



NOTICE OF MEETING

**Notice is hereby given of the Meeting of the
Community Wellbeing Committee
to be held in the Council Chamber,
First Floor, Te Hīnaki Civic Building,
101 Esk Street, Invercargill on
Tuesday 8 August 2023 at 3.00 pm**

Cr D J Ludlow (Chair)
Mayor W S Clark
Cr R I D Bond
Cr P M Boyle
Cr T Campbell
Cr A H Crackett
Cr G M Dermody
Cr P W Kett
Cr I R Pottinger
Cr L F Soper
Cr B R Stewart
Rev E Cook – Māngai – Waihōpai
Mrs P Coote – Kaikaunihera Māori – Awarua

MICHAEL DAY
CHIEF EXECUTIVE

Community Wellbeing Committee Agenda - Public

08 August 2023 03:00 PM

Agenda Topic	Page
1. Apologies	
2. Declaration of Interest	
a. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.	
b. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.	
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12. Public Excluded Session
13. [Major Late Item - Minutes of the Community Wellbeing Fund Appointments Committee Held on 3 August 2023 \(A4776458\)](#) 285

Public Excluded Session

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

- a) *Confirmation of Minutes of the Public Excluded Session of the Community Wellbeing Committee Held on 11 July 2023*

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) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
a) Confirmation of Minutes of the Public Excluded Session of the Community Wellbeing Committee Held on 11 July 2023	Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

**MINUTES OF COMMUNITY WELLBEING COMMITTEE, HELD IN THE COUNCIL CHAMBERS,
FIRST FLOOR, TE HINAKI CIVIC BUILDING, 101 ESK STREET, INVERCARGILL ON TUESDAY
11 JULY 2023 AT 3.05 PM**

Present: Cr D J Ludlow (Chair)
Mayor W S Clark
Cr R I D Bond
Cr P M Boyle
Cr T Campbell
Cr A H Crackett
Cr G M Dermody
Cr P W Kett
Cr I R Pottinger
Cr L F Soper
Cr B R Stewart
Rev E Cook – Māngai – Waihōpai
Mrs P Coote – Kaikaunihera Māori – Awarua

In Attendance: Cr A J Arnold
Mr M Day – Chief Executive
Ms E Moogan – Group Manager – Infrastructure
Mr S Gibling – Group Manager – Leisure and Recreation
Mrs P Christie – Acting Group Manager – Finance and Assurance
Ms J Hutton – Interim GM – Customer, Communications and People
Mr J Shaw – Interim GM – Consents and Compliance
Mr A Cameron – Chief Risk Officer
Mr M Morris – Manager – Governance and Legal
Ms H Guise – Property Portfolio Manager
Ms D Carson – Community Activator
Ms C Horton – Senior Open Spaces Planner
Ms K Braithwaite – Digital and Communications Advisor
Ms M Cassiere – Executive Governance Officer

1. Apologies

Nil.

2. Declaration of Interest

Nil.

3. Public Forum

Nil.

4. Youth Council Report on Climate Change and Trip to Wellington

A4694621

Youth Councillors Victoria McDowall and Emma Wills were in attendance to speak at the meeting. They provided their feedback around climate change and their trip to Wellington for the Festival of the Future.

In response to a query around the average age of people who attended the Festival of the Future, it was noted that there had been a diverse mix of ages.

In response to a query about the impact of the event on the youth councillors, it was noted that the event helped shed light on how the world worked particularly in relation to Aotearoa New Zealand and that their knowledge had increased around aspects which had been discussed at the event.

In response to a query whether they would encourage future youth councillors to attend and participate in such events, it was noted in the affirmative.

In response to a query about what was meant by youth being made to feel responsible around climate change, it was noted that quite often youth were being questioned around solutions for climate change and that youth did not have enough knowledge nor did they have the power to make changes.

In response to a query whether it would be advantageous for people with a mix of experiences to provide solutions, it was noted in the affirmative.

Queries were raised about how would people, who were in decision-making positions, be able to understand the expectations of the youth around climate change since results of such decisions would not be realised for a long time and how could the gap be bridged. The youth councillors noted that sometimes youth were unable to understand the information being discussed and that age appropriate language and communication could help towards bridging the gap.

In response to a query whether youth councillors viewed artificial intelligence as a tool that could enhance their knowledge around climate change, it was noted in their personal opinion they believed that it would help.

In response to a query around what public awareness measures and support for greener practices would the Youth Council expect from Council, it was noted that the youth councillors would have to discuss the questions as a group.

A brief discussion took place around the work on climate change on a regional level.

It was noted that the regional group working around climate change had discussed a communication plan to feedback to the various youth councils.

In response to a query whether they felt that the responsibility around climate change adaptation or mitigation should not be on the younger generation but rather the responsibility of decision-makers, it was noted that something had to be done and that at times it was hard as the younger generation were not in a position to make changes.

Moved Cr Dermody, seconded Cr Bond and **RESOLVED** that the Community Wellbeing Committee:

1. Receive the Report "Youth Council Report on Climate Change and Trip to Wellington".

5. Minutes of the City Centre Heritage Subcommittee Meeting held on Wednesday 1 February 2023

A4447728

Moved Cr Campbell, seconded Cr Soper and **RESOLVED** that the Minutes of the City Centre Heritage Subcommittee held on Wednesday 1 February 2023 be received.

Note: Cr Arnold left the meeting at 3.25 pm.

6. Minutes of the Extraordinary Meeting of the City Centre Heritage Subcommittee held on Wednesday 8 February 2023

A4288043

Moved Cr Soper, seconded Cr Campbell and **RESOLVED** that the Minutes of the Extraordinary Meeting of the City Centre Heritage Subcommittee held on Wednesday 8 February 2023 be received.

7. Minutes of the Extraordinary Meeting of the City Centre Heritage Subcommittee held on Tuesday 28 February 2023

A4417656

Moved Cr Soper, seconded Cr Campbell and **RESOLVED** that the Minutes of the Extraordinary Meeting of the City Centre Heritage Subcommittee held on Tuesday 28 February 2023 be received.

8. Minutes of the City Centre Heritage Subcommittee Meeting held on Thursday 23 March 2023

A4468152

Moved Cr Soper, seconded Cr Kett and **RESOLVED** that the Minutes of the City Centre Heritage Subcommittee held on Thursday 23 March 2023 be received.

9. Minutes of the Community Wellbeing Fund Subcommittee Meeting held on Thursday 30 March 2023

A4468773

Moved Cr Boyle, seconded Cr Crackett and **RESOLVED** that the Minutes of the Community Wellbeing Fund Subcommittee Meeting held on Thursday 30 March 2023 be received.

10. Minutes of the City Centre Heritage Subcommittee Meeting held on Wednesday 3 May 2023

A4515790

Moved Cr Soper, seconded Cr Campbell and **RESOLVED** that the Minutes of the City Centre Heritage Subcommittee held on Wednesday 3 May 2023 be received.

11. Minutes of the Community Wellbeing Fund Subcommittee Meeting held on Thursday 25 May 2023

A4591193

Moved Cr Boyle, seconded Cr Dermody and **RESOLVED** that the Minutes of the Community Wellbeing Fund Subcommittee Meeting held on Thursday 30 March 2023 be received.

12. Minutes of the Community Wellbeing Committee held on Tuesday 13 June 2023

A4583271

Moved Cr Boyle, seconded Cr Dermody and **RESOLVED** that the Minutes of the Community Wellbeing Committee held on Tuesday 13 June 2023 be confirmed.

13. Minutes of the City Centre Heritage Subcommittee Meeting held on Wednesday 21 June 2023

A4692073

Moved Cr Soper, seconded Cr Campbell and **RESOLVED** that the Minutes of the City Centre Heritage Subcommittee held on Wednesday 21 June 2023 be received.

14. Minutes of the Extraordinary Meeting of the Community Wellbeing Fund Subcommittee held on Tuesday 27 June 2023

A4700470

Moved Cr Boyle, seconded Cr Dermody and **RESOLVED** that the Minutes of the Extraordinary Meeting of the Community Wellbeing Fund Subcommittee Meeting held on Tuesday 27 June 2023 be received.

15. Minutes of the District Licensing Committee Meetings held in June 2023

A4732983

Moved Cr Ludlow, seconded Cr Soper and **RESOLVED** that the Minutes of the District Licensing Committee Meetings held in June 2023 be received.

16. Activities Report

A4696006

Queries were raised around the information contained in the report.

In response to a query whether the increase in parking complaints was due to the new layout within the Central Business District (CBD), it was noted that that parking complaints were when people complained to Council about the way other people parked their vehicles. It was also noted that there had been a noticeable increase in such complaints.

In response to a query about the reach of Council's media posts, it was noted that over 90,000 people had viewed Council's media pages.

In response to a query whether demographic data was being tracked around Council's media strategy, it was noted that it would have to be checked however, Instagram had a younger demographic.

In response to a query whether there had been a significant decrease of visitors to the Bluff Service Centre, it was noted in the affirmative.

In response to a query about the installation of a toilet at the Russell Square playground, it was noted that information would be brought back to a future Community Wellbeing Committee.

In response to a query whether the Pasifika collection exhibited at He Waka Tuia would be on a rotational basis, it was noted in the affirmative.

In response to a query whether animal control infringements were being monitored, it was noted in the affirmative and that a report could be brought to the next meeting.

Moved Rev Cook, seconded Cr Campbell and **RESOLVED** that the Community Wellbeing Committee:

1. Receives the "Activities Report".

17. Public Excluded Session

Moved Cr Ludlow, seconded Rev Cook and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, namely:

- a. *Receiving of Minutes of the Public Excluded Extraordinary Session of the City Centre Heritage Subcommittee Held on 8 February 2023*
- b. *Receiving of Minutes of the Public Excluded Session of the City Centre Heritage Subcommittee Held on 23 March 2023*
- c. *Receiving of Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 30 March 2023*
- d. *Receiving of Minutes of the Public Excluded Session of the City Centre Heritage Subcommittee Held on 3 May 2023*

- e. *Receiving of Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 25 May 2023*
- f. *Confirmation of Minutes of the Public Excluded Session of the Community Wellbeing Committee Held on 13 June 2023*
- g. *Receiving of Minutes of the Public Excluded Extraordinary Session of the Community Wellbeing Fund Subcommittee Held on 27 June 2023*

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) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
<p>a. Receiving of Minutes of the Public Excluded Extraordinary Session of the City Centre Heritage Subcommittee Held on 8 February 2023</p>	<p>Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7</p>
<p>b. Receiving of Minutes of the Public Excluded Session of the City Centre Heritage Subcommittee Held on 23 March 2023</p>	<p>Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7</p>
<p>c. Receiving of Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 30 March 2023</p>	<p>Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7</p>

- | | | |
|---|--|--|
| d. Receiving of Minutes of the Public Excluded Session of the City Centre Heritage Subcommittee Held on 3 May 2023 | Section 7(2)(i)
Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) | Section 48(1)(a)
That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7 |
| e. Receiving of Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 25 May 2023 | Section 7(2)(i)
Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) | Section 48(1)(a)
That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7 |
| f. Confirmation of Minutes of the Public Excluded Session of the Community Wellbeing Committee Held on 13 June 2023 | Section 7(2)(i)
Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) | Section 48(1)(a)
That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7 |
| g. <i>Receiving of Minutes of the Public Excluded Extraordinary Session of the Community Wellbeing Fund Subcommittee Held on 27 June 2023</i> | Section 7(2)(i)
Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) | Section 48(1)(a)
That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7 |

There being no further business, the meeting finished at 6.15 pm.

MINUTES OF THE DISTRICT LICENSING COMMITTEE - JULY MEETINGS 2023

Present: Cr Darren Ludlow
Ms Catherine Howard

1. Licence Renewals - Approved by DLC Chair Cr Ludlow

- 1.1 **The Eagle Hotel – Renewal of On Licence** - Approved 6 July 2023
- 1.2 **The Eagle Hotel – Renewal of Off Licence** - Approved 6 July 2023
- 1.3 **McWatts Investments Ltd – Foveaux Hotel – Renewal of On Licence** - Approved 31 July 2023
- 1.4 **Chamber of Commerce Southland – SIT Centre Stage Theatre – Renewal of On Licence** - Approved 31 July 2023

2. Manager - New Certificate - Approved by DLC Chair Cr Ludlow

- 2.1 **125/2023** - Approved 6 July 2023
- 2.2 **127/2023** - Approved 6 July 2023
- 2.3 **99/2023** - Approved 6 July 2023
- 2.4 **139/2023** - Approved 17 July 2023
- 2.5 **149/2023** - Approved 17 July 2023
- 2.6 **128/2023** - Approved 17 July 2023
- 2.7 **147/2023** - Approved 31 July 2023
- 2.8 **155/2023** - Approved 31 July 2023
- 2.9 **156/2023** - Approved 31 July 2023

3. Manager – Renewal of Certificate - Approved by DLC Chair Cr Ludlow

- 3.1 **2023/115/2019** - Approved 6 July 2023
- 3.2 **2023/132/2019** - Approved 6 July 2023
- 3.3 **2023/79/2022** - Approved 6 July 2023
- 3.4 **2023/124/2014** - Approved 6 July 2023

- 3.5 **2023/91/2022** - Approved 6 July 2023
- 3.6 **2023/141/2022** - Approved 6 July 2023
- 3.7 **2023/109/2022** - Approved 17 July 2023
- 3.8 **2023/57/2022** Approved 31 July 2023
- 3.9 **2023/83/2022** - Approved 31 July 2023
- 3.10 **2023/47/2019** - Approved 31 July 2023

4. Special Licences - Approved by DLC Chair Cr Ludlow

- 4.1 **Waverley Bowls** - Approved 30 June 2023.
- 4.2 **The Church 1914** - Approved 6 July 2023
- 4.3 **Rugby Southland Referees** - Approved 6 July 2023
- 4.4 **Auld Distillery** - Approved 6 July 2023
- 4.5 **Waverley Bowling Club** - Approved 6 July 2023
- 4.6 **Eat New Zealand Feast Matariki ki Awarua at The Tari-** Approved 6 July 2023
- 4.7 **Eat New Zealand Feast Matariki ki Awarua at Miharo Murihiku Trust** - Approved 6 July 2023
- 4.8 **Queens Park Golf Club** - Approved 31 July 2023
- 4.9 **Rugby Southland Supporters Club** - Approved 31 July 2023
- 4.10 **Rugby Southland Inc** - Approved 31 July 2023
- 4.11 **Squash City Invercargill** - Approved 31 July 2023
- 4.12 **South Pole Dance Partnership** - Approved 31 July 2023

5. Other Business

6 July 2023

- ILT Art Awards at Te Rau Te Huia Campus.
- Great South/ILT/ICC FIFA event on 20 August 2023.
- All ICC-licensed Clubs have been notified of the new Incorporated Societies Act 2022 coming into force in October 2023.
- Large premises and large event special licenses, note there is one Duty Manager in charge overall.

- Acknowledged information regarding suspension of Manager's Certificate for 28 days for failing DUI.

17 July 2023

- FIFA Public Viewing Event was discussed.

31 July 2023

- Waverley Bowling Club amended as Event 1 was postponed.
- IPAG He Waka Tuia amended to add two more dates.
- Objection received to application for Off Licence endorsed S40.OFF/15/42023.
- Discussion about alcohol licensing enquiry 16 Don Street, Invercargill.
- Discussion about alcohol licensing enquiry re 74 Esk Street, Invercargill.
- Distinction Hotel and S350 of the Sale and Supply of Alcohol Act 2012.
- Annual Report S199 of the Sale and Supply of Alcohol Act 2012 due by 30 Sept 2023.
- Great South has partnered with Road Corridor Admin for future street events.
- Discussion around the proposed special licensed site map in the Alcohol Ban Area for ILT Langland's FIFA public viewing event on 20 August 2023.

GENERAL POLICIES RESERVE MANAGEMENT PLAN

To:	Community Wellbeing Committee
Meeting Date:	Tuesday 8 August 2023
From:	Caroline Rain – Parks and Recreation Manager Cassandra Horton – Senior Open Spaces Planner
Approved:	Steve Gibling - Group Manager - Leisure and Recreation
Approved Date:	Tuesday 1 August 2023
Open Agenda:	Yes

Purpose and Summary

To consider stage one public submissions and seek approval for stage two public notification on policy inclusions in the draft General Policies Reserve Management Plan.

Recommendations

That the Community Wellbeing Committee:

1. Receives the report "General Policies Reserve Management Plan".
2. Accept written submissions made through the stage one public notification process and consider the key issues raised.
3. Endorse proceeding to advertise for submissions over the months of August and September 2023 on the draft General Policies Reserve Management Plan pursuant to Section 41 (6) of the Reserves Act 1977.
4. Approve three Councillors to represent on a panel to listen to any public speakers in support of their submissions following the close of stage two consultation.

Background

The General Policies Reserve Management Plan will set objectives and policies common to all reserves administered by Invercargill City Council. This is to enable a consistent approach to management decisions and compliance with Reserves Act requirements. The General Policies for Reserves will create a more efficient management plan structure for future reviews combining all general policies into one overarching plan. It will also remove the need for generic policies to be replicated across other management plans. This aims to condense Management Plan detail and ensure all reserves are included in this Management Plan, removing the need to make continuous amendments, developments and reviews.

The General Policies Reserve Management Plan 2023 is the foundation management plan from which other specific management plans are built. It delivers a level of consistency across all parks and reserves for permissible activities. Objectives, policies and other details outlined in specific management plans supersede the objectives, policies and details within the General Policies Reserve Management Plan 2023.

As this General Policies Management Plan 2023 is a combination of existing objectives, policies and detail, it maintains the phrases and terminology relevant to the original plans.

Invercargill City Council administers a diverse portfolio of parks and reserves. The Reserves Act 1977 provides for the preservation and management of parks and reserves for the enjoyment of the public.

The Act requires the development of reserve management plans to establish the desired mix of use, and protection for reserves, and to provide the community with certainty about the function and management of each reserve.

In August 2022 Council advertised for public comments and submissions as required under Section 41(5) of the Reserves Act 1977, prior to producing this draft General Policies Reserve Management Plan.

Advertising included Let's Talk, Southland Times public notices, social media, newsletters, direct emails to partners and stakeholders, and a webinar held by Council officers. This gave the public the opportunity to share their thoughts on what they might like to see included within the management of reserves that were considered during the development of the draft General Policies Reserve Management Plan.

Following closure of the stage one consultation, submissions have been considered for inclusion when drafting the General Policies Reserve Management Plan development.

Summary of Submissions

13 submissions were received.

The main points to note include:

- Request to keep blind low vision NZ building at Queens Park.
- Parks should be welcoming for schools and kindergartens.
- Utilising remaining felled trees as seats and furniture.
- Maintaining and creating spaces for diverse needs of the community.
- Use surplus grass for baling to sell/donate.
- Management of multiple users sharing their activities in spaces and facilities.
- Planting more trees.
- Ecological restoration.
- Request to amend camping policy to include approval by the delegated authority under the Minister of Conservation.
- Engagement with diverse community i.e. signage and forms.
- Education with schools around kaitiakitanga.
- Collaboration and relationships.
- Reducing costs and CO² emissions with less grass growing through planting more natives/hedges, reducing grass areas, long wild field areas.
- Planting sports field borders instead of grass i.e. along waterways.

- Opportunities to work with Heritage NZ around consultation, education, monuments and operational practices.
- Opportunities for social connections.
- Facilities to support the health and well-being of users – drinking fountains, toilets, and bike stands to promote active transport.
- Health and safety-related practices to support users.

Webinar

Six people attended the webinar and the main feedback was around:

- Overall support for all reserves in one plan – suggest a list of reserves included and noting those that will have specific management plans.
- Heritage.
- Accessibility.
- Management of multiple users sharing their activities in spaces and facilities.

Management Plan Process

Stage two public notification on the draft General Policies Reserve Management Plan is now required for two months as per section 41(6) of the Reserves Act. It will provide the opportunity to request additional feedback through public notice, Let's Talk Invercargill, and direct communications with partners and key stakeholders inviting written feedback, and the opportunity to speak to Council in support of their submissions.

The General Policies Reserve Management Plan will set objectives and policies that are designed to represent objectives and policies similar to all reserves. These objectives and policies will not be repeated in specific reserve management plans that apply to an individual reserve or group of reserves. Specific reserve management plans are intended to address site-specific or category-specific issues, which may require a particular management approach that differs from the normal. Specific reserve management plans will remain as sports field reserves, environmental reserves, cemeteries, Queens Park, Anderson Park, Donovan Park, Town Belt and Sandy Point Domain.

The creation of the new plan will create a more efficient management plan structure for future reviews combining all general policies into one overarching plan. This style and best practice approach we follow is common nationwide.

This management plan is referenced within the Parks and Reserves Masterplans and Management Plans and is an example of the second next step within that paper. This is the Community and Wellbeing Committee's update report at a scheduled milestone. This management plan is ready for public notification of the draft, to seek submissions.



Implications and Risks

Significance

While this work is significant, aligning the management plans through a General Policies Management Plan is best practice nationally, the proposed decision is not considered significant in terms of ICC's Significance and Engagement Policy.

Strategic Consistency

The community will have the opportunity to provide written feedback on the proposals via the public notification process.

Financial Implications

The cost for public engagement and progressing this management plan will come from within existing budgets.

Legal Implications

The Reserve Act 1977 process will be followed, including public hearing(s) following submissions and an update to the submitters on the outcomes. A copy of the draft will also be provided to the Commissioner, (DOC).

Next Steps

- Contact stage one submitter who requested they be contacted to discuss their feedback further.
- Go out to public consultation on the draft General Policies Management Plan for two months asking for written submissions.
- Undertake hearings with select Councillors on the panel.
- Provide the final copy of the General Reserves Management Plan, along with the written submissions and feedback through hearings to Council for final adoption.
- Update submitters on the outcomes.
- Add graphics to the management plan and post on the website. This Management Plan will then supersede management plans except the specific plans noted (Queens Park, Anderson Park, Sandy Point Domain, Donovan Park, Cemeteries (when developed), Town Belt Reserves, Environmental Reserves and Sports Field Reserves Management Plans).

Attachments

Appendix 1 - Draft RMP DRAFT General Policies - Parks and Reserves Managed by Council (A3696236).

Appendix 2 - Written submissions stage one consultation Written Submissions (A4776885).

Appendix 3 - Webinar file note General Policies Reserve Management Plan - Feedback from Webinar Tuesday 23 August 2022 (A4048027).

A3696236

RESERVES ACT 1977

Section 41

The Parks and Reserves General Policy Document was approved by the Invercargill City Council by resolution passed at its meeting held on..... All submissions, objections and suggestions relating to the Parks and Reserves General Policy Document had been disposed of and suggestions allowed.

Where approval of the Minister of Conservation is required (e.g. scenic reserves) the administering body exercises approval on behalf of the Minister (under Instrument of Delegation for Territorial Authorities dated 12 June 2013).

The Parks and Reserves General Policy Document shall come into operation from and shall remain operative for a period of ten years.

Dated at INVERCARGILL this day of [DATE].

.....
Chief Executive Officer

A3696236

GENERAL POLICIES RESERVE MANAGEMENT PLAN

ICC Parks and Reserves

Date –Date

PREFACE

This Parks and Reserves General Policy Document has been prepared in compliance with Section 41 of the Reserves Act 1977.

The purpose of this document is to provide for and ensure the use, enjoyment, maintenance, protection and preservation as the case may require and, to the extent that the administering body's resources permit, the development of the reserves for the purposes for which they are classified, and shall incorporate and ensure compliance with the principles set out in the appropriate sections of the Act.

This document shall be held under regular review to ensure that it remains relevant to changing circumstances and demands.

Caroline Rain
PARKS AND RECREATION MANAGER

[Date to be added]

A3696236

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PART 1 INTRODUCTION

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1.0 BACKGROUND

Invercargill City Council (ICC) administers a diverse portfolio of land managed as parks and reserves. The Reserves Act 1977 (the Act) provides for the preservation and management of reserves for the benefit and enjoyment of the public.

The Act requires the development of reserve management plans to establish the desired mix of use and protection for reserves and to provide the community with certainty about the function and management of each reserve.

The General Policies Reserve Management Plan 2023 sets objectives and policies that are common to all reserves administered by ICC. These will not be repeated in specific reserve management plans that apply to an individual reserve or group of reserves. Please see **Appendix 1** for a list of reserves and associated management plans.

Reserves refer to both parks and reserves as open spaces on Council owned land and managed by Council.

Recreation plays a large role in the fabric of the ICC District, and reserves contribute toward this. They are important to the people of Invercargill and Bluff, and managing them sustainably will ensure they provide that value in the future.

ICC recognises that the future management of some of its reserves may offer the opportunity to work with Treaty Partners to resolve approaches for the protection and management of reserve values, including co-management or handing back some of the reserves to Tāngata Whenua. Even though ownership and/or the governing body associated with any particular reserve(s) may change, it is not envisaged there would be any change to the overall strategic objectives and reserve values of that land.

2.0 PURPOSE OF THIS PLAN

The General Policies Reserve Management Plan 2023 sets generic policies that are common to all reserves and parks administered by ICC. This is to ensure a consistent approach to management decisions and compliance with the Reserves Act requirements. It also removes the need for generic policies to be repeated in the management plan for individual reserves or groups of reserves.

More community involvement in the management of open spaces should be encouraged. Supporting and enabling community members and volunteers to do more will realise greater benefits for people and parks.

The establishment of community reference/ advisory or collaboration groups is an example of a model for engaging park stakeholders and community members to work together. This model is common elsewhere in New Zealand and overseas.

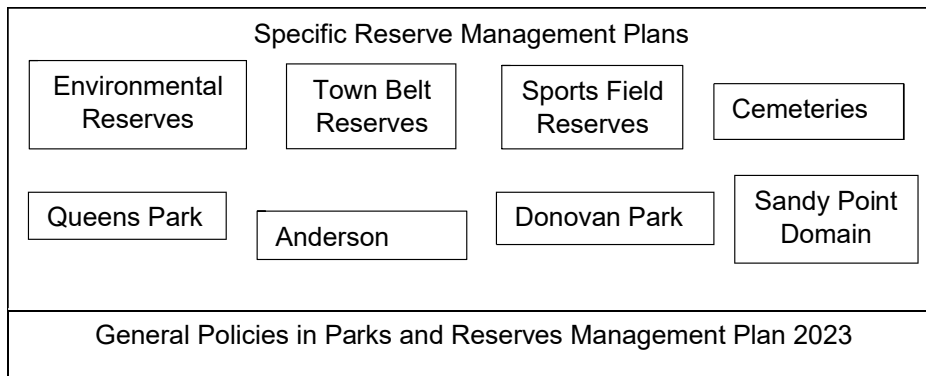
There are a number of community groups keen to be involved in shaping parks and cemeteries. Council supports and promotes community initiatives with resident and community service groups to be involved in the management and development of neighbourhood parks and reserves.

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2.1 Relationship with other Reserve Management Plans

This document contains policies that apply to all parks and reserves administered by ICC. Each park or reserve has been assigned to a park management category that is based on the main purpose of the park or reserve. The park management and their main functions are as follows:

- **Sports Field Reserves:** Open spaces that are fit for purpose functional facilities meeting the needs of sport for our community.
- **Premier Parks:** Iconic destinations that offer significant values, features and landscapes to the City and offer a tourism destination.
- **Amenity Parks:** Parks that offer high amenity value for community benefit.
- **Neighbourhood Parks:** Locally accessible green and play spaces for all ages and abilities.
- **Linkage Reserves:** Circular and interconnected networks for active transport, sport and recreation, and environmental corridors.
- **Environmental Reserves:** Areas of native ecosystems to ensure ongoing biodiversity and protection of flora and fauna, while educating users.
- **Outdoor Adventure Parks:** Open spaces that cater for activities that require large areas of land and/or separation from residential areas.
- **Special Purpose Parks:** Specific activities such as cultural heritage community halls, memorials, cemeteries and undeveloped sites.



Potential relationship between General Policies and other Reserve Management Plan's

Specific Reserves Management Plans are likely to have their own standalone or omnibus management plans due to their unique or special characteristics. They will address site-specific or category-specific issues which may require a particular management approach that differs from the norm.

The General Policies Reserve Management Plan 2023 contains policies that apply to all reserves. This eliminates the need to repeat common policies on each specific management plan. If an issue is addressed in both the General Policies Reserve Management Plan 2023 and a specific reserve management plan for a specific reserve, or type of reserve, then the policies in the specific management plan will however take precedence over the General Policies Reserve Management Plan 2023.

