




Agenda

Stewart Island/Rakiura Community Board

Tuesday, 9 December 2025, 8.45am
Stewart Island Pavilion, Ayr St, Oban



Chairperson
Deputy chairperson
Members

Aaron Conner
Daniel Meads
Mike Douglass
Aaron Joy
Emma Simpson-Boyce
Jon Spraggon
Andrea Young

Councillor

What is important to us?

Our strategic framework is a big picture of what Council is planning to achieve for our communities in the next three years.

Council vision

Together, with our people, for our future. It's our Southland!

Council mission

Working together for a better Southland.

Our focus is

Strategic priorities



Connected and resilient communities - we collaboratively engage with our partners and communities, along with investing in agile and sustainable practices, to support a vibrant and thriving Southland.



Ease of doing business - we transform the customer experience through partnership, technology and continuous improvement.



Providing equity - we enable all residents to be able to access the same services and tools as part of a fair society.



Robust infrastructure - we deliver innovative and sustainable community focused infrastructure and facilities for the future



Thinking strategically and innovatively - we look for solutions outside of the norm and are not afraid to do something that we have not done before, and we think long-term about the solutions we are providing, while having the flexibility and agility to change direction as necessary.

Our goals for the LTP 2024-2034 are

Outcomes



Social - communities that are connected and have an affordable and attractive lifestyle.



Cultural - communities with a sense of belonging for all.



Environmental - communities committed to the protection of our land and water.



Economic - communities with the infrastructure to grow.



1 Opening

The chair will open the meeting.

2 Apologies

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

3 Leave of absence

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

4 Conflict of interest

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.

5 Additional agenda items

Any additions to the agenda must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting

6 Confirmation of minutes

[Minutes](#) of the Stewart Island/Rakiura Community Board Meeting held on 07 November 2025.

Minutes

Stewart Island/Rakiura Community Board

Friday, 7 November 2025, 8.45am.
Stewart Island Pavilion, Ayr St, Oban

PRESENT

Chairperson	Aaron Conner
Deputy chairperson	Daniel Meads
Members	Mike Douglass
	Aaron Joy
	Emma Simpson-Boyce
	Andrea Young
	Cr Jon Spraggon

IN ATTENDANCE

Committee advisor	Kirsten Hicks
Community partnership leader	Karen Purdue
Mayor	Rob Scott
Chief executive	Cameron McIntosh
GM Strategy and partnerships	Vibhuti Chopra

1 Opening

The Chief executive opened the meeting and chaired the meeting until the election of the chairperson.

2 Apologies

There were no apologies.

Reports

8.1 Declarations

Record No: R/25/10/52698

The members present made their declarations, then signed their written declarations in the presence of Mayor Rob Scott in accordance with Clause 14, Schedule 7 of the Local Government Act 2002.

8.2 Explanation of legislation that affects elected members

Record No: R/25/10/52588

Report presented by Chief executive, Cameron McIntosh

The purpose of this report was to provide elected members with a general explanation of key legislation relevant to their roles, as required by law.

Resolved

Moved Aaron Joy / Aaron Conner

That the Stewart Island/Rakiura Community Board:

- a) notes the information provided by the chief executive.

Carried

8.3 Electing chairperson and deputy chairperson

Record No: R/25/10/52587

Report presented by Group manager, strategy and partnerships, Vibhuti Chopra.

The purpose of this report was for the community board to decide on the process it will use to elect its chairperson and deputy chairperson. The board then used that process to make the elections.

Resolved

Moved Mike Douglass / Cr Jon Spraggon

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.
- b) resolves that it will use System A to elect a chairperson or deputy chairperson.
- c) agrees that in the event of a tie, the selection will be by way of toss of a coin or drawing of name from a hat.

Carried

Moved Cr John Spraggon and Aaron Joy

That the Stewart Island/Rakiura Community Board:

- d) elects Aaron Conner to be the chairperson and Daniel Meads to be the deputy chairperson of the Stewart Island/Rakiura Community Board.

Carried

Aaron Conner assumed the Chair.

8.4 Standing Orders and Code of Conduct

Record No: R/25/10/52701

Report presented by Group manager, strategy and partnerships, Vibhuti Chopra.

The purpose of this report was to present the community board with revised Standing Orders for it to consider and adopt. It also provided the board with information on a Code of Conduct that continues to apply to board members.

Resolved

Moved Mike Douglass / Daniel Meads

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as being administrative based on Council's Significance and Engagement Policy.
- c) adopts the Standing Orders included with this report as Attachment A which includes amendments to allow members attending a meeting virtually to count towards the quorum.

Carried

8.5 Setting first ordinary meeting

Record No: R/25/10/52481

Report presented by Committee advisor/customer support partner, Kirsten Hicks

This report set the time and date for the first ordinary community board meeting of the 2025-2028 triennium.

Resolved

Moved Andrea Young / Chair Aaron Conner

That the Stewart Island/Rakiura Community Board:

- a) resolves that the first ordinary meeting of the Stewart Island/Rakiura Community Board for the 2025-2028 triennium be held at the Stewart Island Pavilion, Ayr Street, Oban at 8.45am on Tuesday 9 December 2025.

Carried

The meeting closed at 9.18am

Confirmed on:

Signed:

7 Public participation

Requests to speak should be made by midday of the day before the meeting. Further information is available on www.southlanddc.govt.nz or phoning 0800 732 732.

8	Reports	Page
8.1	Community update	13
8.2	Community Partnership fund applications - October 2025 round	15
8.3	Councillor update	65
8.4	Delegations to the community board	75
8.5	Local budget and projects update	85
8.6	Financial report for the year ended 30 June 2025	89
8.7	Draft budgets and rates - Annual Plan 2026/2027	99
8.8	Community board representatives	123
8.9	Chair's report	127
8.10	Adoption schedule of meetings	129

9 Closure

The chair will close the meeting.

Summary of reports

	Report Name	Purpose	Report Type	Page
8.1	Community update	This report offers community agencies an opportunity to present updates to the community board.	Information	13
8.2	Community Partnership fund applications - October 2025 round	The purpose of the report is for the Stewart Island/Rakiura community board to allocate funding for the October 2025 round of the Community Partnership Fund.	Administrative	15
8.3	Councillor update	This report is to provide the community board an overview of the matters that have been considered at Council and Finance and Assurance Committee meetings from 30 July 2025 to 12 November 2025.	Information	65
8.4	Delegations to the community board	To provide information to the Stewart Island/Rakiura Community Board (community board) on the delegations from Council that were approved on 12 November 2025.	Information	75
8.5	Local budget and projects update	The purpose of this report is to inform the board of the current local budget information for the Stewart Island/Rakiura area and to update the board on the status of current community projects in the board area.	Information	85
8.6	Financial report for the year ended 30 June 2025	The purpose of this report is to present the final financial results and supporting information for the local activities within the Stewart Island/Rakiura Community Board area for the year ended 30 June 2025.	Information	89

8.7	Draft budgets and rates - Annual Plan 2026/2027	For the community board to consider and recommend the local budgets for the Annual Plan 2026/2027 and the associated local rates for the year commencing 1 July 2026.	Decision	99
8.8	Community board representatives	The purpose of this report is for the community board to nominate a representative of the board to the Stewart Island/Rakiura Visitor Levy Allocation Subcommittee and appoint a representative to the Predator Free Rakiura Engagement and Advisory Group.	Decision	123
8.9	Chair's report	The purpose of this report is for the chair to update the board on activities they have been involved with since the previous meeting. Board members are also able to provide an update on any recent events and issues of relevance and interest to the community board.	Information	127
8.10	Adoption schedule of meetings	The purpose of this report is for the community board to adopt a meeting schedule for the 2025 – 2028 triennium.	Administrative	129

Community update

Record no: R/25/11/56062

Author: Kirsten Hicks, Committee advisor/customer support partner

Approved by: Fiona Dunlop, Committee advisor

Report type: Information

Staff recommendations

That the Stewart Island/Rakiura Community Board:

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

Purpose

- 1 This report offers community agencies an opportunity to present updates to the community board.

Attachments

There are no attachments for this report.

Community Partnership fund applications - October 2025 round

Record no: R/25/11/56845

Author: Kathryn Cowie, Community liaison officer

Approved by: Sam Marshall, Group manager customer and community wellbeing

Report type:

Staff recommendations

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as being administrative based on Council's Significance and Engagement Policy and is therefore not significant. The assessed level of significance indicates that the community is kept informed of the decisions made in this report, rather than engaged prior to this decision being made.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) receives applications from the following:
 1. Protect Rakiura Trust
 2. Stewart Island Seniors Cottage Trust
 3. Rakiura Heritage Trust
 4. Rakiura Health Committee
- e) approves/declines a grant of \$15,000 to the Protect Rakiura Trust for costs associated with establishing a monitoring programme and the associated equipment for this.
- f) approves/declines a grant of \$2,000 to the Stewart Island Seniors Cottage Trust for costs associated with building six retirement cottages on the Island.
- g) approves/declines a grant of \$600 to the Rakiura Heritage Trust to assist with their oral history project.
- h) approves/declines a grant of \$3,649 to the Rakiura/Stewart Island Health Committee for costs associated with installing a defibrillator at the Stewart Island flights

Purpose

- 1 The purpose of the report is for the Stewart Island/Rakiura community board to allocate funding for the October 2025 round of the Community Partnership Fund.

Executive summary

- 2 A total of four applications have been received for the October 2025 funding round of the Stewart Island/Rakiura Community Partnership Fund. The applications are included in this

report. Please note that the attachments to the applications (including financials) are not included in this report as they contain information sensitive to applicants' privacy. These attachments were provided to the community board with the applications for their perusal prior to the meeting.

- 3 The Stewart Island/Rakiura Community Board has \$5,815 to allocate through the Stewart Island/Rakiura Community Partnership Fund for the 2025/2026 financial year, and there is only one funding round.
- 4 There is \$21,249 in requests from the four applicants.

Context

- 5 Southland District Council's community assistance activity seeks to contribute to a district of 'proud, connected communities that have an attractive and affordable lifestyle' by enabling Southland's communities to be desirable places to live, grow up, work, run a business, raise a family and enjoy a safe and satisfying life. Through providing financial assistance by way of grant funding, community groups and individuals are supported to undertake their desired activities.
- 6 A review of the community assistance activity was completed in early 2019, which resulted in the establishment of the community partnership fund whereby the nine community boards in the district allocate funding directly to their communities.
- 7 The Stewart Island/Rakiura Community Board set the following criteria for their Community Partnership Fund:
 - funding is available for not for profit community groups. They may be a legal entity or an informal group. Regardless of legal status, the group must have their own bank account
 - funding is not available for individuals
 - applicants may apply for up to 50% of total project costs
 - applications should be aligned with the Stewart Island/Rakiura Community Board's outcomes, and may include social, economic, cultural and environmental outcomes
 - funding for operational costs will not be considered
 - applications involving capital works will be required to provide two quotes. If this is not possible then an acceptable explanation will be required
 - applicants are encouraged to speak to their application, but this is not mandatory.
- 8 Priority consideration will be given to projects that meet the community board's vision and community outcomes as outlined in their community board plan:

Vision – Stewart Island Rakiura is a connected community that manages growth and has a sustainable future.

Outcomes:

1. A community that has fit for purpose, sustainable infrastructure
2. A cohesive and connected community, recognising that many of our ratepayers don't reside on the island full time

3. Kaitiakitanga – guardianship and protection of Stewart Island’s pristine natural environment
4. A community that plans for its future – recognising its unique challenges and opportunities
5. A community that has a strong voice and holds agencies and organisations accountable for doing what they say they will.

Discussion

- 9 The applications received are outlined below. The community board members, as representatives of their community will assess the applications and their benefit to the Stewart Island/Rakiura community and will decide if and how much to allocate. The information in the tables below can assist with that discussion.

Application summary

Applications received	4
Total amount requested	\$21,249
Funds available	\$5,815

1 **Protect Rakiura Trust**

For assistance towards the costs of establishing a monitoring programme to evaluate the impacts of harmful toxins used in predator/pest management and the associated equipment needed to do this.

Total project cost	\$250,000
Amount requested	\$15,000

2 **Stewart Island Seniors Cottage Trust**

Request assistance towards the costs of building six cottages on the island for senior housing.

Total project cost	\$1,700,000
Amount requested	\$2,000

3 **Rakiura Heritage Trust**

Requests assistance with the costs for their oral history project – preserving oral histories of Stewart Islanders in a permanent and easily accessible format.

Total project cost	\$9,000
	(estimate)
Amount requested	\$600

4 **Stewart Island/Rakiura Health Trust**

Requests assistance towards the costs of installing a defibrillator machine in a central, easily accessed (24 hour access) location at the Stewart Island Flights depot.

Total project cost	\$3,649
Amount Requested	\$3,649

Criteria matrix for applications		Applications			
		Protect Rakiura Trust – set up and equipment costs	Stewart Island Seniors Cottage Trust - senior housing	Rakiura Heritage Trust – oral history project	Stewart Island/Rakiura Health Trust - defibrillator
Criteria	Own bank account	Yes	Yes	Yes	Yes
	Group or organisation	Yes	Yes	Yes	Yes
	Applying for more than 50% of project costs	No	No	No	Yes (100%)
	Application for operational costs	No	No	No	No
	Two quotes provided for capital works projects	n/a	No	n/a	n/a

Community board plan outcomes matrix		Community board plan outcomes				
		A community that has fit for purpose, sustainable infrastructure	A cohesive and connected community, recognising that many of our ratepayers don't reside on the island full-time	Kaitiakitanga – guardianship and protection of Stewart Island's pristine natural environment	A community that plans for its future – recognising its unique challenges and opportunities	A community that has a strong voice and holds agencies and organisations accountable for doing what they say they will
Applicants	Protect Rakiura Trust – set up and equipment costs	No	No	Yes	No	Yes
	Stewart Island Seniors Cottage Trust - senior housing	Yes	Yes	No	Yes	No
	Rakiura Heritage Trust – oral history project	No	Yes	No	No	No
	Stewart Island/Rakiura Health Trust - defibrillator	No	Yes	No	Yes	No

Previous funding & accountability		Previous CPF funding received	Accountability received
Applicants	Protect Rakiura Trust – set up and equipment costs	No	n/a
	Stewart Island Seniors Cottage Trust - senior housing	No	n/a
	Rakiura Heritage Trust – oral history project	2022 – vacuum cleaner	Yes
	Stewart Island/Rakiura Health Trust - defibrillator	No	n/a

Options

- 10 The following reasonably practicable options have been identified and assessed in this report:

Option 1 – approve and allocate funding to applicants pursuant to the funding criteria.

Option 2 – decline the applications.

Recommended option:

- 11 Approve and allocate funding pursuant to the funding criteria set by the community board. Approving these grants supports local groups to complete their projects and provide services that benefit the local community.

Option 1 – approve and allocate funding pursuant to the funding criteria set by the community board

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

Option 2 – decline the applications

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

Legal considerations

- 12 There is no legal information that needs to be considered.

Strategic alignment

Strategic direction

- 13 The Community Partnership Fund is designed to support local projects that strengthen connected and resilient communities and deliver on the social and cultural outcomes outlined in the current Long Term Plan (LTP). By funding initiatives such as sports, recreation, health services and community programmes, the fund promotes wellbeing, fosters a sense of belonging, and enhances facilities that make the area attractive and liveable.
- 14 The funding decisions covered in this report reflect these objectives, ensuring that allocations contribute to the LTP vision of vibrant, connected communities and opportunities to thrive. The table above under the discussion paragraph outlines how the applications align with the Stewart Island/Rakiura community board plan outcomes.

Policy and plan consistency

- 15 There are no inconsistencies identified.

Financial considerations

- 16 There is \$5,815 available to allocate for the Stewart Island/Rakiura Community Partnership Fund for the 2025/2026 financial year, over one funding round. Note that \$1,211 of this has been carried forward that was unspent from the 2024 funding round.
- 17 A total of \$21,249 in requests have been received for this funding round.

Significance assessment

- 18 This decision has been assessed in accordance with Council's Significance and Engagement Policy as having some importance or administrative and is not considered significant.
- 19 The allocation of these funds follows a guiding document endorsed by Council in 2020, and the allocations are within the budgeted fund allowances. The decision provides minor positive impact on Council's social and cultural community outcomes in terms of this policy and has no impact on the provisions of Council's level of services. This decision is reversible but there would be some hurdles to do so. Allocations of grants do follow an accountability process, where applicants are required to submit a report detailing how the funds were spent and confirming that they were spent on the agreed purpose.
- 20 The assessed level of significance indicates that the community is kept informed of the decisions made in this report, rather than engaged prior to the decision being made.

Category	Likelihood of engagement
Some importance or administrative	Council is not likely to carry out any engagement.
Moderate importance	Council may choose whether it carries out engagement, which may be targeted to directly affected individuals or groups.
Significant	Council will engage with directly affected individuals and groups and wider community engagement is likely, unless there are reasons under policy not to.
Critical	Council will engage with directly affected individuals and groups and wider community engagement is highly likely, unless there are reasons under policy not to.

Community views

- 21 In alignment with the significance assessment above, no community views have been sought in connection with this decision, however the community will be informed of the community board's decision in upcoming community board reports.

Climate change considerations

- 22 There are no climate change considerations relevant to this matter or decision.

Risk and mitigations

- 23 There are no significant risks in relation to this matter or decision.
- 24 Grants made, do follow an accountability process as detailed above.

Next steps

- 25 Applicants will be advised of the outcome and payments made accordingly.

Attachments

- A Stewart Island Rakiura CPF applications 2025 [↓](#)

Stewart Island/Rakiura Community Partnership Fund
Application
October 2025



1. PROTECT RAKIURA TRUST

- establishing monitoring programme and associated equipment costs

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF001OCT25 From Protect Rakiura Trust

Form Submitted 20 Oct 2025 6:56PM NZDT

Applicant details

* indicates a required field

Applicant details

Applicant name *

Protect Rakiura Trust

Street Address *

170 Horseshoe Bay Rd
Halfmoon Bay Stewart Island 9818 New Zealand
Any, but at least one field is required.

Postal Address (if different from above)

170 Horseshoe Bay Rd
Halfmoon Bay Stewart Island 9818 New Zealand

Phone Number *

Must be a New Zealand phone number.

Email *

furhana@protectrakiura.co.nz
Must be an email address.

Purpose/main activity of your organisation?

To promote conservation and protection of New Zealand's ecosystems with a focus on Stewart Island/Rakiura and other islands off the southern coast of New Zealand. In particular: 1. to education people on safe pest/predator management methods; 2. advocate for safe pest/predator managements methods to be used and oppose any harmful pest/predator management methods; 3. support and/or commission research on options for pest/predator management, including baseline studies.

How many members belong to your club/organisation?

863

Must be a number.

Contact details for this application

Please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out this form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name 1 *

Furhana Ahmad

Phone Number *

Must be a New Zealand phone number.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF001OCT25 From Protect Rakiura Trust

Form submitted 20 Oct 2025, 6:56PM NZDT

Email furhana@protectrakiura.co.nz
Must be an email address.

Name 2 *

Megan Anderson

Phone Number *

Must be a New Zealand phone number.

Email *

megan@protectrakiura.co.nz
Must be an email address.

Application details

*** indicates a required field**

Project details

Please assume that we know nothing about your project. Give as much information as possible.

What are you applying for? (pick one) *

- ☐ The development of community facilities or amenities
- ☐ Sport & recreational opportunities
- ☐ Community programmes, activities or events
- ☒ Operational costs
- ☐ Other

No more than 1 choice may be selected.

Please provide a short title for your project *

Establishing a Monitoring Program to Evaluation Impacts of Harmful Toxins used in Pest/Predator Management.

What is the location of your project? *

Rakiura/Stewart Island

What does your organisation want funding for? (please describe fully) *

We need funding to allow us to:

1. Primarily establish a monitoring programme and to start carrying out our own monitoring;
2. Help pay for equipment - e.g. game cameras to monitor native, introduced and pest species;
3. Help pay for a laptop/printer to work on our monitoring program and other Trust work;
4. Help to cover transport and overhead costs of visiting field sites in Rakiura;
5. Help purchasing sampling equipment and pay for laboratory testing of samples;
6. Help pay for administrative support and/or technical support;
7. Help pay for incidental overheads e.g. postage.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF001OCT25 From Protect Rakiura Trust

Form Submitted 20 Oct 2025 6:56PM NZDT

What is your project name and purpose? What will the funding be used for?

How will your project benefit the Stewart Island/Rakiura community? *

The project will help the Rakiura Community by providing independent information relevant to impacts on the environment, wildlife and ecosystems of harmful toxic pesticides used for pest/predator control:

1. Fishing and aquaculture are important local livelihoods - understanding any impacts of toxins on these resources will help towards protecting these livelihoods. Consideration for future expansion of aquaculture around our coastline needs to take into account any possible impacts of harmful toxins used in pest/predator management.
2. Rakiura is an important tourist destination and hunting ground for whitetail deer. Tourism is a major contributor to the economy in Rakiura. Gathering and analysing data will help us understand safety issues for recreational trampers (whether locals or visitors), hunters (whether locals or visitors).
3. Being able to understand any health issues (whether from consuming water, food, absorbing/breathing toxic dust) will help us keep our community safe.

i.e. improvements/events that will enable the community to be more connected, or improvements to a facility that will enable it to run more efficiently etc

Project start date

01/11/2025

Must be a date.

Project end date

31/10/2028

Must be a date.

Community Board plan alignment

The Stewart Island Rakiura Community Board plan document can be found [here](#). The Stewart Island Rakiura Community Board outcomes can be found on page 8. Please indicate below if you think your project aligns with any of these outcomes.

Do you think your project aligns with any of the Stewart Island Rakiura Community Board's community board plan outcomes? (please tick all that apply) *

- ☐ a community that has fit for purpose, sustainable infrastructure
- ☐ a cohesive and connected community, recognising that many of our ratepayers don't reside on the island full-time
- ☒ Kaitiakitanga - guardianship and protection of Stewart Island's pristine natural environment
- ☒ a community that plans for its future - recognising it's unique challenges and opportunities
- ☒ a community that has a strong voice and holds agencies and organisations accountable for doing what they say they will
- ☐ N/A

What is the difference you expect to make through your work or project?

