



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

Date: Thursday, 14 August 2025
Time: 9.45am
Meeting room: Stewart Island Pavilion
Venue: Ayr St
Oban

Stewart Island/Rakiura Community Board Agenda OPEN

MEMBERSHIP

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

IN ATTENDANCE

Committee advisor/customer support partner	Kirsten Hicks
Community partnership leader	Karen Purdue

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

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

Health and safety

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

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.

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

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.

Community board terms of reference

TYPE OF COMMITTEE	Community board (board)
RESPONSIBLE TO	Boards are responsible to Council Each board will also have relationships with Council committees (these committees are outlined in the delegations manual).
SUBCOMMITTEES	Some subcommittees will report to community boards – these are outlined in section 8.5 of the delegations manual.
MEMBERSHIP	Oreti and Waihopai Toetoe boards have seven members elected by the local authority triennial elections plus a member appointed by Council. All other boards have six members plus a member appointed by Council. The chairperson is elected by the board. Councillors who are not appointed to boards can only remain for the public section of the board meeting. They cannot stay for the public excluded section unless the board agrees.
FREQUENCY OF MEETINGS	Every second month, but up to 12 ordinary meetings a year with the approval of the chief executive.
QUORUM	Not less than four members
THE ROLE OF COMMUNITY BOARDS	<p>Governance</p> <p>Elected members are responsible for providing leadership, setting direction and for overseeing performance (at a high level).</p> <p>The chief executive and staff are responsible for management activities including the allocation of resources, overseeing the day to day operations of the community board, providing policy advice and implementing governance decisions.</p> <p>Roles outlined in the Local Government Act 2002</p> <ul style="list-style-type: none"> • appoint a chairperson and deputy chairperson • represent, and act as an advocate for, the interests of its community • consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the board • maintain an overview of services provided by the territorial authority within the community • prepare an annual submission to the territorial authority for expenditure within the community • communicate with community organisations and special interest groups within the community • undertake any other responsibilities that are delegated to it by the territorial authority.

	<p>Additional roles of boards</p> <p>Community wellbeing</p> <ul style="list-style-type: none"> a) promote the social, economic, environmental and cultural well-being of local communities b) monitor the overall well-being of local communities. <p>Community leadership</p> <ul style="list-style-type: none"> a) to provide leadership to local communities on the strategic issues and opportunities that they face b) identify key issues and opportunities that will affect the future of the board's community and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities c) promote a shared vision for the board's community and develop and promote ways to work with others to achieve positive outcomes d) 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 e) develop and manage community board plans including keeping these up to date and relevant to community needs and aspirations. <p>Engagement and relationships</p> <ul style="list-style-type: none"> a) to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community. <p>Advocacy</p> <ul style="list-style-type: none"> a) as part of the long term plan or annual plan process, prepare a submission to Council on the proposed levels of service, income and expenditure within the community of interest b) as part of the long term plan or annual plan process, outline the relative priorities for the delivery of District services and levels of service within the board area (Council sets the levels of service for District Activities⁽ⁱ⁾ if a board seeks a higher level of service, they need to recommend that to Council, and the higher level of service will need to be funded in an appropriate way (locally). <p>Local activities</p> <p>For local activities⁽ⁱⁱ⁾</p> <ul style="list-style-type: none"> a) recommend to Council levels of service⁽ⁱⁱⁱ⁾ and budgets for local activities, having regard to Council budgets in the long term plan or annual plan process b) recommend to Council rates, user charges and fees to fund local activities
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	<ul style="list-style-type: none"> c) recommend to Council or a relevant committee the approval of project definitions or business cases and procurement plans for capital expenditure over \$300,000 d) recommend to Council or a relevant committee unbudgeted capital expenditure e) monitor the services Council delivers its communities and assess the extent these services meet community needs or the expected level of service f) support the development of local management plans where required by statute or in support of the district plan, or other plans (reserves, harbours, or other community facilities). <p>These plans should then be recommended to Council. There are times when local management plans^(iv) should not be developed</p> <p>Environmental management and spatial planning</p> <ul style="list-style-type: none"> a) provide comment on resource consent applications referred to the community board for comment b) to make recommendations to Council about bylaws and about enforcing bylaws within the community, having regard to the need to maintain consistency across the District c) 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 d) provide input into regulatory activities not otherwise specified above, where process allows e) recommend to Council initiating an appeal to the environment court on decisions relating to resource consent applications that the board has made submissions on f) provide support to the development of community plans for a civil defence emergency and the recovery afterwards.
DELEGATIONS	<p>In exercising the delegated powers, boards will operate within:</p> <ul style="list-style-type: none"> a) policies, plans, standards or guidelines that have been established and approved by Council b) the needs of the local communities c) the approved budgets for the activity. <p>Boards shall have the following delegated powers and be accountable to Council for the exercising of these powers^(v).</p> <p>Community wellbeing</p> <ul style="list-style-type: none"> a) develop local strategies to improve areas of wellbeing (where a need has been identified)

	<p>b) to develop local community outcomes that reflect the desired goals for their community or place.</p> <p>Community board plans</p> <p>a) Regularly review and update the community board plan to keep the plan relevant.</p> <p>Decisions on locally funded assets and services</p> <p>a) accept donations of a local asset (e.g. a gas barbeque, park bench, etc) with a value of less than \$30,000</p> <p>b) approve project definitions or business cases for approved budgeted capital expenditure up to \$300,000.</p> <p>Unbudgeted expenditure</p> <p>a) approve unbudgeted operating expenditure for local activities of up to \$20,000</p> <p>b) 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 or long term plan</p> <p>c) authority to delegate to the chief executive, when approving a project definition or business case, over-expenditure of up to \$10,000 for capital expenditure against the budget detailed in the annual plan or long term plan.</p> <p>Leases and licenses</p> <p>In relation to all leases and licences of land and buildings for local activities within their own area, and subject to any relevant legislation and/or policy requirement, on behalf of Council;</p> <p>a) accept the highest tenders for rentals more than \$10,000</p> <p>b) approve the preferential allocation^(vi) of leases and licenses where the rental is \$10,000 or more per annum.</p> <p>Community assistance</p> <p>a) establish a system for prioritising allocations, based on criteria provided by Council</p> <p>b) grant funds from the Community Partnership Fund</p> <p>c) allocate bequests or grants generated locally, consistent with the terms of the bequest or grant fund.</p> <p>Northern Southland development fund</p> <p>a) the Northern board can make decisions regarding funding applications to the Northern Southland development fund.</p>
LIMITS TO DELEGATIONS	<p>Boards have no financial or decision-making delegations other than those specifically delegated by Council.</p> <p>Boards 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 or annual plan.</p>

	<p>In accordance with the provisions of section 39(2) of Schedule 7 of the Local Government Act 2022 the board may not incur expenditure in excess of the approved budget.</p> <p>Matters that are not delegated</p> <p>Council has not delegated to boards the power to:</p> <ul style="list-style-type: none"> a) make a rate or bylaw b) acquire, hold or dispose of property c) direct, appoint, suspend or remove staff d) engage or enter into contracts and agreements and financial commitments e) institute an action for recovery of any amount f) issue and police building consents, notices, authorisations and requirements under acts, statutes, regulations, bylaws and the like; g) institute legal proceedings other than the delegation to recommend to Council the initiating of an appeal to the environment court on decisions in respect to resource consent applications on which the board has made submissions.
CONTACT WITH MEDIA	<p>The 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 or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The 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 Council.</p>
REPORTING	<p>Boards are unincorporated statutory bodies which are elected to represent the communities they serve.</p> <p>Copies of board meeting minutes are retained by Council.</p>

- (i) **District activities include:**
- a) community leadership at a district level (including district community grants)
 - b) wastewater
 - c) waste services
 - d) water supply
 - e) district open spaces (parks and reserves)
 - f) roading
 - g) district community services (library services, cemeteries, community housing and heritage/culture)
 - h) district community facilities (public toilets, library buildings, offices and amenity buildings)

- i) environmental services (building services, resource management, environmental health, animal services, emergency management)
 - j) stormwater
 - k) corporate support services
 - (ii) **Local activities include:**
 - a) community leadership at a local board level (including local community grants)
 - b) local community facilities (halls and other amenity buildings within Council's overarching policy for community facilities)
 - c) water facilities (boat ramps, wharves, jetties and harbour facilities)
 - d) local open spaces (parks and reserves, playgrounds and streetscapes)
 - e) parking limits, footpaths and streetlights
 - f) Te Anau/Manapouri Airport (Fiordland board)
 - g) Stewart Island Electricity Supply Authority (SIESA) (Stewart Island/Rakiura board)
 - h) for the above two local activities only
 - recommend levels of service and annual budget to Council or a relevant committee
 - monitor the performance and delivery of the service
 - i) naming reserves, structures and commemorative places
 - j) authority to decide upon requests from the community, regarding names of reserves, the placement of structures and commemorative places.
 - k) naming roads
 - l) authority to decide on the naming for public roads, private roads and rights of way
 - m) assisting 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.
 - (iii) Levels of service is a term in asset management referring to the quality of a given service. Defining and measuring levels of service is a key activity in developing infrastructure asset management plans. Levels of service may be tied to physical performance of assets or be defined by customer expectation and satisfaction.
 - (iv) Local management plans should not be developed where powers:
 - a) have been delegated to Council staff
 - b) would have significance beyond the board's area or otherwise involves a matter of national importance (Section 6 Resource Management Act 1991)
 - c) involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.
 - (v) Local Government Act 2002, s.53
 - (vi) A preferential allocation is when there is a preference that a lease or license is given to a particular person or group, rather than having an open process. For example, a neighbouring land owner or a community group that use a building may be asked if they want to lease the land/building, rather than giving the wider public the opportunity to tender or apply.
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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 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.”**

5 Confirmation of minutes

5.1 Meeting minutes of Stewart Island/Rakiura Community Board, 12 June 2025

6 Public participation

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.



Stewart Island/Rakiura Community Board

OPEN MINUTES

Minutes of a meeting of Stewart Island/Rakiura Community Board held in the Stewart Island Pavilion, Ayr St, Oban on Thursday, 12 June 2025 at 9.47am. (9.47am – 11.31am)

PRESENT

Chairperson	Aaron Conner
Deputy chairperson	Aaron Joy
Members	Daniel Meads
	Andrea Young
	Councillor Jon Spraggon

APOLOGIES

Mike Douglass
Rakiura Herzhoff

IN ATTENDANCE

Committee advisor	Fiona Dunlop
Community partnership leader	Karen Purdue

Deputy Chair Aaron Joy opened the meeting in the absence of Chair Conner.

1 Apologies

There were apologies from Michael Douglass and Rakiura Herzhoff, an apology for lateness from Chair Aaron Conner and an apology for an early departure from Andrea Young.

Resolution

Moved Cr Spraggon, seconded Daniel Meads and resolved:

That the Stewart Island/Rakiura Community Board accept the apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

There were no conflicts of interest declared.

4 Extraordinary/urgent items

There were no extraordinary/urgent items.

5 Confirmation of minutes

Resolution

Moved Daniel Meads, seconded Andrea Young and resolved:

That the Stewart Island/Rakiura Community Board confirms the minutes of the meeting held on 10 April 2025 as a true and correct record of that meeting.

6 Public participation

There was no public participation.

(Chair Conner joined the meeting at 9.55am.)

REPORTS

7.1 COMMUNITY UPDATE

RECORD NO: R/25/5/23629

DEPARTMENT OF CONSERVATION STAFF MEMBER BRITT MATTHIAS UPDATED BOARD MEMBERS ON MANY TOPICS.

THE FOLLOWING WERE HIGHLIGHTED:

- ULVA ISLAND INCURSION RESPONSE IS IN ITS 22ND WEEK, WITH STAFF MEETING WITH TRAPPERS AT BAIT STATIONS ONE WEEK AND THEN AT TRAPS THE NEXT WEEK.
- THERE HAVE BEEN 22 HOIHO REHABILITATED AND OTHERS ASSESSED IN THE FIELD THAT DID NOT REQUIRE ASSISTANCE.
- SWING BRIDGE RE-ROUTE COMPLETE.
- WINTON ROTARY CLUB HAD ASSISTED WITH THE WORK UNDERTAKEN AT **FRED'S CAMP**.
- HUTS ARE STOCKED WITH FIREWOOD FOR THE WINTER.