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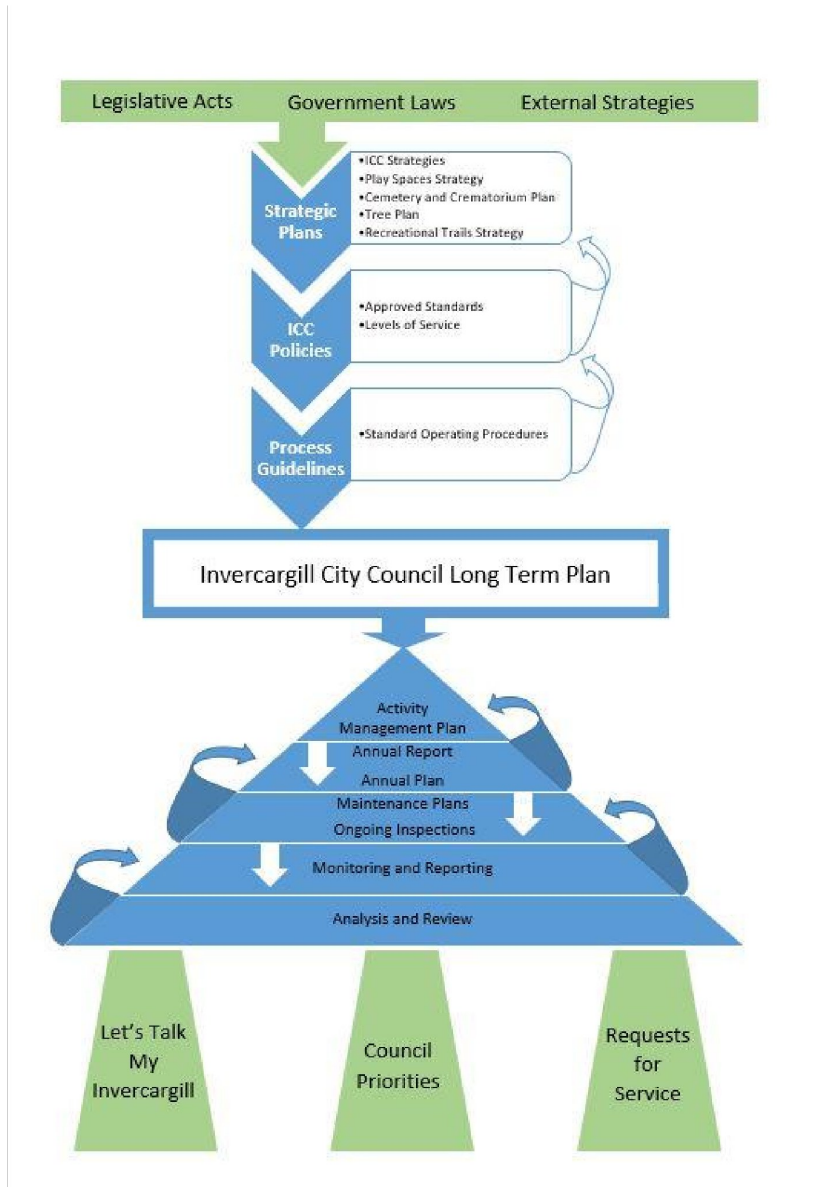
The general policies are often high level, generic statements while the specific management plans may add more detail as appropriate to a particular reserve or group of reserves. They may have derived through master planning of specific reserves. The general policies will provide guidelines around the provision around the provision of park furniture (i.e. park benches) while the management plan for a particular premier park may specify particular bench designs or colours to be used at that park.

If a specific reserve management plan is silent on a matter, the General Policies Reserve Management Plan 2023 shall apply. The General Policies Reserve Management Plan 2023 also applies to any reserves or parks that are not covered by a specific management plan (such as newly acquired reserves for example).

2.2 Relationship with other Council Documents and Legislation

This General Policies Reserves Management Plans 2023 provides general policy guidance for parks and reserves managed under the provisions of the Reserves Act 1977. Other Council documents and legislation can also impact on the management of reserves.

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2.2.1 Ngāi Tahu Settlement Act 1998

The provisions of the Ngai Tahu Settlement Act 1998 apply to reserves through process requirements through land ownership and revocation of reserves.

2.2.2 Burial and Cremation Act 1964

The provisions of the Burial and Cremations Act 1964 apply to reserves as it provides the legal framework for how burials and cremations happen and cemeteries are classified as Local Purpose Reserve (Cemetery) pursuant to section 23 of the reserves Act 1977.

2.2.3 Resource Management Act 1991

The provisions of the Resource Management Act 1991 and the Operating Invercargill Operative Invercargill City District Plan also apply to reserves.

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Often, if an activity is anticipated in the reserve management plan, resource consent for that activity may not be required. There are times however that even though the activity is contemplated in the reserve management plan, the detail or scale of the activity may still trigger the need for resource consent under a different rule of the Plan.

2.2.4 Building Act 2004

The provisions of the Building Act 2004 also apply to reserves and building consent is required for any building regardless of whether or not it is contemplated in the management plan.

2.2.5 Local Government Act 2002

2.2.5.1 Purpose of the Local Government

The Local Government Act 2002 defines the purposes of local government. One of the key purposes of local government is to 'promote the social, economic, environmental and cultural well-being of communities in the present and for the future.' Good management of reserves can contribute to achieving this purpose in a variety of ways.

2.2.5.2 Bylaws

The Local Government Act 2002 empowers Council to make Bylaws. Bylaws are a tool that Council uses to regulate behaviour. Matters such as dog control or conduct in public places are often addressed through Bylaws. Where appropriate, references are made to relevant bylaws in the reserve management plan rather than repeating the bylaw requirements in full.

2.2.5.3 Long Term Plan and Annual Plan

Council prepares a Long Term Plan (LTP) every three years and an Annual Plan in the intervening years.

The LTP identifies community outcomes and allocates funding towards major projects and programmes over a ten year period.

The Reserve Management Plans and Activity Management Plans inform the LTP and Annual Plan processes about potential issues, projects and programmes but just because something is mentioned in the General Polies Reserve Management Plan 2023 it does not necessarily mean there is a commitment by Council to fund the work.

The Activity Management Plan incorporates Strategic Level Goals and Objectives for Parks and Open Spaces. It incorporates an updated version of the Parks Strategy 2013, including decision making guidelines, park management categories, development standards and service delivery standards by park category. This information will be fed as required through to Reserve Management Plans as they are reviewed.

2.2.6 Heritage New Zealand Pouhere Taonga Act 2014

The HNZPTA deals with the recognition and registration of historic places, historic areas, and wahi tapu. Methods for protection include creating heritage covenants and registration with the Trust.

This General Policies Reserve Management Plan 2023 seeks to recognise that some reserves include places of historical, cultural and archaeological significance and there is a need to work in accordance with the provisions of the

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HNZHPTA (for example when carrying out operational functions or developing facilities).

Where historic places or wahi tapu have been registered under this Act, the relevant territorial local authority is notified. This General Policies Reserve Management Plan 2023 recognises the importance of these sites within ICC reserves and is consistent with provision of the Act.

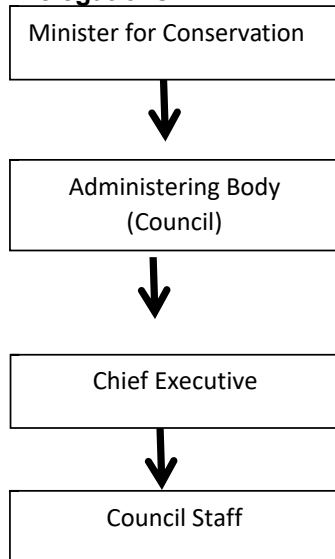
2.2.7 Walking Access Act

The Walking Access Act 2008 seeks to provide the public with free, certain, enduring and practical walking access to the outdoors. Among other things, the Act provides for the creation of enduring public walkways which can be a useful tool when walkways or cycle ways cross over multiple parcels of land that have different owners and land status. In some cases it may be appropriate to use the Walking Access Act when developing new walkways (as opposed to acquiring land as reserves) or to ensure the protection of walkways that cross over reserves on private land.

2.2.8 Public Works Act

The Public Works Act 1981 provides for the acquisition of private land for public works either by agreement or through compulsory acquisition. The Act can be used to acquire land for reserve purposes. The Act also regulates the disposal of land no longer required for public works. If considering the revocation and potential disposal of reserve land it is important to confirm whether the land was acquired through the Act and whether the offer back provisions of the Act apply to the land.

2.2.9 Delegations



The Minister for Conservation has delegated several powers to Council as the Administering Body of various Reserves.

These delegations are to the Council as a whole (i.e. the elected members) and cannot be delegated to staff. Decisions under delegations of this nature usually involve a Council Resolution and sometimes require public consultation as well (see **Appendix 2**).

There are also some powers under the Reserves Act that Council can delegate to Council Staff. These powers tend to be more operational or administrative in nature (for example managing licences).

Before exercising any powers under this management plan, Council staff are to ensure that they have the necessary delegated authority to do so. Details of staff delegations and appointments are recorded in Council's Delegations Register.

Where the policies in this General Policy Document refer to the term "Council" this generally means the GM – Leisure and Recreation and/or Parks and

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Recreation Division ICC Staff with delegated authority as the delegated representative of the Invercargill City Council, unless otherwise stated (see **Appendix 3**).

3.0 SCOPE

The policies within this document apply to all reserves and parks (including cemeteries) administered by ICC regardless of:

- Whether they have been classified as Reserves under the Reserves Act 1977
- Whether they are covered by an existing reserve management plan.

ICC manages over 3000 hectares of land for parks and recreation purposes. Land is categorised under the Recreation Aotearoa Parks Categories Document.

This includes:

- Land that has the legal status and protection of a Reserve under the Reserves Act 1977. The Act regulates the management of these areas.
- Land that does not have Reserve status under the Reserves Act but has been acquired or used principally for community, recreational, environmental, cultural, or spiritual purposes.

The Local Government Act 2002 defines this type of land as a 'Park' and provides a degree of protection for such parks by requiring a public consultation process prior to any disposal of the land. It does not however provide the same level of protection for the land or to flora and fauna on the land that the Reserves Act does.

For consistency, the policies in this management plan will be applied to parks that are not reserves in terms of the Act (they will however not technically be part of this reserve management plan as they have not been declared as reserves or classified in accordance with the Act).

ICC intends to review these sites and to formally classify them under the provisions of the Act where land is ICC owned. Park users and visitors are seldom aware of the actual legal status of the land parcel that they are visiting and tend to be more interested in what activities and opportunities the land offers from a sport or recreation viewpoint.

This document is primarily about guiding the management, use, protection, and development of these areas in a consistent manner. Where any issue is addressed in both the General Policies Reserve Management Plan 2023 and a reserve management plan for a specific reserve, or specific category of reserve, then the policies in the specific management plan will take precedence over the General Policies Reserve Management Plan 2023. Where a specific reserve management plan is silent on a matter, the provisions of the General Policies Reserve Management Plan 2023 shall apply.

The General Policies Reserve Management Plan 2023 shall also by default apply to any reserves or parks that are not covered by a specific management plan.

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4.0 HOW TO USE THIS PLAN

The General Policies Reserve Management Plan 2023 is intended to be the first point of reference for reserve-related policies.

If trying to establish whether an activity is anticipated by a reserve management plan this plan should be read in conjunction with any specific Reserve Management Plans that might apply to that reserve as it may include site specific objectives or policies that differ from the General Policies.

If there is no specific reserve management plan that applies to the reserve then this document is considered to be the management plan that applies to that reserve.

This plan has been divided into six parts for ease of reference:

Part 1	Introduction	Explains the purpose and scope of the document, relationships with other strategies and plans, and outlines the overall goal and objectives of the plan.
Part 2	Development	Includes objectives and policies about the acquisition and development of reserves such as the provision of different types of assets and changes to the landscape.
Part 3	Use	Includes objectives and policies affecting various activities that might occur at reserves. This part identifies reserve uses that are allowed as well as ones that need permission from ICC. It also outlines what matters ICC/ICC staff need to consider when making decisions about the use of reserves.
Part 4	Occupation	Deals with the occupation of reserve land and legal agreements such as leases and licences.
Part 5	Administration	This chapter sets objectives and policies for a range of administrative issues. It outlines several processes and matters that ICC/ICC staff need to consider when making decisions about the management of reserves.
Part 6	Appendices	This part includes additional supporting information including records of updates and amendments to the document.

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5.0 GOALS AND OBJECTIVES

5.1 Goal

To administer, manage and develop ICC's parks and reserves in accordance with the principles of the Reserves Act 1977 to facilitate appropriate use of the parks and reserves.

5.2 Objectives

- 5.2.1 Taking into account the principles of the Treaty of Waitangi and the provision and recognition of Tangata Whenua's traditional relationship with their lands, water, wahi tapu and other Taonga. Preserve and protect ICC's parks and reserves for the enjoyment of the public and in consideration of the needs of future generations.
- 5.2.2 Provide areas within our parks and reserves network for a variety of sporting, recreation, ecological, historic and cultural activities while having due regard to the purposes for which reserves are classified.
- 5.2.3 Support provision of sub-regional recreation and leisure opportunities by working with neighbouring Councils to provide cross boundary recreational opportunities including facilitating specialist agencies to support communities in defining and achieving their future recreation needs
- 5.2.4 Have regard for the views of the present and future users of parks and reserves as well as tangata whenua and the wider community.
- 5.2.5 Enhance and encourage equitable and safe public access into and through all public areas.
- 5.2.6 Provide and support facilities and amenities in parks and reserves where resources permit and where required to enhance active and passive recreation and for public use and enjoyment.
- 5.2.7 Provide playgrounds which encourage imaginative and stimulating play and which encourage users to engage in social interaction and physical activity.
- 5.2.8 Encourage and facilitate the wide use of the land for active and passive recreation pursuits to an extent that is compatible with sound conservation and preservation objectives.
- 5.2.9 Develop and enhance connections between parks to establish and promote a network of recreational walkways and cycle ways across the township.
- 5.2.10 Maintain and develop trees and vegetation to improve the visual effect and provide shelter for users as per the Tree Plan.
- 5.2.11 Support educational opportunities and initiatives.
- 5.2.12 Provide and support facilities to shelter users and enhance user activities.

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PART 2 DEVELOPMENT POLICIES

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6.0 DEVELOPMENT POLICIES

6.1 Acquisition

There are a number of ways that Council might acquire a new reserve to manage:

- A new reserve could be vested in Council through a subdivision process;
- Council could be appointed to control and manage a reserve that is owned by the Crown; or
- Council may acquire land by purchase.

In the Activity Management Plan a key action is to Review and Update Disposal Policy and explores the possibility of developing an Acquisition Policy.

Objectives

- *To ensure that the acquisition of additional reserve land aligns with Council's adopted Activity Management Plan and intended use matches parks categories noted as being required.*
- *To ensure that if reserve land is acquired it is in an appropriate location and of an appropriate size, shape and condition for its intended use.*

Policies

- 6.1.1 The land acquisition guidelines in Council's adopted Code of Practice Document and levels of provision within the Activity Management Plan will be considered prior to acquiring any additional reserve land.
- 6.1.2 Council may develop a more detailed policy to guide reserve acquisition and disposal.
- 6.1.3 Any new reserve land Council acquired as vested reserve shall be managed under the policies within this General Policies Reserve Management Plan 2023.
- 6.1.4 Undertake consultation with the community and key stakeholders e.g. Department of Conservation, tangata whenua, local community, reserve users (clubs and neighbours) to determine the acceptability of the proposed sites and determine other options for consideration.
- 6.1.5 Where a reserves contribution is required, the Council will take financial contributions unless it determines that taking land is appropriate and beneficial, or is required by the Operative Invercargill City District Plan.
- 6.1.6 ICC will take reserves contributions owed with each stage of subdivision, unless other options are determined appropriate.
- 6.1.7 ICC will not accept landscaping as part of the reserves contribution, unless determined appropriate, in which case consent conditions regarding landscape standards and timeframes will be required.
- 6.1.8 ICC will not accept private reserves, covenanted areas within the subdivision, protection of historic features, provision of parking, or beautification as being an alternative to reserves contribution or justifying reductions in reserves contribution.

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6.1.9 Where a designation is proposed, ICC will require evidence of consideration of alternative methods to the proposal.

6.1.10 Use the reserve acquisition funding provision to purchase significant heritage features, access links and other reserves as and when the opportunity arises.

6.2 Buildings and Structures

It is important to ensure that buildings and structures do not compromise the recreational or open space values of the reserve, unless the provision of buildings and structures supports the use and enjoyment of the reserve.

The Operative Invercargill City District Plan regulates buildings on public reserves and should be consulted if a building or structure is contemplated. Buildings are also regulated by the Building Act. Structures that are not buildings may or may not require resource or building consent depending on the nature and scale of the structure.

Providing access for people with disabilities is an important consideration when designing new buildings and facilities or when upgrading existing facilities. Council aims to provide a range of reserves and associated facilities to meet the needs of a broad spectrum of the community. It is however not always practicable to provide facilities at reserves that meet the specific needs of all potential users.

It will not always be feasible or desirable to make all facilities fully accessible. Different degrees of accessibility will be achievable at different sites. Many existing facilities are not accessible and it may not be practical to modify them. The cost of constructing accessible facilities may be prohibitive and outweigh the usefulness or suitability of such a facility.

Wherever possible, the design or upgrade of a facility shall incorporate features that allow easy access for the elderly or people with limited mobility. For features to be recognised as fully accessible they need to comply with national standards.

Objectives:

- *Ensure that the design and scale of any new buildings or structures are appropriate to the character and purpose of the reserve.*
- *Optimise the use of existing buildings where practicable and encourage multiple use by groups.*
- *Provide, maintain and preserve well designed and appropriately located buildings and structures on the reserve to improve utilisation, preserve historical features and add to the enjoyment of the reserve by its users.*
- *Apply Regional Spaces and Places procedures when considering applications for new or changes to existing buildings and structures.*

Policies:

6.2.1 Applications for new buildings or changes to existing buildings on the reserve require Council approval. New buildings will only be allowed if it is not practicable

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or suitable to use an existing building; modify an existing building; or share existing facilities with other users.

- 6.2.2 No new single use buildings are allowed except where specifically approved for specific reserves by a Manager with delegated authority.
- 6.2.3 New buildings should be located where:
- a. The new building (and any associated car parking) does not unduly restrict use of the remaining area for outdoor recreation.
 - b. The new building does not obstruct entrances or exits to the reserve.
 - c. The new building does not detract from the open nature and amenity values of the park, especially as seen from surrounding properties and roads.
 - d. They facilitate the safe and appropriate use of the reserve.
- 6.2.4 All approved new or upgraded buildings and structures shall be of a size and design that:
- a. Is appropriate to the purpose, classification and character of the reserve.
 - b. Is in keeping with the surroundings to enhance and complement the landscape where this does not detrimentally affect the appearance or utilisation of the park.
 - c. Facilitates multi-purpose use and adaptation.
 - d. Where practical, are designed to limit the opportunity for vandalism.
 - e. Meets the current national standard and design criteria for access for people with limited mobility or pushchairs.
- 6.2.5 The number of buildings and structures on the reserve will be limited to a level which facilitates the safe and appropriate use, protects the open space and natural amenity values, while being compatible with the purpose and classification of the reserve.
- 6.2.6 Exterior colour schemes of buildings and structures on the reserve shall be approved by ICC Staff with delegated authority. The painting and creation of murals (not advertising) on buildings and structures may be considered on submission of a copy of the design and proposed colour scheme to the Parks and Recreation Manager.
- 6.2.7 Applications for extensions to existing buildings shall only be granted where the extension is seen as enhancing the enjoyment and full utilisation of the reserve.
- 6.2.8 Where appropriate, buildings on the reserve shall be shared with other recreation users of the reserve and when not required for events or gatherings, made available for other non-commercial community use. Preference will be given to activities of a recreation nature.
- 6.2.9 Buildings, facilities and containers that are occupied, intended to be occupied or placed on reserve land for storage shall be subject to an appropriate agreement and any associated fees and charges noted in the Annual Plan (see Occupation section).
- 6.2.10 Clubs and associations shall be responsible for maintenance of their buildings and facilities on the reserve to an appropriate standard as determined by Council. Any tenanted buildings are to be maintained to a presentable standard of high quality for visitors to see.
- 6.2.11 Existing buildings that have become surplus to requirements (due to club disbandment, or building no longer required) shall be removed or disposed from

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the reserve. Clubs and associations shall be responsible for the full cost of removal of any building and associated facilities when no longer required. Any on-selling of the building will require prior approval from Council.

- 6.2.12 Decisions on donated or memorial buildings and structures will be informed by the Donations Guidelines (see 6.5 Donations). Decisions on Heritage buildings will be in line with guidance from Heritage NZ Properties.

6.3 Car Parking

Recreational activities often generate demand for parking spaces near or within reserves.

Occasionally groups demand exclusive use of carparks on reserves for events.

While temporary exclusive use can be legitimate, especially when it applies to car parks that are also used by groups other than reserve users, the exclusive users obtain a benefit greater than the public at large. While car parks on reserves are primarily provided for reserve users, members of the wider public may also use these car parks.

Use of car parks by the wider public can sometimes be to the detriment of reserve users. Apportioning the costs of car park provision can sometimes be difficult. The Operative Invercargill City District Plan regulates the development of car parking as an activity and formation. The construction, formation, or addition of any new car parking should be consulted with the relevant departments.

Objectives

- *Provide and maintain carparks, where appropriate, to a level which is adequate for servicing the usual activities carried out within the reserve.*
- *Recover some of the costs of car park provision from identifiable beneficiary groups.*
- *Comply with the ICC Parking Bylaw.*

Policies

- 6.3.1 The parking of vehicles on areas other than recognised car parks or in any way that causes damage to the reserve is prohibited.
- 6.3.2 Car parks on reserves are primarily intended for vehicles associated with recreation and other legitimate uses of the reserve. Accessibility parks will be considered when designing or renewing parking.
- 6.3.3 Regular overnight and long-term parking is not permitted.
- 6.3.4 One off overnight or long-term parking may be permitted in special circumstances if:
a. written approval is obtained from the Parks and Recreation Manager; or

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- b. the parking arrangement was approved for an event under a resource consent granted for that event.
- 6.3.5 Where gates are locked or unlocked at specific times, any person requiring the gates to be opened outside of this time may be charged a fee in accordance with Council's adopted Fees and Charges.
- 6.3.6 Parking in areas other than recognised parking areas may be permitted if:
 - a. written approval is obtained from an Authorised Officer under the Bylaws.
 - b. the parking was approved for an event under a resource consent granted for the event.
- 6.3.7 Car parking areas shall be provided on reserves where there is a proven requirement directly related to the use of the reserve, and it is both physically and financially feasible to provide a car parking facility.
- 6.3.8 Reserve occupiers may be asked to contribute to the provision of car parking on reserves where their occupation is a clear and significant factor in the need for car parking.
- 6.3.9 Exclusive use of car parks may be allowed for special sporting and recreation events. Council may set charges for exclusive use.
- 6.3.10 EV Charging Stations shall be managed through an agreement with ICC and must be approved by a Manager with delegated authority and comply with the Parking Bylaw.

6.4 Development/Masterplans

At time, a specific reserve requires a strategic direction to promote the change required to maximise the open space and shift the ongoing operational management delivery to ensure outcomes align with the community need. This strategic direction is achieved through a Masterplan.

Reserves are created principally for the provision and preservation of open space and natural areas. Some buildings and structures such as changing rooms, toilets, clubrooms, car parks and fences are considered necessary for the enjoyment and full utilisation of reserves and are allowed for in the Reserves Act 1977.

The landscape character of a reserve contributes to and enhances the City's environment and impacts on reserve users, reserve neighbours and people passing by. While certain activities and buildings are permitted on reserves it is important to ensure that the effects of any structure or use does not impact negatively on reserve values, reserve users and reserve neighbours.

A development plan is a site-specific development proposal for a reserve which provides a visual plan of future enhancements. It is more detailed than a reserve management plan and focuses on specific development issues, such as the location of sports fields, buildings, play equipment, walkways, gardens etc.

A development plan can be of value where a significant development or redevelopment is planned for a reserve. It can also identify future funding requirements.

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A development plan is not necessarily required for each reserve. Larger reserves with multiple uses (such as a major sports park) or a high profile sites (such as Premier Parks) are most likely to benefit from a development plan or Master Plan.

For the development or redevelopment of smaller or less complex reserves, a simple landscape plan may be sufficient (See also: 6.6 Landscaping).

Objectives

- *Ensure that the design and scale of any major development or redevelopment is appropriate for the environment and existing character of the reserve.*
- *Future-proof ICC facilities and facilitate successful multiple-use of parks and reserves.*
- *Protect and enhance the open space, landscape and historical values of the reserve while providing adequate facilities for recreation and play.*
- *Ensure that reserve facilities are provided and maintained to an appropriate standard that meets public health and safety requirements and contributes to the attractiveness of the reserve.*
- *Ensure the costs associated with any development by/for a specific user group are met by that group.*
- *Apply the Southland Regional Spaces and Places Strategy and any associated guidelines when considering development/renewal proposals.*

Policies:

- 6.4.1 Council may prepare development/master plans for reserves where significant development or redevelopment is planned according to status and category of the reserve.
- 6.4.2 When preparing and reviewing development plans, Council will consult with tangata whenua, key stakeholders and the wider community.
- 6.4.3 Development/Master plans show key features in the reserve, including but not necessarily limited to:
- a. tracks and/or paths (active recreation)
 - b. trees and gardens
 - c. zoned use areas/hubs
 - d. sports fields
 - e. play spaces and/or equipment (including multisensory elements)
 - f. park furniture
 - g. buildings
 - h. structures
 - i. lighting
 - j. any other features that are considered necessary (all-inclusive and CPTED elements where possible).
- 6.4.4 When considering an application to develop or change part of a reserve, Council will take into account the existing character of the reserve, including:
- Public safety and benefits.
 - The existing and potential use of the reserve.

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- *The* natural and built environment.
 - The surrounding landscape and the use of neighbouring land.
 - The purpose and classification of the reserve under the Reserves Act 1977 and the management objectives stated in the current Reserve Management Plans.
- 6.4.5 Approval of development/master plans shall be a Council Decision.
- 6.4.6 Approved development/master plans are to be used to guide development at the reserve to which they apply. They will inform policies within reserves.
- 6.4.7 Council may from time to time review development/master plans in response to changing circumstances.
- 6.4.9 The development shall be designed in a way that limits the opportunity for vandalism.
- 6.4.10 The development (i.e. buildings, associated facilities and landscaping) will be designed or upgraded, where practical and feasible, to meet the current national standard and design criteria for access for people with disabilities (i.e. consider Disability Strategy).
- 6.4.11 Use of the PARCS tool and universal design principles where applicable may also be applied to improve accessibility and usability of reserves and their amenities.
- 6.4.12 Development plans are required for all development proposals for structures, facilities or buildings on the reserve (including alterations and extensions to existing buildings) and will include an assessment of effects. In particular the proposal should address how adverse effects on the values of the reserve will be avoided, remedied or mitigated. The development plan shall include:
- a. The location and design of proposed buildings, structures and landscaping including any car parking, lighting, fences and signage and the extent of the area required.
 - b. Details of the size, scale, visual impact and relationship of the proposal to the surroundings.
 - c. Any new building requirements as part of the development, or the changed use of existing buildings. Indicate any alterations required for existing buildings.
 - d. Details of any known or potential liabilities associated with any existing building or structure being added to or modified.
 - e. Any likely effects (adverse or otherwise) of the proposal on the landscape, environment and reserve users or reserve neighbours including visibility into and through the reserve and public safety.
 - f. Details of any drainage and earthworks required and disruption to drainage patterns. Full restoration of disturbed landform during construction and landscaping and compliance with relevant legislation is the responsibility of the applicant. It will need to comply with the ICC Stormwater Bylaw and Operative Invercargill City Operative Invercargill City District Plan requirements.

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- g. Details of any change or disruption to network utility infrastructure and details of infrastructure required as part of the development.
- h. Details of any specific landscaping requirements - species, screening or shelter including any change or removal of any existing trees or vegetation.
- i. Consideration of existing users (both formal and informal) and the impact of this proposal on them. Any issues of public access, thoroughfare and egress on reserves and into any buildings and the loss of any open space including during construction phase.
- j. Details of any discussions with existing user groups.
- k. Anticipated user numbers and the times of use.
- l. Details of anticipated life of the structure and future maintenance requirements.
- m. Details as to who will be responsible for all future maintenance and insurance for the buildings and structures. Acknowledgement of the club or group's responsibility if or when the building is no longer required or if the club disbands.
- n. Details of the anticipated completion date and any plans to stage the development.
- o. Links to the four principles priorities within the Southland Regional Spaces and Places Strategy (Flexibility, Sustainability, Attractive, Collaboration)
- p. Any other matters arising as determined by Council.

6.5 Donations

Public and private gifts, bequests and contributions including furniture, various plantings and other amenities that enhance, beautify, improve, supplement, support or otherwise benefit ICC's network system are an important part of the City's fabric.

Objective:

- *To manage the process of donations proposed through the ICC Donations Guidelines so the process is kept consistent.*

Policy:

- 6.5.1 Acquisition and management of donations will be undertaken through ICC Donations Guidelines and this General Policies Reserve Management Plan 2023.

6.6 Landscaping

Appropriate landscaping can improve the appearance and enjoyment of a reserve. Poor landscape design and practice can however cause on-going maintenance issues (such as encroachment onto footpaths and tracks) or safety concerns (such as vegetation affecting sightlines or providing cover for inappropriate activities).

Proposed landscaping should take into account the purpose and character of the reserve. Some plant species or styles of garden may for example be appropriate for some sites but not others.

The type of planting that is appropriate at an Environmental Reserve (where nature conservation is the primary purpose) may be quite different from that which is appropriate at an Amenity Park (where beautification may be the main

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aim) or a Premier Park (which could have a historical theme where gardens of a certain style are more appropriate).

The following policies apply to the development of new landscaping features including (but not necessarily limited to) activities such as contouring, earthworks, gardens, retaining walls, new garden areas and specimen trees.

The policies also apply to any significant alteration to existing landscaping (such as the relocation or removal of garden beds for example). Major landscaping works involving earthworks or the removal of vegetation can trigger the need for resource consent.

It is important that the Operative Invercargill City District Plan is consulted when planning such projects.

Major redevelopment of high profile, high use parks may however best be achieved through a Development Plan process.

Objectives:

- *Ensure this General Policies Reserve Management Plan 2023 aligns with Te Tangi a Tauri when landscaping reserves.*
- *Ensure that the design and scale of any new landscaping features are appropriate for the reserve environment.*
- *Facilitate public recreation and enjoyment in keeping with the purpose of the reserve.*

Policies:

- 6.6.1 Landscape plans shall be developed prior to any significant landscaping alterations or developments.
- 6.6.2 The proposed landscape plan is to be approved by an ICC Manager with delegated authority or their delegated representative prior to any landscaping works commencing.
- 6.6.3 Landscape plans will be considered in line with the ICC Tree Plan and the Code of Practice (when adopted).

6.7 Lighting

Lighting can sometimes improve the perceived safety of reserves, extend the period that they can be used for sport or recreation activities, or simply to enhance the appearance of the reserve or features within it.

Good lighting design can significantly improve the safety, use and appearance of reserves and minimise the impact of lighting on neighbours and the environment.

The purpose and use of the reserve or facility will influence whether lighting is required and what type of lighting may be appropriate.

Some facilities, in particular, indoor recreation facilities, often need to operate in the evening or at night. The use of facilities at night created demand for carpark and access lighting in particular.

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Some sports (especially winter sports) also require lighting to enable evening sports practices and fixtures to occur.

