



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

Date: Monday, 11 October 2021
Time: 8.45am
Meeting room: Stewart Island Pavilion
Venue: Ayr Street, 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

Contact telephone: 0800 732 732
Postal address: PO Box 903, Invercargill 9840
Email: emailsdc@southlanddc.govt.nz
Website: www.southlanddc.govt.nz

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.

Health and safety – emergency procedures

Toilets – The location of the toilets will be advised at the meeting.

Evacuation – Should there be an evacuation for any reason please exit via the exits indicated at the venue.

Earthquake – Drop, cover and hold applies in this situation and, if necessary, once the shaking has stopped we will evacuate the building to a safe location.

Phones – Please turn your mobile devices to silent mode.

Recording - These proceedings may be recorded for the purpose of live video, both live streaming and downloading. By remaining in this meeting, you are consenting to being filmed for viewing by the public.

Covid QR code – Please remember to scan the Covid Tracer QR code.

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 • to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community

	<ul style="list-style-type: none"> • 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 as detailed in the long term plan, and on local expenditure, rating impacts and priorities.

¹ Local Government Act 2002, s.53

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 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

At the close of the agenda no apologies had been received.

2 Leave of absence

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

3 Conflict of interest

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

4 Public forum

Notification to speak is required by 12noon at least one clear day before the meeting. Further information is available at www.southlanddc.govt.nz or by phoning 0800 732 732.

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 August 2021



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 August 2021 at 9.45am.

PRESENT

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

APOLOGIES

Gordon Leask

IN ATTENDANCE

Community Partnership Leader – Karen Purdue
Committee Advisor – Kirsten Hicks
Senior Policy Analyst – Robyn Rout (via Zoom link)
Graduate Open Spaces Planner – Bridget Elliott (via Zoom link)

-
- 1 Apologies
Apology for non-attendance received from Gordon Leask.
Moved Aaron Conner, seconded Rakiura Herzhoff and resolved
That the Stewart Island/Rakiura Community Board accepts the apology.
 - 2 Leave of absence

There were no requests for leave of absence.
 - 3 Conflict of interest

There were no conflicts of interest declared.
 - 4 Public forum

There was no public forum.
 - 5 Extraordinary/urgent items

There were no extraordinary/urgent items.
 - 6 Confirmation of minutes

Resolution
Moved Anita Geeson, seconded Deputy chairperson Lawrence and resolved
That the Stewart Island/Rakiura Community Board confirms the minutes of the
meeting held on 14 June 2021 as a true and correct record of that meeting.

Reports

7.1 Community update

Record No: R/21/7/39949

Community partners

1. Constable Stu Newton, New Zealand Police
2. Kevin Carter, Department of Conservation
3. Cherie Hemsley, Future Rakiura
4. Cherie Hemsley, Awarua Whanau Services
5. **Fran O'Boyle and Kirsten Hoyle, South Port**
6. Aly Curd, Emergency Management Southland

Resolution

Moved Deputy chairperson Steve Lawrence, seconded Anita Geeson and resolved

That the Stewart Island/Rakiura Community Board:

- a) Acknowledges the attendance of representative from NZ Police, Department of Conservation, Future Rakiura, Awarua Whanau Services, South Port and Emergency Management Southland at the meeting

7.2 Operational Report for Stewart Island/Rakiura Community Board

Record No: R/21/7/43855

Community Partnership Leader Karen Purdue was in attendance for this report

Resolution

Moved Aaron Conner, seconded Cr Bruce Ford and resolved

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled "Operational Report for Stewart Island/Rakiura Community Board" dated 27 July 2021.**

7.3 Council report

Record No: R/21/7/45253

Councillor Bruce Ford was in attendance for this report

Resolution

Moved Cr Bruce Ford, seconded Deputy chairperson Steve Lawrence and resolved
That Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “Council report” dated 29 July 2021.**

7.4 Chairperson's report

Record No: R/21/7/44451

Chairperson Jon Spraggon was in attendance for this report

Resolution

Moved Chairperson Spraggon, seconded Aaron Conner and resolved

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Chairperson's report” dated 27 July 2021.**

7.5 SIESA Monthly Report from PowerNet - May, June and July 2021

Record No: R/21/6/34915

Community Partnership Leader Karen Purdue was in attendance for this report

Resolution

Moved Anita Geeson, seconded Rakiura Herzhoff and resolved

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “SIESA Monthly Report from PowerNet - May, June and July 2021” dated 29 July 2021.**

7.6 Review of Open Spaces Strategy and Reserve Management Policy

Record No: R/21/7/44869

Senior Policy Analyst Robyn Rout and Open Spaces Planner Bridget Elliott were in attendance via Zoom, for this report

Resolution

Moved Cr Bruce Ford, seconded Aaron Conner and resolved

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Review of Open Spaces Strategy and Reserve Management Policy” dated 30 July 2021.**

- 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) provides feedback on possible changes to the Open Spaces Strategy.
 - e) provides feedback on possible changes to the Reserves Management Policy.

The meeting concluded at 11.45am

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE STEWART ISLAND/RAKIURA
COMMUNITY BOARD HELD ON MONDAY 9 AUGUST
2021

DATE:.....

CHAIRPERSON:.....

Community update

Record no: R/21/9/52794

Author: Kirsten Hicks, Committee advisor/customer support partner

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

Community partners

1. Constable Stu Newton, New Zealand Police
2. Sasha Smith, Department of Conservation
3. Cherie Hemsley, Awarua Whanau Services
4. Cherie Hemsley, Future Rakiura
5. Rose Hanely-Nickolls, SIRCET

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) Acknowledges the attendance of representatives from NZ Police, Department of Conservation, Awarua Whanau Services, Future Rakiura and SIRCET.

Attachments

There are no attachments for this report.

Community leadership report

Record no: R/21/9/52559

Author: Karen Purdue, Community partnership leader

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

Purpose

- 1 The purpose of this report is to inform the board of the community leadership activities in the area.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Community leadership report” dated 4 October 2021.**

Attachments

- A community leadership report [↓](#)



What's happening in your area

Community Partnership Fund

The latest funding round of the Stewart Island Rakiura Community Partnership Fund closes on 31 October 2021. There is \$4,387 available for distribution. A report to decide on allocations will follow at the next meeting.

Community service awards

Nominations for Community Service Awards closed on 30 September 2021. This is the first round of a more streamlined approach to the Community Service Awards process, with one round per year for all the nine boards in the District. At the time of writing this report, Stewart Island Rakiura Community Board have received no nominations.

Butterfields Beach Project

Council has distributed the funds for the drainage work to Lions who will oversee delivery of this project on behalf of the Butterfields Beach development group.

Staff are continuing to provide assistance and are working with PowerNet to look at the supply of electricity to the site for a BBQ.

Helipad Project at Trail Park

Staff are assisting Future Rakiura and the Stewart Island Rakiura Health committee with this community-led project.

Upcoming funding deadlines

The following funding rounds have recently closed and decisions will be made in November. A further update on funding outcomes for this board area will be made after that.

Sport NZ Rural Travel Fund	30 September 2021
District Initiatives Fund	30 September 2021
Ohai Railway Fund	30 September 2021
Creative Communities	30 September 2021

What's happening outside your area

District/regional Initiatives

Welcoming Communities

Southland District Council partnered with Invercargill City Council, Gore District Council and Southern REAP to lodge a funding application for a pilot-extension to Southern REAP's "drive my life" programme that specifically focuses on supporting Southland's newcomers to obtain their learners, restricted, and full driving licenses.

The funding application was submitted to the "Ethnic Communities Development Fund" and we recently received confirmation that Southern Reap Incorporated was successful in securing a grant of \$15,000 as the request aligned with the development fund's priorities and funding criteria. The Ministry for Ethnic Communities was not able to fund all of the applications received in this funding round.

Environment challenges workshop

In May, Environment Southland hosted a workshop on the significant environmental challenges facing Southland including freshwater quality, climate change impacts and biodiversity. It was recognised that to achieve long-term environmental outcomes there was a need to build environmental, economic, cultural and social frameworks for a sustainable future.

In addition, the change required was simply too big for any one agency to achieve alone and will require strong regional and national partnerships with a long-term vision.

A second workshop took place in mid-August and staff from the community leadership team attended, along with other stakeholders. This workshop looked at the draft vision statements and theme and developed ideas/projects to achieve the vision.

A further hui is planned for the beginning of October.

What's coming up?

Policy and strategy

Bylaw and policy work

Staff in the strategy and policy team are in the early stages reviewing a number of documents. These include:

- The Open Spaces Strategy and Reserves Management Policy
- The Stewart Island/Rakiura Visitor Levy Bylaw and Policy
- The Delegations Manual – staff have begun reviewing the manual and identifying possible changes
- Alcohol Control Bylaw
- Smoke Free Open Spaces Policy – it is intended that pre-consultation with stakeholders will take place before the end of this year.
- Protected Disclosure Policy
- Contract Management Policy
- Feedback Policy.

Corporate risks

Following annual review by ELT, on 23 June 2021, Council adopted the revised top strategic risks which will form the quarterly risk register going forwards. Risk management reporting is underway for the September 2021 quarter. Staff and ELT are currently updating the risk register and the quarterly reports will be presented to the Finance and Assurance Committee and Council when they meet later in the year.

Long Term Plan

On 29 June 2021, Council adopted the Long-Term Plan 2021-2031. The LTP sets out Council's plan for the next 10 years, how this contributes to the strategic direction, the costs and how they will be paid for, and how we will measure our performance as an organisation. The LTP is available on Council's website to view or download, and printed copies of the LTP are available in area offices.

Annual Report

Work on the development of the 2020/2021 Annual Report is underway. The draft annual report will be presented to the Finance and Assurance committee in October for release to Audit New Zealand.

Interim performance report

The final interim performance report will be presented to the Finance and Assurance committee on 27 September. This report is the final one using the 2018-2028 LTP performance measures.

Annual Plan

Work has begun on the development of the 2022/2023 Annual Plan which is year two of the LTP 2021-2031.

Stakeholder updates

Waka Kotahi – Highways South update

Watercutting has recently been completed across the network to improve the texture (and therefore skid resistance) of the pavement.

We're hopeful that the snow and ice events are over for the year, although our crews continue to monitor road and weather temperatures until the end of September to enable snow and ice preventative treatments (CMA and grit) when necessary.

Wandering stock is starting to increase again, likely due to new spring stock. Please can you remind your communities to check fencing, particularly for areas bordering state highways, to ensure these are as secure as possible.

We are starting to also notice more vegetation restricting visibility on the network due to new spring growth. We'd appreciate if landowners can keep on top of vegetation bordering state highways to ensure clear visibility, and therefore safety, for users of state highways.

Due to the spring rains we have had recently, we have had localised flooding in some areas. In some cases recently, the cause of flooding has been drains that have been blocked by the roots of trees, we are working through these on a case by case basis to determine the best available course of long-term action.

The slip at Ohai now has a confirmed remedial plan and work is due to begin to stabilise this slip and reopen SH96 to two lanes. We're grateful for the patience of the communities in this area while we engaged with other affected stakeholders.

The new construction season is about to begin in October/November with almost 70km of reseals, asphalt and rehabs programmed between the start of November and the end of April. We appreciate that these works can be disruptive and frustrating for state highway users as well as the communities bordering these areas, however due to the weather in Southland, we're limited to these months to complete this work.

We will do our very best to engage with affected businesses and communities in advance of these works so there are no surprises. SH96/Winton-Wrey's Bush highway is one of the first construction projects in our programme, this will begin in late October (weather permitting), and we've liaised with the tour of Southland to ensure the route the cyclists take does not clash with this.

We'd appreciate your support to push the message out to our communities that the temporary speed limits are there for a reason. These temporary speeds ensure that our workers on the site are safe in their workplace, road users are safe travelling through these work sites, vehicles are not damaged by any road works taking place, and the roads themselves are not damaged by speeding vehicles while under construction. If they are damaged, then we need to come back and do the job all over again – increasing the disruption to motorists.

We are noticing a large increase in the amount of litter on state highways and although our crews are collecting litter as often as possible, this doesn't seem to be decreasing. It would be great if community boards could promote their communities to "do the right thing and put in in the bin".

Finally, the Tour of Southland is happening again next month beginning on the 31 October. Once we have confirmed routes and traffic management plans relating to state highways, we will share any planned disruptions on the highways with you. In the meantime, as was advertised in the Southland Times on the 18th September and as attached, please see the proposed road closures on state highways in Southland for the tour:

- Monday 1st November – SH6, Diana St in Lumsden, detour via Hero/Flora streets
- Tuesday 2nd November – Lakefront Drive, Te Anau between Mokoroa and Town Centre, detour via Mokoroa/Town Centre/Luxmore Drive (not a state highway but relevant for community boards)
- Friday 5th November – SH94, Hokonui Drive, Lyne St, detour via Trafford/Fairfield/Preston streets
- Saturday 6th November – SH6, Great North Road, detour via Meldrum/Park/Bute streets

Emergency Management Southland

It has been a busy time at Emergency Management Southland over the last few months. There have been a few changes in the team however, I am happy to say that we are now fully staffed. Simon Mapp has

joined us as group manager, Jason Ten Hoorn Boer and Amy Rogers have joined Craig Sinclair in the Response Team; and Mallory Wood and Tracey Fraser have joined Aly Curd in the community team.

Recently, five of the team were deployed to Westport to support the Buller flood response taking roles in Welfare, Response, Planning, and Logistics. This was a big event for a small town, and they were really under the pump in the initial stages. The deployed team assisted from the initial response phase through to the transition to recovery and the learnings gained have been invaluable.

The recent Covid-19 Delta resurgence differed greatly from the previous outbreak in 2020 as there was no declared National State of Emergency this time. This meant that we were not lead agency for this response as the Ministry of Health took lead supported by the Ministry of Social Development. Understandably, a lot of planning was dedicated to this resurgence which saw CDEM groups, NEMA, government agencies and stakeholders working on these plans. Focus was also put on developing our concurrent event planning.

EMS saw the importance of communication throughout this time, ensuring that we kept in contact with community groups and responding agencies at local, regional, and national levels. Unfortunately, restrictions meant that we had to pause community meetings and public engagement with presentations in Wallacetown and Otatara cancelled, along with school visits with our Shakey trailer. We are now looking into how we can continue engagement in person when restrictions allow along with holding meetings virtually if needed.

Our community VHF radio programme is progressing well. The radios are now fully set up and have been tested so we hope to start placing these around Southland by the end of September. This project is to ensure we have an alternative form of communication between our communities and the ECC if an emergency were to disrupt cellular service and the internet. These radios are programmed so that the communities can contact the Emergency Coordination Centre (ECC) as well as other communities throughout the region.

The radios are contained in a strong box that contain everything you need to start transmitting and can be run off both mains power and from a vehicle. A step-by-step instruction guide is included. Being in a box means that these radios are fully mobile so that they can be moved should the need arise.

Community leadership report - August

Record no: R/21/8/47066

Author: Shanin Brider, Community and futures administrator

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

Purpose

- 1 The purpose of this report is to inform the board of the community leadership activities in the area.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Community leadership report - August” dated 4 October 2021.**

Attachments

- A Community leadership report [↓](#)



What's happening in your area

Community Partnership Fund

The next round of the Stewart Island/Rakiura Community Partnership Fund is October 2022.

Community service awards

The new community service awards process has now gone live following all community boards receiving the report outlining the new procedures and guidelines. Nominations close on 30 September. Application forms are available on the Southland District Council website here:

<https://www.southlanddc.govt.nz/assets/My-Council/Community-service-awards-application-form.pdf>

Recent funding outcomes

Tourism Infrastructure Fund

Minister of Tourism Stuart Nash recently announced that Southland District Council will receive \$3,739,125 for projects in Fiordland and Stewart Island/Rakiura from the Tourism Infrastructure Fund.

The Fiordland area will receive \$1,100,000 to upgrade the boat ramp, toilets, and carpark at Pearl Harbour, Manapouri and to upgrade the access road and toilets at Fraser's Beach Manapouri, \$1,500,000 additional funding for the Te Anau wastewater project and \$440,000 for the replacement of two boat ramps in Te Anau to meet the required standards and a new toilet for Bluegum Point.

Stewart Island/Rakiura will receive \$99,125 on behalf of DOC, to build a viewing platform at Observation Rock, and \$600,000 for replacement of Ulva Island Wharf.

Council and Great South staff worked collaboratively to collate the extensive information required, in a short timeframe, to submit the applications to MBIE for consideration.

What's happening outside your area

District/regional Initiatives

Milford Opportunities Project

The Milford Opportunities Project masterplan has been approved by the Governance Group. The Ministers of Tourism and Conservation jointly took a paper to cabinet on June 28. The public launch of the masterplan will be 28 July.

The government made a pre-budget announcement of a further \$15 million in funding for stage 3 of the project which includes the detailed planning, investigation and development of business cases to implement the masterplan.

Macular Degeneration New Zealand

Staff have been contacted by Anna Crane who is the general manager of Macular Degeneration New Zealand. They are a relatively small national charity that was formed 11 years ago to raise awareness and educate people about age related macular degeneration which is the leading cause of loss of vision in New Zealand. One in 7 people over the age of 50 have macular degeneration but in New Zealand only 60% of people in this risk group are aware of the condition and fewer will be aware of the measures that can be taken to reduce the risk of losing sight.

This is a statistic that they are keen to change and in 2021 they would like to undertake a project focused in the Southland District, which they hope will create a conversation within communities in the region raising awareness and supporting people with macular degeneration. For this project to be successful they recognise that it will be very important to partner with locally based community organisations (and others in Southland).

If you would like to know more about them click on this link to their website, <https://www.mdnz.org.nz/>, or you can contact Anna direct on 09 307 2103.

Welcoming Communities

It has been reported by police and other stakeholders that there are a significant number of newcomers in the Southland region who do not have driving licences. Many are driving illegally, and some are not driving at all which is resulting in isolation from their local communities. We have identified this is particularly an issue for those living in the Southland District living and working on dairy farms. A number of reasons have been identified for this including cost, language barriers, and limited testing stations.

Southland District Council have partnered with Invercargill City Council, Gore District Council, and Southern REAP to lodge a funding application for a pilot-extension to Southern REAP's "drive my life" programme that specifically focuses on supporting Southland's newcomers to obtain their learners, restricted, and full driving licenses. The funding application was submitted to the Ministry for Ethnic Communities "Ethnic Communities Development Fund". We are waiting to hear of the outcome.

Leadership Academy

The latest Leadership Academy, facilitated by Commerce South in partnership with Council, commenced on Tuesday, June 8. The academy attracted 12 participants and is being held at the memorial hall in Lumsden.

Participants have listened to a community champion and a guest speaker each week. The purpose of the community champion (who are all relatively local) is to provide a brief overview of their own leadership journey whilst the guest speaker gives a presentation about specific leadership issues such as leading through change, values-based leadership, governance vs management etc.

The final session and graduation took place on Tuesday, 20 July.

The next Leadership Academy in partnership with Council is scheduled to be held in Otautau in June 2022.

What's coming up?

Strategy and Policy

Bylaw and policy work

Staff in the strategy and policy team are in the early stages reviewing a number of documents. These include:

- The Open Spaces Strategy and Reserves Management Policy – it is intended that pre-consultation with stakeholders will begin in August
- The Stewart Island/Rakiura Visitor Levy Bylaw and Policy - it is intended that pre-consultation with stakeholders will take place in July and August
- The Delegations Manual – staff have begun reviewing the manual and identifying possible changes
- Alcohol Control Bylaw - it is intended that pre-consultation with stakeholders will take place in August
- Smoke Free Open Spaces Policy – it is intended that pre-consultation with stakeholders will take place before the end of this year.
- Protected Disclosure policy
- Contract Management Policy
- Feedback Policy.

Council's Asset Management Policy was adopted by ELT on 6 July, and the new policy is now in effect. Staff will present the policy to Council for its information in August 2021. The Fraud Policy was adopted by Council on 23 June and is available to view on Council's website. The leadership team adopted the revised Sensitive Expenditure Policy this month, completing the review of this policy.

Corporate risks

Following annual review by ELT, on 23 June 2021, Council adopted the revised top strategic risks which will form the quarterly risk register going forwards. Risk management reporting has begun for the September 2021 quarter. Staff and ELT are currently updating the risk register and the quarterly reports will be presented to the Finance and Assurance Committee and Council when they meet in September 2021.

Long Term Plan

Following Waka Kotahi NZ Transport Agency's announcement that Council would not receive full amount of funding requested, staff were required to make amendments to the proposed roading works programme as part of the final version of the Long Term Plan document. On 29 June 2021, Council adopted the Long Term Plan 2021-2031. The LTP sets out Council's plan for the next 10 years, how this contributes to the strategic direction, the costs and how they will be paid for, and how we will measure our performance as an organisation. The LTP is our contract with our community for the services that we will deliver. The LTP is available on Council's website to view or download, and printed copies of the LTP are available to view in all Council offices throughout the District

Annual Report

Work on the development of the 2020/2021 Annual Report has now began. Staff are working through the year end budget process and the key performance indicator results. Staff are formulating the key highlights,

projects and budgets for the year with the Annual Report on schedule to be completed by the end of October 2021.

Interim performance report

The final interim performance report period ends 30 June. The results of this will then go into the Annual Report 2020/2021.

Governance and Democracy

Elected Members Remuneration and Reimbursement Policy

On 23 June Council adopted the Elected Members' Remuneration and Reimbursement Policy. The policy came into effect on 1 July 2021 and is available on Council's website.

Stakeholder updates

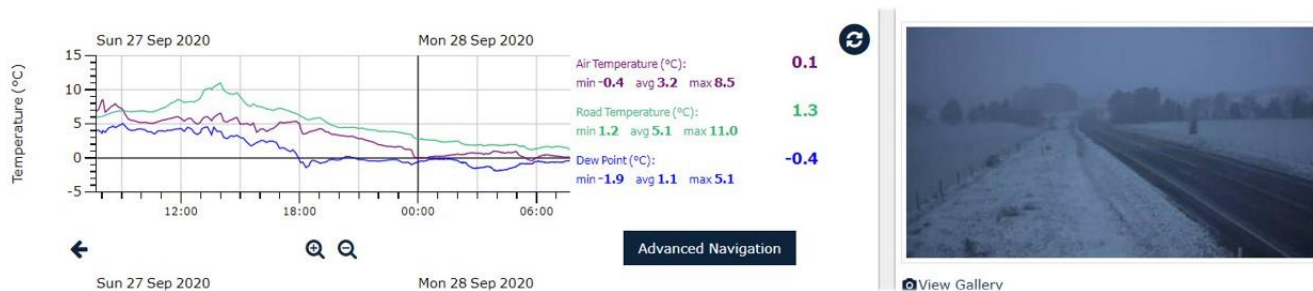
Highways South

Watercutting is currently taking place across the Southland state highway network. This is done in those areas where skid resistance is low to improve the texture (and therefore skid resistance) of the pavement. We appreciate your patience while this takes place.

We have had a couple of snow events so far this winter, winter is well and truly here. CMA is applied both before expected overnight frosts and in response to unexpected road icing. We use this as a preventive treatment to stop ice forming, applied overnight ahead of frost(s), and also use it to break up ice/ snow during snow events. It is great for urban areas as it doesn't block sumps. CMA can be easily confused with a urea spill – below is an image of what it looks like once spread on the pavement.



We have weather stations which send live feeds through to us on SH6/Jollies Hill, SH94/Gorge Hill and SH93 at the Owaka turn-off. This year we have also installed one on SH6 north of Athol. The feeds from these cameras allow us to closely monitor changing conditions and react accordingly. An image of the data we receive is shown below. From the 1st May through to the end of September we supply a regular weather forecast to all suppliers/staff/stakeholders – if anyone would like to be included in this email please contact us at SNOCadmin@southroads.co.nz.



