



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

Date: Monday, 14 December 2020
Time: 8.45am
Meeting Room: Stewart Island Pavilion
Venue: Ayr St, Stewart Island

Stewart Island/Rakiura Community Board Agenda OPEN

MEMBERSHIP

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

IN ATTENDANCE

Committee Advisor	Kirsten Hicks
Community Partnership Leader	Karen Purdue
Community Liaison Officer	Megan Seator

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Full agendas are available on Council's Website
www.southlanddc.govt.nz

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

Terms of Reference – Community Boards

TYPE OF COMMITTEE	Community board
RESPONSIBLE TO	<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>
SUBCOMMITTEES	As noted in section 8.5 of the delegations manual various subcommittees will report to specific community boards.
LEGISLATIVE BASIS	<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>
MEMBERSHIP	<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>
FREQUENCY OF MEETINGS	Every second month but up to ten ordinary meetings a year
QUORUM	Not less than four members
KEY FUNCTIONS	<ul style="list-style-type: none"> • 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 • to provide leadership to local communities on the strategic issues and opportunities that they face • 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 • to be decision-makers on issues that are delegated to the board by Southland District Council

	<ul style="list-style-type: none"> • to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community • to maintain an overview of the services Council delivers to its communities and assess the extent to which these services meet community needs • to recommend the setting of levels of service and budgets for local activities.
DELEGATIONS	<p>The community board shall have the following delegated powers and be accountable to Council for the exercising of these powers.¹</p> <p>In exercising the delegated powers, the community board will operate within:</p> <ol style="list-style-type: none"> 1) policies, plans, standards or guidelines that have been established and approved by Council 2) the needs of the local communities; and 3) the approved budgets for the activity. <p>Power to Act</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>Community Well-Being</p> <ol style="list-style-type: none"> 4) to develop local community outcomes that reflect the desired goals for their community/place 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 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. <p>Community Leadership</p> <ol style="list-style-type: none"> 7) communicate and develop a relationship with community organisations, local groups, and special interest groups within the local community of interest 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 9) promote a shared vision for the community of interest area and develop and promote ways to work with others to achieve positive outcomes 10) provide a local community perspective on Council's long term plan key performance indicators and levels of service

¹ 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"> involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise. <p>Local activities include:</p> <ol style="list-style-type: none"> community leadership local halls and community centres (within Council's overarching policy for community facilities) wharves and harbour facilities local parks and reserves parking limits and footpaths Te Anau/Manapouri Airport (Fiordland Community Board) Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura Community Board) <ol style="list-style-type: none"> for the above two local activities only recommend levels of service and annual budget to the Services and Assets Committee monitor the performance and delivery of the service <p>19) naming reserves, structures and commemorative places</p> <ol style="list-style-type: none"> authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places. <p>20) naming roads</p> <ol style="list-style-type: none"> authority to decide on the naming for public roads, private roads and rights of way <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>Rentals and Leases</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"> accept the highest tenders for rentals more than \$10,000 approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum. <p>Environmental management and spatial planning</p> <ol style="list-style-type: none"> provide comment on behalf of the relevant community/communities on resource consent applications referred to the community board for comment. 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.
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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>
LIMITS TO DELEGATIONS	<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>Matters which are not Delegated</p> <p>Southland District Council has not delegated to community boards the power to:</p> <ul style="list-style-type: none"> • make a rate or bylaw • acquire, hold or dispose of property • direct, appoint, suspend or remove staff • engage or enter into contracts and agreements and financial commitments • institute an action for recovery of any amount • issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like; • 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.
CONTACT WITH MEDIA	<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>
REPORTING	<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

An apology has been received from Gordon Leask

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

- **Manfred Herzhoff – road stopping application**
- **Dave Goodin – cigarette butts and other litter**
- **Applicants to the Community Partnership Fund**

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, 09 November 2020



Stewart Island/Rakiura Community Board

OPEN MINUTES

UNCONFIRMED

Minutes of a meeting of Stewart Island/Rakiura Community Board held in the Stewart Island Pavilion, Ayr St, Oban on Monday, 9 November 2020 at 8.45am.

PRESENT

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

APOLOGIES

Anita Geeson	Arrived 9.30am
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IN ATTENDANCE

Community Partnership Leader - Karen Purdue
Planning and Reporting Analyst – Shannon Oliver
Strategic Manager, Transport – Hartley Hare
Committee Advisor – Kirsten Hicks

1 Apologies

Apologies for lateness were received from Anita Geeson.

Moved Cr Ford, seconded Gordon Leask and resolved:
That the community board accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Rakiura Herzhoff declared an interest in
7.2 Long Term Plan 2031 Direction setting report resolution g)

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Gordon Leask, seconded Rakiura Herzhoff and resolved:

That the Stewart Island/Rakiura Community Board confirms the minutes of the meeting held on 12 October 2020, as a true and correct record of that meeting.

Reports

7.1 Long Term Plan 2031 - Direction Setting Report

Record No: R/20/10/62654

Planning and Reporting Analyst Shannon Oliver was present for this report, with Anne Robson (Chief Financial Officer) and Nicole Taylor (Finance Development Co-ordinator) attending via audio link.

Board members request further financial information before deciding on boat park fees and wharf user charges.

Resolution

Moved Aaron Conner, seconded Gordon Leask and resolved recommendations a) to h), with changes to f) (as indicated with a ~~striketrough~~)

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “Long Term Plan 2031 - Direction Setting Report” dated 4 November 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 that the following rates and charges (including GST) for the year commencing 1 July 2021 be included in the Long Term Plan 2031.

<u>Rate</u>	<u>Rate GST inclusive</u>
Stewart Island/Rakiura Community Board rate (subject to confirmation on funding of the Stewart Island Jetties)	\$118,459
Stewart Island Waste Management Rate	\$115,562

- e) Acknowledges that Council has yet to confirm any district rate funding towards the Stewart Island Jetties further to consultation on Councils Revenue and Financing Policy.
- f) ~~Recommends to Council the setting of the following Stewart Island Jetties fees and charges (including GST) for the year commencing 1 July 2021, Long Term Plan 2031 (subject to any amendments made at this meeting).~~

<u>Stewart Island Jetties Fee/Charge Description</u>	<u>Fee/Charge</u> <u>(GST Incl)</u>
Wharf and Jetty user annual fee	\$1,350.00
Boat Park fee	\$287.50

- g) Recommends to Council the setting of the following fees and charges (including GST) for the year commencing 1 July 2021 for inclusion in the Long Term Plan 2031

<u>Description</u>	<u>Fee/Charge</u> <u>(GST Incl)</u>
Traill Park – Pavilion Hire	\$50.00

- h) Identifies any significant issues/priority projects for the local area that need to be included in the Long Term Plan 2031 consultation process to encourage feedback from the local community. These are listed below:
- Scoping of the approach and infill project at Halfmoon Bay wharf
 - Footpath from Dundee Street to Golden Bay

7.2 Long Term Plan 2031 - Direction Setting Report SIESA

Record No: R/20/11/64359

Planning and Reporting Analyst Shannon Oliver was present for this report, with Anne Robson (Chief Financial Officer) and Nicole Taylor (Finance Development Co-ordinator) attending via audio link.

The board understands Stewart Island Electricity Supply rate – connected to mean connected or able to be connected, and Stewart Island Electricity Supply rate – not connected to mean unable to be connected. The board request further information on the capital development charge and distributed generation.

Resolution

Moved Deputy chairperson Lawrence, seconded Gordon Leask and resolved: recommendations a) to g), with changes to g) (as indicated with a ~~strike through~~ and new)

That the Stewart Island/Rakiura Community Board:

- Receives the report titled “Long Term Plan 2031 - Direction Setting Report SIESA”** dated 4 November 2020.
- Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- 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) That the finalised SIESA draft estimates for 2021-2031 be adopted for inclusion in **the Council's Long Term Plan.**
- e) Recommend to Council to set a new boundary around the existing SIESA supply network
- f) As per recommendation in (e) above, recommends to Council that the following rates and charges (including GST) for the year commencing 1 July 2021 be included in the Long Term Plan 2031.

<u>Rate</u>	<u>Rate GST inclusive</u>
Stewart Island Electricity Supply rate - connected	\$200 (per rating property)
Stewart Island Electricity Supply rate – not connected	\$100 (per rating property)

- g) Recommends to Council the setting of the following SIESA electricity fees and charges (including GST) for the year commencing 1 July 2021, for inclusion Long Term Plan 2031 (subject to any amendments made at this meeting).

<u>SIESA Electricity Fee/Charge Description</u>	<u>Fee/Charge (GST Incl)</u>
<u>Residential Connections</u>	
Standard rate per unit	\$0.61
Night rate per unit	\$0.53 \$0.55
Fixed monthly charge	\$95.00
<u>Connections</u>	
New consumer connection fee	\$293.83
Capital development charge	\$1,762.95
<u>g Connections</u>	
Water heating/night rate meter installation	\$293.83
Disconnection fee (no monthly charge after)	\$94.02
Reconnection fee (new consumer/applicant)	\$141.04
Connection bond (new consumer, if applicable)	\$150.00
<u>Commercial Connections</u>	
Standard unit rate	\$0.61

Night rate per unit	\$0.53 \$0.55
Fixed monthly charge	\$95.00
<i>Connections</i>	
New consumer connection fee	\$293.83
Capital development charge	\$1,762.95
<i>g Connections</i>	
Disconnection fee (no monthly charge)	\$470.12
Reconnection fee (new consumer/applicant)	\$470.12
<u>Connection bond</u>	<u>\$150.00</u>
<u>Temporary Supply</u>	
Monthly fee (payable in advance)	\$244.46
Standard unit rate (as per residential rate)	\$0.6024 \$0.61
<u>Distributed Generation</u>	
Subject to its terms and conditions set out in Schedule 1 of the SIESA Domestic Contract, SIESA will buy the electricity generated by residents at the rate of \$0.20c per kilowatt per hour, inclusive of GST	\$0.20
<u>Other Chargeable Fees</u>	
Not metered and special connections	\$564.14
Meter testing	\$99.90
Temporary supply and caravan inspection	\$99.90
Dis/re-connection due to non-payment of account	\$99.90

7.3 Financial Report for the year ended 30 June 2020

Record No: R/20/10/61318

Anne Robson, Chief Financial Officer, spoke to this report via audio link

The board requested clarification of the following entries:

- SIESA staff house - \$0 income journaled
- SIESA waste recovery – Travel cost (which does not relate to training), Contractor temporary, Accident Compensation, freight charges, cell phone charges and rentals.
- SIESA kerbside – internal wages on-cost
- SIESA operations – consultant fees

Resolution

Moved Cr Ford, seconded Anita Geeson and resolved:

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “Financial Report for the year ended 30 June 2020”**
dated 2 November 2020.

7.4 Council Policies Under Review - Consultation

Record No: R/20/10/62019

Planning and Reporting Analyst Shannon Oliver was present for this report.

Resolution

Moved Gordon Leask, seconded Rakiura Herzhoff and resolved:

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “Council Policies Under Review - Consultation”**
dated 28 October 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) Determines that it will make a formal submission on the following draft policies:
- Significance and Engagement Policy
 - Policy on Development or Financial Contributions
 - Procurement Policy
 - Revenue and Financing Policy.
- e) Notes that the consultation period is from 8am, 4 November to 5pm, 4 December 2020.

Public Excluded

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

Resolution

Moved Cr Ford, seconded Aaron Conner and resolved:

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:

C8.1 Stewart Island/Rakiura Community Board Area Approval of unbudgeted expenditure for mowing and gardening

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 Community Board Area Approval of unbudgeted expenditure for mowing and gardening	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 Committee Advisor and Community Partnership Leader be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items. 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 10.28am

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 10.35am

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE STEWART ISLAND/RAKIURA
COMMUNITY BOARD HELD ON 9 NOVEMBER 2020

DATE:.....

CHAIRPERSON:.....

Community Leadership Report

Record No: R/20/11/65012
Author: Karen Purdue, Community Partnership Leader
Approved by: Fran Mikulicic, Group Manager Environmental Services

☐ Decision ☐ Recommendation ☒ Information

Purpose

- 1 To update the board on the community leadership activities in the area.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “Community Leadership Report” dated 2 December 2020.**

Attachments

- A Stewart Island/Rakiura Community Leadership Report [↓](#)



What's happening in your area

Community Partnership Fund

The first funding rounds for the Community Partnership Fund across the District have now closed.

