a) **Supports a grant application for the further development of Moturau Moana to the value of \$10,000 (GST exc).**

### Public Excluded

#### Exclusion of the Public: Local Government Official Information and Meetings Act 1987

#### Resolution

Moved Cr Ford, seconded Member Everest

**That the public be excluded from the following part(s) of the proceedings of this meeting.**

**The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:**

### C10.1 Stewart Island/ Rakiura Future Opportunities Project

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Stewart Island/ Rakiura Future Opportunities Project	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

That the Community Partnership Leader and the Committee Advisor be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

The public were excluded at 10.30am

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

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 MONDAY 11  
FEBRUARY 2019

**DATE:**.....

**CHAIRPERSON:**.....



## Applications to Stewart Island/Rakiura Visitor Levy Fund and Community Initiatives Fund

**Record No:** R/19/3/5540  
**Author:** Karen Purdue, Community Partnership Leader  
**Approved by:** Rex Capil, Group Manager Community and Futures

☒ Decision ☐ Recommendation ☐ Information

### Purpose

- 1 This report is to seek approval from the board to submit six applications for funding to the Stewart Island Visitor Levy Fund and the Community Initiative Fund.

### Executive Summary

- 2 The community board is now required to make a decision about the lodgement of funding applications to Southland District Council for consideration of allocations from the Stewart Island Visitor Levy Fund and the Community Initiatives Fund.

### Recommendation

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

- a) **Receives the report titled “Applications to Stewart Island/Rakiura Visitor Levy Fund and Community Initiatives Fund” dated 2 April 2019.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Agrees to Option 1, to submit the applications to Southland District Council Stewart Island Visitor Levy Fund and the Community Initiatives Fund for consideration by the Stewart Island/Rakiura Visitor Levy Allocations Committee and the Southland District Council Community and Policy Committee.**

## **Background**

- 3 Each year the community board has the opportunity to submit applications to the Stewart Island/Rakiura Visitor Fund and Community Initiatives Fund for proposed projects on the island. In the past, applications to these funds have been submitted without a report going to the community board for a decision on whether they should be submitted or not. Some of the applications relate to projects already included in the Long Term Plan.

## **Issues**

- 4 There are six applications in total, two seeking a total of \$15,000 are to the Community Initiatives Fund to upgrade tracks and to install a power point facility to be used for events held at the foreshore. There are four applications to the Stewart Island Visitor Levy Fund. These include applications for installing footpaths, upgrade lighting. Upgrading tracks and improve signage and assisting in the rebuild of the jetty on Ulva Island. All of these applications will assist in enhancing the visitor experience on Stewart Island.
- 5 The key issue to be considered is whether to submit the applications to the Southland District Council or not.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 6 There are no legal and statutory requirements to consider.

### **Community Views**

- 7 The views of the community board are considered to represent the views of the community.

### **Costs and Funding**

- 8 All funding for the applications will come from the Stewart Island Visitor Levy Fund and/or the Community Initiatives Fund.

### **Policy Implications**

- 9 There are no policy implications.

## **Analysis**

### **Options Considered**

- 10 The options are to submit the applications to the Southland District Council or not.

### **Analysis of Options**

#### **Option 1 – Submit the applications to Southland District Council for consideration by the Stewart Island Visitor Levy Allocation Committee and the Community and Policy Committee**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>the projects that funding is being applied for can go ahead</li></ul>	<ul style="list-style-type: none"><li>other applications may be declined</li></ul>

**Option 2 – Do not submit the applications to Southland District Council for consideration by the Stewart Island Visitor Levy Allocation Committee and the Community and Policy Committee**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• funds will be available to other applicants</li></ul>	<ul style="list-style-type: none"><li>• projects may not proceed</li></ul>

**Assessment of Significance**

- 11 The contents of this report is not deemed significant under the Significance and Engagement Policy.

**Recommended Option**

- 12 Staff recommend Option 1, because it means that projects covered by the application will be considered for funding, enabling them to go ahead.

**Next Steps**

- 13 The applications will be submitted to Southland District Council for consideration by the Stewart Island Visitor Levy Allocation Committee and the Community and Policy Committee.

**Attachments**

- A Funding Applications [↓](#)

SOUTHLAND  
DISTRICT COUNCIL

## APPLICATION FORM

Application No. \_\_\_\_\_

## STEWART ISLAND/RAKIURA VISITOR LEVY FUND

## Applications close:

31 March Each Year

2019

Please state the year in which funding is sought  
Applications received after the closing date will  
not be considered.

## Post to:

Southland District Council  
PO Box 903  
Invercargill 9840

Or deliver to your nearest Southland District  
Council office.

## Any enquiries to:

Bronwyn Affleck - Telephone (03) 211 1426

## A. YOUR DETAILS - Please complete

Name of Organisation

Stewart Island Rakiura Community Board

Postal Address:

4- Southland District Council

Street Address:

15 Forth St.  
PO Box 903, Invercargill

CONTACT NAMES - please give the names of two people who can be contacted if further information is  
required. The first contact must be the person who filled out the form. Under the Privacy Act (1993)  
consent from these people must be given before their details are recorded here.

1. Name:

Mark Day

Phone (day)

0800 732 732 (evening)

027 241 5094

Email:

mark.day@southlanddc.govt.nz

2. Name:

Jon Spraggan

Phone (day)

03 219 0034 (evening)

03 219 1449

Email:

jspraggan@realjourneys.co.nz

Bank Account Number to Direct Credit your grant payment if application successful:

## PAYEE DETAILS

Pay to the credit of:

Name of Bank

Branch

Name of Account

Bank:

Branch:

Account No.

Suffix

Please attach bank deposit slip.

GST Number (if applicable)



PO Box 903  
15 Forth Street  
Invercargill 9840  
New Zealand

Tel  
Fax  
Email  
Internet

0800 732 732  
0800 732 329  
sdc@southlanddc.govt.nz  
www.southlanddc.govt.nz

R/14/3/3606

**B. WHAT ARE YOU APPLYING FOR - Please tick all that apply**

Funding for an activity or facility used by, or for the benefit of, visitors to Stewart Island	<input checked="" type="checkbox"/>
Funding for an activity or facility to mitigate the adverse effects on the environment from visitors to Stewart Island.	<input type="checkbox"/>
Funding for the development of tourism-related infrastructure.	<input checked="" type="checkbox"/>
Funding for a project that will enhance the look and feel of Oban.	<input checked="" type="checkbox"/>

**C. PROJECT DETAILS**

1. What is the name of your project? walking track / footpath - Horse shoe Bay Rd

Please describe fully (continue on a separate sheet if necessary).

2. For what purpose does your organisation seek a Stewart Island/Rakiura Visitor Levy Grant?

Funding to install a footpath along Horse shoe Bay Rd so tourists can walk on it rather than walking on the road

(a) If your application relates to a facility or infrastructure - what is the current status of the facility or infrastructure?

There is no current footpath.

(b) Does the facility or infrastructure asset have a long term Development and Maintenance Plan? (Yes) / No (if yes, please attach)

Will be maintained via current maintenance contractor

(c) In some instances a statement of position from an accountant detailing current assets and liabilities may be required as a condition of receiving a grant. Do you have a current "statement of position"? Yes / No (if yes, please attach)

3. How will your project directly benefit visitors to Stewart Island?

It will give somewhere for the tourists to walk off the road.

4. How does your application demonstrate alignment with the Stewart Island Visitor Strategy (2010-2015)?

It will provide an area specifically for tourists to walk around and experience Stewart Island.

5. Start date of your project: July 2019 Finish date of your project: June 2020



**D. PRESENTATION (Optional)**

Applicants can choose to make a presentation in support of their application. Presentations are limited to five minutes. An additional five minutes will be available for questions from the Stewart Island/Rakiura Visitor Levy Committee if required. Applicants will be advised of the time, date and location of presentations.

- I wish to make a presentation in support of my application. ☐
- I do not wish to make a presentation in support of my application. ☐
- I am available to make a presentation in support of my application if required by the Committee. ☒

**E. FINANCIAL DETAILS**

Are you registered for GST? No ☒ Yes ☐ GST Number \_\_\_\_\_

Applicants that are not GST-registered need to provide budget figures that include GST.

Applicants that are GST-registered need to provide budget figures that exclude GST.

Successful applicants who are GST-registered will be required to submit a GST Invoice, after being notified the result of the application and prior to the grant being paid out.

1. Please round all figures to the nearest dollar.

EXPENDITURE Project Costs	\$	INCOME Your Contribution	\$
		Fees/subs	
		Fundraising	
		Loan/mortgage/debenture	
		Cash savings	
		Other	
		Sub Total	
<b>Other Grants and Sponsorship applied for</b>			
		Sponsorship	
		Grants (successful and proposed)	Amount Requested Result Date
Horse & shoe Bay Road			
Track Stand	\$52,000	•	1 1
		•	1 1
		Sub Total	
<b>(a) Total cost of the project is</b>	<b>\$ 173,349</b>	<b>(b) Total Income</b>	

How much money are you applying for? \$ 52,000

To find out how much money you should apply for, subtract **your contribution (b)** from the **total cost of the project (a)**. The answer is the amount of money you need in order for your project to go ahead.

**2. Briefly describe any voluntary effort or donated materials provided for the project**

Voluntary effort (eg. number of hours)

Donated materials (eg. approximate \$ value)

**3. How do you envisage paying for the future operational costs of this project?**

Once installed the operational costs will be minimum but future costs will be met by general maintenance budget

**F. DECLARATION** (please provide two signatures)

We, Stewart Island Rakiura Community Board consent to the Southland District Council collecting the personal contact details provided on this form. The consent is given in accordance with the requirements of the Privacy Act 1994. We also confirm that the information provided is accurate and complete and that the organisation committee has agreed to this project/funding application.