There are some events coming up which may impact some of our communities: The Southern Scooter Challenge will be passing through towns from Bluff to Queenstown on 4 September with 150 riders taking part; the Junior Tour of Southland in October and the Tour of Southland in late October/early November.

Our crews have been busy on the network completing flanking and drainage work and also felling dangerous trees before winter makes this work unachievable and also before the rains we traditionally get in spring. New ice/grit signs have also been installed throughout Southland recently.

Our flax removal and relocation programme was a success with all flaxes which were removed for safety or drainage reasons relocated to various private landowners or to schools and organisations throughout Southland. A video showing some of the work involved will be available very shortly if the boards would like to view this.

We are still getting lots of wandering stock issues on the roads, and lately wandering deer in Northern Southland particularly. If the boards could please encourage farmers to check fencing and ensure stock are well contained, particularly before spring, we'd be appreciative.

Highways South has recently purchased a number of satellite phones in the case of a Civil Defence emergency – ensuring lines of communication can remain open with the relevant authorities during events.

Remedial work is programmed at the slip at Ohai/Crawford Tunnel, we are ready to start as soon as we have the required approvals from KiwiRail.

A section of SH96 (Winton – Wreys Bush Highway) just north of the Hundred Line Road, continues to be temporarily speed restricted for the safety of road users over the next few months. The pavement is continuing to fail and is planned as the first rehabilitation prior to Christmas. We appreciate your patience in this area over the next few months until we can reconstruct this stretch of state highway.

Unfortunately, we are still having too many incidents of speeding through worksites putting workers at risk. We'd appreciate the boards' support in encouraging drivers to slow down and adhere to the temporary traffic management in place at these worksites.

Operational Report for Stewart Island/Rakiura Community Board

Record No: R/21/9/50875

Author: Brendan Gray, Projects manager

Approved by: Fran Mikulicic, Group manager democracy and community

☐ 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 27 September 2021.**

Attachments

- A Report to Stewart Island Community Board - 11 October 2021 - Operational report [↓](#)



1. Projects within current financial year as at 21 September 2021

CLARIFICATION OF FUNDING SOURCES

Local funded: footpaths, SIESA, water facilities and community halls.

District funded: Water, sewerage, stormwater, cemeteries, public toilets and roading.

Local or District funded (dependent on service): community facilities, open spaces and community grants.

ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	BUDGET
WASTEWATER	P-10024	Effluent disposal compliance and capacity improvements Stewart Island	Pre-delivery	On track	Final design report received, scoped and ready to go to Downer for pricing. Work is planned for November 2021	\$300,000
ROADS AND FOOTPATHS	P-10316	Construct new walking track at Horseshoe Bay, Stewart Island (Part 2)	Business case phase	Off track	Subject to grant funding. Funding for this project was not approved through the Stewart Island Rakiura visitor levy at the last round.	\$53,740
STORM WATER	P-10442	Stewart Island stormwater improvement - multi year project	Business case phase	On track	Design being worked through for improvements to Main Road. Construction will be in the 2021/2022 year and will tie in with other works on the island likely to be in November.	\$150,000
ELECTRICITY SUPPLY	P-10593	Stewart Island wind power pre-development		Off track	This project has been cancelled due to land access issues.	\$80,000

Report to Stewart Island CB
11/10/2021

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

☎ 0800 732 732
✉ sdcc@southlanddc.govt.nz
🌐 southlanddc.govt.nz



ACTIVITY	CODE	NAME	CURRENT PHASE	CURRENT PROGRESS	PROJECT CURRENT COMMENT	BUDGET
STEWART ISLAND ELECTRICITY SUPPLY AUTHORITY	P-10632	SIESA transmission renewal programme	Initiation phase	On track	Contract has been executed. PowerNet is undertaking the work for 2021/2022 financial year.	\$120,000
STEWART ISLAND ELECTRICITY SUPPLY AUTHORITY	P-10636	SIESA transmission renewal programme	Initiation phase	On track	Contract has been executed. PowerNet is undertaking the work for 2021/2022 financial year.	\$86,000
WATER STRUCTURES	P-10670	Golden Bay wharf - renewal investigation	Delivery phase	On track	Due diligence on the wharf structure is being undertaken in regard to legislative and operational parameters. Due diligence in regard to the project scope and separation of deliverables. Initial consultation with the community board is planned in September/October.	\$600,000
WATER STRUCTURES	P-10854	Stewart Island wharves - Ulva Island causeway	Pre-delivery phase	On track	Due diligence on the wharf structure is being undertaken in regard to legislative and operational parameters. Consultation with wharf users and stakeholders is ongoing. Hunter family consultation is planned for October.	\$598,472
PARKS AND RESERVES	P-10856	Stewart Island - investigation project Baker Park	Initiation phase	On track	Investigation is ongoing with track alignment and due diligence in specification being undertaken. Further work expected with community board in October/November	\$10,000
CEMETERIES	P-10860	Stewart Island - Halfmoon Bay cemetery	Initiation phase	Off track	This project will commence as soon as ground conditions improve.	\$15,000



2. Service contracts

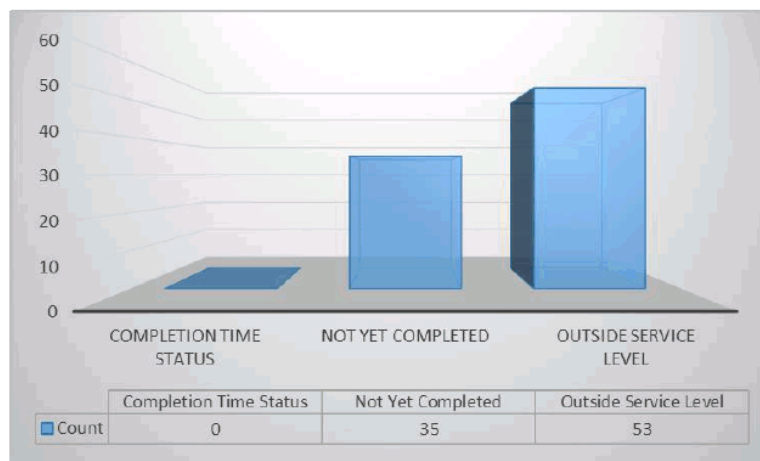
CONTRACT NAME	CONTRACT MANAGER COMMENTARY
10/01 – Water and waste water services operation and maintenance	<p>Contractor staff have been very busy during August due to weather related issues. Flooding and power cuts have been a challenge across the district.</p> <p>New pump on order for the main pump station by the pub.</p>
16/35 – Stewart Island gardening agreement with SIRCET	<p>The contract manager will contact SIRCET for more regular updates on the gardening contract.</p>
17/01 – Foveaux Alliance	<p>The whole of New Zealand went into Covid-19 level four lockdown on Tuesday, 17 August 2021 at 11.59pm. We managed to work from home and get into place Covid-19 emergency response plans and have them signed off. Contractors were able to respond to emergencies only. On Tuesday, 24 August, Foveaux started maintenance grading as an emergency response to make sure that the farmers could keep going and delivering as per normal. Foveaux also had a cyclic team of two people in two vehicles responding to potholes and other emergency repairs. We kept this going until we went to level three on Tuesday, 31 August at 11.59pm.</p> <p>RFS for the month are at 44, about the monthly average for last year. Most of the RFS were grading and metalling related.</p> <p>Foveaux have graded around 318kms for the month. This is fantastic considering that we had to halt operations in near perfect weather conditions for four days. Some dead running again fielding RFS thus the increase in rate for the month.</p> <p>Foveaux spread 1334m³ of maintenance metal for the month, fortunately all before Covid-19 level 4 lockdown kicked in. The rate has dropped with shorter carts.</p> <p>Supervisors are out now marking faults on the 2021/2022 reseal areas. We will have the data soon.</p> <p>Just a single frost and ice inspection and grit application for the month of August.</p> <p>Near misses down for the month with the Covid-19 level 4 lockdown. Today PowerNet has re-laid both the paved areas in Elgin Terrace that had sunk after cable work.</p> <p>Roading are looking at slip sites on the island. Water and waste are taking the lead on the storm water runoff from the golf course.</p>
Mowing	<p>Mowing on the island is starting at the new level of service.</p>

3. Request for service data 15 July 2021 – 21 September 2021

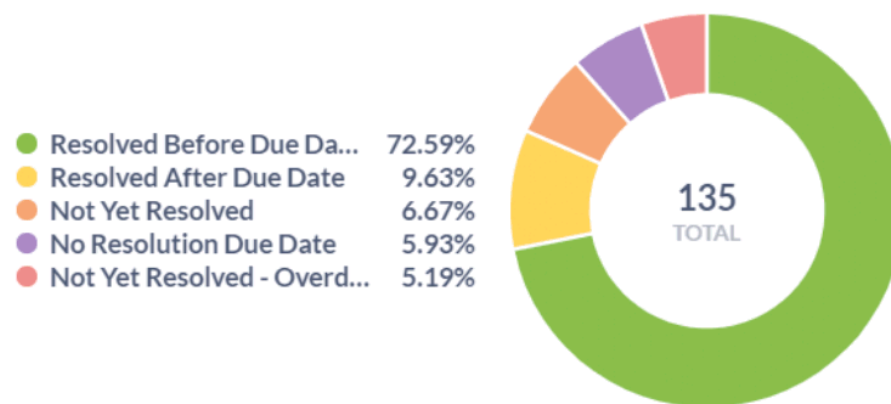


REQUEST TYPE	COUNT
3 or more street lights out - in a row	1
Culverts blocked – rural	2
Footpaths hazards - trip/hazard/broken etc (safety)	2
Road markings - new requests (nil previous markings)	1
Sealed road - potholes and blowouts (routine)	2
Single street light out	2
Transport - road matters general	4
Water and waste general	2
TOTAL	16

RFS count by completion time status



IPS Requests, Resolution 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/Rakiura - Business Units as at 31 August 2021									
	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
Community Leadership - SI			\$4,387	\$16,899	\$2,814	\$21,272			
Street Works - Stewart Island	\$189	\$189	\$110,327	\$368	\$542	\$2,841		\$2,948	\$195,191
Rubbish Collection- Stewart Is	\$16,835	\$16,748	\$101,193	\$8,810	\$16,781	\$100,688			
Refuse Collection - Stewart Is	\$3,284	\$3,279	\$19,673	\$162	\$3,279	\$19,673			
Cemetery - Stewart Island	\$1,746	\$1,743	\$10,458	\$101	\$1,743	\$25,458			
Beautification - Stewart Is	\$9,167	\$19,447	\$119,457	\$8,772	\$12,908	\$77,451		\$1,324	\$61,681
Moturau Gardens	\$2,615	\$2,865	\$17,191	\$456	\$3,052	\$17,191			
Traill Park	\$1,594	\$1,594	\$9,562	\$1,482	\$2,589	\$10,997			
Playground - Waterfront	\$1,250	\$1,250	\$7,500	\$1,926	\$3,232	\$19,392			
Stewart Island Jetties	\$2,415	\$6,216	\$505,508	\$42,577	\$28,381	\$159,175	\$25,591	\$25,000	\$1,153,118
Total	\$39,094	\$53,330	\$905,256	\$81,553	\$75,321	\$454,138	\$25,591	\$29,271	\$1,409,990

Overall income is \$14,236 under projection. Beautification is \$10,280 under budget due to grant income for the new walking track being phased evenly through the year. This will be corrected to match the timing of the project for future months. Stewart Island jetties is \$3,801 under budget with license fees phased evenly throughout the year, this has been corrected to reflect the expected timing of the invoicing.

Expenses are \$6,232 over projection. Community leadership is \$12,512 over budget. This is the result of the grant paid to Lions in August with the budget being phased evenly over the year. This has been corrected for future reporting. Rubbish collection and refuse collection are under budget due to the timing of invoicing for refuse costs. Beautification, Moturau gardens, Traill park and the playground are all under budget due to mowing and maintenance costs. Winter is a slow period of the year with the majority of the maintenance work undertaken in spring and summer. Stewart Island jetties is \$14,196 over budget due to the increase in annual insurance premiums, Council has approved this additional expenditure in September with funding from either operational underspends or reserves.



Capital expenditure is under projection by \$3,680. Street works is \$2,948 under projection with no work undertaken for footpath renewals for the period to date. The entire district footpath renewal and maintenance programme is currently being reviewed for changes in funding from Waka Kotahi NZ Transport Agency. Staff will be discussing the options with community boards once this review is complete.



Reserve Balances

RESERVE	30 JUNE 2021	BUDGET 30 JUNE 2022	FORECAST 30 JUNE 2022
Stewart Island general	\$147,625	\$140,401	\$121,655
Stewart Island waste management	\$40,254	\$40,958	\$40,958
Stewart Island Jetties - general	\$27,948	(\$50,680)	(\$50,680)
Stewart Island Jetties – Golden Bay	\$-	\$-	\$-
Stewart Island Jetties – Ulva Island	\$306,387	\$107,914	\$121,484
TOTAL RESERVES	\$522,214	\$238,593	\$233,417

The forecasted year end position is currently being investigated to determine what needs to occur to ensure that this does not happen.

Council report

Record No: R/21/9/52621

Author: Shanin Brider, Community and futures administrator

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

Chief executive update

Covid-19

1. Southland District Council (SDC) staff have responded extremely well to the outbreak of the delta variant of Covid-19. When the announcement was made for the nation to commence Level 4 lockdown, the incident management team (IMT) convened immediately and re-established the protocols required to allow as much of normal activity as possible to continue.
2. While the experience of working from home is not unfamiliar since the arrival of the pandemic, it is important to acknowledge that working from home under lockdown conditions is not the same as remote working, and for many the challenges of working at home have been significant. Fortunately, the unexpected presence of family members on zoom calls is now generally accepted with good humour, but for many of our staff, working under these conditions is far from ideal.
3. We all look forward to the return to normal life and will look to reopen council facilities as soon as we are allowed to do so safely. In the meantime, I want to express my thanks to the IMT and the staff of SDC for their efforts and their patience.

RMA reform

4. Approximately 3,000 submissions on the Natural and Built Environments (NBA) bill were received by the Select Committee. SDC submitted, and was also part of the wider Otago and Southland joint Local Government Submission. The joint submission was presented to the Select Committee by Mayors Hicks and Cadogan on 6 September via zoom. The bill charts a new path for environmental management and will replace the now 30 year old RMA. Another more detailed exposure draft of the NBA will be made public next year for submissions which will contain more detail than the initial version.
5. The proposed Spatial Planning Act is also a key component of the RMA reform as it will set a long-term strategic approach on how we integrate land use planning, infrastructure provision, environmental protection and climate change matters. Both pieces of legislation are proposed to be brought into law this parliamentary term. These pieces of legislation will require regional coordination between local government and iwi to provide regional environmental plans.

National environmental policies

6. There are a number of key policies being progressed by central government which specifically manage key parts of our natural and built environment. These support the interpretation and implementation of the high-level legislation. The key National Policy Statements that are being generated which impact SDC are the ones for Indigenous Biodiversity (NPS-IB) and Highly Productive Land (NPS-HPL). A revised exposure draft on the NPS-IB is anticipated in early October for a two week consultation round with local government and iwi. SDC submitted in

2020 on the previous exposure draft, key points on that submission were the significant cost and volume of work required to give effect to the proposed requirements. Indications are that the NPS-IB will be finalised in the first quarter of 2022. The NPS-HPL is progressing and intended to set national direction on maintaining the productive capacity of our high value soils. No timeframe has been given of when this NPS will be finalised.

Climate change

7. A climate Adaptation Act is proposed as part of the RMA reform to ensure that climate change impacts are adequately managed and considered through planning and long-term spatial strategies. For local government, there are two key workstreams, these being adaptation (from already present and impending climate change impacts) and mitigation (limiting carbon emissions).
8. In the adaptation space, A National Climate Change Adaptation Plan is due to be published in August 2022 which will provide guidance on how local government manages the increasing impacts of climate change on infrastructure, communities and private investments. central government work is also underway to set up local risk assessment framework in order to get regional and local risks understood and managed in a consistent way across the country.
9. In the mitigation space, central government has been consulting on reforming part of the Emissions Trading Scheme (ETS) as it relates to industrial allocation, this is to ensure a fair and efficient market for carbon credits. Additionally, the Climate Change Response Act 2002 requires the government to prepare emission reduction plans with emission targets to transition NZ towards being net carbon neutral by 2050. The first emissions reduction plan is due to be published by the end of 2021.

Services and Assets

Stewart Island Electrical Supply Authority (SIESA)

10. Replacement engine and generator unit have now been delivered and are on track for installation in September 2021.
11. The 2021/2022 annual works programme is pending and indications are that budget increases will need to be sought as budgets were set prior to submission of the asset management plan.
12. Recent investigations have revealed issues with power transformer that require the replacement identified in the 10 year plan bought forward. The existing transformer has been removed for inspection with the result that further service or refurbishment is not possible. Temporary options for transformer replacement are currently being identified prior to replacement with new unit, due to long lead times.
13. Business case for smart meter replacement is being developed and this will be absorbed into resized budgets if required.

Forestry (IFS)

14. Final valuation for FY2020/2021 year has been received.

15. Draft harvest plan for Waikaia in FY2021/2022 has been submitted, pending action in fourth quarter of 2021.

Around the Mountains Cycle Trail

16. Six yearly structural inspections of the bridges on the trail are complete with minor items identified. These have been instructed for action by the maintenance contractor and work is progressing. Price has been requested for further maintenance items identified through the annual trail inspection.
17. Pre-development project work to address the Centre Hill erosion has commenced and SDC is continuing to work with Landcorp to identify suitable solutions including appropriate survey instruments for the site.
18. Council has made the decision to establish an Around the Mountain Cycle Trail Trust to manage the user experience. Councillor Christine Menzies has been appointed to this trust as Council's representative.

Property

19. Staff levels are now back to a full complement however the demands of community housing means that this is using up all of the returned staff resource with little or no action undertaken to deal with the significant work backlog in other areas.
20. Work that is underway is the rent review and renewal of Riverton Harbour Endowment farming leases which happen every 21 years. This is at the stage of Council valuers completing their task to advise the Lessees of the new rentals and the new rental amounts have been sent to the Lessees. The draft leases with Landcorp for the lands at Kepler are at the final stages awaiting resolution of water allocation and flows being confirmed.
21. Numerous internal enquiries regarding what is allowed on Council property are being received and processed. This is an important role given the many differing land status, to ensure the asset managers are undertaking work on Council property and in accordance with the many restrictions that may, or may not, exist with each status.

Strategic water and waste

Operations and maintenance contract 10/01

22. Downer has been responding to a higher than normal amount of sewer blockages recently.
23. A sewer blockage in Riverton resulted in an overflow from a manhole beside the Orepuki Highway. Environment Southland were notified and attended the clean-up. The blockage was found to be caused by wet wipes.

Resource consent renewals (wastewater)

Wastewater scheme upgrade	Description	Capital budget
Balfour WWTP and consent	A revision to the work scope and strategy has been requested. This is due to the likely limited number of future disposal options to be short-listed early in the proposal.	\$1.5 million

Wastewater scheme upgrade	Description	Capital budget
Edendale/Wyndham WWTP and consent	A strategy has been proposed and this has also had a revision requested to the scope on the basis that the primary feature will be disposal and not enhancing treatment levels.	\$3.0 million
Manapouri WWTP and consent	The missing bore has been located and requires physical works attention. A feature survey, drone flight, pond drop test and sludge depth assessment have all been scheduled. No further working group meetings will be scheduled until this engineering data has been collated for short-list considerations.	\$4.0 million
Riversdale WWTP and consent	The submission period has closed for the resource consent and a determination is underway with draft conditions expected soon. A survey has been engaged to carry out both the legal and feature survey subject to Council decision. Tender documents and timeline are progressing.	\$2.6 million
Stewart Island disposal field	Disposal field upgrade design has been completed and will be constructed later this year.	
Winton WWTP and consent	The revised strategy was presented to Environment Southland and the Winton Working Group on 3 August. A staged approach is now being developed subject to further input from Te Ao Marama. The option to connect with Invercargill has yet to be further consulted at staff level.	\$25 million
Gap Road East pipes	Te Anau Earthworks have commenced pipeline installs for the pressure sewer and a water pipe to Rata Lodge. Council has contributed financially to the upgrade size of these pipes to be vested in Council.	

Stimulus

24. Work continues with the Stimulus programme, and 2020/2021 LTP capex programme packages with 12 projects completed, another eight underway.
25. There are five projects currently under design and one project with completed design awaiting allocation to one of the panel contractors.
26. We are confident that the programme will be delivered on time, in line with our forecasted programme as we are using the Stimulus contracting panel (made up of four local contracting companies) for our delivery. Our use of external professional resource for quality assurance, quantity surveying/ price evaluation and contract engineering is proving efficient and valuable.
27. This stimulus report is based on a three day lockdown at this stage, but our delivery confidence would slip if it extended into weeks.

Project delivery team (PDT).

28. The 2021/2022 works programme is well underway with circa \$3m turnover completed in July
29. Carry forward process is nearly complete but overall won't have a major impact on the 2021/2022 year.
30. Contractor engagement drop in sessions where held in August with over 40 local contractors attending.
31. First major package of works has gone out to market with the toilet replacement package.
32. Major bridge package is due out to market end of August.
33. Brendan Gray has started in the project delivery team manager role as of 16 August.

Community facilities

34. The team has been working with the finance team to complete the year end process.
35. We are now working through the process of packaging up the capital works programme so that it can go out to the market. Part of this process is engaging with our communities to let them know what we are going to deliver this financial year. The first part of this process is a communications piece that will go out in the First Edition.
36. In addition to this there is also a drive to engage with the contracting market so that they are aware of the amount of work that is coming on stream. Two drop sessions have been arranged so that staff can update interested parties on the works programme and Council's approved contractor requirements.
37. There are still some projects from the last financial year that are yet to be completed. A lack of contractor resource and a delay in materials has contributed to these projects not being completed.
38. The activity management plan maturity assessment has identified some gaps in our existing plans and we will be working through how to address these issues to bring the plans up to the levels recommended in the assessment.
39. Some of focus will now shift to looking at preparing for the 2022/2023 financial year's capital works programme.
40. Work is continuing with the fire evacuation plans for all of the halls. Plans have been lodged with FENZ and are now awaiting approval. Staff are working with the community leadership team and the community boards to meet with hall groups and their communities to inform them of the changes to the FENZ requirements and the changes in the hall management structure. These conversations have generally been positive and clarified some misunderstanding around Council process.
41. The Waikaia mowing contract became effective on 1 July 2021 however the contractor (Waikaia Progress League) have yet to meet their requirements to become an approved contractor. They were issued the contract in January 2021 so have had seven months to meet these requirements.
42. The Otautau gardening contract is yet to be finalised. Staff have been working with the incumbent contractor to finalise the contract. This will require an unbudgeted expenditure report as the quoted price from the contractor exceeds the budget that was set in the LTP.
43. The Tuatapere gardening contract is yet to be finalised. Staff have been working with the incumbent contractor however they are struggling to meet the traffic management requirements to bring them up to an approved primary contractor with Council.

- 44. The gardening contracts in Ohai and Edendale/Wyndham have been picked up by the work scheme team.
- 45. The Northern Community Board is looking at rationalising their gardens before entering into a new contract.

Strategic transport

National Land Transport Plan

- 46. The National Land Transport Programme must be adopted by Waka Kotahi NZ Transport Authority by 1 September 2021 to give effect to the government policy on Land Transport for the next three years. This will see the confirmation of budgets for Council of Waka Kotahi NZ Transport Authority funded activities.
- 47. While Council has received indicative funding for the maintenance and renewals' programme, no indication of funding has been provided in relation to the low-cost low risk funding category. This funding category covers the bulk of Council safety related projects.