In some cases, safety issues cannot be addressed solely by improving lighting. Sometimes additional lighting may actually have a detrimental effect by encouraging people to enter a reserve at times when it may not be safe to do so.

Council actively discourages people from using some reserves by ensuring gates are closed and locked at night. Specific reserve management plans may also include policies about lighting specific to a particular reserve or group of reserves.

Council recognises that some reserve user groups wish to operate at night. Sufficient lighting in high use areas is important so that people can see and be seen.

While lighting can be considered an essential component of night use in a reserve area, it is appropriate that the cost should fall to those who attract users of the facility at night. It is also important that the effects of lighting on reserve neighbours are taken into consideration. Artificial brightness can affect wildlife, biodiversity, and people's mental health.

Objectives:

- *Provide lighting at Council-owned or operated facilities to facilitate night time access and use where appropriate.*
- *Allow reserve occupiers or user groups to provide and operate lighting for sports fields, playing surfaces, carparks, access ways, and facilities, where appropriate with prior approval from Council.*
- *Minimise adverse effect of lighting on neighbours and the environment.*
- *Remove lighting that is either unsafe or no longer required for its intended purpose.*
- *Enhance the real and perceived safety of the reserve through the provision of lighting along key pedestrian paths.*

Policies:

- 6.7.1 The purpose, classification and use of a reserve or facility will be considered when determining whether lighting is required and what type of lighting is appropriate.
- 6.7.2 The installation of lighting by reserve occupiers or user groups is subject to approval by a Council Manager with delegated authority. Note: In some cases, the installation of certain lighting may also require resource consent under the Operative Invercargill City District Plan.
- 6.7.3 Any approval granted by Council may include conditions to minimise potential adverse effects of the lighting.
- 6.7.4 Applications from a reserve occupier or user group wishing to install lighting must be made in writing and should contain the following information:
 - a. an explanation of the need for lighting;

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- b. a description of any relevant safety issues, including consideration of alternative options to mitigate risks;
 - c. a description of the level of public use (the proposed days and hours of operation) of the facilities concerned;
 - d. the ability of the applicant to secure funding from other sources.
 - e. lighting plan showing the location of poles, the strength of lights and the patterns of luminosity;
 - f. evidence of consultation with other reserve users and reserve neighbours;
 - g. a proposed cable plan.
- 6.7.5 It is the applicant's responsibility to consult with all likely affected parties including other reserve users and reserve neighbours.
- 6.7.6 Any lighting installed or operated by a reserve occupier or user group must at all times meet the relevant lighting requirements, electrical safety standards, as well as any Operative Invercargill City District Plan, reserve management plan or other legislative requirements that are applicable.
- 6.7.7 Groups/identifiable beneficiaries that require the lighting (i.e. for reserve car parks, sports surface, facility lighting and access ways) will be required to fund provision, installation and maintenance and replacement of the lighting as well as the ongoing electricity charges.
- 6.7.8 Cables for light fixtures shall be underground where possible and shall be laid at a depth of 600mm below ground.
- 6.7.9 Where practicable and appropriate to the character of the site, the use of adaptive lighting controls (such as sensors and timers) to limit the timing and intensity of light output (e.g. security lights) are to be encouraged.
- 6.7.10 Council may allow the provision of lighting on the reserve where there is a clear public benefit or for amenity, security and safety reasons.
- 6.7.11 Council shall consider current best practise and lighting engineering standards, energy efficiency and appropriate design for the location when establishing new lighting fixtures on the reserve.
- 6.7.12 The light spill generated from any activity on the reserve shall not exceed 5 lux at any residential boundary between the hours of sunset and sunrise. Light spill upwards should be controlled for artificial night sky brightness and minimising the effect on native nocturnal flying creatures.
- 6.7.13 Sports field lighting must be removed by a sports club or code within three months of them vacating a reserve. Lighting which is not removed in this time becomes the property of Council. No compensation is payable in this case.
- 6.7.14 Sections on Occupation Agreements and Network Utility Operators in this document will apply.
- 6.7.15 Proposals involving new lighting will be assessed in accordance with Crime Prevention through Environmental Design (CPTED) principles.

6.8 Network Utility Infrastructure

The presence of network utilities and infrastructure can impact on reserve values, neighbours and users by restricting the current use of a reserve and the

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potential development of a reserve for future use. Reserves should not be the default infrastructure corridor and utilities need to be critically assessed in terms of their requirements. Overhead service lines or structures relating to the provision of essential services detract from the appearance of reserves and place limitations on the placement of trees, overall landscaping, and development of the area and recreational activities that can occur under the service line.

Objectives:

- *To allow network utility operators conditional access to reserves for the purpose of inspection, maintenance, ongoing operation and upgrading of existing utility infrastructure.*
- *To ensure adverse effects of network utility infrastructure on the reserve values, users and neighbours are able to be avoided, remedied, compensated or mitigated.*
- *Alternative locations for any new network utilities and infrastructure must be explored and only those essential for public, health, safety and convenience are to be sited within reserves.*

Policies:

- 6.8.1 New proposals for network utilities and infrastructure are critically assessed against the above objectives. Proposed infrastructure will be considered by ICC staff with delegated authority to ensure it does not conflict with environmental values of the reserve in question.
- 6.8.2 ICC will permit network utility operators conditional access to reserve land to inspect, maintain, operate or upgrade existing works, subject to the provisions of the relevant empowering Acts, the Reserves Act 1977 and conditions of ICC.
- 6.8.3 The utility provider is responsible for all costs associated with temporary closures of reserves and the costs of reinstatement in the event of damage to a reserve from the network utility infrastructure.
- 6.8.4 Network utility operators must supply a useable and up-to-date 'as built' infrastructure plan, with detail to be agreed by ICC officers with appropriate delegation, including information regarding their location on reserves as a condition of any occupation agreement.

6.9 Park Furniture

Providing park furniture on reserves that are appropriately designed and placed to blend in with the surrounding landscape can add to the user's enjoyment of a reserve. Furniture such as seating, picnic tables, barbeques, rubbish bins, drinking fountains and cycle racks need to be maintained so that they remain an attractive asset to the reserve and do not become a safety hazard.

The donation of park furniture is popular way for communities and individuals to contribute to their local park or commemorate individuals and events that have an association with the reserve. Donated assets and memorials are discussed in 6.5. Unmanaged, the haphazard installation of park furniture can add to visual clutter, unforeseen maintenance costs and can sometimes pose a safety risk.

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Development Standards for the various park management categories were developed as part of the Parks Strategy 2013 and provide guidelines for capital and renewal work in conjunction with the policies contained within the reserve management plans.

The purpose, character, use and location of the reserve all influence what type of park furniture is appropriate for the site. For example, high quality Victorian or Edwardian-style furniture may be appropriate at Premier Parks with historic themes; contemporary designs may be more appropriate at Neighbourhood or Amenity Parks and simple, hard-wearing designs may be more appropriate at Environmental and Outdoor Adventure Parks.

Using park furniture of the same design within a locality helps mitigate visual clutter, and reduces the cost for supply and repair.

Objectives

- *Provide sufficient outdoor furniture of a design and location appropriate to the park to facilitate public use and enjoyment.*
- *Ensure that the design and quality of park furniture reflects the character of the site.*
- *Minimise the range of designs and styles of park furniture in order to minimise maintenance costs.*
- *Allow the donation of park furniture where such furniture is required and where the design and construction meets Council's Donations Guidelines.*

Policies

- 6.9.1 Council may install furniture where there is a demonstrated need, where resources permit. The number, design and placement of outdoor furniture shall be in keeping with the purpose character, use and levels of use of the reserve and appropriate to the setting.
- 6.9.2 Specific reserve management plans may dictate that particular designs, materials or finishes are to be used at particular parks or groups of parks. Facilities to support categories levels of service and use will be considered in line with the Activity Management Plan
- 6.9.3 Council may remove furniture where:
- a. the condition of the furniture is below an acceptable standard; or
 - b. the furniture is not in keeping with purpose, character, use or location of the reserve; or
 - c. a particular style/design has been discontinued; or
 - d. a particular style/design or finish has been adopted for the reserve, or
 - e. there is no longer a demonstrated need for the furniture; or
 - f. the furniture has been installed without permission.
- 6.9.4 Park furniture shall generally be of standardised designs as approved by the Parks and Recreation Manager (or their delegated representative).
- 6.9.5 Council may develop (and review) a park furniture policy which may provide guidelines and/or more detailed prescriptions about furniture designs and finishes. The development standards in the Activity Management Plan are to be used as guidelines for park furniture provision.

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6.9.6 The location of any existing underground utilities (e.g. power cables, water mains etc.) is to be considered prior to installing furniture.

6.9.7 Park furniture that has come to the end of its useful life, or has been vandalised beyond repair, will only be replaced if there is a clearly demonstrated need for that type of furniture and it meets the same criteria as set for new park furniture of that type.

6.9.A Seating

1. Seats or benches will only be installed (or replaced) if:
 - a. There is a demonstrated need for seating; and
 - b. It will provide for viewing an established vista; or
 - c. It is near a playground or play equipment; or
 - d. It is adjacent to a picnic area (as identified in a reserve management plan); or
 - e. It is near a track or cycleway and provides a rest stop along the track or cycleway.

6.9.B Tables

1. New tables will only be installed (or replaced) if:
 - a. There is a demonstrated need for a table; and
 - b. It is adjacent to a picnic area (as identified in a reserve master or landscape plan); or
 - c. It is adjacent to a barbeque facility.

6.9.C Barbeques

1. Barbeques will only be installed (or replaced) if:
 - a. There is a demonstrated need for a barbeque; and
 - b. The barbeque is adjacent to a picnic area that is likely to be used by visitors from throughout the district.
2. Where barbeque facilities are provided or replaced they shall be gas or electric operated.

6.9.D Bicycle Racks

1. Bicycle racks will only be installed (or replaced) if:
 - a. There is a demonstrated need for a bicycle rack (i.e. encouraging people to be active); and
 - b. The location for is near a picnic area, playground, or other community facility located on the reserve that may require bicycles to be left unattended for an extended period of time.

6.9.E Rubbish and recycling bins See also 11.23 Waste Management.

1. Council may develop and review guidelines on the provision of rubbish and recycling bins by park management category.
2. The approval of such guidelines will be a Council Decision. Example: It may be appropriate to provide rubbish and recycling bins at high profile, high use locations such as Premier Parks and Sports Parks but not at remote or relatively undeveloped reserves.
3. The provision guidelines may be included as an amendment to this plan, or be included in/form part of the activity management plan for example.

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4. Council may develop and review guidelines on the provision of dog waste bag dispensers and disposal bins. The approval of such guidelines will be a Council Decision.
5. Specific reserve management plans may contain objectives or policies relating to rubbish and/or recycling bins.
6. Requests for additional rubbish and/or recycling bins should be considered against:
 - a. The provision statements for the park category as per the ACTIVITY MANAGEMENT PLAN or Parks Strategy when developed;
 - b. Whether there is a clearly demonstrated need for a bin;
 - c. Whether it is appropriate to the purpose and character of the specific reserve;
 - d. The Waste Minimisation objectives and policies of this plan [see 11.23].
 - e. Council's corporate Waste Minimisation Policy (once developed);

6.9.F Donated Park Furniture See 6.5 Donations

6.10 Monuments, Public Art and Sculpture Displays

Monuments, Public Art and Sculpture Displays include sculptures, murals, street-art, paintings, or installations of an artistic nature that are located in public places such as parks and streetscapes. They are often the most visible and accessible form of art.

Potentially, these displays can:

- Improve the amenity and use of open space
- Contribute to the distinctive character of a place or community
- Provide opportunities to showcase local artistic talent
- Commemorate the historical or cultural significance of a place
- Encourage tourists to visit.

Monuments, public art and sculpture displays can sometimes also be used to reduce vandalism and graffiti provided there is an adequate sense of ownership and pride within the community.

If they are located in the wrong place they can cause conflict with the purpose of the reserve or the way that it is able to be used.

The ownership of monuments, public art and sculptures can also become an issue, especially if they require maintenance or replacement.

These policies aim to minimise the risks associated with monuments, public art and sculpture displays in reserves. The ICC Donations Guidelines document will guide decision making for development and renewals of reserves.

Objectives:

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- *Allow monuments, public art and sculpture displays where it is appropriate to the purpose and character of the reserve to enhance the experience for visitors.*
- *Ensure proposed donations of monuments, art work and sculpture displays align with ICC Donations Guidelines.*
- *Clarify ownership and maintenance responsibilities for public art in reserves.*

Policies:

- 6.10.1 Applications to provide monuments, public art and/or sculptures in a reserve shall send proposals in writing to the Parks and Recreation Manager who will initiate the decision process as per the Donations Guidelines.
- 6.10.2 The application should include (depending on the nature, scale or location):
- a. A brief description or concept drawing(s) of the design.
 - b. Identification of the preferred location(s).
 - c. Materials and colour schemes.
 - d. Landscape assessment
 - e. traffic assessment
 - f. health and safety plan
- 6.10.3 Council is not bound to accept any proposal.
- 6.10.4 If the proposed monuments, public art and sculptures are intended to be a memorial, the proposal is to be assessed in terms of the relevant requirements of Council's Donations Guidelines Document as well as the requirements of the General Policies Reserve Management Plan 2023.
- 6.10.5 Monuments, public art and sculpture displays will be designed to a high standard and, where practical, be designed to limit the opportunity for vandalism.
- 6.10.6 Permanent monuments, public art and sculpture displays in reserves will need to be robust, weatherproof and long lasting.
- 6.10.7 Maintenance of monuments, public art and sculpture displays in reserves will be undertaken by Council, or Council approved operators, unless otherwise approved by a Council Officer with delegated authority.
- 6.10.8 The design and location of any monuments, public art and sculpture displays shall be subject to Council approval and shall be in keeping with the surrounds to enhance and complement the landscape and the purpose and character of the reserve.
- 6.10.9 Temporary monuments, public art and sculpture displays are allowed on reserves until such time as the purpose for the display is finished and then they will be removed. They will be the responsibility of the event organisers or reserve occupiers. Ownership and responsibility for maintenance details are to be recorded in a formal agreement between Council and the party responsible for the installation and maintenance of the artwork
- 6.10.10 Specific reserve management plans may prescribe guidelines around what types of art may be appropriate and identify areas that are suitable for the display of public art to that reserve or group of reserves.

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- 6.10.11 A register of public art on reserves is to be maintained by Council. Displays owned by Council are to be recorded in Council's asset register and managed as a Council asset.
- 6.10.12 Council will be under no obligation to replace a donated artwork at the end of its useful life or if it has been vandalised beyond repair.

6.11 Non-Conforming Use

Generally buildings are only permitted on recreation reserves where they are associated with, and necessary for, the use of the reserve for outdoor recreation. If buildings have no direct relationship with the purpose of the reserve or with outdoor recreation, then they are non-conforming. It is important to consider the overall intent of the classification (protecting the open space and recreational values) when considering any further building construction or extensions.

Objective:

- *Identify and record buildings which are deemed not essential to the operation of the reserve or to enhance public recreation and enjoyment.*

Policies:

- 6.11.1 Council will identify buildings that do not comply with the provisions of the Reserves Act and/or the policies of this plan and record as non-conforming in the Council database.
- 6.11.2 Buildings identified as non-conforming are therefore not considered essential for the management of the reserve, for the recreational use of the reserve, or for the enhancement of the public's enjoyment of the reserve. Permission will not be granted for replacement if the building was destroyed by fire or any other natural disaster.
- 6.11.3 Application for extensions will be not be granted to those buildings on the reserve that are classified as non-conforming buildings.

6.12 Play Spaces and Play Equipment

The provision of a variety of well-maintained and safe play equipment is important for the development of children of all ages and abilities. Play equipment complements the areas of open space available to children for informal play.

Council is currently developing a Play Strategy which may in the long term have bearing on facilities and services in certain reserves.

Reserves provide areas of open space for people to play. There are many learning and development benefits associated with play activities.

Besides grass areas and other natural features reserves may also provide specific play equipment.

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Play equipment includes items specifically provided for outdoor play such as swings, slides, roundabouts, modular play equipment etc. New play equipment is often expensive to install.

The costs and benefits therefore need careful consideration. Play equipment also requires on-going maintenance to ensure that safety standards are maintained.

Objectives:

- *Provide a range of play opportunities across the District.*
- *Provide playground equipment in reserves where it is appropriate to the purpose, use and character of the reserve.*
- *Ensure a healthy and safe environment is provided for playground users.*
- *Develop and maintain play spaces that are creative, stimulating and fun, and to encourage children to engage in social interaction and physical activity.*

Policies:

- 6.12.1 Play equipment shall be maintained and upgraded as required as per the Invercargill City Council Play Strategy (when developed) to provide quality play equipment, safety surfacing and high play value.
- 6.12.2 When planning, Council will work with tangata whenua, key stakeholders and the wider community through applying play activation in play spaces to identify future use and needs for the areas.
- 6.12.3 Before developing new playgrounds the following should be taken into account:
- a. the park management category and development standards
 - b. the level of demand for playground equipment
 - c. the level of playground provision by other local providers (e.g. schools)
 - d. the current demographics of the area (e.g. the 0-15 year age grouping)
 - e. forecasted demographic trends (if available)
 - f. the target age group that the equipment is intended for
 - g. community preferences (e.g. surveys, submissions, complaints etc.)
 - h. play equipment usage trends
 - i. CPTED principles
 - j. costs and benefits.
 - k. level of provision identified within the Activity Management Plan.
 - l. accessibility
 - m. facilities to support the play space
- 6.12.4 All new or upgraded play equipment and safety surfaces shall be designed, constructed, installed, and maintained to comply with the relevant New Zealand Safety Standards.
- 6.12.5 The development standards for the park management category will be used as a guideline for playground equipment provision.
- 6.12.6 Maintenance and structural requirements of all play equipment shall be applied as per the monitoring schedule within the Activity Management Plan to ensure all pieces of equipment are maintained to a safe standard.
- 6.12.7 Informal play opportunities shall be encouraged through the design of open spaces within the reserve using the natural landforms and existing features, to

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the extent the surrounding vegetation and horticultural qualities are not damaged.

6.13 Signage

Signs play an important role in identifying reserves and emphasising their status. Signs are also essential for providing direction and identifying hazards. Interpretive signage may also be appropriate at sites that are of particular historical, social, cultural or ecological significance.

Signs can also be an effective way of acknowledging significant contributions towards projects or programmes. Signs should however be carefully planned and managed.

Signs inform the public of their responsibilities as users of the reserve and advise users of the management and maintenance responsibilities of the reserve and its facilities.

Signs are also used as a way of educating and informing the public on features of the reserve and should make it easier for reserve users to find their way around the reserve and locate areas of interest.

Signs can also dominate and detract from the user experience.

The implementation of the policies on signs on reserves is subject to the appropriate provisions of Council Bylaws, Operative Invercargill City District Plan rules and the requirements of the Reserves Act 1977.

A Signage Strategy is earmarked for development. It will describe Council's long term vision for signage at Council's parks and facilities. A Signage Manual will contain detailed rules and guidelines about different types of signage at reserves to help achieve the vision of the Signage Strategy.

The Signage Strategy and Signage Manual (when developed) will together provide principles and policies for multiple branding and sponsorship signs.

It is envisioned that signs not permitted by the Signage Manual or Reserve Management Plan may require resource consent and prior approval from Council.

Objectives:

- *To provide signs that assist in user orientation and reserve legibility.*
- *To use signs as a way to enhance educational opportunities in the reserve.*
- *To minimise the adverse visual effects of signs while maximising useful information to reserve users.*
- *To ensure consistent sign information, styles and types are consistent across all reserves.*
- *Signage at reserves will be in alignment with Council's adopted Signage Strategy and Signage Manual when developed.*

Policies

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- 6.13.1 Council shall use current New Zealand Standards as a guide when providing and maintaining signs on reserves.
- 6.13.2 The location of any existing underground utilities (e.g. power cables, water mains etc.) is to be considered prior to installing signage.
- 6.13.3 Anyone wishing to install a sign on a reserve shall make an application to the ICC Parks and Recreation Division.
- 6.13.4 Applications shall be assessed against the Signage Strategy (when developed), Signage Manual (when developed), relevant Reserve Management Plan and Operative Invercargill City District Plan requirements.
- 6.13.5 A Council officer with delegated authority is under no obligation to approve any application and may impose such conditions as appropriate on any approval that has been granted.
- 6.13.6 Signs on the reserve shall be for the purpose of proper and beneficial management, administration and control of the reserve. This may include health related signage, wayfinding, safety and informational where applicable.
- 6.13.7 Interpretational signage and promotional brochures may be developed as required and provided in key areas of the reserve to inform and educate reserve visitors.
- 6.13.8 Permanent signs may be permitted at the discretion of Council only when the sign is to be for trade advertising and is located within an enclosed sports area (i.e. leased space) and only where the sign will not be visible from outside the sports area.
- 6.13.9 Temporary advertising intended to alert or inform the public about a forthcoming event or attractions on the reserve may be permitted at the discretion of Council. The position of all temporary advertising shall be approved by Council, all costs shall be the responsibility of the applicant and temporary signs shall remain in place for a maximum of 14 days.
- 6.13.10 Reserve occupiers must apply to Council to place signage on their buildings. The size, style and scale of signage will be taken into consideration and in particular, the effect or visual impact the sign will have on reserve users and the reserve neighbours.
- 6.13.11 Dimensions shall be no more than 2.5m long by 2m deep and to a maximum area of 3m². Any requests for signage outside these dimensions must be approved by way of the Parks and Recreation Manager.
- 6.13.12 Reserve occupiers will be responsible for meeting the costs of producing, erecting, maintaining, removing and replacing signs relating to their activity to be located on or adjacent to their buildings..
- 6.13.13 Council staff with delegated authority will, when planning, incorporate signs that are bilingual and reflect the historical and cultural narrative of the reserve where required and there is a need or desire.
- 6.13.15 Council will collaborate with other agencies to incorporate other forms of communication in signage e.g. brail and read aloud.

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- 6.13.16 Council will include opportunities for other cultures and interest groups that also have interests and history with the parks and recreation network.

6.14 Toilets

A range of factors should be considered before locating a new toilet on a reserve. In some cases locating a public toilet on a reserve is desirable while in other cases a toilet may be better placed along the streetscape or within a public building such as a library or event centre.

As with any building, toilets can impact on the visual character and use of the reserve. The capital cost of installing a new public toilet can be substantial as they are subjected to a much higher usage than residential toilets and also need to be resistant to vandalism. Public toilets also require regular cleaning and maintenance which all comes at a cost.

Further information regarding provision and levels of service for toilets on Council property (including reserves) can be found within the Property Activity Management Plan.

Objectives:

- *Manage public toilets in line with the direction of the Property Activity Management Plan.*
- *Provide public toilets where appropriate and place appropriately to support users of reserves.*

Policies:

- 6.14.1 The establishment, design and maintenance of new or existing public toilets in the reserve shall take into account current New Zealand Standards.
- 6.14.2 The number and location of new or existing public toilets on the reserve shall be kept under constant review. Management of public toilets will be directed by the Property Activity Management Plan.
- 6.14.3 Any new toilet building shall be of a size and design that is:
- a. appropriate to the purpose and character of the reserve;
 - b. of an acceptable architectural standard for a public toilet;
 - c. vandal-resistant; and
 - d. easy to clean and maintain.
- 6.14.4 When assessing the need for a new toilet the following will be considered:
- a. the park management category and associated Development Standards in Council's adopted Activity Management Plan.
 - b. the level of demand and use in the area (current and forecasted future demand);
 - c. the proximity and nature of toilets provided by others in the area (e.g. schools, service stations, libraries etc.).
 - d. whole-of-asset life costs (i.e. capital costs as well as maintenance and operational costs and savings over the expected life of the building).
 - e. Accessibility and universal design.
- 6.14.5 Specific reserve management plans may prescribe specific design styles or finishes for toilets.

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6.15 Track and Path Development

Tracks and paths can provide recreation opportunities for a variety of different users. The Activity Management Plan describes Council's long term vision for parks and open spaces and includes Development Standards which provide guidelines on track provision for each park management category.

The Recreational Trails Strategy when developed will include objectives to achieve Council's vision for tracks. A track classification system and associated track standards will be included in the Strategy.

Tracks and footpaths are often integral to the ease of use and enjoyment of a reserve by users, providing recreational opportunities and links between areas.

Objectives:

- *Develop tracks and paths in accordance with Council's Strategies, policies and guidelines where appropriate.*
- *Allow recreational tracks, informal trails and footpaths over reserves unless stated otherwise, while supporting whanau-centric and shared use where adverse effects on the environment can be remedied or mitigated.*
- *Protect and enhance the opportunities for people of all ages and physical abilities to access and enjoy the outdoor environment as demands on open space increase and diversify.*
- *Provide an efficient, safe and relatively unstructured pedestrian access network within the reserves for a variety of pedestrian uses without damaging the natural, historical, and cultural values of the reserve.*

Policies:

- 6.15.1 When planning significant new tracks or paths user groups shall be identified and considered in the design process.
- 6.15.2 Specific reserve management plans may contain particular policies regarding tracks or paths for specific reserves or groups of reserves.
- 6.15.3 Where tracks provided by others (such as the Department of Conservation and Environment Southland) adjoin ICC tracks ICC will endeavour to work with those groups to coordinate track standards where practicable.
- 6.15.4 ICC shall use the ICC Parks and Cemeteries Activity Management Plan, ICC Recreational Trails Strategy (when developed) and current New Standards as guides to developing and maintaining pathways and tracks on reserves.
- 6.15.5 Where practicable and feasible, multi-use walk/cycle paths and tracks shall be developed and maintained at a standard that allows unrestricted use by non-motorised vehicles.
- 6.15.6 Where practicable, paths and tracks on reserves shall be developed to a barrier free standard for use by people with mobility difficulties or limitations. This also applies to access to tracks (i.e. parking).

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- 6.15.7 New walking or multi use tracks (including whanau-centric trails that cater for the novice rider) will enable active transport connections and shall only be developed in reserves where the effects on reserve values of construction and long term public utilisation can be kept to a minimum.
- 6.15.8 ICC will provide the necessary tracks and facilities to allow safe access to and through reserves and to support users of these tracks while protecting reserve natural values.
- 6.15.9 ICC shall provide a programme of routine maintenance and renewal to maintain the appropriate level of service for the reserve as detailed in the relevant Activity Management Plan.

6.16 Tree and Vegetation Planting and Development

Council recognises:

- the importance of tree planting in achieving a high quality landscape;
- the need to maintain and enhance the amenity, landscape, historical, cultural and botanical value of trees on reserves; and
- the need to avoid, mitigate or remedy adverse effects of trees on reserves.

For the management of existing trees please refer to section 7.18.

A tree plan was adopted in 2020. This is used as a management tool for Council departments to refer to when making decisions on management, maintenance and development of trees on Council land.

Objectives:

- *Ensure this General Policies Reserves Management Plan 2023 aligns with the Tree Plan when implementing tree management and maintenance within reserves.*
- *Ensure this General Policies Reserves Management Plan 2023 aligns with Te Tangi a Taurira when developing and managing trees and vegetation within reserves.*
- *Protect and restore the native forest remnants within reserves.*
- *Display a variety of trees and shrubs in reserves.*
- *Develop and maintain trees and vegetation on reserves as a significant function contributing to reserve attractiveness and popularity.*
- *Maximise the benefits of trees and vegetation on reserves while avoiding, minimising or mitigating the adverse effects on reserve users and neighbours.*
- *Ensure the integrity of shelter is maintained into the future.*

Policies:

- 6.16.1 Specific reserve management plans may include objectives or policies about tree planting on a reserve or group of reserves.

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- 6.16.2 Planting of vegetation in reserves and road reserve corridors shall be planned strategically in line with the ICC Tree Plan and designed to enhance and protect the reserve's scenic, ecological and horticultural qualities and natural character.
- 6.16.3 Planting and management of vegetation in reserves will take into account:
- a. Management objectives and policies for the reserve.
 - b. Any landscape plans for the reserve.
 - c. The effect the vegetation will have on adjacent properties at the time of planting and in the future.
 - d. The effect the vegetation will have on underground and network utility infrastructure and its future maintenance.
 - e. Horticultural, landscape and ecological considerations.
 - f. Educational and horticultural feature displays.
 - g. Safety in design and safety for staff maintaining vegetation (i.e. does it require a traffic management plan?).
 - h. Carbon credits/carbon footprint.
 - i. Climate change.
 - j. Cost.
 - k. Te Tangi a Taura Plan.
- 6.16.4 Wherever possible and practical, native species eco-sourced from the area shall be planted and maintained in reserves.
- 6.16.5 Planting of trees and vegetation will only be undertaken by Council, or Council approved contractors. Groups with prior approval from ICC Staff with delegated authority as per their documented agreements, or those who have had discussions and an arrangement of understanding, are an exception.
- 6.16.6 Trees will be selected, planted and managed to provide adequate shade as well as shelter from the sun especially around seating areas and over children's play equipment.
- 6.16.7 ICC Staff with delegated authority will work in partnership with tangata whenua, stakeholders and the wider public to create ecological corridors between reserves to allow for the natural dispersal of plants and animals.
- 6.16.8 Council will advise private landowners on species suitable to plant adjacent to boundary fence lines or gardens in urban situations for screening purposes.

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PART 3 USE POLICIES

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7.1 Archaeological Sites and Accidental Discovery

The Heritage New Zealand Pouhere Taonga Act 2014 makes it unlawful for any person to modify or destroy, or cause to be modified or destroyed, the whole or any part of an archaeological site without the prior authority of Heritage New Zealand. If you wish to do any work that may affect an archaeological site you must obtain an archaeological authority (consent) from Heritage New Zealand before you begin.

This is the case regardless of whether the land on which the site is located is designated, or the activity is permitted under the District or Regional Plan or a resource or building consent has been granted or whether it is a recorded archaeological site or not. The Act provides for substantial penalties for unauthorised destruction or modification.

An archaeological site is defined in the Heritage New Zealand Pouhere Taonga Act 2014 as any place in New Zealand (including buildings, structures or shipwrecks, above ground and potential for below ground sites) that was associated with pre-1900 human activity, where there is evidence relating to the history of New Zealand that can be investigated using archaeological methods.

