



---

## **NOTICE OF MEETING**

**Notice is hereby given of the Meeting of the  
Infrastructure and Services Committee  
to be held in the Council Chamber,  
First Floor, Civic Administration Building,  
101 Esk Street, Invercargill on  
Monday 24 June 2019 at 4.00 pm**

Sir T R Shadbolt, KNZM JP  
Cr L S Thomas (Chair)  
Cr I R Pottinger (Deputy Chair)  
Cr A J Arnold  
Cr K F Arnold  
Cr A H Crackett  
Cr I L Esler

EIRWEN HARRIS MITCHELL  
MANAGER, SECRETARIAL SERVICES

## **Council's Values:**

- Responsibility      Take ownership of decisions and outcomes, both collectively and individually.
- We willingly share our knowledge.
  - We acknowledge our mistakes, work to resolve them and learn from them.
  - We give and receive feedback in a constructive manner to resolve issues.
  - We do our job with total commitment.
- Respect              Everyone is important, as are their views.
- We support and care for each other.
  - We stop to listen, learn and understand.
  - We communicate in an honest, up-front and considerate manner.
  - We maintain confidences and avoid hurtful gossip.
- Positivity            Always look on the bright side of life.
- We are approachable, interested and friendly.
  - We are open and receptive to change.
  - We acknowledge and praise the efforts of others.
  - We work together as a team to get the job done.
- Above and Beyond    Take opportunities to go the extra mile.
- We take the initiative to improve our work practices to get the best results.
  - We challenge ourselves and each other to make it better.
  - We take pride in providing the best possible outcomes.
  - We are ambassadors for our Council at all times.

## **Council's Vision for the City:**

Enhance our City and preserve its character, while embracing innovation and change.

## **Council's Vision:**

We are an energised, fun and innovative team that makes it better for each other and our community.

## **Council's Mission:**

Making it better by making it happen.

# A G E N D A

		Page
2.	<b>APOLOGIES</b>	
3.	<b>PUBLIC FORUM</b>	
4.	<b>INTEREST REGISTER</b>	5
5.	<b>MINUTES OF MEETING HELD ON 20 MAY 2019</b>	11
6.	<b>ACTION SHEET</b>	17
7.	<b>STEAD STREET WHARF TEMPORARY FENCING AND LANDSCAPING</b>	18
7.1	<b>APPENDIX 1</b>	20
8.	<b>URGENT BUSINESS</b>	
9.	<b>PUBLIC EXCLUDED SESSION</b>	

Moved, seconded that the public be excluded from the following parts of the proceedings of this meeting; namely

- (a) *Minutes of meeting held on 20 May 2019*
- (b) *Contract 855 Road Resurfacing 2019 – 2021*
- (c) *Disposal of Walkway Lot at 533 Tweed Street*

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

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
(a) Minutes of meeting held on 20 May 2019	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>(7)(2)(i)</b>

- |   |     |   |               |
|---|-----|---|---------------|
| (b) Contract<br>Road<br>Resurfacing<br>2019 – 2021    | 855 | Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | (7)(2)(i)     |
| (c) Disposal<br>Walkway Lot at<br>533 Tweed<br>Street | of  | The protection of such members, officers, employees, and persons from improper pressure or harassment.  | (7)(2)(f)(ii) |

\*\*\*\*\*

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS  
INTEREST REGISTER**

A2279220

<b>ELECTED MEMBERS</b>			
<b>NAME</b>	<b>ENTITY</b>	<b>INTERESTS</b>	<b>PROPERTY</b>
<b>RONALD LINDSAY ABBOTT</b>	Invercargill City Council Kiwi-Pie Radio 88FM Invercargill Invercargill Art Gallery Invercargill Venues and Events Management	Councillor Director / Broadcaster Council Representative / Board Member Director	
<b>REBECCA RAE AMUNDSEN</b>	Invercargill City Council Arch Draught Ltd BP Orr Ltd Task Ltd Arts Murihiku Dan Davin Literary Foundation Heritage South Glengarry Community Action Group SMAG Board Venture Southland Southland Regional Heritage Committee	Councillor Director Director Director Trustee Trustee/Chair Contractor Events Co-ordinator (Volunteer)  Council Representative Council Representative Council Representative	