District wide roading programme

- 48. As previously reported a condition of funding from Waka Kotahi NZ Transport Authority for bridges' funding was that a Present Value End of Life Analysis (effectively a mini business case) has to be approved for each bridge. These were sent to Waka Kotahi NZ Transport Authority for their official approval. Waka Kotahi were very responsive to these resulting in a quick turnaround which has allowed staff to continue with procurement requirements.
- 49. The first of the road pavement rehabilitation packages is out to tender. This is for a section of road on Riversdale Waikaia Road.
- 50. The remainder of the package, have either had a design review completed or are in the process of having design and tender document reviews being completed with the plan to have these all out to market by the end of August and early September.
- 51. Meetings have been held with both resurfacing contractors to finalise individual treatment options for the district wide resurfacing (reseal) programme. The resurfacing programme starts on 1 October and runs through until 30 March.
- 52. Historically the bulk of New Zealand's bitumen has come from the Marsden Point refinery. This is in the process of closing down which may over the shorter term have an impact on bitumen supply. The facility however could act as a bitumen import terminal should there be demand however this is yet to be determined
- 53. At present no concerns have been raised by our resurfacing contractors regarding supply constraints or issues.

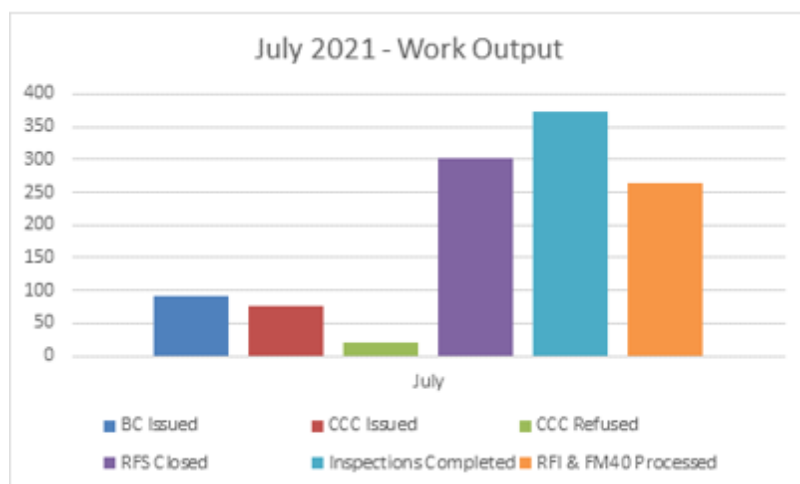
Environmental Services

Building

- 54. The team have achieved 99% compliance to statutory timeframes for both building consents and code compliance certificate decisions during the month of July 2021.
- 55. Council continue to receive a high volume of consents with 97 consents received during July 2021. 124 building consents are currently being processed by Council (56 of those waiting for

further information). Currently, an average 74% of consents received by Council require further information prior to being issued.

56. Inspection volumes remain high with 372 inspections completed in July at a pass rate of 53%.
57. There are a couple of vacancies in the department which are currently being advertised.



July 2021 – Building Consents Received

Primary Property Hk Ey → Property Ward	Count	Sum of Application Val...
Mararoa Waimea	26	NZ\$3,010,623.00
Oreti	28	NZ\$3,635,800.00
Stewart Island Rakiura	2	NZ\$426,000.00
Waiau Aparima	25	NZ\$671,650.00
Waihopai Toetoe	15	NZ\$1,326,000.00

Environmental health

58. There are three alcohol/food businesses that require some SDC staff intervention to meet standards. As always, we aim to achieve this through voluntary compliance as opposed to enforcement measures.
59. The hearing for the proposed bottle store in Riverton was held, the District Licensing Committee refused the application.
60. Both DOC Invercargill and DOC Te Anau advise that no funding is available this year for freedom camping shared services in Te Anau and the Catlins. Freedom camping services will be offered in these two areas again, though limited. Staff are determining the budget available internally for this; and two SDC vehicles have been retained for use.

Animal control

61. The next step in the dog registration process is the dog control officers following up on those dog owners that have not re-registered their dogs. As at 17 August around 1,000 dogs remain unregistered. All are subject to the late penalty.

Resource management

Resource consents

- 62. The volume and complexity of resource consent applications received remains high over the first six months of the calendar year.
- 63. Two applications have been publicly notified and are out for submissions. New applications seeking limited notification are have also been received.
- 64. It's anticipated that the volume and complexity of consent will continue over the next six months.

Environmental Policy

- 65. Work is continuing on the review of the landscapes chapter of the Operative Southland District Plan 2018. It's anticipated that this work will continue into the new year when the plan change will be notified.
- 66. The District Plan effectiveness report has been completed and was presented to the Regulatory and Consents Committee on 14 June. It made a number of recommendations to better improve the performance of the District Plan. Scoping work is underway to identify the priorities of any other District Plan changes needed to ensure that the plan maintains being effective and compliant with legislation.

Legislative reforms

- 67. Council made a submission on the Exposure Draft for the Natural and Built Environments Act in this reporting period. This is one of the three pieces of legislation proposed to replace the RMA. Council was also part of the joint Otago Southland submission which reflected wider issues across the two regions.
- 68. The proposed act is significantly different to the Resource Management Act and will mean wide-ranging changes to environmental management.

Community and democracy

Knowledge management

- 69. LIM numbers remained steady for the month of June with 42 LIM's being lodged. We kept our 6 day average turnaround which is promising. In June we processed 167 property file requests which averages 8 per day. LIM's and Property files were moved to E-pathway this month which has reduced some of the manual processing required and now allows for improved reporting.

Customer support

- 70. From 01 June we have completed RFS's 1991 customers and completed 2688 animal changes. This does not include the dog renewals. Having the ability to easily utilise resource across the Customer Support team throughout the district worked well and we will definitely replicate this model moving forward.

Recommendation

That Stewart Island/Rakiura Community Board:

- a) Receives the **report titled "Council report" dated 24 September 2021.**

Attachments

There are no attachments for this report.

Chairperson's report

Record no: R/21/9/53211

Author: Kirsten Hicks, Committee advisor/customer support partner

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☐ Recommendation

☒ Information

The purpose of this report is to provide an update to the community board on activities that the chairperson has been involved with since the previous board meeting.

1. **Stewart Island electricity** – Bruce has continued to work towards improving our power operation and as in the past is constantly contacting different agencies seeking information and assistance. Below is a response from Ross Copeland (New Zealand Infrastructure Commission), which we need to seriously consider.

“We would be very happy to receive a submission from you on behalf of Stewart Island residents advocating a solution as part of our 30 Year Strategy for Infrastructure. We have a stated mandate to consider infrastructure for all New Zealanders, which includes those of Stewart Island (and the Chatham Islands, as you rightly observe). I imagine the case for an underground cable remains relatively strong, in particular given wind has been effectively ruled out and solar yields are so low.”

2. **Alliance contract** – We are continuing to have difficulty in getting a satisfactory standard of work completed in relation to the mowing and cleaning aspects of the contract, as well as maintaining the Bragg Bay green waste disposal area. I have been in contact with Jacqui Lighthart (SDC's liaison person with Fulton Hogan) and she is following up a variety of complaints and requests for service.

Of particular concern is the lack of cleaning of the public toilets at the community centre, which have mould growing on the walls and facilities, dirty slimy gunge in the plugholes, and unclean toilet seats. These public facilities need to be cleaned more regularly and more thoroughly. We should have the SDC 0800 number displayed there, so users can report any problems directly to the council for action. I suspect the standard in the other toilets maintained by the board's contract is similar.

In relation to mowing, while we have authorised a full cut (as per the contract), the drier areas in Halfmoon Bay have been left uncut and the operator has instead decided to concentrate on cutting wet and damp outlying areas. This has resulted in the grass being either rolled over or chewed rather than a clean cut.

Once again, Bragg Bay green waste site is being used to store materials that need to be sent off the island.

3. **Community boards review** – Steve and I attended a workshop in Winton, along with district council elected representatives, chairs and deputies from other boards, and senior council staff. The workshop was to consider the report's recommendations and make plans for the way ahead. We will verbally report on the outcomes of this workshop.
4. **Community electricity connections** – SIESA has received two applications from community groups for power connections for community facilities. These are the emergency

helipad at Traill Park, and an electric BBQ to be placed at Butterfield Beach. It would be great to see assistance offered to the groups promoting these projects.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Chairperson's report” dated** 4 October 2021.

Attachments

There are no attachments for this report.

Financial Report for the year ended 30 June 2021

Record No: R/21/8/47644
Author: Sheree Marrah, Financial accountant
Approved by: Anne Robson, Chief financial officer

☐ Decision

☐ Recommendation

☒ Information

Summary

- 1 The purpose of this report is to present the final financial results and supporting information for the communities located within the Stewart Island/Rakiura Community Board area for the year ended 30 June 2021. The financial reports are contained within attachment A, B and C of this report.
- 2 As the audit of Council is not scheduled to occur until November/December, the financial results presented may be subject to change.
- 3 Activity performance information for all council activities as well as consolidated financial results will be available in the audited 2020/2021 Annual Report. The printed document will be available to the public after it has been adopted by Council in mid December 2021.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “Financial Report for the year ended 30 June 2021” dated 4 October 2021.**

Attachments

- A Financial Report to Stewart Island/Rakiura Community Board for the year ended 30 June 2021 [↓](#)
- B Reserve balances June 2021 - Stewart Island Rakiura [↓](#)
- C June 2021 - Financial information Stewart Island report to communities [↓](#)



Stewart Island/Rakiura Community Board - Financial performance for the year ended 30 June 2021

The preliminary financial results for the year to 30 June 2021 were provided to you in the June operational report, however these financial results will have changed due to year end processes, including expenditure accruals, interest on reserves, funding of activities and projects etc.

The summary tables overleaf show the final financial results for the communities within your area for the year ended 30 June 2021. Please note these financial results are being audited in November/December and therefore may be subject to further change.

The results show for each of the income, expenditure, and capital expenditure categories:

- what actually happened ("Actual"),
- what was expected to occur by year end ("Forecasted Budget"), and
- what the original budget was ("Annual Plan Budget")

The "Forecasted Budget" includes the original Annual Plan budget adjusted for the effect of expenditure carried forward from 2019/2020, unbudgeted expenditure, projects that have been put on hold or are to be completed in 2021/2022 and/or anticipated changes to income and operating expenditure over the year.

Operational reports provided to you throughout the year compared the actual year-to-date ("YTD") results against forecasted YTD totals. This report however, will discuss significant variances between the "Actual" results and the "Annual Plan Budget".

A detailed breakdown of the individual business units is included in Attachment C of this report for your information.



Variances to the 2020/2021 Annual Plan budget by community

Stewart Island - Business Units for the year ended 30 June 2021									
	Income			Expenses			Capital		
Business Unit	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
Administrat - Stewart Is	\$16,955	\$15,985	\$15,985	\$16,065	\$12,148	\$12,148			
Operating Costs - Stewart	\$13,072	\$11,687	\$11,687	\$33,536	\$38,465	\$38,465			
Street Works - Stewart Island	\$60,624	\$38,252	\$57,174	\$4,841	\$3,452	\$19,452	\$110,589	\$84,486	\$54,922
Rubbish Collection- Stewart Is	\$120,575	\$120,467	\$120,467	\$114,884	\$119,820	\$119,820			
Stormwater Drain - Stewart Is	\$27,804	\$35,447	\$20,447	\$9,422	\$13,778	\$13,778	\$7,399		
Cemetery - Stewart Island	\$11,302	\$12,963	\$12,963	\$10,951	\$12,963	\$12,963			
Beautification - Stewart Is	\$48,515	\$48,575	\$29,825	\$51,487	\$55,144	\$35,594	\$4,827		
Moturau Gardens	\$4,707	\$12,214	\$4,714	\$10,076	\$20,034	\$4,714			
Traill Park	\$6,653	\$6,430	\$6,430	\$9,338	\$7,865	\$7,865			
Playground - Waterfront	\$3,992	\$17,971	\$17,971	\$6,478	\$9,699	\$9,699	\$59,437	\$68,936	\$68,936
Stewart Island Jetties	\$121,112	\$390,187	\$480,187	\$48,881	\$99,661	\$99,084	\$45,355	\$598,473	\$560,000
Total	\$435,313	\$710,178	\$777,850	\$315,958	\$393,029	\$373,582	\$227,607	\$751,895	\$683,858

Total income was \$435,313 which was \$342,537 less than the Annual Plan budget. The waterfront playground income was \$13,979 under budget due to no parks contribution income being received. Stewart Island jetties was \$359,075 less than budget due to the wharf rebuild project being carried forward to 2021/2022, and therefore the associated TIF funding not being received. These under receipts of income, were offset by additional income received in the street works, stormwater and beautification business units. Stormwater receipts were \$7,357 more than budget due to stimulus funding received for the stormwater system improvement at the town centre and Ayr Street. Beautification income was \$18,690 above budget due to Stewart Island visitor levy funds awarded in 2019/2020 for the upgrading the Bathing Beach track and assisting with cemetery and Bathing Beach signage, which was paid out in 2020/2021.



Total expenditure was \$315,958, which was \$57,624 under budget. Operating costs were \$4,929 lower than budget due to elected member salary costs being moved to the administration business unit, however part of the budget was left in this business unit (\$3,978), as well as an under spend in general projects (\$1,120). Street works was \$14,611 underspent due to the SDC contribution to footpath maintenance work not being utilised in 2020/2021. Rubbish collection was \$4,936 less than budget as a result of lower waste/kerbside costs. Stormwater was \$4,356 under budget due to lower maintenance costs. Cemetery costs were \$2,012 underspent due to no internment costs incurred. The waterfront playground was \$3,221 lower than budget due to less maintenance required. Stewart Island Jetties was \$50,203 under budget due to less maintenance (\$15,828) and less depreciation due to the jetty's renewal project being deferred. Offsetting these underspends were overspends in administration, beautification and Moturau Gardens business units. Administration was \$3,917 over spent due to board members' salaries however this was funded from underspends in the operating costs business unit (refer above). Beautification was \$15,893 above budget due additional mowing, depreciation and maintenance (\$5,702, \$3,995 and \$4,954 respectively). Moturau gardens was \$5,362 over spent in mowing and gardening.

Overall capital expenditure was \$227,607, which was \$456,251 under budget. Street works was \$55,667 above budget due to the Horseshoe Bay track part 1 work, this project was a carry forward from 2019/2020. Stormwater was \$7,399 over budget in relation to the unbudgeted stormwater improvement project for the town centre and Ayr Street (P-10442) which was funded by government grant and approved by Council as part of the wider three waters stimulus programme of works. This project is expected to be completed in 2021/2022. Beautification was \$4,827 overbudget due to the upgrade of bathing beach track and also the bathing beach signage project which is still in progress. These beautification projects are being funded from the Stewart Island visitor levy fund (refer above). The playground was \$9,499 under budget with the project to replace the wooden climbing structure at the waterfront playground costing less than anticipated. Stewart Island Jetties expenditure was \$514,645 under budget relating to the wharf rebuild project (P-10203) being deferred to 2021/2022 in the 2021-2031 Long Term Plan.



Projects for 2020/2021

The following projects were planned to be undertaken in the Stewart Island/Rakiura Community Board area in the 2020/2021 year. The table below outlines the status of the project at 30 June 2021 and the costs incurred to date, compared to the budget.

ACTIVITY	CODE	NAME	STATUS	PROJECT COMMENT	ACTUAL	BUDGET
ROADS & FOOTPATHS	P-10147	Construct new access on Ringa Ringa Road	In progress	Powernet to complete the remaining electrical work by 6th August which is required before the road barriers/chevrons can be installed. Once the poles and lines have been removed the barriers and chevrons can be installed by Duncan Earthworks.	\$3,400	\$-
ROADS & FOOTPATHS	P-10016	New walking track Horseshoe Bay Road part 1	Completed	Expenditure approved by the SIRCB. Subcontractors to be paid from previously approved budgets.	\$49,230	\$-
ROADS & FOOTPATHS	P-10317	New walking track Horseshoe Bay Road part 3	Not started	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 recent Stewart Island Rakiura Visitor levy application round, which means that this project has been moved out another year.	\$-	\$54,922
ROADS & FOOTPATHS	P-10336	Install new streetlights on the waterfront in Oban, Stewart Island	In progress	Powernet advised that remaining work will be completed by the end of July.	\$-	\$-
ROADS & FOOTPATHS	P-10379	Install power point on foreshore, Stewart Island	Terminated		\$-	\$-
ROADS & FOOTPATHS	P-10389	Improving footpath and carparking at Argyle Street, Stewart Island	Completed	Defects liability inspection being undertaken 25/5/21. Shallow drainage swale being installed to rectify drainage issues as per original scope of work.	\$19,984	\$-
ROADS & FOOTPATHS	P-10946	LOS footpath construction main street Stewart Island	Completed	Footpath inspected 5/2/21 - project complete. Some cracking observed. Request for contractor to repair/ waterproof cracks to prevent water egress into footpath.	\$41,375	\$-
STORMWATER	P-10442	Stormwater improvement Town Centre and Ayr Street	In progress	Stimulus funding project. CCTV investigation and report just received. SDC need to review before final design can proceed. Construction will be in the 21/22 year and will tie in with other	\$7,399	\$-



ACTIVITY	CODE	NAME	STATUS	PROJECT COMMENT	ACTUAL	BUDGET
				works on the Island likely to be in November.		
PUBLIC TOILETS	P-10308	Trail Park Pavilion Toilets	Completed	All work has been completed	\$12,738	\$11,314
PARKS AND RESERVES	P-10965	Upgrade Bathing beach track and signage	In progress	A carry forward has been submitted to complete the signage currently stalled until the community board come to a decision. All other work completed.	\$10,809	\$-
PARKS AND RESERVES	P-10847	Moturau Gardens Upgrade Walking track	Completed	Project completed	\$4,029	\$-
PARKS AND RESERVES	P-10300	Replace wooden climbing structure - Playground Waterfront	Completed	Project Completed 19/03/2021	\$59,437	\$68,936
WASTEWATER	P-10024	Scheme Capacity Upgrade	In process	Final design report received, scoped and ready to go to Downer for pricing. Will look to build building ASAP, but main works is planned for November 2021.	\$73,202	\$12,458
WASTEWATER	P-10175	Infiltration Survey and odour control	Terminated	Project budget combined with P-10024	\$-	\$28,246
WATER STRUCTURES	P-10203	Rebuild Ulva Island Jetty	In process	Staff are still waiting on the signed MOU between the Hunter Family and the Department of Conservation. In the interim we have initiated a resource consent application and an expression of interest (EOI) for the wharf renewal.	\$13,570	\$160,000
WATER STRUCTURES	P-10204	Golden Bay Wharf Rebuild	In process	SDC in negotiations to purchase this wharf.	\$31,785	\$400,000

Expenditure carried forward

The following projects and expenditure were budgeted to be undertaken in the 2020/2021 year, however they have been requested to be carried forward to 2021/2022. Council approved the carry forward of this expenditure at its meeting on 15 September 2021.



Town	Project Name	Funded From	Total 20/21 Budget	20/21 Actual Costs	Request for Carry forward to 21/22
Stewart Island	Butterfields beach drainage grant to SI Lions Club	Reserves	\$ 16,885	\$ -	\$ 16,885
Stewart Island	Install new streetlights on the waterfront in Oban, Stewart Island	SIVL grant	\$ 1,686	\$ -	\$ 1,686
Stewart Island	Stewart Is. Footpath renewal	Reserves	\$ 16,000	\$ -	\$ 16,000
Stewart Island	Stormwater improvement Town Centre and Ayr Street	Grants - Stimulus funding	\$ 15,000	\$ 7,399	\$ 7,601
Stewart Island	Upgrade Bathing beach track and signage	SIVL grant	\$ 18,750	\$ 10,809	\$ 7,941
Stewart Island	Playground upgrade softfall	Reserves	\$ 4,000	\$ 1,254	\$ 2,746
Stewart Island	SI Disposal Field Wastewater	Grants - Stimulus funding	\$ -	\$ 33,399	-\$ 33,399
Stewart Island	Rebuild Ulva Island Jetty*	Reserve, SIVL grant & loan	\$ 598,472	\$ 13,570	-\$ 13,570
Stewart Island	Golden Bay Wharf Rebuild	SIVL grant	\$ -	\$ 31,785	-\$ 31,785

* the \$598,472 budgeted amount is not being carried forward as this project was deferred to 2021/2022 in the 2021-2031 Long Term Plan.

Reserves

A listing of the various community reserve balances at 30 June 2021 are included in Attachment B of this report.

Interest was allocated to reserves at 30 June 2021 based on the average reserve balance for the year 1 July 2020 to 30 June 2021 at a rate of 2.58%.

Loans

The following schedule of loans includes existing and new loans within the community board area as at 30 June 2021.

Business Unit	Loan Name	Opening balance 1 July 2020	Repayments 20/21	Additions 20/21	Closing balance 30 June 2021	Years remaining at 30 June 2021
Stewart Island Stormwater	Stewart Island Stormwater	\$ 82,844	\$ 6,669		\$ 76,175	9
SI Jetties	SI Jetties	\$ 37,027	\$ 2,987		\$ 34,046	9
SI Jetties - Ulva Island	SI Jetties - Golden Bay	\$ -	\$ -	\$ 32,054	\$ 32,054	10

Additional financial information

Development and financial contributions

Contributions are collected to fund community growth projects. The use of these funds are considered by Council staff when projects are in the planning stage. Certain policy and legislative requirements must be met before these contributions can be applied to projects.



The total balance of Parks and Reserve Development and Financial contributions for the Stewart Island/Rakiura community board area was \$13,022 as at 30 June 2021. These are due to expire between 2022 and 2031.