STUART NEWTON REPRESENTING FUTURE RAKIURA ADDRESSED THE MEETING AND UPDATED THE MEMBERS AND PARTICULARLY HIGHLIGHTED:

- SIXTY PEOPLE HAD ATTENDED THE RECENT MEETING WITH MAYOR SCOTT
- MAMAKU POINT ORIENTEERING COURSE IS IN THE PROCESS OF HAVING THE MARKER POSTS

SENIOR CONSTABLE STUART NEWTON (NEW ZEALAND POLICE) ADDRESSED THE MEETING ON POLICING ON STEWART ISLAND/RAKIURA.

HE ADVISED:

- PARKING HAS BEEN GOOD IN GENERAL WITH GOOD COMPLIANCE AND THAT SOME INFRINGEMENT NOTICES ISSUED.
- HIS APPRECIATION FOR THE UPDATES RECEIVED ON ROADWORKS BEING UNDERTAKEN ON THE ISLAND.
- THAT THERE HAD RECENTLY BEEN AN ACCIDENT ON THE ISLAND WHICH HE HAD ATTENDED AND HAD COMPLETED OFFICIAL POLICE PAPERWORK THAT WILL FEED INTO NZTA ACCIDENT REPORTING DATA.

RESOLUTION

MOVED CR SPRAGGON, SECONDED DEPUTY CHAIRPERSON JOY AND RESOLVED:

THAT THE STEWART ISLAND/RAKIURA COMMUNITY BOARD:

- A) ACKNOWLEDGES THE ATTENDANCE OF REPRESENTATIVES FROM COMMUNITY AGENCIES AT THE MEETING.

7.2 CONTRACT RENEWAL AGREED LEVELS OF SERVICE

RECORD NO: R/25/5/19227

CONTRACTS AND PROGRAMME LEAD – LANCE SPENCER WAS IN ATTENDANCE FOR THIS ITEM.

THE PURPOSE OF THE REPORT WAS TO SEEK APPROVAL FROM THE STEWART ISLAND/RAKIURA COMMUNITY BOARD FOR THE LEVELS OF SERVICE AND AREAS TO BE INCLUDED IN THE FUTURE MOWING, TOILET CLEANING AND GARDENING CONTRACTS.

DURING DISCUSSING THE BOARD NOTED THAT ONE CONTRACTOR WILL DO ALL THE MOWING ON THE ISLAND AND EXTRA MOWS CAN BE UNDERTAKEN BY REQUEST FROM THE COMMUNITY BOARD AND BE CHARGED AT A SQUARE METRE RATE.

RESOLUTION

MOVED CR SPRAGGON, SECONDED CHAIRPERSON CONNER RECOMMENDATIONS A TO C, D (WITH AN ADDITION), E AND NEW F (AS INDICATED) AND RESOLVED:

THAT THE STEWART ISLAND/RAKIURA COMMUNITY BOARD:

- A) RECEIVES THE REPORT TITLED **“CONTRACT RENEWAL AGREED LEVELS OF SERVICE”**
- B) DETERMINES THAT THIS MATTER OR DECISION BE RECOGNISED AS NOT SIGNIFICANT IN TERMS OF SECTION 76 OF THE LOCAL GOVERNMENT ACT 2002
- C) DETERMINES THAT IT HAS COMPLIED WITH THE DECISION-MAKING PROVISIONS OF THE LOCAL GOVERNMENT ACT 2002 TO THE EXTENT NECESSARY IN RELATION TO THIS DECISION; AND IN ACCORDANCE WITH SECTION 79 OF THE ACT DETERMINES THAT IT DOES NOT REQUIRE FURTHER INFORMATION, FURTHER ASSESSMENT OF OPTIONS OR FURTHER ANALYSIS OF COSTS AND BENEFITS OR ADVANTAGES AND DISADVANTAGES PRIOR TO MAKING A DECISION ON THIS MATTER
- D) AGREES TO THE STAFF REQUEST THAT THE STEWART ISLAND/RAKIURA COMMUNITY BOARD PROVIDE THE CONTACT DETAILS OF ANY CONTRACTORS WHO MAY BE INTERESTED IN THE UPCOMING CONTRACT RENEWAL OR CARRYING OUT GENERAL MAINTENANCE AND IMPROVEMENT WORKS FOR COUNCIL.
- E) AGREES TO APPROVE THE AREAS AND LEVELS OF SERVICE IDENTIFIED IN THE ATTACHMENTS TO THIS REPORT:
 - CONTRACT RENEWAL MOWING AREAS - STEWART ISLAND
 - STEWART ISLAND RAKIURA COMMUNITY BOARD AREA ANALYSIS
 - COMMUNITY FACILITIES LEVELS OF SERVICE FOR CONTRACT RENEWAL 2025
 - CONTRACT RENEWAL TIMELINE.

NEW F) AGREES THAT ONE CONTRACTOR WILL DO ALL THE MOWING ON THE ISLAND AND EXTRA MOWS CAN BE UNDERTAKEN BY REQUEST FROM THE COMMUNITY BOARD AND BE CHARGED AT A SQUARE METRE RATE.

7.3 SIESA POWERNET MONTHLY REPORT

RECORD NO: R/25/6/26175

COMMUNITY PARTNERSHIP LEADER – KAREN PURDUE WAS IN ATTENDANCE FOR THIS ITEM.

THE PURPOSE OF THE REPORT WAS TO PROVIDE FOR YOUR INFORMATION, POWERNET'S MONTHLY REPORT FOR SIESA FOR MARCH AND APRIL 2025.

RESOLUTION

MOVED DEPUTY CHAIRPERSON JOY, SECONDED ANDREA YOUNG AND RESOLVED:
THAT THE STEWART ISLAND/RAKIURA COMMUNITY BOARD:

- A) RECEIVES THE REPORT **TITLED "SIESA POWERNET MONTHLY REPORT"**.

(ANDREA YOUNG LEFT THE MEETING AT 10.38AM.)

7.4 UPDATE ON 2025 TRIENNIAL ELECTION

RECORD NO: R/25/5/23262

COMMITTEE ADVISOR – FIONA DUNLOP WAS IN ATTENDANCE FOR THIS ITEM.

THE PURPOSE OF THE REPORT WAS TO PROVIDE AN UPDATE AND GENERAL INFORMATION ON THE UPCOMING LOCAL GOVERNMENT 2025 ELECTIONS.

THE REPORT HIGHLIGHTED KEY DATES IN THE PROCESS.

RESOLUTION

MOVED CR SPRAGGON, SECONDED DANIEL MEADS AND RESOLVED:
THAT THE STEWART ISLAND/RAKIURA COMMUNITY BOARD:

- A) RECEIVES THE REPORT **TITLED "UPDATE ON 2025 TRIENNIAL ELECTION"**.
- B) NOTES THE FOLLOWING KEY DATES IN RELATION TO THE 2025 TRIENNIAL ELECTION:
- 4 JULY 2025 – NOMINATIONS OPEN
 - 15 JULY 2025 – CANDIDATE INFORMATION SESSION
 - 16 JULY 2025 – CANDIDATE INFORMATION SESSION
 - 1 AUGUST 2025 – NOMINATIONS CLOSE AT 12 NOON
 - 9 TO 22 SEPTEMBER 2025 – DELIVERY OF VOTING DOCUMENTS
 - 11 OCTOBER 2025 – ELECTION DAY (VOTING CLOSING AT 12 NOON)
- C) NOTES THE LOCAL GOVERNMENT COMMISSION DETERMINATION FOR THE SOUTHLAND DISTRICT, RELEASED ON 29 JANUARY 2025, WILL APPLY FROM THE COMMENCEMENT OF THE 2025-2028 TRIENNIUM.
- D) NOTES THAT, THE ELECTED MEMBERS OF THE 2022-2025 TRIENNIUM WILL CEASE TO HOLD OFFICE ON THE DAY AFTER THE DAY THE OFFICIAL RESULTS OF THE 2025-2028 ELECTION ARE DECLARED BY PUBLIC NOTICE, UNLESS THEY ARE RE-ELECTED

7.5 COMMUNITY BOARD REPORTING

RECORD NO: R/25/5/24805

COMMUNITY PARTNERSHIP LEADER – KAREN PURDUE WAS IN ATTENDANCE FOR THIS ITEM.

THE PURPOSE OF THE REPORT WAS TO UPDATE THE BOARD OF THE COMMUNITY LEADERSHIP, OPERATIONAL AND COUNCIL ACTIVITIES IN THE BOARD AREA AND ACROSS THE DISTRICT.

RESOLUTION

MOVED DANIEL MEADS, SECONDED DEPUTY CHAIRPERSON JOY AND RESOLVED:

THAT THE STEWART ISLAND/RAKIURA COMMUNITY BOARD:

- A) RECEIVES THE REPORT **TITLED “COMMUNITY BOARD REPORTING” DATED 28 MAY 2025.**

7.6 COUNCILLOR UPDATE

RECORD NO: R/25/6/25574

COUNCILLOR SPRAGGON TOOK THE BOARD THROUGH THE WHICH HIGHLIGHTED ITEMS THAT THE FINANCE AND ASSURANCE COMMITTEE AND COUNCIL HAD CONSIDERED AT THEIR MEETINGS FROM 2 APRIL 2025 TO 14 MAY 2025.

RESOLUTION

MOVED CR SPRAGGON, SECONDED DEPUTY CHAIRPERSON JOY AND RESOLVED:

THAT THE STEWART ISLAND/RAKIURA COMMUNITY BOARD:

- A) RECEIVES THE REPORT **TITLED “COUNCILLOR UPDATE”.**

7.7 CHAIRPERSON'S REPORT

RECORD NO: R/25/5/23736

CHAIR CONNER TOOK THE BOARD THROUGH HIS REPORT AND PARTICULARLY HIGHLIGHTED:

- STEWART ISLAND/RAKIURA ENERGY SOLUTION – AWAITING FURTHER INFORMATION ON WHERE TO NEXT AND FUNDING
- ULVA ISLAND WHARF – AWAITING ON THE ENGINEERS TO CONFIRM WHAT IS HAPPENING WITH THE PILES AND OTHER IMPORTANT COMPONENTS FOR THE WHARF
- ULVA ISLAND WHARF SCHOOL VISITS ARE DIFFICULT TO UNDERTAKE DUE TO WHARF ISSUES
- GOLDEN BAY WALKWAY TRACK FUNDING HAS BEEN RECEIVED FOR STAGE 2
- PREDATOR FREE RAKIURA – THERE HAVE BEEN A COUPLE OF MEETINGS AND HAD SPEAKERS TALK TO THEM ABOUT 1080 DROPS IN ANOTHER PART OF NEW ZEALAND

- RECYCLING AND GREEN WASTE REVIEW – NO DATE SET YET. INVERCARGILL STAFF ARE TO MEET WITH THE BOARD IN DUE COURSE
- EMERGENCY MANAGEMENT PLAN/TRAILL PARK LEASE AGREEMENTS – BOARD DISCUSSED THAT THERE **ISN'T ENOUGH ROOM** IN THE BUILDING AT TRAILL PARK TO HOLD EQUIPMENT. A REPORT WOULD NEED TO COME TO THE BOARD TO REVISIT THE LEASE ARRANGEMENTS
- DOG ENFORCEMENT – BOARD ARE STILL WAITING TO FIND OUT WHERE THE DOG POUND KENNEL IS ON THE ISLAND. STAFF HAVE BEEN APPROACHED TO LOCATE THE KENNEL. THE BOARD WOULD ALSO LIKE TO KNOW WHAT IS HAPPENING WITH A DOG CONTROL OFFICER.
- SPEED BUMP REMOVAL – SPEED BUMPS HAVE TO BE REMOVED FOR RESEALING BUT ARE LIKELY TO BE RELOCATED AFTER THE RESEAL. THE BOARD WOULD LIKE OTHER OPTIONS FOR TRAFFIC CALMING CONSIDERED
- STEWART ISLAND NEWS/COMMUNITY UPDATES – COUNCILLOR SPRAGGON WILL BE COMPILING A COMMUNITY BOARD/COUNCIL UPDATE FOR THE NEXT PUBLICATION
- MOWING CONTRACT REVIEW – THIS WAS CONSIDERED BY THE BOARD EARLIER IN THE MEETING.

CHAIR CONNER ADVISED THAT HE HAD RECEIVED COMMUNICATION FROM THE DEPARTMENT OF CONSERVATION REGARDING PERMISSION TO ERECT SEA LION WARNING SIGNS AT WATERCRESS SLIP RAMP, GLORY BAY SHELTER, HALF MOON BAY SLIP RAMP, MILL CREEK INLET, BUTTERFIELDS BEACH AND HORSESHOE BAY.