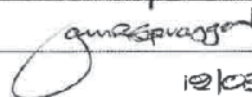
**(a) Name:**

Jon Spraggan

Position in organisation:

CB Chairperson

Signature:



Date:

12/03/19

**(b) Name:**

Mark Day

Position in organisation:

Community Facilities Manager

Signature:

Date:

**CHECKLIST - please attach**

✓

- A current statement on income and expenditure
- A current bank statement from your organisation
- Quotations, where relevant
- Letters of support (if applicable)
- Development and Maintenance Plan (if applicable)

These items will complete your application

SOUTHLAND  
DISTRICT COUNCIL

## APPLICATION FORM

Application No. \_\_\_\_\_

## STEWART ISLAND/RAKIURA VISITOR LEVY FUND

## Applications close:

31 March Each Year

2019

Please state the year in which funding is sought

Applications received after the closing date will not be considered.

## Post to:

Southland District Council  
PO Box 903  
Invercargill 9840

Or deliver to your nearest Southland District Council office.

## Any enquiries to:

Bronwyn Affleck - Telephone (03) 211 1426

## A. YOUR DETAILS - Please complete

Name of Organisation

Stewart Island Rakiura Community Board

Postal Address:

4 Southland District Council

Street Address:

15 Forth St, Invercargill

CONTACT NAMES - please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out the form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

1. Name:

Jon Spraggan

Phone (day)

03 219 0034

(evening)

03 219 1449

Email:

jspraggan@realjourneys.co.nz

2. Name:

Hartley Hare

Phone (day)

0800 732 732

(evening)

02 7 229 3238

Email:

hartley.hare@southlanddc.govt.nz

Bank Account Number to Direct Credit your grant payment if application successful:

## PAYEE DETAILS

Pay to the credit of:

Name of Bank

Branch

Name of Account

Bank: Branch:

Account No.

Suffix

Please attach bank deposit slip.

GST Number (if applicable)

PO Box 903  
15 Forth Street  
Invercargill 9840  
New ZealandTel  
Fax  
Email  
Internet0800 732 732  
0800 732 329  
sdc@southlanddc.govt.nz  
www.southlanddc.govt.nz

R/14/3/3606



**B. WHAT ARE YOU APPLYING FOR - Please tick all that apply**

Funding for an activity or facility used by, or for the benefit of, visitors to Stewart Island	<input checked="" type="checkbox"/>
Funding for an activity or facility to mitigate the adverse effects on the environment from visitors to Stewart Island.	<input type="checkbox"/>
Funding for the development of tourism-related infrastructure.	<input checked="" type="checkbox"/>
Funding for a project that will enhance the look and feel of Oban.	<input checked="" type="checkbox"/>

**C. PROJECT DETAILS**

1. What is the name of your project? Street Lighting

Please describe fully (continue on a separate sheet if necessary).

2. For what purpose does your organisation seek a Stewart Island/Rakiura Visitor Levy Grant?

To support and comply with requirements of being a Dark Sky Sanctuary

(a) If your application relates to a facility or infrastructure - what is the current status of the facility or infrastructure?

Replace lights on the waterfront which are not marking intersections with 3 lights identical to those at the start of Ayers Street. To be located between 4 square and Redsheds currently unlit area. New bollard light on the footpath at the junction of Glen Terrace and Forester Bay Road. This is a health & safety issue with a recent accident occurring in a poorly lit area

(b) Does the facility or infrastructure asset have a long term Development and Maintenance Plan? ☒ Yes ☐ No (if yes, please attach)

Streetlights have an asset management plan

(c) In some instances a statement of position from an accountant detailing current assets and liabilities may be required as a condition of receiving a grant. Do you have a current "statement of position"? ☐ Yes ☐ No (if yes, please attach)

3. How will your project directly benefit visitors to Stewart Island?

Area will be better lit therefore increasing safety. A better visitor experience ensuring compliance with Dark Sky Sanctuary requirements

4. How does your application demonstrate alignment with the Stewart Island Visitor Strategy (2010-2015)?

It is anticipated that more visitors will visit the island in the 'off' season due to Dark Sky Sanctuary status

5. Start date of your project: July 2019 Finish date of your project: June 2020

**D. PRESENTATION (Optional)**

Applicants can choose to make a presentation in support of their application. Presentations are limited to five minutes. An additional five minutes will be available for questions from the Stewart Island/Rakiura Visitor Levy Committee if required. Applicants will be advised of the time, date and location of presentations.

• I wish to make a presentation in support of my application. ☐

• I do not wish to make a presentation in support of my application. ☐

• I am available to make a presentation in support of my application if required by the Committee. ☒

**E. FINANCIAL DETAILS**

Are you registered for GST? No ☒ Yes ☐ GST Number \_\_\_\_\_

Applicants that are not GST-registered need to provide budget figures that include GST.

Applicants that are GST-registered need to provide budget figures that exclude GST.

Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.

1. Please round all figures to the nearest dollar.

EXPENDITURE Project Costs	\$	INCOME Your Contribution	\$
Materials	6400	Fees/subs	
Installation	3600	Fundraising	
		Loan/mortgage/debenture	
		Cash savings	
		Other	
		Subtotal	
<b>Other Grants and Sponsorship applied for</b>			
		Sponsorship	
		Grants (successful and proposed)	Amount Requested Result Date
		•	1 / 1
		•	1 / 1
		Sub Total	
<b>(a) Total cost of the project is</b>	<b>10,000</b>	<b>(b) Total Income</b>	

How much money are you applying for? \$ 10,000

To find out how much money you should apply for, subtract your contribution (b) from the total cost of the project (a). The answer is the amount of money you need in order for your project to go ahead.

**2. Briefly describe any voluntary effort or donated materials provided for the project**

Voluntary effort (eg, number of hours)	
Donated materials (eg, approximate \$ value)	

**3. How do you envisage paying for the future operational costs of this project?**

Part of an existing streetlighting budget

**F. DECLARATION (please provide two signatures)**

We, \_\_\_\_\_ consent to the Southland District Council collecting the personal contact details provided on this form. The consent is given in accordance with the requirements of the Privacy Act 1994. We also confirm that the information provided is accurate and complete and that the organisation committee has agreed to this project/funding application.

(a) Name: Jon Spraggan  
 Position in organisation: Chairperson  
 Signature: [Signature]  
 Date: 12/03/19

(b) Name: Hartley Hare  
 Position in organisation: Roadworks manager  
 Signature: [Signature]  
 Date: 25/3/2019

**CHECKLIST - please attach**

- A current statement on income and expenditure
- A current bank statement from your organisation
- Quotations, where relevant
- Letters of support (if applicable)
- Development and Maintenance Plan (if applicable)

These items will complete your application





## QUOTE

Southland District Council  
Rakiura Shipping Depot  
11 Foreshore Rd  
9814  
Bluff

**Date**  
28 Feb 2019

**Expiry**  
30 Mar 2019

**Quote Number**  
QU-3673

**GST Number**  
95-287-123

The Lighting Centre  
244 Marua Road  
Mount Wellington  
Auckland 1051  
NEW ZEALAND  
PH: (09) 579 7975

Description	Quantity	Unit Price	Amount NZD
Ultra Bollard with Flange Mount 15W 1200 lumens 3000k Powdercoat Finish - In-built Driver - 2700k or 3000k available	4.00	1,365.80	5,463.20
Freight - Stewart Island	4.00	20.00	80.00
Att. Chris or Steve S.I.E.S.A Power House 12 Hicks Road Oban Stewart Island 9846			
		Subtotal	5,543.20
		TOTAL GST 15%	831.48
		<b>TOTAL NZD</b>	<b>6,374.68</b>

### Terms

ERRORS AND OMISSIONS EXCEPTED.



SOUTHLAND  
DISTRICT COUNCIL

## APPLICATION FORM

Application No. \_\_\_\_\_

## STEWART ISLAND/RAKIURA VISITOR LEVY FUND

## Applications close:

31 March Each Year

2019

Please state the year in which funding is sought.  
Applications received after the closing date will  
not be considered.

## Post to:

Southland District Council  
PO Box 903  
Invercargill 9840

Or deliver to your nearest Southland District  
Council office.

## Any enquiries to:

Bronwyn Affleck - Telephone (03) 211 1426

## A. YOUR DETAILS - Please complete

Name of Organisation

Stewart Island Rakiura Community Board

Postal Address:

c/o Southland District Council

Street Address:

Fourth St, Invercargill

CONTACT NAMES - please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out the form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

1. Name:

Mark Day

Phone (day)

0800 732 732

(evening)

0272415094

Email:

mark.day@southlanddc.govt.nz

2. Name:

Jon Spraggan

Phone (day)

2190034

(evening)

2191449

Email:

jspraggan@realjourneys.co.nz

Bank Account Number to Direct Credit your grant payment if application successful:

## PAYEE DETAILS

Pay to the credit of:

Name of Bank

Branch

Name of Account

Bank:

Branch:

Account No.

Suffix

Please attach bank deposit slip.

GST Number (if applicable)



PO Box 903  
15 Forth Street  
Invercargill 9840  
New Zealand

Tel 0800 732 732  
Fax 0800 732 329  
Email sdc@southlanddc.govt.nz  
Internet www.southlanddc.govt.nz

R/14/3/3506

**B. WHAT ARE YOU APPLYING FOR - Please tick all that apply**

- Funding for an activity or facility used by, or for the benefit of, visitors to Stewart Island ☒
- Funding for an activity or facility to mitigate the adverse effects on the environment from visitors to Stewart Island. ☐
- Funding for the development of tourism-related infrastructure. ☒
- Funding for a project that will enhance the look and feel of Oban. ☒

**C. PROJECT DETAILS**

1. What is the name of your project? Ulva Island Jetty

Please describe fully (continue on a separate sheet if necessary).

2. For what purpose does your organisation seek a Stewart Island/Rakiura Visitor Levy Grant?

To assist in the rebuild of the Ulva Island jetty.

(a) If your application relates to a facility or infrastructure - what is the current status of the facility or infrastructure?

The Ulva Island jetty is in a usable condition but needs re-newed, rebuilt

(b) Does the facility or infrastructure asset have a long term Development and Maintenance Plan? ☒ Yes / ☐ No (if yes, please attach)

Current AMP for jetties

(c) In some instances a statement of position from an accountant detailing current assets and liabilities may be required as a condition of receiving a grant. Do you have a current "statement of position"? ☒ Yes / ☐ No (if yes, please attach)

3. How will your project directly benefit visitors to Stewart Island?

Ulva Island is visited by thousands of tourists annually. This asset is the vital link for those visitors to access Ulva Island.