Several of our boards also opted to have a second funding round and these have the following closing dates;

31 January 2021

- Fiordland Community Board

28 February 2021

- Tuatapere Te Waewae Community Board
- Northern Community Board
- Wallace Takitimu Community Board
- Oraka Aparima Community Board

31 March 2021

- Oreti Community Board
- Waihopai Toetoe Community

Six of Council's nine community boards have agreed to contribute additional funds to their Community Partnership Fund going forward, either through rates or the use of reserves.

Funding

Lottery Covid-19 Community Wellbeing Fund

The Lottery Covid-19 Community Wellbeing Fund will provide one-off grants for community or social initiatives that increase the strength and resilience of communities that are responding to the impacts of Covid-19.

This fund will support hapū, iwi and community organisations that have lost funding or have an increased demand on their services due to the Covid-19 pandemic, and community or social initiatives that strengthen community resilience and respond to the impacts of Covid-19.

There is no closing date for this fund and will keep going until all of the \$40 million has been spent.

Ministry of Social Development Funding

Community groups can apply to the Community Capability and Resilience Fund (CCRF) which builds on the success of grant funding provided by the Government to support communities during the first Covid-19 Alert Level 4 lockdown.

The CCRF encourages communities to build on these initiatives and supports them to implement further innovative solutions and ideas.

CCRF funding could be used to help people to work remotely, develop health and safety measures for whānau, build financial capability, or develop and implement Covid-19 recovery plans, among other things.

Building provider capability and resilience fund: <https://www.msd.govt.nz/what-we-can-do/community/building-provider-capability-and-resilience-fund/index.html>

Upcoming funding deadlines

The follow funds are now open for applications which close on 31 March 2021:

- Sport NZ Rural travel fund
- District Heritage fund
- District Initiatives fund
- Ohai Railway Fund
- Northern Southland Development Fund
- Stewart Island Visitor Levy

Application forms are available on Council's website at <https://www.southlanddc.govt.nz/my-council/funding-and-grants-/application-form/>

Local initiatives

Butterfields Beach Project

The licence to occupy agreement has been signed between the Lions Club and Southland District Council. Planning is underway between the project management team and strategic transport team to arrange for the drainage works to occur.

Rakiura Museum Te Puka O Te Waka

The Rakiura Museum, Te Puka O Te Waka, was officially opened on Tuesday, 1 December. This is a major milestone for the Stewart Island Rakiura community who have been working on this project for 20 years. Funding for the museum has been from major grants, public donations and fundraising efforts. Many in-kind donations and volunteer hours have also contributed to ensure the completion of museum.

What's happening outside your area

District/regional Initiatives

Stewart Island Future Opportunities Project

The final report for the Stewart Island Future Opportunities Project has been delivered to the Ministry of Business, Innovation and Employment (MBIE). The report will be presented to the Community and Strategy Committee at their December 9 meeting.

Thriving Southland

Thriving Southland is a community-led project which seeks to create a healthy environment from the mountains to the sea by supporting catchment groups to deliver positive environmental outcomes. The team from Thriving Southland have started to get out and about in Southland connecting with catchment groups and communities to begin the conversation. The community leadership team have been working alongside the Thriving Southland team to make connections in the community, get the word out, and share community board visions and outcomes.

Leadership academy

Following on from the success of the Stewart Island Rakiura Leadership Academy, the Southland Chamber of Commerce are planning to deliver three Leadership programs across the District in 2021. The locations for the workshops are Edendale, Lumsden and Otautau. The first intake is likely to be in March 2021.

National initiatives

Regional events fund

The government has recognised the role that events have in domestic travel and have allocated \$50 million to the Regional Events Fund. This money is to support the tourism and events sector, and replace some of the spend lost from international tourists as a result of Covid-19.

The funds are given to International Marketing Alliances (IMAs) and are allocated based on their share of international visitor spending prior to Covid-19. The "Pure Southern Land" IMA (Dunedin, Southland, Waitaki, Clutha) is receiving \$1.5 million and the "Southern Lakes" IMA (Wanaka, Queenstown, Central Otago, Fiordland) is receiving \$8.5 million. The Regional Tourism Organisations (RTOs) within each IMA are responsible for the distribution and spending of this funding.

Make it stick Southland!

Southland District Council's online engagement hub www.makeitstick.nz is the place to go to share your feedback.

Capturing the views of our community is crucial as we all contribute to evolving Southland to its full potential and as a place we all want to live in.

Make it stick is a digital platform designed to make it easy for the public to find all the engagement and consultation activities available to have a have a say on - a proverbial one-stop-shop if you like.

To 'make it stick' is to cause something to be agreed to, embed it in the mind or make a change permanent. So, we reckon the name fits the brief perfectly when it comes to giving the community a chance to be involved and heard.

Utilising Make it stick, we will continue to encourage participation in decision-making processes.

So, spread the word amongst your communities.

Traffic management qualification changes

Here's a reminder of the upcoming changes in traffic management regulations.

From 1 January 2021, traffic management plans must be created by a practising temporary traffic management planner (TTMP) with new qualifications from Waka Kotahi NZ Transport Agency.

The standards for these qualifications are rising as of 1 January 2021.

They are designed to ensure that workers have the right training and necessary level of competency to safety and effectively work in their temporary traffic management role.

To keep up to date, go to: <https://www.nzta.govt.nz/.../training-and-competency-model/>

What's coming up?

Strategy and policy

2050 project

On 11 November 2020 the Community and Strategy Committee endorsed the facilitation and development of a 2050 project for the district. The project is an opportunity to lead a process that develops a framework that can be used by everyone for intergenerational wellbeing outcomes. It is not intended to be 'owned' by any one group or organisation, but will guide direction and assist Council (and the many agencies, groups, and individuals who make up the district) to determine its own strategic direction that aligns with and supports outcomes to achieve intergenerational wellbeing for Southland district.

Strategy and development plan

Staff have commenced strategy development work. In November 2020 the Community and Strategy Committee endorsed staff progressing the development of Council's internal strategy development programme late in 2021, once the Vision 2050 project has commenced. This would ensure enough information has been captured through a district vision process to finalise internal strategy development plans, amend the strategic framework, and develop strategy implementation plans.

Jetty usage – Stewart Island Rakiura

Council at the meeting 18 November 2020 endorsed the charging method of a base fee amount (for each vessel) with an additional charge based on usage to be applied from 1 July 2023 for the setting of Stewart Island Wharf user fees, and following consultation with the Stewart Island/Rakiura Community Board and operators.

Procurement Policy

Staff have been revising the Procurement Policy and developing a draft procurement manual. The formal consultation period for the policy is from 4 November to 4 December 2020. Submissions will be

presented to Council in early 2021. The executive leadership team will adopt a procurement manual that implements Council's policy approach, following adoption of the policy.

Other policy work

A review of the suite of policies that will inform the Long Term Plan is underway. This includes the Revenue and Financing Policy, the Policy on Development and Financial Contributions, and the Significance and Engagement Policy. The formal consultation period for these policies is from 4 November to 4 December 2020. Submissions will be presented to Council in early 2021. Staff are also working on the asset management, contract management, and risk management policies.

Stewart Island/Rakiura visitor levy

Strategy and policy are leading the review of the Stewart Island/Rakiura visitor levy. The Community and Strategy Committee endorsed a timeframe for completion of this work at its November 2020 meeting, that included the proposed timeframe for formal consultation regarding any changes to the levy amount to take place in line with the 2022-2023 Annual Plan process.

Corporate risks

Work began in September 2020 to undertake the in-depth analysis of Council's top corporate risks. Finance and assurance committee members will continue to discuss in detail selected risks from the top 10 corporate risks each quarter. Staff will also begin work on reviewing Council's risk management framework and operational risk register in the up-coming months.

Annual Report 2019/2020

The Annual Report was adopted by Council on 18 November 2020. The report and Summary Document are available online, and hard copies will be available in December at Council offices and libraries.

Long Term Plan

The community board direction setting meetings have been completed and the process of developing the overall budgets is now underway. The focus now is to complete the necessary work required to get the draft budgets, consultation document, activity management plans, infrastructure and financial strategies complete for December. The Revenue and Financing Policy, Significance and Engagement Policy, Procurement Policy and Development and Financial Contributions Policy are currently out for public consultation, and close at 5pm on 4 December 2020. Community boards and members of the public are encouraged to submit on the policies out for feedback.

Governance and democracy

It has been a busy period for Council, committees and community boards with a number of workshops and additional meetings scheduled to set direction for the 2021 Long Term Plan. The additional workshops and meeting dates have highlighted some areas for improvement and staff are working to document our processes to ensure consistency across the organisation.

Stakeholder updates

Sport Southland - **Sport NZ Tū** Manawa Active Aotearoa Fund

This is a fund aimed at providing quality play, active recreation and sport opportunities and experiences for tamariki (children aged 5-11) and rangatahi (young people aged 12-18), in particular those groups that are less active and/or missing out on opportunities.

\$326,028 of the fund will be available in Southland over the next 12 months, to be managed and distributed on Sport NZ's behalf by Sport Southland. The fund covers programme or project delivery (eg venue or equipment hire, transport to event), equipment (as part of a programme or project), officials (where these are an essential component for delivery and delivery staff wages (eg activity leader, co-ordinator). Programmes or projects may be new or already operating, and funding will be provided for up to 12 months.

For further information contact Sport Southland - tumanawa@sportsouthland.co.nz or 03 211 2150. Check the Sport Southland website to check eligibility, funding guidelines, project planning resources and application form.

Highways South - Waka Kotahi NZ Transport Agency

Road pavement rehabilitation for Southland locations are programmed at key sites in the new year. Drivers and communities can expect to see temporary traffic lights with single lane traffic for a few weeks at these locations:

- two sites are between Mossburn and Centre Hill on SH94. Mossburn bridge about 4km west of Mossburn, and O'Boyle which is 8km out of Mossburn
- SH6, south of Winton (entrance to Sinclair Transport north of Gap Road) starting in January.

Chip sealing is happening on state highways throughout Southland from this week and will continue throughout January - the chip sealing crews will be back at work from the 11th January 2021.

Wandering stock on the highways continues to be of concern. If stock is spotted on state highways we encourage calling 0800 4 HIGHWAYS (0800 44 44 49) so that this can be actioned immediately.

Ohai – Crawford Rail Tunnel update: Due to continued movement at this location, we have reduced the highway to one lane with temporary traffic lights and a speed restriction in place. Our contractors are drilling and undertaking investigations to confirm failure mode and final design for repair. The site is under constant monitoring.

Rubbish on state highways: Rubbish on state highways is an issue we are constantly managing. We are aware that there are groups in the community who organise rubbish pick-ups and appreciate their commitment.

In order to keep these groups safe, we would be grateful if they could contact us prior to arranging rubbish collection on state highways and we can look to support them with traffic management if necessary.

Due to the ongoing issue of rubbish on highways, Highways South have approached and partnered with Waste Net Southland to provide reusable in-car rubbish bags where road users can collect their rubbish in a tidy and manageable way in their car until this can be disposed of in a bin.

A trial of these bags will be available in December for all community boards to use/distribute and we look forward to your feedback on these.

There will be a moratorium on work happening on state highways over the Christmas break, with all work (other than emergency work) closing down by noon on December 23 and commencing again after 9am on January 5. Road users and communities are encouraged to call 0800 4 HIGHWAYS (0800 44 44 49) if they see anything of concern on state highways over this break.

We wish all our Southland communities a safe and happy summer break and look forward to working with you again in the new year.

Operational Report for Stewart Island/Rakiura Community Board

Record No: R/20/11/68894

Author: Carolyn Davies, Executive Assistant

Approved by: Fran Mikulicic, Group Manager Environmental Services

☐ Decision

☐ Recommendation

☒ Information

Purpose of Report

- 1 The purpose of the report is to update the board on the operational activities in the Stewart Island/ Rakiura Community Board.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “Operational Report for Stewart Island/Rakiura Community Board” dated 7 December 2020.**

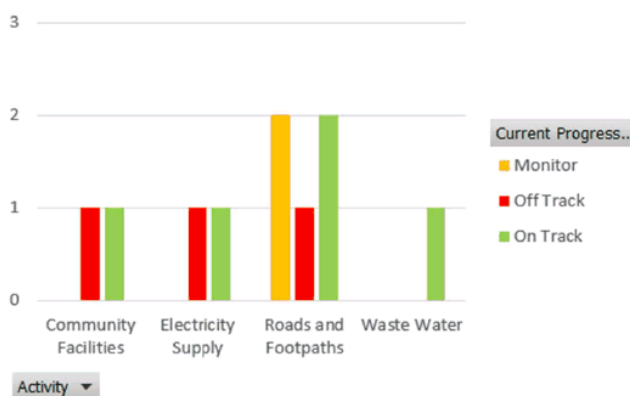
Attachments

- A Stewart Island Rakiura December 2020 Operational report [↓](#)



1. Projects within current 2019/2020 financial year

Count of Current Progress Performance



CLARIFICATION OF FUNDING SOURCES

Local funded: Stormwater, cemeteries, footpaths, SIESA, water structures and community halls.

District funded: Water, wastewater, public toilets and roading.

Local or District funded (dependent on service): Community facilities, parks and reserves.

ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	BUDGET VALUE	PROJECT CURRENT COMMENT
ROADS AND FOOTPATHS	P-10016	Construct new walking track at Horseshoe Bay Road, Stewart Island (Part 1)	Delivery phase	On track	\$52,583	This project is due to start at the completion of the Main Road footpath project (which was prioritised by the SIRCB). Approximate start date is 30/11/20.



ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	BUDGET VALUE	PROJECT CURRENT COMMENT
WASTE WATER	P-10024	Effluent disposal compliance and capacity improvements Stewart Island	Pre delivery phase	On track	\$44,956	Harrison Grierson completed design report has been reviewed and accepted by staff. Being priced through maintenance contract.
ELECTRICITY SUPPLY	P-10073	SIESA Replace fuel tanks	Delivery phase	On track	\$26,914	Construction/ installation component of project complete. Awaiting final compliance signoff. Date tba.
ROADS AND FOOTPATHS	P-10147	Construct new access on Ringa Ringa Road	Delivery phase	On track	\$132,874	Construction completed. PowerNet to complete last of electrical work before road can be blocked off to public use.
COMMUNITY FACILITIES	P-10300	Replace wooden playground equipment on foreshore reserve at Oban, Stewart Island	Pre delivery phase	Off track	\$68,936	The old wooden structure requires replacing. Equipment has been ordered and will arrive in early 2021.
ROADS AND FOOTPATHS	P-10317	Construct new walking track at Horseshoe Bay, Stewart Island (Part 3)	Business case phase	Off track	\$54,922	This project has been deferred until 2022/2023 subject to grant funding. Funding for the first part of this project was not approved through the Stewart Island Rakiura visitor levy
ROADS AND FOOTPATHS	P-10336	Install new streetlights on the waterfront in Oban, Stewart Island	Delivery Phase	Monitor	\$1,686	Bollards installed. Final wiring to be completed pre-Christmas.
ROADS AND FOOTPATHS	P-10389	Improving footpath and carparking at Argyle Street, Stewart Island	Delivery Phase	Monitor	\$20,000	RDR Builders to complete site works prior to the museum opening.



ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	BUDGET VALUE	PROJECT CURRENT COMMENT
ELECTRICITY SUPPLY	P-10593	Stewart Island Wind Power Pre-development	Initiation Phase	Off track	\$19,851	This project is in pre-development phase and has experienced issues in securing land access as originally conceived. The consultant's work stream was suspended, pending establishment of a viable alternative option. Various sites are being explored to either eliminate them or identify as options to advance.
COMMUNITY FACILITIES	P-10847	Upgrade tracks and signage at Moturau Gardens	Pre Delivery Phase	On track	\$7,500	A visit has been scheduled in December to look at options for the boards.

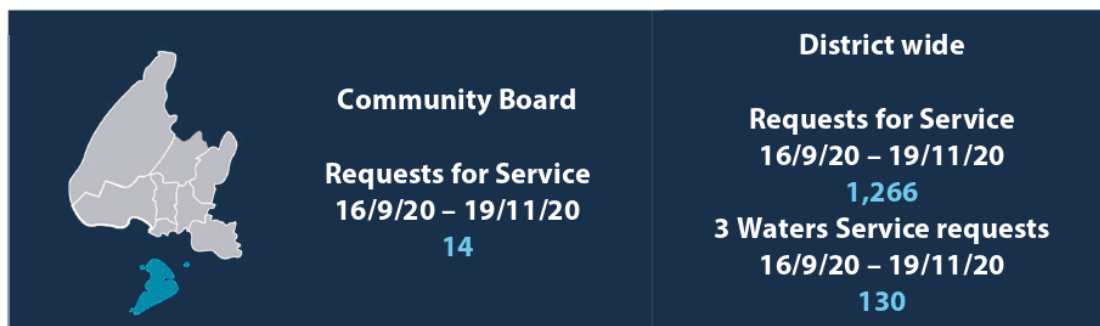
2. Service contracts

CONTRACT NAME	CONTRACT MANAGER COMMENTARY
10/01 – Water and Waste Water Services Operation and Maintenance	The water and waste water contract is operating well. Downers have also been assisting with localised flooding events arising from high rainfall.
16/35 – Stewart Island Gardening Agreement With Sircet	No issues with the contract
17/01 – Foveaux Alliance	<p>Roading</p> <p>October saw August's wet weather continue with another "heavy rain" event - this saw our RFS count jump from 30-40/mth to 94, needless to say this proved a challenge for the team - network audit scores at the end of the month has shown that we meet that challenge with roads looking as expected for this time of year.</p> <p>The big concern at this stage is our 20/21 reseal sites, in reality we only have 3 sites left to release - these are long sites that require about 3 weeks work - it is planned to have all sites released by 20th Nov.</p> <p>As with last year it has been a slow start for our spraying program, we have now decided to spray gravel roads to the end of Jan only - this is to give the roadside some time to regrow before winter and stop some of the mud issue we saw this year - roads that don't get completed by then due to unforeseen delays will have to be left.</p>



CONTRACT NAME	CONTRACT MANAGER COMMENTARY
	<p>21/22 reseal sites are now being inspected and programs prepared for after Xmas, given what we already know the Heavy maintenance crew will not have a huge pavement repair program - this will allow them to also complete some of the extra water table cleaning the AMT would like done.</p> <p>Two slips on unsealed roads will be repaired (Venlaw & Mairs Rd) with a simple move of the road at this stage saving large geotech costs.</p>
Moturau Gardens	The contractors for the moving and gardening are working well
Oban Foreshore Playground	The new structure has been ordered and will be installed early in the new year.
Ringaringa track	Due to slips the track has been closed from the Elgin Street end for safety.
Mowing	The scope of the mowing has changed and will be monitored. Council will work closely with the board to resolve any issues that may arise.

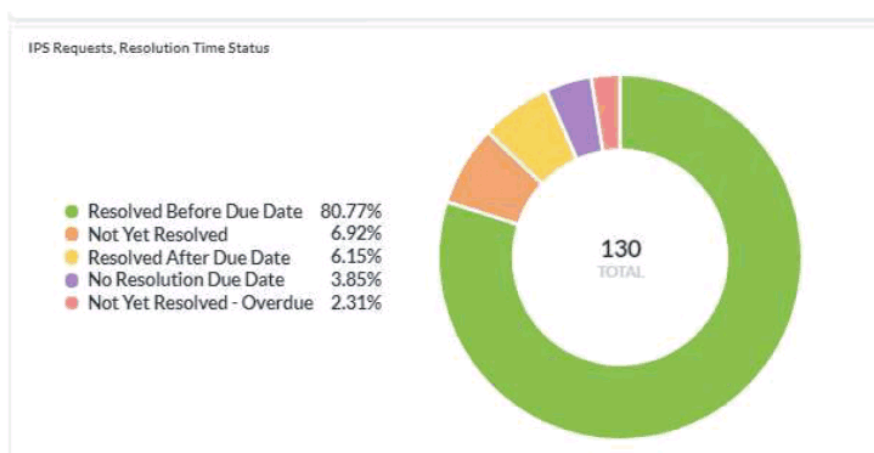
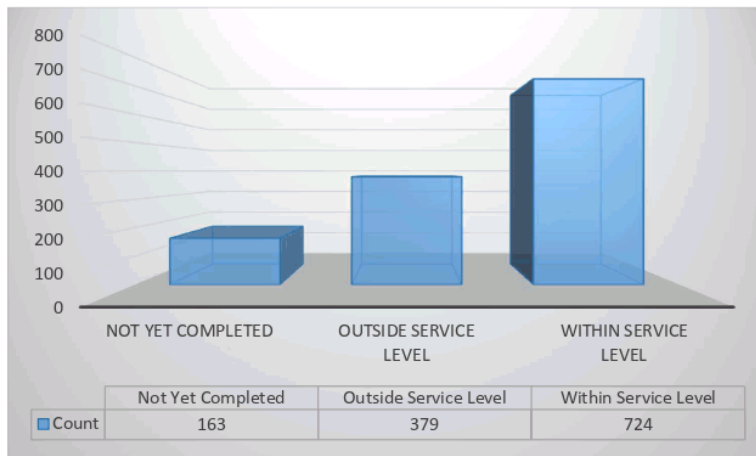
3. Request for service data 16 September 2020 to 19 November 2020



REQUEST TYPE	COUNT
Gardening maintenance	2
Siesa general	1
Toilet repairs and maintenance	1
Vegetation urban/berm mow/overgrown/visibility issues	1
Vegetation rural (overgrown or visibility issues)	3
Culverts blocked - rural	1
New sign requests (where none existed before)	1
Other road hazards (safety)	1
Transport - road matters general	1
Urban stormwater (the drain)	2
TOTAL	14

RFS count by completion time status

Note: RFS' that were not yet completed or outside the service level were due to factors of further investigations/work required and extensions of time to complete the requests.





4. Local finance reporting

Stewart Island - Business Units as at 31 October 2020

	Income			Expenses			Capital		
Business Unit	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year	Actual YTD	Budget YTD	Budget Full Year
Administration - Stewart Is	\$2,534	\$2,549	\$15,985	\$5,166	\$4,133	\$12,148			
Operating Costs - Stewart Is	\$785	\$2,433	\$11,687	\$371	\$2,868	\$38,465			
Street Works - Stewart Island	\$41,892	\$10,751	\$57,174	\$5,546	\$6,484	\$19,452	\$25,000	\$44,730	\$54,922
Rubbish Collection- Stewart Is	\$39,875	\$39,874	\$120,467	\$30,127	\$30,821	\$119,820			
Stormwater Drain - Stewart Is	\$6,775	\$6,816	\$20,447	\$2,981	\$4,710	\$13,778			
Cemetery - Stewart Island	\$3,712	\$4,321	\$12,963	\$3,258	\$4,321	\$12,963			
Beautification - Stewart Is	\$9,882	\$9,942	\$29,825	\$12,279	\$11,865	\$35,594			
Moturau Gardens	\$1,065	\$4,071	\$4,714	\$1,552	\$4,751	\$4,714			
Traill Park	\$2,209	\$2,143	\$6,430	\$3,143	\$3,463	\$7,865			
Playground - Waterfront	\$1,325	\$1,333	\$17,971	\$1,900	\$3,233	\$9,699			\$68,936
Stewart Island Jetties	\$557		\$480,187	\$19,160	\$32,871	\$99,084	\$400		\$560,000
Total	\$110,610	\$84,233	\$777,850	\$85,481	\$109,519	\$373,582	\$25,400	\$44,730	\$683,858

Income is \$26,377 over budget. Streetworks is over budget due to the \$31,206 grant approved by the Stewart Island Visitor Levy as a contribution towards the upgrade of the footpath from the Department of Conservation visitor centre to the corner of Dundee Street.

Expenses are \$24,038 under budget. Stewart Island jetties is \$13,711 under budget with no maintenance being required so far this year.

Capital expenditure incurred relates to P-10336 and P-10389 on the tables above.



Reserve Balances

RESERVE	30 JUNE 2020	BUDGET 30 JUNE 2021	FORECAST 30 JUNE 2021
Stewart Island general	\$251,181	\$193,545	\$143,794
Stewart Island waste management	\$34,364	\$35,210	\$35,210
Stewart Island Jetties - general	\$52,649	\$79,628	\$79,628
Stewart Island Jetties – Golden Bay	\$-	\$-	\$-
Stewart Island Jetties – Ulva Island	\$213,765	\$53,765	\$-
TOTAL RESERVES	\$551,959	\$362,148	\$258,632

Council Report

Record No: R/20/11/67092
Author: Karen Purdue, Community Partnership Leader
Approved by: Fran Mikulicic, Group Manager Environmental Services

☐ Decision ☐ Recommendation ☒ Information

Environmental Services

Group Managers Update

1. Predator Free Rakiura have been successful in receiving funding from central government to assist this project achieve success. We are now in a transition phase preparing to establish a governance and design delivery team. We have lost our project manager and are still supporting the project with significant time from the group manager of environmental services and one of our planners.
2. Emergency Management Southland's Annual Plan 2019/2020 is now out. It was a busy year with the floods in February and Covid responses. Due to the events the budgets went into deficit by \$409,844. Thankfully there was a reserve which had built up over a number of years so that this could be drawn on. Total equity at the end of the financial year 2019/2020 is \$112,291. At the Co-ordinating Executive Group Emergency Management Southland meeting this month it was recommended that the councils look to re-establish this reserve over the next five years. The emergency management team are hopeful to have more Council team members going through the on-line two hour foundation training which will allow them to assist under supervision in the emergency management centre during an event.
3. The Rakiura museum is still on track for opening in December although there is still a good push to ensure all the final touches are put on the displays.

