



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 Thursday, 12 December 2024 at 8.45am (8.45 - 11.45am).

PRESENT

Chairperson	Aaron Conner
Deputy chairperson	Aaron Joy
Members	Mike Douglass Rakiura Herzhoff Daniel Meads Councillor Jon Spraggon

APOLOGIES

Andrea Young

IN ATTENDANCE

Committee advisor	Kirsten Hicks
Community partnership leader	Karen Purdue
Group manager, customer and community wellbeing	Sam Marshall
Strategic project lead	Simon Moran
Finance business partnering lead	Susan McNamara
Governance legal manager	Robyn Rout

1 Apologies

An apology for non-attendance was received from Andrea Young.

Moved Rakiura Herzhoff, seconded Mike Douglass **and resolved:**

That the Stewart Island/Rakiura Community Board accepts the apology for non-attendance from Andrea Young.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

Cr Jon Spraggon declared a conflict of interest in item 7.7 Community partnership fund allocations (application from Lions' Club of Stewart Island) and abstained from discussion and voting.

Rakiura Herzhoff declared a conflict of interest in item C8.1 Ulva Island wharf, and abstained from discussion and voting.

4 Extraordinary/urgent items

There were no extraordinary/urgent items.

5 Confirmation of minutes

Resolution

Moved Rakiura Herzhoff, seconded Deputy Chairperson Aaron Joy **and resolved**

That the Stewart Island/Rakiura Community Board confirms the minutes of the meeting held on 10 October 2024 as a true and correct record of that meeting.

6 Public participation

There was no public participation.

Reports

7.1 Community update

Record No: R/24/11/69291

Duncan Kay (Predator Free Rakiura) updated the board on the following matters:

- the organisation is setting up a base in Oban

- they have ongoing consultation underway with the fishing industry which involves issues like interruptions to fishing and compensation. The initial proposed trial is also dependent on this consultation
- the biosecurity plan work is progressing with the aim of maintaining the asset with no community cost or inconvenience
- there are plans to meet with the community in the first six months of 2025
- there is unease about limited liability company ZIP's (Zero Invasive Predators) enduring responsibilities if things go badly.

Constable Stu Newton (New Zealand Police) spoke to the board about the roading bylaw. The new changes can only be enforced when the correct signage is in place, but are not dependent on road markings. The road markings will happen when the reseal takes place later in 2025. It is hoped that new signage will be installed by the end of January or early February. The trial one way system is the priority so the effectiveness can be assessed before the rest of the roading bylaw is considered. These changes need to be well publicised. Discussions are ongoing about who will be responsible for long term enforcement.

Stu Newton (Future Rakiura) informed the board that they had recently held their AGM, Office bearers are Kevin Carter (chairperson), Stu Newton (secretary) and Bridget Carter (treasurer). Simon Moir, Rosie Bowman, Anita Herbert, Heather Osborn and Emma Simpson-Boyce are also involved. Current projects are the litter traps and development of an orienteering activity at Mamaku Point.

Resolution

Moved Daniel Meads, seconded Deputy Chairperson Aaron Joy **and resolved**

That the Stewart Island/Rakiura Community Board:

- a) Acknowledges the attendance of representatives from community agencies at the meeting.**

7.2 Community board reporting

Record No: R/24/11/69329

Community partnership leader Karen Purdue was in attendance for this report.

Matters discussed included:

- roading bylaw – thank you to the staff for their work on this issue
- Smartygrants application system will be in place for the next funding round. There will be workshops in March 2025 to upskill applicants
- RFS are up to 16, but many of these relate to staff being absent and less work being completed. Roadside maintenance has been particularly poor.
- Antenno – is this linking through? It appears that some requests are not receiving responses.
- marker posts – are the plastic, flexible variety necessary? They are constantly being broken by traffic or the mower, but are not replaced frequently.
- the speed bumps near the shop are constantly lifting.

Resolution

Moved Rakiura Herzhoff, seconded Mike Douglass **and resolved**

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Community board reporting” dated 2 December 2024.**

7.3 Councillor update

Record No: R/24/11/73057

Cr Jon Spraggon updated the board on the following topics:

- the second part of the roading bylaw will include the opportunity for the public to comment on the trial one way system. The rest of the roading bylaw (including the boat park) will involve approximately six months of work before it goes to council.
- the ten year plan has been adopted, and the focus is now on the annual plan.
- although council and the subcommittees can reach a quorum via members joining electronically, this is not currently available for community boards. This is likely to be updated at the start of the new triennium

Resolution

Moved Cr Jon Spraggon, seconded Daniel Meads **and resolved**

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Councillor update”.**

7.4 Financial Report for the year ended 30 June 2024

Record No: R/24/11/70480

Finance business partnering lead Susan McNamara was present for this item.