4. How does your application demonstrate alignment with the Stewart Island Visitor Strategy (2010-2015)?

Ulva Island is predominately visited by tourists/visitors to Stewart Island. It is vital for the safe passenger access and egress.

5. Start date of your project: 1/7/19 Finish date of your project: 30/6/20

**D. PRESENTATION (Optional)**

Applicants can choose to make a presentation in support of their application. Presentations are limited to five minutes. An additional five minutes will be available for questions from the Stewart Island/Rakiura Visitor Levy Committee if required. Applicants will be advised of the time, date and location of presentations.

• I wish to make a presentation in support of my application. ☐

• I do not wish to make a presentation in support of my application. ☐

• I am available to make a presentation in support of my application if required by the Committee. ☒

**E. FINANCIAL DETAILS**

Are you registered for GST? No ☒ Yes ☐ GST Number \_\_\_\_\_

Applicants that are not GST-registered need to provide budget figures that include GST.

Applicants that are GST-registered need to provide budget figures that exclude GST.

Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.

1. Please round all figures to the nearest dollar.

EXPENDITURE Project Costs	\$	INCOME Your Contribution	\$
Estimated \$800k	800,000	Fees/subs	
		Fundraising	
		Loan/mortgage/debenture	
		Cash savings	
		Other	
		Subtotal	
<b>Other Grants and Sponsorship applied for</b>			
		Sponsorship	
		Grants (successful and proposed)	Amount Requested Result Date
		*In reserves	254,000 1/1
		*	1/1
		Sub Total	
<b>(a) Total cost of the project is</b>	<b>\$800,000</b>	<b>(b) Total Income</b>	<b>254,000</b>

How much money are you applying for? \$ 100,000

To find out how much money you should apply for, subtract your contribution (b) from the total cost of the project (a). The answer is the amount of money you need in order for your project to go ahead.



<b>2.</b>	<b>Briefly describe any voluntary effort or donated materials provided for the project</b>
	Voluntary effort (eg, number of hours)
	Donated materials (eg, approximate \$ value)
<b>3.</b>	<b>How do you envisage paying for the future operational costs of this project?</b>
	Through the SIUL, rates, user pays scheme and possible external funding
<b>F.</b>	<b>DECLARATION (please provide two signatures)</b>
	We, _____ consent to the Southland District Council collecting the personal contact details provided on this form. The consent is given in accordance with the requirements of the Privacy Act 1994. We also confirm that the information provided is accurate and complete and that the organisation committee has agreed to this project/funding application.
<b>(a)</b>	<b>Name:</b> Mark Day
	<b>Position in organisation:</b> Community Facilities Manager
	<b>Signature:</b> ✓
	<b>Date:</b>
<b>(b)</b>	<b>Name:</b> Jon Spraggon
	<b>Position in organisation:</b> Community Board Chair
	<b>Signature:</b> ✗ [Signature]
	<b>Date:</b> 19/04/19
	<b>CHECKLIST - please attach</b> ✓
	• A current statement on income and expenditure <input type="checkbox"/>
	• A current bank statement from your organisation <input type="checkbox"/>
	• Quotations, where relevant <input type="checkbox"/>
	• Letters of support (if applicable) <input type="checkbox"/>
	• Development and Maintenance Plan (if applicable) <input type="checkbox"/>
	<b>These items will complete your application</b>

SOUTHLAND  
DISTRICT COUNCIL

## APPLICATION FORM

Application No. \_\_\_\_\_

## STEWART ISLAND/RAKIURA VISITOR LEVY FUND

## Applications close:

31 March Each Year

2019

Please state the year in which funding is sought  
Applications received after the closing date will  
not be considered.

## Post to:

Southland District Council  
PO Box 903  
Invercargill 9840

Or deliver to your nearest Southland District  
Council office.

## Any enquiries to:

Bronwyn Affleck - Telephone (03) 211 1426

## A. YOUR DETAILS - Please complete

Name of Organisation

~~South~~ Stewart Island Rakiura Community Board.

Postal Address:

c/o Southland District Council

Street Address:

Fourth St, Invercargill.

CONTACT NAMES - please give the names of two people who can be contacted if further information is  
required. The first contact must be the person who filled out the form. Under the Privacy Act (1993)  
consent from these people must be given before their details are recorded here.

1. Name:

Mark Day

Phone (day)

0800 732 732

(evening)

0272415094.

Email:

mark.day@southlanddc.govt.nz.

2. Name:

Cr Bruce Ford

Phone (day)

0272317815

(evening)

0272317815

Email:

bruce.ford@southlanddc.govt.nz.

Bank Account Number to Direct Credit your grant payment if application successful:

## PAYEE DETAILS

Pay to the credit of:

Name of Bank

Branch

Name of Account

Bank: Branch:

Account No.

Suffix

Please attach bank deposit slip.

GST Number (if applicable)



PO Box 903  
15 Forth Street  
Invercargill 9840  
New Zealand

Tel 0800 732 732  
Fax 0800 732 329  
Email sdc@southlanddc.govt.nz  
Internet www.southlanddc.govt.nz

R/14/3/3606

**B. WHAT ARE YOU APPLYING FOR - Please tick all that apply**

- Funding for an activity or facility used by, or for the benefit of, visitors to Stewart Island ☒
- Funding for an activity or facility to mitigate the adverse effects on the environment from visitors to Stewart Island. ☐
- Funding for the development of tourism-related infrastructure. ☐
- Funding for a project that will enhance the look and feel of Obar. ☒

**C. PROJECT DETAILS**

1. What is the name of your project? Moturau Moana Gardens.

Please describe fully (continue on a separate sheet if necessary).

2. For what purpose does your organisation seek a Stewart Island/Rakiura Visitor Levy Grant?

To upgrade tracks, improve signage (historical, interpretation/interactive panels) and building maintenance

(a) If your application relates to a facility or infrastructure - what is the current status of the facility or infrastructure?

The facility is in need of an upgrade to support the increasing visitor numbers and to ensure it is kept in a suitable condition

(b) Does the facility or infrastructure asset have a long term Development and Maintenance Plan? ☒ Yes / ☐ No (if yes, please attach)

Mowing, spraying and an annual volunteer working bee.

(c) In some instances a statement of position from an accountant detailing current assets and liabilities may be required as a condition of receiving a grant. Do you have a current 'statement of position'? ☒ Yes / ☐ No (if yes, please attach)

3. How will your project directly benefit visitors to Stewart Island?

By ensuring the facility is maintained adequately to ensure the visitor experience is safe and enjoyable.

4. How does your application demonstrate alignment with the Stewart Island Visitor Strategy (2010-2015)?

The gardens + tracks are visited by thousands of visitors every year this will likely increase with the Dark Skies accreditation.

5. Start date of your project: 2/7/19 Finish date of your project: 30/6/20



**D. PRESENTATION (Optional)**

Applicants can choose to make a presentation in support of their application. Presentations are limited to five minutes. An additional five minutes will be available for questions from the Stewart Island/Rakiura Visitor Levy Committee if required. Applicants will be advised of the time, date and location of presentations.

- I wish to make a presentation in support of my application. ☐
- I do not wish to make a presentation in support of my application. ☐
- I am available to make a presentation in support of my application if required by the Committee. ☒

**E. FINANCIAL DETAILS**

Are you registered for GST? No ☒ Yes ☐ GST Number \_\_\_\_\_

Applicants that are not GST-registered need to provide budget figures that include GST.

Applicants that are GST-registered need to provide budget figures that exclude GST.

Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.

1. Please round all figures to the nearest dollar.

EXPENDITURE Project Costs	\$	INCOME Your Contribution	\$	
Labour & materials	10,000	Fees/subs		
		Fundraising		
		Loan/mortgage/debenture		
		Cash savings		
		Other - Rates	3,000	
		Subtotal		
<b>Other Grants and Sponsorship applied for</b>				
		Sponsorship		
		Grants (successful and proposed)	Amount Requested	Result Date
		* C I Fund	10,000	1 / 1
		*		1 / 1
		Sub Total		
<b>(a) Total cost of the project is</b>	<b>10,000</b>	<b>(b) Total Income</b>	<b>3,000</b>	

How much money are you applying for? \$ 10,000

To find out how much money you should apply for, subtract **your contribution (b)** from the **total cost of the project (a)**. The answer is the amount of money you need in order for your project to go ahead.

2. Briefly describe any voluntary effort or donated materials provided for the project

Voluntary effort (eg, number of hours) 160 hours annually

Donated materials (eg, approximate \$ value) \$350 - Machinery loan

3. How do you envisage paying for the future operational costs of this project?


There is a small rated maintenance budget for Maturau.

F. DECLARATION (please provide two signatures)

We, \_\_\_\_\_ consent to the Southland District Council collecting the personal contact details provided on this form. The consent is given in accordance with the requirements of the Privacy Act 1994. We also confirm that the information provided is accurate and complete and that the organisation committee has agreed to this project/funding application.

(a) Name: Mark Day

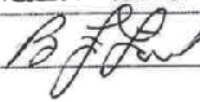
Position in organisation: Community Facilities Manager.

Signature: 

Date:

(b) Name: Cr Bruce Ford

Position in organisation: Stewart Island Councillor

Signature: 

Date:

**CHECKLIST - please attach** ✓

- A current statement on income and expenditure ☐
- A current bank statement from your organisation ☐
- Quotations, where relevant ☐
- Letters of support (if applicable) ☐
- Development and Maintenance Plan (if applicable) ☐

These items will complete your application

**SOUTHLAND**  
DISTRICT COUNCIL



A. Bruce +  
Jon to  
sign

## COMMUNITY INITIATIVES FUND APPLICATION FORM

### Applications close:

(Please indicate funding round applying for)

☒ 31 March 2019

☐ 30 September \_\_\_\_\_  
Late applications will not be considered

### Post to:

Southland District Council  
P O Box 903  
Invercargill 9840

Or deliver to your nearest Southland District  
Council office

### Any enquiries to:

Bronwyn Affleck, telephone (03) 211 1426

### Please note:

If your organisation has received funding previously, please ensure that the Accountability Form has been returned to the SDC office so that this application can be considered.

### A. Your Details

Name of organisation:

Stewart Island Rakiura Community Board

Postal address:

P O Box 903, Invercargill

Street address:

15 Forth St, Invercargill

### Contact names

Please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out the form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

1. Name: Jon Spraggan Phone (day): 032190<sup>034</sup> (evng): 032191449

Email: jspraggan@southlanddc.govt.nz

2. Name: Bruce Ford Phone (day): 032132 (evng): 0272317815

Email: bruce.ford@southlanddc.govt.nz

Bank Account Number to Direct Credit grant payment if application successful:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Please attach bank deposit slip.

R/13/8/10981

**B. What Are You Applying For?** (Please tick applicable box)

- The development of community facilities or amenities ☒
- Sport and recreational opportunities ☐
- Community programmes, activities or events ☐
- Loan (improving or developing new or existing facilities, upgrading of plant and/or purchasing equipment) ☐

**C. Project Details**

1. How many members belong to your club/organisation? \_\_\_\_\_

How many members live in the Southland District Council area? \_\_\_\_\_

**Please describe fully:** (Continue on a separate sheet if necessary)

2(a) For what purpose does your organisation seek a Community Initiatives Fund subsidy?

To upgrade tracks, improve signage (historical, interpretation / interactive panels) and building maintenance

(b) If your application relates to a facility – who uses the facility and how often?

Visitors are increasing and the facility is in need of an upgrade to ensure it is kept in a suitable condition. The gardens & tracks are visited by thousands of visitors every year.

(c) Does the facility have a long term Development & Maintenance Plan

☒ Yes / ☐ No

3. How will your project benefit the organisation or community?

By ensuring the facility is maintained adequately to ensure the visitor experience is safe and enjoyable.

4. Start date of your project: July 19 Finish date of your project: June 20.



**D. Financial Details**1. Are you registered for GST? No ☒ Yes ☐ GST Num
  

Applicants that are not GST-registered need to provide budget figures that include GST.

Applicants that are GST-registered need to provide budget figures that exclude GST.

Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.

2. Please round all figures to the nearest dollar.

EXPENDITURE Project Costs	\$ GST Inclusive or GST Exclusive	INCOME Your Contribution	\$
Labour - materials	10,000	Fees/subs	
		Fundraising	
		Loan/mortgage	
		Cash savings	
		Other Rates	3,000
		Sub Total	
		<b>Other Grants and Sponsorship Applied For</b>	
		Sponsorship	
		Grants (successful and proposed)	Amount Requested Result Date
		• Visitor Levy	10,000 1 1
		•	1 1
		•	1 1
		•	1 1
		Sub Total	
(A) Total cost of the project is	10,000	(B) Total Income	3,000

How much money are you applying for? \$ 10,000

3. Briefly describe any voluntary effort or donated materials provided for the project.

Voluntary effort: (eg number of hours) 160 hours annuallyDonated materials: (eg approximate \$ value) \$350 - machinery loan

4. How do you envisage paying for the future operational costs of this project?

There is a small rated maintenance budget for Moturau.



**E. Declaration** (please provide two signatures)

We, Jon Spraggan - Bruce Ford consent to the Southland District Council collecting the personal contact details provided on this form. The consent is given in accordance with the requirements of the Privacy Act 1994. We also confirm that the information provided is accurate and complete and that the organisation committee has agreed to this project/funding application.

Name: Jon Spraggan  
 Position in organisation: Chairperson  
 Signature: [Signature] Date: 19/03/19.

Name: Bruce Ford  
 Position in organisation: Councillor  
 Signature: [Signature] Date: \_\_\_\_\_

Please attach:	Check
• a current statement of income and expenditure	<input type="checkbox"/>
• a current bank statement from your organisation	<input type="checkbox"/>
• quotations, where relevant	<input type="checkbox"/>
• letters of support (if applicable)	<input type="checkbox"/>

*These items will complete your application.*

PLEASE ENSURE THAT ALL QUESTIONS ARE ANSWERED IN FULL  
 AND THAT RELEVANT DOCUMENTATION ACCOMPANIES THE  
 APPLICATION FORM.

Applic No. \_\_\_\_\_

**SOUTHLAND**  
DISTRICT COUNCIL



## COMMUNITY INITIATIVES FUND APPLICATION FORM

<b>Applications close:</b> (Please indicate funding round applying for) <input checked="" type="checkbox"/> 31 March 2019. <input type="checkbox"/> 30 September _____ Late applications will not be considered	<b>Post to:</b> <b>Southland District Council</b> <b>P O Box 903</b> <b>Invercargill 9840</b> Or deliver to your nearest Southland District Council office
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### Any enquiries to:

Bronwyn Affleck, telephone (03) 211 1426

### Please note:

If your organisation has received funding previously, please ensure that the Accountability Form has been returned to the SDC office so that this application can be considered.

### A. Your Details

Name of organisation: Stewart Island Rakiura Community Board  
 Postal address: 96 Southland District Council  
 Street address: Fourth St. Invercargill

### Contact names

Please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out the form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

1. Name: Jon Spraggon Phone (day): 2190034 (evng): 2191449

Email: jspraggon@realjourneys.co.nz

2. Name: Bruce Ford Phone (day): 0272317815 (evng): \_\_\_\_\_

Email: bruce.ford@southlanddc.govt.nz

Bank Account Number to Direct Credit grant payment if application successful:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Please attach bank deposit slip.

R/13/8/10981

**B. What Are You Applying For?** (Please tick applicable box)

- The development of community facilities or amenities ☒
- Sport and recreational opportunities ☐
- Community programmes, activities or events ☒
- Loan (improving or developing new or existing facilities, upgrading of plant and/or purchasing equipment) ☐

**C. Project Details**

1. How many members belong to your club/organisation? \_\_\_\_\_

How many members live in the Southland District Council area? \_\_\_\_\_

**Please describe fully:** (Continue on a separate sheet if necessary)

2(a) For what purpose does your organisation seek a Community Initiatives Fund subsidy?

To install an outdoor power point facility  
which would be utilised for Gala Days,  
Anzac Day celebrations

(b) If your application relates to a facility – who uses the facility and how often?

The foreshore is used every day but the  
power point would be used for events.

(c) Does the facility have a long term Development & Maintenance Plan

Yes / No

3. How will your project benefit the organisation or community?

To provide a facility where audio +  
visual equipment can be powered up  
for events & community occasions.

4. Start date of your project: 1/5/19 Finish date of your project: 30/6/20

R/13/8/10981

**D. Financial Details**

1. Are you registered for GST? No ☒ Yes ☐ GST Num

Applicants that are not GST-registered need to provide budget figures that include GST.

Applicants that are GST-registered need to provide budget figures that exclude GST.

Successful applicants who are GST-registered will be required to submit a GST invoice, after being notified the result of the application and prior to the grant being paid out.

2. Please round all figures to the nearest dollar.

EXPENDITURE Project Costs	\$ GST Inclusive or GST Exclusive	INCOME Your Contribution	\$
		Fees/subs	
Install outdoor	\$5,000	Fundraising	
power supply		Loan/mortgage	
		Cash savings	
		Other	
		Sub Total	
<b>Other Grants and Sponsorship Applied For</b>			
		Sponsorship	
		Grants (successful and proposed)	Amount Requested
			Result Date
		*	/ /
		*	/ /
		*	/ /
		*	/ /
		Sub Total	
(A) Total cost of the project is	5,000	(B) Total Income	

How much money are you applying for? \$5,000 -

3. Briefly describe any voluntary effort or donated materials provided for the project.

Voluntary effort: (eg number of hours) \_\_\_\_\_

Donated materials: (eg approximate \$ value) \_\_\_\_\_

4. How do you envisage paying for the future operational costs of this project?

Through the SIESA (Stewart Island  
Electricity Supply Authority) fees.

**E. Declaration** (please provide two signatures)

We, \_\_\_\_\_ consent to the Southland District Council collecting the personal contact details provided on this form. The consent is given in accordance with the requirements of the Privacy Act 1994. We also confirm that the information provided is accurate and complete and that the organisation committee has agreed to this project/funding application.

Name: Jon Spraggan  
 Position in organisation: Community Board Chair  
 Signature: [Signature] Date: 19/03/19

Name: Cr Bruce Ford  
 Position in organisation: Councillor  
 Signature: [Signature] Date: \_\_\_\_\_

Please attach:	Check
• a current statement of income and expenditure	<input type="checkbox"/>
• a current bank statement from your organisation	<input type="checkbox"/>
• quotations, where relevant	<input type="checkbox"/>
• letters of support (if applicable)	<input type="checkbox"/>

*These items will complete your application.*

PLEASE ENSURE THAT ALL QUESTIONS ARE ANSWERED IN FULL  
 AND THAT RELEVANT DOCUMENTATION ACCOMPANIES THE  
 APPLICATION FORM.





## Council Report

**Record No:** R/19/3/4674

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

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

☐ Decision

☐ Recommendation

☒ Information

## Chief Executive

### Local Government Funding and Financing Inquiry

1. Last December the Productivity Commission released an issues paper for the local government funding and financing inquiry that they are leading. A copy of the issues paper is available on the commission's website ([www.productivity.govt.nz](http://www.productivity.govt.nz)).
2. The issues paper briefly describes local government in New Zealand and how funding and financing currently works. It asks questions about current pressure points and ways that councils can manage cost pressures. It then seeks views on options for future funding and financing tools.
3. Submissions are open until 15 February 2019. Subsequent phases of the inquiry process include the release of a draft report in June 2019 and then a final report to government in November 2019.

### Tourism Strategy and Visitor Levy

4. The government have released their proposed new tourism strategy for public consultation. A copy of the full strategy is available on the MBIE website ([www.mbie.govt.nz/info-services/sectors-industries/tourism/tourism-strategy-consultation](http://www.mbie.govt.nz/info-services/sectors-industries/tourism/tourism-strategy-consultation)).
5. The draft strategy identifies five key outcomes, including that tourism protects and enhances New Zealand's natural, cultural and historic heritage, that regions and communities benefit from tourism, and that New Zealander's lives are improved by tourism. It also outlines the challenges that the growth in tourism in recent years has created and the proposed actions to manage these challenges.
6. At the end of September the government approved the introduction of the \$35 border levy, which is expected to raise some \$80 million per year that is to be used to fund tourism infrastructure and conservation related projects. It is expected that the funds raised will be split evenly between conservation and tourism related infrastructure. At this stage work is still to be progressed to determine how the funds are to be split and how they will be distributed.
7. The levy will be collected through visa fees and via the new electronic travel authority, with legislation due to be passed around the middle of 2019.

### 3 Waters Review

8. The government is continuing to progress their 3 waters review.

9. In late October the government released a report by GHD and Boffa Miskell into the costs of upgrading wastewater treatment plants. The report estimates that the cost of upgrading wastewater schemes to a standard suitable to meet the current national policy statement on freshwater would cost approximately \$2 billion. It also questions the ability of a number of rural and provincial councils to meet these costs.
10. In late November government released the cabinet paper and minutes detailing the decisions that they made at their meeting on 29 October in regard to the review process. A copy of the papers is available at ([www.dia.govt.nz/three-waters-review](http://www.dia.govt.nz/three-waters-review)).
11. In these papers the government have outlined the broad shape of the options being considered in their review and the overall timetable within which they now expect to be able to make decisions.
12. It is expected that the first round of decisions will be made by cabinet in June 2019. These are expected to include decisions in relation to:
  - the formation of new regulatory processes for drinking water
  - changes to the environmental regulation system that is currently managed by regional councils
  - processes for improving performance reporting in relation to the delivery of wastewater and stormwater systems.
13. By the end of 2019 it is expected that decisions will be made about:
  - proposed service delivery arrangements for 3 waters
  - the need for economic regulation.
14. The question as to whether there will be a need for some form of economic regulation will partially depend upon the decisions that government make in relation to the potential aggregation of service delivery arrangements.
15. The broad models of reform include:
  - proceeding with changes to the regulatory system only
  - whether government creates an incentives regime to encourage the development of more efficient service delivery models
  - a form of compulsory aggregation of service delivery agencies. These would still be publicly owned and most likely still involve some form of local government ownership through, for example, a council controlled organisation model.
16. In a number of recent speeches the minister of local government, Hon Nanaia Mahuta has continued to signal a preference for change to the 3 waters delivery structures including the potential for cross-subsidisation between regions.
17. Local Government New Zealand are making it clear, from a sector advocacy perspective, that any form of aggregation of service delivery should be left to local authorities to decide, particularly given that the assets are owned by local communities. In this regard they have adopted a position statement which has four key principles as follows:

- fix drinking water first: Havelock North has shown that urgent action is needed in the drinking water space, and any reform process should make this a priority. The government needs to set hard drinking water standards, and establish a strong regulator to enforce these standards
  - let existing regulations run their course: wastewater and stormwater assets are long-lived, and it takes many years of planning and investment to change performance outcomes. New freshwater quality standards were introduced in 2017, and we should allow efforts to meet these standards to run their course before introducing new requirements
  - take mandatory aggregation off the table: local government strongly opposes mandatory aggregation of water assets as one-size-fits-all policy making. The economic literature shows aggregation can be an effective tool to produce service delivery efficiencies in some cases, and so needs to be applied on a case-by-case basis, not as a blanket policy for New Zealand
  - incentives matter: central government should focus on getting the incentives right to drive behaviour. Setting hard quality standards across all 3 waters, backed by rigorous compliance enforcement, will force service providers to lift their performance. At the same time it will open the door to innovation, as service providers experiment with different technologies and ownership models to meet these standards.
18. Across the local government sector a number of other concerns have also been expressed about the current review process. These include:
- the lack of a clear problem definition that the review aims to fix, particularly when consideration is being given to some form of aggregation of supply
  - a lack of follow through on the ‘co-design’ principle, under which the 3 waters review process was originally established
  - a tendency to see the 3 waters as one system, as opposed to three distinct but interlinked systems, each with their own challenges
  - the question as to whether this is simply a ‘back door’ way of amalgamating local authorities.
19. The issues arising from the current 3 waters review process are clearly significant at both the national level and for all local authorities. It is clear that there is a need for change and a significant lift in the performance of the sector as a whole. There is also a need for a lift in the quality of private water systems across New Zealand.
20. At the very least there will be significant change to the regulatory environment, which includes drinking water standards, environmental regulation and potentially economic regulation, within which the sector currently operates. This will bring new standards which will need to be met within a short timeframe and will also be subject to an intensive enforcement regime. Local authorities will not be able to use cost as a reason for not meeting the required standards.
21. Staff will continue to monitor developments in this area. At a local level we need to continue on with looking to improve the way in which we manage the water, wastewater and stormwater activities including looking at increasing the pace with which we implement infrastructure

improvement projects. We also need to improve our asset management information and processes so that we are able to support informed decision-making processes.

22. We are also now getting closer to the point at which there will be merit in Council looking to do some work with its neighbouring authorities on future models that could be implemented across Southland.

## **Local Governance and Community Well-beings**

23. Alongside of their announcements on the 3 waters review the government also released a cabinet paper outlining work that they are doing to look at strengthening the role of local authorities in the community governance and broader community well-beings area.
24. As noted previously the government have introduced an amendment to the Local Government Act 2002 to require local authorities to have a focus on improving the social, economic, environmental and cultural well-being of their communities. While some might see this as a reinstatement of the sustainable development focus that was previously included in the act, but removed by the previous government, others see it as having quite a different focus to the previous regime.
25. A strengthening of the community leadership and development role that local government can play will have much more significance if the way in which a number of the traditional infrastructural services, such as 3 waters and roading, are changed. The approach being pursued is also consistent with work at a central government level to bring a four well-beings approach to the development of their next Budget. This work, which is called the living standards framework, is also consistent with the sustainable development goals set by the United Nations.
26. Eventually, this work could lead to a greater devolution of responsibilities from central to local government. While government have ruled this out at this stage it is inevitable that there will be ongoing discussions in this area particularly given that the role of local government in New Zealand is relatively narrow by OECD standards and hence it is seen that there is considerable ability to strengthen the role of local authorities as leaders in social, housing, emergency management and long term community planning areas, which are also priorities for government. Over time this could also lead to the decentralisation of what are currently central government service responsibilities to local government.
27. The minister of local government is expected to report back to cabinet in April 2019 on the progress being made in this area.

## **Marine Pollution**

28. The Ministry of Transport is currently seeking input into a decision on whether New Zealand should sign an international treaty restricting air emissions from ships. The level of air pollution coming from cruise ships within Fiordland and Milford Sound in particular has been an issue of concern.
29. This International Maritime Organization Treaty, Annex VI of the International Convention for the Prevention of Pollution from Ships (MARPOL), regulates emissions that are harmful to public health, deplete the ozone layer and contribute to climate change.

30. Annex VI would reduce air emissions by controlling the sulphur content of fuel. Domestic and international ships entering New Zealand waters meet the current Annex VI standards of 3.5 percent sulphur content. Marine fuel produced here is also under 3.5 percent. From 2020 however, the standard required by MARPOL is likely to drop to 0.5 percent.

## **Resource Management Act Reform**

31. The government have announced that they intend undertaking a two-stage approach to the introduction of amendments to the Resource Management Act 1991.
32. The first stage will be a focused set of amendments that will address a number of targeted issues which government see as being able to be amended relatively easily. Further details on the specific changes proposed are available on the Ministry for the Environment website ([www.mfe.govt.nz/rma/improving-our-resource-management-system](http://www.mfe.govt.nz/rma/improving-our-resource-management-system)).
33. Stage 2, which will begin early this year, will be a more comprehensive review of the resource management system and will build on current work across urban development, climate change, and freshwater. It will also consider a number of issues raised by stakeholder groups including the Productivity Commission and Local Government New Zealand.

## **Southland Regional Development Agency**

34. The creation of the Southland Regional Development Agency (SRDA) reached an important milestone in December with the legal formation of the new company and the signing of the Joint Shareholders Agreement and Constitution.
35. The Joint Shareholders Committee, who also have responsibility for managing the board and setting the performance expectations for the new entity has also been formed and had its second meeting on 4 December. At that meeting the committee was also briefed on progress with the director recruitment process. Some 70 applications were received from a wide range of good quality candidates.

## **Ministry of Civil Defence and Emergency Management**

36. The previous government indicated its intention to review the 60/40 funding of emergency events. This is where in the declaration of an emergency, central government contributes 60% and local contribution is 40% of essential infrastructure costs subject to the relevant criteria being met.
37. The review was initiated because of the impact that the Christchurch and Kaikoura earthquakes had on the central government funds. Recently, Local Government New Zealand met with the Ministry of Civil Defence and Emergency Management and received assurances that no change to the 60:40 arrangement have been made or is under consideration at this time.

## **Community and Futures**

### **Strategy and Policy**

#### **Annual Plan 2019/2020**



38. Work for the Annual Plan 2019/2020 is currently underway, and a timeline and project plan was submitted to Council in December 2018. Direction setting reports have been presented to local community boards and community development area subcommittees throughout the months of November and December identifying any variances to the Long Term Plan 2018-2028. It is recognised that extraordinary projects or changes to the level of service may be needed outside of the Long Term Plan process, to ensure the on-going needs of the community are being met.

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

39. Business and Economic Research Limited (BERL) was commissioned by Southland District Council to undertake research to assist with the development of the District's 2031 Long Term Plan.
40. 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.
41. 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.
42. BERLs engagement with individuals, organisations, and businesses in the District to inform Council about what it can do itself to increase wellbeing, as they strive for overall community wellbeing has been completed. It is intended this will be presented to Council in February 2019.

**Community Futures Research and Analysis Work Programme**

43. Council continues to support the progression of research and analysis work to support its decision-making in preparation for the Long Term Plan 2031.
44. 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, and identify priorities for investing in community future planning. The executive leadership project team comprising of the chief executive, chief financial officer, group manager services and assets, group manager environmental services and group manager community and futures has been established to determine prioritisation, and is facilitated by the strategy and policy manager. High level project plans have been developed that will help determine what is required to deliver priority projects within the District and reports presented to the Community and Policy Committee in September and November to update on the progress of the overall programme of work.
45. The on-going work streams 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)
- 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.