It is ICC's responsibility to conserve New Zealand's natural and historic heritage for all to enjoy now and in the future. Therefore applications for permits for fossicking and any activities involving digging must be considered through Environmental Impact Assessments on a case by case basis.

Objectives:

- *Protect, in accordance with the requirements of the Heritage New Zealand Pouhere Taonga Act 2014 or any subsequent legislation, all known historical and archaeological sites on reserves.*
- *Direct users to the link: <https://www.heritage.org.nz/protecting-heritage/archaeology/standard-archaeological-authority-process> with regards to accidental discovery on reserves.*
- *Ensure Accidental Discovery Protocol is adhered to before works is undertaken on reserves.*

Policies:

- 7.1.1 ICC and Community Groups working on reserves (includes earthworks and digging) are bound by the requirements of the Heritage New Zealand Pouhere Taonga Act 2014 - <https://www.heritage.org.nz/protecting-heritage/archaeology/standard-archaeological-authority-process>
- 7.1.2 If Koiwi tangata (human skeletal remains), Taonga or other artefact material (e.g. pounamu/greenstone artefacts) other than Koiwi tangata is discovered, then work shall stop immediately and Te Ao Marama (Inc.) advised.
- 7.1.3 Te Ao Marama will arrange a site inspection where importance is determined and the environment recorded by qualified archaeologists alongside the appropriate Tangata whenua and their advisers, including statutory agencies,

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who will determine whether the discovery is likely to be extensive and whether a thorough site investigation is required.

- 7.1.4 Materials discovered will be handled and removed by Tangata whenua responsible for the tikanga appropriate to their removal or preservation.
- 7.1.5 Pursuant to the Ngāi Tahu (Pounamu Vesting) Act 1997, all natural state pounamu/greenstone in the Ngāi Tahu tribal area is owned by Te Runanga Ngāi Tahu. The Ngāi Tahu Pounamu Resource Management Plan provides for the following measure:
Any discovery of natural pounamu should be reported in the first instance to Te Ao Marama Inc. on behalf of the relevant papatipu.
- 7.1.6 In the event that the finder considers the pounamu is at immediate risk of loss such as erosion, animal damage to the site, or theft, the pounamu/greenstone should be carefully covered over and/or relocated to the nearest safe ground. The find should then be notified immediately to the Pounamu Management Officer.
- 7.1.7 Metal Detecting is not a permitted activity on Council land without the prior authorisation from Heritage NZ and a Council officer with delegated authority. Before each permit is granted ICC must consider the environmental effects of each proposed activity. This is largely done through the submission of an Environmental Impact Assessment (EIA) at the applicants cost.
- 7.1.8 Archaeological Authority is required for any works that may destroy or modify an archaeological site. Consultation with Heritage NZ Properties prior to works being undertaken.

7.2 Boundaries and Fences

Fencing

Fences or barriers may be required to improve safety, to prevent damage to reserves or reserve assets, or to provide physical barriers between incompatible activities.

The design and location of fences can influence the use and appearance of reserves. In some cases planting vegetation can achieve the same outcomes as a fence would.

Council reserves adjoin a variety of land uses in settings from urban to rural with a range of fencing styles, materials and heights used. The condition of boundaries is an important consideration when protecting reserves.

Fences and barriers also need to be maintained and potentially replaced in future. It is therefore important to consider whether a fence is the most appropriate solution to an issue.

The Fencing Act 1978 regulates boundary fences. While Council has no obligations to comply with the Fencing Act 1978, it is important that ratepayers are not burdened with paying for boundary fencing that exceeds the standard of fence beyond that which is considered a minimum requirement.

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Before agreeing to boundary fencing it is important to check whether a fencing covenant applies.

Encroachment

Encroachment is the unauthorised use or development of any part of a reserve. This includes, but is not limited to, structures, earthworks, gardens, or access ways that have been installed on reserves without Council permission. Over time some reserves have been encroached by adjacent landowners.

Encroachments can reduce the area of the reserve that is effectively available for recreation or development.

Resolving encroachments can also be costly.

Where the encroachment is on a gazetted reserve, Council is unable to lease or licence the encroached area if it is inconsistent with the purposes of the Reserves Act 1977. In such cases Council must enforce the removal of the encroachment and the reinstatement of the reserve.

In some cases, there may be a legitimate need for neighbours to use part of a reserve such as to enable access their property or to allow them to garden or graze an undeveloped reserve. Part 4 of this plan deals with legitimate forms of reserve occupation and the relevant legal instruments available under the Reserves Act.

Objectives:

- *Comply with boundary/fencing obligations under the Fencing Act 1978 where required.*
- *Limit the number of fences or barriers on reserves to those which will protect reserve values, reduce the adverse effects on reserve neighbours, or which ensure the reserve can be used safely.*
- *Install fences or barriers where necessary to avoid, mitigate or minimise adverse effects of reserve use on neighbours.*
- *Protect reserve values and encourage freedom of public movement into and through reserves.*
- *Ensure processes regarding encroachments on reserve land are managed under the Reserves Act.*

Policies:

- 7.2.1 Council will assess written requests for contribution towards construction of reserve boundary fences only when it is deemed necessary and where it is to be established on the correct legal boundary. Requests shall state the reason for the fence. Applications for a fence will be assessed on its design in terms of visual permeability and its contribution to the attractiveness of the reserve.
- 7.2.2 Council will meet its fencing obligations under the Fencing Act 1978 where required.
- 7.2.3 Where a reserve occupier requests the enclosure of its facilities, the cost of erecting and maintaining appropriate fences to the satisfaction of Council shall

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be borne by the reserve occupier and requires written approval from ICC Staff with delegated authority for colour and design prior to construction.

- 7.2.4 Enclosure of an activity or feature within the reserve with a fence or barrier will only be permitted by a Council officer with delegated authority if there is a justifiable need, e.g. protecting other reserve users from the effects of the activity and protecting reserve values. Council will encourage the use of low, open style fences which allow clear sight lines through the reserve and into the activity.
- 7.2.5 Any occupier wishing to fence part of a reserve shall make application in writing to the Parks and Recreation Division.
- 7.2.6 Specialist fencing required by sports clubs with leases will be the responsibility of the organisation associated with that activity.
- 7.2.7 Stock proof boundary fences shall be kept to a high standard so that farm stock cannot gain access to the reserve.
- 7.2.8 Boundary fences will be inspected annually and shall be kept clear of any invasive pest plants.
- 7.2.9 Where appropriate, suitable fences along boundaries shall be maintained. Should future development necessitate, fences will be upgraded according to the requirements of the area. Existing and future fences and barriers will be maintained according to Council policy.
- 7.2.10 Where encroachments onto reserve land have been identified, these need to be addressed through formal agreements or stopped immediately. Agreements will be considered, provided that they are consistent with the purposes of the Reserves Act 1977 and have minimal detrimental impact on reserve values. No new encroachments are permitted without the approval of Council.
- 7.2.11 Permissions for encroachment will be a Council Decision.
- 7.2.12 Costs associated with formalising an existing encroachment, removing an encroachment, or reinstating a reserve following the removal of encroachment, shall be borne by the encroaching landowner.
- 7.2.13 Council will seek fencing covenants to be placed on the title of subdivisions adjacent to reserves in accordance with the provisions of the Fencing Act 1978.
- 7.2.14 Adjoining landowners are not allowed private access gates to the reserve.
- 7.2.15 Applications for pedestrian gates in boundary fences shall be made in writing to the ICC Parks and Recreation Division. The delegated representative may include such conditions as necessary on any approval granted for a pedestrian gate in a boundary fence.
- 7.2.16 In considering applications for pedestrian gates in boundary fences, the following shall be taken into account:
- a. the likely effect of use of the gate on park values; and
 - b. the likely effect of the gate on the health and safety of park users.
- 7.2.17 Council shall not be liable to contribute towards the cost of pedestrian gates in boundary fences.

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- 7.2.18 Council's delegated representative shall determine the type of fence that is appropriate to the purpose, character, and use of a reserve.
- 7.2.19 Council is under no obligation under the Fencing Act 1978 to fence esplanade reserves but may consider fencing such reserves or contributing towards the fencing of such reserves in order to protect reserve values where appropriate
- 7.2.20 Specific reserve management plans may include provisions regarding particular styles or types of fencing to be used at a reserve or group of reserves.

7.3 Camping

From time to time community groups and youth training organisations wish to erect tents or camp on parks or reserves. Such activities usually involve a training element focussed on field craft, environmental responsibility and good citizenship.

Camping can however potentially also lead to issues such as littering/dumping, potential damage to facilities and public health concerns.

Since the introduction of the Freedom Camping Act 2011 there is a perception among many people that camping is allowed as of right in any public place. This has led to an increase in freedom camping and has caused issues in many places throughout the country.

The Freedom Camping Act 2011 does not apply to reserves. Section 10 of the Freedom Camping Act 2011 allows freedom camping "in any local authority area unless

- a. It is restricted or prohibited in accordance with a bylaw made under section 11; or
- b. Under any other enactment".

Council has not at this stage adopted a freedom camping bylaw. Section 10(b) of the Freedom Camping Act however applies to reserves as their use is regulated by another enactment, namely the Reserves Act 1977.

Section 44 of the Reserves Act prohibits camping at reserves except in designated camping grounds and areas that provided for by a reserve management plans.

Camping is only permitted on reserves administered under the Reserves Act 1977 in the Invercargill District in camping grounds specific to that purpose.

Potential problems resulting from campers on reserves include toilet waste disposal, rubbish and damage to reserves. We wish to facilitate responsible camping behaviour while at the same time regulating camping at our reserves and parks to minimise any negative effects.

Freedom camping is not permitted on reserves given their importance as reserves with significant values, and the potential damage that freedom campers may have on these values.

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Objectives:

- *To conserve the public health, well-being and safety of the public while on the reserve.*
- *To ensure the public have equity of use over reserves under the Council's control.*
- *To prohibit camping in the reserve.*

Policies:

7.3.1 Camping is not permitted on reserves unless provided for in a public camping ground.

7.3.2 In special circumstances, camping on a reserve for one off events may be approved by ICC Staff with delegated authority. Anyone wishing to camp at a reserve shall apply in writing to do so. If ICC staff with delegated authority is satisfied that the proposed camping activity is in keeping with the purpose of the reserve and that any adverse effects of camping can be avoided, remedied and mitigated, they may provide approval.

7.4 **Climate Change**

Climate change impacts for parks include stronger and more frequent storms, higher rainfall levels and intensity, longer periods of drought and potentially more frequent and severe impacts on the natural environment and park infrastructure.

Parks and open spaces, as natural buffers and carbon stores, have a role in helping to minimise the effects of climate change. Natural environments and plantation forests contribute to capturing and storing carbon.

Council has not yet adopted a climate change strategy and so these objectives and policies are subject to change.

Objectives:

- *To reduce greenhouse gas emissions across all its areas of influence, including its own operations, helping to create the conditions for a smart, innovative, low-carbon economy.*
- *Risks from climate change-related impacts are managed and resilience is increased through consistent adaptation planning and actions based on best scientific information.*
- *Community awareness of climate change mitigation and adaptation solutions increases and organisations and individuals know what they can do to improve the long term resilience and sustainability of the City.*

Policies:

7.4.1 The Climate Change Strategic Documentation once developed will be used as a guiding document for managing parks and cemeteries in relation to Climate Change.

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7.4.2 At times, the purpose / use of a place will change and during this change process, it will be important to consider:

- a. Promoting parks as part of the solution to the climate change. For example, using storytelling to increase awareness about fragile ecosystems, sand dunes, wetlands and headwaters of catchments
- b. Promoting mātauranga (wisdom) Māori knowledge as part of the solutions concept
- c. Restoration opportunities (planting and restoring natural landscapes)
- d. Minimising farming/grazing impacts
- e. Minimising effects and building climate change resilience in parks
- f. Purchasing electrical equipment
- g. Shifting towards the 'natural solution' concept of: protecting, connecting, restoring and leading by example in park management practice
- h. Allowing coastal dunes space to retreat and minimising coastal infrastructure
- i. Maintaining investment in weed and pest control

7.4.3 Council will continue to monitor emissions and will set reduction targets as part of our own climate action commitments and through collaboration at a regional level.

7.6 Community Projects Requiring Earthworks

When community organisations want to undertake earthworks activities on reserves (i.e. installing tracks, goal posts, extending a building), there are up front costs to set up the activity and there are also ongoing maintenance costs.

When considering earthworks associated with a community development, it is important that appropriate due diligence be given to the work to be undertaken specifically in relation to contaminated land, archaeology and heritage and also underground utilities.

Policies:

7.6.1 Council is committed to undertaking all archaeological assessments in relation to the reserve.

7.6.2 Any applications for approval (such as archaeological authority applications) will need to be factored into the costs by the respective community organisation as part of the overall project. The development costs for the activity will also be at the community organisations expense unless otherwise agreed by a Council officer with delegated authority.

7.7 Domestic Animal Control

Uncontrolled domestic animals can cause damage to native flora and fauna and soil structure of reserves, restrict regeneration and may endanger other reserve users.

Objectives:

- *To protect vegetation, waterways and soil structure on reserves and to provide a safe and attractive reserve for all users.*
- *To collaborate with tangata whenua and other agencies to ensure consistent management and education regarding management of dogs.*

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Policies:

- 7.7.1 All management relating to dogs on reserves will be undertaken in accordance with the Dog Bylaw and Policy and any subsequent versions. Management of dogs with adjoining agencies will be consistently regulated to ensure users are well educated.
- 7.7.2 Uncontrolled animals are not permitted on reserves unless otherwise provided for with an appropriate lease or licence under Section 73 of the Reserves Act 1977 or with written permission from Council.
- 7.7.3 ICC will continue to use grazing as a management tool where it does not cause inappropriate adverse effects. Certain conditions will be applied (i.e. lease) under the Reserves Act.
- 7.7.4 Horses are prohibited in reserves unless:
- a. prior written authorisation has been given from ICC Staff with delegated authority.
 - b. it is permitted in a specific reserve management plan.
 - c. it has been approved as part of an organised event.
 - d. it has been approved under a grazing lease or licence granted under the Reserves Act 1977.
- 7.7.5 Any stock found on reserve land is causing offence under section 94(1)(b) of the Reserves Act and will be referred to the ICC Compliance Division, with the stock owner being penalised accordingly if the stock are not tended to immediately.
- 7.7.6 The release of any domestic or non-native animals into reserves is prohibited.

7.8 Dump Stations

Effluent disposal points or dump stations are important to ensure that human waste from motor caravans is disposed of appropriately. Ideally, dump stations should not be located on reserves.

While the location of a dump station on a reserve may be justified in rare cases, care should be taken that any adverse effects on reserve values and public enjoyment of the reserve is minimised.

Objectives:

- *To provide dump station facilities that meet the need of camping ground users.*
- *To encourage the use of areas other than reserves for dump station locations.*

Policies

- 7.8.1 ICC will allow dump station facilities on reserves if:
- a. there is a clearly demonstrated need; and
 - b. the reserve contains a camping ground; or
 - c. all practical alternative locations have been investigated and been found to be unsatisfactory for reasons other than cost.

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7.8.2 Dump stations located on reserves will be removed at the end of their useful life and the areas reinstated, unless the requirements of the preceding policy statement are met.

7.8.3 Approval of any additional dump station(s) will be at the discretion of the Parks and Recreation Manager.

7.9 Events

Public events can enhance the public use and enjoyment of reserves as well as add to the vibrancy and diversity of the community. Some reserves are very suitable for large public events while others may only be suitable for small-scale events.

Events with large visitor numbers and a range of activities can have significant adverse effects. These can include health and safety risks to people, physical damage to the reserve or its assets, temporary unavailability of areas for sport or recreation, unreasonable noise, litter, vandalism, and impacts on traffic safety.

Proposals for major events require careful consideration in terms of public safety, the likelihood and potential scale of damage to the reserve and the effects on reserve users and neighbours.

Some larger or more complex events may trigger additional regulatory requirements, such as resource consent, building consent, food licences etc. It is important that event organisers contact Council as soon as possible to ascertain what requirements may apply to their event.

Objectives

- *To allow the use of reserves for events, where appropriate, provided that it is in keeping with the purpose and character of the reserve and does not unduly impact on other reserve users.*
- *To manage the use of reserves for events to ensure it is appropriate to the purpose and character of the reserve.*

Policies

7.9.1 All events in reserves must be booked in advance with the Parks and Recreation Division and users must comply with the "Terms and Conditions" for use of the reserve. These terms and conditions are reviewed and updated from time to time.

7.9.2 Council may charge a fee for use of the reserve where the user gains a special benefit that is not available to other reserve users, or where there are costs associated with the activity or event (excluding education providers). The rate of fee set will be charged:

- a. To ensure a reserve or part of a reserve has been booked for an event or activity.
- b. To provide temporary or long term exclusive use of a reserve or part of a reserve.
- c. To cover a booking service, potential bonds and administrative costs.
- d. To cover additional costs resulting from the activity or event i.e. staff coverage, opening gates, power, water, rubbish collection etc.
- e. Where the activity or event is of a commercial nature.

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- 7.9.3 Reserve facility fees and charges are adopted by Council annually and are identified in Council's Annual Plan.
- 7.9.4 Specific reserve management plans may identify reserves, parts of reserves, or groups of reserves that are suitable for events in general or particular types of events.
- 7.9.5 A Council Officer may impose such conditions on the approval as necessary to minimise potential conflict between reserve users and to protect public safety, reserve values and assets.
- 7.9.6 Where necessary for the maintenance or protection of the reserve, or for the safety of park users, part or all of the reserve, may be closed for public access, subject to the provisions of the Reserves Act 1977. Any costs associated with the closure (including the cost of any public notices) are to be borne by the event organizer.

7.10 Filming and Photography on Public Land

Film companies, organisations, interest groups, schools and other members of the community like to or are required as part of studies, events or memories to film or photograph others or landscapes on public land.

Objectives:

- *To ensure legislative requirements are met when considering the use of filming in public spaces.*
- *To conserve the public health, well-being and safety of the public while on reserves.*

Policies:

- 7.10.1 Commercial Filming requires permission from the Parks and Recreation Manager.
- 7.10.2 It is generally unlawful to take photographs of or film people in public places without their consent. However, you must not film or take photos of people if they are in a place where they can expect privacy (such as a public changing area or toilet) and that person:
- is naked, in underclothes, showering, toileting etc.
 - is unaware of being filmed or photographed
 - has not given consent to be filmed or photographed.
- 7.10.3 You should not take photos of people if:
- they are in a place where they would expect reasonable privacy and publication would be highly offensive to an objective and reasonable person
 - it has potential to stop other people's use and enjoyment of the same place
 - you have no legitimate reason for taking the film or photos.

7.11 Fireworks Displays

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Groups occasionally wish to use reserves for fireworks displays. These displays are controlled by legislation other than the Reserves Act 1977 but require permission from Council when the activity is to occur on a reserve.

Objective:

- *To allow fireworks displays on the reserve if adverse effects on reserve values, reserve users and reserve neighbours can be avoided, remedied or mitigated.*

Policies:

- 7.11.1 Fireworks displays by organised groups may be allowed on the reserve with prior written authorisation from Council staff with delegated authority.
- 7.11.2 Applicants wishing to use the reserve for fireworks displays must provide evidence they have met the requirements of relevant legislation, regulations, codes and permits and provide an acceptable Risk Management Plan before final permission will be granted.
- 7.11.3 Proof of adequate public liability insurance is required for permission to be granted for fireworks displays on the reserve.
- 7.11.4 Any considerations of the use of reserves for fireworks displays will also consider impact on native fauna and the risk of fire.

7.12 Flying Model Aircraft and Unmanned Aerial Vehicles

Model aircraft enthusiasts sometimes use reserves for the operation of their aircraft. This can either be for personal recreational use for club and competition use.

The persistent and uncontrolled use of model aircraft can have negative effects on neighbours and other reserve users including noise and potential for injury.

The recreational and commercial use of unmanned aerial vehicles (UAV) is becoming more common place and will no doubt increase as technology improves, demand increases and UAVs reduce in cost.

While UAV use has similar impacts to those of model aircraft with respect to noise and potential for injury, the frequent inclusion of on-board cameras also introduces issues of privacy which reserve users have a right to expect. Reserves may also be ideal places for commercial UAV photographers and surveyors to launch UAVs from, given their generally open nature.

Objectives:

- *To prohibit use of flying model aircraft on reserves and work with model aircraft enthusiasts for alternative locations.*
- *To control the use of flying unmanned aerial vehicles, while ensuring other members of the public are safe and enjoying the use of the reserves.*

Policies:

- 7.12.1 Use of UAVs on reserves will be managed through the ICC Unmanned Aerial Vehicles Policy and require a permit.

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- 7.12.2 Use of model aircraft on reserves is prohibited unless required for reserve management purposes, or as provided for in specific individual or omnibus management plans.
- 7.12.3 Unauthorised UAV activity without prior approval from Council can be reported through the Civil Aviation Authority <https://www.aviation.govt.nz/about-us/contact-us/report-a-drone-safety-concern/>

7.13 General Use

Reserves are a major source of open space in the City and are provided for the benefit, enjoyment and use of the public. "Use" policies guide the response of Council to applications to use reserves. The scope of "uses" that may be proposed is wide and includes: sport, passive recreation, art and cultural events, commercial promotions and festival activities.

Council occasionally receives applications for the use of reserves for temporary or long-term commercial activities. Commercial activities are an acceptable part of the range of activities within the reserves of the City provided they are servicing users of the reserve and are consistent with the primary purpose of the reserves as classified under the Reserves Act 1977. The activities should not adversely impact on the reserve, reserve values, reserve users or reserve neighbours.

Long-term non-commercial use of a reserve occurs predominantly through lease arrangements and generally relates to non-commercial activities carried out from sports fields, clubhouses, halls and other indoor facilities and community group buildings. This generally means long-term closure of reserve space for the use by a particular group that then obtains a greater benefit than that received by the general public.

ICC recognises that what is a drain was once a watercourse and therefore consideration needs to be undertaken prior to any additions or changes to drains or watercourses.

Objective:

- *To allow and encourage public use that is compatible with the purpose of the reserve.*

Policies:

- 7.13.1 Council reserves the right to decline a proposal for use of a reserve, or take action as it sees fit against a user, or stop a use, if the use is likely to cause any adverse effects to the reserve, reserve users or reserve neighbours.
- 7.13.2 Where necessary, Council will consider temporary closure of a reserve, or part of a reserve, in conjunction with statutory requirements for the protection and wellbeing of the reserve and for the protection and control of the public using it.
- 7.13.3 Council may grant a permit for commercial activities to temporarily occupy part of the reserve for a period of up to six consecutive days (Section 54(1)(d) and Section 56(1)(b) Reserves Act 1977), if it is necessary to enable the public to obtain the benefit and enjoyment of the reserve or for the convenience of those using the reserve.

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- 7.13.4 Any user of the reserve shall be responsible for ensuring that any adverse effects on the reserve and reserve values, reserve users or reserve neighbours can be avoided, remedied or mitigated, except as otherwise authorised by Council and includes compliance with Council bylaws.
- 7.13.5 Activities that will create an uncontrollable obvious nuisance for surrounding properties will not be permitted.
- 7.13.6 Extensions to existing infrastructure or new infrastructure is not permitted without prior approval from ICC Staff with delegated authority.
- 7.13.7 Existing drains and water courses on the reserves will be maintained in accordance with requirements under the Land Drainage Act 1908. Extensions to existing or new drains and water courses are not permitted without prior approval from ICC Staff with delegated authority, with reserve values being taken into consideration.

7.14 Liquor Consumption and Sale

The sale of liquor is seen as one means of reserve occupiers providing a social service for their members. Reserve users can also request consent for special or one off events where liquor is sold or supplied incidental to the principal purpose of the occasion or event being held.

Objective:

- *To allow the consumption and sale of liquor on the reserve where the effects on the reserve, reserve values, reserve users and reserve neighbours can be avoided, remedied or mitigated and the relevant statutory and Bylaw requirements are met.*

Policy:

- 7.14.1 The Parks and Recreation Manager will not oppose the granting of liquor licences (subject to license approval) for premises located on reserves or special licenses in defined areas for one off types of events where:
- The granting of permission is consistent with the purpose of the reserve.
 - The effects on the reserve, reserve values, reserve users and reserve neighbours can be avoided, remedied or mitigated.
 - Applicants can provide evidence they have met the requirements of relevant legislation, regulations, codes, permits and the local alcohol policy.

7.15 Mining and Exploration

While knowledge of the mineral resources of reserves is minimal, the indications are that there are probably no minerals of economic value. Although the likelihood of mining activities cannot be assessed at present, it must be stated that major mining activities are incompatible with the values of the reserves and are contrary to the present day concepts of conservation.

Policy:

- 7.15.1 To object to any application for mining privileges within reserves unless it can be clearly demonstrated that any ensuing activity will cause minimal damage or disturbance to the reserves.

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7.16 Research and Collection

Council receives requests from students, researchers or members of the wider public wishing to carry out research or collection of flora or fauna on reserves.

The Minister of Conservation is responsible for granting permission for those activities under Section 49 of the Reserves Act 1977. Any authorisation required under the Wildlife Act 1953 (indigenous/protected fauna) is to be provided by DOC.

Council has delegated authority for the collection of exotic flora and fauna and the collection of rock material or soil.

Research on reserves may be of benefit to Council by providing information that may assist with the management of reserves or increased knowledge of species and ecology.

Objective:

➤ *To facilitate and encourage partnerships with educational providers for the use of reserves for appropriate research.*

Policies:

- 7.16.1 Without the prior permission of an authorised officer no person in a reserve may disturb, interfere with or remove/collect any flora (including seeds and cuttings) or fauna without a permit.
- 7.16.2 Council may allow appropriate research or educational purposes on reserves where it is not detrimental to reserve values as per the form: https://icc.govt.nz/wp-content/uploads/2023/05/Application-for-collection-or-research-of-plants-and-animals_fillable.pdf
- 7.16.3 Council should be acknowledged to reports/papers and receive copies of reports/papers produced as a result of research carried out on reserves.
- 7.16.4 Conditional permission may be granted for the collection of specified specimens for scientific or educational purposes in accordance with Section 49 of the Reserves Act 1977. Any proposed collection of indigenous fauna also requires a permit from the Department of Conservation.

7.17 Reserve Waters

It is important to liaise with relevant parties connected to the management of marine and foreshore areas to ensure good management of the surrounding ecosystems.

Open spaces and riparian areas along waterways, where managed effectively, can positively contribute to improved stream and river quality outcomes and eventually lead to better habitats for fauna and water activities.

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The waters surrounding and within reserves are very important to wildlife habitats and management should aim not only to maintain them, but also to enhance their quality.

Policies:

- 7.17.1 To maintain all necessary liaison with tangata whenua, and any relevant organisation with matters relating to the marine and foreshore areas.
- 7.17.2 To manage the inland waters of reserves for the benefit of wildlife and the wider environment.
- 7.17.3 Encourage community recreational activities, education, research, and art displays along waterways.
- 7.17.4 Collaborate with other organisations, communities and agencies to discuss effective ways to manage waterways in both appearance and cleanliness.
- 7.17.5 Council will work with Environment Southland and ICC Resource Management Team around enhancement options for water corridors.

7.18 Soil Movement, Deposition or Removal

Soil may be required during projects to infill holes or level ground during works as part of maintenance, development and repair or upgrading of an ICC reserve.

Objective:

- To ensure movement, deposition or removal of soil in reserves meets legislative requirements.

Policy:

- 7.18.1 The movement, deposition or removal of clean silt soil is permitted to be undertaken provided that the following conditions are met:
- a. The activity is associated with the construction, operation, maintenance, and repair or upgrading of a Council reserve.
 - b. Any material deposited is done so to a similar site, associated with the construction, operation, maintenance, and repair or upgrading of a Council reserve.
 - c. No more than 50m³ shall be extracted from or deposited on land containing high value soils or on urban land, as shown on the Operative Invercargill City District Planning Maps. Rural zoned reserve land is permitted up to 2000m³ to be extracted or deposited with prior permission from a Council officer with delegated authority.
 - d. If the material is taken from a SLUS or HAIL site, a site General Policy Document identifying controls on potential exposure risks to humans or the wider environment is to be produced prior to any soil disturbance. Transport operators are required to ensure that vehicles are clean as they leave the site, so that contaminated material is not deposited on the road.
 - e. Soil disturbance activities are to be completed within three months of commencement from the approval date.
 - f. The activity does not impact upon the ecological values of the reserve, or disturb indigenous vegetation or introduce weed species.
 - g. Accidental Discovery Protocol should be followed by all groups, clubs and organisations, as well as approval obtained by Heritage NZ before undertaking works at reserves.

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- h. Within the airport protection zone or Ōtatara zone no earthworks shall result in standing bodies of water greater than 10m² in area.

7.19 Sports and Recreation Activities

Spaces for organised sport activities are mainly provided by our Sports Fields Reserves. Other reserves may sometimes also provide space for particular sporting activities.

In such cases it is important to ensure that sport use does not detract from the primary purpose of the reserve or adversely affect other reserve users.

As far as our other reserves are concerned, areas that are suitable for particular kinds of sporting activity may be identified through the management plan process for those reserves. There are several groups who use reserves for sporting activities on a regular basis.

Council provides sports field application forms to understand regular reserve use arrangements with sports groups to ensure a consistent approach, appropriate levels of service, and to record the responsibilities of the parties involved.

Groups are encouraged to book through ICC when using fields so Council can collect more information on usage of these spaces. Information about usage can help Council with future planning and funding for the reserves. The use data can also help community groups such as sports clubs if they are applying for funding.

Objectives:

- *To encourage sporting activities that contribute to the health and wellbeing of our community.*
- *To facilitate the use of reserves for sporting activities where appropriate to the purpose and character of the reserve.*
- *To promote cooperation and minimise conflict between sporting codes and other reserve users.*
- *To encourage use of Council's booking system through sports field applications and use of the Sporty database.*

Policies

- 7.19.1 Existing playing fields shall be maintained and improved where necessary to a standard that is consistent with their use.
- 7.19.2 Specific reserve management plans may contain specific policies regarding sporting activities for specific reserves or groups of reserve.
- 7.19.3 ICC may develop and review administrative procedures including a booking system for sports fields and other reserve areas used for sporting activities.
- 7.19.4 Sports clubs and others requiring temporary exclusive use of sports fields and related facilities (e.g. sports fixtures, practice sessions, tournaments and the like) are to use the Council's Booking System.

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- 7.19.5 Support and facilitate the development of sports hubs and more multi-use facilities to encourage efficient use of resources where proposals come to Council.
- 7.19.6 Align Council's work with the Regional Spaces and Places Strategy and the Southland Sports Field Strategy to maximise use of sports facilities and spaces. The application of two strategies will help reassess sport and rec provision based on identified need. Use them to prioritise and guide investment into sport and recreation assets, including major sport and recreation event venues.
- 7.19.7 ICC will work with Active Southland and Sports Groups to collect user data and engage with them when planning for development of sports fields and associated facilities.

7.20 Trees and Vegetation

Trees and vegetation contribute to the amenity, historical, environmental, cultural and landscape values of a reserve.

Some reserves hold species of importance to tangata whenua as historic and cultural sites. Therefore access is required through local tangata whenua and ICC partnerships to ensure collection of traditional materials can be undertaken with prior arrangements.

It is important to actively manage and maintain vegetation on reserves where possible. However, from time to time vegetation can become a nuisance or danger to reserve users and reserve neighbours and can affect the use or enjoyment of the reserve or adjoining properties. Council will consider remedial action where appropriate to resolve these problems.

People regularly approach the Parks and Recreation Division requesting permission to collect firewood, cones and pine needles from fallen or cut trees on reserves. Firewood permits are generally only given to non-profit community registered organisations. Parks and Recreation's approach is to leave fallen or felled wood, including cones to decompose on site except for threats to trails, infrastructure and public.

A tree plan was adopted in 2020. This is used as a management tool for Council departments to refer to when making decisions on management, maintenance and development of trees on Council land.

Objectives:

- *To ensure this General Policy Document aligns with the Tree Plan when implementing tree management and maintenance within Reserves.*
- *To protect and restore the native forest remnant within the reserve.*
- *To display a variety of trees and shrubs in the reserve.*
- *To develop and maintain the vegetation on the reserve as a significant function contributing to the reserve's attractiveness and popularity.*
- *To maximise the benefits of vegetation on reserves while avoiding, minimising or mitigating the adverse effects on reserve neighbours.*

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- *To control the removal of exotic wood from felled or fallen trees for safety, landscape or management purposes.*
- *To control the unauthorised removal of vegetation from reserves.*
- *To ensure the integrity of shelter is maintained into the future.*

Policies:

- 7.20.1 Maintenance of vegetation in reserves shall be planned strategically in line with the ICC Tree Plan and designed to enhance and protect the reserve's scenic, ecological and horticultural qualities and natural character.
- 7.20.2 Management of vegetation in reserves will take into account:
- a. Management objectives and policies for the reserve.
 - b. Existing landscape plans for the reserve.
 - c. Horticultural, landscape and ecological considerations.
 - d. Educational and horticultural feature displays.
 - e. Climate Change (see 7.4)
 - f. Alternate management through reducing grassed areas and replacing with natives, hedges and tree zones
 - g. CO² emissions
- 7.20.3 Maintenance or removal of vegetation will only be undertaken by Council, or Council approved contractors. Groups with prior approval from Council Staff with delegated authority as per their documented agreements or those who have had discussions and an arrangement of understanding are an exception.
- 7.20.4 Before making any decision on complaints about trees on reserves, Council will consider and assess the effect of the alleged nuisance/issue by, in addition to ensuring the Tree Plan is followed:
- a. Visit and discuss the issue(s) with the alleged party (ies).
 - b. Assess the effect of the alleged nuisance.
 - c. Consider the purpose and classification of the reserve.
 - d. Determine the actual or potential danger to life or health or property.
 - e. Considering the safety and structural integrity of the tree.
 - f. Consider the interests of the public and reserve users.
 - g. Considering the value and protection of the tree.
- 7.20.5 Removal of any felled wood from reserves requires a permit and prior approval from ICC Staff with delegated authority. Firewood permits may be granted to community groups that have proven charitable trust or not for profit status.
- 7.20.6 No live or standing trees or vegetation are to be removed or damaged during firewood removal operations. Permits are required for removal of pinecones and can be requested at the Parks and Recreation Office.
- 7.20.7 Environmental Impact Assessments may be requested by Parks and Recreation Staff with delegated authority for activities on reserve land.
- 7.20.8 Exotic vegetation shall gradually be removed from reserves following the Southland Regional Pest Management Plan with consideration made to 'nursery species'.

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- 7.20.9 Exotic grass growth in reserves shall be controlled and managed in appropriate areas where open space and recreational facilities are required. All other exotic grasses shall be sprayed or removed by Council staff or Council approved contractors to allow more appropriate plantings to develop over time.
- 7.20.10 Council will support local initiatives to re-vegetate areas within the reserves to an approved planting programme. Re-vegetation is to be eco-sourced so it is in keeping with the natural and surrounding vegetation most appropriate to the reserve's vegetation zone and character of the area.
- 7.20.11 Native vegetation will not be cut or removed unless it is causing some form of hazard or danger and only then it will be under Parks and Recreation supervision. Groups with prior approval from Council Staff with delegated authority as per their documented agreements or those who have had discussions and an agreement of understanding are an exception.

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PART 4 OCCUPATION POLICIES

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8.1 Occupation Agreements (Leases, Licences and Easements)

This Part of the General Policies Reserve Management Plan deals with occupation agreements for reserves. Occupation agreements are a common form of authorisation granted by Council to a person or organisation that is occupying a reserve (or part of a reserve) on a relatively long term basis.

The term "occupation agreement" refers to any lease, licence, easement or other agreement granted between Council and a person, organisation or company that is occupying part of a reserve.

Council's power to grant an occupation agreement over reserves varies depending on the status of the reserve concerned and the rights transferred from the Crown. Any application will require ICC approval and be subject to the objectives and policies of this document.

Occupation agreements may include compliance with any one of the following sections of the Reserves Act 1977:

Section of Reserves Act 1977	Topic covered by the relevant section of the Reserves Act 1977
Section 48	Easements
Section 48A	Communications stations
Section 54	Lease or licence of Recreation Reserve (various purposes)
Section 56	Lease or licence of Scenic Reserve (various purposes)
Section 58A	Lease or licence of Historic Reserve (various purposes)
Section 61	Lease or licence of Local Purpose Reserve (various purposes)
Section 73	Lease of Recreation Reserve (farming, grazing, afforestation)
Section 74	Temporary licence to occupy (grazing, gardening, flax)

Table 1.1 Sections of the Reserves Act 1977 that may apply to occupation agreements

A licence to occupy grants a non-exclusive right to use a reserve (or part of a reserve) for a specific purpose. Council owns or manages reserves that have not been developed for recreation or other purposes. Management of these areas can be expensive.

If not managed appropriately grazing, gardening and similar activities can have negative impacts on reserves such as the spread of weeds and the degradation of native vegetation, soil or water quality.

Objectives:

- *To grant, where appropriate, occupation agreements that are consistent with the requirements of the Reserves Act 1977.*
- *To permit occupation arrangements that align with the objectives of the relevant reserve management plan, Council strategies, policies and bylaws.*
- *To balance the retention of open space with appropriate use and occupation of the reserve.*

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- *To ensure public accountability of reserve management.*
- *To ensure adequate remedy or mitigation of any adverse effects on reserve values caused by leases, licences, easements or other occupation agreements.*
- *To ensure that all costs associated with the development and implementation of occupation agreements are the responsibility of the applicant.*
- *To require compensation for temporary or permanent effects on reserve values caused by rights of way, easements, network utilities and similar forms of occupation agreement.*

Occupation Agreements/Leases

Policies:

- 8.1.1 All organisations and occupying landowners with buildings, facilities, easements, grazing, or regular/exclusive use to undertake their activities (including use for infrastructure and access) on reserves shall be required to hold an occupation agreement as provided for by the Reserves Act 1977.
- 8.1.2 Application for any new occupation agreement in the reserve will be in writing providing detailed information about the type of occupation.
- a. Details of alternative locations, options and costs considered;
 - b. An explanation as to why alternative options are not considered practicable;
 - c. An explanation of how negative effects on the reserve will be avoided, mitigated or managed; and
 - d. A plan or concept design of the proposed works.
 - e. Alignment with the Southland Regional Spaces and Places Strategy, namely – flexibility, sustainability, collaboration and attractiveness.
 - f. Alignment with community need and details on multi-use of the space. Information provided will allow ICC to assess all applications in an equitable and consistent manner.
- 8.1.3 The approved occupier of any area of the reserve shall not sublet, assign, transfer, mortgage or part with possession of any part of the land or building without the prior written consent of Council.
- 8.1.4 All costs associated with occupation agreements shall be the responsibility of the applicant as per Council's fees and charges schedule.
- 8.1.5 Occupation agreements shall include provision for the removal of facilities or buildings no longer required by an occupier, lessor or owner before the end of any occupation agreement.
- 8.1.6 Council shall draw up leases and licences subject to the provisions contained in the First Schedule and the sections of the Reserves Act 1977 relevant to the reserve classification and purpose of the lease or licence.
- 8.1.7 Council may grant a long-term lease or licence for a recreation or commercial activity to occupy part of the reserve where the activity complies with the Reserves Act 1977.

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- 8.1.8 Predator Free Activity on leased land will require permission from Council and lease holders to ensure activities do not conflict one another. This may mean a change to the lease and developing and implementing guidelines to ensure a mutual understanding of what is required.
- 8.1.9 If a Recreation, Historic or Scenic Reserve is not vested in Council, approval of the lease shall be sought from the Minister of Conservation in accordance with Reserves Act requirements.
- 8.1.10 Grazing or gardening on undeveloped Recreation or Local Purpose Reserves shall generally be subject to a Licence under Section 74(2) of the Reserves Act 1977 rather than a lease.

Easements

An easement grants a specific right to use land belonging to someone else for a specific purpose. Easements are registered against the title to the land or a Gazette Notice for the land. On some reserves, neighbours or utility companies occupy or use parts of reserves to access their properties or to lay infrastructure. Examples include: rights-of-way, stormwater discharges and utility services (such as sewer lines or power cables).

Any easements granted by Council will have limited timeframes (e.g. limited to the life of a building or activity). Compensation may be required from the person benefitting from the easement.

Reserve values can be protected by not granting easements in perpetuity and by requiring protection and/or reinstatement of the site.

Policies:

- 8.1.11 Easements shall be subject to Sections 48 and 48A of the Reserves Act 1977.
- 8.1.12 An easement (or other formal agreement as specified in legislation) will be required for any approved asset (e.g. pipe, cable, or discharge) onto or through a reserve.
- 8.1.13 Before granting a right of way or an easement over any part of a reserve vested in it, Council shall give public notice in accordance with Section 119 of the Reserves Act 1977, specifying the right of way or easement intended to be granted, and shall give full consideration, to all objections and submissions received in respect of the proposal.
- 8.1.14 The public notice requirement shall not apply in cases where:
- a. the reserve is vested in Council and is not likely to be materially altered or permanently damaged; and
 - b. the rights of the public in respect of the reserve are not likely to be permanently affected by the establishment and lawful exercise of the right of way or other easement.
- 8.1.15 The applicant or beneficiary of the easement shall be responsible for the cost of any physical works, including protection, maintenance, and reinstatement work associated with the easement.
- 8.1.16 All legal costs associated with the easement are to be met by the applicant or beneficiary of the easement.

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- 8.1.17 Council may seek compensation for the benefit derived from a private utility asset located on a reserve.
- 8.1.18 Upon the completion of the physical works the applicant or beneficiary of the easement shall supply an as-built plan of the assets to Council's Parks and Recreation Manager. See Section 48(2) and Section 48(3) of the Reserves Act 1977.
- 8.1.19 If privately-owned utility assets are no longer required, the beneficiary of the easement must inform the Parks and Recreation in writing to this effect and the area reinstated to the satisfaction of Parks and Recreation Manager.
- Occupation of reserves by Council-owned utilities assets**
- 8.1.20 ICC may develop and review administrative procedures regarding the application process and the assessment of effects on the reserve for requests to install Council-owned utilities infrastructure on reserves.
- 8.1.21 Prior to any physical works starting, approval for Council-owned utilities assets on, over or under a reserve shall be sought from ICC.
- 8.1.22 An application must be made in writing, to the Parks and Recreation Manager and should include:
- a. Details of alternative locations, options and costs considered (including environmental impacts assessment);
 - b. An explanation as to why alternative options are not considered practicable;
 - c. An explanation of how negative effects on the reserve will be avoided, mitigated or managed; and
 - d. A plan or concept design of the proposed works.
 - e. Acknowledgement of ongoing maintenance requirements and ownership.
- 8.1.23 The ICC delegated representative may impose conditions on any approval granted with respect to utilities assets on, over or under reserves.
- 8.1.24 As-built diagrams are to be provided to ICC upon completion of any approved utilities installations on reserves and stored in Council's record system.

8.2 Multiple use of Facilities

There are currently a number of buildings and other facilities located on reserves. Sharing of facilities prevents unnecessary duplication and the associated costs. Sharing should be encouraged where practicable. Unnecessary duplication, expansion or development of facilities not only reduces the amount of open space available at reserves but also increases costs.

Even if facilities on reserves are funded by community groups, there is always a degree of risk to Council, as buildings and other improvements built by community groups tend to revert to Council ownership if the community group ceases to exist. If facilities have not been maintained to an appropriate standard, Council may be faced with the expense of repairing or removing the facility. The sustainable use of facilities is therefore to be encouraged.

The use of buildings and facilities on reserves ought to be consistent with the purpose and character of the reserve. In some cases it may be appropriate to consider ancillary uses not directly associated with sport or recreation (e.g. café, museum, youth development organisation, etc.) provided that they support and

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promote use of the reserve and do not detract from the purpose and character of the reserve.

Objectives:

- *To encourage the sharing of existing facilities to prevent unnecessary duplication or expansion of facilities.*
- *To support the use of buildings and facilities on reserves where such use is consistent with the purpose and character of the reserve.*

Policies:

- 8.2.1. The multiple use of buildings and other facilities by sports, recreation, and community groups shall be encouraged in alignment with the any master plans, reserve management plans, Southland Regional Spaces and Places Strategy and other policies within this plan (i.e. development policies).
- 8.2.2. To permit the occupation of buildings and other facilities by ancillary uses where such use:
- a. is consistent with the purpose and character of the reserve; and
 - b. is likely to support and encourage use of the reserve.

8.3 Abandonment of Facilities

Sports clubs and other community groups may be affected by declining membership or participation levels which can lead to dissolution, amalgamation or a state of recess. This often leads to an abandonment of facilities such as clubrooms, playing surfaces, etc.

Abandonment of facilities poses a degree of risk to Council as there may be a degree of community expectation for Council to 'bale out' a struggling club or to repair and continue to provide the facility.

Even if there is no need to continue to provide the facility, there are likely to be costs involved in either removing or repairing and repurposing the facility.

The Compensation for Improvements clause in Schedule 1 to the Reserves Act 1977 prescribes how abandoned facilities are to be dealt with where a lease or licence is place.

Objectives:

- *Ensure that buildings and facilities that are of benefit to reserve users are retained where practicable.*
- *Consider multiple-use, repurposing or relocation of surplus buildings where practicable.*
- *Minimise risk to Council by entering into appropriate occupation agreements concerning buildings or facilities on reserves.*
- *Ensure that the owner or occupier of a building or facility remains responsible for its maintenance and security until disposal has occurred.*

Policies:

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- 8.3.1 ICC may develop and review administrative procedures for dealing with the abandonment of facilities on reserves.
- 8.3.2 Where a building or structure is no longer required by a lessee the provisions of the Compensation for Improvements Clause in Schedule 1 to the Reserves Act 1977 shall apply and the land with all improvements thereon, shall revert to the lessor without compensation payable to the lessee otherwise. The building shall be tested for asbestos and any heritage values prior to demolition/removal.
- 8.3.2 Council encourages multipurpose use of buildings and therefore engagement on any building that may be deemed financially unsustainable for the current user will be encouraged through expressions of interest before the building is removed, in case the building has use for other interest groups that align with recreational activities under the Reserves Act.

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PART 5 ADMINISTRATION POLICIES

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11. Administration and Management

11.1 Administration

Objectives:

- *To ensure reserves are managed appropriately and consistently in a way that meets the Reserves Act 1977 requirements.*
- *To comply with the Reserves Act 1977 requirements for administration and management.*

Policies:

- 11.1.1 The utilisation of the reserve shall be in compliance with its classification and the policies set out in this General Policy Document.
- 11.1.2 The ICC, through ICC Staff with delegated authority, shall carry out the day to day administration and management of reserves, using Parks and Recreation staff and contractors.
- 11.1.3 ICC Parks and Recreation will collaborate and engage closely with Tangata whenua and local rūnaka, stakeholders and the wider public for a systematic, holistic and consistent approach to managing reserves.
- 11.1.4 Income obtained from leases and sale of reserves will be put into maintenance and development of reserves.

11.2 Access

Reserves are generally freely available for use by individuals and groups on a casual basis. There are however some exceptions. Sometimes it is necessary to limit public access to a reserve (or a part of a reserve) to protect public safety or prevent damage to reserve assets.

Typical examples of when it may be necessary to temporarily close off part of a reserve include:

- To allow construction or maintenance work to be done safely
- Closing sports fields so they can recover after periods of poor weather
- Protecting significant wildlife or wildlife habitat
- Safety risks due to storms or other natural disasters
- Structures or equipment have been damaged and are no longer safe.

It is sometimes also necessary to limit free public access where some form of exclusive use of a reserve (or part of a reserve) has been granted.

Typical examples include:

- A sports club leasing part of a reserve to build a clubroom for their members
- A café operating from a building on a reserve
- An approved event (such as an A&P Show)
- A swimming pool complex located on a reserve.

At various times ICC may close the reserve or parts of the reserve for issues of safety, maintenance, development and wildlife protection. Some events may also require temporary closure or rahui of part of the reserves. Rahui closures

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(temporary closures) may be out of respect or used as customary protections for the environment (e.g. scarcity, contamination).

The level and standard of access provided into the reserve needs to be appropriate to the reserve values and the anticipated level of public utilisation of the reserve.

Some occupation agreements may allow restricted access by the general public into areas of the reserve by the use of fences and/or forms of barriers.

Motorised and non-motorised vehicles on reserves can be a source of danger to other reserve users and may have the potential to cause damage to reserves.

To protect and preserve each reserve's special values, it is important to ensure the public areas and walkways are well defined. It is also important that ICC has the ability to limit or exclude public access into certain areas where the impact of human activities would be at the detriment of the vegetation habitat.

Council is committed to working towards the removal of barriers to the participation of the elderly or people with limited mobility in leisure and recreational activities on reserves.

Improved access to reserves can increase the use of a reserve by enhancing comfort and convenience for a range of users and provide significant safety benefits.

Objectives:

- *To ensure the public has freedom of entry, access and use of the reserve subject to any necessary conditions, restrictions, or limitations of use from time to time.*
- *To ensure pedestrian safety by restricting motorised and non-motorised vehicle access on the reserve.*
- *To improve access to the reserve where practical and feasible to ensure everyone is able to enjoy it.*
- *To allow limited motorised vehicle access on designated car parks and roadways.*

Policies:

- 11.2.1 Parks and Recreation Staff will work in collaboration with Roding staff (with delegated authority) and interest groups (i.e. disability groups) when looking at opportunities for access to and through reserves.
- 11.2.2 Access to the reserves shall generally be free of charge for the general public to access and use reserves on a casual basis unless:
- a. there is some form of exclusive use that restricts public access to a reserve or part of a reserve (such as an approved event or an occupation agreement);
 - b. where specific types of uses incur additional development, operational or maintenance costs and a degree of cost-recovery through user fees and charges is appropriate.

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- 11.2.3 Council may set and adopt fees and charges for particular types of reserve use and associated services. Such fees will be published in Council's adopted Fees and Charges Schedule.
- 11.2.4 Access to reserves may be enabled or improved where:
- it consistent with the purposes for which the land is managed;
 - there is a demonstrated need (disabled access, safety, CPTED);
 - significant benefits can be gained for the community; and
 - it is cost-effective.
- 11.2.5 Council may close reserves, or parts of reserves, to the public where there are unacceptable risks to reserve users, adjoining landowners, reserve assets, natural or cultural values.
- 11.2.6 The reserve will be open for all accessible public access except where restrictions and limitations are necessary for the reserve's protection and management, exclusive activities or public safety.
- 11.2.7 Council reserves the right to exclude the public from certain areas of the reserves containing significant values or to limit activities that may damage the natural vegetation habitat.
- 11.2.8 All vehicle access ways are to be formed and maintained so as to allow disabled access and active transport to access spaces safely.
- 11.2.9 Existing car parking shall be maintained to a level which is compatible with the nature of the reserve in a style that does not detract from its aesthetic qualities or recreational use of the reserve.
- 11.2.10 Where car parking areas are provided for clubs and organisations, all costs relating to the formation and maintenance shall be borne by the club or organisation concerned.
- 11.2.11 Specific reserve management plans may identify and prioritise future improvements to access to a specific reserve or group of reserves.
- 11.2.12 Low powered and non-motorised vehicles such as skateboards, roller-blades, bicycles and any other form of non-motorised vehicle shall be permitted on reserve tracks unless specifically signposted as prohibited, provided they do not endanger other reserve users, cause damage to the reserve in any way, or make undue noise. Pedestrians have right of way over non-motorised vehicles.
- 11.2.13 Temporary vehicle access for special events may be granted for specific purposes and then terminated at the completion of the event.
- 11.2.14 All motorised vehicles (except emergency and authorised maintenance vehicles) must keep to designated roads and car parks in the reserve.

11.3 Amendments and updates

The Reserves Act 1977 sets out clear requirements for the preparation, amendment and review of Reserve Management Plans.

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Section 41(4) of the Reserves Act requires the Council to keep the management plans for the reserves that it administers under continuous review. This is so that the plans can be adapted to changing circumstances or increased knowledge.

As such, a reserve management plan is a “living document” that may need to be updated from time to time in response to issues or to ensure that objectives are being adequately met. It is considered good practice to comprehensively review management plans at least every ten years.

Council’s Significance and Engagement Policy provides guidelines on deciding the significance of a matter and determining the appropriate form of consultation. From time to time matters arise that require amendments or updates to be made to the management plan. Updates and corrections do not change the intent of the plan and tend to be administrative in nature such as the names of places, organisations or job titles changing.

For the sake of efficiency, updates to the plan may be made without public consultation as they do not change the intent or meaning of the document. Minor amendments are small changes to the document. They may be required from time to time due to changes in legislation or regulations affecting the plan. Major amendments that include any substantive changes to the document that change its meaning or intent should be approved by Council and be subject to public consultation if the matter is significant.

For transparency, a record of updates and amendments will be maintained as an appendix to this document (see **Appendix 4**).

Objectives:

- *To ensure this General Policy Document is kept under review to reflect the needs of current and future users through consultation with local tangata whenua, rūnaka the community and user groups and to be consistent with current best practice management procedures.*
- *To ensure the document remains current and is able to respond efficiently and effectively to changing circumstances.*
- *To ensure legislative compliance.*

Policies:

- 11.3.1 Any change or amendment, not involving a comprehensive review of the General Policy Document, shall be made by adopting the procedures specified in Section 41(9) of the Reserves Act 1977.
- 11.3.2 The General Policy Document shall be kept under continuous review as laid down in Section 41(4) of the Reserves Act 1977 and shall be operative from the date of signing for a period of ten years, at which time it will be completely reviewed.
- 11.3.3 A record of any updates, amendments or corrections shall be maintained as an Appendix (Appendix 4) to the document.

Updates and corrections

- 11.3.4 ICC staff with delegated authority may approve updates or corrections that do not change the intent or meaning of the document. Example: If the name of a government agency changes or the name of a reserve is changed following the

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Reserves Act process, the plan may be updated to reflect these changes as they do not affect the intent or meaning of the plan.

Minor amendments

11.3.5 Minor amendments to the document must be approved by a Council Decision. Example: If the Reserves Act were amended by Parliament and the amendment affects a policy in the management plan the plan may be amended to comply with the new legislation without going out for public consultation.

Major amendments

11.3.6 Amendments that include any substantive changes to the document that change its meaning or intent must be approved by a Council Decision and be subject to public consultation.

11.4 Affected party approvals

As the administering body of a reserve, Council may, from time to time, be considered to be an affected party to a resource consent application on land adjoining or near to a reserve. Some activities on reserves may require resource consent under the Operative Invercargill City District Plan and/or building consent under the Building Act.

If reserve users require resource consent or building consent for a proposed activity or building on a reserve, they require approval from Council, in its capacity as administering body for the reserve, before they are able to lodge their consent application.

Approvals for some activities on reserves are also required under Council's bylaws.

Whenever Council is an affected party to a consent application or is affected as the landowner or land manager, the likely effects of a proposed activity on the reserve must be carefully considered.

Objectives:

- *To consider the potential effects of proposed activities on the development, use, and management of reserves.*
- *To avoid, remedy or mitigate adverse effects of proposed activities on reserves.*

Policies:

11.4.1 Council may delegate the authority to approve affected party approvals, landowner approvals and the like to the Chief Executive who in turn may delegate authority to specific officers employed by Council.

11.4.2 ICC may develop and review administrative procedures for processing and assessing affected party approval requests.

11.4.3 The potential effects of any proposed activity affecting a reserve to which Council is an affected party shall be assessed in terms of:
a. the purpose of the reserve;
b. the relevant reserve management plan;

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- c. any other Council strategies or plans that are relevant to the reserve or the proposal;
- d. whether (and to what degree) potential adverse effects can be avoided, remedied or mitigated.

11.5 Classification

Reserves are classified under the Reserves Act 1977 according to their dominant characteristics, use and current and future values. Reserves are classified to ensure their control, management, development, use and preservation is for the appropriate purposes.

The primary purpose of these classifications can be summarised as:

Recreation

Providing areas for recreation with an emphasis on the retention of open space and on outdoor recreational activities (the majority of reserves in Invercargill have this classification).

Scenic

Preserving the indigenous flora and fauna, indigenous associations, and natural environment and beauty, for the benefit, enjoyment and use of the public.

Local Purpose

Land reserved for the purpose of providing and retaining areas for educational, community, social, or other local purposes as specified in the classification.

Reserves are classified to ensure their control, management, development, use and preservation is for the appropriate purposes. Each reserve classification has unique management objectives which must be considered when their policies are set.

Objective:

- *To provide, protect and enhance the amenity, recreational, environmental, scenic and historic values of reserves in the Invercargill District while providing public access where appropriate.*

Policy:

11.5.1 Land shall be managed as follows:

- Recreation pursuant to Section 17 of the Reserves Act 1977.
- Local Purpose pursuant to Section 23 of the Reserves Act 1977.
- Scenic pursuant to Section 19 of the Reserves Act 1977.

11.6 Community consultation

Consulting the community about their values and aspirations has many benefits when developing plans and policies for reserves. Consultation requirements and processes are often legislative requirements.

The Reserves Act, for example, provides a statutory process for consulting the community when developing or reviewing reserve management plans. The Local Government Act also requires public consultation regarding the development and review of bylaws. Consultation processes can potentially incur significant costs that are ultimately borne by our ratepayers.

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Where there is no statutory requirement for consultation the costs and benefits of consultation need to be considered carefully. Council has adopted a Significance and Engagement Policy that provides guidelines on the types of issues that Council will consult the community on and provides guidance on appropriate tools for consultation.

Sometimes it may be appropriate to consult on choices or options for a major issue, sometimes it may be appropriate to only consult on the effects of an activity, and at other times it may be sufficient simply to inform people of an activity or event.

The Activity Management Plan sets the vision for park provision for the next thirty years and includes development standards and levels of service for the various park categories. It is not considered necessary or cost-effective to consult on issues that have recently been consulted on, unless there is a significant or compelling reason why consultation should be undertaken again.

As an administering body of a reserve Council is empowered by the Reserves Act to do various things in connection with the day to day management and administration of the reserve that do not require public consultation.

Reserves are often established for specific purposes and it is important that people buying or occupying land near reserves recognise the potential range of activities that might reasonably be expected to occur at the reserve without the need for them to be consulted.

It is important ICC staff with delegated authority engage with Tangata whenua, partners and key stakeholders and consult with the community when developing major projects or before making major decisions on the future of reserves.

Objectives:

- *To comply with the relevant consultation requirements of the Reserves Act.*
- *To consult with the community on significant issues affecting reserves.*
- *To consider the benefits and costs of consultation.*
- *To avoid unnecessary and costly replication of consultation processes.*

Policies:

- 11.6.1 Reserve management plan policies will outline statutory public consultation requirements where applicable. Note: The Reserves Act 1977 prescribes a number of circumstances when public notice is required to be given and/or submissions are to be sought from the public. For example, Section 41(6) of the Act requires consultation on draft reserve management plans. Section 119 of the Act outlines the procedure to be followed in cases where the Act requires public notice to be given.
- 11.6.2 If there is no statutory requirement to consult on a matter, Council's Significance and Engagement Policy may be used as guideline to determine whether consultation is required and what form of consultation may be appropriate.
- 11.6.3 ICC will collaborate closely with tangata whenua, stakeholders and the wider public regarding issues of sites and matters of high cultural significance and value.

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11.6.4 Tangata whenua, stakeholders and the wider public will be consulted and involved with the management and development of reserves where required by ICC staff with delegated authority.

11.6.5 It is not considered necessary or cost-effective to consult on issues that have recently been consulted on, through a formal process, unless there is a significant or compelling reason why consultation should be undertaken again. See also 11.3 Amendments and updates.

11.7 Crime Prevention

Reserves provide spaces sport, recreation and relaxation. Members of the public are more likely to visit, use and enjoy reserves if they feel safe. Poorly-designed spaces and facilities can provide opportunities for criminal and anti-social behaviour. Poorly maintained assets can also contribute towards a perceived lack of safety.