Annual income was slightly over budget and operating slightly under budget due to a combination of factors including projects being deferred and depreciation.

Another factor is the relatively low price of diesel (SIESA generation). The RRRC computer hire is a flat rate applied against all SDC departments. The \$212,949 listed against Ulva in reserves relates to two Visitor Levy allocations.

Resolution

Moved Deputy Chairperson Aaron Joy, seconded Daniel Meads **and resolved**

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled “Financial Report for the year ended 30 June 2024”.**

7.5 Proposed budgets and rates - Annual Plan 2025/2026

Record No: R/24/11/72047

Finance business partnering lead Susan McNamara was present for this item.

The purpose of the report was for the community board to consider local budgets for the Annual Plan 2025/2026 and recommend local rates for the year commencing 1 July 2025 to Council.

Based on current draft budgets, the total rate revenue needed to fund the community board rate would increase from **\$131,922** in 2024/2025 to **\$145,023 in 2025/2026** (GST inclusive). The main driver for the change in the community board rate is **new loans for work completed on jetties**. Using the current estimate of rating units, this equates to the following increases per unit.

Community Board Rate	Current rate per unit 24/25 (Incl GST)	Proposed rate per unit 25/26 (Incl GST)	Change
CB Rate - Urban Full Charge	\$255.17	\$280.51	\$25.34

The board was asked to discuss and confirm the relevant draft budget and local rates for 2025/2026 which will be incorporated into the draft annual plan financial statements scheduled to be discussed by Council in early 2025. As part of this Council will also consider whether it wishes to carry out consultation with the community on the draft plan with any consultation likely to occur around March/April 2025.

The final Annual Plan (incorporating any changes resulting from consultation) is expected to be adopted in June 2025. This is the point at which community board budgets and rates for 2025/2026 will be confirmed and the information will be used to set rates for the year beginning 1 July 2025.

Resolution

Moved Daniel Meads, seconded Mike Douglass **and resolved**

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Proposed budgets and rates - Annual Plan 2025/2026”**
- 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 deciding on this matter.**
- d) **confirms the local budgets and work and recommends to Council these be included in the draft Annual Plan 2025/2026.**

- e) recommends to Council that for the year commencing 1 July 2025 it recovers the total amount for each rate as follows (subject to resolution (d)):

<u>Rate Description</u>	<u>Rate GST inclusive</u>
Stewart Island Community Board rate	\$145,023
SIESA rate	\$99,000
Stewart Island Waste Management rate	\$121,371

- f) recommends to Council the setting of the following fees and charges for the year commencing 1 July 2025:

<u>Fee/Charge Description</u>	<u>Notes</u>	<u>Fee/Charge GST inclusive</u>
<u>Stewart Island trail park pavilion</u>		
Hire		\$50.00
<u>SIESA - electricity charges</u>		
Connections		
Standard rate per unit		\$0.85
Fixed monthly charge		\$105.06
New connections		
New consumer connection fee		\$293.83
Capital development charge		\$1,762.95
Distributed generation connection		\$592.25
Connection bond	(no GST)	\$150.00
Existing connections		
Disconnection fee	No monthly charge	\$94.02
Reconnection fee	New consumer applicant	\$141.04
Connection bond	New consumer, if applicable (no GST)	\$150.00
Other chargeable fees		
Consumer overload fault		\$569.00
Not metered and special connections		\$564.14
Meter testing		\$99.90
Disconnection/re-connection due to non-payment of account		\$99.90
Electrical Engineer assessment		\$180.00
Connection bond	(no GST)	\$150.00
<u>Stewart Island/Rakiura jetties</u>		
Wharf and jetty user annual fee		\$3,000.00
Wharf and jetty user daily fee	Per day	\$50.00
Boat park fee		\$1,150.00

- g) **delegates authority to the board chair to approve any minor changes required to the budgets following this meeting.**

7.6 SIESA billing update

Record No: R/24/11/72467

Finance business partnering lead Susan McNamara was present for this item. Also available via Teams was Transactional project lead Shelley Dela Llana. The board noted that an error has been found in SIESA invoicing for 87 of 440 properties. This resulted in \$23,427.04 (GST inc) not being charged between July 2023 and November 2024. The oversight occurred when staff updated fees and charges, but missed some of the 28 charge types which were in existence. There are 3 types of discrepancies, being

- a) Water heating meter rates relating to four properties, totalling \$873.24
- b) Incorrect monthly charge (37 consumers), totalling \$337.68
- c) Incorrect consumption rate (46 consumers), totalling \$22,216.12

Invoice adjustments have been sent to consumers if the outstanding amount is \$120 or more. Smaller amounts have been written off. These adjustments have been limited to the most recent 12 month period.