Stewart Island/Rakiura Community Board – Reserves as at 30 June 2021

Stewart Island/Rakiura Schedule Of Reserve Balance

		Actual June - 020	Transfers To/(From)	Actual June -021	
Local					
<i>Reserve Account</i>					
	Stewart Isl General - RES	87879	251,181.43	(103,556.26)	147,625.17
	Stewart Isl Waste Mgt - OPR	87867	34,363.57	5,889.94	40,253.51
			285,545.00	(97,666.32)	187,878.68
Local Total			285,545.00	(97,666.32)	187,878.68
Total Stewart Island/Rakiura Reserves			285,545.00	(97,666.32)	187,878.68

Stewart Island Jetties Schedule Of Reserve Balance

		Actual June - 020	Transfers To/(From)	Actual June -021	
Local					
	Reserve Account				
	Stewart Island Jetties-General	87893	52,648.67	(24,700.54)	27,948.13
	Wharf Replacement Ulva Island	87897	213,765.24	92,621.88	306,387.12
			266,413.91	67,921.34	334,335.25
Local Total			266,413.91	67,921.34	334,335.25
Total Stewart Island Jetties Reserves			266,413.91	67,921.34	334,335.25

ATTACHMENT C**Detailed Individual Business Units for the year ending 30 June 2021**

		Actual	Forecasted Budget	Annual Plan Budget
Stewart Island/Rakiura				
Administration - Stewart Is				
Income	Rates - Collected	(\$7,586)	(\$7,648)	(\$7,648)
	Rates - Adjustments	\$15	\$0	\$0
	Licence Fee - Boat Park	(\$4,250)	(\$4,500)	(\$4,500)
	Internal - Interest on Reserve	(\$5,073)	(\$3,837)	(\$3,837)
	Internal Rates Income	(\$62)	(\$17)	(\$17)
	Internal Rates offset	\$0	\$17	\$17
	Internal - Grant Income	\$0	\$0	\$0
Income Total		(\$16,955)	(\$15,985)	(\$15,985)
Operational Expenditure	Councillor & Board Mem - Sal	\$14,886	\$10,022	\$10,022
	Miscellaneous Grant	\$0	\$500	\$500
	Ordinary Time	\$500	\$0	\$0
	Course and Seminar Fees	\$0	\$1,000	\$1,000
	Operating Costs	\$679	\$626	\$626
Operational Expenditure Total		\$16,065	\$12,148	\$12,148
Net Operating (Surplus)/Deficit		(\$890)	(\$3,837)	(\$3,837)
Funding Sources	To-STEW General - RE	\$5,073	\$3,837	\$3,837
	Ex-STEW General - RE	(\$4,183)	\$0	\$0
Funding Sources Total		\$890	\$3,837	\$3,837
Administration - Stewart Is Total		(\$0)	(\$0)	(\$0)
Beautification - Stewart Is				
Income	Grants General (Capital)	\$0	(\$18,750)	\$0
	Rates - Collected	(\$29,585)	(\$29,825)	(\$29,825)
	Rates - Adjustments	\$60	\$0	\$0
	Internal Rates Income	(\$240)	(\$88)	(\$88)
	Internal Rates offset	\$0	\$88	\$88
	Internal - Grant Income	(\$18,750)	\$0	\$0
Income Total		(\$48,515)	(\$48,575)	(\$29,825)
Operational Expenditure	Materials	\$1,693	\$0	\$0
	Mowing	\$23,827	\$18,125	\$18,125
	Maint - Gardening	\$1,250	\$2,500	\$1,700
	Maint - Tracks	\$10,807	\$28,750	\$10,000
	Depn - Improvement	\$9,764	\$5,769	\$5,769
	Internal - Work scheme service	\$4,147	\$0	\$0
Operational Expenditure Total		\$51,487	\$55,144	\$35,594
Net Operating (Surplus)/Deficit		\$2,971	\$6,569	\$5,769
Capital Expenditure	WIP - Improvements	\$4,827	\$0	\$0
Capital Expenditure Total		\$4,827	\$0	\$0
Funding Sources	To-STEW General - RE	\$1,965	\$0	\$0
	Ex-STEW General - RE	\$0	(\$800)	\$0
	Add Back Non Cash Depn	(\$9,764)	(\$5,769)	(\$5,769)
Funding Sources Total		(\$7,798)	(\$6,569)	(\$5,769)
Beautification - Stewart Is Total		\$0	(\$0)	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Cemetery - Stewart Island				
Income	Rates - Collected	(\$11,115)	(\$11,205)	(\$11,205)
	Rates - Adjustments	\$23	\$0	\$0
	Cemetery Interment Fees	(\$120)	(\$1,758)	(\$1,758)
	Internal Rates Income	(\$90)	(\$38)	(\$38)
	Internal Rates offset	\$0	\$38	\$38
Income Total		(\$11,302)	(\$12,963)	(\$12,963)
Operational Expenditure	Mowing	\$7,544	\$8,458	\$8,458
	Maint - General	\$3,406	\$2,747	\$2,747
	Interments	\$0	\$1,758	\$1,758
Operational Expenditure Total		\$10,951	\$12,963	\$12,963
Net Operating (Surplus)/Deficit		(\$352)	\$0	\$0
Funding Sources	To-STEW General - RE	\$352	\$0	\$0
	Ex-STEW General - RE	\$0	\$0	\$0
Funding Sources Total		\$352	\$0	\$0
Cemetery - Stewart Island Total		\$0	\$0	\$0
Moturau Gardens				
Income	Grants - General (operating)	\$0	(\$7,500)	\$0
	Rates - Collected	(\$3,188)	(\$3,214)	(\$3,214)
	Rates - Adjustments	\$6	\$0	\$0
	General Recoveries	(\$1,500)	(\$1,500)	(\$1,500)
	Internal Rates Income	(\$26)	(\$9)	(\$9)
	Internal Rates offset	\$0	\$9	\$9
	Internal - Grant Income	\$0	\$0	\$0
Income Total		(\$4,707)	(\$12,214)	(\$4,714)
Operational Expenditure	Material Damage Insurance	\$295	\$195	\$195
	Mowing	\$1,174	\$2,820	\$0
	Maint - Gardening	\$3,170	\$5,000	\$0
	Maint - General	\$1,045	\$3,500	\$3,500
	Maint - Planned	\$4,011	\$7,500	\$0
	Internal Rates expense	\$381	\$1,019	\$1,019
Operational Expenditure Total		\$10,076	\$20,034	\$4,714
Net Operating (Surplus)/Deficit		\$5,369	\$7,820	\$0
Funding Sources	To-STEW General - RE	(\$5,269)	(\$7,820)	\$0
	Ex-STEW General - RE	\$0	\$0	\$0
	Ex - District Operations Reser	(\$100)	\$0	\$0
Funding Sources Total		(\$5,369)	(\$7,820)	\$0
Moturau Gardens Total		\$0	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Operating Costs - Stewart Is				
Income	Rentals	(\$7,500)	\$0	\$0
	Licence Fee - Roadline	(\$1,185)	(\$7,300)	(\$7,300)
	Internal - Grant Income	(\$4,387)	(\$4,387)	(\$4,387)
Income Total		(\$13,072)	(\$11,687)	(\$11,687)
Operational Expenditure	Doubtful Debts	\$50	\$0	\$0
	Councillor & Board Mem - Sal	\$0	\$3,978	\$3,978
	Miscellaneous Grant	\$29,860	\$29,860	\$29,860
	General Projects	\$1,880	\$3,000	\$3,000
	Depn - Marine As	\$269	\$269	\$269
	Internal - Other	\$0	\$0	\$0
	SIESA Electricity Internal Expe	\$1,477	\$1,358	\$1,358
Operational Expenditure Total		\$33,536	\$38,465	\$38,465
Net Operating (Surplus)/Deficit		\$20,464	\$26,778	\$26,778
Funding Sources	Ex- Com Dev Fnd-Lns - ALO	(\$25,473)	(\$25,473)	(\$25,473)
	Ex-STEW General - OP	\$0	(\$3,978)	(\$3,978)
	To-STEW General - RE	\$5,278	\$2,942	\$2,942
	Ex-STEW General - RE	\$0	\$0	\$0
	Add Back Non Cash Depn	(\$269)	(\$269)	(\$269)
Funding Sources Total		(\$20,464)	(\$26,778)	(\$26,778)
Operating Costs - Stewart Is Total		\$0	\$0	\$0
Playground - Waterfront				
Income	Rates - Collected	(\$3,968)	(\$4,000)	(\$4,000)
	Rates - Adjustments	\$8	\$0	\$0
	Parks Contributions	\$0	(\$13,971)	(\$13,971)
	Internal Rates Income	(\$32)	(\$5)	(\$5)
	Internal Rates offset	\$0	\$5	\$5
Income Total		(\$3,992)	(\$17,971)	(\$17,971)
Operational Expenditure	Maint - General	\$1,254	\$4,000	\$4,000
	Depn - Improvement	\$5,224	\$5,699	\$5,699
Operational Expenditure Total		\$6,478	\$9,699	\$9,699
Net Operating (Surplus)/Deficit		\$2,486	(\$8,272)	(\$8,272)
Capital Expenditure	Improvements - Acquis Demand	\$0	\$68,936	\$68,936
	Improvements - Renewals	\$59,437	\$0	\$0
Capital Expenditure Total		\$59,437	\$68,936	\$68,936
Funding Sources	To-STEW General - RE	\$0	\$0	\$0
	Ex-STEW General - RE	(\$56,699)	(\$44,437)	(\$44,437)
	Ex Parks Contribution Reserv	\$0	(\$10,528)	(\$10,528)
	Add Back Non Cash Depn	(\$5,224)	(\$5,699)	(\$5,699)
Funding Sources Total		(\$61,923)	(\$60,664)	(\$60,664)
Playground - Waterfront Total		\$0	\$0	\$0
Refuse Collection - Stewart Is				
Income	Rates - Collected	(\$118,998)	(\$119,621)	(\$119,621)
	Internal - Interest on Reserve	(\$950)	(\$846)	(\$846)
	Internal Rates Income	(\$626)	\$0	\$0
Income Total		(\$120,575)	(\$120,467)	(\$120,467)
Operational Expenditure	Refuse Collect - General	\$480	\$659	\$659
	Refuse Bags	\$5,097	\$6,591	\$6,591
	Depn - Improvement	\$199	\$199	\$199
	Internal-Tfr Stn Refuse fees	\$3,796	\$3,076	\$3,076

		Actual	Forecasted Budget	Annual Plan Budget
	Internal - Waste/Kerbside	\$105,312	\$109,295	\$109,295
Operational Expenditure Total		\$114,884	\$119,820	\$119,820
Net Operating (Surplus)/Deficit		(\$5,691)	(\$647)	(\$647)
Funding Sources				
	To-STEW Waste Mgt	\$5,890	\$846	\$846
	Ex-STEW Waste Mgt	\$0	\$0	\$0
	Add Back Non Cash Depn	(\$199)	(\$199)	(\$199)
Funding Sources Total		\$5,691	\$647	\$647
Refuse Collection - Stewart Is Total		\$0	(\$0)	(\$0)

		Actual	Forecasted Budget	Annual Plan Budget
Stormwater Drain - Stewart Is				
Income	Grants Government (capital)	(\$7,399)	(\$15,000)	\$0
	Rates - Collected	(\$20,282)	(\$20,447)	(\$20,447)
	Rates - Adjustments	\$41	\$0	\$0
	Internal Rates Income	(\$165)	(\$59)	(\$59)
	Internal Rates offset	\$0	\$59	\$59
Income Total		(\$27,804)	(\$35,447)	(\$20,447)
Operational Expenditure	Material Damage Insurance	\$453	\$603	\$603
	Rates	\$0	\$152	\$152
	Maint - General	\$1,310	\$5,492	\$5,492
	Internal -Interest on Loans	\$3,737	\$3,737	\$3,737
	Internal - WWS Management Fee	\$1,381	\$1,381	\$1,381
	Internal Rates expense	\$643	\$516	\$516
	Internal WWS Stormwater Invest	\$1,897	\$1,897	\$1,897
Operational Expenditure Total		\$9,422	\$13,778	\$13,778
Net Operating (Surplus)/Deficit		(\$18,383)	(\$21,669)	(\$6,669)
Capital Expenditure	Stormwater - Acquisition LOS	\$7,399	\$15,000	\$0
Capital Expenditure Total		\$7,399	\$15,000	\$0
Funding Sources	Internal Loans - Repaid	\$6,669	\$6,669	\$6,669
	To-STEW General - RE	\$4,315	\$0	\$0
	Ex-STEW General - RE	\$0	\$0	\$0
Funding Sources Total		\$10,984	\$6,669	\$6,669
Stormwater Drain - Stewart Is Total		\$0	(\$0)	(\$0)
Street Works - Stewart Island				
Income	Grants - Government (operating)	\$0	(\$31,000)	\$0
	Grants General (Capital)	\$0	(\$5,000)	(\$54,922)
	Rates - Collected	(\$31,993)	(\$32,252)	(\$32,252)
	Rates - Adjustments	\$65	\$0	\$0
	Parks Contributions	\$0	\$30,000	\$30,000
	Internal Rates Income	(\$260)	(\$6)	(\$6)
	Internal Rates offset	\$0	\$6	\$6
	Internal - Grant Income	(\$28,436)	\$0	\$0
Income Total		(\$60,624)	(\$38,252)	(\$57,174)
Operational Expenditure	Material Damage Insurance	\$80	\$56	\$56
	General Projects	\$0	\$0	\$0
	Maint - General	\$3,490	\$2,196	\$2,196
	Depn - Improvement	\$1,271	\$1,200	\$1,200
	Internal - SDC Capital Contrib	\$0	\$0	\$16,000
Operational Expenditure Total		\$4,841	\$3,452	\$19,452
Net Operating (Surplus)/Deficit		(\$55,783)	(\$34,800)	(\$37,722)
Capital Expenditure	Improvements - Acq LOS	\$0	\$5,000	\$0
	Footpaths - Acquisition LOS	\$110,589	\$61,800	\$54,922
	Internal capital footpaths	\$0	\$16,000	\$0
	Street Lighting - Acquis LOS	\$0	\$1,686	\$0
Capital Expenditure Total		\$110,589	\$84,486	\$54,922
Funding Sources	To-STEW General - RE	\$0	\$0	\$0
	Ex-STEW General - RE	(\$53,535)	(\$48,486)	(\$16,000)
	Add Back Non Cash Depn	(\$1,271)	(\$1,200)	(\$1,200)
Funding Sources Total		(\$54,806)	(\$49,686)	(\$17,200)
Street Works - Stewart Island Total		\$0	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Trail Park				
Income	Rentals	(\$236)	\$0	\$0
	Rates - Collected	(\$6,378)	(\$6,430)	(\$6,430)
	Rates - Adjustments	\$13	\$0	\$0
	Internal Rates Income	(\$52)	(\$18)	(\$18)
	Internal Rates offset	\$0	\$18	\$18
Income Total		(\$6,653)	(\$6,430)	(\$6,430)
Operational Expenditure	Material Damage Insurance	\$1,116	\$719	\$719
	Mowing	\$1,625	\$2,196	\$2,196
	Maint - General	\$3,000	\$1,000	\$1,000
	Depn - Improvement	\$1,435	\$1,435	\$1,435
	SIESA Electricity Internal Expe	\$1,021	\$1,253	\$1,253
	Internal Rates expense	\$1,142	\$1,262	\$1,262
	internal - Insurance Valuation	\$0	\$0	\$0
Operational Expenditure Total		\$9,338	\$7,865	\$7,865
Net Operating (Surplus)/Deficit		\$2,685	\$1,435	\$1,435
Funding Sources	To-STEW General - RE	\$0	\$0	\$0
	Ex-STEW General - RE	(\$853)	\$0	\$0
	Ex - District Operations Reser	(\$397)	\$0	\$0
	Add Back Non Cash Depn	(\$1,435)	(\$1,435)	(\$1,435)
Funding Sources Total		(\$2,685)	(\$1,435)	(\$1,435)
Trail Park Total		\$0	\$0	\$0

		Actual	Forecasted Budget	Annual Plan Budget
Stewart Island Jetties				
Stewart Island Jetties				
Income	Grants General (Capital)	\$0	(\$340,000)	(\$400,000)
	General Recoveries	(\$557)	\$0	\$0
	Licence Fee - Boat Park	(\$12,913)	(\$18,000)	(\$18,000)
	Contribution - Township	\$0	\$0	(\$30,000)
	Internal - Interest on Reserve	(\$7,643)	(\$2,187)	(\$2,187)
	Internal - Grant Income	(\$100,000)	(\$30,000)	(\$30,000)
Income Total		(\$121,112)	(\$390,187)	(\$480,187)
Operational Expenditure	Doubtful Debts	\$1,174	\$0	\$0
	Material Damage Insurance	\$2,172	\$2,109	\$1,532
	Legal Costs	\$433	\$0	\$0
	General Projects	\$0	\$0	\$0
	Monitoring	\$2,261	\$0	\$0
	Maint - General	\$29,839	\$45,667	\$45,667
	Maint - Project	\$0	\$0	\$0
	Depn - Marine As	\$11,332	\$49,292	\$49,292
	Internal - Interest on Loans	\$1,670	\$2,593	\$2,593
Operational Expenditure Total		\$48,881	\$99,661	\$99,084
Net Operating (Surplus)/Deficit		(\$72,232)	(\$290,526)	(\$381,103)
Capital Expenditure	Marine Assets - Acquis LOS	\$0	\$0	\$0
	Marine Assets - Renewal	\$0	\$598,473	\$560,000
	WIP - Improvemnts	\$45,355	\$0	\$0
Capital Expenditure Total		\$45,355	\$598,473	\$560,000
Funding Sources	Internal Loans - Princ	(\$32,054)	\$0	\$0
	Internal Loans - Repaid	\$2,981	(\$41,292)	\$3,416
	To -STEW JETTIES General	\$1,018	\$26,979	\$26,979
	Ex-STEW JETTIES General	(\$25,719)	(\$30,000)	\$0
	To Wharf replacmnt Golden Bay	\$0	\$0	\$0
	Ex- Wharf Replacmnt Golden Bay	\$0	\$0	\$0
	To Wharf replacmnt Ulva Island	\$132,780	\$0	\$0
	Ex-Wharf replacmnt Ulva Island	(\$40,158)	(\$213,765)	(\$160,000)
	Ex - District Operations Reser	(\$640)	(\$577)	\$0
	Add Back Non Cash Depn	(\$11,332)	(\$49,292)	(\$49,292)
Funding Sources Total		\$26,876	(\$307,947)	(\$178,897)
Stewart Island Jetties Total		\$0	\$0	\$0

SIESA - Financial Report for the year ended 30 June 2021

Record No: R/21/9/52807
Author: Brie Lepper, Graduate accountant
Approved by: Anne Robson, Chief financial officer

☐ Decision

☐ Recommendation

☒ Information

Summary

- 1 The purpose of this report is to present the final financial results and supporting information for Stewart Island Electricity Supply Authority (SIESA) for the year ended 30 June 2021. The financial reports are contained within attachment A and attachment B of this report.
- 2 As the audit of Council is not scheduled to occur until November/December, the financial results presented may be subject to change.
- 3 Activity performance information for all council activities as well as consolidated financial results will be available in the audited 2020/2021 Annual Report. The final printed document will be available to the public after it has been adopted by Council in mid December 2021.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled "SIESA - Financial Report for the year ended 30 June 2021" dated 5 October 2021.**

Attachments

- A SIESA Financial Report to Stewart Island/Rakiura Community Board for the year ended 30 June 2021 [↓](#)
- B June 2021 - SIESA Financial information Stewart Island report to communities [↓](#)



SIESA - Financial performance for the year ended 30 June 2021

The preliminary financial results for the year to 30 June 2021 were provided to you in the June operational report, however these financial results will have changed due to year end processes, including expenditure accruals, interest on reserves, funding of activities and projects etc.

The summary tables overleaf show the final financial results for the communities within your area for the year ended 30 June 2021. Please note these financial results are being audited in November/December and therefore may be subject to further change.

The results show for each of the income, expenditure, and capital expenditure categories:

- what actually happened ("Actual"),
- what was expected to occur by year end ("Forecasted Budget"), and
- what the original budget was ("Annual Plan Budget")

The "Forecasted Budget" includes the original Annual Plan budget adjusted for the effect of expenditure carried forward from 2019/2020, unbudgeted expenditure, projects that have been put on hold or are to be completed in 2021/2022 and/or anticipated changes to income and operating expenditure over the year.

Operational reports provided to you throughout the year compared the actual year-to-date ("YTD") results against forecasted YTD totals. This report however, will discuss significant variances between the "Actual" results and the "Annual Plan Budget".

A detailed breakdown of the individual business units is included in Attachment C of this report for your information.



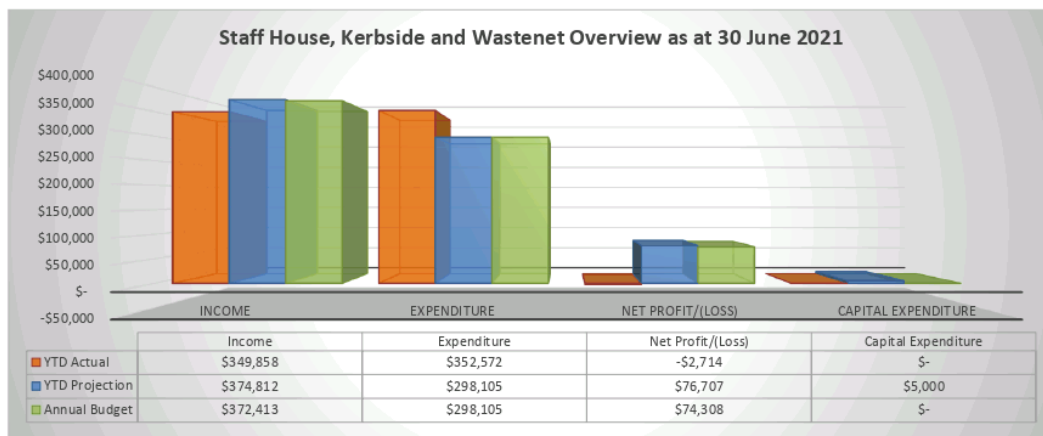
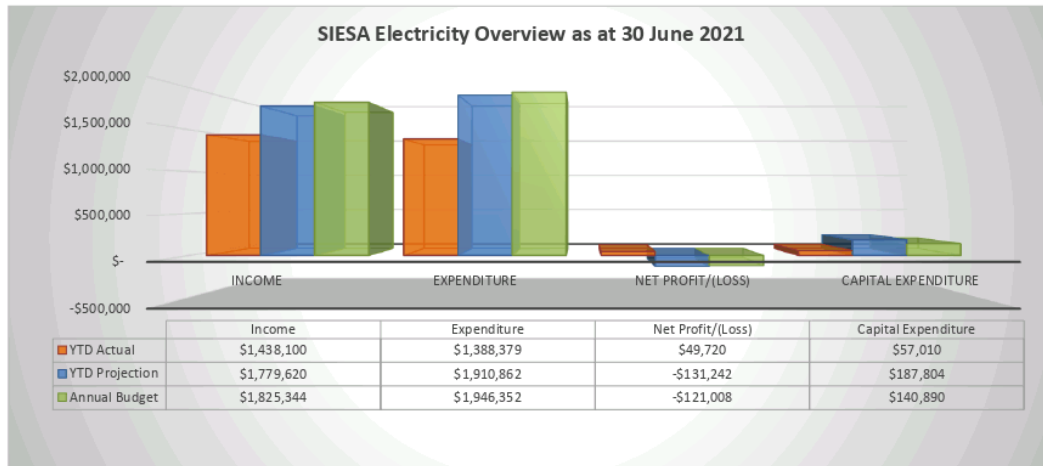
Variances to the 2020/2021 Annual Plan budget

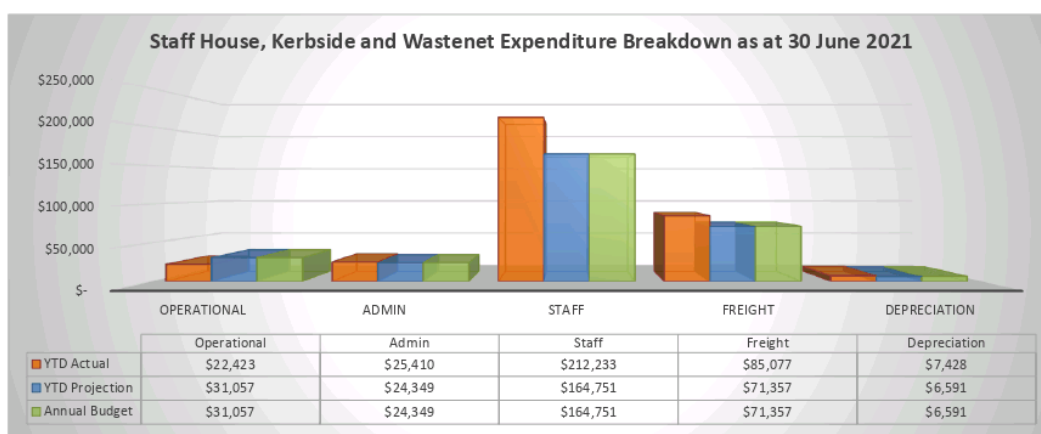
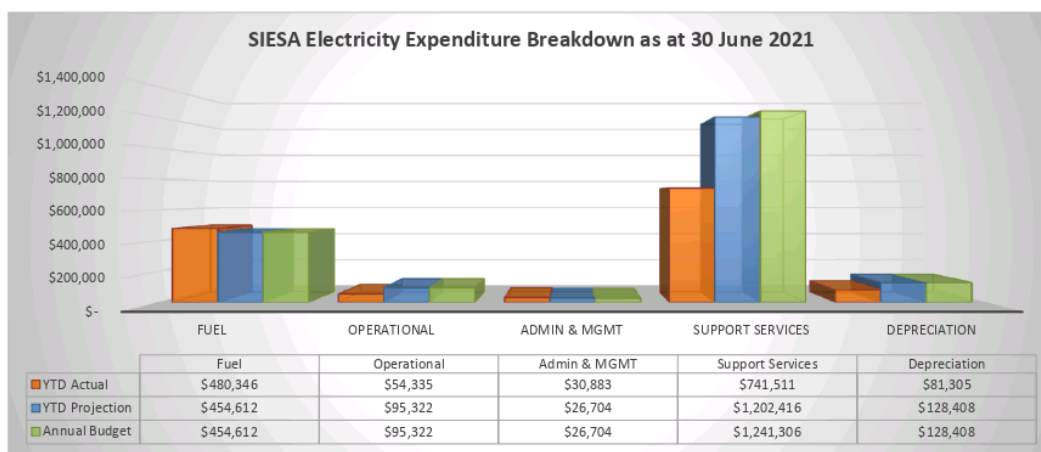
Business Unit	Income			Expenses			Capital		
	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget	Actual	Forecasted Budget	Annual Plan Budget
SIESA - Operations	\$1,438,100	\$1,779,620	\$1,825,344	\$1,389,769	\$1,910,862	\$1,946,352	\$57,010	\$187,804	\$140,890
SIESA - Staff House	\$8,532	\$7,599	\$5,200	\$6,764	\$5,401	\$5,401		\$5,000	
SIESA - Kerbside	\$96,737	\$109,295	\$109,295	\$38,778	\$56,467	\$56,467			
SIESA - Waste Recovery	\$244,588	\$257,918	\$257,918	\$307,031	\$236,236	\$236,236			
Total	\$1,787,958	\$2,154,432	\$2,197,757	\$1,742,341	\$2,208,966	\$2,244,456	\$57,010	\$192,804	\$140,890

Total SIESA income for the year was \$1,787,958, which was \$409,799 less than budget. SIESA operations income was \$387,244 under budget primarily due to minimal Ministry of Business Innovation and Employment (MBIE) funding being received for the wind power project (\$60,628) which has been cancelled due to land access issues. Additionally, as a result of lower interest rates due to Covid-19, interest income was \$21,829 under budget. Kerbside and waste recovery income were \$12,558 and \$13,330 lower than budget due to less collection income. These were offset by the staff house receiving additional rental income for the year (\$3,332) and increased electricity income (\$96,749) in the operations business unit.

