



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

**Date:** Monday, 29 June 2020  
**Time:** 9.45am  
**Meeting Room:** Stewart Island Pavilion  
**Venue:** Ayr St, Stewart Island

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

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### **MEMBERSHIP**

<b>Chairperson</b>	Jon Spraggon
<b>Deputy Chairperson</b>	Steve Lawrence
<b>Members</b>	Aaron Conner
	Anita Geeson
	Rakiura Herzhoff
	Gordon Leask
	Councillor Bruce Ford

### **IN ATTENDANCE**

<b>Committee Advisor</b>	Kirsten Hicks
<b>Community Partnership Leader</b>	Karen Purdue
<b>Community Liaison Officer</b>	Megan Seator

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)

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**[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)**

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



## Terms of Reference – Community Boards

<b>TYPE OF COMMITTEE</b>	Community board
<b>RESPONSIBLE TO</b>	<p>Council</p> <p>Each community board will have a relationship with the committees in section 8.4.2 to 8.4.5 of the delegations manual based on the scope of the activities/functions delegated to each committee.</p>
<b>SUBCOMMITTEES</b>	As noted in section 8.5 of the delegations manual various subcommittees will report to specific community boards.
<b>LEGISLATIVE BASIS</b>	<p>Resolution made by Council through the representation arrangements as per the Local Electoral Act 2001.</p> <p>Role, status and membership as per subpart 2 of Part 4 of the Local Government Act 2002 (LGA).</p> <p>Treaty of Waitangi as per section 4, Part 1 of the LGA.</p> <p>Opportunities for Maori to contribute to decision-making processes as per section 14 of Part 2 of the LGA. Community boards delegated powers by Council as per schedule 7, clause 32, LGA.</p> <p>Appointment of councillors to community boards as per section 50, LGA.</p>
<b>MEMBERSHIP</b>	<p>Oreti and Waihopai Toetoe Community Boards have seven members elected by the local authority triennial elections plus a member appointed by Council. All other community boards have six members plus a member appointed by Council.</p> <p>The chairperson is elected by the community board. Councillors who are not appointed to community boards can only remain for the public section of the community board meeting. They cannot stay for the public excluded section unless the community board agrees.</p>
<b>FREQUENCY OF MEETINGS</b>	Every second month but up to ten ordinary meetings a year
<b>QUORUM</b>	Not less than four members
<b>KEY FUNCTIONS</b>	<ul style="list-style-type: none"> <li>to promote the social, economic, environmental and cultural well-being of local communities and in so-doing contribute to the realisation of Council's vision of one District offering endless opportunities</li> <li>to provide leadership to local communities on the strategic issues and opportunities that they face</li> <li>to be advocates and representatives for their local community and in so doing ensure that Council and other agencies have a clear understanding of local needs and aspirations</li> <li>to be decision-makers on issues that are delegated to the board by Southland District Council</li> </ul>

	<ul style="list-style-type: none"> <li>• to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community</li> <li>• to maintain an overview of the services Council delivers to its communities and assess the extent to which these services meet community needs</li> <li>• to recommend the setting of levels of service and budgets for local activities.</li> </ul>
<b>DELEGATIONS</b>	<p>The community board shall have the following delegated powers and be accountable to Council for the exercising of these powers.<sup>1</sup></p> <p>In exercising the delegated powers, the community board will operate within:</p> <ol style="list-style-type: none"> <li>1) policies, plans, standards or guidelines that have been established and approved by Council</li> <li>2) the needs of the local communities; and</li> <li>3) the approved budgets for the activity.</li> </ol> <p><b>Power to Act</b></p> <p>The community board will prepare and implement programmes of work, which will be reflected in its community board plan, which are relevant to the purposes of the community board that are consistent with the long term plan and annual plan processes of Council. Such programmes are to include budgetary provision for all costs associated with the work.</p> <p><b>Community Well-Being</b></p> <ol style="list-style-type: none"> <li>4) to develop local community outcomes that reflect the desired goals for their community/place</li> <li>5) to monitor the overall well-being of local communities and use the information gathered to inform development of local strategies to address areas of need</li> <li>6) work with Council and the community to develop a community board plan for the community of interest area – working in with any community plans that may exist.</li> </ol> <p><b>Community Leadership</b></p> <ol style="list-style-type: none"> <li>7) communicate and develop a relationship with community organisations, local groups, and special interest groups within the local community of interest</li> <li>8) identify key issues that will affect their community of interest's future and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities</li> <li>9) promote a shared vision for the community of interest area and develop and promote ways to work with others to achieve positive outcomes</li> <li>10) provide a local community perspective on Council's long term plan key performance indicators and levels of service</li> </ol>