Building Solutions

4. Council continue to receive a higher volume of consents post Covid-19 lockdown than were received prior with 87 consents received during October 2020 (13% more than were received in October 2019).
5. The team have improved processing timeframes for building consents issued achieving 80.25% compliance for October 2020.
6. Half of the team have attended a two day training course delivered by IANZ to equip and prepare Council staff across all roles in building for the upcoming audit in February 2021.
7. Industry training on the Simpli Portal and GoBuild Inspection Booking App was held in Te Anau and Winton during the month with fantastic feedback from the community.
8. Recruitment for the team leader roles has been very successful with three high calibre applicants now appointed.

9. Recruitment activities for compliance and technical functions will continue in the coming months until all approved roles have been filled.

October building consents received

Primary Property Hk Ey → Property Ward	Count	Sum of Application Val...
Mararoa Waimea	35	NZ\$3,713,520.00
Stewart Island Rakiura	2	NZ\$8,000.00
Waiau Aparima	22	NZ\$2,871,725.00
Waihopai Toetoes	11	NZ\$1,357,040.00
Winton Wallacetown	20	NZ\$2,365,000.00

Dog Control

10. As at 30 October there are only about 100 dogs that remain to be re-registered. Historically, staff have needed to follow up with dog owners well into the New Year. The main reason was a change in process, the use of e-texts to remind dog owners, followed by the usual escalation process of notice to register, then infringement.
11. The team has met twice recently with other internal stakeholders, reviewing the dog registration process. The aim of this review includes resolving the various problems that arose this year, improving our customer's experience and encouraging more online registration.

Environmental Health

12. Very good progress is being made with the freedom camping ambassador service:
- The Department of Conservation (DoC) in Te Anau has appointed a 0.5 FTE ambassador focussing more on conservation land
 - Council has re-appointed Lindsay Stronach as an ambassador focussing on Southland District land in Te Anau and Northern Southland
 - Council has appointed Beth Beale for the Catlins area, who had the same role last year, though employed by DoC at that time
 - Jill Munro will have a support role.
13. The team is working in closely with Catlins Coast Inc with regard to signage following being awarded \$29,000 for signage in the Catlins area through TIF funding.

Resource consent

14. Resource consent data for previous few months:
- August – 18 applications received, 29 decisions issued
 - September – 32 applications received, 27 decisions issued
 - October - 30 applications received, 26 decisions issued.

Services and Assets

Stewart Island Electrical Supply Authority (SIESA)

15. The Services and Assets Committee approved a new SIESA management agreement with PowerNet, with commencement date 1 October 2020. This contract now has PowerNet Board approval and execution is pending final legal review.
16. Progress on securing either of the two preferred sites for the wind power project has faced setbacks. The viability of alternative turbine site location options is currently being evaluated in order to establish a path forward for land access.

Forestry (IFS)

17. The financial year 2020/2021 harvesting programme continues out of Waikaia block 4. The crop age is 30 years and estimated tonnes are 19,000 with a forecast return of \$933,000.
18. Pruning and thinning operations in Gowan Hills are pending.
19. The Ardlussa Community Board have proposed establishing mountain bike trails within the Waikaia forest. An MoU between Council and the trust proposed to develop and operate the trail will be established.

Around the Mountains Cycle Trail

20. The contract for repairs to the trail, associated with the February flood event, was awarded to The Roding Company and work has progressed well but with some weather delays. The original scope is nearing completion.
21. Additional MBIE funding has been gained to repair a flood damaged culvert that was not originally identified and this will be added as a variation to The Roding Company construction contract. The design has been completed.
22. A separate flood event has significantly damaged a section of trail near Centre Hill and a long term solution is being developed to restore the trail and reduce/eliminate the river threat. Given commencement of a new cycle season, a temporary route diversion has been constructed to avoid the washed out section.
23. A community/stakeholder meeting has been held to explore a new governance structure, specific to the trail activity and embark on a 90 day plan to uplift the user experience over the new season.

Te Anau Manapouri Airport

24. A consultant has prepared a 10 year maintenance works programme which indicates \$1.3 million of pavement rehabilitation capital spending is needed over financial years 2021/2022 and 2022/2023.
25. Maintenance spending need of \$192,000 is indicated for the 2020/2021 year and includes items such as patch repairs and crack sealing.
26. A workshop was held with the Fiordland Community Board to discuss options for management of this asset over the next LTP. The board has requested Council consider rating at a District level to address this increase in capital expenditure need.

Property

27. With the significant number of Council properties/tenancies to be managed, together with the number of Council and community projects which involve these properties, queries, advice and actions have increased the workloads significantly which means a lot of the work is now required to be prioritised resulting in some work not getting actioned as timely as preferred. This is unfortunate however it's the environment that this and many other departments are working in at the moment.
28. The property disposal of the Ohai bowling club building is almost complete with the acceptance of a tender for removal. Finalising the updated landowner consent for the coastal route boundary adjustments and payment of compensations is also almost complete. Once this is done the legalisation Gazette Notice can be issued. Recently the last two of three electric vehicle (EV) charging stations located on Council land at Tuatapere and Curio Bay became operative to complement the one on Mokonui Street in Te Anau. The other two proposed sites to complete the Southern Scenic Route at Fortrose and Manapouri are to be located on private property.
29. The documents with Landcorp relating to the Kepler disposal field for the pipeline and disposal filed are in the process of being finalised. This includes pipeline and access easements, grazing licences, pasture management agreement and offset area agreement.

Strategic Water and Waste

Te Anau Wastewater Discharge Project

30. Following Council resolutions from the 23 October 2018 meeting, when it was resolved to proceed with a sub-surface drip irrigation as disposal route, staff have been progressing work on a number of fronts including development of resource consents for the sub-surface drip irrigation field, as well as advancing towards a detailed design.
31. Work on the pipeline element has now been completed with practical completion issued in July.
32. Work is also continuing on a detailed design of MF plant and SDFI field following Council approval to award contracts to Downer and Fulton Hogan respectively. These designs underwent further HAZOP and value engineering in September with physical works programmed to get underway early October.
33. The resource consent application for the discharge to the Upukerora has also been lodged with Environment Southland (ES) and with affected party approval provided by a number of stakeholders. A request for additional information is being prepared and will be forwarded to ES by early November.

Land and Water Plan Implementation

34. Environment Southland released their proposed Land and Water Plan in 2017.
35. In total 25 appeals were received by Environment Southland of which Council has identified 10, which it will join as a Section 274 party. Council has also lodged an appeal to the decision. The basis of Council's appeal, is largely around the 'non-complying' activity status on wastewater discharges to water. The latest direction issued from the Environment Court outlines a proposed path, where appeals to objectives will be heard ahead of mediation, by grouped topic on policies and rules. Evidence in support of the appeals have been filed with the Environment Court.

36. Interim decisions were released by the Environment Court in late December with a recommendation that further expert conferencing be undertaken in early 2019.
37. A further hearing was held in mid-June 2020 where evidence was presented on additional information that the courts required Environment Southland to provide based on their interpretation of a number of key principles underpinning the plan. Agreement has now been reached on all outstanding appeals related to the objectives and policies with a further hearing planned to cover all outstanding appeals. At this stage the timing of this is not known.

Review of Solid Waste Contract Arrangements

38. Following a series of WasteNet meetings and Council mediation the RFP process was formally ended on 18 December 2019 without any award. At this stage each of the WasteNet councils are considering potential short and longer term options to process recycling post 30 June 2020 when current contract arrangements expire.
39. Further recent developments are more closely related to the changing nature of the global recycling markets that have resulted in other councils reviewing how they manage recycling operations. Currently there is no market for low grade plastics and limited markets for fibre (paper/cardboard) with a number of councils across the country now opting to discontinue their collection.
40. Agreement was reached with Invercargill City Council in June to handle Council's recyclables through their contract arrangement with their incumbent contractor. This is for an 18 month period, after which alternatives will be considered separate to the ongoing LTP process.

Review of Waste Disposal Levy

41. On 27 November, Associate Minister for the Environment, Eugenie Sage, announced a wide reaching review of the Waste Disposal Levy. The levy introduced through the Waste Minimisation Act 2008 places a charge of \$10 per tonne for all waste disposed at municipal landfill sites. Of the money collected half is returned to TLAs to help fund waste minimisation activities with the remainder going to a contestable fund where any organisation can apply to gain funding to help set up waste minimisation initiatives.
42. The review proposed to both increase the levy (phased over three years) from the current \$10 per tonne to a proposed \$50-\$60 per tonne which brings it more into line with similar levy schemes in Australia and overseas. It is also proposed that the scheme will also be extended to include all landfill types (currently it only applies to those receiving household waste).
43. Revenue raised from the landfill levy is currently around \$36 million per annum. It is estimated that the proposals would result in an increase of levy revenue of around \$220 million by 2023.
44. The consultation document outlined four potential options for transitioning from current arrangements to future arrangements by 2023. The submission prepared by WasteNet was presented to Council on 30 January and formally submitted to MfE on 31 January.
45. In August it was announced that the levy would incrementally increase to \$60 per tonne by July 2024. This has been budgeted for through the LTP process.

3 Water Reforms

46. There is currently a significant amount of work ongoing across the 3 waters reform in New Zealand. Council is currently awaiting DIA sign off on our delivery plan for undertaking the additional stimulus funding and close to finalising a procurement plan to enable delivery.
47. In addition work is ongoing to progress investigation into alternative collaborative work models across Southland and Otago with a view to meeting government expectations that the sector will voluntarily aggregate to a significant scale (most likely cross regional) to deliver long term service delivery benefits.
48. In late October Council also received a significant Request for Information (RfI) from the Department of Internal Affairs in support of the reforms. This will most likely require a significant amount of additional workload across not only water and waste but also others across the organisation within a relatively short timeframe. Deadline for returns is 1 February 2021.

Project Delivery Team (PDT)

49. PDT have a number of key projects in full swing with footpaths on Stewart Island, new water mains in Te Anau and Monkey Island now being completed.
50. Currently working through a standardised reporting structure for services and assets.
51. Core improvement project will be looking at contracts, QA and payment terms.
52. A major shift is now underway with 20 Don Street and Forth Street upgrade planned for December to February 2021.

Community Facilities

53. The Long Term Plan process continues to be at the forefront of the work programme with staff and the finance team adding the final changes to the projects and budgets after the third round of meetings.
54. Rounding out the final direct negotiations with incumbent mowing contractors has been a priority with the growing season well and truly under way. The remaining areas will be going out to tender in November and be in place for 1 July 2021. This provides staff with ample time to meet the governance time frames for community board, committee and Council meetings.
55. The gardening contracts are the next on the list to be renewed. These will also be a mix of direct negotiation with the incumbent contractors and tendering.
56. Good progress is being made towards getting Council's asset management system (IPS) set up to receive the asset data. Data cleansing is progressing so that it can be imported directly into the application.
57. Community facilities staff are completing projects that were carried forward from last year and starting the projects that are in this year's capital works programme. Adverse weather, contractor availability and material supply has been hampering progress on some of these projects.
58. Contractors have started on completing the development of the Monkey Island camping area. A good size group of interested locals were on site to watch the start of the works.

Strategic Transport

National Land Transport Plan

59. The transport team have continued to work and provide input into the Regional Land Transport Plan and refine the transport programme including budget for inclusion in the National Land Transport Plan.
60. This is all part of Council's bid to obtain its share of Waka Kotahi New Zealand Transport Agency funding for the period 2021-2024.