Overall SIESA expenditure was \$1,742,341, which was \$502,115 under budget. Operations costs were \$556,583 underspent as a result of the wind project not progressing (\$484,382), a lower management fee as a result of the new PowerNet contract (\$24,732), less generation maintenance required (\$30,212) and lower depreciation (\$48,397) as a result of prior years budgeted capital works not being completed. Kerbside expenditure was \$17,689 under budget due to lower recycling freight costs (\$11,854) and no fuel and plant costs for the year (\$2,218 and \$4,000 respectively). These underspends were offset by an overspend in Waste Recovery by \$70,795, due to additional road freight costs (\$38,634), staff costs (\$21,250) and contractors (\$26,430).

Capital expenditure was \$57,010, which was \$83,880 underspent. This is primarily due to the replacement generator/turbine project being deferred to 2021/2022 (\$120,000) and the fuel tanks replacement project occurring over multiple years. There was an additional \$5,000 forecasted for the staff house to meet the healthy homes standard, however this work has not been completed to date.







Projects for 2020/2021

The following projects were planned to be undertaken in SIESA in the 2020/2021 year. The table below outlines the status of the project at 30 June 2021 and the costs incurred to date, compared to the budget.

ACTIVITY	CODE	NAME	STATUS	PROJECT COMMENT	ACTUAL	BUDGET
SIESA	P-10071	Replacement Generator/Turbine	Not started	Project to be completed in the 2021/2022 FY	\$-	\$120,000
SIESA	P-10072	Network Upgrade (Renewal etc..)	Terminated		\$-	\$20,890
SIESA	P-10073	Fuel tanks (2x20,000L) replacement	Completed	Stationary containment certification inspection completed. Installation has been approved. Certification received, March 2021.	\$29,069	\$-
SIESA	P-10593	Wind power	Completed	This project has been cancelled due to land access issues. Costs associated with investigation. MBIE was refunded the grant received.	\$75,479	\$536,428

Expenditure carried forward

The following projects and expenditure were budgeted to be undertaken in the 2020/2021 year, however they have been requested to be carried forward to 2021/2022. Council approved the carry forward of this expenditure at its meeting on 15 September 2021.

Town	Project Name	Funded From	Total 20/21 Budget	20/21 Actual Costs	Request for Carry forward to 21/22
SIESA	Underground cable installation Ringaringa Road	Reserves	\$ 20,000	\$ 13,058	\$ 6,942
SIESA	Replacement Generator/Turbine *	Reserves	\$ 140,000	\$ -	\$ 140,000

** The replacement of the generator project budget was forecasted up to \$140,000 through the February forecasting process, prior to the project being carried forward to 2021/2022.*

Loans

SIESA has no loans outstanding as at 30 June 2021.



Additional financial information

Development and financial contributions

Contributions are collected to fund community growth projects. The use of these funds are considered by Council staff when projects are in the planning stage. Certain policy and legislative requirements must be met before these contributions can be applied to projects.

The total balance of Parks and Reserve Development and Financial contributions for SIESA was \$15,162 as at 30 June 2021. These are due to expire in 2022.

ATTACHMENT B**Detailed Individual Business Units for the year ending 30 June 2021**

		Actual	Forecasted Budget	Annual Plan Budget
SIESA				
SIESA - Operations				
Income	Leases	(\$6,000)	(\$6,000)	(\$6,000)
	Connection Fees	(\$10,500)	(\$3,000)	(\$3,000)
	Grants - Government (operating	(\$60,628)	(\$510,149)	(\$530,000)
	General Recoveries	\$0	\$0	\$0
	NBV of Assets Disposed	\$1,390	\$0	\$0
	SIESA - Electricity Charges	(\$1,232,982)	(\$1,117,879)	(\$1,117,879)
	Interest - Operating Investment	(\$30,044)	(\$26,000)	(\$51,873)
	Interest - Other	\$5	\$0	\$0
	Internal - Land & Building Rent	(\$1,103)	\$0	\$0
	SIESA Electricity Internal	(\$98,238)	(\$116,592)	(\$116,592)
	Internal - Grant Income	\$0	\$0	\$0
Income Total		(\$1,438,100)	(\$1,779,620)	(\$1,825,344)
Operational Expenditure	Telephone - Rentals	\$0	\$679	\$679
	Bad Debts	\$1,517	\$3,000	\$3,000
	Bank Charges	\$935	\$3,551	\$3,551
	Cash Security Services	(\$1,768)	\$2,000	\$2,000
	Debt Collection Costs	\$0	\$0	\$0
	Eftpos Charges	\$0	\$165	\$165
	Material Damage Insurance	\$8,842	\$8,833	\$5,433
	Public Liability Insurance	\$1,355	\$609	\$609
	Other Insurance	\$403	\$522	\$522
	Vehicle Insurance	\$147	\$262	\$262
	Advertising - Other	\$0	\$240	\$240
	Postage	\$0	\$1,567	\$1,567
	Freight	\$0	\$0	\$0
	Stationery	\$0	\$522	\$522
	Accident Compensation	\$61	\$0	\$0
	Accommodation and Meals	\$200	\$95	\$95
	Travel	\$55	\$836	\$836
	GIS Data Subscription	\$0	\$940	\$940
	Materials	\$5	\$0	\$0
	SIESA - Stock Adjustment	\$159	\$0	\$0
	Consultants	\$52,046	\$516,577	\$536,428
	Legal Costs	\$4,853	\$1,285	\$1,285
	Rates	\$338	\$3,068	\$3,068
	Resource Consents	\$12,220	\$0	\$0
	Management Fee	\$624,307	\$630,000	\$649,039
	Generation - Maintenance	\$40,323	\$70,635	\$70,635
	Distribution - Maintenance	\$12,148	\$21,734	\$21,734
	Fuel	\$480,346	\$454,612	\$454,612
	Registration	\$295	\$0	\$0
	Vehicle Repairs & Maintenance	\$1,267	\$1,648	\$1,648
	Depn - Buildings	\$11,679	\$8,995	\$8,995
	Depn - Vehicles	\$1,073	\$1,073	\$1,073
	Depn - Other Equipment	\$0	\$0	\$0
	Depn - Other Plant	\$69,943	\$118,340	\$118,340

		Actual	Forecasted Budget	Annual Plan Budget
	Internal - Vehicle Hire	\$0	\$0	\$0
	Internal - Financial Services	\$61,045	\$55,546	\$55,546
	Internal - Area Eng Services	\$0	\$0	\$0
	Internal - Postage	\$0	\$522	\$522
	Internal-Tfr Stn Refuse fees	\$0	\$293	\$293
	SIESA Electricity Internal Expe	\$1,864	\$2,713	\$2,713
	Internal Rates expense	\$4,112	\$0	\$0
Operational Expenditure Total		\$1,389,769	\$1,910,862	\$1,946,352
Net Operating (Surplus)/Deficit		(\$48,331)	\$131,242	\$121,008
Capital Expenditure	Other Plant - Renewal	\$101,369	\$187,804	\$140,890
	WIP - Improvements	(\$44,359)	\$0	\$0
Capital Expenditure Total		\$57,010	\$187,804	\$140,890
Funding Sources	Ex - District Operations Reser	\$0	(\$3,400)	\$0
	To-SIESA - Operations - OP	\$13,791	(\$133,490)	(\$133,490)
	Ex-SIESA - Operations - OP	(\$20,921)	(\$53,748)	\$0
	To NFS Siesa	\$0	(\$128,408)	(\$128,408)
	Add Back Non Cash Depn	(\$1,390)	\$0	\$0
Funding Sources Total		(\$8,519)	(\$319,046)	(\$261,898)
Balance Sheet Movement	Stores	(\$159)	\$0	\$0
	Expenses Accrual	\$0	\$0	\$0
Balance Sheet Movement Total		(\$159)	\$0	\$0
SIESA - Operations Total		(\$0)	(\$0)	(\$0)
SIESA - Kerbside				
Income	General Recoveries	\$8,575	\$0	\$0
	Internal - Waste/Kerbside	(\$105,312)	(\$109,295)	(\$109,295)
Income Total		(\$96,737)	(\$109,295)	(\$109,295)
Operational Expenditure	Recycling Freight 1	(\$870)	\$10,984	\$10,984
	Fuel	\$617	\$2,835	\$2,835
	Misc Plant Charges	\$0	\$4,000	\$4,000
	Depn - Vehicles	\$0	\$230	\$230
	Depn - Other Plant	\$109	\$109	\$109
	Internal - Financial Services	\$4,346	\$3,734	\$3,734
	Internal - Area Eng Services	\$0	\$0	\$0
	Internal Wages Oncost	\$34,576	\$34,576	\$34,576
Operational Expenditure Total		\$38,778	\$56,467	\$56,467
Net Operating (Surplus)/Deficit		(\$57,959)	(\$52,828)	(\$52,828)
Funding Sources	To-SIESA - Operations - OP	\$66,551	\$53,166	\$53,166
	Ex-SIESA - Operations - OP	(\$8,592)	\$0	\$0
	To NFS Siesa	\$0	(\$339)	(\$339)
Funding Sources Total		\$57,959	\$52,827	\$52,827
SIESA - Kerbside Total		\$0	(\$0)	(\$0)

		Actual	Forecasted Budget	Annual Plan Budget
SIESA - Staff House				
Income	Rentals	(\$5,500)	\$0	(\$5,200)
	Internal - SIESA House Rent	(\$3,032)	(\$7,599)	\$0
Income Total		(\$8,532)	(\$7,599)	(\$5,200)
Operational Expenditure	Material Damage Insurance	\$1,608	\$1,003	\$1,003
	Rates	\$145	\$1,891	\$1,891
	Maint - General	\$1,256	\$0	\$0
	Depn - Buildings	\$1,627	\$1,627	\$1,627
	Depn - Improvement	\$2,128	\$880	\$880
	SIESA Electricity Internal Expe	\$0	\$0	\$0
	internal - Insurance Valuation	\$0	\$0	\$0
Operational Expenditure Total		\$6,764	\$5,401	\$5,401
Net Operating (Surplus)/Deficit		(\$1,769)	(\$2,198)	\$201
Capital Expenditure	Buildings - Acquisition LOS	\$0	\$5,000	\$0
Capital Expenditure Total		\$0	\$5,000	\$0
Funding Sources	To-SIESA - Operations - OP	\$1,769	\$2,306	\$2,306
	Ex-SIESA - Operations - OP	\$0	(\$2,601)	\$0
	To NFS Siesa	\$0	(\$2,507)	(\$2,507)
Funding Sources Total		\$1,769	(\$2,802)	(\$201)
SIESA - Staff House Total		\$0	(\$0)	(\$0)

		Actual	Forecasted Budget	Annual Plan Budget
SIESA - Waste Recovery				
Income	Sales External	\$5,574	(\$6,500)	(\$6,500)
	Internal - Waste/Kerbside	(\$215,586)	(\$216,842)	(\$216,842)
	Internal - Wages Oncharged	(\$34,576)	(\$34,576)	(\$34,576)
Income Total		(\$244,588)	(\$257,918)	(\$257,918)
Operational Expenditure	Cell Phone Charges	\$1,198	\$0	\$0
	Telephone - Rentals	\$1,139	\$1,567	\$1,567
	Vehicle Insurance	\$440	\$1,070	\$1,070
	Freight	\$311	\$0	\$0
	Sea Freight	\$0	\$400	\$400
	Road Freight	\$85,636	\$47,002	\$47,002
	Waste Disposal Freight	\$0	\$10,445	\$10,445
	Recycling Freight 1	\$0	\$2,526	\$2,526
	Office Consumables	\$820	\$750	\$750
	Ordinary Time	\$141,786	\$126,936	\$126,936
	Allowance - Taxable	\$9,441	\$3,239	\$3,239
	Accident Compensation	\$1,916	\$1,718	\$1,718
	Protective Clothing	\$0	\$1,000	\$1,000
	Accommodation and Meals	\$184	\$0	\$0
	Training	\$150	\$2,600	\$2,600
	Travel	\$5,517	\$0	\$0
	Medical Supplies	\$0	\$200	\$200
	Heating Fuels	\$233	\$0	\$0
	Materials	\$3,416	\$550	\$550
	Consultants	\$0	\$0	\$0
	Contractor - Temporary	\$26,430	\$0	\$0
	Road User Charges	\$0	\$286	\$286
	Registration	\$539	\$1,292	\$1,292
	Misc Plant Charges	(\$102)	\$5,000	\$5,000
	Vehicle Repairs & Maintenance	(\$0)	\$6,591	\$6,591
	Depn - Vehicles	\$3,160	\$3,160	\$3,160
	Depn - Other Plant	\$403	\$585	\$585
	Internal - Computer Hire	\$11,646	\$11,646	\$11,646
	Internal - Financial Services	\$4,346	\$3,734	\$3,734
	Internal - Area Eng Services	\$0	\$0	\$0
	SIESA Electricity Internal Expe	\$8,422	\$3,939	\$3,939
Operational Expenditure Total		\$307,031	\$236,236	\$236,236
Net Operating (Surplus)/Deficit		\$62,443	(\$21,682)	(\$21,682)
Funding Sources	To-SIESA - Operations - OP	(\$21,601)	\$25,427	\$25,427
	Ex-SIESA - Operations - OP	(\$40,841)	\$0	\$0
	To NFS Siesa	\$0	(\$3,745)	(\$3,745)
Funding Sources Total		(\$62,443)	\$21,682	\$21,682
SIESA - Waste Recovery Total		\$0	\$0	\$0

Reclassification of reserve status of part of Traill Park to facilitate a helipad for emergency use

Record no: R/21/8/48626

Author: Theresa Cavanagh, Property advisor

Approved by: Nick Hamlin, Group manager programme delivery

☐ Decision

☒ Recommendation

☐ Information

Purpose

- 1 Undertake a classification change of part of a reserve to enable a helipad for emergency use to be constructed at 28 Golden Bay Road, Oban.
- 2 Future Rakiura Inc will own and operate the helipad and will require a lease with Council. The reclassification of the reserve status will enable the lease to be entered into.

Executive summary

- 3 Medivacs on Rakiura are undertaken by fixed wing aircraft from the Ryans Creek airstrip when possible and helicopters are used when adverse conditions do not allow for plane use. Helicopter landings are occurring at Traill Park Recreation Reserve which is not a designated helipad and cannot currently be used in all weather/light conditions. Helicopters land on the grass and emergency services vehicles drive onto the reserve. Access can be difficult for vehicles, particularly in wet conditions and can put fragile patients at risk. Therefore a hardstand area is required.
- 4 Oban has an opportunity to link into a navigation system called IFR (instrument flight rules) which enables a helicopter to fly in the dark and in adverse weather conditions. This system requires a designated, lit helipad with a windsock to enable the helicopter to land safely. This will enable more medivacs to be undertaken when required and increase safety for the community and emergency services staff.
- 5 Traill Park is a Recreation Reserve under the Reserves Act, and a helipad does not fit within the criteria for a Recreation Reserve. To enable the construction and operation of a helipad, the reserve status must be changed to a Local Purpose Reserve which allows for a broad range of types. In this case, we propose that the reserve status and type is changed to Local Purpose Reserve (Emergency Services Helipad).
- 6 This reclassification will enable Future Rakiura Inc, the proposed owner/operator of the helipad, to enter into a lease agreement with the Southland District Council to construct and operate a helipad for emergency landings, subject to public notification and Council approval.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Reclassification of reserve status of part of Traill Park to facilitate a helipad for emergency use” dated 29 September 2021.**
- 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 Reserve classification of Lot 13 Block III DP 2930 is changed from Recreation Reserve to Local Purpose Reserve (Emergency Services Helipad).
- e) supports a lease between Council and Future Rakiura Inc for the helipad.

Background

- 7 Currently, Medivacs on Rakiura are undertaken by fixed wing aircraft from the Ryans Creek airstrip when possible. The use of a plane is determined by daylight hours, weather, medical staff available and condition of the patient.
- 8 Helicopters are currently used when the above conditions are not suitable for planes. Landings are being undertaken at Traill Park Recreation Reserve which is not a designated helipad and cannot currently be used in all weather/light conditions. The helicopter lands on the grass and emergency services vehicles drive onto the reserve. Access can be difficult for vehicles, particularly in wet conditions and can put fragile patients at risk. Therefore a hardstand area is required.
- 9 Oban has an opportunity to link into a navigation system called IFR (instrument flight rules) which uses instruments, rather than visuals, for navigation whilst in flight. This enables a helicopter to fly at times of reduced visibility such as in the dark and adverse weather conditions. This system requires a designated, lit helipad with a windsock to enable the helicopter to land safely. An IFR route has a set path and is registered.
- 10 Despite using instruments en route, a pilot must use visuals when landing, therefore visibility is an important safety aspect for landing. Rakiura currently has two designated landing sites at Ryans Creek (airport) and Fern Gully. However, Traill Park enables safer landings in adverse conditions due to its combined lower altitude, approach, and landmarks.
 - a) **Lower Altitude**
The use of IFR requires a helicopter to fly at a minimum height above land/sea and therefore helipads (and their approach) which are located at a lower altitude have an increased chance of being below cloud cover and therefore have better visibility. Traill Park

is at a lower altitude than Ryan's Creek and Fern Gully. The attached photo shows approaches to helipads in Oban.

b) **Approach**

To operate within an IFR route, an alternative approach is required which allows a helicopter to pull out of a landing if visibility conditions do not allow a safe landing. The topography at Traill Park provides this.

c) **Landmarks**

The approach and landing site at Traill Park provides clear reference points for pilots. These include the contour of the bay, streetlights and roads. This is important as there is a level of disorientation that can occur when flying with night vision goggles.

- 11 Ryans Creek has an alternative approach but, along with Fern Gully, it is at a higher altitude and does not have the clear reference points of Traill Park.
- 12 Traill Park is located within the town and is close to emergency services.
- 13 Note that Rakiura had 60 medivac flights in the past year. It is intended that medivacs will continue to be undertaken by fixed wing when possible.

Issues

- 14 Graeme Gale from Otago Helicopters is facilitating the connection of a designated route to this site for the use of the IFR navigation system which is administered by Aeropath. Future Rakiura Inc will oversee and ensure any aviation requirements are in place, and this will be a condition of any lease agreement.
- 15 The proposed helipad site can become wet and boggy and the applicant will work with Council's Reserve and Project Management staff to ensure appropriate construction and required drainage.

Factors to consider

Legal and statutory requirements

- 16 Traill Park is a Recreation Reserve under the Reserves Act, and a helipad does not fit within the criteria for a Recreation Reserve. To enable the construction and operation of a helipad, the reserve status must be changed to a Local Purpose Reserve which allows for a broad range of types. In this case, we propose that the reserve status and type is changed to Local Purpose Reserve (Emergency Services Helipad).
- 17 Section 24 of the Reserves Act details the required process for changing the classification of Lot 13 from Recreation Reserve to Local Purpose Reserve. This requires Council approval and public notification.

Community views

- 18 A public meeting was held on 27 May 2021 to gauge community support. There were a number of technical questions that could not be answered at this meeting so further information was to be gathered in order to further consult with the community.

19 A further public meeting was held 8 July 2021 where technical questions were answered, a working group was formed, and 'Future Rakiura Inc' confirmed they would be the entity for the helipad.

20 Although Community Boards are not required to approve leases that have a rental of less than \$10,000 or more per annum, Council would provide a draft lease to the Community Board for comment via the Chair. Or, if requested by the Community Board, a formal report for a recommendation to staff.

Costs and funding

21 Future Rakiura Inc, with the support of the Health Committee, will raise funds for the helipad via grants and fundraising. This includes the cost of any required consents.

22 Future Rakiura Inc have accepted that they will pay for any external fees that Council incurs, such as legal fees and Gazettal fees.

Policy implications

23 None identified at this stage.

Analysis

Options considered

24 Option 1 – Recommend to Council to undertake a reserve reclassification and support a lease between Council and 'Future Rakiura Inc' for a helipad.

25 Option 2 – Status Quo

Analysis of Options

Option 1 – **Recommend to Council to undertake a reserve reclassification and support a lease between Council and 'Future Rakiura Inc' for a helipad**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Enables the construction of a designated helipad which will provide a fit for purpose helipad for Emergency Services on Rakiura. 	<ul style="list-style-type: none"> None identified.

Option 2 – Status Quo

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> None identified. 	<ul style="list-style-type: none"> Prevents a fit for purpose helipad for Emergency Services being established on Rakiura.

Assessment of significance

26 Not significant.

Recommended option

- 27 Option 1 – Recommend to Council to undertake a reserve reclassification and support a lease between Council and ‘Future Rakiura Inc’ for a helipad.