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS  
INTEREST REGISTER**

A2279220

<b>ALLAN JAMES ARNOLD</b>	Invercargill City Council Ziff's Café Bar Ltd Buster Crabb Ltd Ziff's Tour Ltd Ziff's HR Ltd Ziff's Trust NZMCA Southland Aero Club Invercargill Club Invercargill East Rotary Southland Aero Club	Councillor Executive Director Executive Director Executive Director Executive Director Trustee Administrator Member Member Member Member Committee Member	
<b>KAREN FRANCES ARNOLD</b>	Invercargill City Council Funding Scheme	Councillor Trustee/Chair	
<b>TONI MARIE BIDDLE</b>	Invercargill City Council Invercargill Venue and Events Management Limited Southland Museum and Art Gallery Trust Board McIntyre and Dick Waihopai Runaka	Councillor Director Trustee Husband (Kris MacLellan) – Chief Executive Officer As a contractor	

Infrastructure and Services Committee - INTEREST REGISTER

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS  
INTEREST REGISTER**

A2279220

<b>ALEX HOLLY CRACKETT</b>	Invercargill City Council Ride Southland Southland Youth Futures Advisory Board Venture Southland and Sub Committee Sport Southland McIntyre Dick	Councillor Chair Chair  Council Representative  Trustee Marketing Manager	High Street Invercargill
<b>IRWIN LLOYD ESLER</b>	Invercargill City Council Bluff Community Board Bluff Maritime Museum Otatara Landcare Group	Councillor Council Representative Council Representative Member	
<b>GRAHAM DAVID LEWIS</b>	Invercargill City Council Invercargill City Holdings Limited Southland Indoor Leisure Centre Charitable Trust Bluff 2024 Rejuvenation Invercargill Community Recreation & Sports Trust Hospice Southland Invercargill City Properties	Councillor Director Trustee  Officer Trustee  Trustee Director	

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS  
INTEREST REGISTER**

A2279220

<b>DARREN JAMES LUDLOW</b>	Invercargill City Council Radio Southland Invercargill City Holdings Limited Invercargill Venue and Events Management Southland Museum and Art Gallery Trust Board Healthy Families Invercargill Murihiku Maori Wardens Southland Community Law Centre Invercargill Community Recreation and Sport Trust Invercargill City Properties	Councillor Manager Director Director / Chairman Trustee Board Member Board Member Board Member Trustee Director	770 Queens Drive Invercargill
<b>IAN REAY POTTINGER</b>	Invercargill City Council Southland Electronics Limited Santa Parade Organiser	Councillor Director Alice Pottinger (Wife)	171 Terrace Street Invercargill 9810
<b>TIMOTHY RICHARD SHADBOLT</b>	Invercargill City Council Invercargill Airport Limited Kiwi Speakers Limited SIT Ambassador	Mayor Director Director Contractor	



**INVERCARGILL CITY COUNCIL ELECTED MEMBERS  
INTEREST REGISTER**

A2279220

<b>LESLEY FRANCES SOPER</b>	Invercargill City Council Breathing Space Southland Trust (Emergency Housing) Omaui Tracks Trust National Council of Women (NCW) Active Communities Invercargill Public Art Gallery Citizens Advice Bureau Southland ACC Advocacy Trust	Councillor Chair Secretary/Treasurer Member Chair/Trustee Board Member Board Member Employee	137 Morton Street Strathern Invercargill  24 Margaret Street Richmond Invercargill
<b>LINDSAY STEWART THOMAS</b>	Invercargill City Council Invercargill City Holdings Limited HWCP Management Limited	Councillor Director Director	

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS  
INTEREST REGISTER**

A2279220

<b>EXECUTIVE STAFF</b>			
<b>NAME</b>	<b>ENTITY</b>	<b>INTERESTS</b>	<b>PROPERTY</b>
<b>PAMELA GARE</b>	Invercargill City Council  DJ & PM Gare Family Trust	Director of Environmental and Planning Services  Trustee	
<b>CLARE HADLEY</b>	Invercargill City Council  Hadley Family Trust	Chief Executive  Trustee	
<b>CAMERON MCINTOSH</b>	Invercargill City Council	Director of Works and Services	
<b>DAVID FOSTER</b>	Invercargill City Council	Acting Director of Finance and Corporate Services  Executive Director Foster and Associates Ltd	

**MINUTES OF A MEETING OF THE INFRASTRUCTURE AND SERVICES COMMITTEE  
HELD IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION  
BUILDING, 101 ESK STREET, INVERCARGILL ON MONDAY 20 MAY 2019 AT 4.00 PM**

**PRESENT:** Cr L S Thomas – Chairperson  
Cr I R Pottinger – Deputy Chairperson  
Cr A J Arnold  
Cr K F Arnold  
Cr A H Crackett  
Cr I L Esler

**IN ATTENDANCE:** Cr R R Amundsen  
Cr L F Soper  
Cr G D Lewis  
Cr T M Biddle  
Mr C McIntosh – Director of Works and Services  
Mr R Pearson – Roading Manager  
Mr P Horner – Building Assets Manager  
Ms C Scobie – Parks Recreation Planner  
Ms H Guise – Council Land Advisor  
Ms L McCoy – Parks Planning Manager  
Mr M Loan – Drainage Manager  
Ms H McLeod – Communications Advisor  
Ms S Shrivastava - City Centre Coordinator  
Ms L Kuresa – Governance Officer

1. **APOLOGIES**

His Worship the Mayor.

Moved Cr K Arnold, seconded Cr Pottinger and **RESOLVED** that the apology be accepted.

2. **PUBLIC FORUM**

Nil.

3. **INTEREST REGISTER**

No changes to the Interest Register.

Cr Crackett declared a potential conflict of interest with regard to Item 8, Parks and Recreation Workshop Update as she was a Sport Southland Trustee.

4. **MINUTES OF MEETING HELD ON 8 APRIL 2019**

Moved Cr K Arnold, seconded Cr Pottinger and **RESOLVED** that the minutes be approved.

5. **ACTION SHEET**

Cr Thomas reported that the development of contributions was a work in progress for the Unsealed Roads Issue.

6. **REQUEST FOR TEMPORARY SIGNAGE**

Ms McCoy took the meeting through the report.

Moved Cr K Arnold, seconded Cr Crackett and **RESOLVED** that the report be received;

AND THAT

It be **RECOMMENDED** to Council that Council approves that Hospice Southland be permitted temporary signage to advertise its funding event at the Te Rangi Bowling Club from 29 May 2019 to 19 July 2019.

7. **PARKS AND RECREATION WORKSHOP UPDATE**

Ms Scobie took the meeting through the report.

Moved Cr Thomas, seconded Cr A Arnold and **RESOLVED** that the report be received;

AND THAT

It be **RECOMMENDED** to Council that Park and Reserves staff partner with Sport Southland to produce a Regional Spaces and Places Plan;

AND THAT

One spaces (and Recreation) Strategy is developed through community engagement;

AND THAT

Parks and Recreation staff undertakes a pilot project to activate a 'play space' alongside removal of old unsafe equipment and report back to Council on the outcomes;

AND THAT

Parks and Recreation staff develops a Tree Plan to ensure the proactive management of the city's tree network;

AND THAT

Parks and Recreation staff undertakes a series of 'quick win' projects in Bluff until a Master Plan begins;

AND THAT

Parks and Recreation staff review Surrey Park sports hub master planning.

Cr Crackett said she abstained from voting and Cr Thomas said that she did not have a direct conflict to this matter, so she was able to vote if she wished.

8. **STEAD STREET WHARF**

Ms Guise took the meeting through the report.

Mr McIntosh reported that because the estimated amount was \$720,000 and was not budgeted for, it was good for Council to understand the cost. It had not gone to tender but staff had carried out all the underlying work. In the sense of where all Council strategic priorities were, it was recognised that this may not be at the top of the list which lead to the recommendation to close the wharf.

The Committee discussed the matter and agreed that they would not support the recommendation for the wharf to remain closed to public access by way of installation of permanent fencing and associated landscaping. It was felt that fencing could be temporary. The area should be kept fenced off but a solution was needed that could be utilised around the proposed design. The matter needed to go to Council as the priority of the project could change due to its significance. It was part of Invercargill's history.

Mr McIntosh advised the Committee that the hired temporary fencing was \$241.00 per month. The reason for the recommendation was to minimise the hire arrangement.

The Committee discussed this aspect and requested more information be brought to the next Infrastructure meeting on costs associated with fencing the wharf before proceeding to a decision.

The Committee discussed this aspect and agreed that it needed more information before proceeding with it.

Moved Cr K Arnold, seconded Cr Pottinger and **RESOLVED** that the report be received.

9. **TEMPORARY ROAD CLOSURE**

Moved Cr K Arnold, seconded A Arnold and **RESOLVED** that the report be received;

AND THAT

It be **RECOMMENDED** to Council that the Committee agrees that the proposed event will not impede traffic unreasonably;

AND THAT

As permitted under the Local Government Act 1974, (Section 342 and Schedule 10) the Committee approves the temporary road closures for these events for the times, dates and locations as specified.

10. **NEW ZEALAND POST PAXTER MAIL DELIVERY**

Mr Pearson took the meeting through the report.

Moved Cr Pottinger, seconded Cr A Arnold and **RESOLVED** that the report be received;

AND THAT

It be **RECOMMENDED** to Council that Council approves NZ Post's use of the Paxter vehicle on footpaths in the Invercargill urban area for a period of approximately five years concluding on 20 June 2024;

AND THAT

No licence is required, or fee or charge be placed by Council on NZ Post for this approval.

11. **GRETNA STREET WALKWAY CLOSURE SUBMISSION**

Mr Pearson took the meeting through the report.

Mr Pearson explained that the residential streets were lit to a specific standard when Electricity Invercargill installed cabling underground. There was now a consistent standard of lighting used in residential streets. These lights in Gretna Street had been converted to the new LED lights.

Cr K Arnold suggested that the words, "and signage" be added to the last recommendation, which the Committee agreed with.

**Note:** Cr Biddle joined the meeting at 4.33 pm.

Moved Cr K Arnold, seconded Cr Esler and **RESOLVED** that the report be received;

AND THAT

It be **RECOMMENDED** to Council that in light of the importance to maintain the pedestrian walkway network, that the walkway between Gretna Street and Rimu Street (Tutukiwi Walkway) remains open;

AND THAT

Council reviews and considers additional lighting and signage for Gretna Street.

12. **APPROVAL PROCESS FOR CONSIDERING ELECTRIC SCOOTERS USE**

Mr Pearson took the meeting through the report.

In response to questions, the following answers were given:

1. If you have a private scooter, you are allowed to ride on the footpath other than places where our Bylaw ban. The Bylaw says that you are not allowed to ride in Wachner Place, around the Civic Administration Building and Leven Street carpark. You are allowed to travel anywhere else in a safe manner and riding a scooter or an electric scooter gave people the right to be on the footpath. Council can have the option through to people the Bylaw to increase those areas or to set some other rules. This process deals with people who want to operate a hire company, Lime Scooters or others where they will operate from the footpaths and run a business.
2. An electric scooter is a “wheeled” recreation device and could include skateboards, scooters or electric scooter.
3. The Police are able to enforce travel on footpaths if they choose to. The governed speed for a scooter is about 24 kilometres per hour. All these devices are controlled in some form, so this process was about the rules and information needed so that there was control on where they are and what was happening.
4. Scooters are allowed to travel on the road on the left most area of the road. In some cases that may be the cycle lane or it could be beside the kerb. The mobility scooters are not allowed on the road or on the cycle lane.

Cr Crackett commended Mr Pearson on bringing this report to the Committee. She pointed out that with the Health and Safety aspect, the Police enforcement was that if operators of scooters and electric scooters were reckless, the Police were there to enforce that.

Moved Cr Crackett, seconded Cr A Arnold and **RESOLVED** that the report be received;

AND THAT

It be **RECOMMENDED** to Council that Council is supportive of the principle of Electric Scooters and a trial of Electric Scooters is approved within Invercargill (for up to six months unless extended), with a maximum of three companies being permitted to operate;

AND THAT

No Licence fee or charge is required during the trial when approving Licence to Occupy (for a business to operate Electric Scooters);

AND THAT

The results of the trial are reported back to Council for a decision for setting any future fee or charge.

13. **PROPOSAL TO REVOKE CERTAIN DELEGATIONS – RESERVE ACT 1977**

Ms Scobie took the meeting through the report.

Moved Cr Thomas, seconded Cr Crackett and **RESOLVED** that the report be received;

AND THAT

It be **RECOMMENDED** to Council that Council ratify the letter to the Minister of Conservation.

14. **URGENT BUSINESS**

Nil.

15. **PUBLIC EXCLUDED SESSION**

Moved Cr Thomas, seconded Cr K Arnold and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, namely:

(a) Minutes of Meeting held 8 April 2019.

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
Minutes of the Meeting – 8 April 2019	Enable any local authority holding the information to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	<b>Section 7(2)(i)</b>

There being no further business, the meeting finished at 4.51 pm.

\*\*\*\*\*



## ACTION SHEET

Item	Action Required	Date for Completion	Person Responsible
Unsealed Road Issues	Raise the matter of Development Contributions with the Chair of Finance and Policy Committee.	<i>24 June 2019</i>	Cr Thomas

**TO: INFRASTRUCTURE AND SERVICE COMMITTEE**  
**FROM: MICHELE FREY – ACTING PARKS MANAGER**  
**DATE: MONDAY 24 JUNE 2019**

<b>STEAD STREET WHARF TEMPORARY FENCING AND LANDSCAPING</b>
---

**SUMMARY**

<p>Council officers have prepared a design concept and costing estimates for temporary fencing and landscaping of Stead Street Wharf. This work is within budget, aesthetically appealing, sensitive to the heritage values of the area, and can be easily removed in the future should Council decide to pursue a more extensive restoration.</p>
--

**RECOMMENDATIONS**

**That report Stead Street Wharf Fencing be received**

**AND**

**That Council approves the design concept for the temporary fencing and landscaping of Stead Street Wharf to an estimated cost of \$60,000 (noting there may be additional costs and time delays associated with obtaining the necessary archaeological authority).**

**IMPLICATIONS**

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> Yes
2.	<i>Is a budget amendment required?</i> No
3.	<i>Is this matter significant in terms of Council's Policy on Significance?</i> No
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> Nil
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> Yes, public interest has been received
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Will be considered in all design work

**FINANCIAL IMPLICATIONS**

There are no financial implications to Council as it is within the existing Parks budgets for 2019/20 and 2020/21.

A2646239

**BACKGROUND**

At the last Infrastructure and Services Committee meeting Parks staff presented a report with options to either permanently fence or re-open the Stead Street Wharf structure. The Committee asked Council officers to investigate a temporary fence and associated landscaping as an alternative.

Based on this feedback a new design concept including fencing and landscaping has been developed (refer to **Appendix 1**) and associated cost estimates are as follows:

<b>DRAFT Estimates for Stead Street Wharf – Temporary Fencing and Landscaping</b>	<b>\$</b>
Barrier and associated work	49,655
Shrub border work	2,625
Furniture and features work	6,720
Archaeological monitoring	1,000
<b>TOTAL (EXCLUDING GST)*</b>	<b>\$60,000</b>

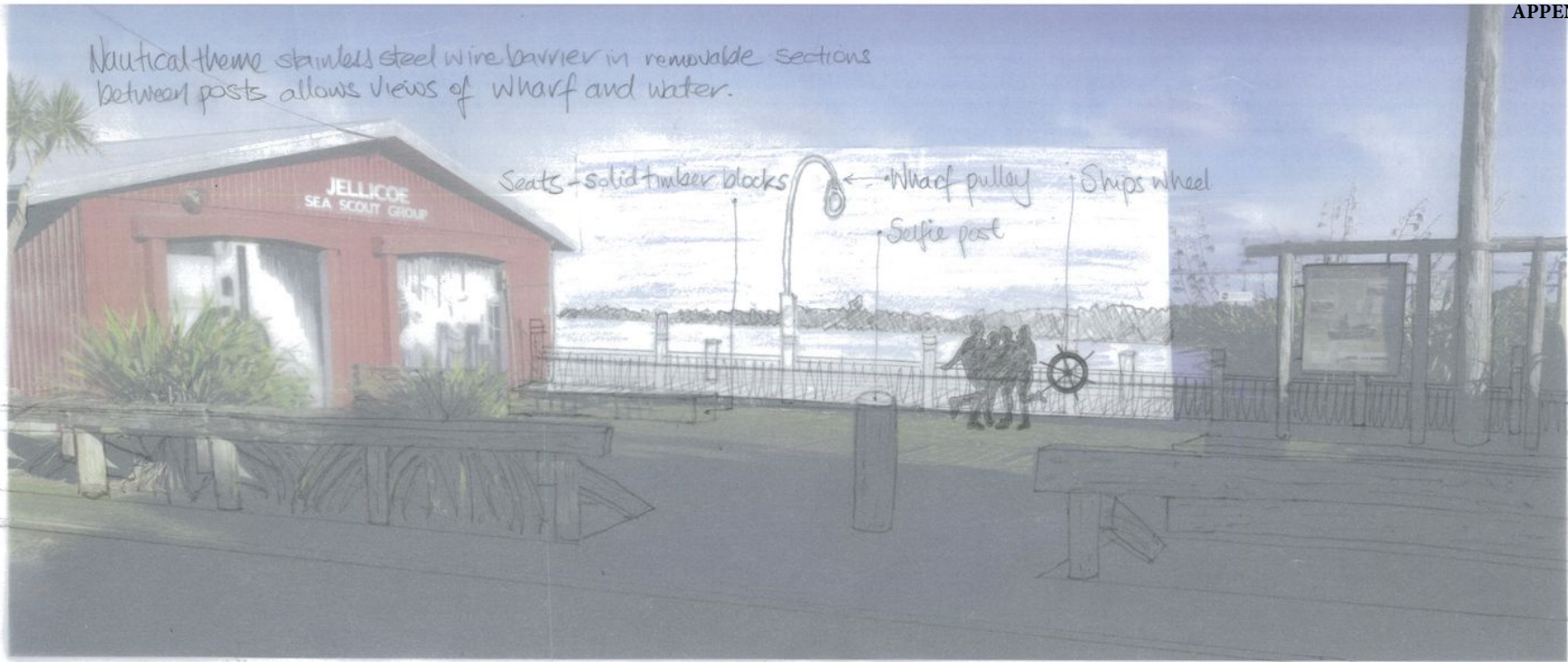
\* Excludes Archaeological Authority if required

The estimated costs of \$60,000 (including contingency) include preparation and installation of the temporary fence, minor landscaping, paving improvements and furniture. Please note, this excludes any costs associated with obtaining an archaeological authority; two months is required to process an authority. Suitable warning signage will be provided to make people aware that they should not go onto the wharf structure.

**CONCLUSION**

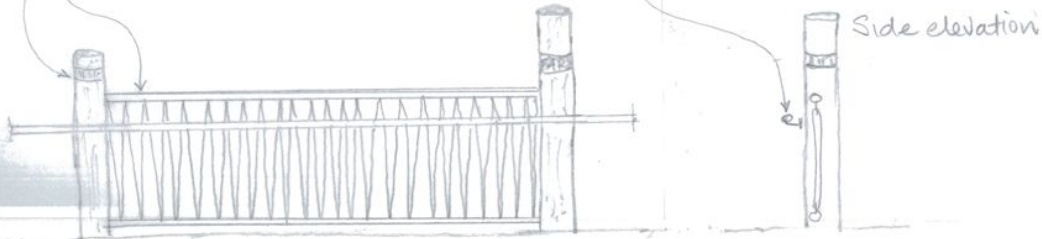
Council officers have presented a design concept that is within budget, aesthetically appealing and sensitive to the heritage values of the area. The fencing and landscaping can be easily removed in the future should Council decide to pursue a more extensive restoration.

**\*\*\*\*\***



Names of ships that visited Wharf cut into metal bands in chunky timber posts  
 Stainless steel wire rope and handrails. Handwood leaner rail.

Not to scale



Draft Stead St Wharf Barrier - Landscape Concept - Impression  
 ICC Parks. 4/16/19