District Wide Roothing Programme

61. After a testing start to the construction season due to inclement weather, several works programmes are now underway. These include the annual road resurfacing programme and seal widening works. Contracts have been awarded for all pavement rehabilitation sites with the last contract covering the central area has been awarded to The Roothing Company.
62. Further meetings have been held between Council, Waka Kotahi, Ngai Tahu and DOC on the future of the last section of the Lower Hollyford Road. Following further discussions around future risk including a geotechnical engineering presentation, NZTA have agreed to provided additional funding to reinstate the road as best as possible back to the original road end.
63. It was also agreed that ongoing discussions around the long term future of the road needs to continue.
64. The annual District wide Roadroid survey is due to commence mid-November. This survey provides a snapshot of the gravel road roughness condition.
65. WSP as Council's new structures service provider has also commenced the next round of bridge inspections. This information will be used to help refine work programmes priorities as well as the annual bridge posting restrictions.

Customer Delivery

Customer Support

66. A little quieter this month with 3,514 calls – although 5 October was incredibly busy after the flooding. Only 97 dog registrations remain outstanding.

Libraries

67. Staff are supporting elderly customers to apply for rates rebates, and a steady stream of Environment Southland rates invoices have been received in our offices.
68. The introduction of a web based roster system and a monthly reporting tool for staff have simplified and streamlined those processes. It also provides a channel for area office staff to set goals for personal development and celebrate community connections for the month. Planning is now being undertaken to ensure that staff cover is adequate over the Christmas holiday period, and this includes working with stakeholders to provide on call staff for interments over this time.
69. Our Te Anau staff have been busy planning a week of events to celebrate the Te Anau library's 30th birthday, we have a number of speakers, workshops and readings planned over the course of the first week of November.

Knowledge Management

70. LIM numbers continue the upwards trend from previous months with 47 LIMs lodged in October and 40 issued. At the end of October there were six LIMs still in processing. One hundred and fifty property files were requested in October with several properties requested multiple times.
71. Applications (building consents) integration between Pathway and Records Manger is currently being implemented in the production environment. NAR integration in the test environment is ready for further testing in preparation for moving to production.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “Council Report” dated** 30 November 2020.

Attachments

There are no attachments for this report.

Chairperson's Report

Record No: R/20/11/68963
Author: Kirsten Hicks, Committee Advisor/Customer Support Partner
Approved by: Fran Mikulicic, Group Manager Environmental Services

☐ Decision ☐ Recommendation ☒ Information

Purpose

- 1 The purpose of this report is to provide an update to the community board on activities the chairperson has been involved with since the last community board meeting.
- 2 The report also provides the opportunity for the chairperson to present an overview of issues he has been involved with. Items of interest include the following:-
- 3 The Heritage Centre has been built and opened so the building trust is winding up and transferring the asset to the Rakiura Heritage Trust. We will no longer need to supply a board member to this trust, and as a result there is one less meeting for someone to attend.
- 4 I chaired a well-attended community meeting where island groups had an opportunity to explain their role within the community, and their needs and aspirations for the future. A very positive and informative evening.
- 5 I attended a Board Chairpersons' meeting in Invercargill looking at playgrounds and developments as we move ahead. It was great to see we had jumped the gun and done everything recommended in replacing the old wooden structure on the foreshore. This has been ordered and has a 2-3 month delivery time so hopefully we will see it early in 2021.
- 6 There have been numerous meetings with council staff and at times with Fulton Hogan trying to finalise the grass cutting contract for the island. The board had agreed which areas were to be cut and the regularity of cutting. It is this we are working on in relation to the contract. Fulton Hogan are happy that we wish to use the larger machine for many areas as they were considering removing it due to lack of use. By the time of this meeting, an agreement should have been reached, and if not, the contract put out to tender. Whatever the outcome, Fulton Hogan staff have been authorised to cut all areas to the new standards.
- 7 There have been many emails and meetings with Brendan Gray regarding our 2 community board funded projects on Main Road. It has been a battle to get all aspects completed but as a result of goodwill and local co-operation at crucial times, work has been completed. The museum has been kept fully informed as we are heading towards their opening. The new footpath and its surrounds in particular look great so thanks to the efforts from the contractor.
- 8 The Butterfields Beach project is moving ahead with the Lions Club signing off the lease for the area of road reserve involved. I have met with Brendan Gray onsite and have discussed the drainage requirements. He will bring this back to the board, as per our agreed commitment to the project.
- 9 I phoned in and spoke during the public forum section of the Council meeting 18 November. I outlined our view on the future funding of the Stewart Island jetties. This gave me the opportunity to answer questions from Councillors as to why the board preferred the flat rate per boat + a levy per customer.
- 10 The board had also had several workshops finalising the Long Term Plan.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “Chairperson’s Report” dated** 30 November 2020.

Attachments

There are no attachments for this report.

SIESA Monthly Reports from Powernet - September and October 2020

Record No: R/20/11/69085

Author: Ashby Brown, Commercial Infrastructure Manager

Approved by: Matt Russell, Group Manager Services and Assets

☐ Decision

☐ Recommendation

☒ Information

Purpose

- 1 The purpose of this report is to provide for your information, PowerNet's monthly reports for SIESA for the months of September and October 2020.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled "SIESA Monthly Reports from Powernet - September and October 2020" dated 1 December 2020.**

Attachments

- A SIESA Monthly Report - September 2020 [↓](#)
- B SIESA Monthly Report - October 2020 [↓](#)

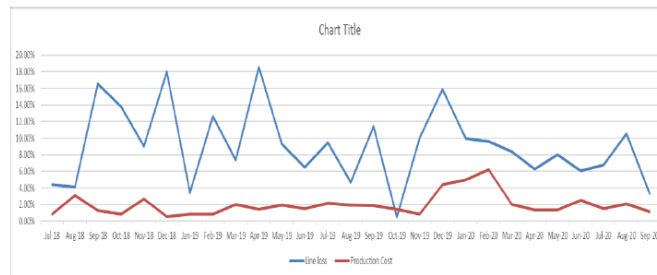
Summary Report – September 2020



PERFORMANCE

EFFECTIVENESS	Outages	Generator Forced Outages	report cycle	0
		Feeder Forced Outages	report cycle	1
		Consumer Outages	report cycle	0
		Planned Outages	report cycle	0
		Station Outages	report cycle	0
	Connections	New Connections	report cycle	0
		Reconnections	report cycle	1
		Disconnections	report cycle	0
	Complaints	Quality of Supply	report cycle	0
		Performance Related	report cycle	0

PEOPLE / CULTURE	Team Safety	Medical Treatment Intervention	report cycle	0
		Lost Time Injury	report cycle	0
		Near Miss	report cycle	0
	Team Health	Days Off (sick day)	report cycle	0
		Annual Leave	report cycle	6
	Training	Safety training	report cycle	0
		Health Checks	report cycle	0



The electrical distribution and retail service for SIESA was generally good for September and load was higher than August.

Some issues have arisen due to high load levels particularly during the colder days. This became much more obvious during the snow in the last week of September with an outage at 8:30 on the 28th with the load being in excess of 500kW.

Selling more units is good for the system but only if the network is strong enough and the generation configured to cope with the amount and type of load. It may be worth SIESA considering a survey of consumers to better understand the nature of electrical loads (eg heat pumps, hot water heating)

During the outage which lasted 40 minutes no calls were received by Powernet faults yet several calls were received at the station, operator's cell phones and the District Council call centre.

Unit 4 has been running during the month as lead set. During servicing of Unit 4, we have run unit 3 avoiding short runs on Unit 5 due to the condensation issues.

There are currently 4 red tagged poles on the network three of which have been tagged as unsafe for more than 2 years.

There are also four sites with pole mount transformers in ground mount enclosures two of which would now easily be either damaged or are likely to be interfered with.

A Powernet GIS technician visited during early September and all outstanding cable installations were captured on GPS and currently the records are being updated. A GPS has been left here allowing recording of new network assets by resident staff.

There were no line faults during the month although there were two incidences of station alarms showing current events (High Load Events)

The SCADA and control devices which were damaged during the lightning strike of the 31st of August have not been supplied yet and are expected early in October. The fuel level sensors and controls have been repaired as have the paging system and internet connections.

There continues to be issues with vegetation encroaching on lines and some cutting has been undertaken this month.

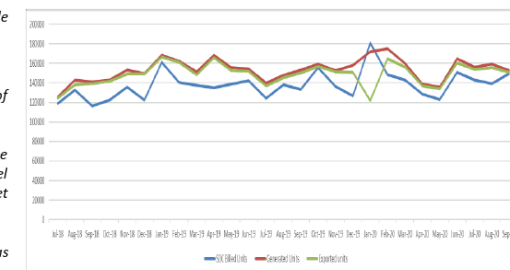
Approvals have been received and a workpack supplied to replace and install new streetlights.

PROJECTS

Item	% Complete	Comments
P/O 123647 Meter Replacement	12%	5 meters were replaced during September
P/O 146865 Management Fee Operations	17%	Monthly charge
P/O 146864 Distribution Maintenance	Ongoing	Replacements of strain insulators will be continued
P/O 146265 Generation Maintenance	Ongoing	All sets are in service

Outstanding New Connections

- 1/ K Hicks, Elgin Terrace, Transformer to fit
- 2/ Scofield, Ringaringa, Consumer is installing cable
- 3/ Dawson / Lewis Hicks road not planned as yet.
- 4/ 2C Peterson Hill Road, With Powernet Planners



ENGINE MAINTENANCE REPORT

	Make / Model	Hours	Hours this Month	Fuel this Month	Kilowatt hours	Last services	Oil Test results
Unit 1	CAT 3406	18450	2	74	290	6/4/20 29/4/20	"A"
Unit 2	CAT 3408	OUT OF SERVICE					
Unit 3	Detroit 60	22145	53	2279	8979	1.6.20 23.7.20	"B"
Unit 4	Scania D13	13688	641	31100	135118	20.7.20 12.8.20	"A"
Unit 5	Scania D13	10849	280	1940	8496	1/9/20	"A"

Risk and Strategy Updates		Update
Identified Risks	Structures / Poles	The Hicks Rd pole at the Davis property is still under investigation. Two other red tag poles remain to be changed
	Transformers	Station Transformers are were tested on the 25 th of August with one having a poor result.
	Pillar boxes / Link Boxes / Cabling	New cabling has been installed at Ringaringa
	Lines / Insulators	Strain insulator replacements continuing
Generation Equipment	Generation Plant	Unit 1 is back in Service Unit 2 has been removed from service Unit 3 is in service Unit 4 is in service Unit 5 is in service
	Control Systems	SCADA is out of service due to a lightning strike on the 31 st of August
	Fuel systems / Plant	Tank replacement project is under way
	Buildings	The building is in good condition with some internal painting planned.



Red Tagged Poles



Transformer boxes

Summary Report – October 2020



PERFORMANCE

EFFECTIVENESS	Outages	Generator Forced Outages	report cycle	0
		Feeder Forced Outages	report cycle	0
		Consumer Outages	report cycle	0
		Planned Outages	report cycle	0
		Station Outages	report cycle	0
	Connections	New Connections	report cycle	3
		Reconnections	report cycle	1
		Disconnections	report cycle	0
	Complaints	Quality of Supply	report cycle	0
		Performance Related	report cycle	0

PEOPLE / CULTURE	Team Safety	Medical Treatment Intervention	report cycle	0
		Lost Time Injury	report cycle	0
		Near Miss	report cycle	0
	Team Health	Days Off (sick day)	report cycle	0
		Annual Leave	report cycle	4
	Training	Safety training	report cycle	0
		Health Checks	report cycle	0

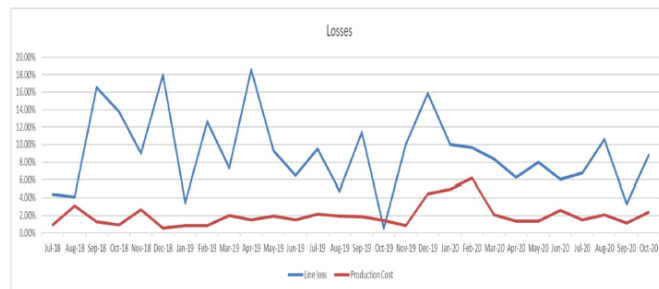
The electrical distribution and retail service for SIESA was generally good for October and load was higher than September.

Installation of the new fuel tanks and fuel lines is completed and certification is planned for the second week of November. Anti-syphon valves have been fitted to each tank to prevent the tanks draining in the event of a leak occurring in the pipework. The fuel level sensors have been fitted into the tanks, along with day tank levels and the station SCADA this provides some reconciliation of fuel movements within the station also identifying leaks or fuel loss.