<sup>1</sup> Local Government Act 2002, s.53

as detailed in the long term plan, and on local expenditure, rating impacts and priorities.

### **Advocacy**

#### 11) submissions

- a) authority to make recommendations to Council on matters to be considered in submissions Council may make to external organisations' regional or national policy documents, select committees
- b) authority to make submissions to Council or other agency on issues within its community of interest area
- c) authority to make submissions to Council on bylaws and recommend to Council the level of bylaw service and enforcement to be provided, having regard to the need to maintain consistency across the District for all Council bylaws.

#### 12) authority to prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest area, for consideration as part of the long term plan/annual plan process

#### 13) provide comment by way of the formal Annual Plan/Long Term Plan process on relative priorities for the delivery of District services and levels of service within the community board area.

District activities include:

- a) wastewater
- b) solid waste
- c) water supply
- d) parks and reserves
- e) roading
- f) libraries
- g) cemeteries
- h) emergency management
- i) stormwater
- j) public toilets
- k) community housing

#### 14) Council will set the levels of service for District activities – if a community board seek a higher level of service they will need to recommend that to Council and it will need to be funded in an appropriate way (locally).

### **Community Assistance**

#### 15) authority to establish prioritisation for allocation based on an overarching set of criteria from council to guide the scope of the activity

- 16) authority to grant the allocated funds from the Community Partnership Fund
- 17) authority to allocate bequests or grants generated locally consistent with the terms of the bequest or grant fund

### **Northern Community Board**

- 18) make decisions regarding funding applications to the Northern Southland Development Fund. The Northern Community Board may invite a representative of the community of Dipton to take part in the decisions on applications to the Northern Southland Development Fund.

### **Unbudgeted Expenditure**

Approve unbudgeted operating expenditure for local activities of up to \$20,000.

Approve up to a \$20,000 increase in the projected cost of a budgeted capital works project/item that is included in the annual plan/LTP.

Authority to delegate to the chief executive, when approving a project definition/business case, over-expenditure of up to \$10,000 for capital expenditure against the budget detailed in the Annual Plan/LTP.

### **Service Delivery**

#### **Local Activities**

For activities within the local activities category, the community board shall have authority to:

- a) recommend to Council levels of service for local activities having regard to Council budgets within the Long Term Plan and Annual Plan process
- b) recommend to Council the rates and/or user charges and fees to fund the local activities
- c) accept donations of a local asset eg a gas barbeque, park bench, etc with a value of less than \$20,000.
- d) approve project definitions/business cases for approved budgeted capital expenditure up to \$300,000
- e) recommend to the Services and Assets Committee the approval of project definitions/business case and procurement plan for capital expenditure over \$300,000 and/or any unbudgeted capital expenditure
- f) monitor the performance and delivery of the service in meeting the expected levels of service
- g) facilitate the development of local management plans (for subsequent recommendation to Council), where required by statute or in support of District or other plans for reserves, harbours, and other community facilities, except where powers:
  - have been delegated to Council officers; or
  - would have significance beyond the community board's area or otherwise involves a matter of