Resolution

Moved Cr Jon Spraggon, seconded Mike Douglass **and resolved**

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled "SIESA billing update".**

7.7 Community Partnership Fund allocations - October 2024 funding round

Record No: R/24/11/70330

Community partnership leader Karen Purdue was in attendance for this item. Councillor Jon Spraggon declared an interest in the Lions' application, and abstained from discussion and voting on that application.

A total of four applications have been received for the October 2024 funding round of the Stewart Island Rakiura Community Partnership Fund.

The Stewart Island Rakiura Community Board has \$4,514 to allocate through the Stewart Island Rakiura Community Partnership Fund for the 2024/2025 financial year, over one funding round. \$3,794 in requests have been received for this round of funding.

Members noted that the application from the Lions of Stewart Island actually totalled 60% of the costs involved, but were advised that this was within their discretion. The accountability form for a previous Lions project (the Butterfield Beach shelter) has now been received. There was discussion regarding the application from Hearing Association Southland as the figures quoted for travel did not seem to be correct, and the application also included a sum to pay for an office reliever while staff were on the island.

Resolution

Moved Rakiura Herzhoff, seconded Deputy Chairperson Aaron Joy **recommendations a) to d) and resolved:**

That the Stewart Island/Rakiura Community Board:

- a) **Receives the report titled "Community Partnership Fund allocations - October 2024 funding round".**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Receives applications from the following:**
 - 1. **Hearing Association Southland**
 - 2. **Halfmoon Bay School**
 - 3. **Karin Lewis**
 - 4. **Lions Club of Stewart Island**

Resolution

Moved Deputy Chairperson Aaron Joy, seconded Mike Douglass

recommendation e) with changes (as indicated with a ~~strikethrough~~) and new (as indicated) and resolved:

That the Stewart Island/Rakiura Community Board:

- e) **Approves/~~declines~~ a grant of ~~\$991~~ \$500 to the Hearing Association Southland to assist with costs of their Dangerous Decibels programme.**

Resolution

Moved Mike Douglass, seconded Daniel Meads

recommendation f) with changes (as indicated with a ~~strikethrough~~) and resolved:

That the Stewart Island/Rakiura Community Board:

- f) **Approves/~~declines~~ a grant of \$1,700 to Halfmoon Bay School for transport costs for a swimming coach to come to Rakiura once a week in term 1, 2025 to provide swimming lessons for school children.**

Resolution

Moved Cr Jon Spraggon, seconded Deputy Chairperson Aaron Joy

recommendation g) with changes (as indicated with a ~~strikethrough~~) and resolved:

That the Stewart Island/Rakiura Community Board:

- g) **Approves/~~declines~~ a grant of \$503 to Karin Lewis to assist with transport costs to bring a dance tutor to the island to give lessons to children.**

Resolution

Moved Daniel Meads, seconded Rakiura Herzhoff

recommendation h) with changes (as indicated with a ~~strikethrough~~) and resolved:

That the Stewart Island/Rakiura Community Board:

- h) **Approves/~~declines~~ a grant of \$600 to the Lions Club of Stewart Island for costs to replace the giant chess pieces for the foreshore chess board.**

7.8 SIESA PowerNet Monthly Report

Record No: R/24/12/73961

Community partnership leader Karen Purdue was in attendance for this report. The board noted that the report provided for their information, PowerNet's monthly report for the Stewart Island Electrical Supply Authority for October 2024. Items of particular interest include work being pushed out due to the lack of suitable staff accommodation. The battery explosion definition was questioned, with the suggestion that this would have been better classified as a near miss.

Resolution

Moved Cr Jon Spraggon, seconded Mike Douglass **and resolved:**

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled "SIESA PowerNet Monthly Report".**

7.9 Tree plan

Record No: R/24/12/73419

Community partnership leader Karen Purdue and Group manager, customer and community wellbeing Sam Marshall were in attendance for this report.