Please describe up to **two** outcomes (i.e. changes or differences) you would like your work or project to achieve.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF001OCT25 From Protect Rakiura Trust

Out-Swifted 20 Oct 2025, 6:56PM NZDT

To establish robust, comprehensive, achievable baseline monitoring goals for our environment, wildlife and ecosystems and data relevant to human health (e.g. food, water, toxic dust).

Outcome 2

To better inform (scientifically and accountably) our community of any significant issues related to the use of harmful toxins in our environment.

How will you know you are achieving the above outcome(s)?

We will follow a methodical approach:

1. Establish the achievable goals, scope, work required, benchmarks against which results will be measured. Seek technical review and feedback before proceeding;
2. Prioritise key concerns (e.g. impact on native wildlife, impact on food);
3. Carry out work, review results and seek technical assistance through the process and make changes where required;
3. Provide feedback to the community (e.g. newsletters, meetings, website, Facebook, website).

What data/information will you collect that shows your progress?

Are there any similar projects or services in your area?

☐ yes

☒ no

No more than 1 choice may be selected.

Community benefits

This section enables us to gather useful data on the different groups of people in our communities that will benefit from our grants.

Approximately how many people in the Stewart Island Rakiura Community Board area will benefit directly from your project? *

400

Must be a number.

Additional comments on numbers benefiting:

Being able to inform the community will benefit all that live here.

What age group will predominantly benefit? *

☒ All ☐ Early years (pre-natal - 4yrs) ☐ Children (5-13yrs) ☐ Youth (14-24yrs) ☐ Adults (25-64yrs) ☐ Older persons (65+yrs)

At least 1 choice must be selected.

Does your project mainly focus on any of the following: *

☐ Parents/families ☐ People with a disability ☒ Rural communities ☐ At risk families ☐ People who are not currently participating and those experiencing barriers to participation ☒ Volunteers ☐ At risk youth ☐ New migrants ☐ Refugees ☐ High needs populations

At least 1 choice must be selected.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRC PF001OCT25 From Protect Rakiura Trust

For Submission 20 Oct 2025 6:56 PM NZDT
The following are the main ethnic groups in our region - please indicate who will predominantly benefit? *

☒ All ☐ NZ European ☐ Maori ☐ Pacific peoples ☐ Asian ☐ Middle Eastern/Latin American/African ☐ Other

At least 1 choice must be selected.

Building & facility information

Does your application relate to a building or facility?

☐ Yes
☒ No

No more than 1 choice may be selected.

Project Budget & Financial Details

* indicates a required field

Financial details

Bank Account *

Account Name: Protect Rakiura Trust

Account Number:

Must be a valid New Zealand bank account format.

Please upload verification of your organisation's bank account details *

Filename: ProtectRakiuraProofAccount.pdf

File size: 45.1 kB

i.e. a bank coded deposit slip or bank verified account details

Are you registered for GST? *

☐ Yes
☒ No

No more than 1 choice may be selected.

If yes, GST number:

Must be a number.

Please upload your organisation's latest financial statements *

Filename: Protect_Rakiura_Trust_-_Balance_Sheet-5.pdf

File size: 16.8 kB

Filename: Protect_Rakiura_Trust_-_Profit_and_Loss-5.pdf

File size: 19.4 kB

Please upload a current bank statement from your organisation *

Filename: 06-0925-0935326-00_Statement_2025-10-17.pdf

File size: 151.2 kB

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF001OCT25 From Protect Rakiura Trust

Form Printed 20 Oct 2025, 6:56PM NZDT

Total Project Cost

\$250,000.00

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

Amount you are requesting from the Stewart Island/Rakiura Community Partnership Fund? *

\$15,000.00

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Please indicate your current level of reserves: *

\$0.00

Must be a dollar amount.

At the time of this application

Please comment on your level of reserves and if they cannot be used towards this project, explain why: *

Having only established less than 1 year ago, we have limited funding and working hard to actively raise funding and awareness. We have so far held 3 raffles, established a Give a Little Page receive donations.

Briefly describe any voluntary effort or donated materials provided for this project:

Volunteer work has included: all administrative work, collection of water samples, transport to the field. Two game cameras have been donated, but far more are needed.

How do you envisage paying for any future operational costs for this project?

We understand we need to actively fundraise, seek grants and encourage donations.

Project Budget

List all the income you plan to get towards your project e.g. grants/donations, your own funds, fundraising. **Also include the grant amount you are requesting for this application (income and expenditure totals must match).**

If you are GST registered please provide figures that EXCLUDE GST. If you are NOT GST registered please provide figures that INCLUDE GST.

Income	\$	Expenditure	\$
Trust Monies	\$2,000.00	Game Cameras (x 100)	\$23,800.00
Grants	\$150,000.00	SD Cards	\$12,000.00
Donations	\$83,000.00	Computer/Software	\$3,500.00
Fundraising	\$10,000.00	Printer	\$500.00
Nett Sale of Merchandise	\$5,000.00	Laboratory Samples	\$50,000.00
		Technical Support	\$30,000.00
		Staff	\$100,000.00

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF001OCT25 From Protect Rakiura Trust

Form Submitted 20 Oct 2025, 6:56PM NZDT

	Transport/Incidentals	\$10,000.00
	Cameras (x 3)	\$3,000.00
	Stationery	\$2,000.00
	Postage	\$2,000.00
	Printing	\$5,000.00
	Incidental Expenses	\$8,200.00

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$250,000.00	\$250,000.00	\$0.00
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated.

Quotes

You should obtain two quotes where practical. If this is not possible, please just explain why below.

Have you sought at least two quotes?

☐ yes

☒ no

No more than 1 choice may be selected.

Please upload quote(s)

Filename: Screenshot 2025-10-20 at 5.25.47pm.png

File size: 630.3 kB

Quotes

If you have not provided more than one quote, please explain why:

We know the company that supplies game cameras on a wholesale basis will discount for wildlife projects the camera they have recommended for our location from \$279 to \$ 238.

Additional information

If you have any other comments about your budget please detail here:

The budget is only for the initial planning, some equipment and start of the project which will need to be fully developed.

Please be aware, we are trying to get started on some of the core work recommended to us. The Trust has had over 30 meetings in the past year since it was established on 18th November and we are all volunteers.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. **SIRCPF001OCT25 From Protect Rakiura Trust**

Form Submitted 20 Oct 2025 6:56PM NZDT

Supporting documentation

Supporting documentation

Attach any other relevant information, e.g. covering letter, letters of support, or other documents.

Attach documents here

No files have been uploaded

If you have any other additional comments about your application please detail here:

Please note: this is a fledging organisation that has achieved alot including: holding community meetings in Stewart Island and Bluff over the busy tourism season, attending all the meetings that DOC / ZIP have held, requested and attended meetings directly with DOC /ZIP. We have also presented at a community meeting attended by Mayor Rob Scott. All the Trustees are passionate and keen to do the right thing. We operate professionally, work with a lawyer and spend the Trust money cautiously.

We know we need to collect data before more of Rakiura is impacted by harmful pest/ predator management toxins.

Our Trustees meet regularly, have strong local knowledge (fishing, tourism, hunting and personal backcountry experience) and at least two trustees have environmental accreditations. We are working hard for our community and share similar concerns with other organisations around the country.

Feedback

Feedback

How did you find out about the Stewart Island Rakiura Community Partnership Fund?

☐ Have applied previously ☐ Southland District Council website ☐ Council or Community Board Facebook page ☐ Radio ☐ Newspaper ☐ Online ☐ Referred by another funder ☒ Word of mouth ☐ Council staff ☐ Other

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

☒ Strongly agree ☐ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

The application process is very straightforward

☒ Strongly agree ☐ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF001OCT25 From Protect Rakiura Trust

Please provide us with any suggestions about any improvements we could make to the application process

Declaration

*** indicates a required field**

Declaration

I consent to the Southland District Council collecting personal details provided on this form. The consent is given in accordance with the Privacy Act 2020.

This declaration and authorisation relates to information in this application and attachments that the Southland District Council may hold about your organisation/group now or in the future.

In making this declaration I declare that:

- this application has been submitted with the full knowledge and agreement of the management/governance of my organisation/group;
- the information supplied in this application and any attachments is true and factual;
- any grant received will be used for the purpose for which it was approved.

I authorise Southland District Council to:

- use the information supplied as part of this application and any attachments for the purposes of administration and consideration of this application;
- make any enquiries of third parties, (which may involve discussing information contained in this application);
- advertise or publish the name of our organisation/group and the amount of any grant approved if this application is successful, including disclosure of this information to other funding agencies.

I acknowledge that:

- any decision made is final
- Southland District Council has the right to withdraw any grant approved or demand the return of funds already paid if it is discovered that any statement made in this application is incorrect, incomplete or misleading, in a way that may have affected the funding decision.

I am authorised to complete this application and I have read and understood this declaration and privacy statement:

Name *

Furhana Ahmad

Position in organisation *

Chairperson

Date *

20/10/2025

Must be a date.

Submitting your form

Stewart Island Rakiura Community Partnership Fund - October 2025 round
Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF001OCT25 From Protect Rakiura Trust

Form Submitted 20 Oct 2025 6:56PM NZDT
Page Submitted and Submitted button at the bottom of the navigation box to the right of the screen.

You need to review your form before you submit it - you won't be able to submit your form until all required questions (marked with an *) are completed.

Once reviewed you can submit your form by clicking on 'submit' at the top of the screen or on the navigation box.

Once submitted, you will receive an email from SmartyGrants acknowledging receipt of the form. If you do not receive this email please check you have clicked the submit button at the top of the form. No further editing of your form or uploading of support material is possible once submitted.

If you have any queries or experience any problems please phone 0800 732 732 or email funding@southlanddc.govt.nz.



**Stewart Island/Rakiura Community Partnership Fund
Application**
October 2025

2. STEWART ISLAND SENIORS COTTAGE TRUST

– building senior housing

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF002OCT25 From Stewart Island Seniors Cottage Trust

Form Submitted 26 Oct 2025 2:50PM NZDT

Applicant details

* indicates a required field

Applicant details

Applicant name *

Stewart Island Seniors Cottage Trust

Street Address *

11 Argyle St
Halfmoon Bay Stewart Island 9818 New Zealand
Any, but at least one field is required.

Postal Address (if different from above)

11 Argyle St
Halfmoon Bay Stewart Island 9818 New Zealand

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Purpose/main activity of your organisation?

To provide future-proofed purpose-built cottages for Stewart Island seniors

How many members belong to your club/organisation?

5

Must be a number.

Contact details for this application

Please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out this form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name 1 *

Bruce Ford

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Name 2 *

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. **SIRCPF002OCT25** From **Stewart Island Seniors Cottage Trust**

Form Submitted 26 Oct 2025, 2:50PM NZDT

Phone Number *

Must be a New Zealand phone number.

Email *

MUST be an email address.

Application details

* indicates a required field

Project details

Please assume that we know nothing about your project. Give as much information as possible.

What are you applying for? (pick one) *

- ☒ The development of community facilities or amenities
- ☐ Sport & recreational opportunities
- ☐ Community programmes, activities or events
- ☐ Operational costs
- ☐ Other

No more than 1 choice may be selected.

Please provide a short title for your project *

Seniors Cottage Build

What is the location of your project? *

11 Argyle Street, Stewart Island

What does your organisation want funding for? (please describe fully) *

We are in fund-raising mode to build 6-cottages to house between six and 12 senior Islanders faced with financial or physical conditions where a purpose-built cottage would alleviate the stress and allow them to continue to age in place, in the community they have helped to build, and where their skills and experience are valued.

What is your project? What specific purpose will the funding be used for?

How will your project benefit the Stewart Island/Rakiura community? *

Not only will between six and 12 seniors be properly housed in warm, comfortable, easy-care homes at the centre of village life (close to all village amenities) but each time a senior moves into one of these cottages their former home will be released to the market - by selling to a younger demographic or by releasing to the rental market. There is currently a shortage of family-sized houses available for potential staff wishing to work on the Island, or for younger families to purchase and upgrade. In addition, our older demographic won't have to leave the Island purely because they can no longer afford to live here. All those years of experience are currently being lost to the Mainland and undervalued, whereas at home here, they will fulfil useful community roles for years to come.

Application No. SIRCPF002OCT25 From Stewart Island Seniors Cottage Trust

Project start date

Must be a date.

Must be a date.

Application No. SIRCPF002OCT25 From Stewart Island Seniors Cottage Trust

Form Submitted 26 Oct 2025 2:50PM NZDT

Maintain these houses to a more modern standard where accommodation is at a premium. They are also more likely to have a vehicle to make access to the village - the shop, library, community hall, medical centre, etc. - an easier proposition. Win-win!

...when a minimum of six of the Island's seniors move into a purpose-built cottage in May 2026!

Are there any similar projects or services in your area?

☒ no

Community benefits

Approximately how many people in the Stewart Island Rakiura Community Board area will benefit directly from your project? *

The whole community will benefit to some extent by 6-12 people moving into the Cottages and remaining in the community, plus another 6 properties released into general housing

☐ All ☐ Early years (pre-natal - 4yrs) ☐ Children (5-13yrs) ☐ Youth (14-24yrs) ☐ Adults (25-64yrs) ☒ Older persons (65+yrs)

☐ Parents/families ☐ People with a disability ☒ Rural communities ☐ At risk families ☒ People who are not currently participating and those experiencing barriers to participation ☐ Volunteers ☐ At risk youth ☐ New migrants ☐ Refugees ☒ High needs populations

The following are the main ethnic groups in our region - please indicate who will predominantly benefit? *

At least 1 choice must be selected.

☒ Yes☐ No

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Stewart Island Rakiura Community Partnership Fund - October 2025 round**Stewart Island Rakiura Community Partnership Fund application form****Application No. SIRCPF002OCT25 From Stewart Island Seniors Cottage Trust**

Form Submitted 26 Oct 2025 2:50PM NZDT

Building & facility information**If yes, who owns the building?**

The land is owned by the Stewart Island Seniors Cottage Trust and the cottages - when built - will be owned by the Trust until succession details to a philanthropic organisation are finalised

Council owned buildings are not eligible for funding

Does the facility have a long-term maintenance plan?☒ Yes☐ No

No more than 1 choice may be selected.

How often is the building used and by what organisations?

Not yet built. Building due to commence early 2026. Permanent rental homes for senior citizens.

Has your project received all the necessary statutory approvals such as resource consent or building consent?☐ Yes☒ No☐ not applicable

No more than 1 choice may be selected.

Is your facility accessible to the elderly and disabled?☒ Yes☐ No

No more than 1 choice may be selected.

Project Budget & Financial Details

*** indicates a required field**

Financial details**Bank Account ***

Account Name: SBS

Account Number:

Must be a valid New Zealand bank account format.

Please upload verification of your organisation's bank account details *

Filename: Cottage Trust SBS verification.docx

File size: 40.3 kB

i.e. a bank coded deposit slip or bank verified account details

Are you registered for GST? *☐ Yes☒ No

No more than 1 choice may be selected.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF002OCT25 From Stewart Island Seniors Cottage Trust
 Form Submitted: 26 Oct 2025, 2:50PM NZDT
 Yes, GST number:

Must be a number.

Please upload your organisation's latest financial statements *

Filename: 2025 SISCT annual report (003).pdf
 File size: 159.5 kB

Please upload a current bank statement from your organisation *

Filename: Zero Limit Statements - 29Aug2025 - 28Sep2025 (1).pdf
 File size: 212.1 kB

Total Project Cost *

\$1,700,000.00

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

Amount you are requesting from the Stewart Island/Rakiura Community Partnership Fund? *

\$2,000.00

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Please indicate your current level of reserves: *

\$150,000.00

Must be a dollar amount.

At the time of this application

Please comment on your level of reserves and if they cannot be used towards this project, explain why: *

We have an approx. total of \$150,000 at the bank, a commitment of a further \$550,000 (Anglican Diocese \$400k, P.H. Vickery Trust \$150,000) plus outstanding applications for funding but these are for the actual build. The Trust is actively seeking funds to cover costs such as consents, rates payable whilst the build is in progress (currently covered by tenanted cottage on site) and expenses extra to the actual costs of the builder and sub-contractors.

Briefly describe any voluntary effort or donated materials provided for this project:

All funds to date and virtually all work to date has been donated or as a result of "mates' rates" or voluntary effort, ranging from FOC land valuation, legal costs, working bees to site, fundraising efforts, even free freight from Christchurch for signage. Support from this small community has been wonderful, but SDC costs and similar to have the project off the ground should not be paid from the build fund

How do you envisage paying for any future operational costs for this project?

The project will be self-perpetuating: 6 cottagers paying rent sufficient to pay ongoing expenses and a little over for a Tenancy Manager e.g. Habitat for Humanity and a maintenance fund. Rent reviews to be undertaken (annually) by Tenancy Manager in tandem with a Cottage Trust.

Project Budget

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF002OCT25 From Stewart Island Seniors Cottage Trust

Est. Subm. deadline 28 Oct 2025 2:50PM NZDT
 Enter all income you plan to get towards your project e.g. grants/donations, your own funds, fundraising. **Also include the grant amount you are requesting for this application (income and expenditure totals must match).**

If you are GST registered please provide figures that EXCLUDE GST. If you are NOT GST registered please provide figures that INCLUDE GST.

Income	\$	Expenditure	\$
Estate CW Sampson	\$125,000.00	Land purchase	\$125,000.00
P.H. Vickery Charitable Trust	\$75,000.00	Land purchase	\$75,000.00
P.H. Vickery Charitable Trust	\$150,000.00	When build commences	\$150,000.00
Anglican Diocese of Dunedin	\$400,000.00	When build commences	\$400,000.00
Guy Anson Waddell Trust	\$30,000.00	Towards build	\$30,000.00
Stewart Family Charitable Trust	\$50,000.00	Towards build	\$50,000.00
Incidental local fundraising, includes raffles, House Tours, book raffle, competitions, Give a Little, etc.	\$70,000.00	Towards build	\$70,000.00
Community Board	\$2,000.00	Towards SDC Consents, etc.	\$2,000.00
Confidential charitable funders	\$400,000.00	Towards build	\$400,000.00
Confidential charitable funding applied for	\$500,000.00	Towards build and succession	\$500,000.00
Confidential charitable top-up of outstanding build fund from one of the above funders	\$100,000.00	Completion of build fund	\$100,000.00

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$1,902,000.00 This number/amount is calculated.	\$1,902,000.00 This number/amount is calculated.	\$0.00 This number/amount is calculated.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF002OCT25 From Stewart Island Seniors Cottage Trust

Form Submitted 26 Oct 2025, 2:50PM NZDT

Quotes

You should obtain two quotes where practical. If this is not possible, please just explain why below.

Have you sought at least two quotes?

☒ yes

☐ no

No more than 1 choice may be selected.

Please upload quote(s)

Filename: SINCS Charitable Trust - Stewart Is Quote Document issued (003) (003).docx

File size: 5.1 MB

Additional information

If you have any other comments about your budget please detail here:

Please note that it is not an SBS option to provide copies of Savings Account Statements, therefore, only the Transaction Account Statement is included. We do, however, confirm that we have \$141,181.66 in the Savings Account at 26 October 2025, and our "books" are open for inspection at any time. We currently have design work via architect in progress and internal design work via OT being sought and which - though costs will be low - will be paid from our Transaction Account, budgeted. We will then have to apply to SDC regarding Consents, etc., and it is for this latter purpose that we require additional assistance from the SDC assistance funds.

Supporting documentation

Supporting documentation

Attach any other relevant information, e.g. covering letter, letters of support, or other documents.

Attach documents here

Filename: Stewart Island Senior Cottage Trust letter of support - November 2024 (002).pdf

File size: 265.5 kB

If you have any other additional comments about your application please detail here:

We have Letters of Support from His Worship the Mayor, Rob Scott, plus from various prominent Island families and businesses. These include: Pete & Sharon Ross, Tim & Kate Manson, Lindsay & Lorraine Squires, Gwen & Garry Neave, etc. In addition, our Trust continues to apply to philanthropic and charitable organisations - of which we have three currently outstanding - as we intend to adhere to the timeline of a 2026 build. However, most of these applications are aimed at "bricks & mortar" and donations are not intended to be spent on bureaucracy. The Trustees themselves rigorously pay all their own expenses,

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF002OCT25 From Stewart Island Seniors Cottage Trust

Form Submitted: 26 Oct 2025, 2:50PM NZDT
 With the exception of Charitable Services Commission annual registration and Annual Accounts from Stephen Falconer Accounting - both paid out of bank interest off the Trust Savings Account. All other expenses including signage, freight, travel, etc., are paid for by individual Trustees who have spoken to potential tenants and so firmly believe that this build addresses a serious need in our community. So seriously do Trustees take this opportunity, treating it as an honour to serve the community, and so supportive are Southlanders, that they willingly pay personal expenses, donate goods (e.g. for sale) and services ranging from valuations to legal. Spending monies from charitably-raised funds on bureaucratic requirements is a last resort, and is the reason that we humbly request your support for this.

Feedback

Feedback

How did you find out about the Stewart Island Rakiura Community Partnership Fund?

☐ Have applied previously ☒ Southland District Council website ☐ Council or Community Board Facebook page ☐ Radio ☐ Newspaper ☐ Online ☐ Referred by another funder ☐ Word of mouth ☐ Council staff ☐ Other

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

The application process is very straightforward

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

Please provide us with any suggestions about any improvements we could make to the application process

We found it very difficult to "open" the document sometimes when we had "Save and Close" - and sometimes it worked fine! However, it made it time-consuming trying to update info already entered, etc. As Seniors with limited tech ability, we do realise this was something that we were doing "wrong" but our difficulty did add to the general pressure. Otherwise, this is a great form and thank you.

Declaration

*** indicates a required field**

Declaration

I consent to the Southland District Council collecting personal details provided on this form. The consent is given in accordance with the Privacy Act 2020.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF002OCT25 From Stewart Island Seniors Cottage Trust

From: 26/10/2025 2:50 PM NZST
 This declaration relates to information in this application and attachments that the Southland District Council may hold about your organisation/group now or in the future.