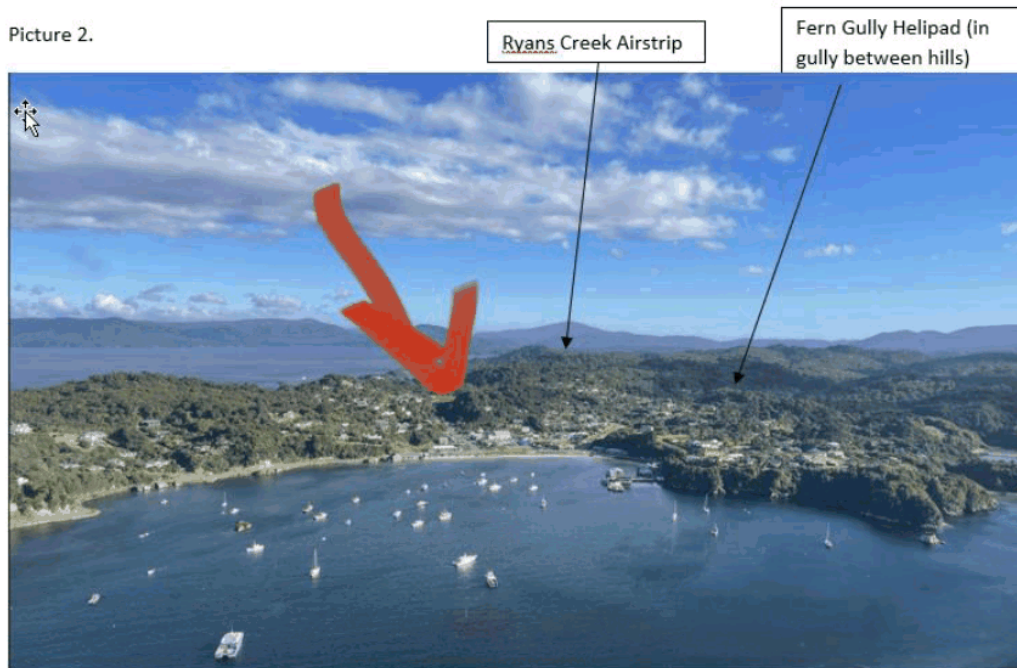
Next steps

- 28 Seek Council approval for the reserve reclassification at the full Council meeting dated 27 October.
- 29 If favourable, the reserve reclassification will be publicly notified.
- 30 If objections received, a decision will be made at a full Council meeting.
- 31 If no objections received, a Gazette Notice will be issued for the reclassification and a lease entered into to enable construction and operation of the helipad.

Attachments

- A Oban Photo [↓](#)
- B Application [↓](#)

Picture 2.



Red arrow indicates the location of Traill Park which has the lowest altitude,
along with an alternative approach and clear landmarks.

SOUTHLAND
DISTRICT COUNCIL

Application to Construct a Building or Structure on Property owned by the Southland District Council

NAME OF APPLICANT	Future Rakiura Inc
POSTAL ADDRESS	P.O. Box 68, STEWART ISLAND 9864
TELEPHONE	0272 898 292
EMAIL	rakiura.future@gmail.com
(A)	Describe property and the location on the property upon which it is proposed to place a building or structure. (Map or diagram required).
	Please see attached. The proposed structure is a CAA approved helipad for medivac and emergency transportation only.
(B)	Describe what is to be constructed. (Plans or photographs required).
	Please see attached
(C)	Detail why the building or structure is to be placed on Council property.
	It was selected as the only / safest landing site for medivac transportation after considerable consultation
(D)	What is the value of the structure?
	Estimate of \$52,260 excl. consent fees
(E)	Who is to be the owner of the structure after construction - ie who will be responsible for ongoing maintenance?
	Future Rakiura Inc.
(F)	If the structure is not to be owned by Council, please advise whom any site lease is to be entered into with.
	Future Rakiura Inc



Application To Construct Building or Structure On Property
Owned By The Southland District Council
14/01/2019

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

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



(G)	Who will be applying for, and complying with the conditions of any consents required to be given? (ie, building or resource consents).
	Future Rakiura Inc.
(H)	Who will be responsible for insuring the structure?
	Future Rakiura Inc.
(I)	Identify any known liability associated with any existing structure being added to or modified.
	N/A.

Please Note:

1. That the Southland District Council or the relevant Community Board or Community Development Area Subcommittee as the case may be, has the right to decline any application (stating the reason) or place any conditions that it deems appropriate.
2. If and when the Southland District Council agrees to become the owner of the structure, all decisions in respect to the ongoing maintenance and retention of the structure shall be at the sole discretion of the Council, Community Board or Community Development Area Subcommittee.

Rakira Herzoff
SIGNED

16-8-2021
DATE

Stewart Island / Rakiura Emergency Helipad

Background:

Over the past year Stewart Island has had approx. 60 medivac flights. These flights are to provide a patient with access to advanced medical care and save lives. These flights occur when the Island nursing staff have liaised with relevant medical professionals on the mainland over the best course of action and advanced medical care is needed. Stewart Island / Rakiura has a community nurse specialist (PRIME trained) on duty 24/7. This nurse (s) cares for our community of 400 people with approx 30,000 visitors a year.

Medical flights (medivacs) occur by fixed wing aircraft from the Ryans Creek airstrip during daylight hours when the weather conditions are suitable, the aircraft and paramedics are available and the condition of the patient is suitable for this type of flight to Invercargill. Helicopter medivacs are mostly occurring at night time or when the patients conditions dictates this is the best source of travel. In some cases a patient experiencing certain medical conditions will be required to travel directly to Dunedin Hospital by helicopter.

While the helicopter service has been operating for years from Traill Park, the condition of the landing site is such that it presents a hazard to both the helicopter and the patient due to the boggy nature of the substrate. In addition to this, the helicopter service is investing in linking Stewart Island into a navigation system which will enable an increase in the health & safety of patient, paramedics and staff involved in these flights. This system is IFR (instrument flight rules using a performance based navigation system (PBN). Essentially this navigation system enables the helicopter to fly to the Island when weather conditions are marginal and increases the safety of nighttime flying. It has a need to be linked to a designated and lit helipad.

Traill Park has been deemed the best site for the helipad. This is predominantly due to the visual approach that is needed for landing and Traill Park site having very good reference points at night when coming in from Halfmoon Bay, which is the direction the helicopter would be approaching from. To satisfy the other criteria from the CAA, as part of this IFR system, there needs to be a missed approach landing criteria established and the terrain around Traill Park allows for this. While other sites have been investigated, Traill Park has been established by the Helicopter pilots as the safest option and they have provided evidence to the Stewart Island community regarding this. It has also been the site used in the last few boat rescues where multiple helicopters were needed.

Two community meetings on Stewart Island have already taken place highlighting the need for this new navigation system for the helicopters, how without it our nighttime medical service would be limited and hence the absolute need for a lit helipad. We believe we have highlighted all the relevant information to the community and answered questions that were raised with us.

Requirements:

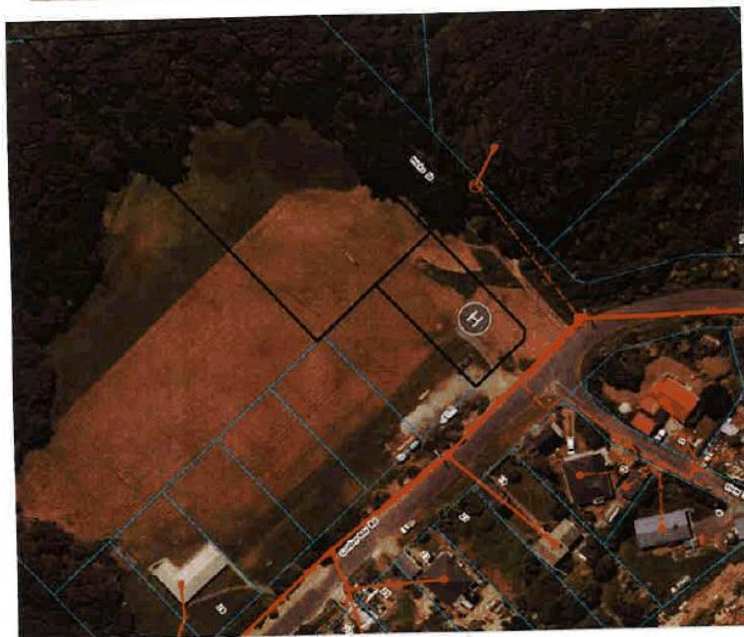
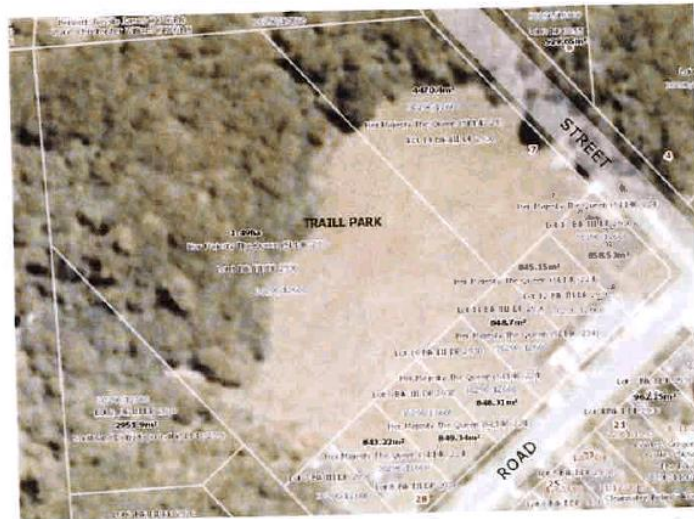
A 12m diameter concrete helipad, dimensions and thickness as shown on plans. This is lit with 8 lights (yellow and blue) set into the concrete pad with a lit windsock that can be manually turned on as needed. This is to be designated for emergency use only.

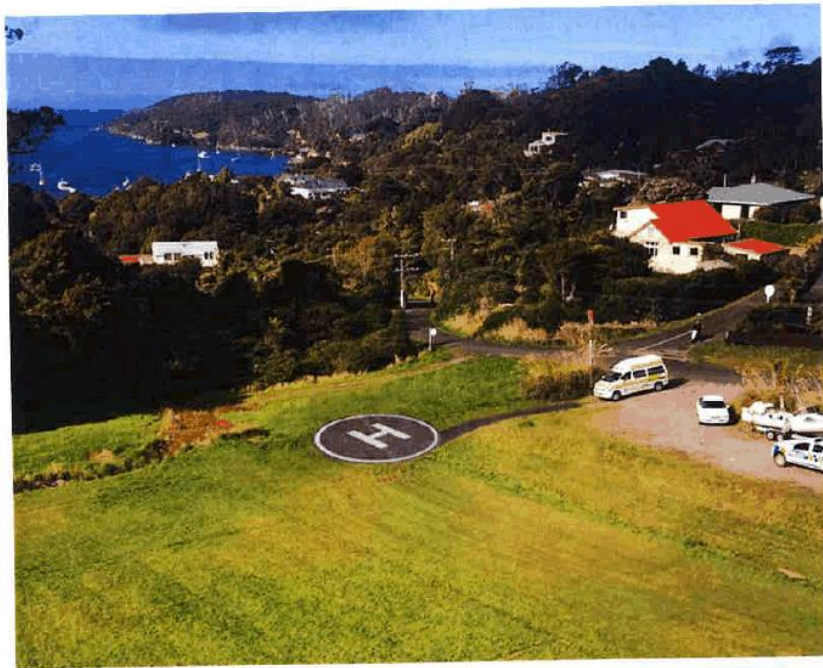
The helipad will be situated on Lot 13 which already has a formed driveway access to trail park. The helipad will not impinge on the football field. Please see attached pictures.

The site chosen already has clear visibility. It is opposite the police station and any signage etc will comply with CAA regulations for an emergency helipad. Already when a medivac occurs the police is

notified and checks the area for landing is clear of people. In the absence of the police, the Oban Volunteer fire brigade is sometimes called upon to assist in this capacity. It is envisaged that with the helipad it will be easier to make people aware of the health & safety requirements than is currently the case. A designated helipad is a very clear landing site after all.

Parking of vehicles is not an issue. There is public parking available in lot 12 and lot 13. The ambulance will pull into the existing driveway which will service the helipad. The existing carpark area is a safe distance away from the planned helipad and very clearly delineated by topographical differences.





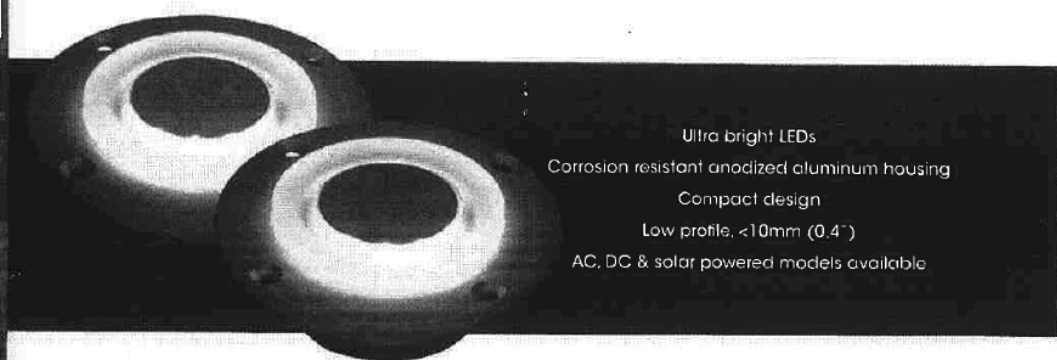


Inset Helipad Light

AV-HLI



in



Ultra bright LEDs

Corrosion resistant anodized aluminum housing

Compact design

Low profile, <10mm (0.4")

AC, DC & solar powered models available

Features

- Optimized light output
- Compact and low profile, <10mm (0.4")
- Optimized for integration in elevated helipads
- Fully sealed optics and electronics maximum resistance against liquid and dust intrusion and mechanical shocks
- Safe Extra Low Voltage compliant
- Compatible with existing infrastructure
- Low power consumption
- Built in surge protection
- Optional IR model for pilots using NVG

Applications

- Touch Down and Lift Off Areas (TLOF)
- Final Approach and Take Off Areas (FATO)
- Flight Path Alignment Lights
- Flight Path Alignment Guidance Lights
- Aim Point Light

Compliance

- Designed to meet ICAO Annex 14 - Aerodromes, Volume II Helipads
- Designed to meet FAA Engineering Brief 87

Avlite's omnidirectional LED inset helipad light can be used as visual aid for helipads. They have been designed to meet the standards of ICAO Annex 14 Volume 2 and FAA Engineering Brief 87 Helipad Perimeter Light for Visual Meteorological Conditions.

As an alternative to elevated lights, Avlite's inset helipad lights are an excellent choice for locations where elevated lights are not suitable or can cause interference to passing aircraft and maintenance vehicles.

The lights can be dimmed from 100%-0 to reduce glare and are available with optional infrared (IR) visibility for pilots using night vision.

Robust Construction

Able to withstand the harshest environments, the unit is made from robust, corrosion-resistant anodized aluminium with a UV-stabilised lens with excellent impact resistance, thermal stability and transparency. The electronics are fully encapsulated for further protection. High efficiency LEDs with over 100,000 hour life expectancy are used ensuring the lights are long lasting and low maintenance.



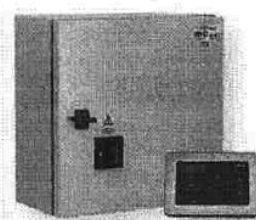
Inset FAO Light

Plug & Play Design

The inset helipad lights are compatible with existing infrastructure and come with a simple plug and play connection making them simple to install.

Optional LCMS Helipad Control System

An optional LCMS (Lighting Control & Monitoring System) can be supplied and integrated with the inset helipad lights to provide central control and/or remote operation functionality for a variety of helipad operations.



AUSTRALIA
t: +61 (0)3 5977 6128

USA
t: +1 (603) 737 1310

w: www.avlite.com
e: info@avlite.com

SPECIFICATIONS * *	AV-HLI
Light Characteristics	
Available colors	Green: TLOF (ICAO & FAA), FATO (FAA), Right Path Alignment (FAA) White: FATO (ICAO), Aim Point (ICAO), Right Path Alignment Guidance (ICAO) Other colors: Blue, Yellow
Peak Intensity - Visible (cd)	Complies to: ICAO Annex 14 Vol 2, FAA EB 87 CAP 437
Peak Intensity - IR (mW/sr)	240
Intensity/dimming	0 to 100% dimmable for Visible IR Option: IR continuous on With LCMS: IR switchable
LED Life Expectancy (hours)	>100,000
Electrical Characteristics	
Operating Voltage (VDC)	18 - 30 V
Power (W)	TLOF/Approach Direction Indicator: max 6.5W FATO/Aim Point: max 12.5W IR model: add 0.3W Blue: 8W (2cd), 40W (20cd) Yellow: 6.5W
Temperature Range (operating)	Operating: -40 to 55°C Storage: -40 to 85°C
Physical Characteristics	
Body Material	Corrosion resistant anodised aluminium
Lens Diameter (mm/inches)	60 / 3 1/4"
Lens Design	LED optic
Mounting	4x M5 Screws
Height (mm/inches)	52.5 / 2"
Diameter (mm/inches)	120 / 4 3/4"
Mass (kg/lbs)	0.9 / 2"
Certifications	
CE	EN51001-5-3:2007, EN51001-6-1:2007
Quality Assurance	ISO9001:2008
Waterproof	IP65
Intellectual Property	
Trademarks	AVLITE® is a registered trademark of Avlite Systems
Warranty *	2 year warranty
Options Available	<ul style="list-style-type: none"> AC/DC converter for AC/DC Variety of solar/battery configuration IR LEDs Adaptor Plate for mounting in 8" Shallow Bases according to IEC TS 61827 / FAA AC 5439/150-460 8" Shallow Base 5" Shallow Base LCMS Helipad Control System

CE • Specifications subject to change or validation without notice
 • Subject to standard terms and conditions
 † Intensity setting subject to solar availability

Light Distribution

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HOW TO ORDER

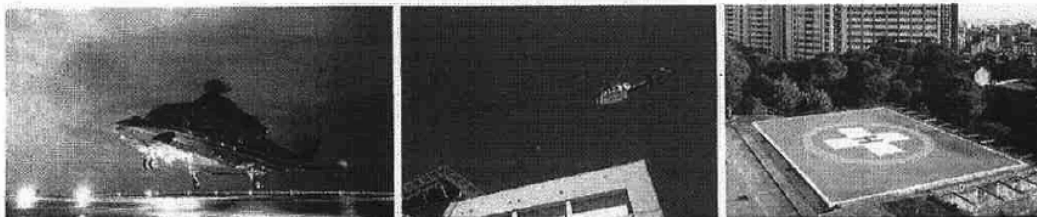
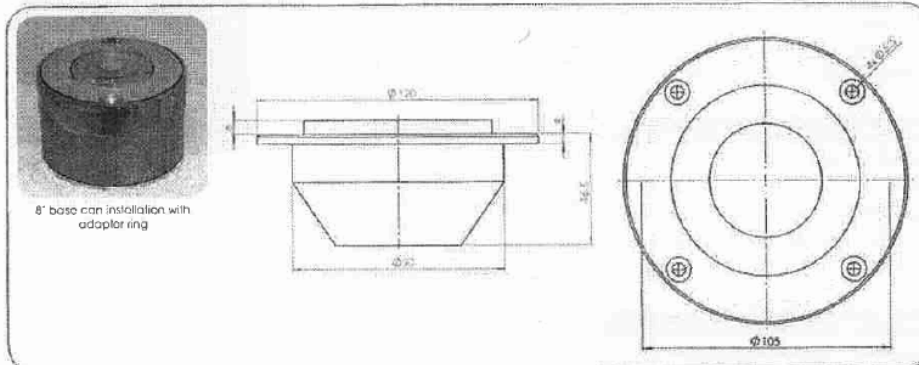
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AUSTRALIA
t: +61 (0)3 5977 6128

USA
t: +1 (603) 737 1310

w: www.avlite.com
e: info@avlite.com

Stewart Island/Rakiura visitor levy bylaw and policy review - preliminary engagement

Record no: R/21/9/51075

Author: Carrie Williams, Senior policy analyst

Approved by: Fran Mikulicic, Group manager democracy and community

☐ Decision

☒ Recommendation

☐ Information

Purpose

- 1 The purpose of this report is for the Stewart Island/Rakiura Community Board (the community board) receive the feedback received from engagement on the Stewart Island/Rakiura Visitor Levy Policy (the current policy) and the Stewart Island/Rakiura Visitor Levy Bylaw (the current bylaw).
- 2 It is proposed that the community board recommend to Council that it endorse an increase to the quantum of the visitor levy, as well as outline any other changes that it would like Council to consider.

Executive summary

- 3 The community board will be aware that a bylaw has required all individuals travelling to Stewart Island/Rakiura to pay \$5 by way of a levy or revenue, since October 2013 (unless the visitor is exempt under the Act).
- 4 The Southland District Council (Stewart Island/ Rakiura Visitor Levy) Empowering Act 2012 (the act) states the levies and revenue collected must be used to:
 - fund activities used by visitors
 - fund activities on the Island for the benefit of visitors
 - mitigate the adverse effects of visitors on the environment of the island.
- 5 The Stewart Island/Rakiura Visitor Levy Allocation Subcommittee (the subcommittee) meet annually to review applications and allocate funding.
- 6 When the bylaw and policy were last reviewed by Council, it endorsed keeping the levy at \$5, until a strategic review of service delivery to Stewart Island/Rakiura had taken place. This review has been completed.
- 7 Council staff carried out engagement during September 2021.
- 8 The feedback received showed that the majority of people who responded supported an increase to the quantum of the visitor levy. Of those that supported an increase, the majority felt that an increase of between \$1 and \$5 (total between \$6 and \$10) was reasonable. A broad range of views was received as to how levy funds are spent and the allocation process. Other topics included the subcommittee, communication about the levy, and whether there should be a seasonal difference

in the levy amount. A summary of the comments received is included with this report at attachment A.

- 9 The community board is being asked to recommend to Council that the quantum of the levy be increased, as well as outline any other changes that it would like Council to consider.
- 10 Under Section 4 of the Act, a levy is a sum of money collected from visitors arriving as freedom travellers, and revenue is money collected on behalf of Council by approved operators. For this report, to ensure clarity, both types of money collected (levy and revenue) will be referred to as “levy”.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Stewart Island/Rakiura visitor levy bylaw and policy review - preliminary engagement” dated 4 October 2021.**
- 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 the feedback from the pre-consultation process.
- e) recommend to Council that the quantum of the levy be increased.
- f) outline any other changes it would like to see made to the Stewart Island/Rakiura Visitor Levy Policy and the Stewart Island/Rakiura Visitor Levy Bylaw for Council to consider.
- g) notes that formal consultation on any changes to the Stewart Island/Rakiura Visitor Levy Policy and the Stewart Island/Rakiura Visitor Levy Bylaw is planned for 2022.

Background

The act

- 11 Although Stewart Island/Rakiura has a small resident population, it is a destination for a large number of short-term visitors. This creates a unique funding challenge for Council. In recognition of this, Parliament adopted the act. The purpose of the act is to provide a mechanism for Council to set and collect levies from passengers travelling to Stewart Island/Rakiura, in order to better provide services, facilities, and amenities for those persons while they are on the island.
- 12 The act also outlines that levies must be used for one or more of the following purposes:

- funding, wholly or in part, activities used by visitors
- funding, wholly or in part, activities on the Island for the benefit of visitors
- mitigating the adverse effects of visitors on the environment of the island.

Council's current policy and bylaw

- 13 Following the adoption of the act, Council adopted a bylaw and policy in December 2012. These became operative when the levy started being collected, in October 2013.
- 14 When the bylaw and policy were reviewed in 2018, Council proposed increasing the levy quantum to \$15, but determined to keep it at \$5 until a strategic review of services to the island was completed. Council adopted the current policy and the current bylaw in February 2019 (attachments B and C). Since then, a significant amount of work has been done quantifying costs and work necessary to provide services to Stewart Island/Rakiura. Any proposal to increase the quantum of the levy must be clearly linked to demand for visitor levy funding.
- 15 The current policy contains practical information about how the visitor levy operates. It outlines who has to pay levies, and how a person can prove they are exempt.
- 16 The Stewart Island/Rakiura Visitor Levy Allocations Subcommittee (the subcommittee), as a subcommittee of Council, is disestablished at the end of each triennium and needs to be re-established by the new Council at the beginning of each triennium. This subcommittee currently meet annually to allocate funding. To be considered for funding, applications have to be for the purposes outlined in the act.
- 17 The current bylaw outlines the levy amount that is imposed (\$5), how it is collected, and the relevant offences and penalties.