THE BOARD DISCUSSED THE REQUEST AND AGREED TO NOT APPROVE THE SIGNS AND SUGGESTED THAT INFORMATION BE PROVIDED TO ACCOMMODATION PROVIDERS IN AN A4 INFORMATION SHEET OF BEING AWARE OF SEA LIONS AND TO BE AWARE OF THEM.

(DURING DISCUSSION ON THE CHAIRS REPORT, ANDREA YOUNG RETURNED TO THE MEETING AT 11.12AM.)

RESOLUTION

MOVED DEPUTY CHAIRPERSON JOY, SECONDED DANIEL MEADS RECOMMENDATION A AND A NEW B (AS INDICATED) AND RESOLVED:

THAT THE STEWART ISLAND/RAKIURA COMMUNITY BOARD:

A) RECEIVES THE REPORT **TITLED “CHAIRPERSON'S REPORT”**.

NEW B) SENDS A LETTER TO THE DEPARTMENT OF CONSERVATION DECLINING THE REQUEST FOR PERMANENT SEA LION SIGNS IN THE LOCATIONS ADVISED IN THEIR EMAIL OF 13 MAY 2025 AND SUGGEST THAT INFORMATION BE PROVIDED TO ACCOMMODATION PROVIDERS IN AN A4 INFORMATION SHEET OF BEING AWARE OF SEALIONS AND TO BE AWARE OF THEM.

7.8 NEXT MEETING

RECORD NO: R/25/5/23630

COMMITTEE ADVISOR – FIONA DUNLOP WAS IN ATTENDANCE FOR THIS ITEM.

THE BOARD NOTED THAT THEIR NEXT MEETING IS TO BE AT 9.45AM ON THURSDAY 14 AUGUST 2025.

RESOLUTION

MOVED CR SPRAGGON, SECONDED CHAIRPERSON CONNER AND RESOLVED:

THAT THE STEWART ISLAND/RAKIURA COMMUNITY BOARD:

- A) RECEIVES THE REPORT **TITLED “NEXT MEETING”**.
- B) CONFIRMS THAT THE NEXT MEETING OF THE BOARD IS AT 9.45AM ON THURSDAY 14 AUGUST 2025 TO BE HELD IN THE PAVILION, AYR STREET, OBAN, STEWART ISLAND/RAKIURA.

The meeting concluded at 11.31am.

CONFIRMED AS A TRUE AND CORRECT RECORD OF A
MEETING OF THE STEWART ISLAND/RAKIURA
COMMUNITY BOARD HELD ON THURSDAY 12 JUNE
2025.

DATE:.....

CHAIRPERSON:.....

Community update

Record no: R/25/7/35873

Author: Kirsten Hicks, Committee advisor/customer support partner

Approved by: Fiona Dunlop, Committee advisor

☐ Decision

☐ Recommendation

☒ Information

Recommendation

That the Stewart Island/Rakiura Community Board:

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

Attachments

There are no attachments for this report.

Roading bylaw, policy and policy procedures' review

Record no: R/25/7/35879

Author: Chris Rout, Team leader, organisational policy

Approved by: Hartley Hare, Strategic Manager Transport/Acting GM Infrastructure and Capital Delivery

☐ Decision

☐ Recommendation

☒ Information

Purpose

1 The purpose of this report is to provide:

- information to the Stewart Island/Rakiura Community Board (the board) on the review of the Rounding Bylaw 2008 (Revision 3 2024), Rounding Policy 2008 (Revision 1 2015) and Rounding Policy Procedures 2008 (Revision 1 2015); and
- opportunity for the board to give feedback on the rounding documents which will assist staff to identify issues and propose options for Council before undertaking public consultation.

Executive summary

- 2 The Rounding Bylaw 2008 Revision 3 2024, Rounding Policy 2008 Revision 1 2015 and Rounding Policy Procedures 2008 Revision 1 2015 (collectively referred to as the rounding documents) are currently due for review.
- 3 **Each document has a distinct purpose to control and enforce prohibited activities, set Council's management approach, or set the criteria for permitted activities in the road environment.**
- 4 As part of the review staff have identified matters for consideration by Council to be addressed in each document and are seeking feedback from the board on both these matters and the rounding documents themselves.
- 5 If the board chooses to provide feedback, staff will include this for consideration as part of the issues and options to be presented to Council for public consultation.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) receives the report **titled “Roothing bylaw, policy and policy procedures' review”**.
- 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 for the review of the Roothing Bylaw 2008 (Revision 3 2024), Roothing Policy 2008 (Revision 1 2015) and Roothing Policy Procedures 2008 (Revision 1 2015).

Background

- 6 **The rooothing documents are suite of documents which collectively outline Council's approach to the management and use of roads within Southland district.**
- 7 The review frequency for the rooothing documents is drawn from the approach applied to the Roothing Bylaw 2008 Revision 3 2024 (the bylaw), and although bylaws under the Land Transport **Act 1998 do not have a set review timeframe, it is good practice for Council's review approach** to be consistent with the 10-year review cycle other bylaws follow under the Local Government Act 2002.
- 8 In accordance with the above approach, review of the rooothing documents is now due, with the last full review undertaken by Council in April 2015, and only targeted amendments made to the rooothing bylaw since under Revision 2 in 2018 and Revision 3 in 2024, both to address parking issues on Rakiura/Stewart Island.

Roothing bylaw

- 9 The bylaw is considered secondary legislation which is established by Council in accordance with authorities granted under the Land Transport Act 1998 to control activities that are of a nuisance to the general public in use of or within the rooothing environment.
- 10 The bylaw focuses on management of:
 - stock on roads including drooving, grazing, debris on the road, gates and damage;
 - parking restrictions including mobility parking and electric vehicle charging, restriction times, locations, etc;
 - one-way roadways;
 - heavy traffic prohibitions; and
 - vehicular accessways.

- 11 The bylaw has not been attached to this report, but can be accessed online from Council's website: <https://www.southlanddc.govt.nz/council/bylaws-and-policies/bylaws/>.

Roading policy

- 12 The Roding Policy 2008 (Revision 1 2015) (the Policy) **confirms Council's role for managing its roading network confirming Council's policy position** in relation to matters of:

- road safety;
- accessibility;
- road management;
- levels of service;
- environmental effects; and
- community effects.

- 13 The policy also applies **the goals, objectives and levels of service set in Council's Long Term Plan** and maintains consistency with roading strategies and objectives set at a regional and national level.

- 14 The policy has not been attached to this report but can be accessed online from Council's website: <https://www.southlanddc.govt.nz/council/bylaws-and-policies/policies/>.

Roading policy procedure

- 15 **Council's** Roding Policy Procedures 2008 (Revision 1 2015) (policy procedures) is an operational management document which enacts the roading policy and roading bylaw.

- 16 The policy procedures set out the administration and process requirements for specified activities within the road environment. These provide procedural details in relation to permits and applications, compliance, bonds and insurances and include processes to be followed relating to the following activities on district roads or within the road reserve:

Stock crossings at grade	Signs on roads	Structures on the road margin
Stock races	Grazing the road margin	Whitebait huts
Stock underpasses	Road margin planting	Trees on roads
Debris on the road	Cultivation of road margin	Permanent fencing in the road margin
Operating on the road	Use of roads and road licences	RAPID numbering
Lower a road culvert	Gates across roads	Road naming
Drainage on roadsides	Requests to physically form roads	i centre signs
Public utilities and services on roads	Stopping of roads	Changes to road types
Private utilities and services on roads	Temporary closure of roads for public events	Stock droving
Vehicle accessways	Temporary closure of roads for roading purposes	Property numbering
Dust suppression on roads	Storage on the road margin	Rural accessway, (commercial)

- 17 The policy procedures have not been attached to this report but can be accessed online from Council's website: <https://www.southlanddc.govt.nz/council/bylaws-and-policies/policies/>.

Issues

- 18 Staff have identified a number of key matters within the roading documents where changes may need to be considered for each document in the tables below. These changes are being considered in addition to any changes or issues raised in feedback from community boards.

Roading bylaw

- 19 The following matters are proposed to be within the scope of review of the bylaw.

Topic	Issues
Parking	<ul style="list-style-type: none"> alignment between bylaw and physical signage and markings present in the road environment introducing electric vehicle parking reviewing mobility parking coverage introducing permit parking framework for boat trailer parking on Rakiura/Stewart Island.
Stock on roads	<ul style="list-style-type: none"> reviewing permit thresholds and requirements for driving.
One-way roadways	<ul style="list-style-type: none"> reviewing status of any temporary one-way roads.
Fines	<ul style="list-style-type: none"> alignment to fine provisions of Land Transport Act 1998
Unformed legal roads access	<ul style="list-style-type: none"> folding in Ashton Flats Rooding Bylaw under a new section prohibiting vehicle access to specified unformed legal roads additional restriction for vehicle access to the riverside unformed legal road beside the Oreti River at Wallacetown.
Drafting	<ul style="list-style-type: none"> exploring options to be more responsive to requests for changes to application of restrictions between reviews drafting tidy ups and corrections.

- 20 The Ashton Flats Rooding Bylaw has not been attached to this report, but can be accessed online from Council's website: <https://www.southlanddc.govt.nz/council/bylaws-and-policies/bylaws/>.

Roading policy

- 21 The following areas are proposed to be within the scope of review of the policy.

Topic	Issues
Alignment to LTP	<ul style="list-style-type: none"> update to policy to maintain alignment with the 2024-2034 Long Term Plan.
Alignment with other documents	<ul style="list-style-type: none"> review policy against regional and national roading strategies and objectives and update where required.
Drafting	<ul style="list-style-type: none"> drafting tidy ups and corrections.

Roading policy procedures

- 22 The following areas are proposed to be within the scope of review of the policy procedures.

Topic	Issues
Out of date references	<ul style="list-style-type: none"> updates to replace references which are now out of date.
Alignment to current practice	<ul style="list-style-type: none"> update to policy procedures where operational practice has moved on since previously reviewed.
Drafting	<ul style="list-style-type: none"> drafting tidy ups and corrections.

Feedback sought

- 23 Staff would like to receive feedback from the board for the review of the roading documents including the key matters raised above. Are there any areas where changes are required? For instance, under the bylaw are there any locations, times or restrictions which need to be expanded, reduced or amended, particularly within your board area? Are new restrictions required? Do policy or policy procedures need to be changed? Do we need to alter our scope?

Factors to consider

Legal and statutory requirements

- 24 Section 22AB of the Land Transport Act 1998 provides Council authority to establish bylaws as it thinks fit for specified purposes to restrict or control activities in the road environment.
- 25 Council has general authority under Section 12 of the Local Government Act 2002 to adopt the policy and policy procedures.
- 26 Although Council is not legally required to have either the bylaw, policy or policy procedure, these have been put in place for the purposes set out above.

Community views

- 27 As part of its decision-making process, Council must give consideration to the views and preferences of those people affected, or likely to have an interest in, the matter.
- 28 Staff are currently in the process of conducting pre-engagement with stakeholders, community boards (under this report) and the wider community to help identify and analyse issues, propose solutions and prepare drafts of the roading documents for consideration by Council.
- 29 **There will also be a formal consultation process based on Council's preferred** approach to further understand community views on this issue prior to Council making its final decision.

Costs and funding

- 30 Costs associated with reviewing the roading documents will be met within current Council budgets. Costs will include staff time and advertising to meet the legal requirements of review and undertake public consultation.
- 31 Any additional costs to implement and manage changes made to the roading documents are yet to be identified and have funding sources determined.

Policy implications

- 32 Council may not be able to support enforcement of more significant changes to the bylaw due to **limitations in Council's enforcement activities under Enforcement Policy, or enforcement may only** be achievable at the cost of other enforcement activities, or at additional cost to Council.
- 33 Some changes to the roading documents which go beyond existing operational practice will likely require supporting administration changes to implement and remain in place which may incur additional costs for Council.

Analysis

Options considered

- 34 Staff have identified two ways the board could proceed:
- Option 1 - Provide feedback to Staff for the review of the roading documents
 - Option 2 - Provide no feedback for the review of the roading documents at this stage.

Analysis of options

Option 1 – Provide feedback to staff for the review of the roading documents.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • the overall view of the board will be known by Council • board feedback is able be considered and included at an early stage • significant feedback will not require additional consultation to be considered 	<ul style="list-style-type: none"> • the board may want more time to liaise with its community.

Option 2 – Provide no feedback for the review of the roading documents at this stage.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • the board has more time to liaise with its community. 	<ul style="list-style-type: none"> • Council will not know the overall view of the board • board feedback is not able to be considered and included at an early stage • more significant feedback provided at a later date may not be able to be considered without additional community consultation.