In making this declaration I declare that:

- this application has been submitted with the full knowledge and agreement of the management/governance of my organisation/group;
- the information supplied in this application and any attachments is true and factual;
- any grant received will be used for the purpose for which it was approved.

I authorise Southland District Council to:

- use the information supplied as part of this application and any attachments for the purposes of administration and consideration of this application;
- make any enquiries of third parties, (which may involve discussing information contained in this application);
- advertise or publish the name of our organisation/group and the amount of any grant approved if this application is successful, including disclosure of this information to other funding agencies.

I acknowledge that:

- any decision made is final
- Southland District Council has the right to withdraw any grant approved or demand the return of funds already paid if it is discovered that any statement made in this application is incorrect, incomplete or misleading, in a way that may have affected the funding decision.

I am authorised to complete this application and I have read and understood this declaration and privacy statement:

Name *

Bruce Ford

Position in organisation *

Chair

Date *

26/10/2025

Must be a date.

Submitting your form

There is a review and submit button at the bottom of the navigation box to the right of the screen.

You need to review your form before you submit it - you won't be able to submit your form until all required questions (marked with an *) are completed.

Once reviewed you can submit your form by clicking on 'submit' at the top of the screen or on the navigation box.

Once submitted, you will receive an email from SmartyGrants acknowledging receipt of the form. If you do not receive this email please check you have clicked the submit button at the top of the form. No further editing of your form or uploading of support material is possible once submitted.

If you have any queries or experience any problems please phone 0800 732 732 or email funding@southlanddc.govt.nz.



**Stewart Island/Rakiura Community Partnership Fund
Application**
October 2025

3. RAKIURA HERITAGE TRUST

– oral history project

Stewart Island Rakiura Community Partnership Fund - October 2025 round
Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF003OCT25 From RAKIURA HERITAGE TRUST

Form Submitted 30 Oct 2025 2:12PM NZDT

Applicant details

*** indicates a required field**

Applicant details

Applicant name *

RAKIURA HERITAGE TRUST

Street Address *

11 Main Rd
Halfmoon Bay Stewart Island 9818 New Zealand
Any, but at least one field is required.

Postal Address (if different from above)

40 Elgin Ter
Halfmoon Bay Stewart Island 9818 New Zealand

Phone Number *

Must be a New Zealand phone number.

Email *

stewartislandmuseum@xtra.co.nz
Must be an email address.

Purpose/main activity of your organisation?

MUSEUM.

How many members belong to your club/organisation?

10
Must be a number.

Contact details for this application

Please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out this form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name 1 *

ANITA GEESON

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Name 2 *

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. **SIRCPF003OCT25** From **RAKIURA HERITAGE TRUST**

Form Submitted 30 Oct 2025, 2:12PM NZDT

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Application details

* indicates a required field

Project details

Please assume that we know nothing about your project. Give as much information as possible.

What are you applying for? (pick one) *

- ☐ The development of community facilities or amenities
- ☐ Sport & recreational opportunities
- ☒ Community programmes, activities or events
- ☐ Operational costs
- ☐ Other

No more than 1 choice may be selected.

Please provide a short title for your project *

ORAL HISTORY PURAKAU TAONGA BOOK PROJECT

What is the location of your project? *

STEWART ISLAND.

What does your organisation want funding for? (please describe fully) *

RAKIURA MUSEUM HAS IN ITS COLLECTION A TOTAL OF 15 ORAL HISTORY PANELS. SOME OF THESE WERE COMPLETED IN 2006; OTHERS IN 2024. THE PANELS ARE DESIGNED FOR WALL HANGING. AS THEY CANT ALL BE PERMANENTLY DISPLAYED MOST ARE KEPT IN STORAGE. THE FORMAT MAKES FOR ACCESS DIFFICULTIES WHEN FAMILY MEMBERS ASK FOR A VIEWING WITHOUT MAKING PRIOR ARRANGEMENTS TO DO SO. THE OLDER ONES DON'T EXIST IN A DIGITAL FORMAT AS PHOTOGRAPHS ARE STORED ON FILM AND SOME TEXT MATERIAL WAS LOST IN THE CHRISTCHURCH EARTHQUAKE. THE PROJECT AIMS TO COLLABORATE ALL THE MATERIAL FOR PUBLICATION IN A LIMITED BOOK EDITION. THE BOOK WILL BE AVAILABLE FOR SALE WITH AN END RESULT BEING THAT ALL PHOTOGRAPHS AND STORIES WILL EXIST IN DIGITAL FORMAT. THIS ENSURES THAT THE RECORD SURVIVES INTO THE FUTURE AND CAN BE READILY ACCESSED.

What is your project? What specific purpose will the funding be used for?

How will your project benefit the Stewart Island/Rakiura community? *

THE HISTORICAL MATERIAL CONTAINED IN EACH INDIVIDUAL HISTORY IS RELEVANT TO THE STORY OF RAKIURA AND IS OF INTEREST TO THE COMMUNITY IN GENERAL AS WELL AS

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF003OCT25 From RAKIURA HERITAGE TRUST

BEING SUBMITTED FOR THE ORAL HISTORIES OF MANY ISLAND FAMILIES. BY INCREASING THE ACCESSIBILITY OF THIS MATERIAL THE VALUE OF THE CONTRIBUTION TO THE COMMUNITY BY THOSE INDIVIDUALS WILL BE RECOGNIZED.

A BOOK LAUNCH EVENT WILL BE HELD FOR THE COMMUNITY AT THE TIME OF PUBLICATION.

i.e. improvements/events that will enable the community to be more connected, or improvements to a facility that will enable it to run more efficiently etc

Project start date

31/10/2025

Must be a date.

Project end date

30/11/2026

Must be a date.

Community Board plan alignment

The Stewart Island Rakiura Community Board plan document can be found [here](#). The Stewart Island Rakiura Community Board outcomes can be found on page 8. Please indicate below if you think your project aligns with any of these outcomes.

Do you think your project aligns with any of the Stewart Island Rakiura Community Board's community board plan outcomes? (please tick all that apply) *

- ☐ a community that has fit for purpose, sustainable infrastructure
- ☒ a cohesive and connected community, recognising that many of our ratepayers don't reside on the island full-time
- ☐ Kaitiakitanga - guardianship and protection of Stewart Island's pristine natural environment
- ☐ a community that plans for its future - recognising it's unique challenges and opportunities
- ☐ a community that has a strong voice and holds agencies and organisations accountable for doing what they say they will
- ☐ N/A

What is the difference you expect to make through your work or project?

Please describe up to **two** outcomes (i.e. changes or differences) you would like your work or project to achieve.

Outcome 1 *

TO ACHIEVE A PERMANENT RECORD OF THE ORAL HISTORIES OF STEWART ISLANDERS (SOME NOW DECEASED) IN AN EASILY ACCESSIBLE FORMAT. THESE ORAL HISTORIES HAVE BEEN RECORDED AT DIFFERENT TIMES OVER THE YEARS AND ARE RECORDED USING A VARIETY OF FORMATS. THE PUBLISHING OF A BOOK ENSURES THAT A STANDARDISED, DIGITAL FORMAT WILL BE CREATED WHICH CAN BE ACCESSED IF/WHEN COPIES OF THE BOOK ARE SOLD OUT AND BY FAMILY MEMBERS WHO LIVE IN OTHER LOCATIONS.

Outcome 2

STRENGTHEN THE RELATIONSHIP BETWEEN THE MUSEUM AND THE COMMUNITY BY PLACING VALUE ON THE CONTRIBUTION MADE TO THE COMMUNITY BY THE ORAL HISTORY

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF003OCT25 From RAKIURA HERITAGE TRUST

Form Submitted 30 Oct 2025 2:12 PM NZDT
PARTICIPANTS AND BY INVITING PUBLIC PARTICIPATION AT A BOOK LAUNCH.

How will you know you are achieving the above outcome(s)?

ACHIEVING THE COMPLETION OF THE ORAL HISTORY BOOK PROJECT.

SUCCESS OF THE BOOK WILL BE MEASURED VIA BOOK SALES AND COMMUNITY REACTION TO THE PROJECT.

What data/information will you collect that shows your progress?

Are there any similar projects or services in your area?

☐ yes

☒ no

No more than 1 choice may be selected.

Community benefits

This section enables us to gather useful data on the different groups of people in our communities that will benefit from our grants.

Approximately how many people in the Stewart Island Rakiura Community Board area will benefit directly from your project? *

200

Must be a number.

Additional comments on numbers benefiting:

WHANAU OF THE ORAL HISTORY PARTICIPANTS BOTH PRESENT AND FUTURE.

What age group will predominantly benefit? *

☐ All ☐ Early years (pre-natal - 4yrs) ☐ Children (5-13yrs) ☒ Youth (14-24yrs) ☒

Adults (25-64yrs) ☒ Older persons (65+yrs)

At least 1 choice must be selected.

Does your project mainly focus on any of the following: *

☒ Parents/families ☐ People with a disability ☐ Rural communities ☐ At risk families ☐ People who are not currently participating and those experiencing barriers to participation ☐ Volunteers ☐ At risk youth ☐ New migrants ☐ Refugees ☐ High needs populations

At least 1 choice must be selected.

The following are the main ethnic groups in our region - please indicate who will predominantly benefit? *

☐ All ☒ NZ European ☒ Maori ☐ Pacific peoples ☐ Asian ☐ Middle Eastern/Latin American/African ☐ Other

At least 1 choice must be selected.

Building & facility information

Does your application relate to a building or facility?

☐ Yes

☒ No

No more than 1 choice may be selected.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. **SIRCPF003OCT25** From **RAKIURA HERITAGE TRUST**

Form Submitted 30 Oct 2025, 2:42PM NZDT

Project Budget & Financial Details

*** indicates a required field**

Financial details

Bank Account *

Account Name: RAKIURA HERITAGE TRUST

Account Number:
Must be a valid New Zealand bank account format.

Please upload verification of your organisation's bank account details *

Filename: RHT Deposit Slip.JPG
File size: 36.2 kB
i.e. a bank coded deposit slip or bank verified account details

Are you registered for GST? *

☒ Yes
☐ No
No more than 1 choice may be selected.

If yes, GST number:

77715290
Must be a number.

Please upload your organisation's latest financial statements *

Filename: RHT Audit 2024.pdf
File size: 799.0 kB

Please upload a current bank statement from your organisation *

Filename: Sept 25 SBS.pdf
File size: 217.4 kB
Filename: sept 25 Westpac.pdf
File size: 572.0 kB

Total Project Cost *

\$9,000.00
Must be a dollar amount.
What is the total budgeted cost (dollars) of your project?

Amount you are requesting from the Stewart Island/Rakiura Community Partnership Fund? *

\$600.00
Must be a dollar amount.
What is the total financial support you are requesting in this application?

Please indicate your current level of reserves: *

\$341,000.00
Must be a dollar amount.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRC PF003OCT25 From RAKIURA HERITAGE TRUST

Form Submitted: 30-Oct-2025 12:12PM NZDT

Please comment on your level of reserves and if they cannot be used towards this project, explain why: *

RESERVES ARE REQUIRED FOR OPERATIONAL EXPENSES, MAINTENANCE AND FUTURE EXHIBITION DEVELOPMENT.

Briefly describe any voluntary effort or donated materials provided for this project:

The photographer and author of the recorded histories have offered to donate time to collate the material. Rakiura Heritage Trust members will donate all time spent on the project as will some members of Toi Rakiura who are assisting with the project.

How do you envisage paying for any future operational costs for this project?

N/A. This is a "one off" publication.

Project Budget

List all the income you plan to get towards your project e.g. grants/donations, your own funds, fundraising. **Also include the grant amount you are requesting for this application (income and expenditure totals must match).**

If you are GST registered please provide figures that EXCLUDE GST. If you are NOT GST registered please provide figures that INCLUDE GST.

Income	\$	Expenditure	\$
SAVINGS	\$2,608.70	PRINTING	\$4,347.83
C P GRANT	\$521.74	ART WORK	\$782.60
GRANTS/DONATIONS	\$4,695.65	FREIGHT	\$86.96
		EDITORIAL	\$2,608.70

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount

\$7,826.09

This number/amount is calculated.

Total Expenditure Amount

\$7,826.09

This number/amount is calculated.

Income - Expenditure

\$0.00

This number/amount is calculated.

Quotes

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF003OCT25 From RAKIURA HERITAGE TRUST

Form Submitted 30 Oct 2025 2:12PM NZDT
You should obtain two quotes where practical. If this is not possible, please just explain why below.

Have you sought at least two quotes?

☐ yes

☒ no

No more than 1 choice may be selected.

Please upload quote(s)

Filename: Quote-Q80248v2 240x210 size.pdf RHT.pdf

File size: 103.3 kB

Quotes

If you have not provided more than one quote, please explain why:

RHT HAS A LONG STANDING RELATIONSHIP WITH CRAIG PRINT & DESIGN AND APPRECIATE THE EXCELLENT CUSTOMER SERVICE THEY SUPPLY.

Additional information

If you have any other comments about your budget please detail here:

THE BUDGET IS AN ESTIMATE ONLY. IT IS UNLIKELY TO EXCEED \$9,000.

Supporting documentation

Supporting documentation

Attach any other relevant information, e.g. covering letter, letters of support, or other documents.

Attach documents here

No files have been uploaded

If you have any other additional comments about your application please detail here:

AUDIT SUPPLIED IS FROM 2024. THE 2025 AUDIT IS YET TO BE RECIEVED BUT CAN BE SUPPLIED ONCE IT IS CONFIRMED.

THE PROJECT IS A JOINT INITIATIVE WITH TOI RAKIURA WHO WILL SUPPLY ADMINISTRATIVE ASSISTANCE.

Feedback

Feedback

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF003OCT25 From RAKIURA HERITAGE TRUST

How did you find out about the Stewart Island Rakiura Community Partnership Fund?

☒ Have applied previously ☐ Southland District Council website ☐ Council or Community Board Facebook page ☐ Radio ☐ Newspaper ☐ Online ☐ Referred by another funder ☐ Word of mouth ☐ Council staff ☐ Other

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

The application process is very straightforward

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

Please provide us with any suggestions about any improvements we could make to the application process

THE APPLICATION FORM FORMAT DOES NOT ACCEPT P O BOX NUMBERS AS A POSTAL ADDRESS. ALL MAIL ON RAKIURA GOES TO A P O BOX OR TO THE POST OFFICE.

THE CORRECT MAILING ADDRESS FOR RAKIURA MUSEUM IS: P O BOX 114, STEWART ISLAND.9846.

Declaration

*** indicates a required field**

Declaration

I consent to the Southland District Council collecting personal details provided on this form. The consent is given in accordance with the Privacy Act 2020.

This declaration and authorisation relates to information in this application and attachments that the Southland District Council may hold about your organisation/group now or in the future.

In making this declaration I declare that:

- this application has been submitted with the full knowledge and agreement of the management/governance of my organisation/group;
- the information supplied in this application and any attachments is true and factual;
- any grant received will be used for the purpose for which it was approved.

I authorise Southland District Council to:

- use the information supplied as part of this application and any attachments for the purposes of administration and consideration of this application;
- make any enquiries of third parties, (which may involve discussing information contained in this application);
- advertise or publish the name of our organisation/group and the amount of any grant approved if this application is successful, including disclosure of this information to other funding agencies.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF003OCT25 From RAKIURA HERITAGE TRUST

Form Submitted on 30 Oct 2025, 2:12PM NZDT

I acknowledge that:

- any decision made is final
- Southland District Council has the right to withdraw any grant approved or demand the return of funds already paid if it is discovered that any statement made in this application is incorrect, incomplete or misleading, in a way that may have affected the funding decision.

I am authorised to complete this application and I have read and understood this declaration and privacy statement:

Name *

ANITA GEESON

Position in organisation *

CHAIRPERSON

Date *

30/10/2025

Must be a date.

Submitting your form

There is a review and submit button at the bottom of the navigation box to the right of the screen.

You need to review your form before you submit it - you won't be able to submit your form until all required questions (marked with an *) are completed.

Once reviewed you can submit your form by clicking on 'submit' at the top of the screen or on the navigation box.

Once submitted, you will receive an email from SmartyGrants acknowledging receipt of the form. If you do not receive this email please check you have clicked the submit button at the top of the form. No further editing of your form or uploading of support material is possible once submitted.

If you have any queries or experience any problems please phone 0800 732 732 or email funding@southlanddc.govt.nz.

**Stewart Island/Rakiura Community Partnership Fund
Application**
October 2025

4. RAKIURA / STEWART ISLAND HEALTH COMMITTEE

– defibrillator

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. **SIRCPF004OCT25** From Cherie Hemsley on behalf of the Rakiura/Stewart Island Health Committee

Form Submitted 31 Oct 2025, 11:39AM NZDT

*** indicates a required field**

Applicant details

Applicant name *

Cherie Hemsley on behalf of the Rakiura/Stewart Island Health Committee

Street Address *

4 Kowhai Ln
Halfmoon Bay Stewart Island 9818 New Zealand
Any, but at least one field is required.

Postal Address (if different from above)

4 Kowhai Ln
Halfmoon Bay Stewart Island 9818 New Zealand

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Purpose/main activity of your organisation?

To support the Rakiura Nurses and the health and wellbeing of the Rakiura community

How many members belong to your club/organisation?

8
Must be a number.

Contact details for this application

Please give the names of two people who can be contacted if further information is required. The first contact must be the person who filled out this form. Under the Privacy Act (1993) consent from these people must be given before their details are recorded here.

Name 1 *

Cherie Hemsley

Phone Number *

Must be a New Zealand phone number.

Email *

Must be an email address.

Name 2 *

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF004OCT25 From Cherie Hemsley on behalf of the Rakiura/Stewart Island Health Committee

Form Submitted 31 Oct 2025, 11:39AM NZDT

Phone Number *

~

Must be a New Zealand phone number.

Email *

stewartislandhealthcommittee@gmail.com

Must be an email address.

Application details

*** indicates a required field**

Project details

Please assume that we know nothing about your project. Give as much information as possible.

What are you applying for? (pick one) *

- ☒ The development of community facilities or amenities
- ☐ Sport & recreational opportunities
- ☐ Community programmes, activities or events
- ☐ Operational costs
- ☐ Other

No more than 1 choice may be selected.

Please provide a short title for your project *

Rakiura Defibrillator access

What is the location of your project? *

The Stewart Island Flights Depot open and accessible

What does your organisation want funding for? (please describe fully) *

We want to install a central and accessible Defibrillator in our community for emergency use.

What is your project? What specific purpose will the funding be used for?

How will your project benefit the Stewart Island/Rakiura community? *

Our current defibrillators are not accessible to anyone and are not 24hours. The installation of this defib would mean that anyone who needs it in an emergency can get access. Not only will this benefit residence of Rakiura, but also the very large tourist numbers that we get every season. It could save lives.

i.e. improvements/events that will enable the community to be more connected, or improvements to a facility that will enable it to run more efficiently etc

Project start date

06/01/2026

Must be a date.

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF004OCT25 From Cherie Hemsley on behalf of the Rakiura/Stewart Island Health Committee

Form Submitted 31 Oct 2025, 11:39AM NZDT

Form ID 192026
Must be a date.

Community Board plan alignment

The Stewart Island Rakiura Community Board plan document can be found [here](#). The Stewart Island Rakiura Community Board outcomes can be found on page 8. Please indicate below if you think your project aligns with any of these outcomes.

Do you think your project aligns with any of the Stewart Island Rakiura Community Board's community board plan outcomes? (please tick all that apply) *

- ☒ a community that has fit for purpose, sustainable infrastructure
- ☒ a cohesive and connected community, recognising that many of our ratepayers don't reside on the island full-time
- ☒ Kaitiakitanga - guardianship and protection of Stewart Island's pristine natural environment
- ☒ a community that plans for its future - recognising it's unique challenges and opportunities
- ☒ a community that has a strong voice and holds agencies and organisations accountable for doing what they say they will
- ☐ N/A

What is the difference you expect to make through your work or project?

Please describe up to **two** outcomes (i.e. changes or differences) you would like your work or project to achieve.

Outcome 1 *

Community and visitor access to lifesaving equipment that is easy to get to, easy to understand and available 24 hours a day. Our current defibs are not available 24hours and some require a key to open.

Outcome 2

This defib has full CPR instructions with visual and voice prompts, it is also capable of detecting implants and internal defibs and it has both adult and child mode.

How will you know you are achieving the above outcome(s)?

When this defib is installed and available to anyone 24/7 we will have achieved this outcome.

What data/information will you collect that shows your progress?

Are there any similar projects or services in your area?

- ☒ yes
- ☐ no

No more than 1 choice may be selected.

Community benefits

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF004OCT25 From Cherie Hemsley on behalf of the

Rakiura/Stewart Island Health Committee
 Submitted 18 Oct 2025, 10:41 AM NZDT
 Comments 18 Oct 2025, 10:41 AM NZDT

Approximately how many people in the Stewart Island Rakiura Community Board area will benefit directly from your project? *

486

Must be a number.

Additional comments on numbers benefiting:

486 permanent residence, however, we have thousands of tourists visit Rakiura every year, and it will also be of benefit to them

What age group will predominantly benefit? *

☒ All ☐ Early years (pre-natal - 4yrs) ☐ Children (5-13yrs) ☐ Youth (14-24yrs) ☐ Adults (25-64yrs) ☐ Older persons (65+yrs)

At least 1 choice must be selected.

Does your project mainly focus on any of the following: *

☐ Parents/families ☐ People with a disability ☒ Rural communities ☐ At risk families ☐ People who are not currently participating and those experiencing barriers to participation ☐ Volunteers ☐ At risk youth ☐ New migrants ☐ Refugees ☐ High needs populations

At least 1 choice must be selected.

The following are the main ethnic groups in our region - please indicate who will predominantly benefit? *

☒ All ☐ NZ European ☐ Maori ☐ Pacific peoples ☐ Asian ☐ Middle Eastern/Latin American/African ☐ Other

At least 1 choice must be selected.

Building & facility information

Does your application relate to a building or facility?