Objectives:

- *The community feels safe using reserves.*
- *New reserves and associated facilities will be designed to minimise criminal activity and anti-social behaviour.*
- *Existing reserves and facilities are monitored and crime prevention improvements are made where practicable.*

Policies:

11.7.1 Crime Prevention Through Environmental Design (CPTED) principles will be considered to prioritise safety when designing new reserves or facilities and will be incorporated in reserve management plans and development plans.

11.7.2 Activity management planning shall address monitoring, maintenance and auditing regimes for reserve assets.

11.7.3 Maintenance and monitoring programmes are to ensure that park assets are maintained to appropriate standards and that damage (such as vandalism and graffiti) is repaired as soon as practicable.

11.8 Education

Reserves have considerable potential as educational resources for the general public, special interest groups and schools.

"Self-educational" facilities including: plant labelling, brochures, signage and interpretation material at specialised feature gardens and historically/culturally significant sites all offer opportunities as educational resources. Other opportunities include guided tours and demonstrations.

Involving educational providers and interest groups with restoration projects on reserves creates a sense of ownership and interest in the reserve. This approach may reduce the amount of vandalism that can occur as those involved with restoration projects are less likely to vandalise their work.

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Objectives:

- *To enhance the educational opportunities on reserves.*
- *To encourage active community participation in reserve projects as an educational tool, and to increase understanding of reserve values.*
- *Adopt an educational framework to help people learn about history, regulations, activities and the benefits that parks and cemeteries offer through a variety of resource materials such as interpretation, signage, brochures, website and onsite visits.*

Policies:

- 11.8.1 ICC will collaborate with tangata whenua, stakeholders and the wider public to ensure the best educational resources are provided for users of reserves.
- 11.8.2 ICC will continue to distribute and update relevant material to a wide range of users.
- 11.8.3 ICC will continue to keep material relevant when providing educational value to users.
- 11.8.4 ICC will explore different means of telling the "stories" using proven methods as well as the use of new technology available.
- 11.8.5 Where appropriate, community groups or education providers may be involved with enhancement projects on reserves, or be granted permission to carry out such projects on reserves, where they have an educational value (i.e. around kaitiakitanga).

11.9 Fauna

Reserves often provide significant avifauna and entomological habitat and in many cases act as 'islands' within highly modified environments.

The quality and quantity of vegetation found within the reserves is linked to the quality and quantity of habitats for insects and the numbers of birds visiting and breeding.

Objective:

- *To protect the habitat of fauna (namely insects and bird life) within reserves.*

Policies:

- 11.9.1 The habitat for indigenous fauna on reserves shall be protected and enhanced wherever possible.
- 11.9.2 Fauna on reserves shall be monitored at regular intervals to detect changes over time as resources permit. ICC encourages interest groups to help provide information on fauna on reserves.
- 11.9.3 Any studies of indigenous fauna shall seek approval from ICC Staff with delegated authority and any external parties (e.g. Tangata whenua and DOC). A form can be filled out and returned to the ICC Parks and Recreation Division: https://icc.govt.nz/wp-content/uploads/2023/05/Application-for-collection-or-research-of-plants-and-animals_fillable.pdf

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11.10 Feature Gardens

Displays help to provide education or recreation opportunities for visitors to the reserve.

Objective:

- *To provide feature displays to add to the interest and education opportunities to the reserve.*

Policies:

11.10.1 Council will continue to display a range of gardens, animals in the reserve to provide interest and educational opportunities to visitors to the reserve.

11.10.2 Council will consider new opportunities for feature displays in the reserve where resources permit and where they are compatible with the purpose of the reserve.

11.11 Fire

The Reserves Act requires that any fires lit on reserves must be in established fireplaces at picnic areas or campgrounds. Section 97 of the Reserves Act 1977 outlines penalties for lighting fires on reserves.

Fires on reserves have the potential to cause significant damage to habitat, buildings and structures on reserves and to adjacent property. People can visit www.checkitsalright.nz to check whether they need to apply for a permit in the location of a proposed fire and also to apply for a permit.

Fire Bans (where open fires are not allowed) or Restricted Fire Seasons (where a permit is required to light an open fire) are often in place during the summer months. It is the responsibility of reserve users to ensure that they are aware of and comply with all relevant legislation and bylaws in this regard.

Objectives:

- *To protect natural habitat, buildings and structures on the reserve from damage and destruction of uncontrolled fires.*
- *To provide suitable access for fire appliances and emergency services where practicable.*
- *Fire risk and potential damage from fire at reserves is to be minimised.*
- *Council will co-operate with emergency services and appropriate agencies in the prevention and control of fires on reserves.*

Policies

11.11.1 ICC shall take reasonable measures to ensure that reserves are kept free of hazards that may pose a fire risk to the reserve, reserve users or neighbours.

11.11.2 ICC shall co-operate with Fire and Emergency New Zealand to provide for the prevention, detection, suppression and control of fire within a reserve.

11.11.3 In times of high fire danger, ICC may temporarily close a reserve or part of a reserve to prevent public access.

11.11.4 The lighting of fires on the reserve outside of a contained gas barbeque is not permitted without the prior written authorisation from Council and if required,

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authorisation from Fire and Emergency New Zealand by the granting of a fire permit (<https://fireandemergency.nz/>).

11.12 Graffiti

Graffiti generally causes reserves to appear untidy, unsafe, or poorly maintained. Graffiti is costly to remove and is therefore discouraged in reserves. It is important that graffiti is minimised and that incidences of graffiti are responded to as soon as practicable.

Objective:

- *To minimise graffiti and its impact on reserves.*

Policies:

- 11.12.1 Crime Prevention Through Environmental Design (CPTED) principles are to be considered when designing new reserves or facilities.
- 11.12.2 Graffiti-resistant materials and finishes are to be used on buildings, structures and furniture where practicable.
- 11.12.3 Graffiti is to be discouraged by supporting initiatives that prevent or reduce graffiti. Examples: Educational programmes, community group initiatives, decorative murals where appropriate etc.
- 11.12.4 Graffiti is to be removed as soon as practicable. Council may from time to time set performance targets around graffiti removal.

11.13 Hazardous substances

Hazardous substances such as herbicides and pesticides may, in some circumstances, need to be used at reserves. It is important to assess and manage the risks associated with hazardous substances and to minimise any potential adverse effects on reserve users and neighbours. This section deals with hazardous substances in general. Please also refer to the Pest Animal and Plant Control section of this plan.

Objectives:

- *To ensure that hazardous substances are only used on reserves where it is necessary for the effective and efficient management of the reserve.*
- *To ensure that, where the use of hazardous substances on reserves is considered necessary, potential risks to reserve users and neighbours are minimised.*
- *To ensure that where herbicides, pesticides, and other hazardous substances are used on reserves, they are used in a safe, effective and efficient manner.*

Policies:

- 11.13.1 Hazardous substances shall only be used where alternative methods are not considered practicable, cost-effective or efficient.
- 11.13.2 Council may from time to time consider the effectiveness, practicality and cost-efficiency of alternative control methods to the use of hazardous substances.

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- 11.13.3 Where hazardous substances are to be applied at reserves, such work shall be undertaken in accordance with legislative requirements, in particular the Hazardous Substances and New Organisms Act 1996 and Health and Safety at Work Act 2021.
- 11.13.4 Anyone applying hazardous substances shall be required to be suitably trained to undertake the work and shall be required to wear the appropriate personal protective equipment.
- 11.13.5 Herbicide application shall be undertaken in accordance with the Agrichemical User Code of Practice.
- 11.13.6 Where hazardous substances are used on a reserve, consideration shall be given to the time of application, weather conditions, and methods to ensure that any risk to reserve users and neighbours is minimised.
- 11.13.7 Appropriate temporary signage shall be installed where hazardous substances have been applied. Such signage shall also be promptly removed once no longer relevant.
- 11.13.8 ICC may develop and review guidelines, specifications, or administrative procedures regarding the application of hazardous substances at reserves.

11.14 Healthy and Active Parks

Council has a role to play in providing public spaces that offer healthy and active opportunities for the public.

Objective:

- *To encourage healthy and active lifestyles for Invercargill residents through the use of reserves.*

Policies:

- 11.14.1 ICC will consider the cultural needs and physical abilities of potential users when designing environments in reserves to ensure the area is welcoming, accessible and functional for all.
- 11.14.2 ICC will collaborate with tangata whenua, health organisations and agencies with regards to managing healthy and active spaces and activities being undertaken on them.

11.15 Heritage (historic & cultural)

A number of reserves are located on heritage sites, contain historic features, or are regarded as being of cultural significance. It is important to recognise and retain heritage features as they provide physical evidence of historic events and can add to visitor experiences.

Retention and interpretation of heritage features are encouraged.

The Operative Invercargill City District Plan includes a list of heritage and wāhi tapu sites and regulates land use in the vicinity of such sites.

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The Heritage New Zealand Pouhere Taonga Act 2014 promotes the identification, protection, preservation, and conservation of the historical and cultural heritage of New Zealand¹.

Heritage New Zealand² administers the Act and maintains the New Zealand Heritage List/Rārangi Kōrero.

The purpose of the list is:

- To inform members of the public about historic places, historic areas, wāhi tūpuna, wāhi tapu, and wāhi tapu areas.
- To notify the owners of historic places, historic areas, wāhi tūpuna, wāhi tapu, and wāhi tapu areas, as needed, for the purposes of this Act.
- To be a source of information about historic places, historic areas, wāhi tūpuna, wāhi tapu, and wāhi tapu areas for the purposes of the Resource Management Act 1991.

The New Zealand Heritage List/Rārangi Kōrero identifies historic places as one of two categories.

Category 1 includes places of special or outstanding historical or cultural heritage significance or value. Category 2 covers places of historical or cultural heritage significance or value.

Several buildings on our parks are listed on the New Zealand Heritage List. Heritage NZ must be consulted when new activities are proposed for historic buildings. The Heritage New Zealand Pouhere Taonga Act also provides for a list of places of outstanding national heritage value, to be known as 'National Historic Landmarks /Ngā Manawhenua o Aotearoa me ōna Kōrero Tūturu'.

The purpose of the Landmarks list is to promote an appreciation of the places of greatest heritage value to the people of New Zealand.

Objectives:

- *To ensure that sites of heritage significance are identified, recorded, and afforded an appropriate level of protection in alignment with the Operative Invercargill City District Plan.*
- *To maintain heritage features for the education and enjoyment of future generations.*
- *To engage with Tangata whenua, Heritage NZ Properties and the community on site restoration and interpretation.*

Policies:

- 11.15.1 To protect, in accordance with the requirements of the Historic Places Act 1993 or any subsequent legislation, all known historical and archaeological sites in the reserve.
- 11.15.2 ICC will collaborate with Tangata whenua and Heritage NZ Properties on heritage places, historic use+ /presence of archaeology (e.g. implementation and maintenance or interpretation panels within reserves on wide ranging stories contributing to site history).

¹ The Heritage New Zealand Pouhere Taonga Act 2014 replaced the Historic Places Act 1993

² Formerly known as the Historic Places Trust

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- 11.15.3 Where practical and considered worthwhile, particular historical sites should be interpreted with suitable plaques or similar means of communication. This will be done in consultation with Tangata whenua and Heritage NZ Properties
- 11.15.4 Tell stories of our heritage throughout our parks and cemeteries network, including through place names, interpretation, artwork and memorials.
- 11.15.5 Council will maintain records identifying sites of heritage value at reserves.
- 11.15.6 Sites of heritage significance at reserves shall where practicable be protected and maintained.
- 11.15.7 Work on historic structures shall be done in accordance with the principles of the ICOMOS New Zealand Charter for the Conservation of Places of Cultural Heritage / Te Pumanawa o ICOMOS o Aotearoa Hei Tiaki I Nga Taonga Whenua Heke Iho o Nehe.
- 11.15.8 Heritage New Zealand is to be consulted prior to any major earthworks or infrastructure work on reserve areas that are likely to have heritage value.
- 11.15.9 Interpretation signage or materials may be provided in consultation with Tangata whenua and Heritage NZ Properties to increase public awareness and appreciation of sites of heritage significance within reserves.
- 11.15.10 Specific reserve management plans may include objectives and policies relating to heritage items on a reserve (or group of reserves).

11.16 Naming of Parks, Reserves and Facilities

Historically reserves have acquired names through a variety of means including common usage, by resolution of the local authority, through a gazette notice or at the request of a donor.

The benefits of having a distinctive name for a reserve include:

- Making it easier to identify the reserve;
- Making it easier for visitors or emergency services to find the reserve;
- Highlighting heritage features of the site;
- Recognising contributions made by residents, families or organisations;
- Identifying prominent ecological or geographic features;
- Reinforcing the purpose or principal use of the reserve.

The Reserves Act 1977 is one of the Acts contained in the First Schedule to the Conservation Act 1987. Section 4 of the Conservation Act requires that the Acts should be interpreted and administered so as to give effect to the principles of the Treaty of Waitangi.

Sections 16 (10) & (10A) of the Reserves Act 1977 prescribe the process for formally naming a reserve. There are subtle procedural differences between reserves vested in the local authority and those that are vested in the Crown.

As Council controls and manages some reserves that are vested in the Crown it is important to first establish the status of the land to ensure the correct naming procedures are followed. Council has the authority to name (or change the name) of a reserve that is vested in Council. Authority to change the name of reserve that is vested in the Crown rests with the Minister for Conservation.

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The Council must consult with and have regard to the views of tangata whenua or hapu before undertaking action and making decisions for those reserves it administers.

Where a reserve is officially named under the Reserves Act 1977, consultation with tangata whenua or hapu is required. The Council will consider the option of dual naming of reserves where appropriate to reflect Maori and European heritage.

Objectives:

- *Reserve names will reflect the natural, cultural and historical heritage.*
- *Reserve names will be locally and regionally appropriate.*
- *To name reserves through formal Council resolution, after consulting Tangata whenua and interested parties for comment.*

Policies:

- 11.16.1 All reserves vested in, or administered by Council shall have an appropriate formal name.
- 11.16.2 The following factors shall be considered when naming a reserve:
- a. the expressed wishes of Tangata whenua;
 - b. whether dual-naming may be appropriate;
 - c. the expressed wishes of donors;
 - d. the purpose and character of the reserve;
 - e. the history of the site including any historic names;
 - f. prominent natural or geographic features in the area;
 - g. the potential for duplication or confusion (especially confusion with other reserves in the district or within adjoining districts that have the same or similar names);
 - h. public submissions.
- 11.16.3 The following process shall be followed to name, or the change the name of, a reserve vested in Council:
- a. A Council Resolution shall establish a proposed name or short list of names for the reserve.
 - b. The proposed name (or list of names) shall be publicly advertised.
 - c. The public shall be given one month in which to make submissions on the proposed name(s).
 - d. Council shall give due consideration to the submissions received.
 - e. Council may seek comment from the New Zealand Geographic Board.
 - f. Where appropriate the Council may consider the option of dual naming for reserves
 - g. A Council Resolution shall be made to select the preferred name.
 - h. Notice shall be placed in the New Zealand Gazette in accordance with Section 10 of the Reserves Act 1977.
 - i. Following publication in the New Zealand Gazette the relevant reserve management plan shall be updated to reflect the new name.

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11.17 Natural heritage

Reserves can play an important role in the protection and enhancement of natural features, including native plants and animals. The Reserves Act 1977 rates the protection of the natural environment (including native flora and fauna, biological associations and intrinsic worth) highly for a number of reserve types.

The Act regulates certain activities such as the destruction or removal of native vegetation at different reserve classes. Council's park management categories include Environmental Reserves where nature conservation is the primary management objective.

Parks that fall into other park management categories may also have conservation-related management objectives.

The Operative Invercargill City District Plan also contains provisions for the protection of the natural environment. The Plan includes various development and land use controls aimed at protecting and enhancing the natural environment.

Council has an opportunity to demonstrate good practice in ecological restoration and the protection and enhancement of the environment through the way it manages its reserves.

Some sites have over time been highly modified from their natural state, either through historic land use practices or natural events. It may not always be feasible or cost-effective to restore particular sites.

Restoration efforts should be directed towards projects or programmes that aim to protect or restore high value areas, are practicable, are alternative measures for surplus mowing and have a good likelihood of success.

Objectives:

- *To ensure that existing areas of significant natural value within ICC reserves are conserved.*
- *To improve biodiversity values, ecological integrity and ecological connections in ICC reserves where practicable.*
- *To restore degraded natural areas on reserves where it is practicable and in keeping with the purpose and character of the reserve.*
- *To support or partner with other agencies and community groups on nature conservation and restoration projects that benefit ICC reserves.*

Policies:

11.17.1 Council will engage with Te Ao Marama and Rūnanga regarding the opportunity for restoration planting for mahinga kai and mahinga toi on reserves where appropriate (e.g. pā harakeke) to support current traditional practices or regeneration of traditional practices.

11.17.2 Native forests on reserves are to be conserved and managed in accordance with the requirements of the Reserves Act 1977.

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- 11.17.3 Significant wetlands on reserves are to be conserved and managed in accordance with relevant legislation and the purpose and character of the reserve.
- 11.17.4 Council shall, where practicable, encourage or support projects and/or programmes at reserves that:
- a. facilitate the natural regeneration of native plants or involve restorative planting of native plants along watercourses or within native forest environments; or
 - b. encourage native wildlife habitat/ongoing viability of remnant natural ecosystems present; or
 - c. improve ecological linkages/corridors between natural areas.
- 11.17.5 Priority support is to be given to natural heritage improvement projects or programmes at reserves that have significant natural values or contain threatened native plant or animal species.
- 11.17.6 Conservation work undertaken by Council, the Department of Conservation, the Southland Regional Council, Southland District Council and the Fish and Game Council shall generally be allowed at reserves. The detail of such work shall be subject to the approval of the ICC staff with delegated authority. Note: See also: 11.20 Pest Animal and Plant Control.
- 11.17.7 Specific reserve management plans may include specific objectives and policies for protecting and/or enhancing natural features at a particular reserve (or group of reserves).

11.18 Nuisances

Certain activities on reserves including vegetation, loud noise or extreme glare have the potential to disturb other reserve users, reserve neighbours or cause damage to indigenous species and wildlife habitats.

Objective:

- *To protect and enhance environmental values, while at the same time, reducing the impact of any potential nuisances.*

Policy:

- 11.18.1 Activities on reserves that cause ongoing and extreme annoyance to other reserve users, neighbouring properties, or which are likely to cause damage to indigenous species and wildlife habitats are not permitted.

11.19 Park Categories

The Parks Strategy 2013 introduced the concept of park management categories. While the Reserves Act 1977 provides a classification system for reserves, it is primarily concerned with levels of protection for land, flora and fauna and has little effect on the day-to-day planning and management of individual reserves.

Not all parks are necessarily gazetted as reserves or classified in terms of the Reserves Act either. Park management categories were developed by the parks sector to try to address these issues.

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Management categories provide a practical way of categorising parks and reserves based on their character, purpose and levels of service. The management categories are intended to provide:

- Development standards for each park category against which asset renewals or new capital projects can be objectively assessed.
- A framework for consistent service delivery appropriate to the different park categories.

The park categories are independent of the legal status of the land and can be applied to any land used as a park, regardless of whether it is a gazetted reserve or not, or what it may be classified as under the Reserves Act.

It is recognised that most parks have multiple uses and values. No classification system will perfectly cover every park type. To determine the appropriate category for each park, the primary purpose of that park should be considered.

Objectives:

- *To implement the park management categories introduced by the Parks Strategy 2013 and continued through the Activity Management Plan.*
- *To align ICC reserve management plans with the park management categories.*
- *To provide for the categorisation of newly acquired reserves.*
- *To provide for changes in the categorisation of existing reserves where appropriate.*

Policies:

- 11.19.1 Each reserve shall be assigned to an appropriate park management category.
- 11.19.2 The following factors shall be taken into account when determining the appropriate park management category for a reserve:
- a. The character;
 - b. The purpose;
 - c. The desired levels of service;
 - d. The category descriptions in the Parks Strategy 2013/ Activity Management Plan.
- 11.19.3 Reserve management plans may be bundled together based on park management category. Example: All Environmental Reserves have been bundled together in an Environmental Reserves Omnibus Management Plan; all sports parks in a Sports Parks Reserve Management Plan; etc.
- 11.19.4 Newly-vested reserves shall be assigned to an appropriate park management category by a Council Decision taking into account the criteria listed in Policy 11.19.2 above.
- 11.19.5 Once a park management category has been assigned to a newly-vested reserve a minor amendment shall be made to the relevant reserve management plan for that park category to include the newly vested reserve.
- 11.19.6 ICC may review the park management category assigned to a particular reserve and may by resolution allocate it to a different management category.

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- 11.19.7 If considering a proposed change in park management category, Council shall take into account:
- a. The reasons for the proposed change;
 - b. The likely impact of the proposed change;
 - c. The significance of the proposed change;
 - d. Whether or not any consultation should be undertaken regarding the proposed change;
 - e. The scope and form of any consultation to be undertaken.
- 11.19.8 When re-allocating an existing reserve to a new park management category, Council shall apply the same criteria as specified in Policy 11.19.2 above.

11.20 Pest Animal and Plant Control

Reserves are often located within highly modified and built up areas making them particularly at risk of invasion of pest plants and animals.

Pest plants and animals are a threat to the health of the environment. Some pest species contribute significant detrimental effects on native plants, animals and ecological processes, or impose an adverse visual impact on the landscape.

The control and eradication of pest plants on ICC reserves is the responsibility of the ICC Parks and Recreation Division. The effective control of pest plants is undertaken to comply with the Regional Pest Management Strategy (RPMS) for Southland.

The RPMS identifies which plants are considered to be pest plants within the region and imposes duties and responsibilities on landowners for the eradication, containment or management of particular pest plant species.

Natural regeneration within reserves shall be encouraged through the control of persistent pest plant species and pest animals.

Objectives:

- *To minimise the impact of pest plants and animals on reserve values, reserve users and reserve neighbours.*
- *To comply with Predator Free 2050 guidelines.*
- *To control or eradicate pest plants and animals on reserves where practicable and cost effective.*
- *To cooperate with other agencies (such as regional council, Department of Conservation, Ministry for Primary Industries) regarding pest control on reserves.*

Policies:

- 11.20.1 Pest plants and animals on reserves shall be controlled in accordance with the "Regional Pest Management Strategy - May 2019" or any subsequent reviews of this Strategy.
- 11.20.2 ICC will strengthen appropriate pest control methods through collaboration to liaise, support, assist and cooperate with Tangata whenua, stakeholders and the wider public to provide for the detection, control and monitoring of pest plants and animals on reserves.

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- 11.20.3 Permits will be required for any pest control works being undertaken that aren't already covered by formalised agreement.
- 11.20.4 Council will endeavour to remove invasive weed and pest animal species from the reserve by approved control methods.
- 11.20.5 Animals and birds deliberately abandoned in the reserve may be considered a pest and destroyed.
- 11.20.6 ICC will monitor reserves for dumped weeds and promote anti-garden weed dumping to residents generally or in specific locations. Anything found will be referred to the ICC Compliance Division for penalties under the Litter Act.
- 11.20.7 Specific reserve management plans may contain objectives and policies regarding pest control, including but not limited to, specific pests to be targeted, priorities and methods of control.
- 11.20.8 Pest control undertaken by government agencies (such as regional council, Department of Conservation, Ministry for Primary Industries) or their contractors is permitted on reserves provided that approval has been granted by ICC staff with delegated authority.
- 11.20.9 Pest contractors engaged by Council is permitted on reserves provided that approval has been granted by the ICC staff with delegated authority.
- 11.20.10 When considering approval ICC staff with delegated authority shall take into consideration:
- a. The requirements of the relevant reserve management plan;
 - b. The purpose;
 - c. The likely effects of the proposal;
 - d. The likely effects of the proposal on the use; and
 - e. In the case of the use of vertebrate toxins, whether the relevant consents have been obtained (e.g. Medical Officer of Health consent).
- 11.20.11 ICC staff with delegated authority may impose conditions on any approval given.
- 11.20.12 ICC may develop a pest control plan, aligning with other pest control initiatives and methods, including predator free 2050 and utilise the Southland Coordinator Role as a key connection to helping this happen. Include landscape scale approaches and priorities.
- 11.20.13 Council shall, where practicable, encourage or support community-driven projects or programmes that aim to eradicate, control or manage weeds at reserves. See also sections 11.17 Natural Heritage and 11.24 Volunteers.

11.21 Smoke-free Reserves

The Government has set a goal to make NZ smoke free by 2025. One way to achieve that goal is to make more community spaces smoke free. The negative health effects of smoking are well known. Many people do not consider smoking in public to be an acceptable practice. ICC encourages health and active lifestyles for Invercargill residents in public spaces.

Objectives:

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- *To encourage healthy and active lifestyles for Invercargill residents through the use of reserves as Smoke Free areas.*
- *To align smoke free regulatory processes with the ICC Wide Smoke free Policy.*

Policies:

11.21.1 ICC wide Smoke free Policy and subsequent versions of this policy will be adhered to as guidelines for managing reserves.

11.21.2 Groups booking events on reserves will be encouraged to actively promote their event as smoke free.

11.22 Tree and Vegetation Management

Council recognises:

- the importance of tree and vegetation planting in achieving a high quality landscape;
- the need to maintain and enhance the amenity, landscape, historical, cultural and botanical value of trees and vegetation on reserves; and
- the need to avoid, mitigate or remedy adverse effects of trees on reserves.

Trees and vegetation are a living resource and, as such, their care requires ongoing decisions regarding maintenance, replacement, renewal, or removal. Careful planning is also required to minimise the potential for future problems as the trees grow. Council adopted its Tree Plan in 2020 to guide the management of trees on Council managed land. The Tree Plan contains policies to ensure consistency in methods of tree evaluation and decision-making on the management of trees on land controlled by Council.

Section 42 of the Reserves Act 1977 regulates the cutting or destruction of trees and bush on reserves.

Trees on reserves may generally only be removed or destroyed if it is necessary:

- for the proper management or maintenance of the reserve; or
- in the interests of the safety of reserve users or adjoining properties; or
- to preserve other trees and vegetation; or
- to harvest trees specifically planted for revenue purposes.

A permit may also be required from the Department of Conservation in some cases.

In some circumstances, the Operative Invercargill City District Plan may require resource consent to be obtained prior to tree removal and/or ancillary works. If considering major tree work or tree removal it is important to be aware of both the status of the reserve under the Reserves Act and the status of the land and trees under the Operative Invercargill City District Plan before any work starts.

See also the following sections: 6.4 Development/Master Plans, 6.5 Donations and 6.6 Landscaping

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Objectives:

- *To maximise the benefits of trees and vegetation on reserves while avoiding, minimising or mitigating any adverse effects of trees on reserve users and neighbours.*
- *To maintain and protect trees that are appropriate to the purpose and character of the reserve.*
- *To ensure compliance with Council's legal obligations under the Reserves Act 1977 concerning trees on reserves.*

Policies

- 11.22.1 A specific reserve management plan may contain objectives and policies regarding particular trees or groups of trees on a reserve (or group of reserves).
- 11.22.2 The Tree Plan 2020 shall be adhered to, along with the provisions of the Reserves Act that apply to the trees.
- 11.22.3 Trees will only be removed if the removal is in accordance with the particular requirements of the Reserve Act that apply to that class of reserve. Opportunities for alternate uses when harvesting will be considered i.e. nature play, park furniture and sculptures when harvesting depending on the park category.

11.23 Vandalism

Vandalism can create health and safety risks, increase maintenance costs and decrease the useful life of assets. It can also cause reserves to appear untidy, unsafe, or poorly maintained. It is therefore important that vandalism is minimised and that incidences of vandalism are responded to in a timely manner.

Objectives:

- *To minimise vandalism and its impact on reserves.*

Policies:

- 11.23.1 Crime Prevention Through Environmental Design (CPTED) principles will be considered when designing new reserves or facilities. [See: 6.5]
- 11.23.2 Vandal-resistant materials and finishes are to be used on buildings, structures and furniture where practicable.
- 11.23.3 Vandalism is also to be discouraged by supporting initiatives that encourage good citizenship in our community and by encouraging people to report vandalism to Council.
- 11.23.4 Incidences of vandalism are to be responded to as soon as practicable especially vandalism that poses a health and safety risk. ICC may from time to time set performance targets around the response to vandalism.

11.24 Volunteers

Volunteers can provide a source of free labour which can greatly assist in the achievement of projects or programmes. There are however, duties, obligations and costs involved in utilising volunteers.

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In some cases, volunteer community groups have become actively involved in the development or maintenance of reserves or particular assets on reserves.

Where volunteers are involved in reserve development or maintenance on a long-term or ongoing basis, a written agreement can help clarify and record roles and responsibilities of the parties.

It is also important to ensure that Council meets its statutory obligations under the Health and Safety at Work Act 2015 towards volunteers and volunteer workers.

Objectives:

- *To facilitate successful partnerships between ICC and volunteer community groups involved in the reserve development or maintenance.*
- *To meet ICC's obligations towards volunteer workers under the Health and Safety at Work Act 2015.*

Policies:

- 11.24.1 Management of volunteers will be undertaken in a manner which is consistent with the Health and Safety Act 2021.
- 11.24.2 ICC shall, where safe and practicable, encourage or support volunteer projects or programmes at reserves where they align with the purpose and character of the reserve and the relevant legislation and reserve management plan (where required).
- 11.24.3 Where volunteer community groups are actively involved in the on-going development or maintenance of a particular reserve or reserve asset, ICC and the group will record their respective duties and responsibilities in writing by way of a Memorandum of Understanding, Service Level Agreement or similar document.
- 11.24.4 ICC may develop and review health and safety policies regarding volunteer workers at reserves.

11.25 Waste management

The provision of rubbish and recycling bins at reserves enable convenient waste disposal for reserve users. The provision of bins can however also have negative effects including:

- The cost of providing, emptying and maintaining bins
- The visual effect of bins and potential overflows during events or peak times
- Attracting wasps, rodents and other pests
- Potential for contamination of recycling bins with non-recyclable materials.