Assessment of significance

- 35 The Local Government Act 2002 (the LGA) requires Council to consider the significance (or the degree of importance) of all decisions in order to determine the required level of engagement with the community.
- 36 Staff have assessed this matter as being 'not significant' **in relation to Council's Significance and Engagement Policy** and the LGA, primarily due to staff only seeking feedback from the board at this stage, with no decision yet required.
- 37 Any feedback provided by the board in connection with this report will help inform community views presented to Council for its later decision purposes in relation to this matter, which will have a separate, and likely higher, assessment of significance.

Recommended option

- 38 Council staff recommend that the board proceed with Option 1, and provide feedback to Council staff for the review of the roading documents.

Next steps

- 39 Staff will compile feedback from community boards on the roading documents and consider this as part of issues and options developed for proposal to Council prior to public consultation.

Attachments

There are no attachments for this report.

SIESA PowerNet Monthly Report

Record no: R/25/7/34114

Author: Carolyn Davies, Executive assistant

Approved by: Hartley Hare, Strategic Manager Transport/Acting GM Infrastructure and Capital Delivery

☐ Decision

☐ Recommendation

☒ Information

Purpose

- 1 The purpose of this report is to provide for your **information**, PowerNet's monthly report for SIESA for May, and June 2025.

Recommendation

That the Stewart Island/Rakiura Community Board:

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

Attachments

- A PowerNet monthly report - SIESA Contract 20-46 - May 2025 [↓](#)
B PowerNet monthly report - SIESA Contract 20-46 - June 2025 [↓](#)



Southland District Council – Contract 20/46
Provision of Power Supply to Stewart Island
Monthly Status Report – 23 Apr 25 to 22 May 25

DOCUMENT NO.	BG-CMR-SDC01-2506	VERSION NO.	1.0
DATE	26 May 2025		
SECURITY CLASS	PowerNet Employees Only and SDC		
REVIEW CATEGORY	0 Years - Record Only		

Southland District Council – Contract 20/46 Provision of Power
Supply to Stewart Island: Monthly Status Report – 23 Apr 25 to 22
May 25
Document No. BG-CMR-SDC01-2506, Version No. 1.0

Security Classification
PowerNet Employees Only and SDC

Approvals

APPROVED BY:	Eric Sng	26 May 2025
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Distribution

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Engineers Representative – Hartley Hare hartley.hare@southlanddc.govt.nz	

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Supply to Stewart Island: Monthly Status Report – 23 Apr 25 to 22
May 25
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1. Summary

Quiet period experienced with average load of approximately 360kW in the evenings.

400 hour engine maintenance was done on Unit 1, 2 and 5.

Unit 3 commissioning was slightly due to other priorities on the island in terms of keeping up with preventive maintenance schedules. Unit 3 is expected to be fully commissioned and tested by end of June.

Unit 4 is still decommissioned pending outcome of further root cause analysis.

1.1 Unplanned Outages – Feeder Level Only

Item	Action Taken

1.2 Planned Outages

Item	Action Taken

1.3 Unplanned Maintenance

Description	Total Cost
TOTAL	\$0

2. Connections

2.1 New Connections

Name	Address	Comments

2.2 Alterations / Changes to Supply Network

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Name	Address	Comments

3. Meter Readings

The number and percentage of Network User Meters read during the month.

Number of Meter Readings	Percentage Read
543	100%

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4. Generator Activity

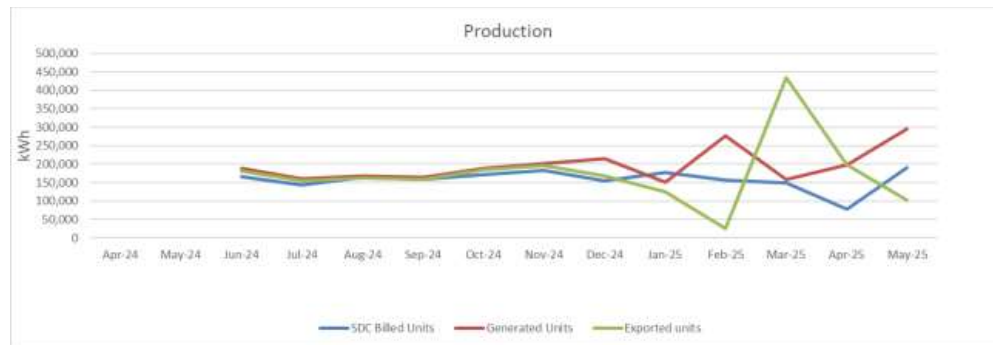


Figure 1 – Generator Load Demand kW hrs

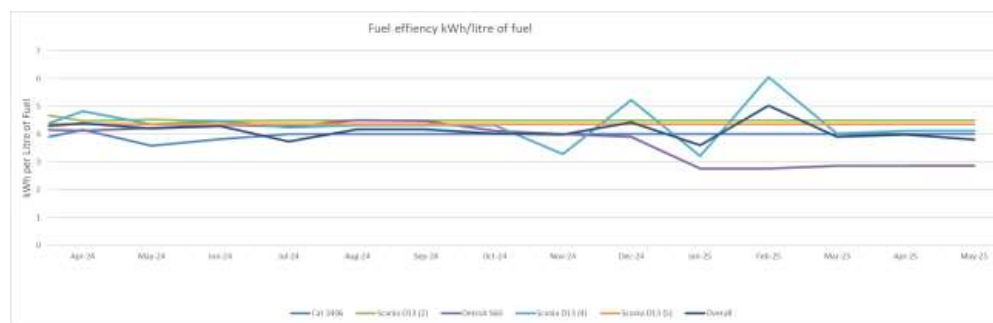


Figure 2 – Generator Efficiency

4.1 Generator Runtimes

Generator	Make/Model	Hrs	Hrs this Month	Fuel this Month	Kilowatt Hrs	Last Services
Unit 1	CAT 3406	19,485	122	3,591	13,410	3-Apr-24
Unit 2	Scania D13	12,491	N/A	53,466	239,890	14-Aug-24
Unit 3	Detroit 60	24,605	0	0	0	5-Apr-24
Unit 4	Scania D13	12,344	0	0	0	17 Feb 2025
Unit 5	Scania D13	17,854	274	12,070	42,915	17 Feb 2025

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5. Preventive Maintenance

Item	Description	Scheduled	Actual

6. Capital Works Progress Summary

Item	Progress & Challenges
AWP - T2 Temporary Replacement	Work orders created to get charged through every month now for transformer hire of TPCL.
AWP – Unit 3 Generator Replacement	Final stages of installation. Commissioning of Unit scheduled for 27 th May 2025. Outstanding teething issues which should be resolved by end of June.
AWP – Kidney Strain Replacement	Done
AWP – Distribution Transformer Refurbishment	
AWP – TX3 Repairs, Testing and Earthing	
AWP – TX33 Earth Upgrade – Install Only	Done
AWP – SIESA Smart Meter Purchases	Purchase is on-hold until further instructions.
AWP – Underground Red Tagged Pole @ 29 Miro Crescent	Done

7. Expenditure – Coming Month

Item	Description	Est. Cost
TOTAL		\$0.00

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8. Inspections, Results & Actions

Generation

Inspection		Result / Issue	Action

Distribution

Inspection	Result / Issue	Action

Other

Inspection	Result / Issue	Action
Nil	N/A	N/A

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programme are expected to be completed by 30th June 2025.

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9. Contract Payments

Payment Date	Reference	Payment
19 Aug 2024	Management Fee – July 2024	\$62,350.49
20 Sep 2024	Management Fee – August 2024	\$62,350.49
18 Oct 2024	Management Fee – September 2024	\$62,350.49
20 Nov 2024	Management Fee – October 2024	\$62,350.49
20 Dec 2024	Management Fee – November 2024	\$62,350.49
20 Jan 2025	Management Fee – December 2024	\$62,350.49
20 Feb 2025	Management Fee – January 2024	\$62,350.49
20 Mar 2025	Management Fee – February 2025	\$62,350.49
30 April 2025	Management Fee – March 2025	\$62,350.49
20 May 2025	Management Fee – April 2025	\$62,350.49
TOTAL \$748,205.88 p/a		\$623,504.90

10. Training Records

Date	Name	Competency Training
12/05/2025	Nic Boyle	EWRB Competency Course

11. Programme Update

All items in works programme are expected to be completed by 30th June 2025.

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Appendix A – Health and Safety Report,

Ref.	Item	Count	Comment
a)	Hazards/Risks Identified and Reviewed <i>Number of new hazards/ risks identified and those been reviewed.</i>	0	Nil
b)	Audits, inspections, safety observations <i>Number of audits, inspections, safety observations etc. conducted in past month and key findings.</i>	0	Nil
c)	Corrective / preventive actions <i>Information about health and safety-related correction or preventive actions assigned in past month, including those responsible for completion.</i>	0	Nil
d)	Plant/tool/safety equipment inspections <i>Evidence of plant, equipment, mobile plant, tools, safety equipment etc. inspected and/or maintained by a competent person. (Records attached in Appendix C)</i>	0	Nil
e)	Health and safety training <i>Information and evidence of any health and safety training conducted, including inductions, external training, scenario testing, drills etc. (Records attached in Appendix B)</i>	0	Nil
f)	Occupational Health Monitoring or PPE Fit Testing <i>Information about any occupational health monitoring or protective equipment fit tested by a competent person.</i>	0	Nil
g)	H&S Meetings <i>Information about health and safety meetings conducted, such as prestart talks, worker participation and engagement opportunities (e.g., H&S Reps' meetings) etc.</i>	1	<p>The committee met on 22 May 2025:</p> <p>1. Wellbeing Team are looking for expressions of interest to form a Wellbeing Committee. If you would like to get involved contact Abbie, Faye or Tracy.</p> <p>2. HSE Business Partners have begun undertaking after hours safety observations. These are taking place as a result of findings from the Ports of Auckland fatality investigation, which highlighted there was no oversight of after-hours work.</p> <p>3. In today's evolving workplace, change is constant. Embracing it with flexibility, clear communication, and a solutions mindset not only helps us navigate uncertainty but also positions us—and our teams—for long-term growth and success.</p>

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Ref.	Item	Count	Comment
			If you have any feedback regarding recent process changes e.g. Operating Sequences / Permits please advise your Supervisor.
h)	Safety Events <i>Number of events (injuries, incidents, near misses) reported and key investigation findings - this includes a summary of any Notifiable Events reported.</i>	0	Nil
i)	Non-Notifiable Event - Details <i>Details on any non-Notifiable Event such as minor work-related injury, illnesses, incident or near miss)</i>	0	Nil
j) & k)	Investigation Communications <i>Evidence results of investigations and learnings communicated to PowerNet personnel. (Refer to Appendix D)</i>	2	HS-SAL-25-008 - Trailer Safety - Safety Alert HS-SAL-25-009 - Lockout Tags - Safety Alert

Southland District Council – Contract 20/46 Provision of
Power Supply to Stewart Island: Monthly Status Report – 23
Apr 25 to 22 May 25
Document No. BG-CMR-SDC01-2506, Version No. All items
in works programme are expected to be completed by 30th
June 2025.

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Appendix B – Training Records

As listed in [Section 11](#) of this report

As listed in [Health & Safety Report](#) (e)

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of Power Supply to Stewart Island: Monthly Status
Report – 23 Apr 25 to 22 May 25
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items in works programme are expected to be
completed by 30th June 2025.

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Appendix C – Inspection and Maintenance Reports

As listed in in [Health & Safety Report](#) (d)

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Security Classification
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Appendix D – Investigation Communications to PowerNet Personnel

As listed in [Health & Safety Report](#) (j & k)

Safety Alert

Incident

Issued: 20/05/2025



HS-SAL-25-008

Contact for further info:
 Brett Coradine – HSE & FT Manager
 Email: bccoradine@pcowernet.co.nz
 Mobile: 027 300 9893

Security Class: PowerNet Employees & External (with NDA's)

Trailer Safety

There have been two recent incidents involving trailer jockey wheels and this alert is issued as a reminder around how to prevent potential safety risks to other road users or vehicle damage during trailer usage. It is the driver's responsibility to ensure the trailer is safe and secure before travel commences.



What we all need to do:

1. Before driving, all drivers must conduct a thorough pre-drive inspection. This inspection must be completed using the Risk Mentor Trailer Pre-Start Check.
2. All drivers to ensure the jockey wheel is up, securely latched and the handle pointing upright before driving.
3. If you identify any defects during the Trailer Pre-Start Check report them immediately and tag out the trailer until the issue is fixed.