☐ Yes

☒ No

No more than 1 choice may be selected.

Project Budget & Financial Details

*** indicates a required field**

Financial details

Bank Account *

Account Name: STEWART ISLAND
HEALTH COMMITTEE

Account Number:

Must be a valid New Zealand bank account format.

Please upload verification of your organisation's bank account details *

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPE004OCT25 From Cherie Hemsley on behalf of the Rakiura/Stewart Island Health Committee

Filename: 06-0925-0952951-00_Roof_of_Account_2025-10-30.pdf
Form Submitted 31 Oct 2025, 11:39AM NZDT
File size: 53.3 kB

i.e. a bank coded deposit slip or bank verified account details

Are you registered for GST? *

☐ Yes

☒ No

No more than 1 choice may be selected.

If yes, GST number:

Must be a number.

Please upload your organisation's latest financial statements *

Filename: 06-0925-0952951-00_Statement_2025-09-30.pdf
File size: 197.0 kB

Please upload a current bank statement from your organisation *

Filename: 06-0925-0952951-00_Statement_2025-09-30.pdf
File size: 197.0 kB

Total Project Cost *

~~\$3,173.20~~ \$3,649

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

Amount you are requesting from the Stewart Island/Rakiura Community Partnership Fund? *

~~\$3,173.20~~ \$3,649

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Please indicate your current level of reserves: *

\$0.00

Must be a dollar amount.

At the time of this application

Please comment on your level of reserves and if they cannot be used towards this project, explain why: *

We don't have reserves; our current funds are all dedicated to projects

Briefly describe any voluntary effort or donated materials provided for this project:

All committee members are voluntary and so is their time

How do you envisage paying for any future operational costs for this project?

There are no envisaged future operational costs for this project.

Project Budget

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. **SIRCPF004OCT25** From **Cherie Hemsley** on behalf of the **Rakiura/Stewart Island Health Committee**

Also include the Grant amount you are requesting for this application (income and expenditure totals must match).

If you are GST registered please provide figures that EXCLUDE GST. If you are NOT GST registered please provide figures that INCLUDE GST.

Income	\$	Expenditure	\$
Grant	\$3,173.20	St John	\$3,173.20
	\$3649		\$3649

Project Budget Totals

The income and expenditure totals should balance/match.

Total Income Amount

~~\$3,173.20~~ **\$3649**

This number/amount is calculated.

Total Expenditure Amount

~~\$3,173.20~~ **\$3649**

This number/amount is calculated.

Income - Expenditure

\$0.00

This number/amount is calculated.

Quotes

You should obtain two quotes where practical. If this is not possible, please just explain why below.

Have you sought at least two quotes?

☐ yes

☒ no

No more than 1 choice may be selected.

Please upload quote(s)

Filename: CamScanner 31-10-2025 09.11.pdf

File size: 787.5 kB

Filename: CamScanner 31-10-2025 09.12.pdf

File size: 1.1 MB

Quotes

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. **SIRCPF004OCT25** From **Cherie Hemsley** on behalf of the

Rakiura/Stewart Island Health Committee, please explain why:

50m Submitter 31 Oct 2025 10:04 AM NZST Erbeat Defibrillator

Additional information

If you have any other comments about your budget please detail here:

Supporting documentation

Supporting documentation

Attach any other relevant information, e.g. covering letter, letters of support, or other documents.

Attach documents here

No files have been uploaded

If you have any other additional comments about your application please detail here:

Feedback

Feedback

How did you find out about the Stewart Island Rakiura Community Partnership Fund?

☐ Have applied previously ☐ Southland District Council website ☒ Council or Community Board Facebook page ☐ Radio ☐ Newspaper ☐ Online ☐ Referred by another funder ☐ Word of mouth ☐ Council staff ☐ Other

No more than 1 choice may be selected.

Please rate the following statements

The time required to prepare and complete the application was reasonable

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

The application process is very straightforward

☐ Strongly agree ☒ Agree ☐ Disagree ☐ Strongly disagree ☐ N/A

No more than 1 choice may be selected.

Please provide us with any suggestions about any improvements we could make to the application process

Stewart Island Rakiura Community Partnership Fund - October 2025 round

Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPE004OCT25 From Cherie Hemsley on behalf of the Rakiura/Stewart Island Health Committee

Form Submitted 31 Oct 2025, 11:39AM NZDT

*** indicates a required field**

Declaration

I consent to the Southland District Council collecting personal details provided on this form. The consent is given in accordance with the Privacy Act 2020.

This declaration and authorisation relates to information in this application and attachments that the Southland District Council may hold about your organisation/group now or in the future.

In making this declaration I declare that:

- this application has been submitted with the full knowledge and agreement of the management/governance of my organisation/group;
- the information supplied in this application and any attachments is true and factual;
- any grant received will be used for the purpose for which it was approved.

I authorise Southland District Council to:

- use the information supplied as part of this application and any attachments for the purposes of administration and consideration of this application;
- make any enquiries of third parties, (which may involve discussing information contained in this application);
- advertise or publish the name of our organisation/group and the amount of any grant approved if this application is successful, including disclosure of this information to other funding agencies.

I acknowledge that:

- any decision made is final
- Southland District Council has the right to withdraw any grant approved or demand the return of funds already paid if it is discovered that any statement made in this application is incorrect, incomplete or misleading, in a way that may have affected the funding decision.

I am authorised to complete this application and I have read and understood this declaration and privacy statement:

Name *

Cherie Hemsley

Position in organisation *

Committee member

Date *

31/10/2025

Must be a date.

Submitting your form

There is a review and submit button at the bottom of the navigation box to the right of the screen.

Stewart Island Rakiura Community Partnership Fund - October 2025 round
Stewart Island Rakiura Community Partnership Fund application form

Application No. SIRCPF004OCT25 From Cherie Hemsley on behalf of the Rakiura/Stewart Island Health Committee

Form Submitted On 09/12/2025 (18:44:00) an *) are completed.

Once reviewed you can submit your form by clicking on 'submit' at the top of the screen or on the navigation box.

Once submitted, you will receive an email from SmartyGrants acknowledging receipt of the form. If you do not receive this email please check you have clicked the submit button at the top of the form. No further editing of your form or uploading of support material is possible once submitted.

If you have any queries or experience any problems please phone 0800 732 732 or email funding@southlanddc.govt.nz.

Councillor update

Record no: R/25/11/57006

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

Approved by: Vibhuti Chopra, Group manager strategy and partnerships

Report type: Information

Staff recommendations

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.

Purpose

- 1 This report is to provide the community board an overview of the matters that have been considered at Council and Finance and Assurance Committee meetings from 30 July 2025 to 12 November 2025.

Discussion

- 2 An overview of the reports that have gone to Council and the Finance and Assurance Committee is given in the table below.
- 3 This report also provides an opportunity for Councillor Spraggon to highlight matters or to update the board on any other issues that have arisen around the Council table.
- 4 If you are interested, you can watch Council or Finance and Assurance Committee meetings via this link: [SDC youtube](#).

30 July 2025 – Council meeting	
Report	Overview
Draft Dog Control Policy and Dog Control Bylaw 2025 - Hearings information and submissions summary	Council received written submissions and listened to the submitters who wish to speak on the draft Dog Control Policy and Dog Control Bylaw. Council thanked the submitters for their time.
Reserve management plan review	Council was updated on the progress of the Reserve Management Plan Review and approved the formal notification of Council's intention to review the Reserve Management Plans in accordance with section 41 of the Reserves Act 1977.
Kowhai Reach reserve	At the Council meeting the special nature of the Kowhai Reach stretch of the Winton stream was discussed. Subject to a proposed works programme being agreed to, Council agreed to enter into a one-year memorandum of understanding with Limehills Home and School Association and fund materials to support work up to the value of \$5,000.
Risk management - annual review	Council adopted the reviewed priority strategic risk areas to become effective on 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

	<p>human-induced event impacting the district leading to a loss of critical service continuity</p> <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 practical 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 • Strategic relationships: the risk that Council fails to appropriately maintain its local, regional, and national relationships impacting its ability to achieve its objectives.
Waikawa community hall transfer of ownership of building	<p>Council agreed to transfer ownership of the Waikawa Community Hall Building to the Waikawa Community Hall Charitable Trust for \$1 and the trust will enter into a dead of lease with Council for the land the hall building sits on.</p> <p>Any funds in the Waikawa/Niagara community centres reserve, after the deduction of Council's costs, insurances and loan repayments, are to be made available to the Waikawa Community Hall Charitable Trust for expenditure on the hall building.</p>
Retrospective unbudgeted expenditure request - Creative Communities Scheme and Sport NZ Rural Travel Fund	<p>Council approved the retrospective unbudgeted expenditure of \$12,840 from the Creative Communities reserve and \$4,411 from the Rural Travel Fund reserve.</p>
Great South and Space Operations New Zealand Limited Statement of Intent 2025-2028	<p>Great South presented to Council the statement of intent for Great South and the Space Operations New Zealand Limited for 2025-2028.</p>

Regional Framework for Action on Climate for Murihiku Southland Phase Two	Council adopted the Regional Framework for Action on Climate for Murihiku Southland Phase Two.
13 August 2025 – Council meeting	
Report	Overview
Investment and Liability Management Policy - adoption	Council agreed to adopt the Investment and Liability Management Policy and requested that staff review the Investment and Liability Management Strategy as part of the next Long-Term Plan.
Proposed update to Delegations Manual	Staff presented Council with updates to the Delegations Manual and outlined the changes - Council approved and adopted the revised manual. Council also resolved to discharge the Five Rivers Water Supply Subcommittee.
Update on Council land at Waikaia – 37 Swalwell Street	Council agreed with the Ardlussa Community Board's recommendation that the land at 37 Swalwell Street, Waikaia is not surplus to requirements and should be retained. Council recommended staff to investigate entering into long term leases/licenses for the Waikaia Depot and the balance parcels for grazing while the spatial planning process takes place.
Adoption of Southland District Council Water Service Delivery Plan	Council approved the final Water Services Delivery Plan and confirmed that the plan is compliant with the Local Government (Water Services Preliminary Arrangements) Act 2024. Council also acknowledged staff and the thousands of hours spent by the team to get this plan across the line.
27 August 2025 – Finance and Assurance Committee meeting	
Report	Overview
Finance and Assurance Committee work plan for the year ended 30 June 2026	The committee noted amendments had been made to the workplan.
Community facilities contract renewal update	The committee provided feedback and recommendations on the proposed procurement approach for the renewal of community facilities maintenance contracts. It also provided feedback and recommendations about direct procurement in specific instances where contract values are under \$50,000, subject to market testing and community board support.
Capital delivery programme update - June 2025	The committee acknowledged that staff, as part of the Capital Delivery Governance Group (CPDGG) will review the 2025/2026 project programme (in terms of what can be delivered given the level of proposed carry forward work) and bring back a report in December 2025. The committee requested staff report to it on a quarterly basis on how the capital delivery programme is progressing, comparing planned timeframes with actual timeframes.
Draft unaudited Annual Report 2024/2025	The committee endorsed the draft unaudited annual report for the year ended 30 June 2025, and released the draft unaudited annual report for audit.
27 August 2025 – Council meeting	
Report	Overview

Community facilities contract renewal update	Council endorsed a proposed procurement approach for the renewal of community facilities maintenance contracts.
Budget carry forward requests from 2024/2025 financial year into the 2025/2026 financial year	Staff presented Council with an update on the projects and operational expenditure that were approved for delivery in the 2024/2025 year that were not completed by year end. Council approved that projects and operational expenditure be carried forward to the 2025/2026 and 2026/2027 years.
Draft Dog Control Policy and Bylaw review - deliberations	Staff provided information to Council to allow them to deliberate and decide on matters raised through the consultation process for the draft Dog Control Policy and draft Dog Control Bylaw.
Local Alcohol Policy review	Council approved the draft Statement of Proposal and draft Local Alcohol Policy for public consultation. Consultation will be open from 3 November 2025 to 12 December 2025. Hearings and deliberations are planned for February 2026, it's proposed the policy is adopted by Council in March 2026, and that the policy will be operative in April or May 2026.
Great South Letter of Expectation 2026/2027	Council approved the draft Letter of Expectation 2026/2027 with the addition of 'Southland District Council sees an avenue for Great South to support the Local Government Commission work around the future of local government in Southland if required'.
Mayor's Taskforce for Jobs retrospective unbudgeted expenditure	Council received an update on the Mayor's Taskforce for Jobs Community Employment Programme and approved unbudgeted expenditure of \$220,000 for delivery of the Mayoral taskforce for jobs community employment programme. This work will be undertaken by Great South and is funded from a grant received from Local Government New Zealand.
Colac Bay surfer statue project - unbudgeted expenditure request	The replacement project has evolved into a collaborative initiative between Council and the Colac Bay Progress Leagued. The League has demonstrated leadership and commitment through a significant fundraising campaign. Council approved an unbudgeted expenditure of \$105,000 to increase the budget for the Colac Bay Surfer Statue Project to \$140,000. Acknowledging that \$11,000 is to be funded from the Ōraka Aparima Reserve and interest from the Riverton Property Sales Reserve if required. Colac Bay Progress League have committed to contributing funds to this project.
Ohai Recreation Reserve - Te Oruanui Incorporated	Council acknowledged the recommendation of the Wallace Takitimu Community Board and resolved that the ex-marae building located on the Ohai Recreation Reserve is transferred back to Te Oruanui Incorporated for \$1.00. The transfer is contingent on Te Oruanui Incorporated agreeing to pay \$6,540.38 in outstanding service charges. Council approved unbudgeted expenditure of up to \$2,000 plus GST to cover the legal costs and disbursements for the transfer, funded from the Ohai general reserve.
Spatial Plan Update - August 2025	It was noted that the Rakiura/Stewart Island Community Spatial Plan is underway, and the Aparima & Ōraka / Riverton & Colac Bay Community Spatial Plan are currently under discussion with the Ōraka Aparima Community Board.

Management report August 2025	Acting Chief Executive, Vibhuti Chopra and staff updated Council on different Council activities and answered questions from the councillors.
Mayor's report	Mayor Scott updated Council on the events/meetings that he had been involved with during June to mid-August 2025. Councillor Ruddenklau advised the new exhibition at Te Hikoi would be officially opened on Friday 29 August 2025. Councillor Duffy advised that he had recently been invited to attend PolyFest. The Waihopai Toetoe Community Board had granted PolyFest funding from the Community Partnership Fund. Councillor Keast advised that she had attended the Invercargill Citizens Advice Bureau AGM as part of her role as the Southland District Council representative.
10 September 2025 – Council meeting	
Report	Overview
Annual alcohol report to Alcohol Regulatory and Licensing Authority (ARLA)	The purpose of the report was for Council to meet the alcohol licensing reporting requirements under Section 199 of the Sale and Supply of Alcohol Act 2012. Council received the report.
Adoption of Dog Control Policy 2025 and Dog Control Bylaw 2025	Council resolved to adopt the Dog Control Policy 2025 and the Dog Control Bylaw 2025 and revoked the previous policy and bylaw. Council resolved that the new policy and bylaw will come into effect from Wednesday 1 October 2025.
Community facilities district funded project update	Council received the report and requested that staff report quarterly on the community facilities district funded projects.
Community board health check	A community board health check was presented to Council. This included feedback on how the community boards were operating and captured thoughts and ideas about what could be done differently in the future. The health check included recommendations to continue to build on the successes from the health check that was completed in 2021.
29 September 2025 – Finance and Assurance Committee meeting	
Report	Overview
Finance and Assurance Committee work plan for the year ended 30 June 2026	The committee noted amendments made to the workplan.
Annual Report 2024/2025 representation letter	The committee authorised the mayor and chief executive to sign the representation letter to Deloitte for the Annual Report 2024/2025 on behalf of Council.
Draft Annual Report 2024/2025 recommending adoption by Council	The Committee recommended that Council adopt the Annual Report 2024/2025, and it endorsed the Summary Annual Report 2024/2025.
Annual Report - Deloitte Management Report for the year ended 30 June 2025	As part of the audit process, Deloitte provides Council with a management report at the conclusion of the audit of the annual report. The management report was included with the report. It outlines the work performed by Deloitte and lists any recommended areas for improvement. Deloitte noted insights in

	two areas - statement of service performance (SSP) and landfill aftercare provisions. The report also included an 'emphasis of matter' relating to local water done well to reflect the uncertainty associated with Council's decision to continue to deliver future water services through an in-house business unit given that the Secretary for Local Government has not yet accepted (or rejected) the water services delivery plan.
8 October 2025 – Council meeting	
Report	Overview
Adoption of Annual Report 2024/2025	Council adopted the Annual Report and Annual Report Summary for the year ended 30 June 2025.
Draft Insurance Policy	Council agreed to continuing to include in the insurance policy the ability to insure existing non-council assets within its annual insurance renewal. Council adopted the draft Insurance Policy.
Proposed changes to the Riskpool Trust deed	Council approved amendments to the Riskpool Trust Deed and authorised the Chief Executive to sign and return the attached consent form on behalf of Council.
End of triennium governance matters	Council authorised the chief executive, subject to legal limitations, to make decisions on behalf of Council and the community boards for a set time over the election period, in respect of urgent matters and where the mayor-elect is known, in consultation with the mayor-elect. Council resolved that the Southland Regional Heritage Committee, Great South Joint Shareholder Committee and WasteNet would stay in effect over the election period. Council recommended that the chief executive appoint Councillor Duffy and Councillor Menzies as commissioners to the District Licensing Committee for a set time over the election period.
Drinking water supplies consolidated report - 1 July 2024 to 30 June 2025	Council received a summary on drinking water supply scheme compliance in accordance with the Drinking Standard New Zealand 2022.
Acknowledgement of retiring community board members	Mayor Scott extended his thanks to each of the following board members for their contribution to the community board: <ul style="list-style-type: none"> • Ardlussa Community Board – Hilary Kelso • Fiordland Community Board - Kate Norris • Northern Community Board - Pam Naylor and Sonya Taylor • Oraka Aparima Community Board - Eve Welch • Oreti Community Board - Colin Smith, Philip Dobson, Katie Allan, Dave Diack, Chris Herud and Tracy Kennedy • Stewart Island/Rakiura Community Board – Rakiura Herzhoff • Tuatapere Te Waewae Community Board - Paula McKenzie and Joanne Sanford • Waihopai Toetoe Community Board - John McIntyre • Wallace Takitimu Community Board – Bridget Mason

Valedictories	Mayor Scott expressed his thanks to Councillor Margie Ruddenklau, Councillor Derek Chamberlain and Councillor Darren Frazer for their service to the Southland District in the trienniums they served. He also thanked staff.
29 October 2025 – Council meeting	
Report	Overview
Declarations of mayor and councillors	The mayor and councillors completed their declarations.
Explanation of legislation that affects elected members	Chief Executive, Cameron McIntosh, provided elected members with a general explanation of key legislation relevant to their roles.
Appointment of deputy mayor	The mayor appointed Councillor Christine Menzies as deputy mayor of Southland District Council for the 2025-2028 triennium.
Appointment of councillors to community boards	<p>Council made the following appointments:</p> <ul style="list-style-type: none"> • Councillor Matt Wilson to the Ardlussa Community Board • Councillor Sarah Greaney to the Fiordland Community Board • Councillor Tom O'Brien to the Northern Community Board • Councillor Michael Weusten to the Ōraka Aparima Community Board • Councillor Brian Somerville to the Ōreti Community Board • Councillor Jon Spraggon to the Stewart Island/Rakiura Community Board • Councillor Don Byars to the Tuatapere Te Waewae Community Board • Councillor Julie Keast to the Waihōpai Toetoe Community Board • Councillor Jaspreet Boparai to the Wallace Takitimu Community Board.
Council's Standing Orders and Code of Conduct	Council agreed that the current Standing Orders and Code of Conduct apply to the 2025-2028 triennium, until changes are made by central government.
Date of first ordinary meeting	Council resolved that the first ordinary meeting of Southland District Council for the 2025-2028 triennium be held at 10am on Wednesday 12 November 2025 at a venue to be advised in Te Anau with a backup venue of the Council Chamber in Invercargill.
12 November 2025 – Council meeting	
Report	Overview
Waikaia speed limit reduction - submissions, deliberation and approval	<p>Council resolved that the reduced speed limit of 60km/h will come into effect as soon as reasonably practicable following:</p> <ul style="list-style-type: none"> • approval for the reduced speed limit of 60km/h the Director of Land Transport • approval from New Zealand Transport Authority for the 'stopping place' road classification at the same location • entry of the reduced speed limit of 60km/h in the National Speed Limits Register

	<ul style="list-style-type: none"> • installation of necessary signage for the reduced speed limit of 60km/h.
Committee structure and adoption of terms of reference	<p>Council noted the mayor has established the following:</p> <ul style="list-style-type: none"> • Finance and Assurance Committee – membership, Mr Bruce Robertson, the mayor and all councillors • Executive Committee – membership, the mayor (Chair), Cr Christine Menzies, Mr Bruce Robertson • Riverton Harbour Subcommittee – membership, Cr Michael Weusten, Emma Gould, Ian Coard, Nic White, Hayley Nelson • Stewart Island/Rakiura Visitor Levy Subcommittee – membership, Cr Christine Menzies (Chair), Cr Jon Spraggon, Mr Bruce Robertson (Council will make additional appointments later once nominations have been called for and made). • Te Anau Basin Water Supply Subcommittee (Council will make appointments later) • Civil Defence Emergency Management Group – membership, Mayor Rob Scott, Cr Christine Menzies as alternate • Great South Joint Shareholders Committee – membership, Mayor Rob Scott • Southland Regional Transport Committee – membership, Cr Christine Menzies Mayor Rob Scott as alternate • Southland Regional Heritage Joint Committee – membership, Cr Paul Duffy, Cr Christine Menzies • WasteNet (Waste Advisory Group) – membership, Mayor Rob Scott, Cr Christine Menzies <p>Council established:</p> <ul style="list-style-type: none"> • the Ohai Railway Fund Committee – membership, Mayor Rob Scott, Cr Jaspreet Boparai, Cr Michael Weusten • the District Licensing Committee – membership, Cr Paul Duffy (Chair), Cr Jaspreet Boparai (Deputy Chair), Cr Tom O'Brien, Cr Brian Somerville <p>Council agreed, to together with Invercargill City Council and Gore District Council, to maintain and publish a combined list of persons approved to be members of any of the licensing committees in the Southland region (subject to Invercargill City Council and Gore District Council resolving similarly) and approved Cr Paul Duffy, Cr Jaspreet Boparai, Cr Tom O'Brien, and Cr Brian Somerville to be included on the combined list.</p> <p>Council also adopted the terms of reference including delegations for the community boards, all committees, subcommittees and joint committees of Council and approved the terms of reference and delegations to be updated in Council's Delegations Manual.</p>

Appointments to council organisations	<p>Council approved the appointment of elected members to the following Council organisations:</p> <ul style="list-style-type: none"> • Cr Matt Wilson to the Around the Mountains Cycle Trail Trust • Cr Julie Keast to the Citizens Advice Bureau Invercargill Board • Cr Michael Weusten and Cr Don Byars to the Creative Communities Assessment Committee • Cr Julie Keast to the Gore and Districts Community Counselling Centre • Cr Julie Keast to the Pioneer Women's Memorial Trust • Cr Phil Dobson to the Southland Indoor Leisure Centre Charitable Trust • Cr Paul Duffy to the Southland Regional Heritage Building and Preservation Trust • Mayor Rob Scott and Cr Christine Menzies as alternative to the Te Rōpū Taiao • Cr Jaspreet Boparai to the Tuatapere Amenities Trust • Cr Julie Keast to the Whakamana te Waituna Trust • Cr Greaney to Connected Murihiku. <p>Council noted that the mayor is an ex officio member of the Southland Medical Foundation Incorporated.</p> <p>Council revoked the appointments of Ms Eve Welch and Mr Blair Stewart to the Taramea (Howell's Point) Management Committee (two members appointed last triennium), confirmed that Cr Don Byars will remain on the Management Committee, and appointed Mr Neil Linscott and Mr Michael Weusten to the Management Committee.</p> <p>Council noted the existing appointments of directors of Milford Sound Tourism Limited of the chief executive, Mr Cameron McIntosh and external appointee, Mr Rex Williams.</p> <p>Council appointed Cr Sarah Greaney as trustee of the Milford Community Trust.</p>
Elected members' remuneration	<p>Council approved the proposed allocation of the Southland District Council governance remuneration pool, until 30 June 2026, for inclusion in the remuneration proposal as follows:</p> <ul style="list-style-type: none"> • Deputy Mayor at 1.5 times the base councillor remuneration - \$62,040 • Councillor (11) - \$41,360 <p>Council requested staff provide this proposed allocation to the Remuneration Authority in the remuneration proposal for its approval.</p> <p>Council approved unbudgeted expenditure of \$23,000 associated with the increased remuneration pool, to be funded using operational surpluses, with any remaining shortfall to be funded from the District Operations Reserve.</p>
Adoption schedule of meetings	Council:

	<ul style="list-style-type: none">• agreed that Council meetings will be held in the District on a regular basis• agreed to hold a meeting at Takutai o Te Titi Marae, Colac Bay within the next six months• adopted the schedule of Council and Finance and Assurance Committee meetings for the remainder of 2025 and for the 2026 year.
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Attachments

There are no attachments for this report.