The Bollard street lights have been installed with three of the six now connected and working. The remaining three, two in Elgin terrace outside the school which a "CAR" and "TMP" are required to trench in the footpath, the other in Elgin Terrace outside the Red Shed requires some low voltage rearrangement and a new link box to be installed. The single line drawings of the cabling at the Red Shed are substantially incorrect with no Neutral Screen streetlight cable available. This part of the job has been returned to the job planner for a decision to be made.

Vegetation growth has increased and a tree cut will be necessary, in some areas this will need to be a substantial cut as trees are now arching over lines. Network outages will be required as part of this and lead time needed for permits and consumer advices.

New connections at Peterson hill, Wholer's road and Miro Street were completed during the month with two left to complete. Hick's property in Elgin Terrace where it is now dry enough for access to install the new pole and Transformer. The other at Ringaringa requires the property owner to complete installation of the service cable, all the line work and installation of a boundary pillar box is completed.



The Ringaringa beach realignment project was stalled when on the advised date we had heavy snow, the 17th of November has been advised as the new date for an outage to allow for the transformer rearrangement and removal of the low voltage circuits. After this is completed cable jointers can be brought over to terminate the High Voltage cables allowing removal of the three poles in Ringaringa Road.

Replacement SCADA hardware which was damaged in the lightning strike on the 31st of August has been supplied and installed with some software changes related to fuel movements and daily station logs.

There are ongoing cooling issues with Unit 4 although not of harm to the engine they do reduce the load capability of the set but only at the top of its range. When load is high on Unit 4, this cooling issue necessitates the starting of another set. The fan speed has been adjusted and increases with the coolant temperature. Information on fan blade replacement has been sought from the cooling tower supplier.

PROJECTS

Item	% Complete	Comments
P/O 123647 Meter Replacement	12%	3 meters were replaced during September
P/O 146865 Management Fee Operations	17%	Monthly charge
P/O 146864 Distribution Maintenance	Ongoing	Replacements of strain insulators will be continued
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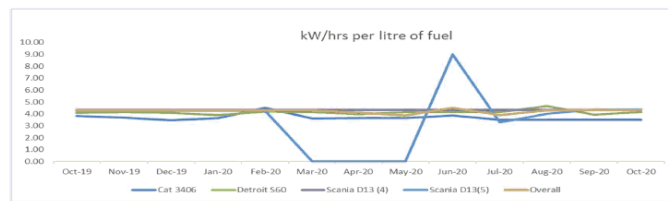
Outstanding New Connections

- 1/ K Hicks, Elgin Terrace, Transformer to fit
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ENGINE MAINTENANCE REPORT

	Make / Model	Hours	Hours this Month	Fuel this Month	Kilowatt hours	Last services	Oil Test results
Unit 1	CAT 3406	18456	6	160	610	29/4/20	"A"
Unit 2	CAT 3408	OUT OF SERVICE					
Unit 3	Detroit 60	22241	96	3522	14629	23.7.20	"B"
Unit 4	Scania D13	14363	675	34087	147140	2210/20 14465 Hrs	"A"
Unit 5	Scania D13	10929	80	4003	17533	5/11/20 11078 Hrs	"A"



Risk and Strategy Updates		Update
Identified Risks	Structures / Poles	The Hicks Rd pole at the Davis property is still under investigation. Three other red tag poles are yet to be planned
	Transformers	Station Transformers are were tested on the 25 th of August with one having a poor result.
	Pillar boxes / Link Boxes / Cabling	New cabling has been installed at Ringaringa. Low voltage reconfiguration is planned for the end of November
	Lines / Insulators	Strain insulator replacements continuing
Generation Equipment	Generation Plant	Unit 1 is back in Service Unit 2 has been removed from service Unit 3 is in service Unit 4 is in service Unit 5 is in service
	Control Systems	All Scada hardware damaged in the lightning strike has been replaced. Software is being rewritten for some devices
	Fuel systems / Plant	Tank replacement project has been completed with certification to be undertaken ASAP
	Buildings	The building is in good condition with some internal painting planned.



14,000 Litre Fuel Chief Tanks



Anti-syphon Valves



Bollard Street Light

Fee setting for Stewart Island Jetties 2021/22

Record No: R/20/12/70300

Author: Nicole Taylor, Finance Development Co-ordinator

Approved by: Anne Robson, Chief Financial Officer

☐ Decision

☒ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is for the community board to agree and recommend to Council the fee for the Stewart Island jetties for the year commencing 1 July 2021.

Executive summary

- 2 Council is currently undertaking three pieces of work impacting on the funding of the Stewart Island Jetties. The first is the charging method for non-recreational users. The second is how the jetties will be funded, which is being undertaken as part of the Revenue & Financing Policy. The third is the setting of the local rate and fees for Stewart Island that the Community Board will recommend to Council for adoption as part of the consultation to be undertaken as part of the Long Term Plan 2031 (LTP). Each piece of work influences the others.
- 3 On 30 September 2019, the Stewart Island Jetties Subcommittee (for the 2016-2019 triennium) recommended a different charging option - that commercial users pay a base fee with an additional fee component based on passenger numbers. In this report, this option is referred to as 'option 6'.
- 4 On 11 November 2019, staff presented a report to the Stewart Island Community Board, outlining six possible options for investigation for the charging of commercial jetty usage on Stewart Island. That meeting agreed to recommend option 6 – “the charging regime recommended by the Stewart Island Jetties Subcommittee for the 2016 to 2019 triennium, which involves having a base fee with an additional fee component based on passenger numbers”.
- 5 On 21 October 2020, Council endorsed a draft Revenue and Financial Policy for consultation which identified the proposed funding sources for all water facilities including Stewart Island jetties. The draft policy indicated that between 66-100% (high band) of the funding for water facilities will come from fees and charges and between 0-30% (low band) can come from local rates, 0-30% from district rates and 0-30% from other sources (visitor levy).
- 6 At the Stewart Island Community Board meeting on 14 November 2020, the LTP 2031 direction setting report was presented. As part of that report the Community Board recommended to Council the rates to be set for the Stewart Island community for the 2021/22 year but deferred the setting of the Stewart Island Jetties fees until this board meeting further to having a discussion with the Stewart Island Jetties advisory group. They also noted that any district rate funding towards the jetties would be made further to consultation on Councils Revenue and Financing policy.
- 7 As part of recommending the Stewart Island Community Board rate for 2021/22, the Community Board agreed to fund the jetties deficit for the year from the community board rate, subject to setting the non-recreational user fee, being discussed in this report today.
- 8 At the meeting with the Stewart Island Jetties advisory group, staff presented a summary of both the Revenue and Financing policy and the charging method for non-recreational jetty users. The subcommittee and the board confirmed their preference of a base amount (for each vessel) with

an additional charge based on usage. They also discussed the desire to apply this method from 1 July 2021.

- 9 At the Council meeting on the 18 November 2020, staff presented a report on the charging method for non-recreational jetty use. This report sought Council endorsement on a method on how to charge non-recreational users of Council jetties on the island. The Council heard at the start of the meeting from the chairman of the Stewart Island Community Board and it was noted that further consultation with users affected would be beneficial. As such, Council resolved to support the Community Board recommendation to endorse the charging method of a base fee amount (for each vessel) with an additional charge based on usage to be applied from 1 July 2023 following further consultation with the Stewart Island/Rakiura Community Board and operators. The application date of 1 July 2023 was agreed as it was at that stage that significant expenditure would be incurred further to the development of Golden Bay wharf.
- 10 The decision being sought from this report, is for the board to recommend a fee to Council to be charged to non-recreational jetty users for the year commencing 1 July 2021. The attachment to the report outlines a total of \$39,583 (gst excl) is required to meet the costs estimated for the 20/21 year. Currently the recovery of this is based on the 19/20 fee structure resulting in \$12,550 from boat park fees, \$12,914 from jetty fees and the balance of \$14,119 from the local Community Board rate. The current fees do not take into account any additional boats that will be charged this year as a result of taking ownership of the Golden Bay Jetty wharf. Staff will work in the new year to identify those users and advise them of the potential fees.
- 11 The current fees for the boat park of \$287.50 (incl gst) and the jetty fee of \$1,350 (incl gst) have both not been increased since 2008.
- 12 Currently, coastal permits for the jetties do not allow Council to charge non-recreational jetty users so the current license fee is not in accordance with the coastal permit. Council needs to seek amendments to the coastal permits to enable a charging regime. Council has begun this amendment process with Environment Southland, and it is likely to be completed soon.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Fee setting for Stewart Island Jetties 2021/22” dated 8 December 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 setting of the following Stewart Island Jetties fees and charges (including GST) for the year commencing 1 July 2021, Long Term Plan 2031 (subject to any amendments made at this meeting).

<u>Stewart Island Jetties Fee/Charge Description</u>	<u>Fee/charge</u> <u>(GST Incl)</u>
Wharf and Jetty user annual fee	\$2,025.00
Boat Park fee	\$287.50

Background

- 13 The LTP provides the community with information on the role, scope, service level and priority of Council activities for 10 years and is adopted every three years.
- 14 Following Council approval, the LTP consultation document will be released to the public in March 2021 and the community has an opportunity to provide feedback on the proposed plan. Council will decide on any changes to the draft plan before it is adopted in June 2021.
- 15 Year two and three of the LTP are used as the basis for the Annual Plan's for those years.

Issues

Revenue and Financing Policy

- 16 The draft Revenue and Financing Policy sets out the ways Council intends to pay for the operating and capital expenditure of each activity that Council provides and why. The policy provides the framework for how Council will fund its activities and how it will set rates as part of the Long Term Plan 2031 (LTP).
- 17 The review of the draft policy and associated rating review is being carried out ahead of the LTP in order to provide an early opportunity for community input and, to allow Council to model the impact on rates as part of the budgeting process before the LTP consultation document is prepared. Any changes however won't come into effect until 1 July 2021.
- 18 As part of the Stewart Island/Rakiura Service Sustainability Study, Council resolved to give specific consideration to the issues and options in relation to the delivery of services to the Stewart Island/Rakiura community as it progresses its review and give specific consideration to options for funding of the jetties activity as part of the Revenue and Financing Policy. The report suggested that the review of the policy should specifically consider the distribution of benefits for locally funded activities and the extent to which activities such as jetties might have a broader public good through, for example, the provision of access.

Local budget development

The draft budgets for the Stewart Island/Rakiura community for 2021-2031 have been prepared based on the development of activity management plans as well as discussions between the committee, community partnership leaders, services and assets, and finance staff over the past few months.

- 19 While significant planning has taken place to date, there are further opportunities through future years in annual plan processes to deal with any new projects that may arise outside of the LTP.
- 20 The objective of this direction setting report is to highlight issues, confirm priorities and plan expenditure and funding for the next 10 years for the Stewart Island/Rakiura Community Board's consideration as part of Council's LTP.
- 21 If approved by Council via the LTP, the Stewart Island/Rakiura Community Board will be able to spend Council funds allocated in accordance with the budgeted expenditure. This occurs via Council staff approving purchase orders. If the board wishes to spend funds that are unbudgeted, including monies from reserves, the board has a delegation to approve up to \$20,000, otherwise the decision will need Council approval.

Factors to consider

Legal and statutory requirements

- 22 The draft budgets (including details of projects) will form part of the activity statements and financials in Council's Long Term Plan 2031. The LTP (and associated consultation document) is a requirement of the Local Government Act 2002.
- 23 There is a statutory requirement to adopt an LTP before rates can be set in accordance with the provisions of the Local Government (Rating) Act 2002.

Community views

- 24 Any submissions received from the public on local issues will be forwarded to the relevant community partnership leader (and chairperson and board/committee if required) for comment. As a result of the submission process, amendments may be made prior to Council formally adopting the finalised LTP by 30 June 2021.