## **Governance**

### **Representation Review and Community Governance Project**

46. The Local Government Commission heard appeals and objections on Council's final proposal on Wednesday 5 December at which time Council staff and elected representatives made a presentation on our final proposal.
47. Work is progressing on arrangements to support the community governance project.

## **Venture Updates**

### **Southland Arts Festival**

48. The 2019 Southland Arts festival, now in its 11<sup>th</sup> year, will be held from April 10 – May 16, 2019. With a total of 25 individual events to choose from, ranging from contemporary dance, theatre, music and comedy to literary arts there is something for everyone.
49. The programme for this year's festival aims to celebrate the creativity and vibrancy that the arts can inspire in us all, and will challenge, entertain and captivate audiences all at the same time.
50. More information, including the festival programme, can be found online at [southlandnz.com](http://southlandnz.com) with tickets available to be purchased from [ticketdirect.co.nz](http://ticketdirect.co.nz), or from the Southland Chamber of Commerce, ICC Booking Office or ILT Stadium Southland.

## **Planning for Southland's tourism growth**

51. Planning for Southland's continued tourism growth and the development of attraction initiatives have been boosted with consultants appointed to carry out two significant pieces of work; the Southland Murihiku Destination Strategy and the development of the Southland Story.

## **Southland Murihiku Destination Strategy 2018-2028**

52. Stafford Consulting was appointed to advance the Southland Murihiku Destination Strategy and has carried out consultation with major stakeholders. It is anticipated that the strategy will be completed by March 2018. The strategy will provide overall direction for the development of tourism in Southland, aligning with other planning documents such as the cruise, cycling, heritage and events strategies.

## **Southland Story**

53. Principals Group has been appointed as the consultants to lead the Southland Story project development. To date this has involved carrying out workshops in Te Anau, Riverton, Gore and Invercargill, interviewing key stakeholders and carrying out a wider survey so that as many voices as possible are given the opportunity to contribute to the story development.

## **Dark Sky Sanctuary for Stewart Island**

54. In early January the International Dark Sky Association (IDA) confirmed that Stewart Island/Rakiura had been successful in its application for the establishment of an international dark sky sanctuary. Venture Southland worked alongside an independent consultant and the Stewart Island Promotion Association to prepare the application which was unanimously endorsed by the IDA board.
55. The decision makes Stewart Island/Rakiura the fifth dark sky sanctuary, and only the second island sanctuary, in the world. It is anticipated the accolade will contribute to an increase employment on the island, encourage the preservation of the unspoiled natural environment and result in a significant boost in tourism both on the island and across the wider Southland region.

## **Water Treatment Course**

56. The annual water treatment course offered to community pools was held on November 23 2018 and had 17 people attend from across the district. Funding from Community Trust South and the Southland District Council Community Initiatives Fund helped to subsidise the cost for not-for-profit/community pool

# **Environmental Services**

## **Group Managers Update**

## **National Policy Statement (NPS) and National Environmental Standard (NES) for Fresh Water Management 2019**

57. Some key elements of this work to be aware of are as follows:
- a bill to undertake minor amendments to the RMA related to the NPS and NES is likely to be passed late this year/early next year

- a more comprehensive review of the resource management system is proposed to be developed and introduced in the 2nd quarter of next year
- a NPS could take the form of what is proposed in the NPS for indigenous biodiversity (outlined below), potentially including more definitive targets and stronger central direction
- a NES could set national environmental bottom lines, require the review of consents, and determine how activities within risk catchments should be managed
- this could have implications for the work currently being undertaken for Council on the water and land plan appeal/mediation process.

### **Recommended National Policy Statement for Indigenous Biodiversity – NPSIB**

58. A national Biodiversity Collaborative Group has developed a draft national policy statement for indigenous biodiversity, and recommendations to the government on complementary and supporting measures to maintain indigenous biodiversity. Essentially, the recommendations are for a NPS with regulatory and non-regulatory components.
59. The associate minister's announcement on this, released on 25 October, included the following wording:

#### **Media release from associate minister for the environment, Hon Nanaia Mahuta:**

- a new report recommending improvements to biodiversity management will build on communities' good work to protect our biodiversity, says associate minister for the environment, Hon Nanaia Mahuta.
  - the report of the Biodiversity Collaborative Group outlines a draft national policy statement (NPS) for indigenous biodiversity and provides complementary recommendations, to help halt the decline in biodiversity.
  - "our biodiversity is a taonga, important to New Zealand's environment, culture, society and economy. However, it is in rapid decline from pressures like land-use change, invasive species, and climate change, and we need to do more to ensure that it is protected," said Hon Nanaia Mahuta.
60. The draft NPS itself sets clear direction and covers the following:
- national criteria for assessing all indigenous biodiversity
  - creation of significant natural areas (SNAs) that will be required to be identified, attributes scheduled, mapped and then incorporated into District plans and regional plans.
  - direction on how activities within those SNAs will be managed and how to engage with landowners through that process, with the ultimate goal of setting environmental bottom lines within a SNA
  - direction on how activities within all other indigenous biodiversity should be undertaken to "maintain" indigenous biodiversity
  - provision for existing activities (on a limited basis) within SNAs

- requires a regional biodiversity strategy which sets targets for restoration and enhancement to be developed by the Regional Council.
61. The creation of the NPS will require continued support from Council of the regional biodiversity study programme already underway and the biodiversity strategy. However, the draft NPS proposes a 5 year timeframe to have completed what will be a fairly extensive research and ground truthing programme and may require a higher level of resourcing in order to meet that timeframe. The draft NPS will also require councils to actively enter into engagement with landowners once areas have been identified from the study. This will be likely to require additional resource.
62. The draft NPS further proposes that within six years a plan change be notified to the relevant regional and District planning documents to incorporate the SNAs.
63. The strategy will require that an increase in indigenous biodiversity be achieved to boost the percentage of indigenous cover for the region. It is likely that this will require councils to consider what they can contribute towards meeting that target.
64. A cost benefit analysis will be prepared and both that, and the collaborative group's reports, will be forwarded to the relevant ministers and officials for consideration. A full consultation process on a proposed NPS and its complementary and supporting measures will then occur. Depending on what the ministers determine, it is possible that this will be progressed this year.

### **Water and Land Plan Appeal**

65. Council along with Invercargill City Council and Gore District Council have jointly appealed the decision on Environment Southland's Water and Land Plan. The appeal relates to discrete provisions of the plan that impact upon reticulated services (water, stormwater and wastewater).
66. The environment court has decided to split the appeal into two topics "A" and "B" which will be heard separately. Topic "A" covers the front end of the plan. Particularly, the issues pertaining to Southland's water and land, the state of the environment, physiographic zones, objectives and discrete policies relating to Ngai Tahu, physiographic zones, freshwater management units. A hearing for topic "A" is set down for May 2019 with evidence scheduled from December 2018 until early May 2019. Evidence for the Councils' appeal is due in late February. Topic "B" containing the remaining policies and rules of the plan will be scheduled once an interim decision and appeals on topic "A" have been resolved. It is likely that topic "B" will be heard in early 2020.

### **Building Solutions**

67. The department has received 88 building consent applications for the month this is down about 10% on the previous 3 year average. The majority of these reductions are accounted for in the reduction of consents for C1 commercial consent applications down to 20 from a three year average of 34 applications. The value of C1 consent applications was bolstered with an application to construct a \$1m heritage centre on Stewart Island/Rakiura.
68. The department issued 53 consents for the month, this is down from 84 consents for the same period as last year. The most noted reductions came in C1 commercial consents, down from 32 to 24 and R1 residential are down from 58 to 32 when compared to November 2017. The



number of consents issued are down on November last year and this is also reflected in the value of consented work down from \$10.3 million to \$4.6 million.

69. For the year to date the total number of consents issued are down from 559 to 365 on the same period in 2017-2018 and would be more in line with the number consents issued for the year 2016-2017.

## **People and Capability**

70. There have been some changes to the Services and Assets Group. The new structure includes the creation of a project delivery team and establishment of a commercial infrastructure function to support, amongst other things, our procurement and contract management activities. The new structure will also see the disestablishment of the community engineer team with staff moving into positions the project team and the various activity teams. The purpose of the proposed amendments is to improve programme delivery and increase both commercial and asset management capacity across the group.

## **Services and Assets Group**

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

71. With the decision to proceed with subsurface drip irrigation (SDI) discharge methodology, the Te Anau wastewater discharge project team is working hard to ensure the SDI consenting process is progressed as soon as possible. Council staff are working closely with Stantec, external specialists and Environment Southland to ensure that all parties are up to speed with requirements and anticipated timelines.
72. 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.

### **Forestry (IFS)**

73. With the annual harvest programme now completed, all income has been received. A total of 30,000 tonnes was harvested from the Waikaia forest. The remainder of the year concentrates on tending, establishment and maintenance operations. Financial results are well above budget.

## **Operations and Community Services**

### **Tourism Infrastructure Funding**

74. Staff involved in the tourism funding process, attended a presentation from representatives of Ministry of Business, Innovation and Employment and Local Government New Zealand. They provided feedback on the applications that had been received in the previous rounds of funding. Following the first two rounds, they have reviewed the application process based on feedback from local authorities and took the opportunity to update councils on the changes that they have implemented. The two key points from the presentation were:
- they have reduced the \$100,000 threshold to \$25,000
  - applications dates have been fixed to the 1 March and the 1 August.

## Customer Delivery

### Libraries

75. We currently have 5344 active library users in the District as at 3 December 2018 (this is defined as having used their library card in library or online in the last 12 months).
76. The table below shows the number of individuals checking out items from a branch library each month.

LIBRARY NAME	OCTOBER	NOVEMBER
Book Bus	321	397
Lumsden	94	82
Otautau	103	84
Riverton	196	182
Stewart Island	54	39
Te Anau	417	368
Winton	624	595
Wyndham	60	63

77. Use of the PressReader application is below.

MONTH	ISSUES DOWNLOADED	ARTICLES READ
October	5291	24396
November	4200	11028

78. Our library service has new books each month, these can be viewed online through our catalogue on <https://www.southlanddc.govt.nz/my-southland/libraries/>.