Delegations to the community board

Record no: R/25/11/57470

Author: Rachael Poole, Committee advisor

Approved by: Vibhuti Chopra, Group manager strategy and partnerships

Report type: Information

Staff recommendations

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.

Purpose

- 1 To provide information to the Stewart Island/Rakiura Community Board (community board) on the delegations from Council that were approved on 12 November 2025.

Context

- 2 On 12 November 2025 Council adopted the community board delegations contained in Attachment A. These delegations are unchanged from the previous triennium, other than amendments to the layout to improve readability approved by Council on 13 August 2025.

Discussion

Role of the community board

- 3 Broadly, the role of the community board is to act as a link between Council and community, representing and advocating for interests of the community and making decisions on behalf of the community where it holds delegations.
- 4 The role of the community board under the Local Government Act 2002 is to:
- 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.
- 5 Council has outlined that the community board has the following additional roles:
- community wellbeing - promote and monitor social, economic, environmental, and cultural wellbeing of local communities

- community leadership - provide strategic leadership, identify key issues and opportunities, promote a shared vision, and maintain community board plans
- engagement and relationships - build strong connections with community organisations, interest groups, residents, and businesses
- advocacy - prepare submissions as part of the long term plan or annual plan process on service levels and budgets, and the priorities for the delivery of district services and levels of service in the community
- local activities - recommend service levels, budgets, and funding for local activities; monitor service delivery; support development of local management plans
- environmental management & spatial planning - comment on resource consents, recommend bylaws, advise on alcohol licensing, support civil defence planning, and recommend appeals to the Environment Court where relevant.

Delegations

6 The key delegations Council has made to the community board include:

- to approve project scopes (project definitions) and business cases for budgeted capital expenditure up to \$300,000
- to accept donations of local assets up to \$30,000
- to approve unbudgeted operating expenditure for local activities up to \$20,000
- to approve an increase of up to \$20,000 in the projected cost of a budgeted capital works project that is included in the annual plan or long term plan
- to approve allocation and accept highest tenders for leases/licenses of land and buildings for local activities where rental exceeds \$10,000
- to decide on names for local open spaces, roads, and placement of structures or commemorative plaques
- to grant funds from the Community Partnership Fund.

7 In exercising these delegations the community board must operate within the policies, plans, standards and guidelines and budgets adopted by Council and the needs of the community board.

Attachments

A Community board delegations [↗](#)

8.2 Community Boards

Pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 ('LGA'), Council delegates the responsibilities, duties and powers listed below to community boards to exercise within their communities (as defined in the LGA).

Any decision by a community board must be consistent with policies or standards or resolutions adopted by Council (whether or not specifically referred to in the delegations below), the needs of their local communities and the approved budget for the activity.

It is Council's intention that community boards exercise their delegations in respect of local activities. For District activities that are the responsibility of Council, community boards will have the power to review and make recommendations to Council on the levels of service on the understanding that Council will be operating on a District wide minimum level of service.

The decision as to whether the exercise of a delegated power is for a local activity will be made by the group manager customer and community wellbeing and the assigned executive leadership team member on behalf of the chief executive. The group managers may consult with the chairperson of the relevant community board.

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	Ōreti and Waihōpai 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	Governance Elected members are responsible for providing leadership, setting direction and for overseeing performance (at a high level). 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. Roles outlined in the Local Government Act 2002 <ul style="list-style-type: none"> • appoint a chairperson and deputy chairperson

	<ul style="list-style-type: none"> • 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> <ol 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> <ol 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> <ol 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> <ol 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 if a board seeks a higher level of service, they
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	<p>need to recommend that to Council, and the higher level of service will need to be funded in an appropriate way (locally).</p> <p>c) Providing comment (through the chairperson) to assist the chief executive on making a decision on any objections received on temporary road closures or temporary prohibition of traffic.</p> <p>Local activities</p> <p>For local activities</p> <p>a) recommend to Council levels of service and budgets for local activities, having regard to Council budgets in the long term plan or annual plan process</p> <p>b) recommend to Council rates, user charges and fees to fund local activities</p> <p>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</p> <p>d) recommend to Council or a relevant committee unbudgeted capital expenditure</p> <p>e) monitor the services Council delivers its communities and assess the extent these services meet community needs or the expected level of service</p> <p>f) support the development of local management plans (for subsequent recommendation to Council) where required by statute or in support of the district plan, or other plans for reserves, harbours, or other community facilities, except where these powers:</p> <p>a) have been delegated to Council staff</p> <p>b) would have significance beyond the board's area or otherwise involves a matter of national importance (Section 6 Resource Management Act 1991)</p> <p>c) involve the alienation of any part of a proposed or existing esplanade reserve by way of width reduction, easement, lease or otherwise.</p> <p>g) for the Fiordland Community Board in relation to Te Anau Airport and for the Stewart Island/Rakiura Community board in relation to Stewart Island Electricity Supply Authority (SIESA) these board's role is to:</p> <ul style="list-style-type: none"> • recommend levels of service and annual budget to Council or relevant committee • monitor the performance and delivery of the service. <p>Environmental management and spatial planning</p> <p>a) provide comment on resource consent applications referred to the community board for comment</p> <p>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</p>
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	<ul style="list-style-type: none"> 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. g)
DELEGATIONS	<p>In exercising the delegations the 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 (Local Government Act 2002 section 53).</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) b) to develop local community outcomes that reflect the desired goals for their community or place. <p>Community board plans</p> <ul style="list-style-type: none"> a) Regularly review and update the community board plan to keep the plan relevant. <p>Decisions on locally funded assets and services</p> <ul style="list-style-type: none"> a) accept donations of a local asset (e.g. a gas barbeque, park bench, etc) with a value of less than \$30,000 b) approve project definitions or business cases for approved budgeted capital expenditure up to \$300,000. <p>Unbudgeted expenditure</p> <ul style="list-style-type: none"> a) approve unbudgeted operating expenditure for local activities of up to \$20,000 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 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>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> <ul style="list-style-type: none"> a) accept the highest tenders for rentals more than \$10,000 b) approve the preferential allocation of leases and licenses where the rental is \$10,000 or more per annum. <p>Community spaces and roads</p> <ul style="list-style-type: none"> a) authority to decide upon requests from the community, regarding names of open local spaces and the placement of structures and commemorative plaques. b) authority to decide on the name of public roads, private roads and rights of way. <p>Community assistance</p> <ul style="list-style-type: none"> a) establish a system for prioritising allocations, based on criteria provided by Council b) grant funds from the Community Partnership Fund c) allocate bequests or grants generated locally, consistent with the terms of the bequest or grant fund. <p>Northern Southland development fund</p> <ul style="list-style-type: none"> a) the Northern board can make decisions regarding funding applications to the Northern Southland development fund.
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 executive leadership team member will manage the formal communications between the board and its constituents and for the board in the exercise of its business. Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of 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>
DEFINITIONS	<p>District activities include:</p> <ul style="list-style-type: none"> a) community leadership at a district level (including district community grants) b) wastewater c) waste services d) water supply e) stormwater f) district funded open spaces (parks and reserves) g) roading h) district community services (library services, cemeteries, community housing and heritage/culture) i) district community facilities (public toilets, library buildings, offices and amenity buildings) j) environmental services (building services, resource management, environmental health, animal services, emergency management) k) corporate support services <p>Local activities include:</p> <ul style="list-style-type: none"> a) community leadership at a local board level (including local community grants) b) local community facilities (halls, community centres and other amenity buildings) within Council's activity management plans for community facilities c) water facilities (boat ramps, wharves, jetties and harbour facilities) d) locally funded open spaces (parks and reserves, playgrounds and streetscapes) e) parking limits, footpaths and streetlights f) Te Anau/Manapouri Airport (for the Fiordland Community Board) g) Stewart Island Electricity Supply Authority (SIESA) (for the Stewart Island/Rakiura Community Board) <p>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.</p>

	<p>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.</p> <p>Approved budget for the financial year comprises the base budget approved by Council through the Long Term Plan or Annual Plan, along with any adjustments formally approved during the year for unbudgeted expenditure, forecasting changes and carry forwards by those with delegated authority.</p>
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Local budget and projects update

Record no: R/25/11/56518

Author: Karen Purdue, Community partnership leader

Approved by: Sam Marshall, Group manager customer and community wellbeing

Report type: Information

Staff recommendations

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.
- b) receives the report titled “Local budget and projects update”

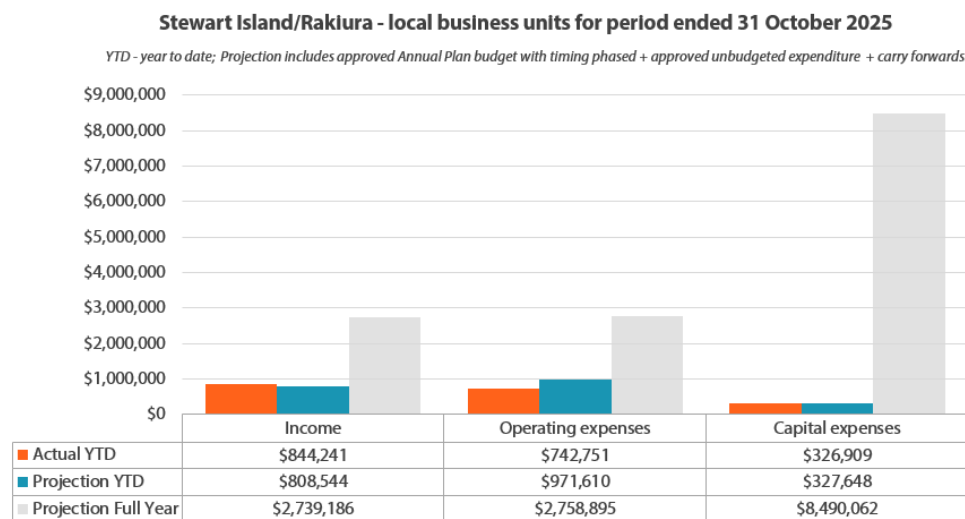
Purpose

- 1 The purpose of this report is to inform the board of the current local budget information for the Stewart Island/Rakiura area and to update the board on the status of current community projects in the board area.

Attachments

- A Local budget and projects information for Stewart Island Rakiura Community Board [↓](#)

Local budget information for Stewart Island Rakiura Community Board



Budget notes

Income is \$36k (4%) over projection. SIESA is over projection in operations by \$77k this is largely due to three main items being over projection: electricity income due to higher kilowatts sold (\$33k), interest received (\$33k) and connection fees (\$11k). Waste recovery is under projection by \$14k with no internal wage income transacted, this will be corrected in November. This is offset by the timing of Stewart Island visitor levy funding for the Dundee Street footpath loan repayments (\$6k under projection) which will be brought in as part of year end entries and government grants for the walking track from Horseshoe Road to Butterfield Beach (\$19k under projection) which will be received as work progresses.

Operating expenses are \$229k (24%) under projection. The majority of this relates to SIESA operations that is under projection by \$158k largely due to Management fee that is running a month behind (\$50k), Network maintenance (\$34k), insurance (\$11k) and fuel (\$80k). \$46k of the under projection relates to Stewart Island jetties which is under projection by \$34k in maintenance projects and \$11k under projection in insurance. Kerbside waste is \$14k under projection due to internal wages that will be corrected in November and parks and reserves are overall \$5k under projection largely due to maintenance codes as general maintenance has a reactive component.

Capital expenses No significant variance.

Projects update for Stewart Island Rakiura Community Board

Activity	Name	Current Phase	Current Progress	Budget actual ytd
WASTEWATER	Multi scheme-oxidation pond de sludge	Delivery phase	Monitor	\$325,102 \$8,439 P-10452

Activity	Name	Current Phase	Current Progress	Budget actual ytd
Planning to recommence works around November 2025 provided weather and ground conditions improve. Once started will progress to conclusion.				
WASTEWATER	Stewart Island wastewater consent renewal	Delivery phase	In progress	\$16,610 \$10,065 P-10474
Council was granted consent in October. It was awarded for 25 years to 2050. We have further funding 2026/2027 for future improvement works if required.				
WATER STRUCTURE	Stewart Island Wharves - refurbishment Millers Beach	Delivery phase	In progress	\$34,000 \$3,588 P-10674
The repairs will be completed before the end of November.				

Financial report for the year ended 30 June 2025

Record no: R/25/11/57538

Author: Nicole Taylor, Finance development co-ordinator

Approved by: Anne Robson, Group manager finance and assurance

Report type: Information

Staff recommendations

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.

Purpose

- 1 The purpose of this report is to present the final financial results and supporting information for the local activities within the Stewart Island/Rakiura Community Board area for the year ended 30 June 2025.

Executive Summary

- 2 The financial report contained in attachment A presents the final financial position of the community board accounts for the year, comparing actual income, operating expenditure and capital expenditure against both the projected budgets and the annual plan budget for 2024/2025.
- 3 It concludes the regular financial reporting provided to the board throughout the year through the community board operational report and February financial report.

Attachments

- A [Stewart Island Rakiura Community Board - Financial report for year ended 30 June 2025](#)



Stewart Island/Rakiura Community Board

Detailed financial report 1 July 2024 to 30 June 2025

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

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Introduction

This report provides a breakdown of the community board financial information from 1 July 2024 to 30 June 2025. The information is prepared on the same basis as the *local budget information* graph included in the two-monthly community board (CB) operational report and *financial report to 28 February 2025* presented to the board in April 2025.

It shows the financial results for the community board activities for the year including income, operating expenses (opex), capital expenses (capex), reserves, loans, projects (including carry forwards) and any applicable development and financial contributions within the board's area.

The financial statements in this report show:

what actually happened in the year ("Actual")

what was expected to occur in the year ("Projection")

the difference between actual and projection ("Variance (Act v Prjn)")

what was included in the annual plan budget for the year ("AP Budget")

Income				Operating expenses				Capital expenses			
Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget

→ "Projection" figures include the original Annual Plan 2024/2025 budget (AP Budget) adjusted for:

- any expenditure carried forward from the prior year (2023/2024) approved by Council (Sep 2024)
- any unbudgeted expenditure or forecasting changes approved by the board or Council during the financial year.

"AP Budget" data shows the adopted Annual Plan (AP) budget for 2024/2025 excluding the projection adjustments noted above.

Significant variances between the "Actual" financial information and "Projection" are explained. Variances in red text with brackets (\$4,500) indicate a variance where the actuals are less than projection.

The report is broken into two sections as detailed below. While the same financial data is used in both sections, they provide different levels of detail to accommodate varying requests of elected members:

- **section 1** shows summary financials at activity level
(e.g. CB > parks and reserves)
- **section 2** shows summary financials at activity, business unit, asset type and location (area/town)
(e.g. CB > parks and reserves > Orepuki)

Section

Page

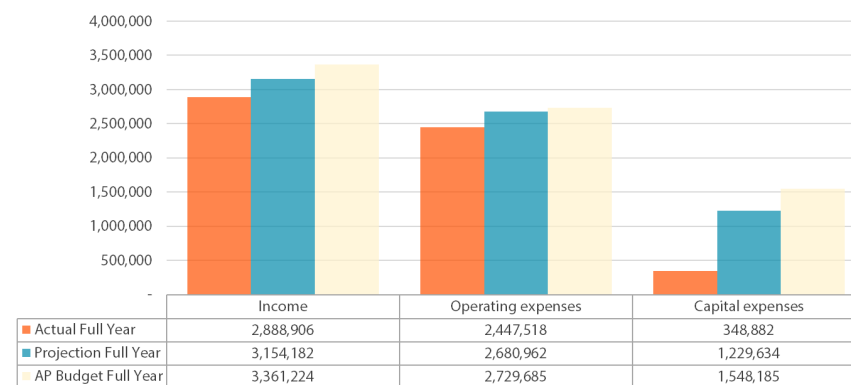
1. Financial overview by activity	3
2. Financial breakdown by activity and business unit type (area/asset) 1 July 2024 to 30 June 2025	4
3. Projects for 2024/2025	7
4. Current loans	8
5. Reserves	8
6. Financial contributions	9

1. Financial overview by activity

The table and graph provides an overview of the financials for the board by activity – showing income, operating expenses and capital expenses. “Total CB” shows the overall financial results for all board activities along with “Actual v Projection (%)” variance. The key reasons for these variances are also summarised with more detailed commentary included in section 2 (Activity and Business Unit Breakdown) and section 0 (Projects).

Stewart Island/Rakiura Community Board - sub activity detail 1 July 2024 to 30 June 2025												
Sub activity	Income				Operating expenses				Capital expenses			
	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
Parks & Reserves	122,325	179,443	(57,118)	85,213	119,021	143,507	(24,486)	143,860	39,838	94,230	(54,392)	-
Footpaths	40,139	114,935	(74,796)	21,362	10,621	11,455	(834)	11,495	50,530	126,910	(76,380)	-
Stewart Island Jetties	86,841	539,895	(453,053)	934,740	98,724	168,841	(70,117)	218,571	19,897	601,994	(582,097)	1,141,685
Community Assistance	4,514	4,514	-	4,514	3,303	4,514	(1,211)	4,514	-	-	-	-
SIESA	2,528,698	2,208,990	319,708	2,208,990	2,108,240	2,246,946	(138,706)	2,245,546	238,618	406,500	(167,882)	406,500
Waste Services	106,389	106,405	(16)	106,405	107,609	105,699	1,910	105,699	-	-	-	-
TOTAL CB	2,888,906	3,154,182	(265,275)	3,361,224	2,447,518	2,680,962	(233,444)	2,729,685	348,882	1,229,634	(880,752)	1,548,185
Act v Projn (%)			(8%)				(9%)				(72%)	

Stewart Island/Rakiura CB - financial summary 1 July 2024 to 30 June 2025



Projection includes approved Annual Plan budget with timing phased + approved unbudgeted expenditure + carry forwards

Summary of financial results

Income was \$265k (8%) less than projection largely due to timing in receiving government grants for the Ulva Island jetty, Butterfields Beach and Golden Bay walkway projects. These grants are expected to be received progressively as the associated work is completed.

Operating expenses were \$233k (9%) less than projection due to lower maintenance, less depreciation and lower fuel costs reflecting market prices.

Capital expenses were \$881k (72%) lower than projection due to several projects that are still in progress including the new walking track along Horseshoe Bay Road to Butterfield Beach, the Golden Bay walkway, the SIESA capital renewal programme and the Ulva Island jetty. These projects have been carried forward.

2. Financial breakdown by activity and business unit type (area/asset) 1 July 2024 to 30 June 2025

This section breaks down the income, operating expenses and capital expenses for each of the activity areas showing the individual business units. The business units show the type of activity/asset and the location by area/town. The significant variances between actual and projection are explained.