Costs and funding

- 25 Attachment A sets out the Stewart Island Jetties budget for the LTP 2031.
- 26 Further to the discussion with the board at the workshop, the renewal project for Golden Bay Wharf has been brought forward to 2021/22 and 2022/23. In 2021/22 it is planned to undertake scoping, an ecological review and obtain the necessary resource consents, \$79,628 funded from the Stewart Island Jetties general reserve. In 2022/23 the rebuild of the wharf is planned. Previously the scoping and renewal was planned in 2024/25 and 2025/26. As a result of bringing forward the project, the maintenance planned to occur previously on the Golden Bay wharf before replacement have been removed, totalling \$270,603. Staff believe that the remaining maintenance budget will be sufficient to meet any maintenance required on Golden Bay and the other wharves and jetties.
- 27 As a result of moving the Golden Bay wharf project the estimated additional income required has changed. Initially it was estimated an average of \$92,000 would be required annually for the first six years increasing to \$115,000 over the last four years. Now it is estimated an additional \$15,000 would be required in the 2021/22 and 2022/23 years increasing to an average of \$95,000 for the following period of the LTP.
- 28 Currently a number of pieces of work are being undertaken that impact on the funding model and resulting revenue sources required. These are:
- Council is currently consulting on the Revenue and Financing Policy, this policy sets out the revenue sources for Council activities. Previously the policy only allowed for income from user fees, grants and local rate funding. The policy currently being consulted on proposes a change to allow district rate funding should the Council agree to it. Consultation closed on 4 December 2020 with the Finance & Assurance Committee and Council considering the feedback and changes to the policy in its December, January and February meeting. Once the policy has been adopted Council will consider and confirm to the Board any element of district rate funding.
 - Currently user fees are collected from those commercial operators that use the jetties by way of a fixed annual user fee. The Community Board and Council have over the past

year been considering changes to the way user fees are calculated, with various options being considered. A workshop with the Stewart Island jetties advisory group occurred after the committee meeting where the methodology and its impact was discussed along with the proposed budgets and the changes to the Revenue & Financing policy. Council staff also prepared a report for the Council meeting on 18 November 2020 updating them on the discussion with the Community Board at its workshop and seeking confirmation of the methodology to be used going forward. In considering the report, staff and the chair of the Community Board gave an update of the discussion between the Community Board and the Advisory group.

- Council staff will also be working with the Stewart Island Visitor Levy committee to develop a 10 year funding plan in line with the Stewart Island Visitor Levy policy. As part of this, staff will be providing members with details over potential jetty funding requirements and also seeking feedback/confirmation of the possible level of funding going forward. Within the current budgets for the jetties no allowance from this revenue source has been included.

- 29 As such staff are seeking discussion with the community board around the level of user fees for the jetties and the balance to be local rate funding if any. Currently within the existing budgets the balance of funding required (\$14,119) is coming from the local rate. Attachment A, outlines that revenue for users will be \$12,914 (excl gst) based on the current 2020/21 annual fee of \$1,350 (incl gst). This does not take into account any potential increase in annual fees given the inclusion of any new users associated with Golden Bay Wharf only or an increase in the base user fees.
- 30 At the Community Board meeting in November 2020, the Community Board agreed to fund any rating deficit for the jetties from the local Community Board rate for the 2021/22 financial year.
- 31 The current fees are \$1,350 (incl gst), the fees for the boat park are \$287.50 (incl gst) per park. The fees have both not changed since at least 1 July 2008.
- 32 If Council had increased the fee by 2.9% annually since 2008, the fee being set for 2021/22 would have been \$2,014 for the wharf. This is within \$11 of Option 2.

33 Options to fund the costs of the jetties include

	Option one: fees set as per 20-21	Option two: one and a half times the fees set for 20-21 for wharf fees	Option three: double the fees set for 20-21 for wharf fees
User Fees – Boat park fee & road line license fee	\$12,550 (excl gst)	\$12,550 (excl gst)	\$12,550 (excl gst)
User Fees – Wharf fees	\$12,914 (excl gst) (\$1,350 (incl gst) per boat)	\$19,370 (excl gst) (\$2,025 (incl gst) per boat)	\$25,826 (excl gst) (\$2,700 (incl gst) per boat)
Local Community Board rate	\$14,119 (excl gst)	\$7,663 (excl gst)	\$1,207 (excl gst)
Total Funding required	\$39,583 (excl gst)	\$39,583 (excl gst)	\$39,583 (excl gst)
Impact on Ratepayer	\$32 (incl gst)	\$17.25 (incl gst)	\$2.30 (incl gst)

Other Points

- 34 The actual increase in the nine years following the 2021/22 rating year will still be subject to review as part of that years Annual Plan or Long Term Plan process.

Assumptions

- 35 In preparing the 10 year forecasts, Council has used a number of assumptions as follows:

Estimates are built from the levels of service desired by the community.

- interest has not yet been included in the projected reserve balances for the 10 years of the plan. Once the budgets have been finalised, interest will be calculated and transferred directly to the relevant reserves
- the estimates include an allowance for price level changes (inflation) which is a financial reporting requirement. For the plan, overall inflation has been assumed at 2.5-3.7% per annum. The individual inflation components used to develop the budgets are assumed at 1.5-3.5%per annum
- interest on borrowings has initially been charged at 2.00% per annum, this is still subject to Council confirmation and as such may change
- no allowance has been made in the estimates for any possible increases in contract rates for contracts being re-tendered
- reserves have been used to fund project/capital work where possible rather than using internal loans.

Policy implications

- 36 As noted above, Council endorsed a draft Revenue and Financial Policy for consultation which identified the proposed funding sources for all water facilities including Stewart Island jetties. The draft policy indicated that between 66-100% (high band) of the funding for water facilities will come from fees and charges and between 0-30% (low band) can come from local rates, 0-30% from district rates and 0-30% from other sources (visitor levy).
- 37 While the policy allows for up to 100% of the funding at the whole activity level, the specific proposal for Stewart Island jetties that was discussed with Council and the community board was for 60-70% of operational costs to be funded from fees and charges (which is largely made up of the fee paid by operators). The remainder was to be funded from local rates (0-10%), district rates (0-30%) and visitor levy (0-20%). These proportions were based on the budgets as presented at the time. Final budgets have now been prepared and the amount of funding needed in the first two years of the plan is lower than originally expected and could be largely funded from fees and charges and local rates in these years. While this is still consistent with the 66-100% (high range) of funding from fees and charges proposed for the whole water facilities activity in the draft policy, it is potentially higher than the 60-70% indicated for Stewart Island jetties. The consultation on this policy ended on 4 December 2020.
- 38 As such, staff believe that the funding bands for each source of funding in the draft Revenue and Financial Policy are appropriate for the terms of the plan. In terms of the options presented in the report, all comply with the draft policy bands, excluding option 1 which has rates at 36% (rather than within 33%).

Analysis

Options considered

- 39 There are two options identified for the community board to consider.
- option 1 – recommend Council adopt the proposed fees outlined in this report, including any amendments agreed at this meeting
 - option 2 – decline to make any recommendation to Council.

Analysis of Options

Option 1 – recommend Council adopt the proposed fees outlined in this report, including any amendments agreed at this meeting

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • enables the draft Long Term Plan to be progressed within the legislative timeframe • local rates recommendation to Council is finalised • budgets and projects can be updated or reviewed annually as part of the Annual Plan budgeting process (or approved via unbudgeted expenditure process). 	<ul style="list-style-type: none"> • no further changes can be recommended by the community board outside of future Annual Plan processes unless a submission is made through the formal consultation process.

Option 2 – decline to make any recommendation to Council

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• none identified.	<ul style="list-style-type: none">• Council will need to make the relevant decision on the fee to be set as part of the LTP 2031.

Assessment of significance

- 40 The decision to be made by the community board is not a significant decision on its own under Council's Significance and Engagement Policy. However, the Long Term Plan (into which the committee's budgets are incorporated) is considered significant and will be consulted on in March 2021.

Recommended option

- 41 Staff recommend the community board endorse option 1 - Recommend that Council adopt the proposed budgets outlined in this report, including any amendments agreed at this meeting.

Next steps

- 42 Recommendations made through this direction setting process from all community boards will be considered by Council at its meeting in January or February 2021. Following that, the LTP consultation document is developed and subject to Council endorsement, will be made available for public consultation in March 2021.

Attachments

- A Stewart Island Jetties LTP 2031 estimates report [↓](#)

Budget Estimate Report for 26700 Stewart Island Jetties

Start Year: 2021/2022

Stewart Island Jetties 26700 Stewart Island Jetties

Object	Description	Actuals 2019/2020	Current Budget	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031
Income													
11162	Grants General (Capital)	-	(400,000)	-	-	-	-	-	-	-	-	-	-
11171	Rates - Collected	-	-	(14,119)	(16,077)	(82,332)	(86,728)	(86,748)	(86,766)	(104,502)	(104,523)	(104,544)	(100,395)
11315	Licence Fee - Roadline	-	-	(12,550)	(12,914)	(13,237)	(13,568)	(13,920)	(14,268)	(14,639)	(15,035)	(15,441)	(15,842)
11316	Licence Fee - Boat Park	(12,913)	(18,000)	(12,914)	(12,914)	(12,914)	(12,914)	(12,914)	(12,914)	(12,914)	(12,914)	(12,914)	(12,914)
19114	Contribution - Township	-	(30,000)	-	-	-	-	-	-	-	-	-	-
19151	Internal - Interest on Reserve	(6,272)	(2,187)	-	-	-	-	-	-	-	-	-	-
19186	Internal - Grant Income	-	(30,000)	-	-	-	-	-	-	-	-	-	-
		(19,185)	(480,187)	(39,583)	(41,905)	(108,483)	(113,210)	(113,582)	(113,948)	(132,055)	(132,472)	(132,899)	(129,151)
Expenditure													
21311	Material Damage Insurance	2,053	1,532	2,222	2,286	2,344	2,402	2,465	2,526	2,592	2,662	2,734	2,805
31523	Legal Costs	4,761	-	-	-	-	-	-	-	-	-	-	-
31542	General Projects	(5,683)	-	-	102,900	-	-	-	-	-	-	-	-
31553	Monitoring	318	-	1,000	1,029	1,055	1,081	1,109	1,137	1,166	1,198	1,230	1,262
35214	Maint - General	-	45,667	29,900	10,290	10,547	10,811	11,092	11,369	11,665	11,980	12,303	12,623
35229	Maint - Project	3,378	-	-	16,464	98,089	-	-	55,710	-	-	-	-
41113	Depn - Marine As	11,332	49,292	49,292	49,292	49,292	49,292	49,292	49,292	49,292	49,292	49,292	49,292
43317	Internal -Interest on Loans	1,805	2,593	1,575	3,885	40,770	41,656	40,511	39,343	46,087	44,676	43,237	41,769
		17,964	99,084	83,989	186,146	202,097	105,242	104,469	159,377	110,802	109,808	108,796	107,751
Net Operating (Surplus)/Deficit		(1,222)	(381,103)	44,406	144,241	93,614	(7,968)	(9,113)	45,429	(21,253)	(22,664)	(24,103)	(21,400)
Capital Expenditure													
67313	Marine Assets - Renewal	-	560,000	200,000	1,749,300	-	-	-	341,079	-	-	-	126,232
67512	WIP - Improvemnts	1,527	-	-	-	-	-	-	-	-	-	-	-
		1,527	560,000	200,000	1,749,300	-	-	-	341,079	-	-	-	126,232
Capital Movements													
87892	To -STEW JETTIES General	24,555	26,979	-	-	-	-	-	-	-	-	-	-
87893	Ex-STEW JETTIES General	-	-	(79,628)	-	-	-	-	-	-	-	-	-

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Budget Estimate Report for 26700 Stewart Island Jetties

Start Year: 2021/2022

26700 Stewart Island Jetties

Object	Description	Actuals 2019/2020	Current Budget	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031
Capital Movements													
87895	Ex- Wharf Replacmnt Golden Bay	(114,232)	-	-	-	-	-	-	-	-	-	-	-
87896	To Wharf replacmnt Ulva Island	97,857	-	-	-	-	-	-	-	-	-	-	-
87897	Ex-Wharf replacmnt Ulva Island	-	(160,000)	-	-	-	-	-	-	-	-	-	-
		8,180	(133,021)	(79,628)	-	-	-	-	-	-	-	-	-
Loans													
71532	Internal Loans - Princ	-	-	(120,372)	(1,852,200)	(98,089)	-	-	(396,789)	-	-	-	(126,232)
71533	Internal Loans - Repaid	2,846	3,416	4,886	7,951	53,767	57,260	58,405	59,573	70,545	71,956	73,395	70,692
		2,846	3,416	(115,486)	(1,844,249)	(44,322)	57,260	58,405	(337,216)	70,545	71,956	73,395	(55,540)
Non Cash Depreciation													
99511	Add Back Non Cash Depn	(11,332)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)
		(11,332)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)	(49,292)
		-	-	-	-	-	-	-	-	-	-	-	-

Schedule of meetings for 2021

Record No: R/20/11/68410

Author: Kirsten Hicks, Committee Advisor/Customer Support Partner

Approved by: Fran Mikulicic, Group Manager Environmental Services

☒ Decision

☐ Recommendation

☐ Information

Purpose

Purpose

- 1 The purpose of the report is to approve a schedule of meeting dates for 2021 to enable meetings to be publicly notified in accordance with the requirements set by the Local Government Official Information and Meetings Act 1987.

Executive Summary

- 2 The adoption of a meeting schedule allows for reasonable public notice preparation and planning for meeting agendas. The Local Government Official Information and Meetings Act 1987 has requirements for local authorities to follow for public notification of meetings.
- 3 The meeting schedule for the Stewart Island/Rakiura Community Board is required to be set for 2021. The Local Government Act 2002 requires that following the triennial elections, the adoption of a schedule of meetings must be approved.
- 4 Southland District Council approved the Terms of Reference and Delegations for the community board at its meeting on 1 November 2019. In the approved Terms of Reference was the frequency of meetings. Community boards will meet in February, April, June, August, October and December.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “Schedule of meetings for 2021” dated 7 December 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) Agrees to meet at the Stewart Island Pavilion at the following dates and times in 2021:
 - 15 February 8.45am
 - 12 April 8.45am
 - 14 June 9.45am
 - 9 August 9.45am
 - 11 October 8.45am
 - 13 December 8.45am

Background

An approved schedule of meeting dates is required to ensure meetings can be publicly notified in accordance with the Local Official Information and Meetings Act 1987.

Issues

There are no issues.

Factors to Consider

Legal and Statutory Requirements

The legal and statutory requirements for meetings of Council, committees, subcommittees and community boards are spelt out in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.

Community Views

There are no community views

Costs and Funding

The only costs for the implementation of a meeting schedule are for public notification via newspaper once a month in accordance with the Local Government Official Information and Meetings Act 1987.

Policy Implications

There are no policy implications.

Analysis

Options Considered

If no meeting schedule is agreed upon, then no meetings of the Stewart Island/Rakiura Community Board can be held. The other option is to adopt a meeting schedule as proposed in the recommendations, which enables dialogue between the community board and District Council officers on a regular basis.

Analysis of Options

Option 1 – Non-adoption of the Schedule of Meetings

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">there are no advantages	<ul style="list-style-type: none">Council officers and community board are unable to achieve work in the board's area as no meetings are being held

Option 2 - Adoption of the Schedule of Meetings

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">Council officers and community board are able to achieve work in the board's area as meetings are being held	<ul style="list-style-type: none">there are no disadvantages

Assessment of Significance

This is not significant as defined in the Local Government Act 2002

Recommended Option

The recommended option is option 2 – Adoption of the Schedule of Meetings

Next Steps

Once the new schedule has been adopted, the meetings will be publicly notified, enabling the community board to meet.

Attachments

There are no attachments for this report.

Stewart Island Rakiura Community Partnership Fund - October 2020 Funding Round Allocations

Record No: R/20/11/66781

Author: Megan Seator, Community Liaison Officer

Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is for the Stewart Island Rakiura/Community Board to allocate funding for the October 2020 round of the Stewart Island Rakiura Community Partnership Fund.

Executive Summary

- 2 A total of seven applications have been received for the October 2020 funding round of the Stewart Island Rakiura Community Partnership Fund. The applications are included as an attachment to this report. The attachment to this report is confidential in accordance with the Local Government Official Information and Meetings Act 1987 section 7(2)(a) – The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) Receives **the report titled “Stewart Island Rakiura Community Partnership Fund - October 2020 Funding Round Allocations” dated 4 December 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) Receives applications from the following:
 - 1. Stewart Island Rakiura Community and Environment Trust
 - 2. Stewart Island Pavilion Trust
 - 3. Ko Nga Kete e Toru o Rakiura
 - 4. Stewart Island Pavilion Trust
 - 5. Butterfields Development Group
 - 6. Toi Rakiura Arts Trust
 - 7. Future Rakiura
- e) Approves/declines a grant of \$13,000 to the Stewart Island Rakiura Community and Environment Trust to assist with the coordination costs of the Halfmoon Bay Habitat Recovery Project.
- f) Approves/declines a grant of \$4,600 to the Stewart Island Pavilion Trust to assist with the costs of a heat pump system.
- g) Approves/declines a grant of \$500 to Ko Nga Kete e Toru o Rakiura to assist with the costs of teaching resources and associated expenses.
- h) Approves/declines a grant of \$1,500 to the Stewart Island Pavilion Trust to assist with costs associated with upgrading the water treatment system.
- i) Approves/declines a grant of \$9,000 to the Butterfields Development Group to provide facilities and landscape an underutilised area bordering Butterfields Beach.
- j) Approves/declines a grant of \$500 to Toi Rakiura Arts Trust to assist with bringing the Gypsy Jazz Duo to Stewart Island.
- k) Approves/declines a grant of \$4,000 to Future Rakiura to assist with costs of running workshop on Stewart Island.

Background

- 3 Southland District Council's community assistance activity seeks to contribute to a District of 'proud, connected communities that have an attractive and affordable lifestyle' by enabling Southland's communities to be desirable places to live, grow up, work, run a business, raise a family and enjoy a safe and satisfying life. Through providing financial assistance by way of grant funding, community groups and individuals are supported to undertake their desired activities.
- 4 A review of the community assistance activity was completed in early 2019. The purpose of this review was to ensure that Council is providing assistance in a considered and prudent manner to ensure efficient and effective outcomes for the communities they support.
- 5 It was recommended that there should be a significant change in the way that Council administers the Community Initiatives Fund. Subsequently, in July 2019 Council resolved to disestablish the Community Initiatives Fund and to establish the Community Partnership Fund whereby the nine community boards in the District will allocate funding directly to their communities.
- 6 The Stewart Island/Rakiura Community Board set the following criteria for the Stewart Island Rakiura Community Partnership Fund:
 - funding is available for not-for-profit community groups. They may be a legal entity or an informal group. Regardless of legal status, the group must have their own bank account
 - funding is not available for individuals
 - applicants may apply for up to 50% of total project costs
 - applications should be aligned with the Stewart Island/Rakiura Community Board's outcomes, and may include social, economic, cultural and environmental outcomes
 - funding for operational costs will not be considered
 - applications involving capital works will be required to provide two quotes. If this is not possible then an acceptable explanation will be required
 - applicants are encouraged to speak to their application but this is not mandatory.

Applications received

Number of applications received	7
Total amount requested	\$33,100
Total amount available for the financial year	\$29,860

1 **Stewart Island Rakiura Community and Environment Trust**

Requests funding towards the coordination of the Halfmoon Bay Habitat Recovery Project.

	Total project cost	\$49,838
	Amount requested	\$13,000
2	Stewart Island Pavilion Trust	
	Requests funding to upgrade the heating to a heat pump system.	
	Total project cost	\$9,165
	Amount requested	\$4,600
3	Ko Nga Kete e Toru o Rakiura	
	Requests funding to assist with costs associated with teaching resources, hall hire, and travel related to the learning of Te Reo, Kapa Haka, and Maori culture.	
	Total project cost	\$7,250
	Amount requested	\$500
4	Stewart Island Pavilion Trust	
	Requests funding to assist with the upgrade of the water system by installing filtration and UV to treat the water.	
	Total project cost	\$2,998
	Amount requested	\$1,500
5	Butterfields Development Group	
	To provide facilities and landscape an underutilised area bordering Butterfields Beach.	
	Total project cost	\$17,837
	Amount requested	\$9,000
6	Toi Rakiura Arts Trust	
	To bring the “Gypsy Jazz Duo” to Stewart Island as a part of NZ Arts on Tour.	
	Total project cost	\$1,458.50
	Amount requested	\$500
7	Future Rakiura	
	Costs associated with running workshops (in partnership with the Southland Chamber of Commerce) on the following topics:	
	1. Strategic relationship identification/mapping/development	
	2. Cultural awareness	

3. Exploring business ideas, moving them forward, marketing etc.

Total project cost **\$8,000**

Amount requested **\$4,000**

Recommendations

- 7 The recommendations outline the amounts requested in the applications. Staff recommend that the Stewart Island Rakiura/Community Board consider each application individually and determine the level of funding they wish to allocate.

Issues

- 8 There are no issues to consider.

Factors to Consider

Legal and Statutory Requirements

- 9 There are no legal or statutory requirements to consider.

Community Views

- 10 The community board, as representatives of the Stewart Island/Rakiura Community Board area will consider each application and how it benefits Stewart Island Rakiura.

Costs and Funding

- 11 The Stewart Island Rakiura/Community Board has \$29,860 available to allocate through the Stewart Island Rakiura Community Partnership fund in the 2020/2021 financial year.

Policy Implications

- 12 There are no policy implications.

Analysis

Options Considered

- 13 The options for consideration are to allocate funding pursuant to the funding criteria set by the community board or decline the applications.

Analysis of Options

Option 1 – Allocates funding pursuant to the funding criteria set by the community board

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> support community groups to achieve local initiatives 	<ul style="list-style-type: none"> there are no disadvantages

Option 2 – Declines the applications

<i>Advantages</i>	<i>Disadvantages</i>

<ul style="list-style-type: none">• there are no advantages	<ul style="list-style-type: none">• no funds awarded could hinder the progress of community-led development due to lack of financial support
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Assessment of Significance

- 14 This is not considered significant.

Recommended Option

- 15 The recommended option is “option 1 - allocates funding pursuant to the funding criteria set by the community board”.

Next Steps

- 16 Advise applicants of the outcome of the funding allocations.

Attachments

- A Stewart Island Rakiura Community Partnership Fund - October 2020 - SIRCET - PUBLIC EXCLUDED [↓](#)
- B Stewart Island Rakiura Community Partnership Fund - October 2020 - Stewart Island Pavilion Trust (application one) - PUBLIC EXCLUDED [↓](#)
- C Stewart Island Rakiura Community Partnership Fund - October 2020 - Ko Nga Kete e Toru o Rakiura - PUBLIC EXCLUDED [↓](#)
- D Stewart Island Rakiura Community Partnership Fund - October 2020 - Stewart Island Pavilion Trust (application two) - PUBLIC EXCLUDED [↓](#)
- E Stewart Island Rakiura Community Partnership Fund - October 2020 - Butterfields Development Group - PUBLIC EXCLUDED [↓](#)
- F Stewart Island Rakiura Community Partnership Fund - October 2020 - Toi Rakiura Arts Trust - PUBLIC EXCLUDED [↓](#)
- G Stewart Island Rakiura Community Partnership Fund - October 2020 - Future Rakiura - PUBLIC EXCLUDED [↓](#)

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:

7.8 Stewart Island Rakiura Community Partnership Fund - October 2020 Funding Round Allocations - Attachment A - Stewart Island Rakiura Community Partnership Fund - October 2020 - SIRCET

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 Community Partnership Fund - October 2020 - SIRCET	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

7.8 Stewart Island Rakiura Community Partnership Fund - October 2020 Funding Round Allocations - Attachment B - Stewart Island Rakiura Community Partnership Fund - October 2020 - Stewart Island Pavilion Trust (application one)

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 Community Partnership Fund - October 2020 - Stewart Island Pavilion Trust (application one)	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

7.8 Stewart Island Rakiura Community Partnership Fund - October 2020 Funding Round Allocations - Attachment C - Stewart Island Rakiura Community Partnership Fund - October 2020 - Ko Nga Kete e Toru o Rakiura

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 Community Partnership Fund - October 2020 - Ko Nga Kete e Toru o Rakiura	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
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7.8 Stewart Island Rakiura Community Partnership Fund - October 2020 Funding Round Allocations - Attachment D - Stewart Island Rakiura Community Partnership Fund - October 2020 - Stewart Island Pavilion Trust (application two)

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 Community Partnership Fund - October 2020 - Stewart Island Pavilion Trust (application two)	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

7.8 Stewart Island Rakiura Community Partnership Fund - October 2020 Funding Round Allocations - Attachment E - Stewart Island Rakiura Community Partnership Fund - October 2020 - Butterfields Development Group

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 Community Partnership Fund - October 2020 - Butterfields Development Group	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

7.8 Stewart Island Rakiura Community Partnership Fund - October 2020 Funding Round Allocations - Attachment F - Stewart Island Rakiura Community Partnership Fund - October 2020 - Toi Rakiura Arts Trust

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 Community Partnership Fund - October 2020 - Toi Rakiura Arts Trust	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

7.8 Stewart Island Rakiura Community Partnership Fund - October 2020 Funding Round Allocations - Attachment G - Stewart Island Rakiura Community Partnership Fund - October 2020 - Future Rakiura

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 Community Partnership Fund - October 2020 - Future Rakiura	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.
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