Council is committed to eliminating the amount of rubbish that is deposited on Council land. The dumping of rubbish on reserves or the inappropriate use of existing rubbish disposal facilities can detract from the reserve values and the proper functioning of reserves.

Council's general policy is not to provide rubbish bins on public parks except in high use/high profile areas. Visitors are therefore encouraged to take their

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rubbish home with them. This approach helps reduce waste to landfill and reserve operating costs.

It may however not always be practicable to expect visitors to 'carry in/carry out'. For example it may be reasonable to expect local residents at a neighbourhood park to take their drink bottles home with them rather than providing bins but it may not necessarily work at a sports park used for large events or at a highly visited tourist attraction.

Council also acknowledges some people may not support no rubbish bins. Any feedback relating to litter and bins is encouraged, especially areas seen as requiring more bins, so Council can continue to monitor and review spaces.

Many dog walkers now carry bags to dispose of dog waste and rubbish bins at reserves are often used to dispose of these.

Council is also concerned about the impact garden escapees can have on areas of environmental importance. Garden escapees, or weeds, often come from garden waste being dumped onto neighbouring reserve land.

Objectives:

- *To preserve reserve values through appropriate disposal and collection of rubbish and garden waste.*
- *Clean and tidy reserves that our community can be proud of.*
- *Encouraging the removal of waste from reserves by reserve users for appropriate recycling or disposal.*
- *Reducing litter and the cost of managing waste at reserves.*
- *Collaborate with Wastenet or similar organisation to develop a Council wide waste management plan or strategy.*

Policies:

- 11.25.1 Dumping of domestic refuse, trade waste, garden refuse, rubble or other debris in reserves is not permitted. Penalties will be incurred once identified where it has come from.
- 11.25.2 Litterbins may be provided in few individual reserves for the reserve users. Litter bins shall be designed for only litter incidental to reserve use. Household rubbish is not permitted to be placed in these litterbins.
- 11.25.3 The 'carry in/carry out' approach to litter is encouraged.
- 11.25.4 Park users and occupiers will be encouraged to reduce/recycle waste.
- 11.25.5 Council may develop and review guidelines on the provision of rubbish and recycling bins by park management category. Example: It may be appropriate to provide rubbish and recycling bins at high profile, high use locations such as Premier Parks and Sports Parks but not at remote or relatively undeveloped reserves. The provision guidelines may be included as an amendment to this

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plan, or be included in the Open Spaces Strategy, or form part of the asset management plan for example.

- 11.25.6 Council may develop and review guidelines on the provision of dog waste bag dispensers and disposal bins.
- 11.25.7 Reserve user groups are responsible for ensuring the area of their responsibility is kept clear of rubbish. Reserve users are responsible for the lawful disposal of any waste or refuse that they generate or bring onto a reserve.
- 11.25.8 Event organisers are responsible for collection and disposal of rubbish when the reserve is booked for events. Where reserves are used for events including (but not limited to) practice sessions and tournaments, the user groups or event organisers shall be responsible for the collection and lawful disposal of any waste or refuse associated with the event.
- 11.25.9 Council may set Fees and Charges for the provision of additional waste disposal facilities such as additional rubbish bags or bins and recycling bins related to event bookings.
- 11.25.10 Council may recover the cost of the collection or disposal of litter left after events from the event organisers if they have failed to adequately dispose of waste relating to an event. Example: If a sports club neglects to leave a sports field in an acceptable condition after a practice or tournament, Council may charge that club for any costs associated with collecting and disposing of the litter.
- 11.25.11 Council may develop and review bylaws relating to litter and waste that also apply to reserves.
- 11.25.12 Council may exercise its powers under the Reserves Act to issue infringement notices and recover fines for various offences provided for in the Act including littering and related offences.
- 11.25.13 Council will consider opportunities for trialling recycling and composting in reserves that would benefit users.

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PART 6 APPENDICES

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Appendix 1: List of Reserves and Management Plans

	PARK NAME	MANAGEMENT PLAN
1	Anderson Park	Anderson Park Management Plan
2	Argyle Park	General Policies (supersedes Argyle Park Management Plan – may be added to Sports Fields Reserves Omnibus Management Plan)
3	Arun Crescent Playground	General Policies (supersedes Neighbourhood Park Management Plan)
4	Arundel Crescent Playground	General Policies (supersedes Neighbourhood Park Management Plan)
5	Ascot Terrace Playground	General Policies (supersedes Neighbourhood Park Management Plan)
6	Avon Road Playground	General Policies
7	Awarua Bay Recreation Reserves	General Policies (supersedes Rural Reserves Omnibus Management Plan)
8	Bain Park	Sports Fields Reserves Omnibus Management Plan
9	Ball Street Reserve	General Policies (supersedes Linkage Reserve Omnibus Management Plan)
10	Baxter Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
11	Bluff Foreshore Reserve	General Policies
12	Bluff Harbour Land	General Policies
13	Bluff Hill	Environmental Reserves omnibus Management Plan
15	Bluff Road Quarry Reserve	Environmental Reserves omnibus Management Plan
16	Bluff Skate Park	General Policies
17	Boat Ramp - Awarua Bay	General Policies
18	Boat Ramp - Tiwai Point	General Policies
19	Bond Street Reserve (East)	General Policies
20	Bowmans Bush (1.2813)	Bowmans Bush Management Plan
21	Brown Street Playground (0.0667)	General Policies
22	Celtic Wall Reserve	General Policies
23	Cemetery Bluff	General Policies (cemeteries MP will supersede this when developed)
24	Cemetery Eastern	General Policies (cemeteries MP will supersede this when developed)
25	Cemetery Greenpoint	General Policies (cemeteries MP will supersede this when developed when developed)
26	Cemetery St Johns	General Policies (cemeteries MP will supersede this)
27	Cemetery William Stirling Reserve	General Policies (cemeteries MP will supersede this when developed)
28	Centre Street Playground	General Policies
29	Chelmsford Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
30	Chesney Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
31	Conway Crescent Playground	General Policies (supersedes Neighbourhood Park Management Plan)

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32	Crawford Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
33	Crematorium	General Policies (cemeteries MP will supersede this when developed)
34	Cruickshank Crescent Playground	General Policies (supersedes Neighbourhood Park Management Plan)
35	Cunningham Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
36	Dart Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
37	Derwent Crescent Playground	General Policies (supersedes Neighbourhood Park Management Plan)
38	Dipton Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
39	Dome Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
40	Donovan Park	Donovan Park Management Plan
41	Dumbarton Place Playground	General Policies (supersedes Neighbourhood Park Management Plan)
42	Dunbeath Crescent Playground	General Policies (supersedes Neighbourhood Park Management Plan)
43	Edinburgh Crescent Playground	General Policies (supersedes Neighbourhood Park Management Plan)
44	Elizabeth Park	General Policies (supersedes Elizabeth Park Management Plan)
45	Elizabeth Street Playground	General Policies
46	Elizabeth Street Reserve	General Policies
47	Elston Lea Reserve	General Policies (supersedes Linkage Reserve Omnibus Management Plan)
48	Esplanade Reserve - Beaconsfield Road	Environmental Reserves omnibus Management Plan
49	Esplanade Reserve - Colyers Island	Environmental Reserves omnibus Management Plan
50	Esplanade Reserve - Forde Road	Environmental Reserves omnibus Management Plan
51	Esplanade Reserve - Liddel Street	Environmental Reserves omnibus Management Plan
52	Esplanade Reserve - McIvor Road	Environmental Reserves omnibus Management Plan
53	Esplanade Reserve - Mersey Street	Environmental Reserves omnibus Management Plan
54	Esplanade Reserve - Mill Road	Environmental Reserves omnibus Management Plan
55	Esplanade Reserve - Ocean Beach	Environmental Reserves omnibus Management Plan
56	Esplanade Reserve - Oteramika Road	Environmental Reserves omnibus Management Plan
57	Esplanade Reserve - Racecourse Road	Environmental Reserves omnibus Management Plan
58	Esplanade Reserve - Short Road	Environmental Reserves omnibus Management Plan
59	Esplanade Reserve - Stirling Point Pilot Station	Environmental Reserves omnibus Management Plan
60	Esplanade Reserve - Waihopai River	Environmental Reserves omnibus Management Plan
61	Ettrick Street Reserve	General Policies (supersedes Ettrick Street Reserve Management Plan)

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62	Forfar Crescent Playground	General Policies (supersedes Neighbourhood Park Management Plan)
63	Foyle Street Reserve	General Policies– may be added to Sports Fields Reserves Omnibus Management Plan
64	Frome Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
65	Fulton Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
66	Galway Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
67	Glengarry Cres Reserves	General Policies
68	Gore Street Playground	General Policies
69	Grant Road Reserve	Environmental Reserves omnibus Management Plan
70	Grasmere Domain	General Policies
71	Greenhills Quarry Reserve	General Policies
72	Greenpoint Domain Recreation Reserve	Environmental Reserves omnibus Management Plan
73	Henderson House	General Policies
74	Herriot Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
75	High Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
76	Hollywood Terrace Reserve	General Policies (supersedes Linkage Reserve Omnibus Management Plan)
77	Iona Playground	General Policies (supersedes Neighbourhood Park Management Plan)
78	JG Ward Reserve	General Policies
79	Joeys Island	Environmental Reserves omnibus Management Plan
80	John Street Reserve	Environmental Reserves omnibus Management Plan
81	Kennington Recreation Reserve	General Policies (supersedes Rural Reserves Omnibus Management Plan)
82	Kew Park	General Policies– may be added to Sports Fields Reserves Omnibus Management Plan
83	Kildare Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
84	Kinmont Crescent Playground	General Policies (supersedes Neighbourhood Park Management Plan)
85	Lake Hawkins Wetland Reserve	Environmental Reserves omnibus Management Plan
	Lorneville Utility Reserves	General Policies
96	Main Street Reserve	General Policies
87	Makarewa Domain	General Policies (supersedes Rural Reserves Omnibus Management Plan – may be added to Sports Fields Reserves Omnibus Management Plan)
88	Makarewa Playcentre	General Policies (supersedes Rural Reserves Omnibus Management Plan)
89	Matua Road Reserve	Environmental Reserves omnibus Management Plan
90	Mavora Reserves	General Policies (supersedes Linkage Reserve Omnibus Management Plan)
91	McMillan Street Reserve	Environmental Reserves omnibus Management Plan

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92	McQuarrie Park	Sports Fields Reserves Omnibus Management Plan
93	Metcalf Bush Reserve	Environmental Reserves omnibus Management Plan
94	Mokomoko Rd Reserve	General Policies
95	Moray Crescent Playground	General Policies (supersedes Neighbourhood Park Management Plan)
96	Myers Reserve	General Policies (supersedes Myers Reserve Management Plan)
97	Myross Bush Domain	General Policies (supersedes Rural Reserves Omnibus Management Plan – may be added to Sports Fields Reserves Omnibus Management Plan)
98	Nelson Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
99	Ness Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
100	Newbie Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
101	Newfield Park	General Policies– may be added to Sports Fields Reserves Omnibus Management Plan
102	Northwood Local Purpose Reserves	General Policies
103	Northwood Recreation Reserve	General Policies
104	O'Byrne Street Playground	General Policies
105	Ocean Beach Reserve	General Policies – may be added to Sports Fields Reserves Omnibus Management Plan
106	Omaui Reserve	Environmental Reserves omnibus Management Plan
107	Otatara Community Playground (0.0322)	General Policies
108	Otatara Scenic Reserve	Environmental Reserves omnibus Management Plan
109	Otepunu Creek	General Policies (supersedes Linkage Reserve Omnibus Management Plan)
110	Ottrey Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
111	Palmer Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
112	Panton Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
113	Parnell Reserve	Environmental Reserves omnibus Management Plan
114	Paterson Reserve	Environmental Reserves omnibus Management Plan
115	Pine Crescent Playground	General Policies (supersedes Neighbourhood Park Management Plan)
116	Pomona Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
117	Queens Drive Planting Strip	General Policies
118	Queens Park	Queens Park Management Plan
119	Racecourse Road Reserve	General Policies
120	Red Tussock Reserve	Environmental Reserves omnibus Management Plan
121	Robinson Park	General Policies – may be added to Sports Fields Reserves Omnibus Management Plan

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122	Rockdale Park	General Policies (supersedes Rural Reserves Omnibus Management Plan)
123	Sandy Point Domain	Sandy Point Domain Management Plan
124	Seaward Bush	Environmental Reserves omnibus Management Plan
125	Seddon Place Playground	General Policies (supersedes Neighbourhood Park Management Plan)
126	Shannon Street Reserve	General Policies
127	Skye Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
128	Slaney Street Reserve	General Policies
129	Southern Greenway	General Policies
130	Stead Street Beautification Strip	General Policies
131	Stead Street Reserve (formerly known as Bond St Reserve (west) Stead St Wharf and Geoff Piercy Reserve)	General Policies (supersedes Linkage Reserve Omnibus Management Plan)
132	Stirling Point Reserve	Environmental Reserves omnibus Management Plan
133	Stirrat Street Reserve	General Policies
134	Stuart Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
135	Surrey Park	Sports Fields Reserves Omnibus Management Plan
136	Taiepa Dune Reserve	Environmental Reserves omnibus Management Plan
137	Talbot St Reserve	General Policies (supersedes Linkage Reserve Omnibus Management Plan)
138	Tanner Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
139	Teviot Street Reserve	Sports Fields Reserves Omnibus Management Plan
140	Thomsons Bush	Environmental Reserves omnibus Management Plan
141	Tikore Island	Environmental Reserves omnibus Management Plan
142	Tisbury Reserve	General Policies (supersedes Rural Reserves Omnibus Management Plan)
143	Tiwai Point Reserve	Environmental Reserves omnibus Management Plan
144	Town Belt	Town Belt Reserves Management Plan
	<i>Town Belt - Appleby (12.152)</i>	Town Belt Reserves Management Plan
	<i>Town Belt - Elles & Qdrive. (Otakaro Park & Russell Sq)15.7924</i>	Town Belt Reserves Management Plan
	<i>Town Belt - Gala Street (5.5249)</i>	Town Belt Reserves Management Plan
	<i>Town Belt - Otepuni Gardens (8.3022)</i>	Town Belt Reserves Management Plan
145	Turnbull Thomson Park	Sports Fields Reserves Omnibus Management Plan
146	Tweed Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
147	Vernon Street Reserve	General Policies

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148	Wachner Place	General Policies
149	Wagner Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
150	Waiau Crescent Playground	General Policies (supersedes Neighbourhood Park Management Plan)
151	Waihopai Bridge Reserve	General Policies
152	Waihopai Sports Association	General Policies
153	Waikiwi Domain	Sports Fields Reserves Omnibus Management Plan
154	Waverley Park	Sports Fields Reserves Omnibus Management Plan
155	West Bank Reserve	General Policies (supersedes Linkage Reserve Omnibus Management Plan)
156	West Street Reserve	General Policies (supersedes Neighbourhood Park Management Plan)
157	Wicklow Street Playground	General Policies (supersedes Neighbourhood Park Management Plan)
158	Windsor Green (0.0379)	General Policies
159	Woodend	General Policies
160	Woodend Hall Reserve	General Policies (supersedes Rural Reserves Omnibus Management Plan)
161	Woodend-Blyth Reserve	General Policies (supersedes Rural Reserves Omnibus Management Plan)

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Appendix 2: Ministerial Delegation

RESERVES ACT 1977

INSTRUMENT OF DELEGATION FOR TERRITORIAL AUTHORITIES

1. PURSUANT to section 10 of the Reserves Act 1977 I, NICK SMITH Minister of Conservation, DELEGATE to all territorial authorities (as defined in this Instrument of Delegation) such of my powers, functions and duties under the Reserves Act 1977 as are set out in the following Schedule subject to the Limitation of Powers in the Schedule and to the conditions in paragraph 2 of this Instrument.
2. The delegations in this Instrument apply only where the territorial authority is the administering body of the relevant reserve (i.e. affected by the decision to be made) by virtue of a vesting or an appointment to control and manage.
3. This Instrument replaces the previous Instrument of Delegation dated 10 March 2004, which is hereby revoked.

Definitions:

“Administering body” – means an administering body under the Reserves Act 1977.

“Territorial authority” – means a local authority and a unitary authority as defined in section 5 Local Government Act 2002.

“Vested reserve” – means a reserve vested in a territorial authority (not in the Crown).

SCHEDULE

SECTION	SUMMARY OF POWERS	O	LIMITATION OF POWERS
6(3)	Revoke a Gazette notice and issue a fresh notice or amend the original notice		Only applies to notices in the Gazette given by the territorial authority
14(4)	Gazette resolution to declare vested land to be reserve. <u>Note:</u> it is, therefore, no longer necessary to consult the Commissioner in terms of sec 14(3) of the Act.		
15(1)	Authorise or decline to authorise, by Gazette notice, the exchange of land in any reserve or any part(s) of a reserve for any other land to be held for purposes of that reserve.		Only to be exercised where the territorial authority did not derive title from the Crown, or title would be deemed not to be derived from the Crown if the reserve was going through a revocation process (s.25). The territorial authority must consult with the Crown before making a decision under s.15(1) if the land it proposes to grant in exchange was purchased with funds provided either wholly or partly by the Crown.

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SECTION	SUMMARY OF POWERS	O	LIMITATION OF POWERS
15(3)	To do all things necessary to effect any exchange authorised by the local authority under Section 15(1) of the Act, or by the Crown in the case of vested reserves derived from the Crown, including the payment or receipt of any money by way of equality of exchange in the case of non Crown derived reserves.		
16(1)	Classify, by Gazette notice, according to their principal or primary purpose all reserves. [Note this delegation does not affect sections 16(2) and 16(2A) Reserves Act]		
16(4)	To advertise the intention to classify a reserve in accordance with sec 16(1).		
18(2)(e) 19(2)(a) 19(3)(a)	Determine in which cases exceptions can be made to the preservation of flora and fauna and the natural environment.		
24(1)	Change the classification or purpose of a reserve by notice in the Gazette.		Does not apply to the revocation of reserves
24(2)(e)	To consider all objections received to a proposed change of classification or purpose.		
24(3)	To form an opinion that the change of classification or purpose of a scenic, nature or scientific reserve is justified.		
24(5)	To form an opinion that the change in the classification of a historic reserve is justified.		
25(1)	Upon revocation of the reservation of any public reserve (or part of one) pursuant to section 24 Reserves Act, dispose of that land in such manner and for such purpose as the Minister specifies. [Note this is intended to allow Territorial Authorities to decide how and for what purpose the land may be disposed of].		The delegation only applies where the title to the reserve was not derived from the Crown, or is deemed not to be derived from the Crown in terms of s.25(4) or (5).
41(1)	To approve reserve management plans.		
42(1)	Give or decline to give express written consent to the cutting or destruction of trees and bush on any historic, scenic, nature, or scientific reserve. Determine terms and conditions subject to which written consent is given.		
44(1)	To consent to the use of a reserve for temporary or permanent personal accommodation.		
44(2)	To consent to any vehicle caravan, tent or removable structure remaining on a reserve during the period 1 November to 31 March.		
45	Give or decline to give prior approval to administering body to erect, or authorise any voluntary organisation or educational institution to erect shelters, huts, cabins, lodges etc., on any recreation or scenic reserve.		

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SECTION	SUMMARY OF POWERS	O	LIMITATION OF POWERS
48(1)	Consent or refuse consent to administering body granting rights of way and other easements over any part of a vested reserve for any of the purposes specified in section 48(1). Impose such conditions as it thinks fit in giving the consent.		
48A(1)	Consent or refuse consent to administering body granting a licence over a vested reserve to any person or department of State - (a) To erect, maintain and use buildings, dwellings, masts and other structures, and plant and machinery; and (b) To construct, maintain, and use tracks and engage in other works - for any of the purposes specified in section 48A(1).		
48A(3)	Approve terms and conditions determined by the administering body.		
49	Grant or decline to grant in writing any qualified person a right to take specified specimens of flora or fauna or rock mineral or soil from a reserve for scientific or educational purposes. Form opinion as to whether qualified person has the necessary credentials. Impose conditions on the grant in writing.		With regard to fauna, the delegation is for exotic fauna which are not protected under the Wildlife Act 1953.
50(1)	Authorise or decline to authorise any person to take and kill any specified kind of fauna that may be found in any scenic, historic, nature or scientific reserve. Authorise or decline to authorise the use of firearms, traps, nets or other like objects within reserve for the foregoing purposes.		The delegation is for non-protected exotic fauna only.
51(1)	Authorise or decline to authorise in writing an administering body to introduce indigenous flora or fauna or exotic flora into any scenic reserve for any of the purposes referred to in section 51(1). Impose conditions on the giving of the authorisation.		
52(1)	Declare by Gazette notice that any 2 or more reserves, or parts of 2 or more reserves, or parts of one or more reserves and the whole of one or more other reserves, are to be united to form one reserve.		All affected reserves or parts of reserves must have the same administering body and must all either be vested in that body or all held under an appointment to control and manage.
53 (1)(d)	To consent to an increase in the number days the public shall not be entitled to have admission to a reserve.		
53 (1)(e)	To approve the fixing of charges generally or with respect to any specified occasion or event.		

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SECTION	SUMMARY OF POWERS	O	LIMITATION OF POWERS
54(1)	Give or decline to give prior consent to administering body, in the case of a recreation reserve vested in it, to grant leases for any of the purposes specified in paragraphs (a), (b), (c) and to grant a lease or licence for any of the purposes specified in paragraph (d) and to exercise all powers of the Minister referred to in the First Schedule that pertain to leases under s.54(1)(a), (b), (c) and (d).		
	Give or decline prior consent to administering body permitting, in a lease, the erection of buildings and structures for sports, games or public recreation not directly associated with outdoor recreation. Consent or decline consent to variations or amendments to leases and consent to the carrying out of any other necessary actions arising out of the leases consistent with the First Schedule, Reserves Act.		
55(2)(a) (d), (e) (f) and (g)	In the case of a scenic reserve to give or decline to give consent to :- <ul style="list-style-type: none"> • the enclosure and grassing or grazing of open parts of the reserve; • the setting apart of areas for other purposes; • the erection of buildings and other structures and amenities; • such things considered necessary for the public to obtain the benefit of the reserve; • the setting apart of sites for residences and other buildings and structures necessary for the management of the reserve. 		Must be satisfied that the facilities, amenities, buildings or structures are necessary and cannot readily be provided outside or in close proximity to the reserve.
56(1)	Give or decline prior consent to administering body, in the case of a scenic reserve vested in it, to grant leases or licences for the purposes set out in s.56(1) and to exercise all powers of the Minister referred to in the First Schedule that pertain to leases under s.56(1)(a) and (b). Consent or decline consent to variations or amendments to leases and licences, and consent to the carrying out of any other necessary actions arising out of the leases and licences consistent with the First Schedule, Reserves Act.		
56(2)	Give public notice in accordance with section 119 of the Reserves Act and give full consideration in accordance with section 120 to all objections and submissions.		
58(b)	Set apart and use part of a reserve as a site for residences and other buildings.		

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SECTION	SUMMARY OF POWERS	O	LIMITATION OF POWERS
58A(1)	Give or decline prior consent to administering body, in the case of an historic reserve vested in it, to grant leases or licences for any of the purposes specified in that subsection.		
	Consent or decline consent to variations or amendments to leases and licences and consent to the carrying out of any other necessary actions arising out of the leases and licences, consistent with the First Schedule, Reserves Act.		
59A(1)	In accordance with Part IIIB Conservation Act 1987, grant or refuse a concession in respect of any reserve controlled or managed by an administering body under s.28 Reserves Act so that the administering body may apply Part IIIB as if references in that Part to a conservation area were references to such a reserve and references to the Minister of Conservation and to the Director-General of Conservation are references to an administering body.		
67(1)(b)	Consent or decline consent to lease of recreation reserve set apart for race course purposes, to a racing club.		
72(1)	To enter into and agree the terms of a lease or other agreement for the farming of a recreation or local purpose reserve.		Note sec 72(3) applies.
73(1)	Consent or decline prior consent to an administering body granting a lease of recreation reserve in the circumstances specified in s.73(1), where the reserve is vested in the administering body, and consent or decline prior consent to an administering body granting a lease in the circumstances specified in section 73(1) in all other cases. Exercise all powers of the Minister referred to in the First Schedule that pertain to leases under s.73(1).		
73(2)	Consent or decline prior consent to an administering body granting a lease of recreation reserve for afforestation where the reserve is vested in the administering body, and consent or decline prior consent to an administering body granting a lease of recreation reserve for afforestation purposes in all other cases. Exercise all powers of the Minister referred to in the First Schedule that pertain to leases under s.73(2).		

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SECTION	SUMMARY OF POWERS	O	LIMITATION OF POWERS
73(3)	Form opinion as to whether recreation reserve is not likely to be used for purposes of a recreation reserve. Consent or decline consent to administering body granting leases of whole or part of reserve vested in administering body. Grant or decline to grant leases of whole or part of a reserve held under an appointment to control and manage. Exercise all powers of the Minister referred to in the First Schedule that pertain to leases under s.73(3).		Note: The provisions of Part IIIB Conservation Act apply (s.73(3A)(b)) Note: s.73(3A) (a) applies.
73(5)	Consent or decline consent in writing to a member of an administering body becoming the lessee of any land under the control of that body.		
73(6)	Consent or decline consent to surrender of lease.		Only exercisable where the original approval for the lease was given by the territorial authority under this delegation.
74(1)(b)(ii) (proviso)	Consent or decline consent to granting of a licence to occupy a historic, scenic or scientific reserve.		
75(1) and (2)	Consent or decline to consent to the afforestation of a recreation or local purpose reserve.		
121	Where under the provisions of the Reserves Act consent or approval is required, give consent or approval subject to such conditions as are thought fit.		Only exercisable in respect of matters delegated under this Instrument of Delegation.

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Appendix 3: Staff Delegations

The following link provides delegations made by the Chief Executive to various Council staff roles for the purpose of this management plan: <https://icc.govt.nz/wp-content/uploads/2023/03/9.-Delegations-Register-Chief-Executive-2023-Version-1-Approved-2023-03-23.pdf>

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Appendix 4: Subsequent Amendments

Date	Section of General Policies Reserve Management Plan 2023	Brief Description of Amendment



From: Let's talk <notifications@engagementhq.com>
Sent: Tuesday, 16 August 2022 3:33 PM
To: Cassandra Horton
Subject: Anonymous User completed Pre-Engagement Feedback

Anonymous User just submitted the survey Pre-Engagement Feedback with the responses below.

Name

Brent Procter

Contact Email



Can we contact you if we have further questions?

Yes

[REDACTED]

From: Let's talk <notifications@engagementhq.com>
Sent: Thursday, 18 August 2022 3:28 PM
To: Cassandra Horton
Subject: Anonymous User completed Pre-Engagement Feedback

Anonymous User just submitted the survey Pre-Engagement Feedback with the responses below.

Name

Janine

Contact Email

[REDACTED]

Are there any key actions parks and recreation should be doing when looking after parks and reserves?

Making sure they are welcoming for schools and kindergartens to use areas regularly.

What do you like about how your parks are being managed?

That we can utilize areas and also look after certain areas.

Please tell us what we could do to manage reserves better. Please include specific reserve names and locations if possible.

Otatara Scenic Reserve Maybe more rubbish bins around the tracks as we like to clean it up but have limited bins to empty the rubbish when we are there. Maybe some stumps left for seats and tables as we regularly meet in the bush and enjoy the space it offers.

[REDACTED]

From: Policy
Sent: Thursday, 18 August 2022 4:41 PM
To: Cassandra Horton
Subject: Parks and Reserves General Policies Management Plan

Hi Cassie,

Please see the below email from Carolyn Weston. She has provided some feedback about the Blind Low Vision NZ building and other points associated with them. FYi, we are going to manage expectations with her around levels of engagement and consultation, bylaws v policies etc. I'll leave this with you. I suspect when you get closer to formal consultations next year they will be wanting direct engagement of some kind around this.

Thanks

Hayden Powell

From: Carolyn Weston
Sent: Thursday, 18 August 2022 3:13 PM
To: Policy
Subject: RE: c weston sub on parking 22

Thanks for your help.

The main things we want to say about the Parks and Reserves policy is on keeping the Blind Low Vision NZ building in place. Considerable recreational activities now take place at or from this building.

One activity is now a blind walk group that walks from the Centre, to different parts of Queens Park. I recall in the Parks and Reserves 10 ear plan there was a strong emphasis on Queens park having many recreational activities within. Whether this is still the case I don't know but seems reasonable.

I can read bold print so if you want to send me any information in print that is good.

My address is:

Carolyn Weston

[REDACTED]

From: Policy <Policy@icc.govt.nz>
Sent: Thursday, 18 August 2022 2:34 pm
To: Carolyn Weston <[REDACTED]>
Subject: RE: c weston sub on parking 22

Hello Carolyn,

Yes, we did receive your feedback on the pre-engagement for the Footpath Management Policy. Thank you for taking the time to share your views. This has been forwarded on to the roading team to consider with the other feedback. I can confirm the Dog Control Policy and Bylaw were open for consultation from 27 June to 29 July. It was presented to the Performance, Policy and Partnerships Committee Meeting on 09 August 2022 for deliberations.

The Parks and Recreation team currently are pre-engaging on the Parks and Reserves General Policies Management Plan. There is no information to review at this stage, rather they are looking to gather the views of the community and have a webinar coming up shortly for it. The information surrounding this is contained within the word document I have attached for you.

We acknowledge you have asked questions surrounding bylaws, policies, plans and the different levels of engagement that can happen with these. The Strategy and Policy team are looking to see if they have some information that is easily accessible they can send to you, or if there is another way they can relay this information to you to help establish some context. They will get back to you in due course.

Kind regards

The ICC Policy Team

From: Carolyn Weston <[REDACTED]>
Sent: Thursday, 18 August 2022 12:05 PM
To: Policy <Policy@icc.govt.nz>
Subject: RE: c weston sub on parking 22

Hello,

I was very busy yesterday so I do hope you received Blind Citizens – Southland Branch submission on Furniture on Footpaths policy which I sent through to you late yesterday morning.

We had heard there was some consultation on Dog Control but one of our committee members has discovered that that policy or by-law review closed on the 29th July.