### Knowledge Management

79. Over the past two months the team have continued to work with teams throughout Council supporting the change to the digitisation of our property files. Changes have created efficiencies for teams in that they can now access information from their desks as opposed to the having to come in, find the file, take it away to review and then return for filing. It also allows for multiple people to access the files at one time.
80. For the public to view property files, we maintain a request service via the customer support team and files are emailed to the requestor. From the 1 October until 30 November 2018 we received 227 property file requests from the public.

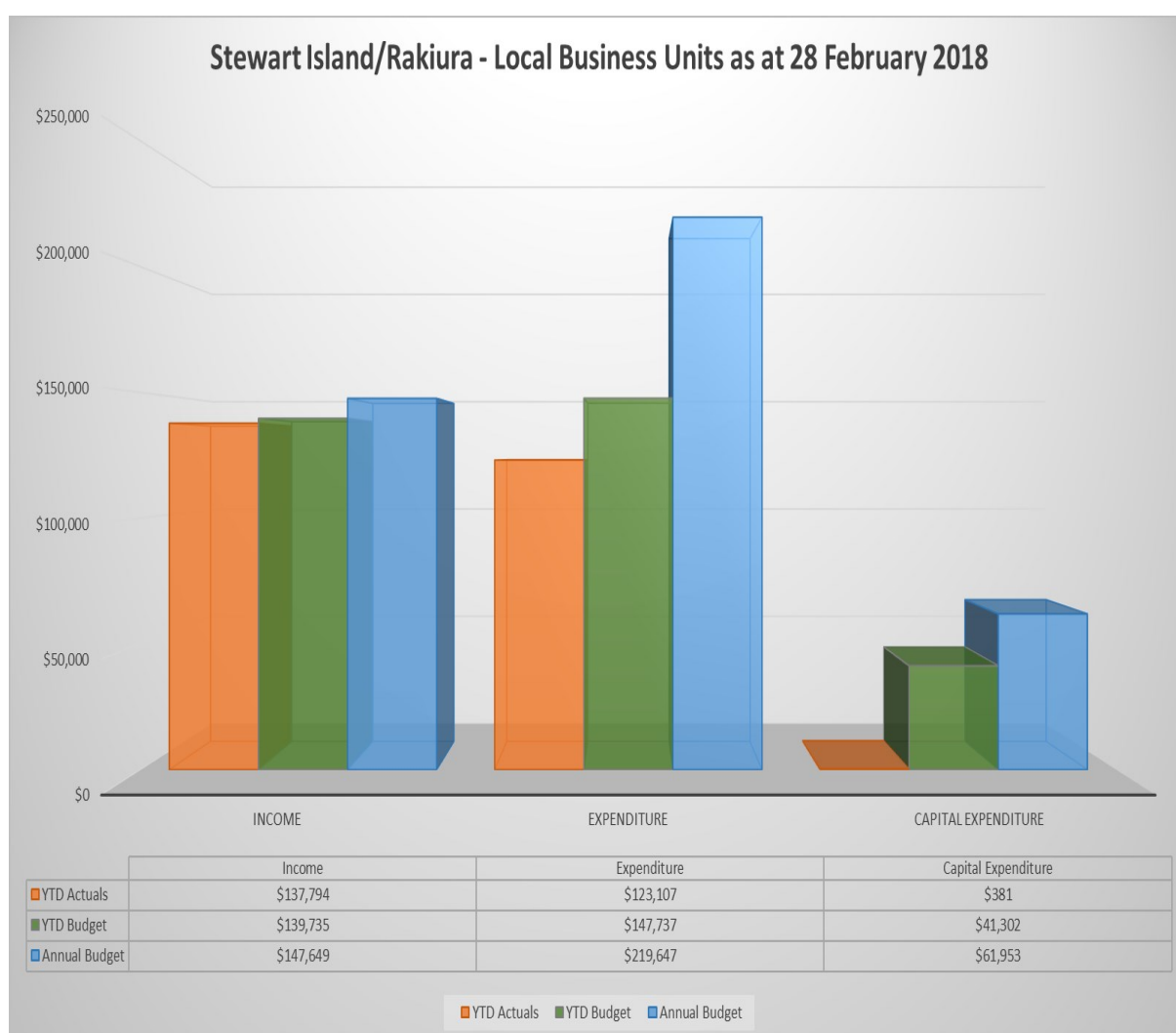
### Finance

81. Income for the Stewart Island/Rakiura Community Board year to date 28 February 2019 was \$1,941 below budget. This was due to lower than anticipated income in the operating costs business unit for licence fee - Roadline.

## Stewart Island/Rakiura Community Board

8 April 2019

82. It should be noted that income for wharf licence fees was higher than anticipated, but is close to the annual budget.
83. Expenditure for the Stewart Island/Rakiura Community Board is \$24,630 below budget year to date. This is due to lower than anticipated expenditure for board members salary, General projects, waste/kerbside refuse collection, general maintenance, mowing (cemetery) and track maintenance.
84. It's worth noting that expenditure was higher than budget for general maintenance (street works and Traill Park), mowing and gardening (beautification business unit) and mowing in Traill Park.
85. It is worth noting that the budgets are phased on a monthly basis, and while some budgets appear to be underspent, they are still on track for maintenance schedules that take place periodically throughout the year.



Stewart Island/Rakiura - Business Units as at 28 February 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	\$9,032	\$7,797	\$16,097	\$5,202	\$7,838	\$11,695			
26602	Operating Costs - Stewart Is	\$1,318	\$4,867	\$7,300	\$1,302	\$3,046	\$4,569			
26607	Street Works - Stewart Island	\$1,434	\$1,438	-\$64,992	\$5,543	\$2,256	\$3,357	\$381	\$41,302	\$61,953
26610	Refuse Collection - Stewart Is	\$75,854	\$76,351	\$115,319	\$60,899	\$76,483	\$114,725			
26613	Stormwater Drain - Stewart Is	\$13,306	\$13,347	\$20,020	\$6,660	\$9,519	\$13,940			
26625	Cemetery - Stewart Island	\$8,767	\$8,274	\$12,411	\$6,546	\$13,607	\$20,411			
26628	Beautification - Stewart Is	\$19,310	\$19,369	\$29,053	\$24,801	\$23,215	\$34,822			
26629	Moturau Gardens	\$3,602	\$3,109	\$4,663	\$1,997	\$3,496	\$4,663			
26634	Traill Park	\$4,121	\$4,133	\$6,200	\$7,143	\$5,722	\$7,635			
26646	Playground - Waterfront	\$1,049	\$1,052	\$1,578	\$3,014	\$2,553	\$3,830			
Total		\$137,794	\$139,735	\$147,649	\$123,107	\$147,737	\$219,647	\$381	\$41,302	\$61,953

# Reserve Balances

Stewart Island/Rakiura														
Local	Reserve	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
	Stewart Isl General - RES	168,190	50,523	38,490	45,606	19,449	13,073	19,260	25,617	32,148	38,856	45,746	52,821	55,517
	Stewart Isl Waste Mgt - 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	68,607	76,542	51,231	45,729	52,819	60,109	67,603	75,306	83,224	91,360	94,056
	Total Local Balance	197,514	80,640	68,607	76,542	51,231	45,729	52,819	60,109	67,603	75,306	83,224	91,360	94,056
	Total Stewart Island/Rakiura Reserve Balance	197,514	80,640	68,607	76,542	51,231	45,729	52,819	60,109	67,603	75,306	83,224	91,360	94,056



## **Recommendation**

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

- a) **Receives the report titled “Council Report” dated 2 April 2019.**

## **Attachments**

There are no attachments for this report.