HSE Team have provided all identified external and internal interested parties with this Safety Alert.

NOTE: HSE Team are the only authority to release and circulate this Safety Alert.

Approved by: Brett Coradine – HSE & FT Manager

Review Category: 0 Years - Record Only

Safety Alert Doc No: HS-SAL-25-008 – V 1.0

SAL Version Date 20 May 2025
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Safety Alert

Equipment Change

Issued: 12/05/2025



HS-SAL-25-009

Contact for further info:
Paul Barclay – Technical Supervisor
Email: pbarclay@powernet.co.nz
Mobile: 027 435 7092

Security Class: PowerNet Employees Only

Lockout Tags

It has been identified that incorrect "Do Not Operate" tags have been installed throughout the network. To remedy this the Technical Supervisor (Maintenance & Metering) will be ordering and dispersing stock of the below tags into designated lockboxes within substations.



What we all need to do:

1. Reminder to fill out the tag in full and report the defect to System Control.

HSE Team have provided all identified external and internal interested parties with this Safety Alert.
NOTE: HSE Team are the only authority to release and circulate this Safety Alert.

Approved by: Brett Coradine – HSE & FT Manager

Review Category: 0 Years - Record Only

Safety Alert Doc No: HS-SAL-25-009 – V 1.0

SAL Version Date 12 May 2025

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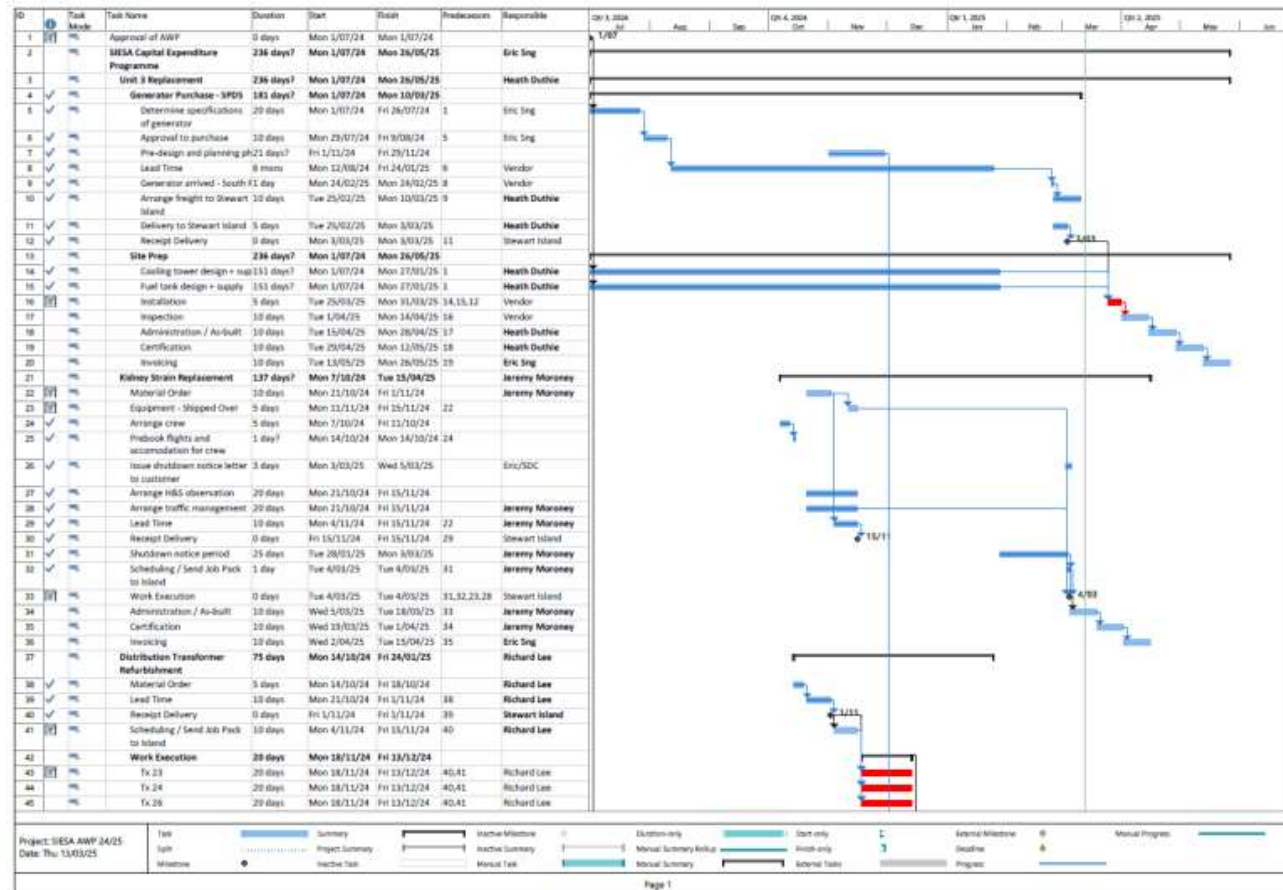
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Appendix E – Annual Works Programme FY24/25 Schedule



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REVIEW CATEGORY	0 Years - Record Only		

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June 25
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Security Classification
PowerNet Employees Only and SDC

Approvals

APPROVED BY:	Eric Sng	26 May 2025
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Southland District Council – Contract 20/46 Provision of Power
Supply to Stewart Island: Monthly Status Report – 23 May 25 to 22
June 25
Document No. BG-CMR-SDC01-2506, Version No. 1.0

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1. Summary

Few individual faults occurred with root cause being fuse blown due to over-current. Customers has been advised to limit power usage, or consider upgrading network capacity requirements to avoid event from occurring again.

During the period, basic service was done on Unit 2 and general ongoing maintenance around the station.

Unit 3 is operational. Final commissioning works to be done to integrate control system of Unit 3 with the whole generation scheme.

1.1 Unplanned Outages – Feeder Level Only

Item	Action Taken

1.2 Planned Outages

Item	Action Taken

1.3 Unplanned Maintenance

Description	Total Cost
TOTAL	\$0

2. Connections

2.1 New Connections

Name	Address	Comments

2.2 Alterations / Changes to Supply Network

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Name	Address	Comments

3. Meter Readings

The number and percentage of Network User Meters read during the month.

Number of Meter Readings	Percentage Read
543	100%

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4. Generator Activity

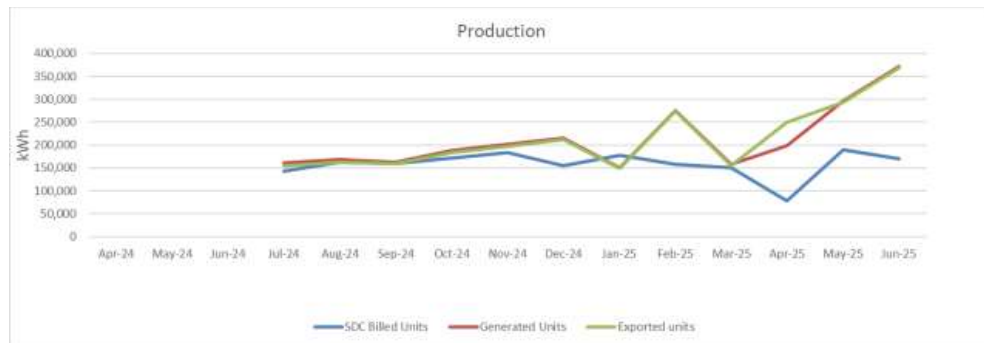


Figure 1 – Generator Load Demand kW hrs

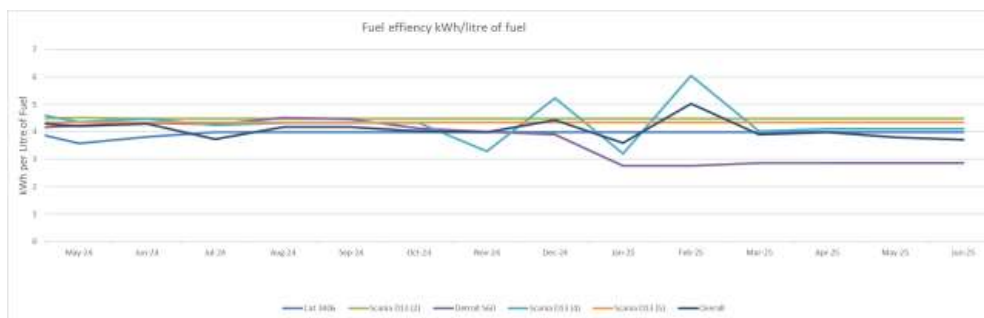


Figure 2 – Generator Efficiency

4.1 Generator Runtimes

Generator	Make/Model	Hrs	Hrs this Month	Fuel this Month	Kilowatt Hrs	Last Services
Unit 1	CAT 3406	19,620	135	6,958	25,750	3-Apr-24
Unit 2	Scania D13	13,154	663	76,654	343,926	14-Aug-24
Unit 3	Detroit 60	24,605	0	0	0	5-Apr-24
Unit 4	Scania D13	12,344	0	0	0	17 Feb 2025
Unit 5	Scania D13	17,871	17	740	2,331	17 Feb 2025

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5. Preventive Maintenance

Item	Description	Scheduled	Actual

6. Capital Works Progress Summary

Item	Progress & Challenges
AWP - T2 Temporary Replacement	Work orders created to get charged through every month now for transformer hire of TPCL.
AWP – Unit 3 Generator Replacement	Done, pending final integration with control system
AWP – Kidney Strain Replacement	Done
AWP – Distribution Transformer Refurbishment	Done
AWP – TX3 Repairs, Testing and Earthing	Deferred to next AWP 25/26
AWP – TX33 Earth Upgrade – Install Only	Done
AWP – SIESA Smart Meter Purchases	Purchase is on-hold until further instructions.
AWP – Underground Red Tagged Pole @ 29 Miro Crescent	Done

7. Expenditure – Coming Month

Item	Description	Est. Cost
TOTAL		\$0.00

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8. Inspections, Results & Actions

Generation

Inspection		Result / Issue	Action

Distribution

Inspection	Result / Issue	Action

Other

Inspection	Result / Issue	Action
Nil	N/A	N/A

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9. Contract Payments

Payment Date	Reference	Payment
19 Aug 2024	Management Fee – July 2024	\$62,350.49
20 Sep 2024	Management Fee – August 2024	\$62,350.49
18 Oct 2024	Management Fee – September 2024	\$62,350.49
20 Nov 2024	Management Fee – October 2024	\$62,350.49
20 Dec 2024	Management Fee – November 2024	\$62,350.49
20 Jan 2025	Management Fee – December 2024	\$62,350.49
20 Feb 2025	Management Fee – January 2025	\$62,350.49
20 Mar 2025	Management Fee – February 2025	\$62,350.49
30 April 2025	Management Fee – March 2025	\$62,350.49
20 May 2025	Management Fee – April 2025	\$62,350.49
19 June 2025	Management Fee – May 2025	\$62,350.49
TOTAL \$748,205.88 p/a		\$685,855.39

10. Training Records

Date	Name	Competency Training
09/06/25025	Nic Boyle	PowerNet Safety Day
17/06/2025	Nic Boyle	OSH Forklift Refresher
18/06/2025	Nic Boyle	Dangerous Goods Endorsement

11. Programme Update

All work is done.