Sub activity & Business Unit	Income				Operating expenses				Capital expenses			
	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
Parks & Reserves												
Parks & Reserves - Stewart Isl	122,325	179,443	(57,118)	85,213	119,021	143,507	(24,486)	143,860	39,838	94,230	(54,392)	-
Total	122,325	179,443	(57,118)	85,213	119,021	143,507	(24,486)	143,860	39,838	94,230	(54,392)	-

Income was \$57k (32%) under projection mainly due to the timing of the government grant for Butterfields Beach walking track project (\$58k). This project is still in progress and the grant funding will only be recorded as income once the associated work is completed.

Operating expenses were \$24k (17%) below projection, primarily due to lower maintenance costs (\$12k) and reduced mowing/gardening expenses (\$7k), as this type of maintenance work is only undertaken when required. Additionally, depreciation was lower (\$10k) because the Butterfields Beach walking track project is still in progress.

Capital expenses were \$54k (58%) under projection also due to the walking track project being underway and not yet completed.

Sub activity & Business Unit	Income				Operating expenses				Capital expenses			
	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
Footpaths												
Street Works - Stewart Island	40,139	114,935	(74,796)	21,362	10,621	11,455	(834)	11,495	50,530	126,910	(76,380)	-
Total	40,139	114,935	(74,796)	21,362	10,621	11,455	(834)	11,495	50,530	126,910	(76,380)	-

Income was \$75k (65%) under projection due to the SIVL grant for Golden Bay Walkway project. This project is still in progress and the grant funding will only be recorded as income once the associated work is completed.

Operating expenses were on projection.

Capital expenses were \$76k (60%) under projection due to Golden Bay walkway project being underway and not yet completed.

Sub activity & Business Unit	Income				Operating expenses				Capital expenses			
	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
Community Assistance												
Community Leadership - SI	4,514	4,514	-	4,514	3,303	4,514	(1,211)	4,514	-	-	-	-
Total	4,514	4,514	-	4,514	3,303	4,514	(1,211)	4,514	-	-	-	-

Income was on projection.

Operating expenses were \$1k (27%) under projection due to a lower amount of grants being paid out.

There were no capital expenses.

Sub activity & Business Unit	Income				Operating expenses				Capital expenses			
	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
Stewart Island Jetties												
Stewart Island Jetties	86,841	539,895	(453,053)	934,740	98,724	168,841	(70,117)	218,571	19,897	601,994	(582,097)	1,141,685
Total	86,841	539,895	(453,053)	934,740	98,724	168,841	(70,117)	218,571	19,897	601,994	(582,097)	1,141,685

Income was \$453k (84%) below projection due to the timing of the government grant for the Ulva Island and Golden Bay wharf projects. These projects are still in progress and the grant funding will only be recorded as income once the associated work is completed.

Operating expenses were \$70k (42%) below projection, driven by lower maintenance (\$32k) and reduced contractor expenses for wharf inspections and professional advice (\$22k). Additionally, depreciation was lower (\$17k) because the Ulva Island jetty project has not yet been completed.

Capital expenses were \$582k (97%) below projection, reflecting the timing of the Ulva Island jetty and Golden Bay wharf projects, which have been carried forward to 2025/26.

Sub activity & Business Unit	Income				Operating expenses				Capital expenses			
	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
Waste Services												
Rubbish Collection-Stewart Is	106,389	106,405	(16)	106,405	107,609	105,699	1,910	105,699	-	-	-	-
Total	106,389	106,405	(16)	106,405	107,609	105,699	1,910	105,699	-	-	-	-

There were no significant variances.

Sub activity & Business Unit	Income				Operating expenses				Capital expenses			
	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget	Actual	Projection	Variance (Act v Prjn)	AP Budget
SIESA												
SIESA - Operations	2,098,238	1,838,697	259,541	1,838,697	1,670,481	1,857,895	(187,414)	1,855,988	238,618	406,500	(167,882)	406,500
SIESA - Staff House	13,500	13,000	500	13,000	4,297	7,686	(3,389)	8,575	-	-	-	-
SIESA - Kerbside	105,312	85,800	19,512	85,800	45,079	46,032	(953)	46,032	-	-	-	-
SIESA - Waste Recovery	311,647	271,493	40,154	271,493	388,383	335,333	53,050	334,951	-	-	-	-
Total	2,528,698	2,208,990	319,708	2,208,990	2,108,240	2,246,946	(138,706)	2,245,546	238,618	406,500	(167,882)	406,500

Income was \$320k (14%) above projection, driven by higher electricity income (\$168k), interest earned (\$78k) and connection fees (\$13k). In addition, waste recovery (\$20k) and kerbside (\$38k) income were also above projection.

Operating expenses were \$139k (6%) under projection primarily due to fuel costs being lower than budgeted (\$84k), reflecting reduced market prices. Depreciation was also lower (\$81k) because the budgeted capital renewal programme was not completed. Network maintenance costs were also lower (\$16k). Other underspends across various areas totalling \$48k were offset by higher freight costs (\$47k).

Capital expenses were \$168k (41%) under projection, largely due to capital renewal programme which is still in progress.

3. Projects for 2024/2025

The table details the community board's locally funded projects for 2024/2025. It does not include any district funded projects in the board area. It consists of projects from the Annual Plan 2024/2025, prior year projects carried forward and any additional projects approved by the board during the year. The table details the project status as at 30 June 2025 and actual costs incurred compared to projection as well as the original Annual Plan (AP) budget. It also identifies projects that have been carried forward or pushed to a future year either as part of the Annual Plan 2025/2026 or approved by Council in August 2025.

Activity	Type	Business Unit	Code CAMMS + Fulcrum	Name	Status	Actual	Projection Budget	AP Budget	Variation (Act v Projn)	Funding source
PROJECTS										
Parks & Reserves	CAPEX	Parks & Reserves - Stewart Island	P-10316	New walking track horseshoe bay road	Carry Forward	36,030	94,230	-	(58,200)	Grants
Footpaths	CAPEX	Street Works - Stewart Island	FROAD010A	Stewart Island/Rakiura road bylaw signs	Complete	30,671	33,337	-	(73,714)	Loan
Footpaths	CAPEX	Street Works - Stewart Island	P-11075	Golden Bay Walkway	Carry Forward	19,859	93,573	-	(2,666)	Grants
Stewart Island Jetties	CAPEX	Stewart Island Jetties	P-10295 P-10203A	Stewart Island/Rakiura Ulva Island Wharf - Replacement	Carry Forward	19,177	601,994	891,685	(582,817)	Reserves, loans & grants
Stewart Island Jetties	CAPEX	Stewart Island Jetties	P-10670 P-10670A	Stewart Island/Rakiura Golden Bay Wharf - Renewal preparation	Not Started	-	-	250,000	-	Loan & grants
Stewart Island Jetties	OPEX	Stewart Island Jetties	P-10674 P-10674A	Stewart Island/Rakiura Millars Beach - Wharf Refurbishment	Carry Forward	720	27,516	127,516	(26,796)	Loan
SIESA	CAPEX	SIESA - Operations	P-11207 P-11207A	Stewart Island/Rakiura SIESA - Capital renewal programme	In progress - On Track	244,038	406,500	406,500	(162,462)	Reserves
Total						350,494	1,257,150	1,675,701	(906,656)	

4. Current loans

The table below details the loans within the community board area as at 30 June 2025. It shows the balances for the year including any repayments on existing loans and new loans drawn down. Interest on loans has been applied at a rate of 5.67%.

Activity	Loan description	Opening balance 1-Jul-24	Repayment 24/25	Drawdown 24/25	Closing balance 30-Jun-25	Loan end date
Footpaths	Footpath construction - Dundee Street	144,543	(11,137)		133,405	2035
Footpaths	FROAD010A 10 year loan SI road		-	30,671	30,671	2035
Stewart Island Jetties	SI Golden Wharf renewal investigation P-10670 21/22	146,906	(2,109)		144,797	2054
Stewart Island Jetties	SI Jetties	23,722	(3,429)		20,293	2031
Stewart Island Jetties	Stewart Island Freds Camp P-10673	13,874	(199)		13,675	2054
Stewart Island Jetties	Ulva Island Causeway P-10203 21/22 CF	36,524	(524)		36,000	2054
Stewart Island Jetties	Ulva Island Jetty 20/21	15,089	(4,755)		10,334	2028
TOTAL		380,658	(22,154)	30,671	389,175	

5. Reserves

The table below summarises the reserve movements for the community board reserves for 1 July 2024 to 30 June 2025. Interest was allocated to local reserves based on the average reserve balance for the year at a rate of 2%. “*Movement To*” reserves shows funds transferred into reserves usually as a result of either interest being applied, surplus income being received or underspends in expenditure. “*Movement From*” reserves typically occur where reserves were used to fund projects or capital expenditure or where extra funding is needed because income was lower or expenditure was higher than budgeted.

Reserve	Opening Balance 1 July 2024	Movement To/(From)	Closing Balance 30 June 2025
Stewart Island General Reserve	145,945	2,856	148,801
Stewart Island Jetties - General	23,888	22,029	45,916
Stewart Island Jetties - Ulva Island	212,949	(15,110)	197,839
Stewart Island Waste Management	45,392	(1,021)	44,370
TOTAL	428,173	8,754	436,927

6. Financial contributions

Council currently collects reserve financial contributions for the **acquisition, improvement and development of reserves** under it's the Southland District Plan (FIN-O2, FIN-P2, FIN-R1). Under the plan, Council may collect these contributions for the purposes of:

- offsetting the effects of development on reserve infrastructure
- securing environmental compensation for adverse effects associated with development that cannot be avoided, remedied or otherwise mitigated, so that a positive environmental outcome is achieved
- adding to the quality and diversity of open spaces and recreation areas available to communities within the District.

The table below shows the current breakdown of reserve contributions held by Council as at 31 October 2025, associated with the board area. These can be used to fund park/reserve capital projects that meet requirements as described.

This information is provided to enable the board to give feedback to Council and staff on how the funds might be allocated in the current and future years. Given the restrictions on their use, staff review these funds during project planning and again before the end of each financial year. Contributions have a ten-year expiry period. Therefore, any contributions due to expire by 30 June 2026 that have not been allocated by community boards or staff will be redirected to qualifying projects elsewhere in the district.

Reserve Financial Contributions under RMA/District Plan		
What can these be used for - Capital expenditure only (not maintenance) to acquire, improve and develop reserves in any part of the district to mitigate/offset/compensate for the effects of development or to add to the quality and diversity of open spaces and recreation areas available to communities within the District.		
Where can these be used - Across the district but Council has historically placed a priority on allocating towards capital expenditure in the general location of the consent activity (township, rural, community board, ward)		
Area	Total available	Expiring June 2026
Stewart Island/Rakiura	5,596	-

Draft budgets and rates - Annual Plan 2026/2027

Record no: R/25/11/56827
Author: Susan McNamara, Finance business partnering lead
Approved by: Anne Robson, Group manager finance and assurance
Report type: Recommendation

Staff recommendations

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as being of some importance based on Council's Significance and Engagement Policy and therefore is not significant. The assessed level of significance indicates that the community is kept informed of the decisions made in this report, rather than engaged prior to this decision being made.
- 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) confirms the local budgets and work programmes attached (including any amendments agreed at the meeting) and recommends to Council these be included in the draft Annual Plan 2026/27.
- e) agrees that the following changes be made to the 2025/26 local community board projects and recommends to Council that these be incorporated into Council's 2025/26 forecasting process:

Town: Project	Current budget (2025/26)	Revised budget (2025/26)	Recommended timing (year) and budget
P-11208 Car park and walking link development	102,000	-	Ground investigation on proposed site completed, most appropriate way forward to be determined Moved to 2026/2027
P-10295 Ulva Island Wharf replacement	872,508	265,000	Emergency repairs to occur in 2025/2026. Main replacement expected to occur in 2026/2027.
P-10670A Golden Bay Wharf renewal preparation	255,000	55,000	Not expected to occur 2025/26 and

			moved to 2026/2027.
P-10670B Golden Bay Wharf renewal construction	250,000	-	Not expected to occur 2025/26 and moved to 2026/2027.
P-10674 Millars Beach wharf refurbishment	126,796	34,000	Not expected to occur 2025/26 and moved to 2026/2027.

- f) recommends to Council that for the year commencing 1 July 2026 it recovers the total amount for each rate as follows (subject to resolution (d) and (e)):

Rate Description	Rate (GST inclusive)
Stewart Island Community Board rate	\$140,785
SIESA rate	\$99,800
Stewart Island Waste Management rate	\$126,474

- g) recommends to Council the setting of the following fees and charges for the year commencing 1 July 2026:

Fee/Charge Description	Notes	Fee/Charge (GST inclusive)
Stewart Island trail park pavilion		
Hire		50.00
Stewart Island/Rakiura jetties		
Wharf and jetty annual user licence fee for commercial operators and Department of Conservation (DOC) using Council's marine facilities for longer than 8 weeks per year	Per annum per vessel	3,000.00
Wharf and jetty casual daily user fee for commercial operators using Council's marine facilities for up to 8 weeks per year	Per day per vessel	50.00
Ulva Island wharf inbound per passenger fee via commercial operators/vessels (excludes travel by adjoining landowners)	Per person	2.00
Ulva Island wharf outbound per passenger fee via commercial operators/vessels (excludes travel by adjoining landowners)	Per person	2.00
Boat park fee		1,150.00
Commercial operators refer to owners, operators or lessees of vessels transporting goods and/or passengers for hire or reward or undertaking other activities for hire or reward		
SIESA – electricity charges		

Fee/Charge Description	Notes	Fee/Charge (GST inclusive)
General tariffs and charges for SIESA are to be reviewed each December following an analysis of electricity use on the Island		
<u>Meter reading</u>		
Invoicing is undertaken on a monthly basis.		
All payments are to be made to:		
Stewart Island Electrical Supply Authority, PO Box 903, Invercargill, or Council's office in Ayr Street, Stewart Island.		
<u>Connections</u>		
Standard rate per unit		0.85
Fixed monthly charge		105.06
<u>New connections</u>		
Application fee for a new electricity connection (including supply of new meter)		531.30
Application fee for a distributed electricity generation connection (including supply of new meter)		646.30
Fee for certifying meter installation		Price on application
Fee for extending/upgrading network for a new electricity connection or distributed electricity generation connection		Price on application
Capital development charge		1,762.95
Connection bond (no GST)		150.00
<ul style="list-style-type: none"> · all new connections (or load extensions that increase the base load by 2 kW or more) require an application for supply form to evaluate potential load and voltage problems · a capital development charge is payable for all new power connections. The charge will be payable by the owner/ applicant at the time an application for a new power connection is made (a small number of properties have paid this fee at the time of subdivision and will not be required to pay the capital development charge at the time of connection). <p><i>Note</i></p> <ul style="list-style-type: none"> · all costs of connection within the consumer boundary are the responsibility of the consumer · the cost of extensions or upgrades to the network as a result of an application for supply will be the responsibility of the applicant. This work must be approved by SIESA before commencing and can only be done by a SIESA approved contractor. 		

Fee/Charge Description	Notes	Fee/Charge (GST inclusive)
<u>Existing connections</u>		
Disconnection fee	No monthly charge	94.02
Reconnection fee	New consumer applicant	141.04
Connection bond	New consumer, if applicable (no GST)	150.00
<ul style="list-style-type: none"> · vacating consumers must advise the Southland District Council Office, Ayr Street, Stewart Island (telephone 03 219 1049) or (0800 732 732) or email siesa@southlanddc.govt.nz to arrange a final meter reading and to advise of the consumer name change. Four working days' notice is required · all installations disconnected for six months or more requires a re-inspection by an electrical inspector before re-livening. The consumer is responsible for all costs associated with the re-inspection plus the reconnection fee · a refundable connection bond will be required for connections where the consumer/applicant is not the property owner, refer to the SIESA terms and conditions - bonds for details. The bond must be paid prior to connection. If the power is already connected it will be disconnected if the bond remains unpaid after one month of power consumption. 		
<u>Other chargeable fees</u>		
Consumer overload fault		569.00
Meter testing		99.90
Disconnection/re-connection due to non-payment of account		99.90
Electrical Engineer assessment		180.00
Connection bond (no GST)		150.00
<p>The fee for a not metered or special connection is an annual fee (1 July - 30 June) payable in advance.</p> <p>Payments are due on the 20th of each month. A late payment fee will be charged if payment is not received before the 20th of the month after the due date (i.e. one full month after the original due date).</p> <p><i>Note</i></p> <ul style="list-style-type: none"> · tariffs for commercial connections will apply only to economic installations · metered connections cannot be shared across property boundaries · individual dwelling on the same property must each have its own meter. 		

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

Purpose

- 1 For the community board to consider and recommend the local budgets for the Annual Plan 2026/2027 and the associated local rates for the year commencing 1 July 2026.

Executive summary

- 2 Council is in the process of preparing the Annual Plan (AP) 2026/2027 which will confirm the budgets and projects for the year compared to what was forecast in year three of the Long Term Plan (LTP) 2024-2034.
- 3 The report contains information about the proposed local activities and projects for the Stewart Island/Rakiura area in 2026/27 which are provided under the governance of the board.
- 4 The report and attachment detail the proposed 2026/27 budgets for these activities and the resulting local rates to be recommended to Council. Based on the current draft budgets, the total rate revenue needed to fund the community board rate would increase by **\$8,519 (6.44%)** from **\$132,266 to \$140,785** (GST inclusive). The main driver for the change in the community board rate is **increases in loan interest and principal repayments**. The table below shows what this equates to per unit using the current number of rating units.

Community Board Rate	Current rate per unit 2025/26 (Incl GST)	Proposed rate per unit 2026/27 (Incl GST)	Change
CB rate	\$252.42	\$268.16	\$15.74

- 5 This compares to the 0.67% increase forecast in year three of the LTP where the rate per unit was forecast to increase by \$2.
- 6 Other rates have different increases ranging from a reduction of 3.7% for the Stewart Island Waste management rate to a decrease of 0.05% for SIESA as shown in the table. More details about the community board rate and other local rates changes are shown in *Financial considerations* section of the report from paragraph 29 and attachment A.

Rate	Current rate per unit 2025/26 (Incl GST)	Proposed rate per unit 2026/27 (Incl GST)	Change
SIESA rate	\$200.00	\$199.00	(\$1.00)
Stewart Island Waste Management rate	\$293.88	\$304.76	\$10.88

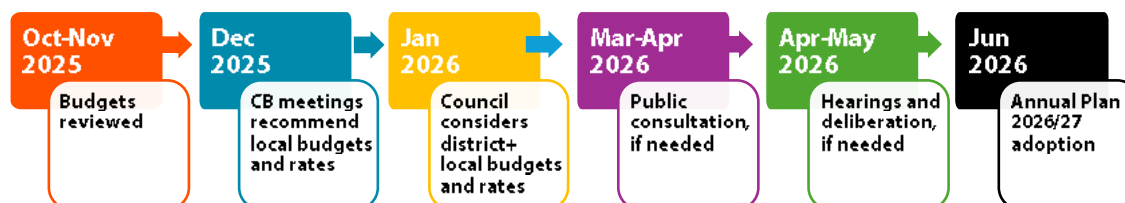
- 7 The board is being asked to discuss and confirm the relevant draft budget and local rates for 2026/27 which will be incorporated into the draft annual plan financial statements scheduled to be discussed by Council in early 2026. As part of this Council will also consider whether it wishes to carry out consultation with the community on the draft plan with any consultation likely to occur around March/April 2026.
- 8 The final Annual Plan (incorporating any changes resulting from consultation) will be adopted in June 2026. This is the point at which community board budgets and rates for 2026/27 will be confirmed and the information will be used to set rates for the year beginning 1 July 2026.

Context

- 9 Council prepares an annual plan in the years when it is not preparing a Long Term Plan (LTP). The LTP is adopted every three years and sets the overall strategic direction, community vision, activities, levels of service, key projects and financial strategy for 10 years.

- 10 The Annual Plan 2026/27 updates year three of LTP 2024-2034 and explains any changes. Where changes are not considered material or significant, Council is not required to consult but is likely to provide an update to the community on what is planned.

Annual Plan timeline

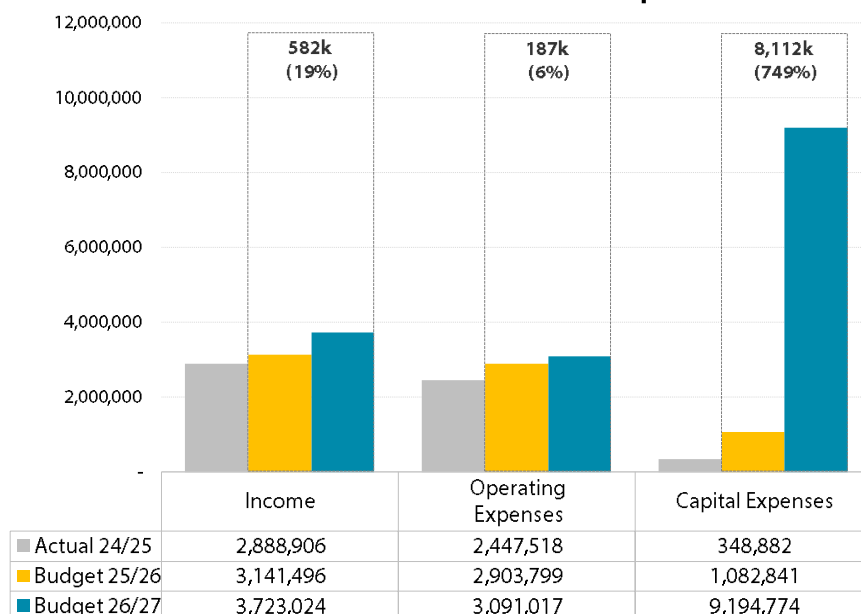


- 11 The board is also being asked to review and confirm the local activity budgets and recommend the rates and fees for the 2026/27 year in line with the role of community boards as detailed in the community board terms of reference.
- 12 The information in this report has been prepared using the financial information for year three of the LTP and previous discussions between the board and relevant staff. Budgets have been updated to reflect any known changes (such as new contract pricing or prior-year actual costs), and project timings have been adjusted to reflect:
- changes approved by Council in August 2025 where 2024/25 projects that were not completed have been carried forward to 2025/26, pushed to a future year or removed (as detailed in the project table in the separate financial report for year ended 30 June 2025 included in the agenda)
 - a review of the deliverability of the revised 2025/26 project programme. Staff have assessed the likelihood of delivering the revised total Council project programme and are recommending minor changes for board confirmation. These will also be presented to Council as part of a consolidated project report in December 2025.
- 13 In September, Council's Finance and Assurance Committee also endorsed the key financial assumptions for the Annual Plan 2026/27, including interest on borrowings set at 4.82%, interest on local reserves at 2%. These interest rates have been used to calculate interest applied to loans and reserves in the 2026/27 budgets.
- 14 **The board are being asked to review and confirm the attached information:**
- **budget summary (part A)**
 - **changes to the community board and other local rates (refer paragraph 29 and part B)**
 - **proposed schedule of 2026/27 projects and current status of 2025/26 projects (part C)**
 - **loans (part D)**
 - **reserve movements (part E)**
 - **fees and charges (part F)**

Discussion

Key changes in budget (2025/26 to 2026/27)

- 15 The graph below shows that budgeted income, operating and capital expenses are lower than budgeted in 2025/26.