## SIESA - Financial Report to 28 February 2019

**Record No:** R/19/3/5243

**Author:** Joanie Nel, Management Accountant

**Approved by:** Anne Robson, Chief Financial Officer

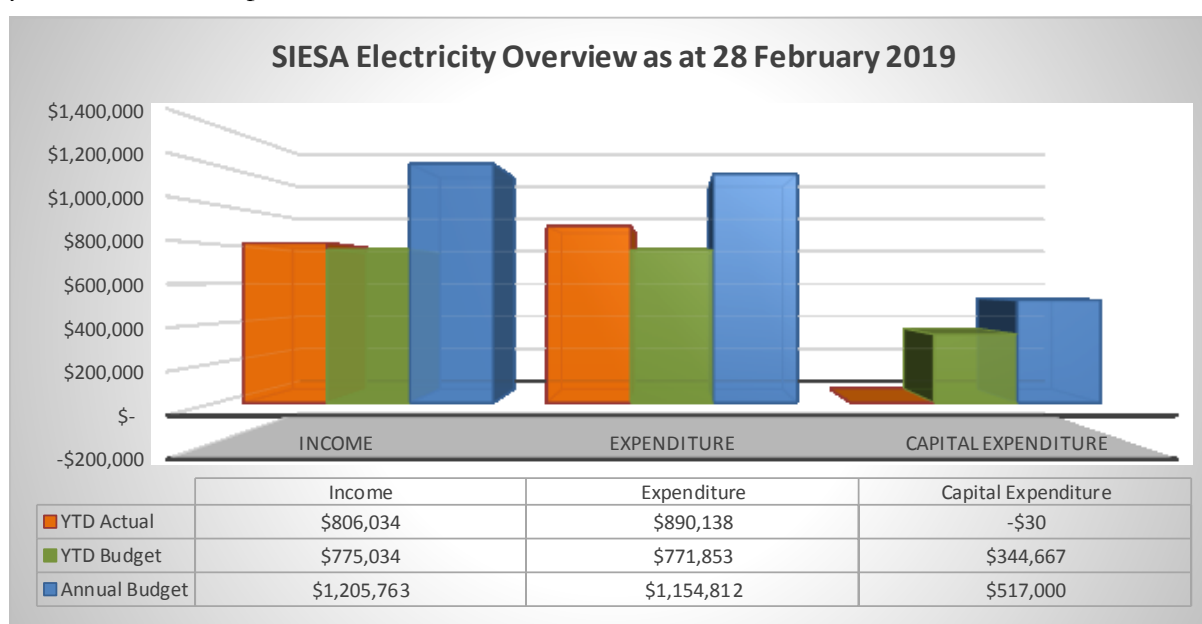
☐ Decision

☐ Recommendation

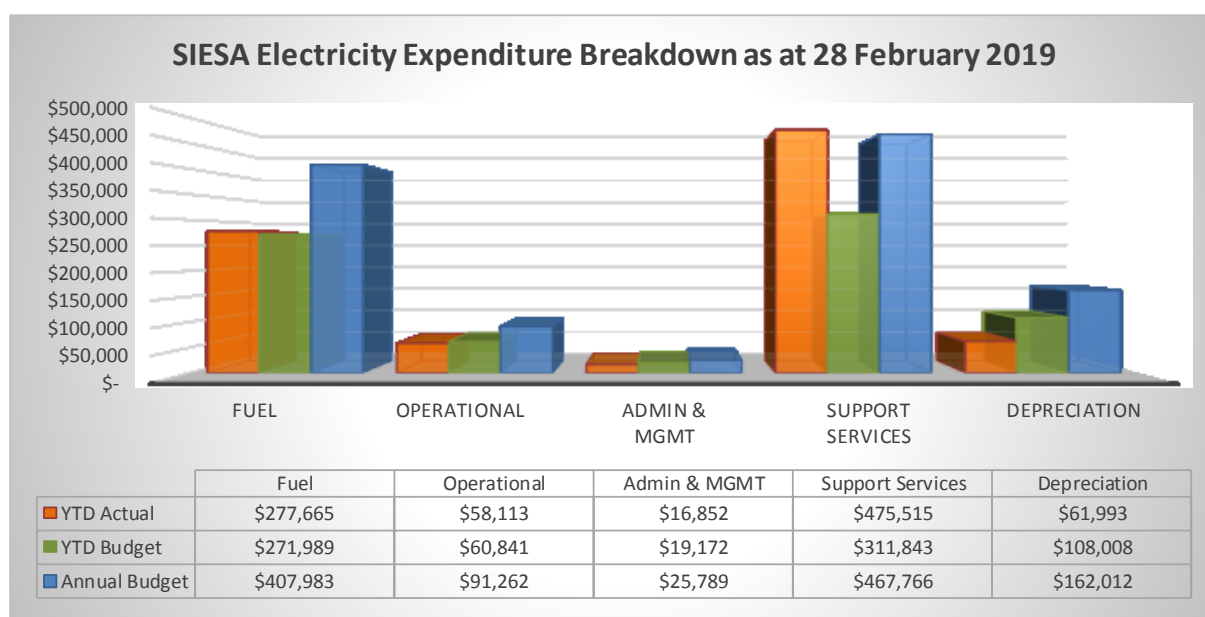
☒ Information

### SIESA Electricity Operations

- 1 SIESA electricity generation net deficit for the year to date is \$84,104, compared to a budgeted year to date net surplus of \$3,181.



- 2 Total income for the period to date is \$806,034, \$31,000 over budget, this was as a result of the following:
- Higher SIESA electricity charges income against budget (\$24,592). Overall electricity consumption for the year to date (YTD) is 3% higher than previous years.
  - General recoveries is also \$3,495 above budget YTD as a result of receiving network contributions (customer charges and labour charges refunded to SIESA).



- 3 Total operating expenditure for the year is \$890,138, \$118,285 over budget. The following comments apply:
- Management fees are \$164,019 over budget, due to the contract re-negotiation, this has been included in forecasting.
  - Fuel charges are \$5,676 over budget due to the increase in the cost of fuel.
  - Material damage insurance charges are \$2,218 over budget, these budget shortfalls have been included in the next round of forecasting.
  - Depreciation - other plant charges are \$47,122 under budget. The budget was set on a number of capital works being undertaken in previous years, as these have not occurred the level of depreciation is less than budgeted.

## Project status

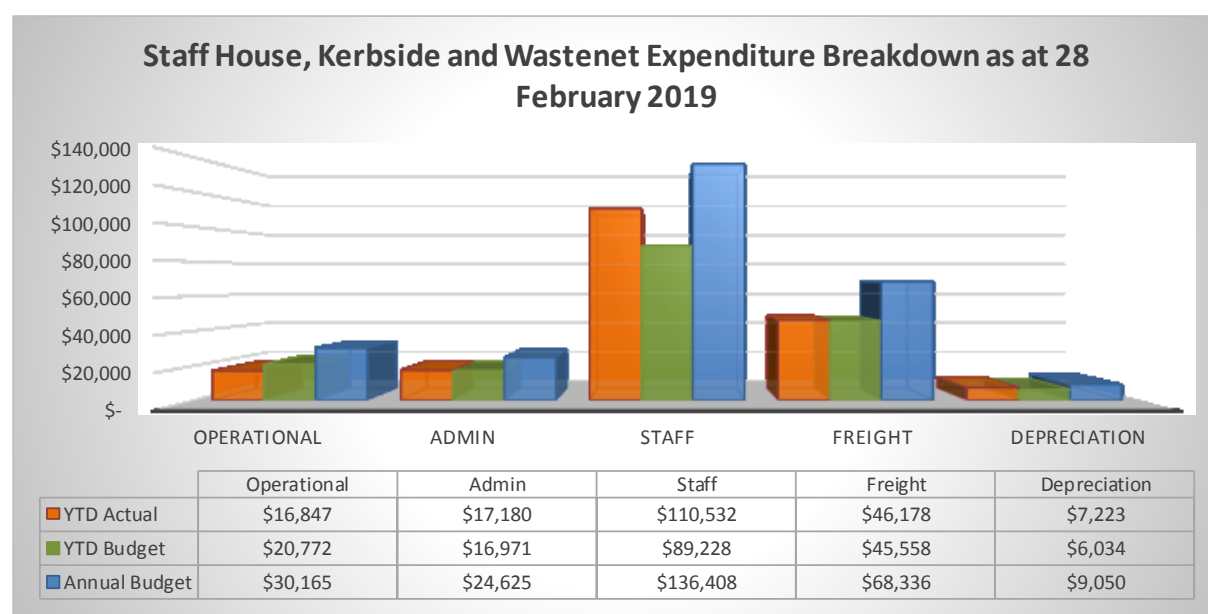
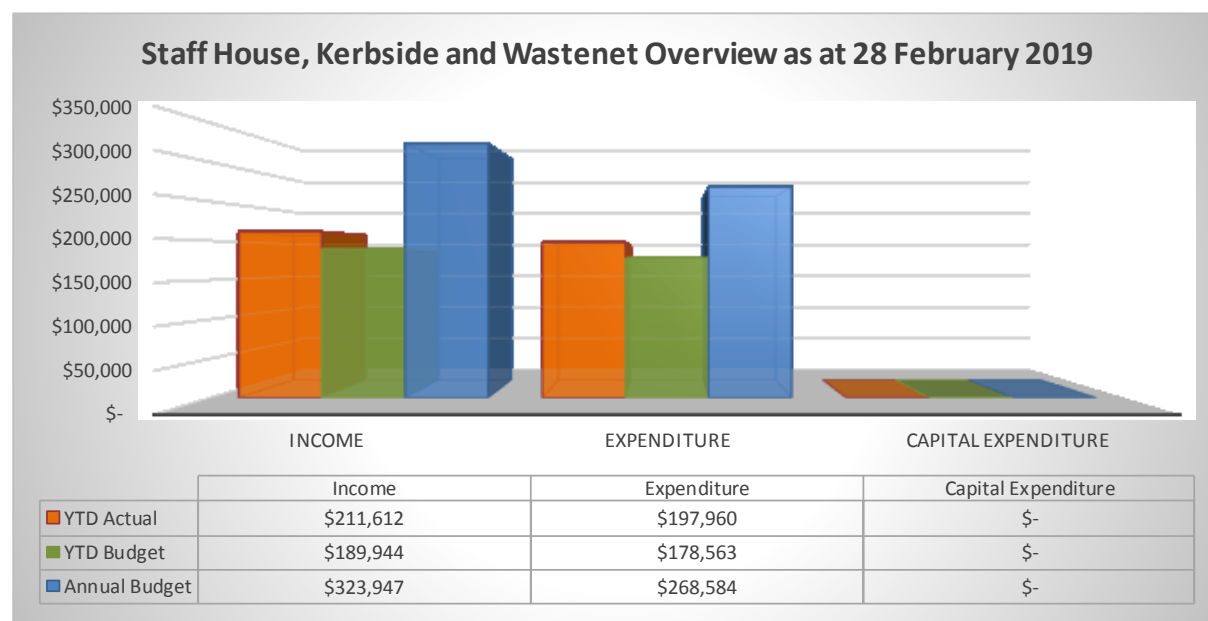
The two projects that are expected to be completed by this financial year, are the Network Upgrade Project budgeted at \$20,000, which is a minor upgrade, being the replacement of faulty ceramic insulation and the second is the replacement of 2 x 20,000 litre fuel tanks.

The other projects for SIESA are currently not required or under investigation and thus after staff recommendation and prior consultation with the committee, these projects have been deferred to the 19/20 financial year during the October 2018 round of forecasting.

## Staff House, Kerbside and WasteNet Operations

- 4 Overall income for the period to date is \$21,668 over budget. The income from Wastenet is \$16,186 over budget and the rental income for the SIESA staff house is \$4,013 over budget YTD.
- 5 Overall expenditure for the year to date is \$19,397 over budget. The budget shortfalls have been included in the February round of forecasting. There has been a \$6,160 YTD expense identified for taxable allowances that will be journaled to the correct business unit in March as well as some of the temporary contractor charges (currently being \$5,422 over budget) to be reclassified to a

District funded business unit. These changes should reflect the YTD numbers in the report presented to the next Community Board meeting. .



## Investments

- 6 As at 28 February 2018, SIESA has \$1,620,000 in investments. These are held in terms varying from one month to six months at interest rates between 3.33% and 3.38%.

## **Recommendation**

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

- a) Receives the report titled “SIESA - Financial Report to 28 February 2019” dated 2 April 2019.**

## **Attachments**

There are no attachments for this report.

## Exclusion of the Public: Local Government Official Information and Meetings Act 1987

### Recommendation

That the public be excluded from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

#### C9.1 Golden Bay Development

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Golden Bay Development	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.