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Appendix A – Health and Safety Report,

Ref.	Item	Count	Comment
a)	Hazards/Risks Identified and Reviewed <i>Number of new hazards/ risks identified and those been reviewed.</i>	0	Nil
b)	Audits, inspections, safety observations <i>Number of audits, inspections, safety observations etc. conducted in past month and key findings.</i>	0	Nil
c)	Corrective / preventive actions <i>Information about health and safety-related correction or preventive actions assigned in past month, including those responsible for completion.</i>	0	Nil
d)	Plant/tool/safety equipment inspections <i>Evidence of plant, equipment, mobile plant, tools, safety equipment etc. inspected and/or maintained by a competent person. (Records attached in Appendix C)</i>	0	Nil
e)	Health and safety training <i>Information and evidence of any health and safety training conducted, including inductions, external training, scenario testing, drills etc. (Records attached in Appendix B)</i>	0	Nil
f)	Occupational Health Monitoring or PPE Fit Testing <i>Information about any occupational health monitoring or protective equipment fit tested by a competent person.</i>	0	Nil
g)	H&S Meetings <i>Information about health and safety meetings conducted, such as prestart talks, worker participation and engagement opportunities (e.g., H&S Reps' meetings) etc.</i>	1	<p>The committee met on 26 June 2025:</p> <ol style="list-style-type: none"> 1. Safety Observations - Recent safety observations have highlighted that correct procedures are being consistently followed, demonstrating that safe work practices are becoming embedded in daily operations. This positive trend reflects a growing safety culture where employees are actively applying training and taking ownership of health and safety on the job. 2. Conflict De-Escalation Training – Sessions have been scheduled in August firstly for those on the faults roster and remaining field staff in due course. <p>Hazardous Substance of the Month – Transformer Oil</p> <ul style="list-style-type: none"> • Avoid long or repeated contact with skin • Keep stored in a sealed container in a cool, dry and well-ventilated area

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Ref.	Item	Count	Comment
			<ul style="list-style-type: none"> • Avoid discharge into the environment – very harmful to aquatic life • Disposal should be by incineration in a chemical incinerator in compliance with national requirements • Suitable fire extinguishers to use on fire
h)	Safety Events <i>Number of events (injuries, incidents, near misses) reported and key investigation findings - this includes a summary of any Notifiable Events reported.</i>	0	Nil
i)	Non-Notifiable Event - Details <i>Details on any non-Notifiable Event such as minor work-related injury, illnesses, incident or near miss)</i>	0	Nil
j) & k)	Investigation Communications <i>Evidence results of investigations and learnings communicated to PowerNet personnel. (Refer to Appendix D)</i>	2	<ul style="list-style-type: none"> • HS-SAL-25-010 - Safety Alert - Toyota Hilux Extra Cab Ute - Downhill Assist Control 4 June 2025 • HS-SAL-25-011 - Safety Alert - Cold Weather and Driving Hazards

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Appendix B – Training Records

As listed in [Section 11](#) of this report

As listed in [Health & Safety Report](#) (e)

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of Power Supply to Stewart Island: Monthly Status
Report – 23 May 25 to 22 June 25
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Appendix C – Inspection and Maintenance Reports

As listed in in [Health & Safety Report](#) (d)

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Appendix D – Investigation Communications to PowerNet Personnel

As listed in [Health & Safety Report](#) (j & k)

Safety Alert

Equipment Change

Issued: 31/07/2024



HS-SAL-25-010

Contact for further info:
Brett Coradine – HSE & FT Manager
Email: bcoradine@powernet.co.nz
Mobile: 027 300 9893

Security Class: PowerNet Employees & External (with NDA's)

Toyota Hilux Extra Cab Ute

Over the last two to three years, we have added Toyota Hilux 4x4 Extra Cab Utes to our Company fleet. Whilst similar in many ways to our Single Cab and Double Cab Utes in driving and performance, they do come without an important safety feature – Downhill Assist Control (DAC)



Downhill Assist Control (DAC) – is a system designed to help maintain a low, constant speed when descending steep or slippery slopes. In the absence of DAC, drivers must rely on manual techniques to ensure safe vehicle control.

Recommended Safe Descent Procedures:

1. **Engage 4WD Low (L4):**
Activate low-range four-wheel drive *before* descending. This setting maximises traction and engine braking, especially on steep or loose surfaces.
2. **Use Manual Braking:**
Apply brakes steadily and consistently. Avoid sudden or harsh braking to maintain control and prevent skidding.
3. **Select Low Gear:**
Choose a lower gear (e.g. 1st or 2nd) to utilise engine braking. This helps control speed and reduces reliance on the brake pedal.
4. **Maintain Vehicle Control:**
If a rear wheel begins spinning, engage the rear differential lock to evenly distribute power to both rear wheels.
5. **Utilise Hill-Start Assist Control (HAC) where fitted:**
HAC can prevent rollback when starting on an incline by temporarily holding the brakes.

Important Considerations:

- On extremely steep or slippery terrain, even with 4WD Low, the vehicle may still slip. **Manual speed control is essential.**
- DAC is a driver aid – not a substitute for proper driving techniques.
- If DAC is disabled or malfunctions, the vehicle will not automatically manage descent speed.
- All personnel driving vehicles off-road must first be trained in 4WD driving techniques, and familiar with the vehicle's safety features.

HSE Team have provided all identified external and internal interested parties with this Safety Alert.

NOTE: HSE Team are the only authority to release and circulate this Safety Alert.

Approved by: Brett Coradine - Acting GM HSE

Review Category: 0 Years - Record Only

Safety Alert Doc No: HS-SAL-25-010 – V X.0

Version Date 4 June 2025


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of Power Supply to Stewart Island: Monthly Status
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<h1>Safety Alert</h1> <h2>Environmental Conditions</h2> <p>Issued: 5/06/2025</p>	
	<p>HS-SAL-25-011</p> <p>Contact for further info: Bret Coradine, Acting GM HSE Email: bcoradine@powernet.co.nz Mobile: 027 300 98 93</p>

Security Class: PowerNet Employees & External (with NDA's)

Cold Weather and Driving Hazards

As we approach the first cold snap of winter, temperatures are expected to plummet over the next few days, posing significant potential hazards. Here are some important considerations to keep in mind:



Potential Hazards:

- Hypothermia Risk:** Exposure to cold temperatures can lead to hypothermia, especially during outdoor activities or prolonged exposure.
- Icy Road Conditions:** Dropping temperatures may result in icy roads, increasing the risk of accidents and hazardous driving conditions.

Precautionary Measures:

- Dress Appropriately:** Wear layered clothing and ensure that all exposed skin is covered to prevent heat loss and potential frostbite.
- Stay Informed:** Monitor weather forecasts and road conditions before traveling. Consider postponing non-essential travel if conditions are unsafe.
- Drive Safely:** Exercise caution while driving. Reduce speed, increase following distances, and avoid sudden braking to maintain control on icy roads.
- Emergency Supplies:** Carry emergency supplies such as additional clothing, snacks, water, and a charged cell phone in your vehicle in case of unexpected delays or breakdowns.

HSE Team have provided all identified external and internal interested parties with this Safety Alert.

NOTE: HSE Team are the only authority to release and circulate this Safety Alert.

Approved by: Brett Coradine – Acting GM HSE

Review Category: 0 Years – Record Only

Template Doc No: HS-TPL-0002 | v 4.0 | June 2025

SAL Version Date 5 June 2025

Safety Alert Doc No: HS-SAL-25-011 – V 1.0

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Island: Monthly Status Report – 23 May 25 to 22 June 25
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Appendix E – Annual Works Programme FY24/25 Schedule

All planned work for AWP24/25 is completed.

Community board reporting

Record no: R/25/7/36512
Author: Karen Purdue, Community partnership leader
Approved by: Sam Marshall, Group manager customer and community wellbeing

☐ Decision ☐ Recommendation ☒ Information

Purpose

- 1 The purpose of this report is to inform the board of the community leadership, operational and Council activities in the board area and across the district.

Recommendation

That the Stewart Island/Rakiura Community Board:

- a) **receives the report titled “Community board reporting” dated** 31 July 2025.

Attachments

- A Stewart Island Rakiura community leadership report - 14 August 2025 [↓](#)
B Active Southland report - August 25 [↓](#)
C Stewart Island Rakiura operational report - 14 August 2025 [↓](#)



What's happening in your area

Solution for Rakiura Energy

Southland District Mayor Rob Scott is thrilled that a solution has been found to provide cheaper, renewable electricity to consumers on Stewart Island/Rakiura.

Associate Minister of Regional Development Mark Patterson announced a suspensory loan of \$15.35 million to the Rakiura Energy Solutions project at a public meeting on the island this on 23 June 2025. About 90 people were in the Stewart Island Community Centre to hear the announcement.

The suspensory loan, from the Regional Infrastructure Fund, will enable the construction of a 2 megawatt solar farm and a 4 megawatt battery, as well as upgrades to the electricity supply network.

Mayor Scott said: "Stewart Island is a big jewel in New Zealand's crown, and electricity prices at 85 cents have got to the point where it is impacting the small resilient community that lives there. This announcement is huge and will have a significantly positive impact, not just on the island but for New Zealand.

"I'm rapt that the government has recognised this and chosen to invest in Rakiura. The community is long overdue for a solution, and I am looking forward to seeing it all unfold."

The Rakiura Energy Solutions project has been exploring options since 2023 to reduce Stewart Island's reliance on diesel generators to produce electricity. The project is being run by Southland District Council and the Stewart Island/Rakiura Community Board, working alongside the Stewart Island Electrical Supply Authority (SIESA) and PowerNet.

Island consumers currently pay 85 cents per kilowatt hour, around 240% more than mainland New Zealanders pay for electricity.

Procurement will take place immediately, with contracts in place by the end of 2025. It is anticipated that construction and upgrades will begin at the start of 2026, with the project completed and the network integration fully commissioned by the end of 2027.



Community partnership fund

The next round of funding for the Stewart Island/Rakiura Community Partnership Fund will close on 31 October 2025.

Stewart Island Visitor Levy

Applications to the Stewart Island Visitor Levy fund closed on 31 March 2025 and the seven applications were considered at the Stewart Island Visitor Levy subcommittee meeting on 10 June 2025. The following applications were successful:

- | | |
|---|---------------------------------|
| • Stewart Island Rakiura Community Board – interpretation panels | \$15,000 |
| • Stewart Island Promotion Assn Inc. – events manager | \$20,000 per year for two years |
| • The Lord Family Trust – Millar’s Beach restoration project | \$7,582 |
| • Stewart Island Promotion Assn Inc – free wifi | \$1,043 |
| • Rakiura Heritage Trust – operational costs | \$17,391 |
| • Stewart Island Rakiura Community Board – Golden Bay walkway – from the southern end of Traill park, along Golden Bay road to Oban and finishing at the intersection with Ayr Street. The allocation committee are currently considering some financial modelling in regard to this application. | \$ approved in principle |

Community Funding

District Initiatives Fund

Grants were distributed to the following organisations for the March funding round of the District Initiatives Fund:

- | | |
|---|----------|
| • Southland Oral History Project/ Heritage South – volunteer travel | \$1,000 |
| • Shepherdess – Muster Vibrant Communities event | \$8,497 |
| • Winton Men’s Friendship Club – travel costs for choir visits | \$1,500 |
| • Ladies Club of Winton – travel costs for choir visits | \$1,500 |
| • South Coast Environment Society – weekend workshops | \$3,000 |
| • Tuatapere District Promotions – digihub training | \$1,500 |
| • Fiordland Trails Trust – Leg 3 Te Anau Downs trail | \$10,000 |

Applications for the next funding round of the District Initiative Fund close on 20 September 2025.

Other funding opportunities

Applications for the next funding round of the Sport NZ Rural Travel Fund close on September 30.

The following Southland District Council funds close on 20 December 2025

- Centennial Bursary Scholarships for recognised tertiary study
- Valmai Robertson Creative NZ Arts Scholarships
- Eric Hawkes Memorial Outward Bound Scholarship.

Applications can be made on the Southland District Council website via the SmartyGrants link:

<https://www.southlanddc.govt.nz/council/funding-and-grants/>

Council department updates

Governance

Work streams that may be of interest to the board include:

2025 local government elections – the governance team will have now processed all the nominations for mayoral, councillor and board positions. The team will be busy preparing voting papers, a candidate profile booklet and preparing to issue special votes. Just a reminder that voting papers will be delivered from 9 to 22 September, and voting closes at noon on 11 October 2025. In September the governance team will be putting out orange bins as local receptors for voting papers (people can return their voting papers to these receptors or by using the provided return postal envelope).

Preparation for the new triennium – the team will be preparing for meetings, workshops and providing induction information to elected members in the new triennium. The governance team present a number of reports to Council and community boards after the election.

Elected member remuneration – the annual elected members determination has been made, which makes minor amendments/increases to elected member pay. The new rates can be viewed here: <https://www.legislation.govt.nz/regulation/public/2025/0140/latest/LMS1450657.html>

Mileage claims - Please remember to send these claims through promptly to Rachael Poole at rachael.poole@southlanddc.govt.nz.

Local Alcohol Policy Review

Council staff are undertaking a review of the local alcohol policy LAP (<https://www.southlanddc.govt.nz/assets/Bylaws-policies-and-strategies/policies/Local-Alcohol-Policy-2019.PDF>)

Staff have been working with ICC and GDC staff at this early stage to engage with key stakeholders (such as Police, Public Health officers, Ministry of Health, Hospitality NZ) to obtain their views on the current LAP.

SDC and ICC are currently in a combined policy, but due to the specific concerns that ICC face, we decided on an issues-based approach to developing our policies separately. This means that SDC can focus more acutely on a community level where any issues may be raised about the regulation of alcohol sales.