Stewart Island/Rakiura CB: income and expenses trend

- 16 **Income is \$582k (19%) higher** because of grant income for capital work on the jetties and internal waste recoveries and electricity income in SIESA.
- 17 **Operating expenses are \$187k (6%) higher** because of depreciation and maintenance projects for the jetties and additional waste costs.
- 18 **Capital expenses are \$8.1 million higher** because of the Stewart Island Rakiura renewable energy project.
- 19 More information about the 2026/27 budget can be found in part A of the attachment. The attachment also includes details of the projects, loans, reserves and fees.
- 20 **Other key issues for the board to note include:**
- 21 The budgets for SIESA operations are based on the current power generation and distribution process. It is expected that parts of the delivery will change during the 2026/27 year however with the project at the initial stages and the renewal of the management contract currently underway the budgets have not been adjusted. Any additional funds will remain within SIESA and assist in replacing the funds used to remove trees in June 2023.

Options

- 22 The following reasonably practicable options have been identified and assessed in this report:
- Option 1 - recommend that Council include the proposed budgets and rates outlined in this report (including any minor amendments agreed at the meeting) in the draft Annual Plan 2026/27
- Option 2 - make significant changes to the proposed budgets and rates outlined in this report and recommend that Council include the revised budgets and rates in the draft Annual Plan 2026/27
- Option 3 - do not recommend the proposed budgets and rates to Council for inclusion in the draft Annual Plan 2026/27

Recommended option:

- 23 Option 1 - recommend that Council include the proposed budgets and rates outlined in this report (including any minor amendments agreed at the meeting) in the draft Annual Plan 2026/27

Option 1 – recommend that Council include the proposed budgets and rates outlined in this report (including any minor amendments agreed at the meeting) in the draft Annual Plan 2026/27

Advantages	Disadvantages
<ul style="list-style-type: none"> enables the draft annual plan to be progressed within the legislative timeframe local rates recommendation to Council is finalised budgets and projects can be updated or reviewed annually as part of the annual plan budgeting process (or approved via unbudgeted expenditure process). 	<ul style="list-style-type: none"> if the board wants significant changes but hasn't advised staff these will not be incorporated.

Option 2 – make significant changes to the proposed budgets and rates outlined in this report and recommend that Council include the revised budgets and rates in the draft Annual Plan 2026/27

Advantages	Disadvantages
<ul style="list-style-type: none"> the proposed budgets and projects can reflect any further changes requested by the board. 	<ul style="list-style-type: none"> flow-on impact of any budget change on income and expenditure including rates required (which may need to be recalculated) the potential impact of any changes on levels of service or need to rescope works or the ability of the revised work programme to be delivered may impact the delivery of the annual plan within the legislative timeframe and/or require an additional meeting to recommend the revised budgets and rates.

Option 3 – do not recommend the proposed budgets and rates to Council for inclusion in the draft Annual Plan 2026/27

Advantages	Disadvantages
<ul style="list-style-type: none"> no advantages. 	<ul style="list-style-type: none"> Council may have to make decisions on the local budgets and rates for the draft annual plan directly may impact the delivery of the annual plan within the legislative timeframe.

Legal considerations

- 24 Under the section 95 of the Local Government Act (LGA) 2002, Council is required to prepare an annual plan. The draft budgets attached, including details of projects and rates, will form part of the activity, financial and funding impact statements in Annual Plan 2026/27.
- 25 Section 23 of the Local Government Rating Act (LGRA) 2002 requires that any rates must be set in accordance with the relevant provisions of the Council's funding impact statement (FIS) which is contained within the Council's adopted long term or annual plan.
- 26 Community boards have been delegated responsibility for recommending rates for local activities in the board area to Council. However, Council cannot delegate authority for rate setting, meaning any changes to rates must be approved by Council and included in either the annual plan or LTP FIS.

Strategic alignment

Strategic direction

- 27 The decision to confirm budgets and recommend rates and fees is aligned with Council's strategic direction as outlined in the LTP and the relevant community board plans. The proposed budget, rates, and fees support the delivery of Council's strategic priorities and community outcomes by maintaining agreed levels of service and continuing the implementation of projects identified in the LTP.

Policy and plan consistency

- 28 This matter has been assessed against Council's policies and plans, and no inconsistencies have been identified. The recommendations are consistent with the LTP and other relevant policies, and therefore no amendments are required under Section 80 of the Local Government Act.

Financial considerations

- 29 Based on the current budgets, the total rate revenue needed to fund the community board rate would increase from **\$132,266 in 2025/26 to \$140,785 in 2026/27** (incl GST) which equates to an **6.44%** increase. Using the current estimate of rating units, this equates to a **\$15.74** increase per unit for CB rate bringing the total rate to **\$268.16**. This compares to the 0.67% increase forecast from year two to year three of the LTP where the rate per unit was forecast to increase by \$2 to \$322.
- 30 Table 1 below shows the key reasons for the rate change.
- 31 Table 2 shows the resulting potential rate per unit charge based on the proposed budgets for 2026/27 and number of units as at mid November 2025. The final rates will be calculated using the number of units at the time the annual plan is finalised.
- 32 Where applicable the board may also want to consider if it would be appropriate for all or some of any additional costs to be funded from reserves or loans, including any applicable financial contributions which may be available (refer to the separate financial report for year ended 30 June included in the agenda).
- 33 Table 3 shows the proposed changes in other local rates like halls and pools.

Table 1: Community Board Rate > proposed total rate revenue

	Movement	Reason for change
Current rate revenue: 2025/26 (excl GST)	\$115,014	

	Movement	Reason for change
<i>Increases/(decreases) due to:</i>		
Footpaths		
Reduction in loan repayments for signage	(\$733)	Work was completed for less than anticipated
Incorrect income from SIVL re Dundee street loan	(\$1,304)	budget currently allows for full SIVL levy but will need to be adjusted to loan repayment
Inflation adjustment	\$20	
Parka and reserves		
Inflationary increase	\$832	
Stewart Island jetties		
Increase in loan repayments	\$12,249	Loans for projects to be completed in 2025/2026
Decrease in insurance	(\$178)	reflects costs for 2025/2026
Inflation on other costs	\$314	
Reduced fees to reserve	(\$3,792)	
Proposed rate revenue: 2026/27 (excl GST)	\$122,422	Change from prior year (excl GST) > \$7,408
Plus GST	\$18,363	
Proposed rate revenue: 2026/27 (incl GST)	\$140,785	Change from prior year (incl GST) > \$8,519 6.44%

Table 2: Community Board Rate > proposed rate per unit

Community Board Rate	Current rate per unit 25/26 (Incl GST)	Proposed rate per unit 26/27 (Incl GST)	Change	
			\$	%
CB Rate (525 units rated)	\$252.42	\$268.16	\$15.74	6.24%

The % change per unit may differ from the total rate revenue % change due to variations in the number of rating units between years.

Table 3: Other local rates > proposed total rate revenue and rate per unit

Other Local Rates (e.g. Hall and Pool)	Current rate revenue 25/26 (Incl GST)	Proposed rate revenue 26/27 (Incl GST)	Current rate per unit 25/26 (Incl GST)	Proposed rate per unit 26/27 (Incl GST)	Change	
					\$	%
SIESA rate (502 units rated)	\$100,001	\$99,800	\$200.00	\$199.00	(1.00)	(0.5%)
Stewart Island Waste Management (415 units rated)	\$121,371	\$126,474	\$293.88	\$304.76	\$10.88	3.70%
Total	\$221,372	\$226,274				

- 34 The main reason for the change in the Stewart Island Waste Management rates is additional costs for refuse bags.

Significance assessment

- 35 The decision for the community board to recommend rates and fees is assessed as being of some importance under Council's Significance and Engagement Policy because:
- the proposed budget and rates continue the implementation of the overall direction, levels of service, and projects set in the LTP
 - the community board activity budget and rates represent a very small portion of Council's overall expenditure, and no significant increases are proposed.
- 36 Given these factors, the matter does not materially affect Council's overall financial position or service delivery, but it is relevant to the community board's responsibilities and therefore warrants some level of significance.

- 37 Community engagement will be limited to informing stakeholders of the proposed rates and fees as part of the annual plan process. No additional statutory consultation is required because the changes are not considered material or significant under the LGA.

Category	Likelihood of engagement
Some importance or administrative	Council is not likely to carry out any engagement.
Moderate importance	Council may choose whether it carries out engagement, which may be targeted to directly affected individuals or groups.
Significant	Council will engage with directly affected individuals and groups and wider community engagement is likely, unless there are reasons under policy not to.
Critical	Council will engage with directly affected individuals and groups and wider community engagement is highly likely, unless there are reasons under policy not to.

Community views

- 38 As noted above, in preparing the budget information, staff have considered feedback provided by the board when developing the LTP and also in subsequent discussions on the Annual Plan 2025/26 and budget updates throughout the year.
- 39 At this stage staff have not undertaken any further work to understand community views around the proposed budgets given that these have been based on year three of the LTP which was adopted following public consultation.
- 40 With budgets still to be finalised, Council is yet to consider whether it will consult on the annual plan. Any decision to consult will be dependent on the significance of changes proposed from the LTP and any particular issues requiring feedback.
- 41 If Council decides to consult on the annual plan, there is an opportunity for any significant issues affecting local communities to be included in an annual plan consultation document which will be publicly available (likely during March/April 2026). If consultation is not required, Council will also consider what form of community engagement is required, if any.
- 42 As such, the community board is asked to advise staff of any local issues/projects that they would like to be highlighted in the consultation material (should Council proceed with consultation) where they are wanting to encourage feedback from the local community or let the community know of any significant projects. The board, in conjunction with the communications team, may also want to undertake additional separate communications within their communities about the board's proposed programme of work for 2026/27.

Climate change considerations

- 43 While the decision to recommend local budgets and rates for the Annual Plan 2026/27 has no direct climate change considerations, the projects and activities funded through these budgets provide opportunities to reduce emissions and improve climate change resilience. This can be achieved through the design and location of any physical assets to be built or replaced by considering changing rainfall patterns and sea-level rise, and by seeking ways to reduce greenhouse gas emissions in how work is carried out (e.g. moving away from fossil fuel use). At this stage, staff have not assessed the emissions impact of the board's budget. However, as most

expenditure relates to maintaining current levels of service, a significant increase in emissions is unlikely. Resilience to climate change is addressed during project scoping and design processes.

Risk and mitigations

- 44 Recommending local budgets and rates for the Annual Plan 2026/27 carries financial and operational risks, particularly if budgets are insufficient to fund actual costs. This may occur where projects are not fully scoped or priced, or where actual contract prices exceed estimates. This is considered to be a medium risk, one that is likely to occur but with minor consequences given that the community board budgets collectively make up around 7% of Council's overall expenses. Council staff are currently reviewing and re-tendering contracts for gardening, toilet and office cleaning, and tree maintenance, which are due to be in place by 1 July 2026. These may result in actual costs differing from budgeted amounts. If this occurs, and depending on the size of any funding gap, the board may need to approve unbudgeted expenditure using short-term loan or reserve funding until the next budgeting review. The board may also need to reprioritise or defer non-essential projects, adjust service levels, or seek alternative funding sources. This risk can be mitigated through updated cost estimates and early communication with the board.
- 45 There is also low social (reputational) risk if the community board make significant changes to projects from those originally forecast in the Long-Term Plan as the community has been consulted on that programme. This risk can be mitigated through clear communication with the Stewart Island/Rakiura community about the reasons for any changes.

Next steps

- 46 Recommendations made through this budget process from all community boards will be incorporated into the annual plan financial statements which are expected to be considered by Council in early 2026.

Attachments

- A Stewart Island Rakiura Community Board Annual Plan 2026 2027 budgets and rates [📄](#)

Attachment – Stewart Island Rakiura CB Proposed budgets and rates 2026/27

This paper provides details of the proposed 2026/27 budgets and rates for the board's local activities:

A. Budget summary and business unit breakdown

These tables show the breakdown of income, operating expenditure (opex), capital expenditure (capex) and funding sources by activity. The data shown includes the prior year actuals (2024/25), current budget (2025/26) and what is now proposed for the Annual Plan 2026/27. The second set of tables show the same information for each business unit associated with the activity.

B. Rate Calculations

This details the change in the total community board rate (showing the related activity breakdown) and other local rates based on what has been included in the draft budget for Annual Plan 2026/27 compared to the current 2025/26 budget.

C. Project Information

This shows the proposed projects for the Annual Plan for 2026/27 and the status of current 2025/26 projects (noting any proposed changes as per recommendation).

D. Loans

This shows the loans held by the board and loans expected to be drawdown and repaid in 2026/27 and the projected balance at 30 June 2027.

E. Reserves

This shows:

- actual reserve balances at 30 June 2025
- planned movement for 2025/26 (which includes the annual plan movement and any adjustments through carry forwards, unbudgeted expenditure and proposed changes to project timing) making up the projected balance at 30 June 2026
- proposed annual plan movement for 2026/27 making up the projected balance at 30 June 2027.

F. Fees and charges

The schedule shows the current 2025/26 fees that the board recommends to Council. Staff are seeking guidance from the board about what movement in fees is proposed for 2026/27. Staff may have included a suggested fee increase/decrease as part of the budgeting process for the board to consider.

A. Budget summary

The table and graphs provide an overview of the financials for 2026/27 showing income, operating expenses, capital expenses for the various activities. Stewart Island electricity supply make up the majority of the board's income and expenses followed by parks and reserves.

Income (\$3.7 million) - includes rates (9%), grants/donations (26%), fees/rental income (3%), electricity charges (51%) and waste recoveries (11%). These will vary depending on the costs of the activities and any capital projects (often grant funded). Grant funding also includes subsidies from NZTA (Waka Kotahi) for footpaths, Tourism Infrastructure Funding (TIF) for the Ulva Island jetty and funding yet to be sourced for Golden Bay renewal preparation.

Operating expenses (\$3.1 million) - these are the everyday costs of running the board's activities including maintenance (4%), maintenance project (38%), mowing/gardening (10%), insurance (3%), interest (4%), refuse costs (17%) and depreciation (22%). SIESA incurs the majority of operating expenses with 75% of the costs relating to fuel and management costs.

Capital expenses (\$9.2 million) – these are the costs of replacing, acquiring or upgrading physical assets. These are investments in things that will provide value for many years, not just the current year and vary from year to year like replacing a roof or building a new playground. The board recommends the proposed capital projects as part of the three yearly Long Term Plan process with a review every other year through the Annual Plan process. Most of the budgeted capital costs are for the SIESA renewable energy project and jetty projects. These projects are funded through a mix of grants, loans and reserves.

Stewart Island/Rakiura CB: 26/27 budget by activity

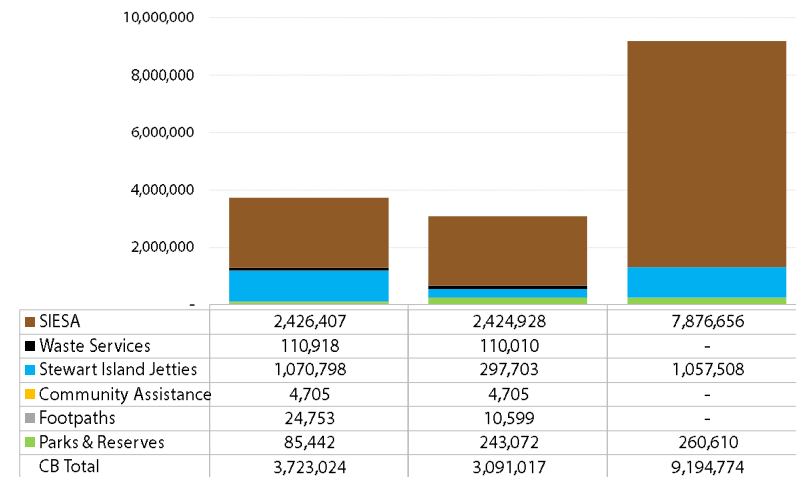


Table 1: Budget summary

Subactivity	Income					Operating Expenses					Capital Expenses				
	Actual	Budget	Budget	Change		Actual	Budget	Budget	Change		Actual	Budget	Budget	Change	
	24/25	25/26	26/27	\$	%	24/25	25/26	26/27	\$	%	24/25	25/26	26/27	\$	%
Parks & Reserves	122,325	85,761	85,442	(319)	(0%)	119,021	234,339	243,072	8,733	4%	39,838	-	260,610	260,610	
Footpaths	40,139	25,510	24,753	(757)	(3%)	10,621	11,537	10,599	(938)	(8%)	50,530	-	-	-	-
Community Assistance	4,514	4,604	4,705	101	2%	3,303	4,604	4,705	101	2%	-	-	-	-	-
Stewart Island Jetties	86,841	616,111	1,070,798	454,687	74%	98,724	196,990	297,703	100,713	51%	19,897	794,691	1,057,508	1,057,508	33%
Waste Services	106,389	106,463	110,918	4,455	4%	107,609	105,739	110,010	4,271	4%	-	-	-	-	-
SIESA	2,528,698	2,303,047	2,426,407	123,360	5%	2,108,240	2,350,590	2,424,928	74,338	3%	238,618	288,150	7,876,656	7,876,656	2,634%
Total	2,888,906	3,141,496	3,723,024	581,528	19%	2,447,518	2,903,799	3,091,017	187,218	6%	348,882	1,082,841	9,194,774	9,194,774	749%

Table 2: Budget breakdown by business unit (activity/area)

Activity & area	Income						Operating expenses											
	Actual	Budget	Budget	Change			Actual	Budget	Budget	Change			Actual	Budget	Budget	Change		
	24/25	25/26	26/27	\$	%		24/25	25/26	26/27	\$	%		24/25	25/26	26/27	\$	%	
Parks & Reserves	122,325	85,761	85,442	(319)	(0%)		119,021	234,339	243,072	8,733	4%		39,838	-	260,610	260,610		
Footpaths	40,139	25,510	24,753	(757)	(3%)		10,621	11,537	10,599	(938)	(8%)		50,530	-	-	-	-	-
Community Assistance	4,514	4,604	4,705	101	2%		3,303	4,604	4,705	101	2%		-	-	-	-	-	-
Stewart Island Jetties	86,841	616,111	1,070,798	454,687	74%		98,724	196,990	297,703	100,713	51%		19,897	794,691	1,057,508	1,057,508	33%	
Waste Services	106,389	106,463	110,918	4,455	4%		107,609	105,739	110,010	4,271	4%		-	-	-	-	-	-
SIESA	2,528,698	2,303,047	2,426,407	123,360	5%		2,108,240	2,350,590	2,424,928	74,338	3%		238,618	288,150	7,876,656	7,588,506	2634%	
<i>SIESA – Kerbside</i>	<i>105,312</i>	<i>87,516</i>	<i>89,441</i>	<i>1,925</i>	<i>2%</i>		<i>45,079</i>	<i>45,506</i>	<i>48,461</i>	<i>1,955</i>	<i>4%</i>		-	-	-	-		
<i>SIESA – Operations</i>	<i>2,098,238</i>	<i>1,926,176</i>	<i>1,985,584</i>	<i>59,408</i>	<i>3%</i>		<i>1,670,481</i>	<i>1,978,877</i>	<i>1,985,584</i>	<i>6,707</i>	<i>0%</i>		<i>238,618</i>	<i>288,150</i>	<i>7,876,656</i>	<i>7,588,506</i>	<i>2634%</i>	
<i>SIESA - Staff House</i>	<i>13,500</i>	<i>13,000</i>	<i>13,000</i>	-	<i>0%</i>		<i>4,2897</i>	<i>7,035</i>	<i>11,522</i>	<i>4,487</i>	<i>64%</i>		-	-	-	-		
<i>SIESA - Waste Recovery</i>	<i>311,647</i>	<i>276,355</i>	<i>338,382</i>	<i>62,027</i>	<i>22%</i>		<i>388,383</i>	<i>318,172</i>	<i>379,361</i>	<i>61,189</i>	<i>19%</i>		-	-	-	-		
Total	2,888,906	3,141,496	3,723,024	581,528	19%		2,447,518	2,903,799	3,091,017	187,218	6%		348,882	1,082,841	9,194,774	8,111,933	749%	

B. Rate calculations

The tables below show the change in the community board rate and other local rates based on what has been included in the draft budget for Annual Plan 2026/27 compared to the current 2025/26 budget. The left table shows the total rate revenue (by activity) and the right table shows the projected rate per rating unit for 2026/27 (based on updated rating unit numbers as at mid November 2025). The grey column (right) shows what the increase in rate per unit would be if an additional \$1,000 of rates funding was needed to fund any additional expenditure.