	<p>national importance (Section 6 Resource Management Act 1991); or</p> <ul style="list-style-type: none"> <li>involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.</li> </ul> <p>Local activities include:</p> <ol style="list-style-type: none"> <li>community leadership</li> <li>local halls and community centres (within Council's overarching policy for community facilities)</li> <li>wharves and harbour facilities</li> <li>local parks and reserves</li> <li>parking limits and footpaths</li> <li>Te Anau/Manapouri Airport (Fiordland Community Board)</li> <li>Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board) <ol style="list-style-type: none"> <li>for the above two local activities only</li> <li>recommend levels of service and annual budget to the Services and Assets Committee</li> <li>monitor the performance and delivery of the service</li> </ol> </li> </ol> <p>19) naming reserves, structures and commemorative places</p> <ol style="list-style-type: none"> <li>authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.</li> </ol> <p>20) naming roads</p> <ol style="list-style-type: none"> <li>authority to decide on the naming for public roads, private roads and rights of way</li> </ol> <p>21) assist the chief executive by providing comment (through the board chairperson) to consider and determine temporary road closures applications where there are objections to the proposed road closure.</p> <p><b>Rentals and Leases</b></p> <p>In relation to all leases and licences of land and buildings for local activities within their own area, on behalf of Council;</p> <ol style="list-style-type: none"> <li>accept the highest tenders for rentals more than \$10,000</li> <li>approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum.</li> </ol> <p><b>Environmental management and spatial planning</b></p> <ol style="list-style-type: none"> <li>provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment.</li> <li>recommend to Council the level of bylaw service and enforcement to be provided within the community, having regard to the need to maintain consistency across the District.</li> </ol>
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	<p>24) provide advice to Council and its committees on any matter of interest or concern to the community board in relation to the sale of alcohol where statutory ability exists to seek such feedback.</p> <p>25) provide input into regulatory activities not otherwise specified above where the process allows.</p> <p>26) recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the board has made submissions; ability to provide input to support the development of community planning for a civil defence emergency; and after an emergency event, to provide input and information to support community response efforts.</p>
<b>LIMITS TO DELEGATIONS</b>	<p>No financial or decision making delegations other than those specifically delegated by Council.</p> <p>The community board shall only expend funding on purposes for which that funding was originally raised and in accordance with the budgets approved by Council through its Long Term Plan/Annual Plan. In accordance with the provisions of section 39(2) of Schedule 7 the board may not incur expenditure in excess of the approved budget.</p> <p><b>Matters which are not Delegated</b></p> <p>Southland District Council has not delegated to community boards the power to:</p> <ul style="list-style-type: none"> <li>• make a rate or bylaw</li> <li>• acquire, hold or dispose of property</li> <li>• direct, appoint, suspend or remove staff</li> <li>• engage or enter into contracts and agreements and financial commitments</li> <li>• institute an action for recovery of any amount</li> <li>• issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like;</li> <li>• institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal or reference to the environment court on decisions in respect to resource consent applications on which the community board has made submissions.</li> </ul>
<b>CONTACT WITH MEDIA</b>	<p>The community board chairperson is the authorised spokesperson for the board in all matters where the board has authority or a particular interest.</p> <p>Board members, including the chairperson, do not have delegated authority to speak to the media and/or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The assigned Executive Leadership Team member will manage the formal communications between the board and its</p>



	<p>constituents and for the board in the exercise of its business. Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Southland District Council.</p>
<b>REPORTING</b>	<p>Community boards are unincorporated statutory bodies which are elected to represent the communities they serve.</p> <p>The boards maintain bound minute books of their own meetings.</p>

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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**

Community Board 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**

Lloyd Esler (Environment Southland), Joz Shepard (Future Rakiura), and Jen Ross (DOC) wish to speak in public forum

**5 Extraordinary/Urgent Items**

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

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

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

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

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

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

**6 Confirmation of Minutes**

6.1 Meeting minutes of Stewart Island/Rakiura Community Board, 08 June 2020



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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, 8 June 2020 at 9.45am.

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#### PRESENT

<b>Chairperson</b>	Jon Spraggon	
<b>Deputy Chairperson</b>	Steve Lawrence	
<b>Members</b>	Aaron Conner	
	Anita Geeson	
	Rakiura Herzhoff	Via audio link
	Gordon Leask	
	Councillor Bruce Ford	

#### IN ATTENDANCE

Community Partnership Leader – Karen Purdue  
Finance Development Co-ordinator - Nicole Taylor  
Strategic Manager Transport – Hartley Hare  
Committee Advisor – Kirsten Hicks

#### IN ATTENDANCE VIA AUDIO LINK

Mayor – Gary Tong  
Chief Financial Officer – Anne Robson  
Commercial Infrastructure Manager – Ashby Brown



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**1 Apologies**

There were no apologies.

**2 Leave of absence**

There were no requests for leave of absence.

**3 Conflict of Interest**

There were no conflicts of interest declared.

**4 Public Forum**

There was no public forum.

**5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

**6 Confirmation of Minutes**

**Resolution**

Moved Anita Geeson, seconded Gordon Leask **and resolved**

**That the Stewart Island/Rakiura Community Board confirms the minutes of the meeting held 23 March 2020, as a true and correct record of that meeting.**

Mayor Tong addressed the board, thanking the community for their response to the recent Covid-19 situation and encouraging recovery plans.

**Reports**

**7.1 Community Leadership Report for the Stewart Island/Rakiura Community Board**

**Record No: R/20/3/5760**

Karen Purdue was in attendance for this report.  
Items discussed included:-

- Community Board plan progress
- Butterfield Beach proposed development
- Visitor Levy applications
- Observation Rock viewing platform

- Covid-19 – ratepayer and other support available

**Resolution**

Moved Deputy chairperson Lawrence, seconded Aaron Conner **and resolved**

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

- a) **Receives the report titled “Community Leadership Report for the Stewart Island/Rakiura Community Board” dated 2 June 2020.**

## **7.2 Operational Report for Stewart Island/Rakiura Community Board**

**Record No: R/20/3/7075**

Strategic Infrastructure Manager Hartley Hare was in attendance for this item.

Matters discussed included:

- Animal control
- Boat park invoicing
- Bragg Bay greenwaste site tidy up

**Resolution**

Moved Rakiura Herzhoff, seconded Gordon Leask **and resolved**

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

- a) **Receives the report titled “Operational Report for Stewart Island/Rakiura Community Board” dated 29 May 2020.**

## **7.3 Council Report**

**Record No: R/20/5/12536**

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

Items of interest drawn to the attention of the board include:-

- Predator Free Rakiura
- Dark Sky
- Rakiura Heritage Centre Trust
- Future Opportunity project
- SIESA

**Resolution**

Moved Aaron Conner, seconded Anita Geeson **and resolved**

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

- a) **Receives the report titled “Council Report” dated 29 May 2020.**

#### 7.4 Council Report

**Record No: R/20/3/5766**

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

##### **Resolution**

Moved Deputy Chairperson Lawrence, seconded Aaron Conner **and resolved**  
**That the Stewart Island/Rakiura Community Board:**

- a) **Receives the report titled "Council Report" dated 29 May 2020.**

#### 7.5 Chairperson's Report

**Record No: R/20/4/8750**

Chairperson Jon Spraggon was in attendance for this report.

##### **Resolution**

Moved Gordon Leask, seconded Anita Geeson **and resolved**  
**That the Stewart Island/Rakiura Community Board:**

- a) **Receives the report titled "Chairperson's Report" dated 26 May 2020.**

#### 7.6 SIESA Monthly Report from PowerNet - February 2020

**Record No: R/20/3/6332**

Commercial Infrastructure Manager Ashby Brown was in attendance for this report.

##### **Resolution**

Moved Cr Ford, seconded Rakiura Herzhoff **and resolved**  
**That the Stewart Island/Rakiura Community Board:**

- a) **Receives the report titled "SIESA Monthly Report from PowerNet - February 2020" dated 29 May 2020.**

#### 7.7 SIESA Monthly Report from PowerNet - March 2020

**Record No: R/20/4/8852**

Commercial Infrastructure Manager Ashby Brown was in attendance for this report.



**Resolution**

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

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

- a) **Receives the report titled "SIESA Monthly Report from PowerNet - March 2020" dated 29 May 2020.**

**7.8 SIESA - Financial Report to 30 April 2020**

**Record No: R/20/5/11890**

Commercial Infrastructure Manager Ashby Brown was in attendance for this report.

**Resolution**

Moved Aaron Conner, seconded Gordon Leask **and resolved**

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

- a) **Receives the report titled "SIESA - Financial Report to 30 April 2020" dated 2 June 2020.**

**7.9 Stewart Island/Rakiura Jetties Advisory Group - Terms of Reference**

**Record No: R/20/3/6339**

Community Partnership Leader Karen Purdue was in attendance for this report.  
Changes were made to the resolution (see below).