Organisational Policy staff would really like to hear from community boards on how they feel the current LAP is working at a community level. Ana Bremer is the lead on this review and information can be provided to her. Likewise, any questions can be directed to Ana.

Stakeholder updates

Active Southland – update

An update from Active Southland is attached.



Community Leadership Report – August 25

Welcome to the Winter Season!! As we settle into the winter months, we hope everyone is staying warm and keeping well, especially as winter illnesses continue to circulate throughout our communities. Here is a quick update on what Active Southland has been doing in our Southland District communities.

Healthy Active Learning

Active Southland continues to deliver successful Healthy Active Learning (HAL) initiatives across Southland District schools, supporting the wellbeing of tamariki through healthy eating, drinking, and quality physical activity. These practices are being embedded into everyday teaching to ensure sustainable, long-term impact.

Recognising the many demands placed on teachers, HAL provides practical strategies to integrate physical activity into classroom learning. This support helps maintain a balance between core curriculum delivery and the promotion of active, healthy lifestyles.

Last year, HAL collaborated with schools to build capability around Ki o Rahi, a traditional Māori ball game that holds deep cultural significance. Successful tournaments were held in Otautau (Western Southland) and Tokanui (Southern Southland). Building on this momentum, conversations are underway to host a similar event in Riversdale for the Northern Southland community. Ki o Rahi is more than just a sport, it's a culturally rich activity rooted in the story of the warrior Rahitūtakahina (Rahi), highlighting values such as resilience, teamwork, and peaceful conflict resolution.

Given the geographical spread and rural isolation of many Southland schools, collaboration is a key focus for the HAL team. Heron Futter, representing Healthy Active Learning, has played a pivotal role in supporting *Country Kids Connect* – a collaborative group of Year 7 and 8 students from small rural schools such as Garston, Waikaka, Waikaia, Otama, Te Tipua, and Knapdale. Many of these schools only have one or two students in these year levels, making connection and support crucial for social development and transition to secondary school.

The group recently participated in a camp that featured a wide range of activities, including shooting, orienteering, outdoor cooking, basic first aid, spotlight, and night-time BlazePod sessions. Students also shared ideas for future events, with interests including mountain biking, fishing, and additional outdoor adventures to build community and connection.



Spaces & Places – Pool Collective

Community pools across Southland continue to meet bi-annually to collaborate on shared challenges, successes, and operational improvements. These meetings have become a vital platform for information sharing and peer support, especially for isolated facilities facing common issues such as volunteer shortages and ongoing operational pressures.

To further enhance sustainability, the Pool Collective has engaged Southern Consulting Partnership (Christchurch) to support the development of maintenance plans for community pools. The key focus areas include condition assessments, pool heating systems, and water treatment/filtration design. Pools can opt into the area's most relevant to their current needs.

Currently, 12 Southland District Council (SDC) pools have expressed interest in working as a collective to seek funding for this initiative. The preliminary stages of information gathering for funding and planning are now underway. This process will provide each pool with a clear 10-year maintenance and upgrade plan, outlining what assets require renewal, when updates will be necessary, and helping pool committees strategically plan for future funding applications and fundraising efforts. Having this forward-looking plan in place will enable more proactive, efficient, and sustainable management of these valuable community facilities

If you have any questions regarding the report, please feel free to contact me

Nga mihi nui

Jenna Shepherd

SOUTHLAND DISTRICT REGIONAL ACTIVATOR

p. 03 211 2150 m. 022 158 4166

[activesouthland.co.nz](mailto:info@activesouthland.co.nz)



ILT Stadium Southland, Surrey Park Rd, Invercargill

POSTAL: Active Southland, PO Box 224, Invercargill 9840



Stewart Island/Rakiura Community Board

Tracker – ongoing

Ulva Island Jetty – a report is in the agenda with options for the community board to consider

Golden Bay Masterplan – the plan has been completed and will come to the community board for final signoff

Review of waste activity – this will be included in the infrastructure meeting planned with community board at a later date.

Stage 2 of the Butterfields Beach walking track project –staff meeting contractor on site to conduct a walk over and pricing review.

Upcoming priorities

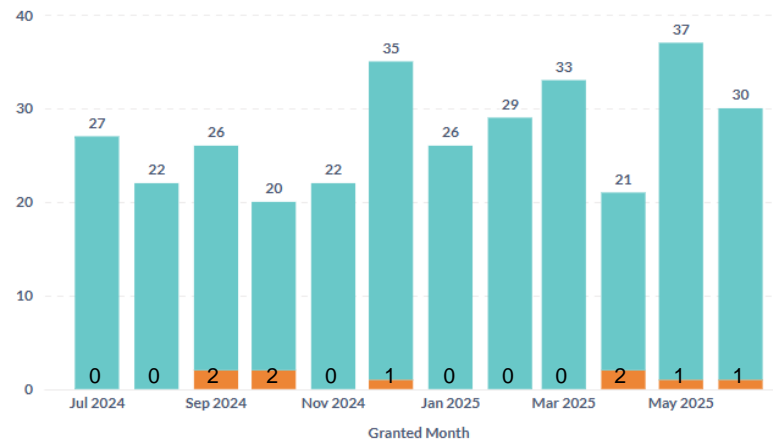
Spatial Plan – community engagement is planned for September

Golden Bay walking track from the southern end of Traill Park, along Golden Bay road to Oban and finishing at the intersection with Ayr Street – some preparation work is being included in the pre-seal work being done.

Resource consents granted

RM applications granted for community board

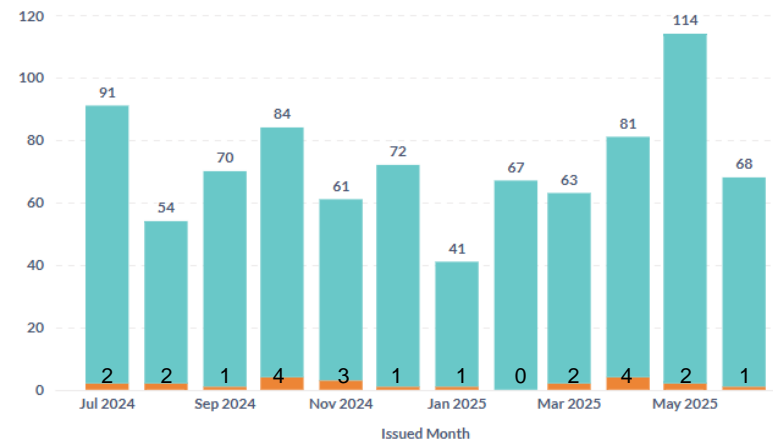
RestOfSDC BoardCount



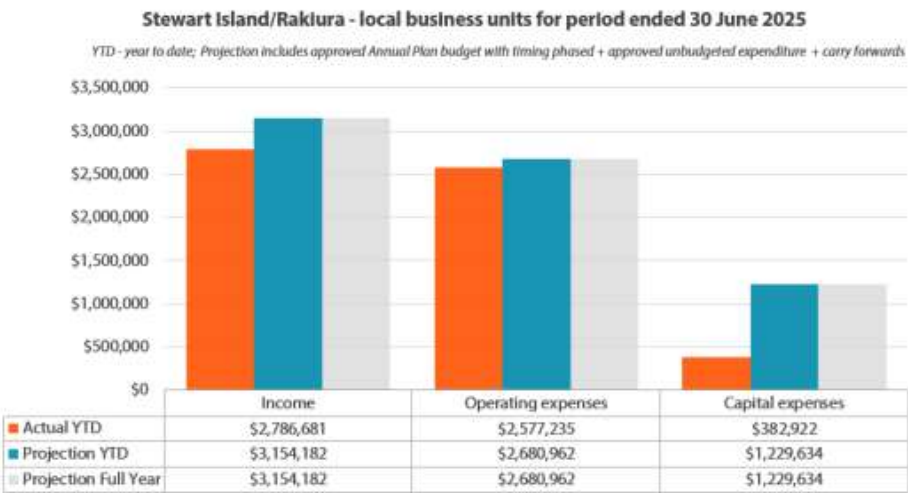
Building consents issued

Building Consents issued for community board

RestOfSDC BoardCount



Local Budget Information



Budget notes

Income is \$368k (12%) under projection. This largely relates to government grants for Ulva Island jetty (450k), Butterfields Beach walking track (\$58k) and a SIVL grant for Golden Bay Walkway (\$94k) all of which will be received as work progresses. SIESA is over projection in operations by \$210k. This is due to three main items over projection: electricity income (\$118k), interest received (\$78k) and connection fees (\$13k). Waste recovery is also over projection by \$40k as is kerbside by \$20k. This is offset by the timing of Stewart Island visitor levy funding for the Dundee Street Footpath loan repayments (\$20k under projection) which will be brought in as part of year end entries. The remainder relates to interest on reserves of \$6k and community assistance grants of \$5k that will both be processed as part of year end.

Operating expenses are \$104k (4%) under projection. This relates to Stewart Island jetties \$30k of which is due to an accounting reclassification of prior year transactions to capital. \$31k relates to the refurbishment of Millers Beach project that is underway but has incurred minimal costs and \$22k of the under projection relates to consultants.

SIESA is under projection by \$14k this is made up largely of waste being \$54k over projection largely due to freight costs and operations being \$66k under projection due to fuel (\$85k) reflecting lower prices than budgeted, network maintenance (\$15k), consultants (\$8k) and management fee over projection by (\$40k). Parks and reserves are \$12k under projection largely due to less general maintenance costs as they are largely reactive.

Capital expenses are \$847k (69%) under projection. This relates to a number of projects that are underway and under projection; Ulva Island (\$550k), SIESA capital renewal (\$167k), Golden Bay Walkway Investigation (\$74k) and the walking track along Horseshoe Road to Butterfield Beach (\$58k).

NB: Please note these are based on draft end of June accounts and will change with year-end adjustments including final invoices and adjustments for purchase orders not required.

Requests for service

Across the district there were 856 requests for service lodged during the period May and June 2025, of which 165 were related to three waters. Ten of the total requests belonged to this board area. A full breakdown of those requests is detailed below.

REQUEST TYPE	COUNT
Hazards	2
Vegetation rural (overgrown or visibility issues)	1
Water and waste general	7
TOTAL	10

Requests for service lodged



Service contracts updates

Water and wastewater services operation and maintenance

The 23/01 operations and maintenance contract is running well across the Stewart Island Community Board region. Water and wastewater services across the area have continued to operate with what would be considered a normal number of service requests being received by Council and Downer since the previous report.

Downer capital works at the wastewater treatment plant are now completed. The quality of wastewater being sent from the treatment ponds to the disposal fields have significantly improved. This will extend the life of the dispersal lines and improve environmental sampling results.

Investigations are being undertaken to secure a power supply to the dispersal fields for future works.

Mowing

Mowing has restarted, the mowing contractors will continue until the contract renewal is finalised.

Gardens

The local gardener is continuing to maintain the gardens as weather permits and keeping the weed growth to a minimum.

Foveaux Alliance

Flooding event resulted in roads closed in June, mirroring the same scale and month in 2024.

Routine maintenance tasks completed with a reduction in spraying/mowing in winter months and an increase in unsealed network activities.

Pre reseal repairs are completed with the exclusion of Golden Bay section adjacent to the walking track and wharf area off Elgin Terrace.

Annual urban sump cleaning completed, and the contractor is booked to go over to Stewart Island in August.

Projects update

Activity	Name	Current Phase	Current Progress	Budget actual ytd
COMMUNITY FACILITIES	Walking track along Horseshoe Road to Butterfield Beach	Delivery phase	Off track	\$94,230 \$36,030 P-10316
Waiting on a site visit on the island with the contractor to conduct a walk over and pricing review.				
WASTEWATER	Multi scheme-oxidation pond de sludge	Delivery phase	Monitor	\$900,000 \$547,543 P-10452
Works started in January and the earthworks have progressed slower than anticipated with continued wet weather effecting progress. As a result, the contractor has pulled off site and will return to complete the earthworks in the spring to continue with the desludging.				
WASTEWATER	Stewart Island wastewater consent renewal	Delivery phase	On track	\$159,000 \$83,780 P-10474
Council has not yet been granted consent award for 25 years to 2050. We received the final conditions from Environment Southland which we are reviewing and challenging some conditions before the finals are agreed. We have further funding 2026/2027 for future improvement works if required.				