Financial information

- 18 The current bylaw and policy came into effect in October 2013. The table below shows information on the funds that have been collected since that time.

Year ended	\$ (GST excl)	No of visitors	No who travelled on a cruise ship	%	No who travelled with an approved operator	%	No of others (aka freedom travellers)	%
June 14 (9 months)	113,567	26,120	2,981	11%	22,946	88%	194	1%
June 2015	133,251	30,648	2,083	7%	28,335	92%	230	1%
June 2016	158,511	36,457	2,492	7%	33,872	93%	94	-
June 2017	159,372	36,656	2,187	6%	34,302	93.5%	167	0.5%
June 2018	193,144	44,423	6,839	15%	37,490	85%	94	-
June 2019	191,267	43,991	4,024	9%	39,855	91%	112	-

June 2020	159,169	36,609	6,074	17%	30,447	83%	88	-
June 2021	182,558	41,998	-	-	41,788	99%	210	1%
Total	1,290,838	296,902	26,680	9%	269,035	91%	1,189	0.4%

Note: the levy is not collected from residents or visitors under 18 years old, as well as other exclusions.

19 Over this period, funds allocated have amounted to \$1,090,057. Of this amount:

- 77% (\$841,603) has been allocated to Council owned infrastructure projects
- 23% (\$248,454) has been allocated to other organisations for infrastructure, operational costs and projects.

Allocating funding

20 The current policy contains guidelines for funding allocation categories and percentages as follows:

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

21 The subcommittee may commit to giving funds over a number of years. Multi-year funding is available for Council and community owned infrastructure for up to 10 years, and up to three years for operational costs.

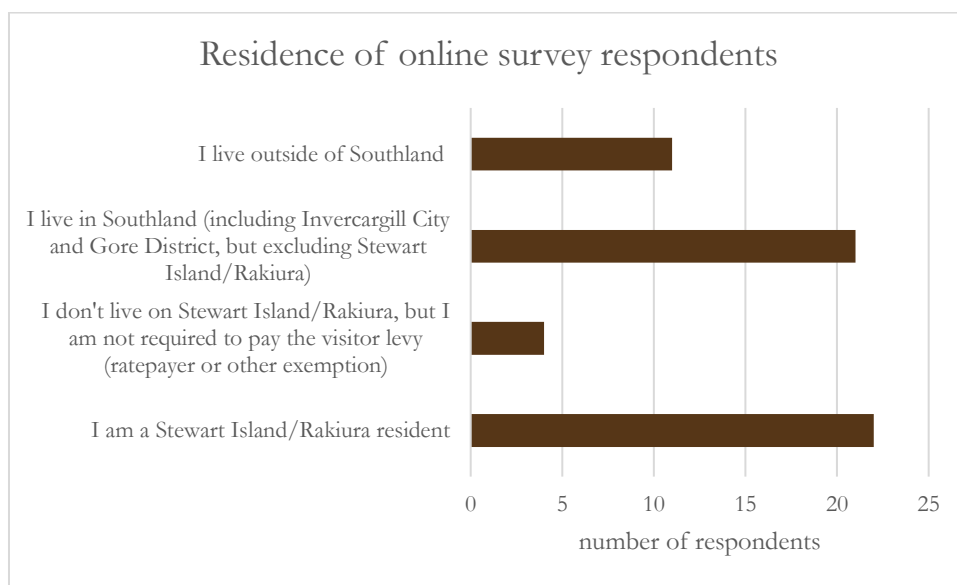
The review process to date

22 To help identify aspects of the current policy and bylaw that should be revised, staff undertook engagement, including:

- promoting an online survey and dates for drop-in sessions (to have a discussion with Council staff about the visitor levy), through print and social media
- putting information on Council's Make it Stick platform regarding the levy, and a survey seeking feedback from anyone interested (this received 58 responses)
- speaking with approximately 30 people at three drop-in sessions on Rakiura and Invercargill or on the phone

- feedback was sought from stakeholders, including approved operators, previous applicants to the levy fund, DOC, Te Ao Marama, Rakiura Maori Lands Trust and Great South
- workshops with the subcommittee and the Stewart Island/Rakiura Community Board.

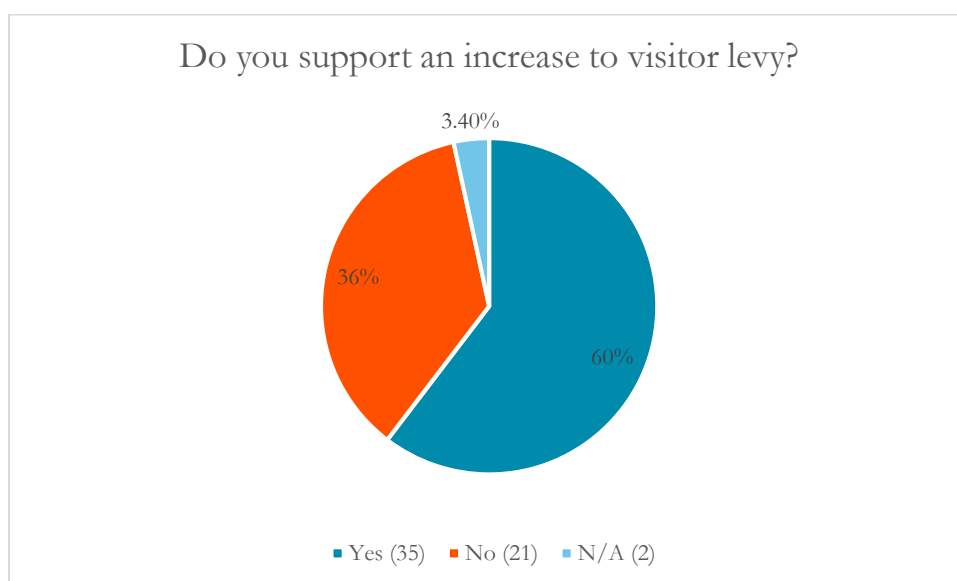
23 The following graph shows where the respondents to the online survey live.



Issues

Summary of feedback on the quantum of the levy

24 Approximately 60% (35) of respondents to the online survey were in favour of an increase of the levy quantum, 36% (21) did not support an increase and two people did not answer this question.

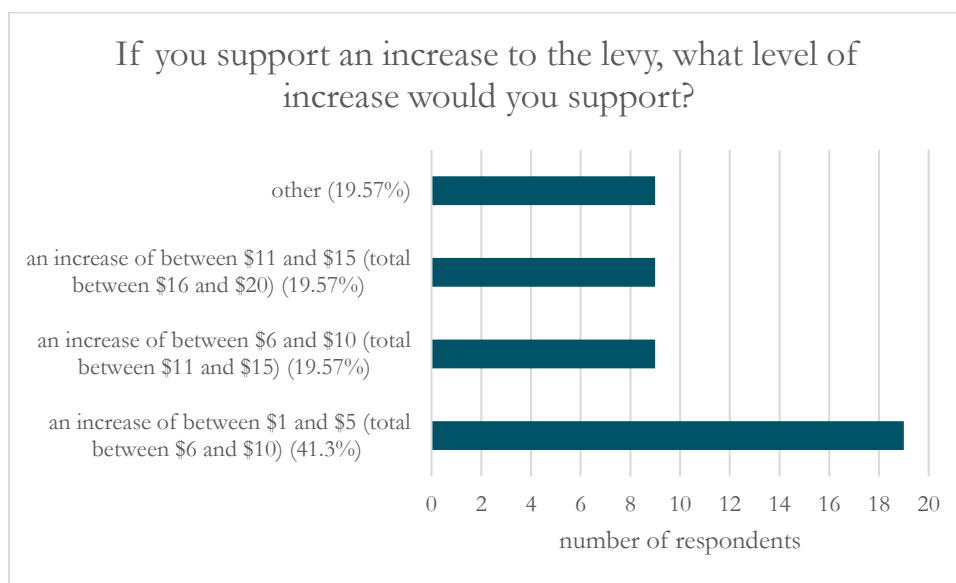


25 The ten external stakeholder organisations who responded were supportive of increasing the levy quantum. Of the people who came to the drop-in sessions to discuss the levy with staff, the

majority favoured an increase in the levy quantum to \$10. Some supported a more incremental increase, and there was a suggestion to increase the quantum in line with inflation.

26 The online survey asked those that were in favour of an increase in the levy, what level of increase they supported. Only 46 people responded to this question, which may indicate 12 did not support an increase therefore did not answer this question.

27 Most respondents (19, 41%) favoured an increase of between \$1 and \$5, which would make the levy total between \$6 and \$10. Equal numbers of respondents (9, 20%) favoured an increase of between \$6 and \$10, an increase of between \$11 and \$15, and 'other'. The graph below shows these results.



28 Attachment A contains a summary of the written and verbal feedback received supporting and against increasing the levy quantum.

Options available regarding the quantum of the levy

29 There are three options available to the community board regarding the quantum of the levy. The community board could choose to:

- recommend to Council that the quantum of the levy be increased
- recommend to Council that the levy remain at \$5
- not make a recommendation to Council on the quantum of the levy.

Summary of feedback received on where funds should go

30 Whilst there is support for increasing the levy quantum, there is not a consensus in the feedback received on what the levy funds should go towards.

31 There was general support for the current guidelines for funding allocation categories. Some said that more specific funding guidelines would provide more certainty for subcommittee planning into future years, while others felt that the subcommittee should continue to have discretion as to what is funded.

- 32 Some strongly support levy funding going towards all infrastructure activities, in order to alleviate the rates burden on Island residents. Others support levy funds contributing to some infrastructure activities, such as wharves and toilets, but not others, such as footpaths. There was general support that the levy should help to fund SIESA, the provision of electricity on the Island. There were also several people who provided comments that it should only go to things that are 'directly' visitor related, but what this entails varied between individuals.
- 33 There was support that levy funds should go towards the provision of jetties and wharves. However, some felt that the commercial users of these wharves should be solely responsible for these costs. There were comments that a set percentage of the levy should go towards funding wharves each year.
- 34 There was widespread support for the ability of the subcommittee to allocate funding for operational expenses such as wages, and multi-year funding. It was suggested that the policy contain wording that when a project in Council's LTP applies for funding, that this shows that it has gone through a process of receiving community support. A summary of input received on what people thought that levy funds should go towards is at attachment A.

Funding needs on the island

- 35 If Council proposes to increase the quantum of the levy, any increase must be clearly linked to visitor-related funding needs on the Island. As outlined in the section above, there are varying opinions on what levy funds should go towards.
- 36 Levy funds are allocated to groups or organisations by way of application to the Stewart Island/Rakiura visitor levy allocation subcommittee, so funding for particular projects is not guaranteed, nor is it a given that a particular project will apply for funding. However, having increased funds available would increase the pool of funds available to assist with getting important work and activities completed.
- 37 On average, levy funds collected amount to an average of \$160,000 per year, which is significantly less than the forecasted spending for the Island annually until 2031, across community and Council projects that provide visitor-related benefits. With such a small ratepayer base, servicing the shortfall is unaffordable from a rates perspective. If Council decides to consult on an increase to the levy quantum, further detail will be provided on the anticipated costs of future Council and community related projects, as part of the formal consultation process.
- 38 The Island faces significant costs that are related to visitors. There is \$5,677,289 of spending identified that benefits visitors and residents, for the eight years to 2031 shown in attachment D. This is an average of \$710,000 per annum. Assuming an average of 36,800 visitors a year (\$160,000 of levy income), the shortfall from the current levy income is \$550,000 per year.
- 39 As an example, one scenario is that if 50% of the total value of these projects are eligible and apply for levy funding, the shortfall from current average annual levy funds would be \$194,831. This represents a \$5.42 increase per visitor from the current \$5 levy.

Feedback received about a seasonal differential in the levy amount

- 40 Survey respondents were asked whether they would support a seasonal difference in the levy amount, such as a lower quantum in the winter season than the summer, in order to encourage more people to come to the Island during the quieter times of year when there are less visitors.

- 41 55 people responded to this question, with the majority signalling they would not support a seasonal difference in the levy amount. 42 (76 %) answered no, and 13 (24%) said yes.
- 42 Several people commented that making a seasonal variation in the levy quantum would be too complex. There were also comments that regardless of the time of year, a visitor has access to the same amenities and services, and so should be paying the same price to help fund these.

Feedback received regarding communication about the levy

- 43 Some people said that would like to receive updates through media (Stewart Island News) about each year's applications and allocations. Others suggested that the community have a more direct say in how the funds are granted, and that the subcommittee's job could be to collect 'votes' for a project after it has been determined to be eligible for funding.
- 44 Input was received that Council could improve communications about the purpose of the levy and what it has accomplished since its inception. One person said that visitors have a genuine interest in understanding 'the story' behind the levy and appreciating their role in helping to protect and enhance a place that they visit. For example, there could be further information on the approved operators ticketing site about the levy, or a link to further information about the levy, as well as signage. This type of initiative would not require a change to the policy or bylaw.

Factors to consider

Legal and statutory requirements

- 45 To comply with its obligations under the Local Government Act 2002 (LGA), Council needs have a clear rationale of the funds required over the course of a long term plan (LTP) to better provide services, facilities and amenities for visitors while they are on Stewart Island/Rakiura.
- 46 The act provides that Council may make bylaws in accordance with the LGA to prescribe:
- the rates of levies that may be imposed on or in respect of visitors, and
 - the means by which those levies are to be collected.
- 47 It is proposed that Council will undertake consultation on a draft policy and bylaw in accordance with the special consultative procedure outlined in sections 83 and 87 of the LGA. This will involve staff preparing and Council adopting a formal statement of proposal, having a consultation period of not less than one month, and allowing people to present their views to Council in a manner that enables spoken interaction, such as by having a hearing.
- 48 An important legal consideration is that if an increase to the levy quantum is proposed, Council would have to negotiate a variation to its contract with the approved operators, as the current contract contemplates a levy quantum of \$5.

Community views

- 49 The purpose of the engagement process undertaken was to receive preliminary views on whether there is support to increase the quantum of the levy, and any other aspects of the current policy and bylaw that people think should be reviewed. Paragraph 22 above outlines the steps taken.
- 50 Council will be able to further ascertain community views on a draft policy and bylaw when it undertakes formal consultation in accordance with the special consultative procedure.

- 51 There is a large amount of community interest (particularly on Stewart Island/Rakiura) in the visitor levy. Staff anticipate that a reasonable amount of feedback will be received through the consultation process, and that the media may also be interested in this issue.

Costs and funding

- 52 Costs associated with progressing a draft policy and bylaw through to the consultation process, including the costs associated with staff time and advertising would be met within current budgets.
- 53 An overview of cost and funding considerations are outlined in the issues section and in attachment D. Any proposed increase must be clearly linked to funding requirements for visitors.

Policy implications

- 54 If changes are made to the current policy and bylaw, there may be policy implications for:
- visitors to the island
 - future applicants to the levy
 - Council, including the community board, subcommittee and the Community and Strategy Committee
 - the approved operators and other transport providers to the Island, and
 - local business and tourism operators on the island.
- 55 The implications of these particular issues will be discussed in more detail when the specific proposed recommendations are known.
- 56 Council's Revenue and Financing Policy contemplates grant funding going towards Council owned infrastructure on the Island, therefore is consistent with the levy in this regard.
- 57 The visitor levy is consistent with the Southland Murihiku Destination Strategy 2019-29, which, among other things
- encourages the development of services and facilities related to Rakiura's Dark Sky sanctuary status
 - recommends ensuring that infrastructure such as wharves and jetties is of a requisite standard and well maintained.

Analysis

Options considered

- 58 The following reasonably practicable options have been identified, alongside outlining any other changes the community board would like to see made to the current bylaw and policy.
- option 1 – That the community board recommend to Council that the quantum of the levy be increased.
 - option 2 – That the community board recommend to Council that the levy remain at \$5.

- Option 3 – That the community board choose not make a recommendation to Council on the quantum of the levy.

Analysis of options

Option 1 – That the community board recommend to Council that the quantum of the levy be increased.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • a lot of community views have been captured through preliminary consultation and the community board is in an informed position to make a recommendation on this issue • Council will have a clear idea on the community board's views on this issue • this option is in line with the majority of stakeholder and community views that the quantum of the levy should be increased • an increase in available funds would support visitor related projects on the island and may relieve the rates burden on this community. 	<ul style="list-style-type: none"> • there should be a clear rationale for the amount of the levy, and the community board may feel that it does not have enough information to make a recommendation at this time.

Option 2 – That the community board recommend to Council that the levy remain at \$5.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • a lot of community views have been captured through preliminary consultation and the community board is in an informed position to make a recommendation on this issue • Council will have a clear idea on the community board's views on this issue. 	<ul style="list-style-type: none"> • this option is not in line with the majority of stakeholder and community views that the quantum of the levy should be increased • there should be a clear rationale for the amount of the levy, and the community board may feel that it does not have enough information to make a recommendation at this time • keeping the levy at \$5 will not increase available funds for visitor related projects on the island and may increase the rates burden on this community.

Option 3 – That the community board choose not make a recommendation to Council on the quantum of the levy.

<i>Advantages</i>	<i>Disadvantages</i>
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<ul style="list-style-type: none"> • this option could give the community board time to consider and reflect • there should be a clear rationale for the amount of the levy, and the community board may feel that it does not have enough information to make a recommendation at this time. 	<ul style="list-style-type: none"> • Council will not have a clear idea on the community board's views on this issue • it may appear that the community board is reluctant to make a decision on this matter.
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Assessment of significance

- 59 Any increase in the amount of the levy is likely to impact/have consequences for a large number of people. There is also a lot of public interest in this matter. However, the recommendation sought in this report is not a decision on this matter. Accordingly, it has been identified that this matter is not significant in relation to Council's Significance and Engagement Policy and the LGA.

Recommended option

- 60 Staff recommend that the community board proceed with Option 1 and that it recommend to Council that the quantum of the levy be increased.

Next steps

- 61 After receiving input from the community board, staff are proposing the following review and consultation process on the policy and bylaw:

DATE	STEP
23 November 2021	Present a draft policy and bylaw to the Community and Strategy Committee.
15 December or 25 January 2022 (TBC)	Present a draft policy and bylaw and the statement of proposal to Council, and recommend it adopts the documents for consultation.
March/April 2022 (dates TBC)	Consult on the draft policy and bylaw in accordance with the special consultative procedure.
April/May 2022 (date TBC)	Hold hearings and present written submissions to Council.
May 2022 (date TBC)	Council deliberations.
June 2022 (date TBC)	Council adopts the draft policy and bylaw.
October 2023	policy and bylaw come into effect, as per contracts with approved operators (NB: if quantum of levy does not change, policy and bylaw would come into effect July 2022, after 2022 funding allocation round).

Attachments

- A Summary of written and drop-in session feedback [↓](#)
- B Current Stewart Island/Rakiura visitor levy policy [↓](#)
- C Current Stewart Island/Rakiura visitor levy bylaw [↓](#)
- D Visitor related projects from LTP project list and community groups [↓](#)



Attachment A - summary of written and drop-in session feedback

Engagement regarding review of the Stewart Island/Rakiura visitor levy bylaw and policy

Levy quantum feedback

Support for increasing the levy quantum
Visitor levy appears to work well, support it being targeted to visitors who are not on the Island to work.
Support an increase for different reasons, not due to a 'shortfall' of funding.
Inflation adjust for previous 6/7 years at least. Then project inflation and increase possibly at two year intervals.
The current levy is not enough to cover upkeep costs. Thinks visitors should contribute more.
Supports an increase especially to reduce power charges. If there were no visitors, generators would not need to be replaced as often, visitors require a lot of power.
\$10.00 per visitor would be fair.
Have seen Stewart Island go from quiet fishing village to a quiet village and then develop into a small tourist destination. The integrity of the island and community needs protecting and to do this requires money. Things like the roads, electricity supply, wharf up keep etc requires constant and dedicated maintenance. Building is needed, but the infrastructure needs to be there to support it. Whole heartedly support an increase.
Visitors benefit directly from the increase. The locals shouldn't have to pay for the "invaders" to enjoy themselves more.
Since the \$5 fee was introduced in 2013 the costs associated with providing services which are of benefit to visitors has increased substantially. A \$10 levy would be acceptable and beneficial to all concerned.
Believes the levy should go up to maybe between \$7-\$9.
Would support small increase to levy provided that the allocation criteria included being able to be used for things like SIESA and contribution to waste services.
Opposed the levy increase last time however realizes that more funding is now required. Would support increase up to no more than \$10.
Many people on Rakiura are struggling just to make ends meet. Anything we can do to ease the burden needs to be considered so we don't have rates increase etc for visitor related fatalities. Visitor pressure on Rakiura is high, an increase will hopefully ease the burden not only on struggling infrastructure but on rate of increase in numbers coming to the Island.

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Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

0800 732 732
@ sdc@southlanddc.govt.nz
📍 southlanddc.govt.nz



Support the purpose and allocation of the levy. Particularly that it is relieving the financial burden on a local community.

Feedback against increasing the levy quantum

Oban's southern geographical position means that it forms a hub for the Southland region, centred on Invercargill, in terms of tourist destinations. Factored into this is Oban's deep water, all weather port and airstrip. The importance of Oban to the region's tourist industry far outweighs its population base. Oban needs to be treated the same as Milford Sound (with no rating base) and be funded by the Invercargill and Southland District Councils.

Would like levy to stay at \$5 and not cater to tourists.

Do not support increasing the levy, people should know that when they live on the island that costs are high, and if they can't meet those costs, that living here may not be for them.

Does not support an increase to the levy, because 1. Foreign visitors to NZ already pay a visitor levy of \$35.00. 2. An increase to the levy directly impacts on ratepayers/residents family coming home to visit. 3. Government funding (for which the increased foreign visitor tax was intended) should be used to cover the costs of improving community infrastructure. 4. It has been suggested that increased funds will be used to upgrade and improve wharves on the Island. However, the wharves are not used solely by the visitor sector, with commercial users and private boaties. Investment in infrastructure improvement in this instance should also include contributions from other sources other than just the visitor levy. 5. Proposed increase of the levy should be justified with plans of the future spending.

Does not support an increase in the visitor levy as it is already expensive to come to Rakiura, raising the levy will only continue to make Rakiura a destination place for those that are wealthy.

Rates and the cost of getting there (ferry/plane tickets) are already high enough and more funds should be taken from that instead of a levy.

Does not support an increase to the levy, holiday homes should be charged a commercial rate to help with infrastructure for visitors.

Doesn't see why the levy needs to be increased. There is a lot of money on the island and sees no reason why community organisations need to apply to the levy, community organisations have plenty of money. More levy collected just means more money to waste.

Feedback regarding what levy funding should be put towards

Agree that increased available funds would support enhanced outcomes in terms of fit for purpose infrastructure for visitors and community.

Happy with current criteria on allocation of funding (especially for community groups).

Funding allocation should be evened out to all areas involved.

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The visitor levy should not be used to cover shortfall in ratepayer money towards projects. Instead project should be encouraged to present a robust business case on how it will pay for itself over time.
Would like a set amount of levy funds (a %) to go towards essential services (power, wastewater, roading, rubbish, toilets), then allocated between these – no application, % received as of right.
Supports funding for toilets and that a % of levy funds going to jetties each year. No to most footpaths, may be some of merit. SIESA should be low priority.
Prefer to see driver education as opposed to new footpaths.
Lee Bay Road should be sealed due to lots of visitors, supports levy funding towards this.
Dundee Street footpaths are a high priority.
Don't put levy funds to small, ad hoc projects. Levy funds should go towards infrastructure to alleviate rates burden: SIESA, waste, sewerage.
There is too much focus on Council infrastructure.
Supports Ulva Island wharf rebuild; unfair for ratepayers to pay full cost. Supports allocations to operational costs. Okay with levy funds going towards SIESA and wastewater, suggests looking at difference in uses of both between high and low visitor season.
Funding could be opened to Bluff projects which directly benefit visitors going onto the Island - as Bluff is one of the key gateways. Support multi-year funding for large projects with significant costs.
Multi-year funding may be an advantage for bigger projects that run over more than one year.
Believes that SIESA and the cost of waste services to the island should be eligible for funding from the levy.
Power costs on the island are horrendous and levy should be able to be used towards capital equipment at SIESA (because a new generator just got purchased and because of the increase over the summer from tourism, a bigger generator had to be purchased that could cope with the greater load rather than just for resident load).
Does not support the levy funding being used for things like picnic tables and certainly not for a footpath to Horseshoe Bay. Also believes some funding from the levy towards SIESA should be allowed. Would like levy funds being available to further develop Moturau Gardens.
Power station is reliable but expensive; thinks it makes more sense for levy funding to go towards the costs of this than things like footpaths. Although there is a safety issue for pedestrians in regard to getting to Golden Bay and the Ferndale Hill. Also thinks that levy funds could also be used for contributing to operating costs for waste collection and improving the waste collection options.
Perhaps also needs to include the ability to support DOC facilities in the future, especially maintenance of these, much like the Lord Howe Island model. Most people coming to Rakiura are using these DOC facilities but it is not cost neutral.

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Feedback regarding the subcommittee

Local representation can be useful to have although this allows for personal bias to influence a decision. A limitation on the length of time any one individual can hold this position could mitigate this.

The subcommittee feels to be closed off to general Stewart Islander's wishes for how money could/should be spent. It is based on the opinion of a few rather than majority.

I think the committee should be made up of 1 business owner, 1 fisher-person, 1 worker and one retired person. This gives a good spread of opinions and fairness in dividing the amount available is to be spent.

The way the funds are allocated seems unfair and biased.

The subcommittee could probably benefit from being more representative of the community.

Community representation on the allocation committee is very important.

Must have a good representation of - local resident (old & young), community board member, travel provider, accommodation provider, Iwi, SIPA and perhaps DOC & SDC. Representation needs to be mainly SI residents to ensure its best for community.

Feedback regarding allocation process

Would like to see the "whole" community have a say on the applications to the fund.

There should be a voting system open to Islanders to allocate money. The subcommittee's task could be to collect applications for projects and then determine if they are eligible for general vote.

The timing for applications is currently at a bad time when most people are busy.

Would like to see regular updates on the allocation process to the community (Stewart Island News) in plain English.

The policy could benefit from wording to indicate that if a project is included in the LTP, that it has community support.

Require precise allocation criteria in the policy.

Seasonal differential feedback

We have a lot less people come over in winter so it could help with bringing visitors to the island in our quiet season with a lower levy amount.

There are many operators who do not offer accommodation during the winter months, the cost of power is a contributing factor to this decision as well as operators wanting some 'down time'. I think it would be unfair to charge people more in the summer compared to those in

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the winter months, off-putting for the dark sky enthusiast who has managed to secure accommodation and fit their trip around reduced services on the island.
Keep it simple. Remember that the two transport companies need to keep their business transparent and easy to operate.
Seasonal differentiation in visitor numbers has declined in recent years. Periods of lockdown followed by periods of ability for inter-regional travel have added to variations to traditional travel patterns. Doubt that a difference to the amount would deter intending visitors.
Visitors don't always know what season it is. I think a consistent levy is best. Visitors would be using facilities whatever the season.
It should be the same all the time if you are a visitor you still have all the visitor amenities e.g. walks, footpaths, signage, seating, available all year round so therefore should be contributing to the use of these
Seems relatively cheap anyway, regardless of season, however it could be differentiated to potentially spread the flow of visitors a bit.
Lived on Stewart Island for a year and believe the levy isn't in keeping with the costs of things now. It should be increased but possibly lowered in winter to encourage visitors year round

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Stewart Island/Rakiura Visitor Levy Policy

Role responsible:	Activity Manager Community Assistance
Date approved:	12 December 2012
Date amended:	7 February 2019 (to come into effect on 1 July 2019)
File number:	r/18/2/4407

1.0 Purpose

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

2.0 Background

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

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

3.0 Definitions

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



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



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



	<ul style="list-style-type: none"> (i) for the purposes of the Local Government (Rating) Act 2002, is a ratepayer in respect of a rating unit on the island; or (ii) is a resident of the island by virtue of being a resident for electoral residency purposes under section 23 of the Local Electoral Act 2001; or (iii) is a tenant of a rating unit for the purposes of the Residential Tenancies Act 1986; or (iv) is the spouse, civil union partner, de facto partner, or dependant of a ratepayer or tenant; or (v) is a beneficiary of the Rakiura Māori Land Trust or who has an ownership interest in a Māori land block on the island; or (vi) is an excluded visitor.
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4.0 Collection

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

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

The definitions of revenue and levy are found in section '3.0 Definitions' above.

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

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

4.1 Who Pays

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

- residents, ratepayers and tenants of Stewart Island/Rakiura and their spouses, civil union partners, de facto partners, or dependents;
- beneficiaries of the Rakiura Māori Land Trust or individuals who have an ownership interest in a Māori land block on the island;
- visitors who remain on the island for any continuous period of 21 days or more;



- owners of a transport vessel or individuals employed under contract to work on a transport vessel;
- individuals whose visit is entirely within the boundaries of the Rakiura National Park; or
- persons under the age of 18 years on the date of arrival on the island.

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

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

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

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

5.0 Calculation

The amount of the levy is set out in the Stewart Island/Rakiura Visitor Levy Bylaw and is \$5.

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

5.1 Arrangements with Approved Operators

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

Apart from ISS McKay Limited, Approved Operators will collect revenue from passengers on both inbound and outbound journeys (\$2.50 each way). This allows for passengers who use different modes of transport to travel to and from the island and allows the revenue to be apportioned across the modes of transport on an equitable basis.

ISS McKay Limited will collect revenue (\$5) from each passenger (carried to or from Stewart Island/Rakiura (or its internal waters) on behalf of Southland District Council. This applies regardless of whether or not that passenger disembarks and regardless of the number of times the passenger disembarks and embarks.



5.2 Collection of the Levy from Freedom Travellers

The Stewart Island/Rakiura Visitor Levy Bylaw outlines levy collection from visitors who travel to the island via private or chartered transportation (i.e. freedom travellers). A \$5 levy is payable when the visitor arrives on the island. Council has provided a collection box to receive payments or payment can be made at any Council office. The collection box is placed on the Main Wharf in Oban. Freedom travellers can deposit levy payments at this location at any time. Council may also enter into agreements with agents operating chartered vessels, to collect the levy from passengers on behalf of Council.

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

6.0 Proof of Exemption

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

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

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

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

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

6.1 Application for Exemption

An application to receive a Southland District Council photo identification card can be made by attending the Southland District Council office located at 15 Forth Street, Invercargill or by sending a completed application form to Council (PO Box 903, Invercargill 9840 or contactcs@southlanddc.govt.nz) with a colour passport photo of each applicant.



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

7.0 Refunds

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

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

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

8.0 Audit

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

9.0 Enforcement

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

An infringement fee has been set by way of regulation and will be displayed on signs erected on the island. The amount of the infringement fee is \$250. Infringement notices can be issued by Southland District Council Enforcement Officers if they observe a person committing an infringement offence or if they have reasonable cause to believe that a person has committed an infringement offence.

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

10.0 Administration

The subcommittee has the delegated authority and will make decisions to approve applications from the Stewart Island/Rakiura Visitor Levy fund. The subcommittee will meet annually to review applications and allocate funding.

The subcommittee is the subordinate decision making body of the Community and Policy Committee. The subcommittee is subject to standard audit procedures. The Community and Policy Committee will be informed of funding decisions via memoranda. Council's Annual Report will contain an itemised statement of the Stewart Island/Rakiura Visitor Levy fund each year.



10.1 Subcommittee Membership

The subcommittee will consist of the following members appointed by Council:

- the chair of the Community and Policy Committee
- the chair of the Finance and Audit Committee
- the councillor for Stewart Island/Rakiura
- a representative from the Stewart Island/Rakiura Community Board
- a representative recommended by each of the Approved Operators (three in total)
- a member to represent iwi
- a member from Stewart Island/Rakiura

The chair of the Community and Policy Committee will act as chair of the subcommittee.

The chair of the subcommittee will have a casting vote, which can only be exercised to resolve an evenly split vote.

If the councillor for Stewart Island/Rakiura is also the chair of the Community and Policy or the Finance and Audit Committee, then an additional councillor will be appointed to the subcommittee, by Council.

Elected members on the subcommittee must act in accordance with Council's Code of Conduct. Council's Standing Orders also apply to the subcommittee. If a subcommittee member has any connection to an application greater than that of the general public, that member should declare an interest in the relevant application, prior to it being considered. In such circumstances, the member affected shall still be entitled to speaking and voting rights, unless the member has a pecuniary interest in the application.

Further information on the appointment of the representatives from the Approved Operators, the iwi representative and the representative from Stewart Island/Rakiura, is provided in Appendix B.

10.2 Applications

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

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

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

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

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



Late applications will not be considered.

10.3 Allocation Process

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

- Step 1 - Assessing if the application is eligible for funding
- Step 2 - Assessing which category the application falls under
- Step 3 - Allocating funds to applications from each category (using the funding allocation percentages as a guide and based on the strength of the application).

Step 1: Assessing if the application is eligible for funding

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

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

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

Where appropriate, a staff member or contractor may liaise with an applicant to discuss their application (e.g. whether further information is needed, or whether there is a minor issue with the application etc). The applicant will be permitted to make minor amendments to their application in this circumstance.

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

Step 2: Assessing which category the application falls under

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

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



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

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

Funding allocation categories and percentages

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

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

The strength of the application

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

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

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

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

Committing to allocating funds in the future

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



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

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

The subcommittee will work with staff to develop a 10 Year Funding Plan as part of each three year Long Term Plan cycle. This plan would then be approved by Council through the Long Term Plan. The plan could be used to provide forecasting around future revenue streams and also to enable the subcommittee to have a view on what proportions it might want to allocate towards multi-year commitments.

General points about allocation

Local and central government can make applications for funding.

Funding can be allocated to an applicant when he/she has received funding for the same or a similar thing, on a previous occasion.

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

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

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

The subcommittee will not give further funding to applicants if they have not returned their accountability form to Council (when they have been required by this policy, to do so).

11.0 Accountability

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

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



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

12.0 Review

Council will review the Stewart Island/Rakiura Visitor Levy Bylaw and this policy within six years of adoption.



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

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

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

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

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

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



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



Appendix B: Appointing representatives to the subcommittee

Representative recommended by each of the Approved Operators

Council will request the Approved Operators to nominate a person to be a voluntary member on the subcommittee.

Representative for iwi

Council will, in accordance with its Charter of Understanding with Te Ao Marama Incorporated, seek an iwi representative to be a voluntary member on the subcommittee. If a willing iwi representative is not identified through liaising with Te Ao Marama Incorporated, Council will then approach other people who may be suitable for the role.

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

Representative from Stewart Island/Rakiura

Council will request expressions of interest from Stewart Island/Rakiura residents and ratepayers, to be a voluntary member on the subcommittee. A person will be selected by Council, following consideration of:

- the skills and experience of those interested
- the extent that conflicts of interest would be likely if the individual became a member (there is a preference for minimal/no conflicts being likely)
- the extent that the individual knows tourist/visitor requirements and impacts on the island.

If no-one suitable expresses interest, Council will approach people who may be suitable for the role.

The appointment of the Stewart Island/Rakiura representative will be reviewed every three years, after Council elections.



Southland District Council

Stewart Island/Rakiura Visitor Levy Bylaw

(Revision 1, 2019)

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

☎ 0800 732 732
✉ sdcsouthlandddc.govt.nz
🏠 southlandddc.govt.nz

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Document Revision

Date	Amendments	Amended by	Approved by	Approval date
2012	Original		Council	12 Dec 2012
2019	2019 review <ul style="list-style-type: none"> • Adding/amending definitions of 'Approved Operator' and 'Visitor' • adding the location of the collection box • adding the infringement fee that has been set by way of regulation • removing that payment can be made on website 	Council	Council	7 February 2019 – to come into effect on 1 July 2019

1 Title and commencement

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

This bylaw shall come into force on 1 October 2013.

2 Purpose of bylaw

The bylaw is made to prescribe:

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

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

3 Interpretation

In this bylaw, unless the context requires otherwise:

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

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

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

"Council" means the Southland District Council.

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

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

"Visitor" means any person who:

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

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

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

4 Levy for visitors to Stewart Island/Rakiura

The levy for a visitor who travels to Stewart Island/Rakiura is \$5 (inclusive of GST).

5 Surrounding islands

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

6 Means of collection of levies

Levies will be collected:

- (a) by Council at any of its offices;
- (b) by Council at its collection box on the Main Wharf in Oban; and
- (c) by agents of the Council appointed to collect levies on its behalf.

Details of the agents who have been appointed to collect levies will be given on the signs erected by the Council at major points of entry on Stewart Island/Rakiura under section 5(3) of the act and on the Council's website.

7 Offences and penalties

A person commits an infringement offence under the act who:

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

The infringement fee for each infringement offence has been set by way of a regulation made under the act and it is \$250.

This bylaw has been made and confirmed by a resolution passed at a meeting of Council held on Wednesday 12 December 2012.

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

MAYOR

CHIEF EXECUTIVE

ATTACHMENT D - VISITOR RELATED ACTIVITIES FROM LTP PROJECT LIST AND COMMUNITY GROUPS

Project code	Project name	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	project total	activity total
toilets											325,105
P-10637	Golden Bay toilet - refurbishment					34,961				34,961	
P-10638	Horseshoe Bay toilet - refurbishment					34,961				34,961	
P-10639	Briggs Bay and Motorau Moana toilets - renewal								255,183	255,183	
SIESA (electricity supply)											1,903,251
P-10632	transmission renewal programme	126,567	129,731	133,104	136,432	139,979	143,758	147,640	151,479	1,108,690	
P-10636	generation renewal programme	90,706	92,974	95,391	97,776	100,318	103,027	105,809	108,560	794,561	
waste services											54,055
P-10424	replacement waste collection vehicle		54,055							54,055	
parks and reserves											72,383
P-10806	foreshore playground equipment					58,724				58,724	
P-10807	Moturau Moana Gardens - roofing		13,659							13,659	
streetscapes											42,821
P-10856	Baker Park tracks	21,136	21,685							42,821	
Jetties											1,482,014
P-10670, P-10671, P-10855	Golden Bay wharf investigation and renewal, main wharf infil investigation (NB: figures here are loan interest and repayment, not total cost of projects)	107613	107613	107613	107613	107613	107613	107613	107613	860,904	
P-10674, P-10675	Stewart Island wharves - refurbishment	98,089			55,710					153,799	
P-10854	Ulva Island wharf causeway renewal (NB: \$598,473 not included here as is in 2021/22)				341,079					341,079	
P-10686	Millars Beach wharf - renewal								126,232	126,232	
wastewater											1,293,660
P-10472	switchboards, cabinets and pumps							636,957	656,703	1,293,660	

ATTACHMENT D - VISITOR RELATED ACTIVITIES FROM LTP PROJECT LIST AND COMMUNITY GROUPS

Project code	Project name	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	project total	activity total
community groups											504000
	Stewart Island Promotion Association - visitor maps	2000	2000	2000	2000	2000	2000	2000	2000	16000	
	Stewart Island Promotion Association - free wifi	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	8000	
	Rakiura Heritage Trust - operational costs	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	240,000	
	SIRCET (Stewart Island / Rakiura Community & Environment Trust) - operational costs	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	240,000	
Total		507,111	482,717	399,108	801,610	539,556	417,398	1,061,019	1,468,770		5,677,289
Average per annum (over 8 years)											709,661

Notes: (1) Council projects have been taken directly from the LTP 2031 full capital project list, so this table not exhaustive in terms of work scheduled for the Island which is visitor related. As well, there are community groups who may not yet know their funding needs. (2) Projects for 2021/22 and 2022/23 have been removed because if the levy quantum were to increase, this would not take effect until October 2023, thus these eight years more accurately show demand for funds. The exception to this is that loan interest and repayment is shown for the jetties projects, not full capital costs, as the subcommittee could commit to grant funds for loan servicing. (3) All project costs are representative only, and will change.

DRAFT - ADJUSTED COST OF VISITOR RELATED PROJECTS FOR DISCUSSION PURPOSES ONLY

Activity/A rea	Project code	Project name	Year				
			2023/24	2024/25	2025/26	2026/27	2027/28
Toilets							
	P-10637	Golden Bay toilet - refurbishment					34,961
	P-10638	Horseshoe Bay toilet - refurbishment					34,961
	P-10639	Braggs Bay and Motorau Moana toilets - renewal					
SIESA (electricity supply)							
	P -10632	Transmission renewal programme	126,567	129,731	133,104	136,432	139,979
	P -10636	Generation renewal programme	90,706	92,974	95,391	97,776	100,318
Waste services							

	P-10424	Replacement waste collection vehicle in Stewart Island (tagged under SIESA in LTP)		54,055			
Parks and reserves							
	P -10806	Stewart Island Foreshore playground equipment					58,724
	P-10807	Moturau Moana Gardens - roofing		13,659			
Streetscapes							
	P -10856	Baker Park tracks	21,136	21,685			
Jetties							
	P-10670, P-10671, P-10855	Golden Bay wharf investigation and renewal, main wharf infil investigation (NB: figures here are loan interest and repayment, not total cost of projects)	107,613	107,613	107,613	107,613	107,613
	P-10674, P-10675	Stewart Island wharves - refurbishment	98,089			55,710	

	P-10854	Ulva Island wharf causeway renewal (NB: \$598,473 not included as is in 2021/22)				341,079	
	P-10686	Millars Beach wharf - renewal					
Wastewater							
	P-10472	Switchboards, cabinets and pumps					
Community Groups							
		Stewart Island Promotion Association - visitor maps	2,000	2,000	2,000	2,000	2,000
		Stewart Island Promotion Association - free wifi	1,000	1,000	1,000	1,000	1,000
		Rakiura Heritage Trust - operational costs	30,000	30,000	30,000	30,000	30,000
		SIRCET (Stewart Island / Rakiura Community & Environment Trust) - operational costs	30,000	30,000	30,000	30,000	30,000
Total			507,111	482,717	399,108	801,610	539,556

Average per annum (over 8 years)

GST exl Est number visitors

Current Levy Income \$5 per visitor

4.35 36,800

Estimated additional funding required

Increase per visitor

Notes:

- (1) Council projects have been taken directly from the LTP 2031 full capital project list, so the tables are not of visitors.
- (2) Projects for 2021/22 and 2022/23 are not included. If the levy quantum were to increase, this would amounts are much lower than project totals for the LTP.
- (3) Many projects go over the ten years that the policy allows the subcommittee to commit to (loan fund are estimated at \$60,000 per annum. At the current levy quantum of \$5, this demand is above the policy
- (5) All project costs are representative only, and will change.

			Total	Assessed % eligible for levy	
2028/29	2029/30	2030/31		Low Estimate	High Estimate
			325,105		
			34,961	85%	100%
			34,961	85%	100%
		255,183	255,183	85%	100%
			1,903,251		
143,758	147,640	151,479	1,108,690	25%	50%
103,027	105,809	108,560	794,561	25%	50%
			54,055		

			54,055	40%	75%
			72,383		
			58,724	50%	90%
			13,659	50%	90%
			42,821		
			42,821	75%	100%
			1,482,014		
107,613	107,613	107,613	860,904	50%	80%
			153,799	90%	100%

			341,079	95%	100%
		126,232	126,232	70%	100%
			1,293,660		
	636,957	656,703	1,293,660	35%	50%
			504,000		
2,000	2,000	2,000	16,000	100%	100%
1,000	1,000	1,000	8,000	100%	100%
30,000	30,000	30,000	240,000	100%	100%
30,000	30,000	30,000	240,000	100%	100%
417,398	1,061,019	1,468,770	5,677,289		
709,661					

not exhaustive in terms of work scheduled for the Island which provi

not take effect until October 2023, so the 2021/22 and 22/23 projec

ing or otherwise), so may be something it wishes to discuss (4) Proje

' guidelines of up to 25% of levy funds being spent on operational co:

explanation (used by, for the benefit of, mitigate adverse effects)	\$ eligible for levy funding (based on assessed %)	
	Low Estimate	High Estimate
	276,339	325,105
Public toilets on the Island provides for activities used by visitors, is for the benefit of visitors and mitigates the adverse effects of visitors. But for the high number of visitors to the island, public toilets would not be required.	29,717	34,961
as above	29,717	34,961
as above	216,906	255,183
	475,813	951,626
Electricity on the Island directly contributes to activities used by visitors. But for visitors, the amount of electricity required for the Island would be significantly less. It is not specifically for the benefit of visitors, and does not mitigate the adverse effects of visitors. Electricity used by visitors on the Island may be greater than 50%, however as visitors contribute towards the cost of electricity through the price of goods and services which they purchase while on the Island, an allocation of between 25% to 50% represents a reasonable allocation of the benefit of electricity provision to Island visitors.	277,173	554,345
as above	198,640	397,281
	21,622	40,541

Waste management services mitigate the adverse effects of visitors. Given that there is a high number of visitors to the Island and the activities of visitors are more likely to produce daily waste volumes higher than residents (from consuming food, tickets/bookings, media), an allocation of between 40% to 75% is thought to represent a reasonable allocation of benefit. Much less waste would likely be produced on the Island without visitors.	21,622	40,541
	36,192	65,145
Use of playground equipment is part of the activities used by visitors and is for the benefit of visitors. Given the small island population, the amount and frequency of refurbishment of equipment would not be expected to required if the playgrounds were only for residents.	29,362	52,852
The gardens are an activity used by visitors and for the benefit of visitors.	6,830	12,293
	32,116	42,821
With the high proportion of visitors to the Island who are walking, the provision of footpaths is an activity that visitors use, as well as being for the benefit of visitors. They also mitigate the adverse effects of the safety risk of high numbers of pedestrians walking on the road. The footpaths are a priority due to visitors.	32,116	42,821
	981,259	1,309,833
Golden Bay Wharf is the departure spot for all trips to Ulva Island, a major visitor activity, and therefore for the benefit of visitors. Renewal and refurbishment also mitigates the adverse effects of visitors, due to wear and tear from boats. It is acknowledged that non-visitor operations also use Golden Bay Wharf, namely commercial fishing.	430,452	688,723
Refurbishment of Island wharves provides for activities visitors use, for the benefit of visitors, and also mitigates the adverse effects of visitors, through refurbishment.	138,419	153,799

The Ulva Island wharf provides for activities visitors use, is used almost exclusively by visitors and renewal will mitigate the adverse effects of boats.	324,025	341,079
Refurbishment of Island wharves provides for activities visitors use, for the benefit of visitors, and also mitigates the adverse effects of visitors, through refurbishment.	88,362	126,232
	452,781	646,830
Wastewater services mitigate the adverse effects of visitors. The capacity requirements of this activity are vastly increased due to visitor numbers.	452,781	646,830
	504,000	504,000
Island maps are for the benefit of visitors	16,000	16,000
Free wifi is for the benefit of visitors, and is a significant factor to improving the visitor experience for many	8,000	8,000
This amount is forecast in order to provide electricity at the museum facility as well as staffing.	240,000	240,000
	240,000	240,000
	2,780,121	3,885,901
	347,515	485,738
	160,000	160,000
	187,515	325,738
	\$5.10	\$8.85

le activities for visitors, for the benefit of visitors or mitigate adverse effects

ts, unless delayed or the levy subcommittee commits to loan servicing, so

cted demand for the visitor levy for operational costs of community group
sts.