



Stewart Island/Rakiura Visitor Levy Subcommittee OPEN MINUTES

Minutes of a meeting of Stewart Island/Rakiura Visitor Levy Subcommittee held in the Pavilion, 7 Ayr Street, Oban, Stewart Island on Tuesday, 10 June 2025 at 10.15am. (10.15am – 11.44am, 11.52am – 12.41pm (PE 11.52am – 12.41pm))

PRESENT

Chairperson	Councillor Julie Keast	
Members	Aaron Conner	Stewart Island/Rakiura Community Board
	Bruce Ford	Stewart Island/Rakiura community representative
	Bill Moffatt	South East Air
	Paul Norris	Real NZ (via video link)
	Bruce Robertson	Chair - Finance and Assurance Committee
	Jon Spraggon	Stewart Island/Rakiura ward councillor

APOLOGIES

Lania Edwards	Local Iwi
Lyndon Cleaver	ISS McKay/Environment Southland

IN ATTENDANCE

Committee advisor – Fiona Dunlop
Community Partnership Leader – Karen Purdue
Community Liaison Officer – Kathryn Cowie (via video link)
GM Customer and Community Wellbeing – Sam Marshall (via video link)

1 Apologies

There were apologies from Lyndon Cleaver and Lania Edwards.

Resolution

Moved Cr Spraggon, seconded Member Conner and **resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee accept the apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

Councillor Spraggon declared a conflict of interest in relation to item 7.1 - Stewart Island Visitor Levy funding allocations - May 2025 round applications 2 and 4 (Stewart Island Promotions). He advised that he would not take part in discussion.

4 Extraordinary/urgent items

There were no extraordinary/urgent items.

5 Confirmation of minutes

Resolution

Moved Cr Spraggon, seconded Member Conner and **resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee confirms the minutes of the meeting held on 17 September 2024 as a true and correct record of that meeting.

6 Public participation

1. Aaron Joy representing the Stewart Island Promotions addressed the meeting in support of the two applications. One application was for an events manager and the other for the provision of free Wi-Fi.
2. Anita Geeson representing the Rakiura Heritage Trust addressed the meeting in support of the Trusts application.
3. Miriam Marshall representing the Lord Family Trust – Millars Beach restoration project addressed the meeting via video link in support of their application.

4. Dr Louise Chilvers representing Future Rakiura – sea lion project addressed the meeting in support of the application.

Reports

7.1 Stewart Island Visitor Levy funding allocations - May 2025 round

Record No: R/25/5/21946

Community Partnership Leader – Karen Purdue was in attendance for the item and Community Liaison Officer - Kathryn Cowie was in attendance via video link.

The purpose of the report was for the Stewart Island/Rakiura Visitor Levy Subcommittee to consider applications received for the 2025 funding round.

The Subcommittee noted that there were seven applications with requests totalling \$569,396 for 2024/2026 financial year, and \$20,000 in the 2025/2026 financial year as one application has a multi-year request.

Resolution

Moved member Robertson, seconded Member Ford **and resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- a) receives the report titled “Stewart Island Visitor Levy funding allocations - May 2025 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) notes that there is \$674,470 held in the Stewart Island/Rakiura Visitor Levy Fund reserves.
- e) notes that the budget for allocation of grants from the Stewart Island/Rakiura Visitor Levy Fund for the 2024/25 financial year is \$296,100 with \$54,617 already committed compared with the requested funding of \$569,396.
- f) receives applications from the following organisations:
 1. Stewart Island / Rakiura Community Board
 2. Stewart Island Promotions Association
 3. Lord Family Trust
 4. Stewart Island Promotions Association
 5. Rakiura Heritage Trust
 6. Future Rakiura

Resolution

Moved Cr Spraggon, seconded Member Conner **and resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- g) **approves/~~declines~~ a grant of \$15,000 to the Stewart Island Rakiura Community Board to assist with costs associated with installing information panels in four locations on Stewart Island.**

Resolution

Moved Member Ford, seconded member Moffatt **and resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- h) **approves/~~declines~~ a grant of up to \$40,000 (\$20,000 per year for two years) to the Stewart Island Promotion Association for costs associated with employing an events and promotions manager.**

Resolution

Moved Member Ford, seconded member Moffatt **and resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- i) **approves/~~declines~~ a grant of \$7,582 to the Lord Family Trust to assist with costs associated with the Millar's Beach Restoration project.**

Councillor Spraggon, Aaron Conner and Paul Norris requested that their dissenting votes be recorded.

Resolution

Moved member Moffatt, seconded Member Conner **and resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- j) **approves/~~declines~~ a grant of \$1,043 to the Stewart Island Promotions Association to assist with the free waterfront Wi-Fi project.**

Resolution

Moved Member Ford, seconded member Robertson **and resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- k) **approves/~~declines~~ a grant of \$17,391 to the Rakiura Heritage Trust to assist with their operational costs.**

Resolution

Moved Cr Spraggon, seconded Member Conner **and resolved:**

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- l) ~~approves~~/declines a grant of \$8,380 to Future Rakiura for costs associated with a two-year sea lion study and information material.

Final resolutions:

That the Stewart Island/Rakiura Visitor Levy Subcommittee:

- a) receives the report titled "Stewart Island Visitor Levy funding allocations - May 2025 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) notes that there is \$674,470 held in the Stewart Island/Rakiura Visitor Levy Fund reserves.
- e) notes that the budget for allocation of grants from the Stewart Island/Rakiura Visitor Levy Fund for the 2024/25 financial year is \$296,100 with \$54,617 already committed compared with the requested funding of \$569,396.
- f) receives applications from the following organisations:
 - 1. Stewart Island / Rakiura Community Board
 - 2. Stewart Island Promotions Association
 - 3. Lord Family Trust
 - 4. Stewart Island Promotions Association
 - 5. Rakiura Heritage Trust
 - 6. Future Rakiura
- g) approves a grant of \$15,000 to the Stewart Island Rakiura Community Board to assist with costs associated with installing information panels in four locations on Stewart Island.
- h) approves a grant of up to \$40,000 (\$20,000 per year for two years) to the Stewart Island Promotion Association for costs associated with employing an events and promotions manager.
- i) approves a grant of \$7,582 to the Lord Family Trust to assist with costs associated with the Millar's Beach Restoration project.
- j) approves a grant of \$1,043 to the Stewart Island Promotions Association to assist with the free waterfront Wi-Fi project.
- k) approves a grant of \$17,391 to the Rakiura Heritage Trust to assist with their operational costs.
- l) declines a grant of \$8,380 to Future Rakiura for costs associated with a two-year sea lion study and information material.

Public excluded

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

Resolution

Moved Member Robertson, seconded Member Conner **and resolved:**

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

C8.1 Stewart Island Visitor Levy funding allocations May 2025 funding round - application from Stewart Island/Rakiura community board - Golden Bay Walkway project

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
Stewart Island Visitor Levy funding allocations May 2025 funding round - application from Stewart Island/Rakiura community board - Golden Bay Walkway project	s7(2)(i) - the withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

The public were excluded at 11.44am.

The meeting adjourned at 11.44am and reconvened at 11.52am.

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 12.41pm.

CONFIRMED AS A TRUE AND CORRECT RECORD OF A
MEETING OF THE STEWART ISLAND/RAKIURA
VISITOR LEVY SUBCOMMITTEE HELD ON 10 JUNE
2025.

DATE:.....

CHAIRPERSON:.....