



Minutes

Stewart Island/Rakiura Community Board

Tuesday, 9 December 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
	Councillor Jon Spraggon

IN ATTENDANCE

Committee advisor	Kirsten Hicks
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1 Opening

The Chairperson opened the meeting

2 Apologies

There were no apologies

3 Leave of absence

There were no requests for leave of absence.

4 Conflict of interest

Emma Simpson-Boyce declared a conflict of interest in **8.2 Community partnership fund applications – October 2025 round** and abstained from comment or voting

5 Additional Agenda items

There were no additional agenda items.

6 Confirmation of minutes

Resolved

Moved Cr Jon Spraggon/Aaron Joy

That the Stewart Island/Rakiura Community Board confirms the minutes of the meeting held on 7 November 2025 as a true and correct record of that meeting.

Carried

7 Public participation

Simon Moir – Simon presented the board with his desire to install a mobile sauna at Halfmoon Bay. The proposed sauna measures 5.5m L x 2.2m W x 3.3m H (excluding chimney) and can accommodate up to nine users (with a single person changing room). It would be timber-clad, with a window overlooking the sea and be fully mobile as it is built onto a trailer. Simon would like to locate this on the foreshore grassed area, near the ramp access over the road from Ayr Street. He envisages it would be removed when not in use. Simon plans to lodge a Licence to Occupy application.

Reports

8.1 Community update

Record No: R/25/11/56062

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

Stu Newton (Future Rakiura):

- The orienteering course is now up and running at Mamaku Point. This was funded by Department of Internal Affairs (DIA) Community Enhancement Scheme.
- The helipad has been well-used. Recently the signage was damaged (first by the mower, then the weather) so a replacement has been ordered.

Stu Newton (New Zealand Police)

- Grass growth is impeding visibility in places (particularly Hicks Road).
- Parking enforcement – Stu has issued infringements recently but would much prefer this activity lie with SDC staff
- The wharf approach on Elgin Terrace is still in bad repair and recent work (filling potholes with tar) has not improved the situation.
- Emergency Management equipment is currently stored in the garage of the police house. This needs to be relocated to the Traill Park storage area.
- Bragg Bay trees query – as this is on private land they are an issue for the landowner.

Resolved

Moved Aaron Joy/Mike Douglass

That the Stewart Island/Rakiura Community Board:

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

Carried

8.2 Community Partnership fund applications - October 2025 round

Record No: R/25/11/56845

Report presented by Community partnership leader Karen Purdue (via video link)

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.

Bruce Ford (Stewart Island Seniors Cottage Trust) and Anita Geeson (Rakiura Heritage Trust) both spoke in support of their applications.

Emma Simpson-Boyce declared a conflict of interest and abstained from comment or voting.

Members noted that the application from Protect Rakiura Trust was for operational funding, and that Rakiura Health Committee had applied for 100% funding for their project.

Resolved

Moved Cr Jon Spraggon/Mike Douglass

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) 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 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 a grant of **\$2015** to the Rakiura Heritage Trust to assist with their oral history project.
- h) approves a grant of **\$1800** to the Rakiura/Stewart Island Health Committee for costs associated with installing a defibrillator at the Stewart Island flights

Carried

Staff recommendations were moved with changes as **indicated**.

9.45am Andrea Young left the meeting.

8.4 Delegations to the community board

Record No: R/25/11/57470

Report presented by Democracy advisor Michal Gray (via video link).

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

Resolved

Moved Mike Douglass/Daniel Meads

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.

Carried

8.8 Community board representatives

Record No: R/25/11/57475

Report presented by Democracy advisor Michal Gray (via video link)

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.

Resolved

Moved Daniel Meads/Cr Jon Spraggon

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 Aaron Conner to the Stewart Island/Rakiura Visitor Levy Allocation Subcommittee.
- e) appoints Mike Douglass and Emma Simpson-Boyce (as an alternate) as an authorised representative of the Stewart Island/Rakiura Community Board on the Predator Free Rakiura Engagement and Advisory Group.

Carried

8.3 Councillor update

Record No: R/25/11/57006

Report presented by Councillor Jon Spraggon

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.

Resolved

Moved Cr Jon Spraggon/Daniel Meads

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.

Carried

8.5 Local budget and projects update

Record No: R/25/11/56518

Report presented by Community partnership leader, Karen Purdue

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.

Resolved

Moved Aaron Joy/Mike Douglass

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”

Carried

8.6 Financial report for the year ended 30 June 2025

Record No: R/25/11/57538

Report presented by Financial business partner lead Susan McNamara (via video link)

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.

The board requested that they receive fuel price updates on a regular basis – monthly unless the prices become more volatile.

Resolved

Moved Mike Douglass/Emma Simpson-Boyce

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.

Carried

8.7 Draft budgets and rates - Annual Plan 2026/2027

Record No: R/25/11/56827

Report presented by Finance business partnering lead, Susan McNamara (via video link).

The purpose of this report is 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.

Resolved

Moved Mike Douglass/Cr Jon Spraggon

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. **Amendments are as follows: 1) P1067B renewal/construction of Golden Bay wharf into the Long Term Plan (LTP) 2) remove P10674A Millers Beach if this work has been completed.**
- 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		
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
<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>Note</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. 		

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
<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. 		
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
<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>Note</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.

Carried

Staff recommendations were moved with changes as **indicated**.

8.9 Chair's report

Record No: R/25/11/57516

Report presented by Chairperson Aaron Conner

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.

Matters discussed by the board include:

- **Energy** – There will be two public meetings to update the community on 17 December (with Mayor Rob leading the announcement). It would be good to include something in the Stewart Island News (SIN) also.
- **Golden Bay walking track** – discussion is continuing on this. Karen will update the board on the outcome and whether a further meeting of the Stewart Island Rakiura Visitor Levy subcommittee is required.
- **Predator Free Rakiura** – Monitoring results were out several months ago. Test results are due out in February 2026. They will be followed by biosecurity pathways and risk later in the new year. Monitoring to investigate the effectiveness of deer repellent should be reported on early 2026, followed by rat monitoring in March. The group meet next in January 2026, and currently have a vacancy following Ulva Goodwillie's resignation.
- **SIN** – Mike will write up a report and circulate it to board members before it goes to the editor.
- **Speedbumps** – the board's community consultation resulted in 43 written responses. Of these 24 people asked for permanent removal of both, 13 were in favour of retaining both and six wished to retain some sort of traffic slowing device by the South Sea Hotel.
- **Parking enforcement** – Clarification is needed as to whether this is an SDC or NZ Police responsibility
- **Golden Bay/Ayr Street culverts** – the current open drain could be replaced by a culvert (Mike to RFS)
- **Main Road (museum to DOC)** – this area was to be widened by a carpark width.
- **Butterfield Beach corner** – questions were asked about why this was undertaken in the manner it was but the board was reminded that this was an operational matter, dealt with by the project delivery team. Input can be sought from the board but the team will then proceed as they see fit.

Resolved

Moved Aaron Joy/Daniel Meads

That the Stewart Island/Rakiura Community Board:

- a) notes the information contained in the report.

- b) requests both speed bumps are removed and options investigated for an alternative solution for the area adjacent to the South Sea Hotel.

Carried

Staff recommendations were moved with changes as indicated.

8.10 Adoption schedule of meetings

Record No: R/25/11/55822

Report presented by Committee advisor, Kirsten Hicks

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

Resolved

Moved Cr Jon Spraggon/Mike Douglass

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

Carried

The meeting closed at 10.57am.

Confirmed on:

Signed: