



NOTICE OF MEETING

**Notice is hereby given of the Meeting of the
Regulatory Services Committee
to be held in the Council Chamber,
First Floor, Civic Administration Building,
101 Esk Street, Invercargill on
Tuesday 26 November 2019 at 3.00 pm**

Sir T R Shadbolt, KNZM JP
Cr A J Arnold (Chair)
Cr T M Biddle (Deputy Chair)
Cr R R Amundsen
Cr A H Crackett
Cr G D Lewis
Cr D J Ludlow

CLARE HADLEY
CHIEF EXECUTIVE

AGENDA

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**INVERCARGILL CITY COUNCIL ELECTED MEMBERS
INTEREST REGISTER**

A2279220

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

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS
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ALLAN JAMES ARNOLD	Invercargill City Council Ziff's Café Bar Ltd Buster Crabb Ltd Ziff's HR Ltd Ziff's Trust Southland Aero Club Invercargill Club Invercargill East Rotary	Councillor Executive Director Executive Director Executive Director Trustee Administrator Member Member Member	
TONI MARIE BIDDLE	Invercargill City Council Southland Museum and Art Gallery Trust Board McIntyre and Dick	Councillor Trustee Husband (Kris MacLellan) – Chief Executive Officer	
WILLIAM STUART CLARK	Invercargill City Council Invercargill Ratepayers Advocacy Group	Councillor Member	

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS
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ALEX HOLLY CRACKETT	Invercargill City Council Ride Southland Southland Youth Futures Advisory Board Sport Southland McIntyre Dick	Councillor Chair Chair Trustee Marketing Manager	High Street Invercargill
PETER WARREN KETT	Invercargill City Council Age Concern Southland Kite Investments Limited Invercargill Harness Racing Club Board Member Ascot Consortium	Councillor Board Member Director Vice President and Life Member Member	
GRAHAM DAVID LEWIS	Invercargill City Council Bluff 2024 Rejuvenation Hospice Southland	Councillor Officer Trustee	
DARREN JAMES LUDLOW	Invercargill City Council Radio Southland Healthy Families Invercargill Murihiku Maori Wardens Southland Community Law Centre Thrive Community Trust	Councillor Manager Board Member Board Member Board Member Trustee	770 Queens Drive Invercargill

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS
INTEREST REGISTER**

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IAN REAY POTTINGER	Invercargill City Council Southland Electronics Limited Santa Parade Organiser	Councillor Director Alice Pottinger (Wife)	171 Terrace Street Invercargill 9810
TIMOTHY RICHARD SHADBOLT	Invercargill City Council Kiwi Speakers Limited SIT Ambassador	Mayor Director Member	24 Margaret Street Glengarry Invercargill
NIGEL DEAN SKELT	Invercargill City Council Badminton New Zealand Badminton Oceania Badminton World Federation ILT Stadium Southland	Councillor Board Member Vice President Council Member (Chair of Communications and Media) General Manager	
LESLEY FRANCES SOPER	Invercargill City Council Breathing Space Southland Trust (Emergency Housing) Omaui Tracks Trust National Council of Women (NCW) Citizens Advice Bureau Southland ACC Advocacy Trust Southland District Health Board	Councillor Chair Director Secretary / Treasurer Member Board Member Employee Member	137 Morton Street Strathern Invercargill

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS
INTEREST REGISTER**

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

**MINUTES OF A MEETING OF THE REGULATORY SERVICES COMMITTEE HELD IN
THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION BUILDING,
101 ESK STREET INVERCARGILL ON TUESDAY 30 JULY 2019 AT 4.00 PM**

PRESENT: Cr R R Amundsen – Chairperson
Cr T M Biddle – Deputy Chairperson
Cr K F Arnold
Cr A H Crackett
Cr D J Ludlow
Cr L F Soper

IN ATTENDANCE: Cr R L Abbott
Cr I L Esler
Cr G D Lewis
Cr L S Thomas
Mrs G Henderson – Bluff Community Board
Mr M Morris - Environmental Legal / Technical
Mr T Boylan – Planning Manager
Ms L Devery – Senior Planner
Ms S Baxter – Policy Planner
Ms E Dickson - Team Leader - Compliance
Ms H McLeod – Communications Advisor
Ms L Kuresa – Governance Officer

2. **APOLOGIES**

His Worship the Mayor.

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

3. **PUBLIC FORUM**

Nil.

4. **INTEREST REGISTER**

Nil.

5. **MINUTES OF MEETING HELD 14 MAY 2019**

Moved Cr Crackett, seconded Cr Soper and **RESOLVED** that the minutes be approved.

6. **CITY CENTRE REPAINTING INITIATIVE – 3 LEVEN STREET,
INVERCARGILL**

Ms Baxter took the meeting through the report.

In response to a question as to whether this fund was historically a retrospective one where Council reimbursed the company after the work was carried out, Ms Baxter confirmed that was the case.

In response to a question as to how well this fund was marketed, Ms Baxter explained that the information was hard to access for this fund, which was one thing that was being addressed.

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

AND THAT

It be **RECOMMENDED** to Council that Council resolves the payment of the repainting initiative, valued at \$3,650 (incl GST).

7. **CITY CENTRE REPAINTING INITIATIVE – 168-174 DEE STREET, INVERCARGILL**

Ms Baxter took the meeting through the report.

Moved Cr Soper, seconded Cr Biddle and **RESOLVED** that the report be received;

AND THAT

It be **RECOMMENDED** to Council that Council resolves the payment of the repainting initiative for 174 Dee Street, valued at \$1,000 (incl GST),

AND THAT

It be **RECOMMENDED** to Council that Council resolves the payment of the repainting initiative for 170 Dee Street, valued at \$1,750 (incl GST).

8. **PROPOSED RIGHT OF WAY NAME IN RELATION TO THE SUBDIVISION OF 690 TWEED STREET**

In response to a question as to how common it was to name a street after a horse, Mr Boylan said it was very common at Ascot Heights. There were at least three streets named after race horses.

In response to a question as to whether there was confusion for emergency services with the pronouncement of “Aadies” as a street name or other street names similar to that, Mr Morris explained that would have been checked as part of the recommendation process. The Oreti Street and Oreti Road issue came about before amalgamation when Southland County had Oreti Road and the City would had Oreti Street.

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

AND THAT

It be **RECOMMENDED** to Council that Council adopt the following proposed road name:

- That Area A (Right of Way to provide access and services to seven lots) be named Aadies Way as it is the developer's preferred name and meets Council's naming convention.

9. **PROPOSED RIGHT OF WAY NAME IN RELATION TO THE SUBDIVISION OF 50 PALMER STREET**

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

AND THAT

It be **RECOMMENDED** to Council that Council adopt the following proposed road name:

- Areas A and B (Right of Way which provides access and services to seven lots) be named Lindsay Way as it meets Council's naming convention.

10. **2019/20 DOG CONTROL REPORT**

Moved Cr Soper, seconded Cr Ludlow that the report be received,

AND THAT

It be **RECOMMENDED** to Council that the adopted report be advertised for public information and forwarded to the Department of Internal Affairs as required under the Act.

Cr K Arnold said she did not have an issue with the report but it was difficult to make comparisons when the previous year's report was not included. She suggested that for future reference, it would benefit everyone to include the previous year's report, so that people could see what the changes were. Mr Morris said that would be put in place going forward.

Ms McLeod informed the Committee that all the reports for the last six years were on the ICC website, so that the public could compare those to the current report.

The motion, now being put, was **RESOLVED** in the **affirmative**.

11. **MAKING THE PROPOSED INVERCARGILL CITY DISTRICT PLAN OPERATIVE**

Ms Devery took the meeting through the report.

Moved Cr Ludlow, seconded Cr Soper that the Committee receive the Making the Proposed Invercargill City District Plan Operative report and that it be **RECOMMENDED** to Council that:

- 1.1 Council approve the Proposed Invercargill City District Plan pursuant to clause 17 of Schedule 1 of the Resource Management Act 1991; and

- 1.2 That the approved Invercargill City District Plan be publicly notified and becomes an operative District Plan in accordance with Clause 20 of Schedule 1 of the Resource Management Act 1991 on 30 August 2019; and
- 1.3 That Council affix the Council seal to the document confirming approval.

In response to questions, the following answers were given:

1. The tools that have been given to staff now mean that plan changes can be made more efficiently than before. For example, if it was a plan change to a certain area, if that is the only area affected it could be done like a resource consent, which goes through in a quicker timeframe. As soon as the District Plan is made operative, changes can be made.
2. A plan change can be made to an operative plan, but you have a variation to a proposed plan. That just means that the planners have to keep referring to the essentially operative plan.
3. There are no restrictions on the Airport in terms of its operating hours. The Airport has very clear and defined operational boundaries with the flight paths, which put a number of controls on what can occur.

The motion, now being put, was **RESOLVED** in the **affirmative**.

12. **URGENT BUSINESS**

Nil.

There being no further business, the meeting finished 4.24 pm.

TO: REGULATORY SERVICES COMMITTEE

FROM: PAMELA GARE – GROUP MANAGER OF ENVIRONMENTAL AND PLANNING SERVICES

MEETING DATE: TUESDAY 26 NOVEMBER 2019

CITY CENTRE HERITAGE STEERING GROUP – DELEGATION AUTHORITY

SUMMARY

<p>It is considered that delegating authority for allocation of City Centre Heritage Strategy-related funding would be more efficient and effective. Current process is that decisions in regard to heritage-related funding in the City Centre are made by Full Council.</p>

<p>One of the first actions within the 2019 City Centre Heritage Strategy is to create Terms of Reference for the City Centre Heritage Steering Group within six (6) months after adoption. The Terms of Reference are now ready to be received by Council.</p>

RECOMMENDATIONS

1. That the report “City Centre Heritage Steering Group – Delegation Authority” be received.
2. That the Regulatory Services Committee recommends that Council delegates the authority to determine and decide allocation of City Centre Heritage Strategy-related funding, with an authorisation limit of \$50,000 per application, to the City Centre Heritage Steering Group.
3. That the City Centre Heritage Steering Group Terms of Reference be received.

IMPLICATIONS

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> N/A
2.	<i>Is a budget amendment required?</i> Council adopted the 2019 City Centre Heritage Strategy in March 2019, which included budgets for the upcoming four financial years.
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> The recommendations are consistent with Council’s 2019 City Centre Heritage Strategy and are directly related to the actions listed therein.
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> N/A
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> N/A.

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FINANCIAL IMPLICATIONS

N/A

DELEGATE AUTHORITY FOR HERITAGE FUNDING

To increase efficiency and effectiveness, the City Centre Heritage Steering Group (Steering Group) requests that Council delegate the authority to determine and decide allocations for City Centre Heritage Strategy-related funding to the voting members of the Steering Group. It is suggested that the authorisation limit be set at \$50,000 per application. This includes any future City Centre Heritage Strategy-related funding, as well as the existing City Centre Repainting Initiative funding. Current process is that decisions in regard to heritage-related funding in the City Centre are made by Full Council.

It is worthy to note that similar authority has been delegated to the Council nominated membership of the Community Fund, Neighbourhood Fund, and Events Fund.

CITY CENTRE HERITAGE STEERING GROUP – TERMS OF REFERENCE

One of the first actions within the 2019 City Centre Heritage Strategy is to create a Terms of Reference for the Steering Group. All three members of the inaugural Steering Group (Cr. R. Amundsen, Cr. A. Crackett and Cr. L. Soper) were involved in the drafting of the Terms of Reference, which are listed in **Appendix 1**. The inaugural Steering Group unanimously endorsed the adoption of the Terms of Reference.

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APPENDIX ONE: TERMS OF REFERENCE

Background

The City Centre Heritage Steering Group (Steering Group) was established in August 2018. The Steering Group then reviewed and refined the draft City Centre Heritage Strategy (Strategy). On 5 March 2019 the Council adopted the Strategy.

Implementation of the Strategy is to be carried out by Council's Planning staff (per Council's resolution on 5 March 2019) with the assistance of the Steering Group.

Purpose of Steering Group

- To provide a coordinated approach to the support, promotion, and preservation of heritage within Invercargill's City Centre.

Objectives of Steering Group

- To oversee implementation of the 2019 City Centre Heritage Strategy.
- Consider applications, determine and approve City Centre Heritage Strategy-related funding allocations.
- Promote community participation in, and awareness of, heritage issues within our City Centre.

Membership

The membership of the Steering Group shall consist of the following members:

- A minimum of three (3) Councillors (voting members)

Quorum is two (2) Councillors.

The Steering Group will be chaired by one of the elected representatives.

Committee members are expected to:

- Attend meetings on a regular basis (typically bi-monthly), or provide an apology prior to the meeting;
- Avoid conflicts of interest and the releasing of confidential information;
- Be aware of the activities, interests and concerns of heritage groups in the District;
- Have an understanding of and interest in the support, promotion, and preservation of built heritage of the City Centre; and
- Call on outside expertise from the community as required.

Councillor appointments to the Steering Group will be made within a month after each triennial municipal election. The Steering Group will be supported by Planning staff.

Decision Making

Decisions are to be made via a consensus approach. Authorisation is \$50,000 per application.

Accountability

Financial reporting will be included within the City Centre Heritage Strategy six-monthly review.

A2749960

TO: REGULATORY SERVICES COMMITTEE

**FROM: MICHAEL MORRIS – ACTING MANAGER
ENVIRONMENTAL HEALTH**

MEETING DATE: TUESDAY 26 NOVEMBER 2019

<p>DISTRICT LICENSING COMMITTEE APPOINTMENTS TO SOUTHLAND REGIONAL PANEL</p>

SUMMARY

<p>This report seeks the appointment of the members of the District Licensing Committee to the Regional List and that the District Licensing Committee is able to call on any members from the combined list to be able to sit on the Invercargill District Licensing Committee.</p>
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RECOMMENDATIONS

1. That the report “District Licensing Committee Appointments to Southland Regional Panel” be received and recommends it to Council; and
2. That Council appoints the members of the District Licensing Committee to the Southland Regional list; and
3. That Council approves the people named on the Southern Regional List to be people who are able to be appointed to sit on the Invercargill District Licensing Committee.

IMPLICATIONS

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> No
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> None
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> N/A
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> N/A

FINANCIAL IMPLICATIONS

None.

BACKGROUND

Since the creation of the Invercargill District Licensing Committee under the Sale and Supply of Alcohol Act 2012, the Southern Councils: Gore and Southland Districts and Invercargill City, have worked together to maintain a combined list of persons approved by the various Councils to be members of any of the other Councils' District Licensing Committees.

This has seen members of the Invercargill District Licensing Committee sit on and help determine hearings in Southland District and Southland District Councillors have sat on Invercargill District Committees.

This has generally been regarded as successful and avoids issues where a quorum may not be met due to Councillor unavailability and it also enables efficient decision making.

Issue and Options

Now that the District Licensing Committee has been set up with its appointments made, it is appropriate that the District Licensing Committees all be placed on to the Regional List and that the members of the Regional List be enabled to sit on the Invercargill District Licensing Committee.

CONCLUSION

Nominating the Invercargill District Licensing Committee members to be on the Southland Regional Committee continues the co-operations between all three Councils that has largely existed for alcohol matters since the Sale and Supply of Alcohol Act 2012 came into force. Staff of the three Councils are recommending to the respective committees that this continue as there has been found to be benefit to the Councils for this.

It is also appropriate that the District Licensing Committee members from the Gore District and Southland District Councils be empowered to sit on the Invercargill District Licensing Committee in the event that it is deemed necessary, expedient or efficient.

TO: REGULATORY SERVICES COMMITTEE

**FROM: MICHAEL MORRIS – ACTING MANAGER
ENVIRONMENTAL HEALTH**

MEETING DATE: TUESDAY 26 NOVEMBER 2019

LOCAL ALCOHOL POLICY APPOINTMENT TO JOINT COMMITTEE
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SUMMARY

The purpose of this report is to appoint members to the Joint Committee for the development of the Local Alcohol Policy (LAP) and decisions relating to the review of the LAP.
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RECOMMENDATIONS

1. That the report “Local Alcohol Policy Appointment to Joint Committee” be received and recommends it to Council; and
2. That Council nominate and appoint four members to the Joint Committee.

IMPLICATIONS

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> No
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> None
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> As part of the development process.
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Yes

FINANCIAL IMPLICATIONS

Costs are limited to a half share of Joint Committee expenses at this stage.

A2828921

BACKGROUND

On 11 December 2018 Council resolved to re-establish the Combined Local Alcohol Policy Committee (the Joint Committee) with Southland District Council. Gore District Council had withdrawn from the LAP review process.

By the same resolution the Councillors Darren Ludlow, Toni Biddle, Alex Crackett and Karen Arnold were appointed as the Invercargill City Council's representatives to the Joint Committee.

On 2 April 2019 all powers necessary were delegated to the Joint Committee (with two exceptions below) to enable it to develop and hear submissions on the LAP and make decisions on the final LAP.

The final decision to bring the LAP into force and/ or to discontinue the LAP has been retained by Council.

LAP Update

Decisions have been made on submissions and the Proposed LAP (PLAP) was publically notified on 3 November 2019. This means that the LAP is now open for appeals to anybody who submitted on the draft LAP, and will remain an open appeal until 6 December 2019.

The Joint Committee will be required to review any appeals and make decisions going forward.

If there are no appeals received then the PLAP becomes adopted and a further resolution of Council will be needed to bring the LAP into force.

Members of the Joint Committee

Council is asked, therefore, to nominate four Councillors to be appointed to the Joint Committee.