The board noted that the purpose of the report was to present an updated overview of the Southland District Council Tree Plan. The report included key community feedback following public consultation, and proposed next steps for adoption.

Members of the board were concerned about the policy of replacements for removed trees, Given the nature of vegetation on Stewart Island, the board asks to be consulted on replacements on a case by case basis. The allowance of commemorative tree plantings would also be slightly different on the Island. The section on restrictions around powerlines could be influenced by council being the owner of SIESA (Stewart Island Electrical Supply Authority), which constitutes a potential conflict.

Resolution

Moved Daniel Meads, seconded Chairperson Aaron Conner **and resolved:**

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled "Tree plan".**
- 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.**

7.10 Chairperson's report

Record No: R/24/11/69288

Members of the board discussed the following items:

Predator Free Rakiura – Mike has been involved with one zoom meeting (which had sound issues so not ideal). It is felt that this issue has the potential to divide the community to an extent greater than Covid vaccination issues, given that biosecurity measures mean it would be an ongoing situation. Defining key issues include the biosecurity plan, potential for market fall outs for the fishing industry and the effect of track/hut closures on the tourism sector.

Energy – The steering group will be meeting 13 December to discuss the draft concept plan. It is expected that this will be released to the public by the end of the following week. There are time pressures to meet MBI requirements, and an updated business case will be produced early 2025.

Emergency plan – There was recently some contact from Emergency Management Southland (EMS) but as there was no advanced notice they were visiting, it was less effective. Ally Curd has recently been employed to head this work. The burden is on the community to write and maintain their own plans, but EMS are happy to assist.

Golden Bay walking track – the concept design for this has been sent through. Rather than using a Quantity Surveyor, the board is looking to approach a local contractor to establish actual costs.

Horseshoe Bay walking track- Fortunately Council staff have been able to visit the site which produces much better outcomes than doing desk modelling. Currently they are ascertaining how far they can continue the track on, for the remaining funds.

Recycling and green waste review – The recent meeting with town staff was very positive. Unfortunately both stumps and flax are prohibited from being in green waste, due to government policy. Staff will look at either obtaining an exemption for Stewart Island, or solving the issue in some other way. The site at Bragg Bay is disorganised and congested. The idea of an island-wide replacement of the original recycling bins was discussed, and alternatives are being investigated. Role definition, staffing and staff accommodation are all being reviewed. The board are advocating a rent rise for the Miro Street house as this is considered well below the market rate at \$250pw. They would also like to explore the potential to add further accommodation units behind the house. Commercial waste is another issue under discussion.

Spatial planning – Work is currently being undertaken to identify the gaps in current information. A conversation should happen with the board in February.

Soakage pits – Although the board have been given the information about the standard district-wide requirement, this method is not effective under island conditions. The water flows from the tank to the pit, then overflows at the lowest point. It would be far more effective and practical to connect to the stormwater system, as there are extremely low soakage rates due to geological conditions.

Solar installations - There has been some concern from those who have installed solar generation that their subsequent SIESA invoices are so low that they could very well be incorrect. There are theories that the new meters are difficult to read or have not been installed correctly. This would be an operational matter that needs specific cases to follow up.

Resolution

Moved Chairperson Aaron Conner, seconded Cr Jon Spraggon **and resolved:**

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Chairperson's report”.**

7.11 Next meeting

Record No: R/24/11/69295

Committee advisor Kirsten Hicks reminded member of the date and venue for the February meeting.

Resolution

Moved Cr Jon Spraggon, seconded Daniel Meads **and resolved:**

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Next meeting”.**
- b) **confirms that the next meeting of the Stewart Island/Rakiura Community Board will be held at 8.45am on Thursday 13 February 2025, at the Pavilion, 7 Ayr Street, Stewart Island.**

Public excluded

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

Resolution

Moved Cr Jon Spraggon, seconded Mike Douglass **and resolved:**

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

C8.1 Ulva Island wharf

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

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

The public were excluded at 11.45am

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

The meeting concluded at 1.05pm

CONFIRMED AS A TRUE AND CORRECT RECORD OF A MEETING OF THE STEWART ISLAND/RAKIURA COMMUNITY BOARD HELD ON THURSDAY 13 DECEMBER 2024.

DATE:.....

CHAIRPERSON:.....