**Resolution**

Moved Deputy Chairperson Lawrence, seconded Cr Ford **and resolved recommendations a) to c), with changes to d) (as indicated with a strikethrough) and a new d) (as indicated)**

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

- a) **Receives the report titled "Stewart Island/Rakiura Jetties Advisory Group - Terms of Reference" dated 7 May 2020.**
- b) **Determines that this matter or decision be recognised not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis**

of costs and benefits or advantages and disadvantages prior to making a decision on this matter.

- d) ~~Confirms the Terms of Reference for the Stewart Island/Rakiura Jetties Advisory Group and the Stewart Island/Rakiura Community Board appoints an individual to represent the Community Board on the Advisory Group.~~  
Confirms the Terms of Reference for the Stewart Island Rakiura Jetties Advisory group with the alterations outlined below

The membership of the Stewart Island Rakiura Jetties Advisory Group will comprise as follows:

- The Stewart Island/Rakiura Community Board

Plus one representative appointed by each of the following:

- Stewart Island tourism industry
- Stewart Island fishing industry
- Environment Southland (preferably Harbour Master)
- Department of Conservation
- Local Iwi
- Anyone else deemed necessary, as required

The Stewart Island Jetties Advisory Group will meet prior to community board meetings, as required.

#### **7.10 Stewart Island/Rakiura Community Board Criteria for the Community Partnership Fund**

**Record No: R/20/4/9789**

Community Partnership Leader Karen Purdue was in attendance for this item

##### **Resolution**

Moved Rakiura Herzhoff, seconded Anita Geeson **and resolved**

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

- a) Receives the report titled "Stewart Island/Rakiura Community Board Criteria for the Community Partnership Fund" dated 28 April 2020.**
- 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) **Confirms the funding criteria for the distribution of the Community Partnership Fund for the Stewart Island/Rakiura Community Board.**

#### **7.11 Appointment of Community and Iwi Representatives to the Stewart Island/ Rakiura Visitor Levy Allocation Subcommittee**

**Record No: R/20/5/12534**

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

##### **Resolution**

Moved Chairperson Spraggon, seconded Cr Ford **and resolved**

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

- a) **Receives the report titled “Appointment of Community and Iwi Representatives to the Stewart Island/ Rakiura Visitor Levy Allocation Subcommittee” dated 29 May 2020.**
- 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) **Approves the appointment of Helen Cave as the community representative on the Stewart Island/Rakiura Visitor Levy Allocation Subcommittee.**
- e) **Approves the appointment of Lania Edwards as the iwi representative on the Stewart Island/Rakiura Visitor Levy Allocation Subcommittee.**

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**7.12 Stewart Island/Rakiura Community Board Forward Programme**

**Record No: R/20/5/12574**

**Resolution**

Moved Aaron Conner, seconded Deputy chairperson Lawrence **and resolved**

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

- a) Receives the report titled “Stewart Island/Rakiura Community Board Forward Programme” dated 29 May 2020.**

The meeting concluded at 11.20am

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE STEWART ISLAND/RAKIURA  
COMMUNITY BOARD HELD ON 8 JUNE 2020

**DATE:**.....

**CHAIRPERSON:**.....

## Unbudgeted Expenditure - Ulva Island Wharf Renewal

**Record No:** R/20/6/13155

**Author:** Mark Day, Community Facilities Manager

**Approved by:** Matt Russell, Group Manager Services and Assets

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of this report is to request unbudgeted expenditure of \$400,000 towards the renewal of the Ulva Island wharf.