Table 3: Rate calculations

Community Board rate

Total rate revenue CB rate > activity	Current Budget 25/26 (incl GST)	Proposed Budget 26/27 (incl GST)	Change	
			\$	%
Community Board Rate	\$132,266	\$140,785	\$8,519	6.4%
Footpaths	\$6,548	\$4,229	(\$2,319)	(35.4%)
Parks & Reserves	\$96,837	\$97,794	\$957	1.0%
Stewart Island Jetties	\$28,881	\$38,762	\$9,881	34.2%

Rate per unit	Factor	Units	Basis	Current Rate 25/26 (incl GST)	Proposed Rate 26/27 (incl GST)	Change (\$)	Impact of extra \$1k of rates on the rate per unit:
CB Rate	1.00	525	rating unit	\$252.42	\$268.16	\$15.74	

Other local rates (e.g. hall, pool)

Total rate revenue				
SIESA	\$100,001	\$99,800	(\$200)	(0.2%)
Stewart Island Waste Management	\$121,371	\$126,474	\$5,103	4.2%

Rate per unit							
SIESA	1.00	501	rating unit	\$200	\$199.00	(\$0.01)	\$2.29
Stewart Island Waste Management	1.00	415	unit of service	\$293.88	\$304.76	\$10.88	\$2.77

C. Projects

Table 4 below details the projects proposed to be included in the Annual Plan 2026/27.

Table 4: Proposed projects 2026/27

Sub-Activity	Type	BU Description	Project Code Fulcrum	Project Name Fulcrum	AP Budget 26/27	Funding Source
Parks & reserves	Opex	Parks & Reserves - Stewart Island	P-11208A	Stewart Island/Rakiura - Car park and walking link development	102,000	Reserve, Loan
Parks & reserves	Capex	Parks & Reserves - Stewart Island	P-11208A	Stewart Island/Rakiura - Car park and walking link development	260,610	Reserve, Loan
Stewart Island Jetties	Opex	Stewart Island Jetties	FJETTY001A	Stewart Island/Rakiura Freds Camp - Wharf refurbishment	56,292	Loan
Stewart Island Jetties	Capex	Stewart Island Jetties	P-10203A	Stewart Island/Rakiura Ulva Island Wharf - Replacement	607,508	Grant, Loan
Stewart Island Jetties	Capex	Stewart Island Jetties	P-10670A	Stewart Island/Rakiura Golden Bay Wharf - Renewal preparation	200,000	Grant, Loan
Stewart Island Jetties	Capex	Stewart Island Jetties	P-10670B	Stewart Island/Rakiura Golden Bay Wharf - Renewal construction	250,000	Grant
Stewart Island Jetties	Opex	Stewart Island Jetties	P-10674A	Stewart Island/Rakiura Millars Beach - Wharf Refurbishment	92,796	Loan
SIESA	Capex	SIESA - Operations	FSIESA001A	Rakiura/Stewart Island renewable energy project	7,750,000	Loan
SIESA	Capex	SIESA - Operations	P-11207A	Stewart Island/Rakiura SIESA - Capital renewal programme	126,656	Reserve
Total					\$9,445,862	

Table 5 shows the current projects programmed in 2025/26 as per the approved Annual Plan 2025/26 along with carry forwards and unbudgeted expenditure approved by either the board or Council. The proposed changes column details any further changes being proposed by staff to projects. The funding sources listed are those that are planned to be used to fund the projects but may vary from what has currently been included in the detailed budgets. Where a project shows a mix of grants, reserves and loan funding, the project may be funded by all or some of these sources, especially where external grant or project funding is still to be confirmed with external parties

Table 5: Current projects 2025/26

Activity	Type	Business Unit	Code (CAMMS+ Fulcrum)	Name	Status as at 25.11.25	AP Budget 25/26	Carry forwards	Unbudgeted expenditure	Proposed changes	Revised Projection 25/26	Funding Source
Parks & Reserves	Capex	Parks & Reserves - Stewart Isl	P-10316	New walking track horseshoe bay road	Works Complete	-	58,200			58,200	Grants
Parks & Reserves	Opex	Parks & Reserves - Stewart Isl	P-11208	Stewart Island/Rakiura - Car park and walking link development	Scoping /Consultations	102,000			(102,000)	-	Reserves
Footpaths	Capex	Street Works - Stewart Island	P-11075	Golden Bay Walkway	Scoping /Consultations	-	73,714			73,714	Grants
Stewart Island Jetties	Capex	Stewart Island Jetties	P-10295	Stewart Island/Rakiura Ulva Island Wharf - Replacement	Design / Consenting	289,691	582,817		(607,508)	265,000	Reserves, loans & grants
Stewart Island Jetties	Capex	Stewart Island Jetties	P-10670A	Stewart Island/Rakiura Golden Bay Wharf - Renewal preparation	Not Started	255,000			(200,000)	55,000	Loan & grants
Stewart Island Jetties	Capex	Stewart Island Jetties	P-10670B	Stewart Island/Rakiura Golden Bay Wharf - Renewal construction	Pushed to Future Year	250,000			(250,000)	-	Reserves, loans & grants
Stewart Island Jetties	Opex	Stewart Island Jetties	P-10674	Stewart Island/Rakiura Millars Beach - Wharf Refurbishment	In Physical Delivery	100,000	26,796		(92,796)	34,000	Loan
SIESA	Capex	SIESA - Operations	P-11207	Stewart Island/Rakiura SIESA - Capital renewal programme	Scoping /Consultations	288,150				288,150	Reserves
SIESA	Capex	SIESA - Operations	FSIESA001	Rakiura/Stewart Island renewable energy project		-		7,750,000		7,750,000	Loan
Total						1,284,841	741,527	7,750,000	(1,252,304)	8,524,064	

D. Loans

The table below details the community board loans including current loans (existing and planned 2025/26) and those expected to be drawn down in 2026/27. In some cases planned loans as shown in the schedule may not be drawn down, for example if a decision is made to defer a project to a latter year or the project is able to be funded from a different source like grants or reserves. Please note the "interest cost" column in the schedule has been included to show the annual interest cost of each loan at the Council's assumed interest rate (4.82%). For background information, taking out an additional \$10,000 loan over a 10-year term at an interest rate of 4.82% would result in approximately \$1,284 (excluding GST) in additional annual interest and principal repayments and increase the CB urban full charge rate by around \$5.86 (including GST).

Table 6: Balance of loans – 1 July 2025 to 30 June 2027 showing changes to 2025/26 loan movement

Activity & Town/Area	Loan description	Opening balance 1-Jul-25	Forecast repayments (25/26)	AP draw down (25/26)	Changes (25/26)	Projected closing balance 30-Jun-26	Budgeted repayments (26/27)	Budgeted drawdown (26/27)	Forecast closing balance 30-Jun-27	Interest cost (26/27)	Year loan end
Parks & Reserves											
Parks & Reserves - Stewart Island	Construction of the carpark at Traill Park and the walking link between Halfmoon Bay and Golden Bay	-	-		-	-	-	244,352	244,352	-	2046
Footpaths											
Street Works - Stewart Island	Footpath construction - Dundee Street	133,405	(12,143)		-	121,262	12,781		108,481	5,845	2034
Street Works - Stewart Island	FROAD010A 10 year loan SI road	30,671	(2,449)		-	28,222	2,579		25,644	1,360	2035
Stewart Island Jetties											
Stewart Island Jetties	26/27 Stewart Island Wharf Refurbishment at Freds Camp as per WSP report 2020.	-	-		-	-	-	56,292	56,292	-	2056
Stewart Island Jetties	Golden Bay Infrastructure Development - P - 11209	-	-		-	-	-		-	-	2056
Stewart Island Jetties	Golden Bay wharf renewal - P-10671	-	-		-	-	-		-	-	2056
Stewart Island Jetties	Millers Beach Wharf Renewal P-10674	-	-	100,000	(66,000)	34,000	528	92,796	126,268	1,639	2056
Stewart Island Jetties	SI Golden Wharf renewal investigation P-10670 21/22	144,797	(2,515)		-	142,283	2,674		139,608	6,858	2053
Stewart Island Jetties	SI Jetties	20,293	(3,679)		-	16,614	3,865		12,749	801	2030
Stewart Island Jetties	Stewart Island Freds Camp P-10673	13,675	(237)		-	13,437	253		13,185	648	2053

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Activity & Town/Area	Loan description	Opening balance 1-Jul-25	Forecast repayments (25/26)	AP draw down (25/26)	Changes (25/26)	Projected closing balance 30-Jun-26	Budgeted repayments (26/27)	Budgeted drawdown (26/27)	Forecast closing balance 30-Jun-27	Interest cost (26/27)	Year loan end
Stewart Island Jetties	Ulva Island Causeway P-10203 21/22 CF	36,000	(625)		-	35,374	665	11,666	46,376	1,705	2056
Stewart Island Jetties	Ulva Island Jetty 20/21	10,334	(5,043)		-	5,291	5,291		-	255	2027
Stewart Island Jetties	Stewart Island Renewal Island Renewal prep P-10670A	-	-	115,621	(60,621)	55,000	854	60,621	114,767	2,651	2056
Stewart Island Jetties	Ulva Island rebuild jetty P-10295	-	-	144,846	(11,666)	133,180	2,067		131,113	6,419	2056
Stewart Island/Rakiura Total		389,175	(26,692)	360,467	(138,287)	584,663	31,556	465,727	1,018,835	28,181	

E. Reserves

This table shows the change in reserve balances forecast for the current financial year (2025/26) including the annual plan movement and subsequent changes resulting from any carry forwards, unbudgeted expenditure approved and proposed changes to funding of 2025/26 projects. The table then shows the reserve movement planned in the Annual Plan 2026/27 with details of the movement noted.

Table 7: Reserve balances – 1 July 2025 to 30 June 2027 showing changes to 2025/26 reserve movement

Reserve	Opening balance 1/7/25	AP Mvmt (25/26)	Changes (25/26)	Projected balance 30/6/26	AP Mvmt (26/27)	Projected balance 30/6/27
Stewart Island General Reserve	148,801	(100,605)	100,789	148,985	(118,018)	30,967
Stewart Island Jetties - General	45,916	22,193	-	68,109	13,497	81,606
Stewart Island Jetties - Ulva Island	197,839	30	(131,820)	66,049	31	66,080
Stewart Island Waste Management	44,370	923	-	45,293	941	46,234
Grand Total	436,927	(77,459)	(31,031)	328,437	(103,549)	224,888

Reserve reconciliation	Movement	Reason
1. Stewart Island general reserve		
2025/26	\$1,395	Interest on reserve
2025/26	(\$1,211)	
2025/26 total	\$184	
2026/27	\$240	Interest on reserve
2026/27	(\$102,000)	Funding for the preparation work at the start of the Golden Bay/Halfmoon Bay development (P-11208)
2026/27	(\$16,258)	Funding for car park and walking link (P-11208)
2. Stewart Island Jetties general reserve		
2025/26	\$1,309	Interest on reserve
2025/26	\$20,884	Additional licence fees about extra insurance/monitoring/maintenance general above 2023/2024
2025/26 total	\$22,193	
2026/27	\$1,573	Interest on reserve
2026/27	\$11,924	Additional licence fees income to reserve
3. Stewart Island Jetties - Ulva Island		
2025/26	\$30	Interest on reserve
2025/26	(\$131,820)	Ulva Island wharf replacement (P-10203) carry forward from 2024/2025
2025/26 total	(\$131,790)	
2026/27	\$31	Interest on reserve
4. Stewart Island Waste management		
2025/26	\$923	Interest on reserve
2026/27	\$941	Interest on reserve

F. Fees and charges

The following shows the current fees and charges. At this stage staff have not proposed to revise fees for 2026/27 with this to be discussed by the board at the meeting and will take into account the budget changes proposed for 2026/27.

Where the hall is run by a separate hall committee, board members may also want to contact the hall committee ahead of the meeting to discuss any proposed fee changes.

Draft Schedule of Fees and Charges 2026/2027	Notes	2025/26 Current (GST incl)	2026/27 Proposed (GST incl)
Stewart Island trail park pavilion			
Hire		50.00	
Stewart Island/Rakiura jetties			
Wharf and jetty annual user licence fee for commercial operators and Department of Conservation (DOC) using Council's marine facilities for longer than 8 weeks per year	Per annum per vessel	3,000.00	
Wharf and jetty casual daily user fee for commercial operators using Council's marine facilities for up to 8 weeks per year	Per day per vessel	50.00	
Ulva Island wharf inbound per passenger fee via commercial operators/vessels (excludes travel by adjoining landowners)	Per person	2.00	
Ulva Island wharf outbound per passenger fee via commercial operators/vessels (excludes travel by adjoining landowners)	Per person	2.00	
Boat park fee		1,150.00	
Commercial operators refer to owners, operators or lessees of vessels transporting goods and/or passengers for hire or reward or undertaking other activities for hire or reward			
SIESA – electricity charges			
General tariffs and charges for SIESA are to be reviewed each December following an analysis of electricity use on the Island			
Meter reading			
Invoicing is undertaken on a monthly basis.			
All payments are to be made to:			
Stewart Island Electrical Supply Authority, PO Box 903, Invercargill, or Council's office in Ayr Street, Stewart Island.			
Connections			
Standard rate per unit		0.85	
Fixed monthly charge		105.06	
New connections			
Application fee for a new electricity connection (including supply of new meter)		531.30	
Application fee for a distributed electricity generation connection (including supply of new meter)		646.30	
Fee for certifying meter installation		Price on application	
Fee for extending/upgrading network for a new electricity connection or distributed electricity generation connection		Price on application	
Capital development charge		1,762.95	
Connection bond (no GST)		150.00	
· all new connections (or load extensions that increase the base load by 2 kW or more) require an application for supply form to evaluate potential load and voltage problems			
· a capital development charge is payable for all new power connections. The charge will be payable by the owner/ applicant at the time an application for a new power connection is made (a small number of properties have paid this fee at the time of subdivision and will not be required to pay the capital development charge at the time of connection).			

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Draft Schedule of Fees and Charges 2026/2027	Notes	2025/26 Current (GST incl)	2026/27 Proposed (GST incl)
Note			
· all costs of connection within the consumer boundary are the responsibility of the consumer			
· the cost of extensions or upgrades to the network as a result of an application for supply will be the responsibility of the applicant. This work must be approved by SIESA before commencing and can only be done by a SIESA approved contractor.			
Existing connections			
Disconnection fee	No monthly charge	94.02	
Reconnection fee	New consumer applicant	141.04	
Connection bond	New consumer, if applicable (no GST)	150.00	
· vacating consumers must advise the Southland District Council Office, Ayr Street, Stewart Island (telephone 03 219 1049) or (0800 732 732) or email siesa@southlanddc.govt.nz to arrange a final meter reading and to advise of the consumer name change. Four working days' notice is required			
· all installations disconnected for six months or more requires a re-inspection by an electrical inspector before re-livening. The consumer is responsible for all costs associated with the re-inspection plus the reconnection fee			
· a refundable connection bond will be required for connections where the consumer/applicant is not the property owner, refer to the SIESA terms and conditions - bonds for details. The bond must be paid prior to connection. If the power is already connected it will be disconnected if the bond remains unpaid after one month of power consumption.			
Other chargeable fees			
Consumer overload fault		569.00	
Meter testing		99.90	
Disconnection/re-connection due to non-payment of account		99.90	
Electrical Engineer assessment		180.00	
Connection bond (no GST)		150.00	
The fee for a not metered or special connection is an annual fee (1 July - 30 June) payable in advance.			
Payments are due on the 20th of each month. A late payment fee will be charged if payment is not received before the 20th of the month after the due date (i.e. one full month after the original due date).			
Note			
· tariffs for commercial connections will apply only to economic installations			
· metered connections cannot be shared across property boundaries			
· individual dwelling on the same property must each have its own meter.			

Community board representatives

Record no: R/25/11/57475

Author: Michal Gray, Democracy advisor

Approved by: Vibhuti Chopra, Group manager strategy and partnerships

Report type: Decision

Staff recommendations

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as some importance based on Council's Significance and Engagement Policy. On this basis no community engagement is required.
- 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) nominates _____ to the Stewart Island/Rakiura Visitor Levy Allocation Subcommittee.
- e) appoints _____ and _____ (as an alternate) as an authorised representative of the Stewart Island/Rakiura Community Board on the Predator Free Rakiura Engagement and Advisory Group.

Purpose

- 1 The purpose of this report is for the community board to nominate a representative of the board to the Stewart Island/Rakiura Visitor Levy Allocation Subcommittee and appoint a representative to the Predator Free Rakiura Engagement and Advisory Group.

Discussion

Stewart Island/Rakiura Visitor Levy Allocation Subcommittee (subcommittee)

- 2 The subcommittee decides funding allocations from the visitor levy funding pool in accordance with the Stewart Island/Rakiura Visitor Levy Policy.
- 3 The terms of reference for the subcommittee sets out that the subcommittee will have the following membership arrangement:
 - chairperson
 - chair of the Finance and Assurance Committee
 - councillor for Stewart Island/Rakiura ward
 - representative from the Stewart Island/Rakiura Community Board
 - representative recommended by each of the Approved Operators (three in total)
 - member to represent iwi
 - member from Stewart Island/Rakiura.

- 4 On 12 November Council appointed Cr Christine Menzies as Chair, Cr Jon Spraggon as councillor, and Mr Bruce Robetson as chair of the Finance and Assurance Committee to the subcommittee.
- 5 The community board is now being asked to nominate a representative of the board to the subcommittee.
- 6 Once staff have received nominations from the community board, the approved operators, iwi and a Stewart Island/Rakiura member, Council will be asked to make the appointments of those nominees to the subcommittee.

Predator Free Rakiura Engagement and Advisory Group (EAG)

- 7 Predator Free Rakiura is a project to remove predators from Stewart Island/Rakiura. The Te Puka Rakiura Trust (trust) has been established to undertake the project. The EAG is a separate entity that appoints trustees to the Te Puka Rakiura Trust, drives the vision for the project, is a conduit for engagement with the community and monitors the project for community risk.
- 8 In 2024 the EAG approached the board and invited it to have a member on the EAG for the remainder of the 2022-2025 triennium. The EAG has requested a community board member be appointed as a representative for the 2025-2028 triennium.
- 9 The appointed member will represent the board on the EAG and receive updates on the project to share with the board.

Options

- 10 The board is being asked to choose one board member to nominate for the subcommittee and one to appoint as a member to the EAG.
- 11 The board could also choose not to make any appointments. If the board chose not to nominate a representative to the subcommittee, the membership requirements would not be met. If the board chose not to appoint a member to the EAG then the board would not be represented on the EAG.

Legal considerations

- 12 The subcommittee was formally re-established by Council on 12 November 2025.

Strategic alignment

Strategic direction

- 13 The subcommittee is part of Council's governance structure.
- 14 The objectives of the EAG and the associated project aligns with the community board plan outcome of Kaitiakitanga-guardianship and protection of Stewart Island Rakiura's pristine natural environment.

Policy and plan consistency

- 15 Staff have not identified any inconsistencies with any policies or plans. The board nominating a representative to the subcommittee is consistent with the Stewart Island/Rakiura Visitor Levy Policy.

Financial considerations

- 16 No additional remuneration will be received by a member appointed to either entity.

Significance assessment

- 17 Staff have assessed this decision as being of some importance under Council's Significance and Engagement Policy and engagement is not required.

Category	Likelihood of engagement
Some importance or administrative	Council is not likely to carry out any engagement.
Moderate importance	Council may choose whether it carries out engagement, which may be targeted to directly affected individuals or groups.
Significant	Council will engage with directly affected individuals and groups and wider community engagement is likely, unless there are reasons under policy not to.
Critical	Council will engage with directly affected individuals and groups and wider community engagement is highly likely, unless there are reasons under policy not to.

Community views

- 18 Community views have not been sought.

Climate change considerations

- 19 There are no climate change considerations relevant to this matter or decision.

Risk and mitigations

- 20 There are no significant risks in relation to this matter or decision.

Next steps

- 21 Council will be asked to appoint the community board representative to the subcommittee.
22 The EAG will be informed of the community board nominee.

Attachments

There are no attachments for this report.

Chair's report

Record no: R/25/11/57516

Author: Kirsten Hicks, Committee advisor/customer support partner

Approved by: Vibhuti Chopra, Group manager strategy and partnerships

Report type: Information

Staff recommendations

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.

Purpose

- 1 The purpose of this report is for the chair to update the board on activities they have been involved with since the previous meeting.
- 2 Board members are also able to provide an update on any recent events and issues of relevance and interest to the community board.

Chair's report

- 3 Discussion on progress on current projects.
 - energy
 - Golden Bay walking track
 - Predator Free Rakiura update
 - speed bump removal update
 - CB updates in the Stewart Island News
 - parking enforcement
 - boat park
 - Golden Bay, Ayr Street, Dundee Street grassed area
 - public meeting 17 December 2025

Attachments

There are no attachments for this report.

Adoption schedule of meetings

Record no: R/25/11/55822

Author: Kirsten Hicks, Committee advisor/customer support partner

Approved by: Vibhuti Chopra, Group manager strategy and partnerships

Report type: Decision

Staff recommendations

That the Stewart Island/Rakiura Community Board:

- a) adopts a schedule of meetings for the 2025 – 2028 triennium on the following dates and times:

•12 February 2026	8.45am
•9 April 2026	8.45am
•11 June 2026	9.45am
•13 August 2026	9.45am
•8 October 2026	8.45am
•10 December 2026	8.45am
•11 February 2027	8.45am
•8 April 2027	8.45am
•10 June 2027	9.45am
•12 August 2027	9.45am
•14 October 2027	8.45am
•9 December 2027	8.45am
•10 February 2028	8.45am
•13 April 2028	8.45am
•8 June 2028	9.45am
•10 August 2028	9.45am

Purpose

- 1 The purpose of this report is for the community board to adopt a meeting schedule for the 2025 – 2028 triennium.

Context

- 2 An approved schedule of meeting dates is required so that meetings can be publicly notified in accordance with the Local Government Official Information and Meetings Act 1987 (LGOIMA).
- 3 The schedule proposed is consistent with the previous triennium; the community board meetings will generally be held every second month on the second Thursday morning of the month. In the winter months (June and August) meetings are scheduled for 9.45am. In the summer months (February, April, October and December) commencing at 8.45am. The meetings will be held at the Pavilion, 7 Ayr Street, Stewart Island (unless otherwise notified). Adjustments have been made for public holidays.
- 4 Any changes to the meeting schedule including any additional meetings, will be notified to the public and the members in accordance with the requirements of the Local Government Official Information and Meetings Act 1987.

Attachments

There are no attachments for this report.