JANUARY 2025	FEBRUARY 2025	MARCH 2025	APRIL 2025	MAY 2025	JUNE 2025	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025
	13 Feb - Board meeting	Board workshop	10 April - Board meeting	Board workshop	12 June - Board meeting	Board workshop	14 Aug - Board meeting	Board workshop			TBC - Board meeting
				Stewart Island Visitor levy applications close 9 May	Stewart Island Visitor Levy subcommittee meeting - 10 June	1 July 2025 - Local Government Elections nomination period opens	1 August 2025 – Local Government Elections nomination period closes	Community service award nominations close 30 September 9 September 2025 – voting Local Government elections opens	Stewart Island Rakiura Community Partnership applications close 31 October		
		District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel fund applications close 31 March						District Initiative fund, Creative Communities Fund, Sport New Zealand Rural Travel fund applications close 30 September	11 October 2025 – Local Government Elections election day		Scholarships and bursary applications close 20 December

Councillor update

Record no: R/25/7/36103

Author: Deborah-Ann Smith-Harding, Committee advisor/customer support partner

Approved by: Deborah-Ann Smith-Harding, Committee advisor/customer support partner

☐ Decision☐ Recommendation☒ Information

Purpose of report

- 1 This report is to provide the board an overview of the matters that have been considered at Council and Finance and Assurance Committee meetings from 15 May 2025 to 25 June 2025.
- 2 To watch any of the previous Council or Finance and Assurance Committee meetings select this link: [SDC youtube](#)
- 3 An overview of the reports presented is given in the table below.
- 4 This report is also to provide an opportunity for Councillor Spraggon to highlight particular matters or to update the board on any other issues that have arisen around the Council table.

28 May 2025 – Council meeting	
Report	Overview
Mayor's Taskforce for jobs – update from Great South	Southland Youth Futures team manager – Renata Gill and Mayors Taskforce for Jobs coordinator Elizabeth Wyatt presented to Council on the Mayor's Taskforce for Jobs (MTFJ) 2024/2025 contract year. For employers, it offers matched job seekers, access to grants and subsidies, training and pastoral support for new hires, and provision of workwear and equipment. They have connected with 212 young people and have 34 placed into fulltime employment.
SDC holiday programme update - January 2025	Jenna Shepherd and Wendy Finlay from Active Southland updated Council on the successful January holiday programme delivered on behalf of Council.
WasteNet's submission – proposed waste legislation	Council received and reviewed a draft submission prepared by WasteNet on the proposals to amend the Waste Minimisation Act 2008 (before the draft submission was submitted to the Ministry for the Environment).
District Initiatives Fund applications - March 2025 round	<p>Council received and approved seven applications for the allocation of funds from the District Initiatives Fund as follows:</p> <ul style="list-style-type: none"> • Southland Oral History Project/Heritage South \$1,000 • Shepherdess/Muster Vibrant Communities \$8,497 • Winton Men's Friendship Choir \$1,500 • Ladies Club of Winton \$1,500 • South Coast Environment Centre \$3,000 • Tuatapere District Promotions Inc./Central Western Archive \$1,500 • Fiordland Trails Trust \$10,000

Sport NZ Rural Travel Fund applications - March 2025 round	<p>Council received and approved 12 applications for the Sport NZ Rural Travel Fund as follows:</p> <ul style="list-style-type: none"> • Central Southland College \$1,050 • Riverton Rugby Club \$1,500 • Mossburn School – Hockey \$1,050 • Menzies College Netball Club \$1,500 • Mossburn School – Netball \$1,050 • Fiordland College \$1,050 • Riverton Athletic Club \$800 • Winton Football Club \$800 • Takitimu Primary School \$800 • Fiordland Swimming Club \$800 • Northern Southland College \$1,250 • Tokanui Netball Club \$450
Bridge weight restriction postings 2025/2026	<p>Council complied with the Transport Act 1962 and Heavy Motor Vehicle Regulations 1974 by advertising any posting weight limit necessary for bridges on the roading network and to revoke any restrictions that no longer apply.</p> <p>The number of posted bridges inspected within the Southland district has reduced this year due to an ongoing bridge replacement programme with two posted bridges replaced since July 2024.</p>
Changes to fees and charges 2025/2026 - deliberations	Council received and acknowledged the submission they received, considered the feedback received and confirmed the fees and charges for inclusion in the Annual Plan 2025/2026.
Financial Report for the period ended 31 March 2025	Council received a financial report for the nine months to 31 March 2025. Both income and expenditure were slightly below budgeted projections.
Seaward Downs recreation reserve - potential disposal	<p>Council received the report and agreed staff are to initiate the disposal process for the property and to take the appropriate actions as required by the Crown.</p> <p>Council agreed that any potential net sale proceeds are to be transferred to the Waihopai Toetoe Community Board to be used for capital expenditure or projects on reserves, parks and open spaces.</p>
Milford Community Trust	<p>Council received this report and reappointed Rosco Gaudin and appointed Cr Sarah Greaney as a trustee of the Milford Community Trust for the remainder of this local government triennium.</p> <p>Council directed staff to advertise the remaining four trustee positions, one of the positions being the role of the independent chair.</p>
Technical staff submission on proposed changes to the emission trading scheme	<p>Council was updated by staff on the technical submission made on behalf of Council on the “Proposed changes to forestry in the New Zealand Emissions Trading Scheme”. Included in the submission was:</p> <ul style="list-style-type: none"> • to delay the update to the Pinus radiata default carbon tables • to suggest the ETS system use regional sequestration tables for all species to better reflect the regional variation in carbon sequestration capability and not overly inflate Pinus Radiata

	<ul style="list-style-type: none"> that all high wilding species are excluded from the ETS system and current high wilding species are aged out of the program to prioritise research into transitional forestry and coppicing species.
11 June 2025 – Council Meeting	
Report	Overview
Public participation	Johan Groters spoke about Great South - that he felt smaller tourism operators are not getting much value for money or benefit from the money being invested in Great South.
Local Water Done Well – Decision on Preferred Water Services Delivery Model	<p>Council received 193 submissions (and an additional seven late submissions). Ninety seven percent of respondents supported the adjusted status quo model (an in-house business unit).</p> <p>Council adopted the adjusted status quo model as Southland District Council's preferred water services delivery model to be included in the Water Services Delivery Plan.</p>
Management report June 2025 (information only)	<p>Cameron McIntosh updated Council on what has been happening in the following operational areas:</p> <ul style="list-style-type: none"> Government legislative agenda Governance Rakiura Energy project Communications and engagement Information services Strategic planning Spatial planning <p>Mr. McIntosh also discussed legislation publicly released the night before the meeting.</p>
Mayor's report	Mayor Scott took the Councillors through his report which highlighted meetings and events that he had attended. Mayor Scott, Cr O'Brien and Cr Wilson spoke about the onsite meeting they attended with the Mid Dome Trust, Cr Keast spoke about the Citizen Advice Bureau's launch of their community directory and Cr Greaney gave an update on Connected Murihiku.
Nightcaps hall, installation of new diesel tank - retrospective unbudgeted expenditure request	Council approved retrospective unbudgeted expenditure of \$3,316.56 plus GST for the transport and installation of the replacement diesel tank at the Nightcaps hall. This project is to be funded as any operational underspends in 2024/2025 with the remainder to be funded via the Nightcaps Community Centre Reserve.
Unbudgeted expenditure report - Ohai Railway Fund - March 2025 funding round	Council approved the unbudgeted expenditure of \$11,747 in Ohai Railway Fund grant allocations from the Ohai Railway Fund interest income.
25 June 2025 – Council Meeting	
Report	Overview
Public participation	Wendy Joy Baker addressed the meeting regarding her submission to the Local Water Done Well consultation. She also spoke about the rates increase being too high, First Edition costing too much and that volunteering needs to be recognised.

Annual Plan 2025/2026 adoption	Council agreed to adopt the Annual Plan 2025/2026 and delegated to the chief executive the authority to make the minor editorial changes that arise as part of the publication process.
Rates Resolution - Setting of Rates for the Financial Year 1 July 2025 to 30 June 2026	Council set the rates for the year commencing 1 July 2025 and ending 30 June 2026 with four instalment dates as follows: <ul style="list-style-type: none"> • Instalment One – 29 August 2025 • Instalment Two - 28 November 2025 • Instalment Three - 27 February 2026 • Instalment Four - 29 May 2026
Transport section 17a review findings report	Council approved the implementation of the recommended “Enhanced Status Quo” model with all new roading contracts moving forward and that the transport team progress to the procurement phase for key road maintenance contracts based on the recommended model.
25 June 2025 – Finance and Assurance Committee Meeting	
Report	Overview
Finance and Assurance Committee work plan for the year ended 30 June 2025	A number of reports were moved to the next financial year to accommodate the additional reports that needed to be added to this agenda. The following reports will be now reported on in the next quarterly meeting in September: <ul style="list-style-type: none"> • People and Culture update • Follow up on audit action points • Update on progress of the Environmental Services Business Plan • IANZ re-accreditation report
B2B project update	The Committee received a progress update on the back together build - the project is on track.
Health and safety update	Staff updated the Committee on health and safety related events and activity from the last quarter.
New Zealand Transport Agency investment audit report for the period 2021/2022 to 2023/2024	As part of the New Zealand Transport Authority Waka Kotahi (NZTA) requirement, an investment audit is undertaken every three years. Staff updated the Committee on the audit findings and how staff have and will address the recommendations (four) from this audit.
New road maintenance contracts	The committee recommended: <ul style="list-style-type: none"> • Council approve that procurement work proceed to the tender stage for the new roading alliance maintenance contract • that the results of the tender evaluation process be reported back to Council for consideration of awarding a contract • that a roading workplan is created to give them a better understanding of the road maintenance contracts.
Risk management - June 2025 quarterly update	The committee recommended to Council the adoption of the proposed priority strategic risk areas as follows, to become effective 1 August 2025: <ul style="list-style-type: none"> • Adverse event – the risk that Council is unable to appropriately respond to the consequences of a natural or human-induced event impacting the District leading to a loss of critical service continuity

	<ul style="list-style-type: none"> • Change – the risk that Council has inadequate adaptability to respond to a continuously changing environment impacting its ability to achieve the best outcomes for the District • Climate response – the risk that Council fails to appropriately adapt to, or mitigate the effects of, a changing climate leading to significant financial, economic, and social impacts • Cyber security – the risk that Council’s systems do not have the resilience to protect information assets from cyber-attack and/or error • Decision making – the risk that suboptimal decision making by Council results in misalignment with community needs and/or expectations, or with statutory obligations • Finance – the risk that Council fails to manage its financial sustainability impacting its ability to fund essential services and projects now and, in the future, • Health, safety, and wellbeing – the risk that Council is unable to manage the health, safety, and wellbeing of staff, contractors, and the community where reasonably practicable to do so • Social licence – the risk that Council fails to maintain acceptable levels of satisfaction and social licence within the community leading to a loss of mandate to act on its behalf • <input checked="" type="checkbox"/> Strategic relationships – the risk that Council fails to appropriately maintain its local, regional, and national relationships impacting its ability to achieve its objectives
Annual Plan 2025/2026 recommended adoption	The committee recommended to Council the adoption of the Annual Plan 2025/2026 and endorsed and recommended that Council approve unbudgeted expenditure for the Water Services Authority – Taumata Arowai, levies of \$131,699 (excl GST) to be funded by interest earned on the water and wastewater development contributions.
Financial Report for the period ended 30 April 2025	Council received the financial report for the ten months to 31 March 2025. Both income and expenditure were slightly below budgeted projections. Also included as attachments were the most recent reports from Milford Investments and BTNZ.
Investment and Liability Management Policy review	The Committee endorsed and recommended to Council the draft Investment and Liability Management Policy.

Recommendation

That the Stewart Island/Rakiura Community Board:

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

Attachments

There are no attachments for this report.

Chairperson's report

Record no: R/25/7/35865
Author: Kirsten Hicks, Committee advisor/customer support partner
Approved by: Vibhuti Chopra, Group manager strategy and partnerships

☐ Decision ☐ Recommendation ☒ Information

- 1 The purpose of this report is to update the board on activities the chairperson has been involved with since the previous meeting. It is also an opportunity to discuss progress on current projects or raise new issues.
- energy
 - Golden Bay walking track
 - Predator Free Rakiura update
 - Traill Park lease
 - recycling/green waste update
 - animal control
 - speed bump removal feedback
 - rubbish bag costs
 - CB updates in the Stewart Island News
 - The next meeting of the Stewart Island/Rakiura Community Board will be Thursday 11 September, 9.45am at the Stewart Island Pavilion.

Recommendation

That the Stewart Island/Rakiura Community Board:

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

Attachments

There are no attachments for this report.