### Executive Summary

- 2 In 2014, Council commissioned a report on all of the Stewart Island wharves and jetties. The subsequent Emtech report identified the Ulva Island wharf as requiring immediate remedial work to bring make the structure fit for purpose for the next summer season. However this was under the proviso that the wharf be replaced with a new structure.
- 3 The report also recommended that it was in Southland District Council's best interest to investigate options for the facility and the site at Ulva Island, as any further maintenance expenditure may be uneconomical or any benefits short lived.
- 4 Council staff have been working with the Stewart Island/Rakiura Community Board, the Stewart Island Jetties Subcommittee and the public to investigate options for its replacement.
- 5 This process has taken longer than expected due to the level of consultation with the community and stakeholders that has been undertaken and determining the design and location of the replacement wharf.
- 6 Council staff are requesting that the Stewart Island/Rakiura Community Board make a recommendation to Council for unbudgeted expenditure towards the replacement of the Ulva Island wharf in its current location envelope.
- 7 The total estimated cost of this project is \$600,000. The current budgeted amount as at 30 June 2020 is \$207,945 in the Stewart Island Jetties - Ulva Island reserve for this project.

## Recommendation

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

- a) Receives the report titled “Unbudgeted Expenditure - Ulva Island Wharf Renewal” dated 23 June 2020.**
- 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) Recommends to Council the approval of unbudgeted expenditure of \$400,000 toward the renewal of the Ulva Island Wharf.**
- e) Recommends to Council that the unbudgeted expenditure in d) above be funded by the Stewart Island/Rakiura Visitor levy, a loan or a combination of the two.**
- f) Approves that the raising of the existing causeway be included in the 2021 – 2031 Long Term Plan as a project for investigation and construction towards the end of the LTP period.**

## Background

- 8 In 2014, Council commissioned a report on all of the Stewart Island wharves and jetties. The subsequent Emtech report identified the Ulva Island wharf as requiring immediate remedial work to bring make the structure fit for purpose for the next summer season. However this was under the proviso that the wharf be replaced with a new structure.
- 9 The report also recommended that it was in Southland District Council’s best interest to investigate options for the facility and the site at Ulva Island, as any further maintenance expenditure may be uneconomical or any benefits short lived.
- 10 Council staff have been working with the Stewart Island/Rakiura Community Board, the Stewart Island Jetties Subcommittee, stakeholders and the public to investigate options for its replacement.
- 11 This process has taken longer than expected due to the level of consultation with the community and stakeholders that has been undertaken and determining the design and location of the replacement wharf.
- 12 Council staff are requesting that the Stewart Island/Rakiura Community Board make a recommendation to Council for unbudgeted expenditure for the replacement of the Ulva Island wharf in its current location.

- 13 The Ulva Island Jetty is currently located in Post Office Bay. The Jetty accesses the Ulva Island on Private Land owned by the Hunter Family. A Memorandum of Understanding (MOU) is in place between the Department of Conservation (DOC) and the Hunter Family enabling visitors to the Island to transition from the jetty onto the Island across this privately owned land. The existing MOU expires in 2020.
- 14 In September 2019 the Stewart Island/Rakiura Community Board was presented with a briefing paper about the progress of the Coastal Infrastructure Application.
- 15 As a result of the meeting Council staff and the local Councillor visited Ulva Island to look at alternative locations for a wharf.
- 16 Subsequently WSP were engaged to prepare a business case on the options for the replacement of the Ulva Island wharf.
- 17 In the interim, Council staff, together with members of the Stewart Island\Rakiura Community Board and members of the Stewart Island Jetties Subcommittee visited Ulva Island to look at potential alternative locations for the Ulva Island wharf.
- 18 The subsequent business case was then presented at a workshop with the new Stewart Island\Rakiura Community Board and members of the Stewart Island Jetties Subcommittee.
- 19 At this workshop the Stewart Island\Rakiura Community Board indicated that their preferred location option was in its current location in Post Office Bay. However, it was noted that the current Memorandum of Understanding between DOC and the Hunter family was coming to an end in 2020, and if DOC was unable to reach a new extended agreement with the Hunter family then the preferred new location for the jetty would be at Bathing Bay (the adjacent bay to the west).
- 20 A subsequent meeting with Department of Conservation (DOC) and the Hunter family representatives indicated that Post Office Bay was the preferred location by these parties as long as it was constructed within the existing footprint.
- 21 It was also proposed that raising the height of the causeway should be looked at as a second phase of the project to be undertaken at a later date but included in the 2021 – 2031 Long Term Plan.
- 22 As it is expected that the new wharf will be erected within the existing footprint, a resource consent is not required. However the existing consent will need to be reviewed and there may be additional conditions placed on the consent.
- 23 As a result of the process outlined above, Council staff now have a clear mandate that the Ulva Island wharf is to be replaced in its current location and within the same footprint. Based on this, staff have obtained a new concept design and cost estimate to replace the wharf.

## **Issues**

- 24 The current Ulva Island wharf accesses onto private land that is owned by the Hunter Family Trust.
- 25 The current management agreement between the Department of Conservation and the Hunter Family Trust runs out in 2020. This is in the process of being renewed for a further 20 years.

- 26 The wharf was identified in 2014 as being not fit for purpose and the remedial work that was undertaken was not a long term solution. A renewal of this structure is overdue.
- 27 There are a number of pieces of work that need to be undertaken to enable the project to proceed. These include:
- The existing resource consent will be need to be reviewed and a subsequent application to amend potentially lodged with Environment Southland
  - A detailed design will be need to be commissioned
  - A sea bed assessment will need to be undertaken.

## **Factors to Consider**

### **Legal and Statutory Requirements**

- 28 The existing resource consent will need to be reviewed and an application lodged with Environment Southland.
- 29 Building consents will be required for work associated with this project.

### **Community Views**

- 30 Further community discussions will be required throughout the design and project phases.
- 31 We recognise that this will be an important project that requires engagement with iwi, the community and interested stakeholders. We have initiated this and will work through the appropriate Council process.

### **Costs and Funding**

- 32 This project was originally identified in the 2018 – 2028 Long Term Plan for the 2018/2019 with a budget of \$260,000 to be funded by reserves, contributions and donations.
- 33 The Stewart Island\Rakiura Community Board will need to look at the options for funding this project. The forecast amount in the Stewart Island Jetties - Ulva Island reserve as at 30 June 2020 is \$207,945 for this project.
- 34 Council currently has indicative costs based on the current concept plans and scope for a replacement wharf at Post Office Bay, Ulva Island.
- 35 The estimated cost of the total project is \$600,000.
- 36 The Ulva Island wharf construction has been estimated at costing in the order of \$500,000.
- 37 An allowance of up to a maximum of \$100,000 will be needed to cover the cost of the detailed design, a sea bed survey and resource consent requirements.
- 38 The Stewart Island/Rakiura Community Board will need to make an allowance in their budget for ongoing maintenance of the new structure. There is currently no allowance for maintenance in the existing budget.



- 39 An additional \$100,000 has been applied for through the Stewart Island Visitor Levy in the current funding round. This is yet to be approved.
- 40 Given the above, staff are seeking unbudgeted expenditure approval of up to \$400k. This is in addition to the remaining \$207k budgeted for the project. The additional funding is proposed to be funded by the Stewart Island Rakiura Visitor Levy, a loan, or a combination of the two.

### **Policy Implications**

- 41 The project has been included in the Long Term Plan however there was insufficient budget approved to complete the project as scoped. This report seeks approval for the additional unbudgeted expenditure.

### **Analysis**

#### **Options Considered**

- 42 **Option One – Recommends to Council the approval of unbudgeted expenditure of \$400,000 towards the renewal of the Ulva Island Jetty**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Council staff can progress the project</li></ul>	<ul style="list-style-type: none"><li>• none identified.</li></ul>

- 43 **Option Two – Does not recommend the unbudgeted expenditure, deciding instead to close and demolish the existing Jetty**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• none identified.</li></ul>	<ul style="list-style-type: none"><li>• the existing wharf will need to be closed and dismantled.</li></ul>

### **Assessment of Significance**

- 44 The assessment of significance needs to be carried out in accordance with Council's Significance and Engagement Policy. The Significance and Engagement Policy requires consideration of the impact on social, economic or cultural wellbeing of the region and consequences for people who are likely to be particularly affected or interested. There is a high level of public interest on the island around the development of the jetties. Community views are being considered through engagement with the community throughout this process. This decision is not considered significant.

### **Recommended Option**

- 45 Option One - Recommends to Council the approval of unbudgeted expenditure of \$400,000 towards the renewal of the Ulva Island Jetty.

### **Next Steps**

- 46 Provided the report is supported by Council, detailed design will commence along with a consent assessment.

## **Attachments**

There are no attachments for this report.