We have also heard that the Park and Reserves policy or by-law was or is being reviewed. Can you please tell me if the latter has been consulted on?

Can you also please explain the difference between a by-law and a policy and how the two interconnect?

Thanks.

Carolyn.

Blind Citizens – Southland Branch

From: Policy <Policy@icc.govt.nz>
Sent: Thursday, 11 August 2022 4:04 pm
To: Carolyn Weston <[REDACTED]>
Subject: RE: c weston sub on parking 22

Kia ora Carolyn,

I hope you are doing well today? I am replying to acknowledge we have received both the submission from the Blind Society and your personal submission. Our Engagement Co-ordinator should be in contact with in over the next couple of weeks to book you in for the Hearings, which are scheduled for Tuesday 06 September.

If you have any further questions, please let us know.

Ngā mihi nui

The ICC Policy Team

From: Carolyn Weston <[REDACTED]>
Sent: Thursday, 11 August 2022 3:30 PM
To: Policy <Policy@icc.govt.nz>
Subject: c weston sub on parking 22

Hello, This is my personal submission.
I also wish to make an oral submission.
Carolyn.

[REDACTED]

From: Let's talk <notifications@engagementhq.com>
Sent: Friday, 19 August 2022 3:44 PM
To: Cassandra Horton
Subject: Anonymous User completed Pre-Engagement Feedback

Anonymous User just submitted the survey Pre-Engagement Feedback with the responses below.

Name

Amanda Nally

Contact Email

[REDACTED]

Are there any key actions parks and recreation should be doing when looking after parks and reserves?

Encouraging Invercargill residents to make the most of our outdoors by maintaining and creating spaces that support the diverse needs of our community, from dog walkers, to horse riders, mountain bikers, and small children - accepting that not all spaces are equally suited to all users - by making excellent facilities for different users, in different places Parks and Reserves can enhance the experience of all users.

What do you like about how your parks are being managed?

I like that you cut hay at the golf course - as weather events become more frequent I think councils should be using reserve land for making hay/bayleage (winter sport parks eg out of season);to create feed reserves to either sell or donate when disasters strike.

Please tell us what we could do to manage reserves better. Please include specific reserve names and locations if possible.

Sandy Point bridle trail is the only city reserve where young horses and inexperienced riders can safely gain experience and skills away from traffic and other distractions, and that safety is compromised by cyclists, motorcyclists and dogs off-leash. Sandy Point already has many biking trails and dedicated mountain bike tracks for all grades of riders, without the need to use bridle tracks. Exclusive horse use, with improved signage that directs to cyclists and motorcyclists to other areas. The former Oreti Sands Golf Club - is an excellent dog walk facility with good parking and it would be good to see it formally recognised as an off-leash dog exercise area - which would hopefully entice the handful of people currently using the bridle trail for this purpose. Public toilets and drinking water fountains would be beneficial.

Is there anything else you would like to tell us?

Toilets at the float parking area would be beneficial.

Can we contact you if we have further questions?

Yes.

From: Let's talk <notifications@engagementhq.com>
Sent: Sunday, 21 August 2022 3:13 PM
To: Cassandra Horton
Subject: Anonymous User completed Pre-Engagement Feedback

Anonymous User just submitted the survey Pre-Engagement Feedback with the responses below.

Name

Lenard McLeod

Contact Email

Are there any key actions parks and recreation should be doing when looking after parks and reserves?

planting more tree

Please tell us what we could do to manage reserves better. Please include specific reserve names and locations if possible.

allow teretonga park to develop the site in the future

Is there anything else you would like to tell us?

no

Can we contact you if we have further questions?

yes

From: Let's talk <notifications@engagementhq.com>
Sent: Tuesday, 23 August 2022 9:35 PM
To: Cassandra Horton
Subject: Anonymous User completed Pre-Engagement Feedback

Anonymous User just submitted the survey Pre-Engagement Feedback with the responses below.

Name

Lindsay Withington

Contact Email

Are there any key actions parks and recreation should be doing when looking after parks and reserves?

Good general maintenance as they are now

What do you like about how your parks are being managed?

Always tidy and clean

Please tell us what we could do to manage reserves better. Please include specific reserve names and locations if possible.

No comment

Can we contact you if we have further questions?

Yes

[REDACTED]

From: Let's talk <notifications@engagementhq.com>
Sent: Sunday, 28 August 2022 9:37 PM
To: Cassandra Horton
Subject: Anonymous User completed Pre-Engagement Feedback

Anonymous User just submitted the survey Pre-Engagement Feedback with the responses below.

Name

Martyn

Contact Email

[REDACTED]

Are there any key actions parks and recreation should be doing when looking after parks and reserves?

Reducing costs and CO2 emissions, with less grass mowing. This could be archived in numerous ways, such as wild/long field areas, or reducing total grass areas with planting out of natives/hedges/tree zones

What do you like about how your parks are being managed?

They are a joy to have and keep a resource to treasure and protect.

Please tell us what we could do to manage reserves better. Please include specific reserve names and locations if possible.

More riparian planting of natives and complementary exotics along our waterways, reducing mowing, reducing runoff, encouraging bird life. There are large "storm water retention areas" inside of stop banks that could be much better used than for costly grass. A perfect example of this is sandwiched between otepuni creek, Linisfarne st and the railway line. There are numerous large sports fields that are bounded by useless sections of grass, how about planting them out,Flaxes?? Would that not save cost long term????

Is there anything else you would like to tell us?

The Elles rd/Queens dr part of the town belt seems to be a massively under-utilised area of green space, the carbon capture potential for this area is massive given it's proximity to such a large source of ICE emissions. There are some amazing trees here already (even if some of them look ready to take mitre 10 out with a good gust). But there is so much more than could be done with a heap of native trees and bushes, especially given some of these trees will be coming down at some point (see gala st reserve).

Can we contact you if we have further questions?

Yes

[REDACTED]

From: Let's talk <notifications@engagementhq.com>
Sent: Saturday, 3 September 2022 10:14 PM
To: Cassandra Horton
Subject: Carla Werder completed Pre-Engagement Feedback

Carla Werder just submitted the survey Pre-Engagement Feedback with the responses below.

Name

Carla Werder

Contact Email

[REDACTED]

Are there any key actions parks and recreation should be doing when looking after parks and reserves?

Including the education of students around Kaitiakitanga

What do you like about how your parks are being managed?

That we have local Rangers

Please tell us what we could do to manage reserves better. Please include specific reserve names and locations if possible.

It would be great to be able to continue to strengthen our relationship between our school - Otatara - that borders the reserve. All of our classes are out in it at least once a week and it would be great to be able to work in with Parks staff to strengthen our Kaitiakitanga focus on a more regular basis

Is there anything else you would like to tell us?

Some clarity around fires/ fire pits at school would be helpful as well in relation to the closeness to the Reserve. Our Bush Kindy space would be further used if we could work in collaboration with Parks too

Can we contact you if we have further questions?

yes

[REDACTED]

From: Let's talk <notifications@engagementhq.com>
Sent: Wednesday, 7 September 2022 12:33 PM
To: Cassandra Horton
Subject: Anonymous User completed Pre-Engagement Feedback

Anonymous User just submitted the survey Pre-Engagement Feedback with the responses below.

Name

Sarah Gallagher

Contact Email

Are there any key actions parks and recreation should be doing when looking after parks and reserves?

Heritage NZ points raised for ICC to consider • the preservation, conservation, recognition, interpretation of, and access to, heritage sites including their setting, within their reserves – in particular the listed, but also scheduled and non-listed or scheduled heritage items – eg monuments on MCH list • we acknowledge that where a reserve has its own management plan, that this will be in preference to the General Policy – eg Anderson Park, in such cases HNZPT should have an established relationship of consultation • recommend ICC engage with Te Ao Marama and rūnanga regarding opportunities for restoration planting for mahinga kai and mahinga toi on reserves where this may be appropriate, e.g. pā harakeke, to support current traditional practices or the regeneration of traditional practices • awareness of obligations under the HNZPT Act, including their archaeological provisions. This may apply to soil disturbance during vegetation removal and any earthworks undertaken. o I.e. “The Heritage New Zealand Pouhere Taonga Act 2014 defines an ‘archaeological site’ as any place occupied prior to 1900 that may provide archaeological information on the history of New Zealand. An Archaeological Authority is required for any works that may modify or destroy an archaeological site and it is an offence to undertake activities that may modify or destroy an archaeological site unless authorised by an Archaeological Authority issued under the Heritage New Zealand Pouhere Taonga Act 2014”. • opportunities for education on heritage places, historic use/presence of archaeology. For example, the implementation and maintenance of interpretation panels within reserves on the wide-ranging stories contributing to the site’s history. Recommend that these are developed in consultation with HNZPT. • consideration for the retention of view shafts of heritage elements and their setting within reserves where possible. • encourage ongoing consultation between Heritage New Zealand and Invercargill City Council on proposed development initiatives.

Can we contact you if we have further questions?

Yes please do contact Heritage New Zealand Pouhere Taonga for regarding historic places and archaeological sites

From: Let's talk <notifications@engagementhq.com>
Sent: Thursday, 8 September 2022 10:14 AM
To: Cassandra Horton
Subject: Anonymous User completed Pre-Engagement Feedback

Anonymous User just submitted the survey Pre-Engagement Feedback with the responses below.

Name

Alina Jose

Contact Email

Are there any key actions parks and recreation should be doing when looking after parks and reserves?

Te Whatu ora Health New Zealand would appreciate the focus to be on 1. Ensuring spaces and park amenities are designed making it accessible to all regardless of age, gender, or ability levels. 2. Maintaining infrastructure such as pavements, playgrounds, and play equipment's to ensure they are up to current standards. 3. Creating inviting spaces for people to gather and encourage active living. 4. Prioritising safety by considering the location of toilets, planting fences, providing sufficient lighting and pedestrian crossings. 5. Installing and upgrading health promoting signage such as: Alcohol free, smoke free, vape free and breastfeeding friendly at locations where necessary. 6. Maintaining toilets with frequent cleaning schedules depending on locations. 7. Consider installing recycling bins next to Rubbish/dog poo bins with regular emptying schedules.

What do you like about how your parks are being managed?

No comments

Please tell us what we could do to manage reserves better. Please include specific reserve names and locations if possible.

Parks and reserve spaces can create opportunities to have social connections. This can be done reserving space for gatherings such as community gardens and barbeque stalls. Introducing multi-sensory elements and ramps with low gradients and handrails would create an inclusive environment for all children at parks that could be considered in future designs. Planting and maintaining natives' and fruits bearing trees that provide adequate shade as well as shelter from the sun especially arounds seating areas and over children's play equipment's. When upgrading park and reserve facilities consider installing drinking fountains/bottle fillers in convenient locations in parks. Implementing universal designs for toilets along with baby changing stall would encourage a wider proportion of population to visit parks and reserves. Inclusion of Bike stands at car park and reserves help support biking as a form of active transport.

Is there anything else you would like to tell us?

No comments

Can we contact you if we have further questions?

Yes, Please.

[REDACTED]

From: Let's talk <notifications@engagementhq.com>
Sent: Friday, 9 September 2022 4:59 PM
To: Cassandra Horton
Subject: Anonymous User completed Pre-Engagement Feedback

Anonymous User just submitted the survey Pre-Engagement Feedback with the responses below.

Name

Anna Harris

Contact Email

[REDACTED]

Are there any key actions parks and recreation should be doing when looking after parks and reserves?

Ecological restoration

What do you like about how your parks are being managed?

Its great that ICC propagates it's own plants

Please tell us what we could do to manage reserves better. Please include specific reserve names and locations if possible.

There are a number of species planted that are native to nz - but not to southland that are weedy in various reserves, excluding more desirable species, e.g. coprosma robsuta, hoheria sixtylosa, psedopanax laetus, the impacts are serious where natural values are high eg Thompson's bush, otatara reserves. Also some exotics that are ecological weeds e.g. Darwin barberry, holly, cotoneaster. I would like species like these to be controlled for the ongoing viability of the remnant natural ecosystem present.

Is there anything else you would like to tell us?

I'm employed at [REDACTED], would love to discuss this in greater detail, cheers

Can we contact you if we have further questions?

yes

[REDACTED]

From: Let's talk <notifications@engagementhq.com>
Sent: Sunday, 11 September 2022 7:03 PM
To: Cassandra Horton
Subject: Anonymous User completed Pre-Engagement Feedback

Anonymous User just submitted the survey Pre-Engagement Feedback with the responses below.

Name

Chris Cole

Contact Email

[REDACTED]

Are there any key actions parks and recreation should be doing when looking after parks and reserves?

"...provides for the preservation and management of parks and reserves for the enjoyment of the public". How do you ensure that the whole of the community is engaged with your parks and reserves. I'm writing in representation of the neurodiverse (ND) community. For example, some of ND community struggle to read text easily eg signs at parks or being engaged with the processes you follow to get community involvement in reviews. (I'm a highly educated dyslexic who can read and write well and I am struggling with this form.)

What do you like about how your parks are being managed?

I think they are managed with innovation eg the current work on the trees at Queens Park.

Please tell us what we could do to manage reserves better. Please include specific reserve names and locations if possible.

With signage, include a part that can be scanned so it reads aloud what is written so not relying on reading the information . eg sign at Queens Park entrance Herbert Street

Is there anything else you would like to tell us?

Going forward if there is a chance to discuss these ideas further, I would find that most helpful.

Can we contact you if we have further questions?

Yes, absolutely

From: James Imlach [REDACTED]
Sent: Thursday, 29 September 2022 6:13 PM
To: Cassandra Horton
Cc: [REDACTED]
Subject: RE: General Policies Reserve Management Plan

Kia ora Cassandra

Thanks for your email last month.

Unfortunately, we were unable to provide pre-engagement feedback on the proposed General Policies Reserve Management Plan before the cut off date. However, do you know if there's any appetite within Council to include more permissive camping-related provisions within this high level management plan? For example

- Camping (including freedom camping) in certified self-contained vehicles is generally permitted on council-controlled reserves, unless otherwise restricted or prohibited in accordance with a reserve-specific management plan.

The above approach aligns more closely with the permissive regime set out in the Freedom Camping Act 2011. The provision could be further defined to cover local purpose, scenic and recreational reserves only as they are typically more suitable for camping and contemplated under the Reserves Act.

I appreciate the Linkage Reserves Management Plan 2014 has a more restrictive policy towards camping, therefore if you doubt the Council would entertain the above approach could they be more amenable to this policy:

- Camping (including freedom camping) is generally prohibited on council-controlled reserves, unless camping is provided for in a reserve-specific management plan or approved by Council under delegated authority from the Minister of Conservation.

This approach is inconsistent with the regime set out in the FCA and retains the Council's generally restrictive camping policy on reserve land. However, the underlined option enables the Council to make considered decisions if they believe a reserve is suitable for camping in the future. In 2013, the Minister delegated local authorities the power to permit camping on reserve land, provided a decision was not inconsistent with an existing RMP (in which case the RMP had to be reviewed). A discretionary approach might also simplify the Council's job if/when it decides to adopt a bylaw under the FCA, which is currently under review

<https://www.legislation.govt.nz/bill/government/2022/0158/latest/LMS737445.html>).

Happy to discuss further.

Ngā mihi | Kind regards

James Imlach

National Manager – Property and Policy

New Zealand Motor Caravan Association Inc.

[REDACTED]

www.nzmca.org.nz



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From: Cassandra Horton <Cassandra.Horton@icc.govt.nz>

Sent: Monday, 15 August 2022 8:23 PM

Subject: General Policies Reserve Management Plan

Kia ora koutou

As a partner and key stakeholder with ICC Parks and Recreation we would like to invite you to share your thoughts and comments on what you would like to see included in the General Policies Reserve Management Plan.

ICC administers a diverse portfolio of parks and reserves. The Reserves Act 1977 provides for the preservation and management of parks and reserves for the enjoyment of the public.

The Act requires the development of reserve management plans to establish the desired mix of use and protection for reserves and to provide the community with certainty about the function and management of each reserve.

The creation of a new plan will create a more efficient management plan structure for future reviews combining all general policies into one overarching plan.

The General Policies Reserve Management Plan sets objectives and policies that are common to all reserves administered by Invercargill City Council. This is to ensure a consistent approach to management decisions and compliance with Reserves Act requirements. It also removes the need for generic policies to be repeated in the management plan for individual reserves or groups of reserves.

ICC Parks and Recreation would like to invite you to share your views on the General Policies Management Plan for parks and reserves in Invercargill and Bluff for the next 10 years. This information will inform the development of the management plan in compliance with section 41 of the Reserves Act 1977. Please visit our platform letstalk.icc.govt.nz to share your thoughts with us.

Further workshops and engagement may be held prior to a draft being sent out for further consultation in 2023.

If you have any questions please let me know.

Ngā mihi

Cassie



Cassandra Horton

Secondment Manager - Parks Planning

Cassandra.Horton@icc.govt.nz

Phone: 032111777 • Mobile: 021 322 660

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General Policies Reserve Management Plan – Webinar Notes from Tuesday 23 August

Feedback

Would be good to provide a list of reserves and those that have RMPs

Foveaux Riding Club

- would like horse only tracks at Sandy Point
- Implications with bikes vs people walking dogs
- Signage issue
- Security issues
- Would like a toilet at corner of Christies Track and Sandy Point Rad

Heritage NZ

- Like overall MP idea
- Heritage features items – details for park
- Heritage assets – statues – provide link to District Plan and can note specifics at the back
- Have TAMI been involved with restoration plantings and planting for craft etc.? Will note at next meeting
- Options for interpretation of specific sites? Yes

Richard Johnson

- Is Gostelow Park included in this? Yes will be
- What are the next steps?

Val CCS Disability Action

- Disability Strategy – keen to get this up and running – include in all policies
- Access issues – footpath widths, seating
- Aromatic vegetation – i.e. blind foundation
- Like one management for all spaces
- Ask disability groups – how to include their feedback for specific areas
- toilets

PARKS AND RESERVES MASTERPLANS AND MANAGEMENT PLANS

To: Community Wellbeing Committee

Meeting Date: Tuesday 8 August 2023

From: Caroline Rain – Parks and Recreation Manager
Chris Bowen – Open Spaces and Recreation Strategic Advisor

Approved: Steve Gibling - Group Manager - Leisure and Recreation

Approved Date: Wednesday 26 July 2023

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

This report summarises the Masterplan and Management Plan priority schedule and the proposed process to seek endorsement to proceed.

Recommendations

That the Community Wellbeing Committee:

1. Receives the report "Parks and Reserves Masterplans and Management Plans".
2. Endorse initiation of public notification inviting submission(s) for the Masterplan / Management Plan scheduled for 2023/24 financial year:
 - a. Sandy Point Masterplan 2023 (almost complete).
 - b. General Policies Reserve Management Plan 2023/24 (underway).
 - c. Sandy Point Management Plan 2023/24.
 - d. Donovan Park Masterplan 2023/24.
 - e. Sports Fields Reserves Omnibus Management Plan 2024.
 - f. Donovan Park Management Plan 2024 (potentially 2024/25).
3. Acknowledge the priority schedule for out years:
 - a. Queens Park/Town Belt Masterplan 2024/25.
 - b. Queens Park and Town Belt Management Plans 2025.
 - c. Eastern Cemetery, Southland Crematorium and Greenpoint Cemetery Masterplans 2025/26.
 - d. Anderson Park Masterplan 2026/27.
 - e. Anderson Park Management Plan 2027.

Background

Masterplans are developed to provide strategic direction and establish a long-term vision for future park use. This enables the subsequent Management Plan to review the asset renewal and development and guide future funding decisions.

With proposals raised relating to the future development of our Premier and highly valued parks, it is recommended that Masterplans be initiated to better understand community needs and wants for the future of these spaces. This is the tool to enable and strategic shift and allows for decision-making through and transparent process.

What is a Masterplan?

Master planning creates a 'big picture' vision to meet future needs within a community or local landscape. It is a long-term, 30 year to 50 years, conceptual design plan for future park uses.

The scope is intended to then feed down to inform the Management Plan(s), which will include objectives and policies over the next ten years.

What is a Management Plan?

Council is required under the Reserves Act 1977 to prepare Management Plans on the reserves it manages (except Local Purposes).

Management plans contain policies on the long-term maintenance and development of the reserves.

They are prepared to ensure the needs of the current and future users are captured and reflected in the plan and are consistent with current 'best practice' management procedures.

Issues and Options

Analysis

Masterplans and Management Plans

Masterplans have been seen as essential to being developed for a long term (i.e. 30-50 years) which will, in turn, inform Management Plans for 10 year periods.

As part of a prioritisation process to look at what order Masterplans/Management Plans will be undertaken, Parks and Recreation has met with Te Ao Marama to understand Mana Whenua levels of interest for the open spaces in Invercargill and Bluff.

Detailed updates will be outlined to Council through separate milestone papers. Specifically the Update on Regional Strategies paper outlines the Regional Sports Field Strategy being the driving document for the ICC sports Field Management Plan and the General Policies Management Plan paper as a milestone update. Finally, it is proposed that during the August Community Wellbeing Committee, there will be discussion around the Sandy Point Master Plan, which will be the guiding document for the Sandy Point Masterplan.

Proposed priority Timeframes for Masterplans / Management Plans

Masterplans/Management Plans	Timeframe	Comments
Sandy Point Masterplan	2023	In the final stages of development.
Sandy Point Management Plan	2023/24	Will transition from Masterplan to pull out key priorities for the first ten years of the Management Plan.
General Policies Reserve Management Plan	2023/24	This will cover all reserves in Invercargill and Bluff. Draft will be consulted on following Community Wellbeing Committee meeting August.
Donovan Park Masterplan	2023/24	Will produce a 30-50 year plan.
Donovan Park Management Plan	2024	Masterplan will prioritise next ten years through Management Plan.
Sports Fields (Omnibus) Management Plan	2024	Following the completion of the Regional Sports Field Strategy, this Management plan will be initiated.
Queens Park/Town Belt Masterplan	2024/25	Goes to tender for consultant to produce a 30-50 year plan. This is intended to begin following the Museum development.
Queens Park and Town Belt Management Plans	2025	Masterplan will then inform two separate management plans beginning with Queens Park, then Town Belt.
Eastern Cemetery, Southland Crematorium and Greenpoint Cemetery Masterplan	2025/26	Will look at 100 years of cemetery, as well as other activities within the spaces (facilities etc.).
Anderson Park Masterplan	2026/27	Will produce a 30-50 year plan.
Anderson Park Management Plan	2027	Masterplan will prioritise next ten years through Management Plan.
Surrey Park Masterplan	2027/28	Masterplan process will be initiated once Regional Sports Field Strategy is complete.

Process

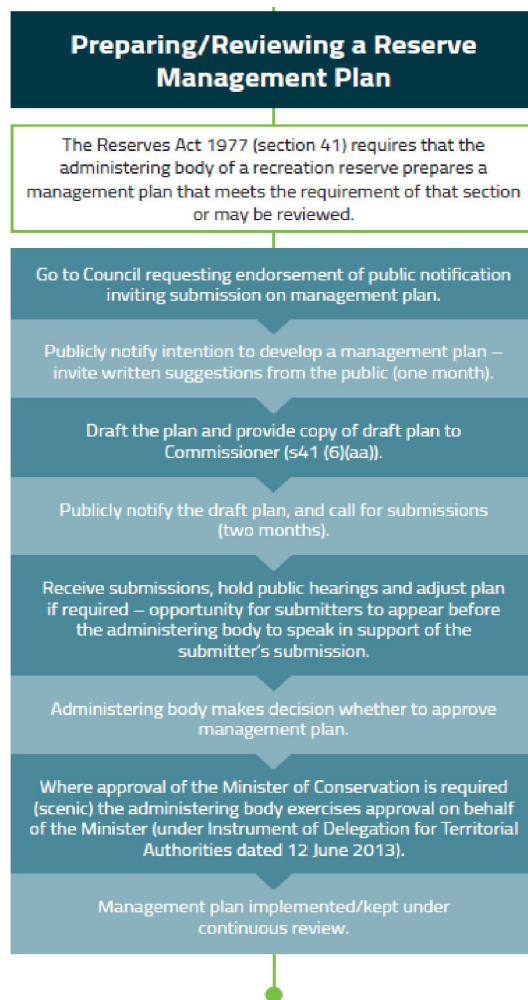
The Masterplan proposed process is intended to follow a methodology structure over a 30 - 40 week period (depending on the scale and complexity), beginning with information gathering, followed by engagement, development of a concept design, further engagement and closing with a final design with the actions that will feed into the management plan.

The management plan process will then follow a 12 month timeframe, including a two-step public notification process as required through the Reserves Act, with the result being a management plan document illustrating how the reserve will be managed over the next ten years as per the Masterplan.

Reserves which do not have a Masterplan or Management Plan specific to them will comply with the General Policies Reserves Management Plan.

Significance

Whilst this work is very significant to the output of the Parks and recreation Division. The proposed decision is not considered significant in terms of ICC's Significance and Engagement Policy.



Community Views

Engagement

The community will have the opportunity to provide written feedback on the proposals via the public notification process. For management plans, step two consultation includes the opportunity for people to be heard in support of their written submissions to Council.

Masterplans

An engagement plan will be developed for each Masterplan. The process will loosely be similar structures for each Masterplan however, depending on the scale and complexity of certain reserves, timeframe may vary.

ICC will work in partnership with Te Ao Marama and Mana Whenua at the beginning of each process to understand the level of involvement based on their interest in the reserve(s).

Engagement activities will form part of a suite of technical and supporting information that will be reviewed and used to help shape the Masterplans. Consultation will then begin with the masterplans as the strategic 50 year direction informing the first ten years of the management plan, with both masterplan and management plan being consulted on at the same time.

Management Plans

Following the development of the Masterplan, a two-step public notification process will be undertaken as a requirement under the Reserves Act 1977. Step one includes a one month consultation. Step two includes consultation on the draft management plan for two months.

Parks and Recreation will work with Strategy and Policy and Communications Teams to ensure public notification does not conflict with other consultation processes.

Submissions and hearings will be reported back to Council following the completion of the public notification period for a final decision regarding the adoption of management plans.

Implications and Risks

Strategic Consistency

The proposed approaches aligns with Council's approach to managing the Parks and Reserves Activity as outlined within the 2021 – 2031 Long-term plan and the 2021 Activity Management Plan.

Financial Implications

The costs for masterplans and management plans will come from within existing budgets.

Public Notification: Costs for public notification will be incurred by Council.

Procurement: An increase in staff resources will be implemented to lead and develop Masterplans, with procurement of consultants to assist or lead where required, depending on the scale and complexity of the reserve. This will decrease the amount of consultant costs for Master planning. The Queens Park Masterplan is to be outsourced and the Donovan Park Masterplan is to be completed internally, with a consultancy mentor.

Management Plan Processes: The General Policies Reserve Management Plan is being developed and this will ensure all reserves are covered by this plan, unless otherwise noted through specific management plans noted in the priorities and as required. This will decrease resources (including time and cost) and create a more efficient management plan structure for future reviews combining all general policies into one overarching plan.

Adding masterplans as the strategic direction for management plans will initially add more costs through consultancy fees until such time that staff have been upskilled to be able to lead these processes independently, with additional resources to support the masterplan development being procured as required.

Legal Implications

Reserves Act 1977 processes will be followed.

Risk

Risk	Management and Mitigation
Not meeting timeframe	Council will work with other parties to ensure the process is no lengthier than it needs to be. Any unforeseen changes which may affect the timeframe will be paused until a solution is decided.
Setting a precedence for others	Complying with Reserves Act 1977.
Political Risk	Ensuring the Reserves Act 1977 legislation is being met.

Unforeseen costs	Costs to be incurred by ICC budget. Any costs covered through procurement to be managed through a contract and if there are any variables they are managed appropriately
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Next Steps

1. Council officers to proceed with Masterplan/Management Plan priorities in collaboration with Strategy and Policy, Communications team and key partners and stakeholders.
2. At scheduled milestones within each Plan, the Community Wellbeing Committee will receive an updated report from the Parks and Recreation Division, for each Plan.

PARKS LAND DISPOSAL OPTIONS FOR CONSIDERATION

To: Community Wellbeing Committee

Meeting Date: Tuesday 8 August 2023

From: Caroline Rain – Parks and Recreation Manager
Chris Bowen – Open Spaces and Recreation Strategic Advisor

Approved: Steve Gibling - Group Manager - Leisure and Recreation

Approved Date: Wednesday 26 July 2023

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

This report summarises the review of land for disposal following a Long Term Plan (LTP) Land Disposal Options discussion held on 16 May 2023 where Councillors requested land surplus to requirements be presented as options for disposal/release of land.

Recommendations

That the Community Wellbeing Committee:

1. Receives the report 'Parks Land Disposal for Consideration'.
2. Note that the following land parcels have begun the disposal process;
 - a) Woodend Reserve.
 - b) Queens Park Drive.
 - c) Awarua Bay Reserve.
 - d) Mokomoko Road Reserve.
 - e) 231 Scott Street.
3. Approves the following land parcels are strategic sections of land not recommended for disposal.
 - a) Part of Surrey Park (ex school Site).
 - b) Teviot Street Reserve.

Recommends to Council that they:

4. Endorse proceeding with public notification of Awarua Bay Road Reserves through the Reserves Act 1977 requirements.
5. Endorse proceeding with public notification of 114 Mokomoko Road - Mokomoko Road Reserve through the Reserves Act 1977 requirements.
6. Approve the following land parcels to commence public notification with the community through a land disposal process pursuant to the Reserves Act 1977 requirements, 'a-e' as acceptable risk and 'f-l' as minimal risk.
 - a) Rockdale Park.
 - b) Part Bluff Hill Reserve.
 - c) Conway Crescent Playground.
 - d) Waihopai Sports Association.
 - e) Donovan Farm (part).
 - f) JG Ward Reserve.
 - g) Newfield Park (part).
 - h) Elizabeth Street Reserve.
 - i) Vernon Street Reserve (Part).
 - j) McMillian Street Reserve.
 - k) Bluff Camping Ground¹.
 - l) 38 Suir Street Reserve.

Background

The Parks and Recreation Department manages just over 3,000 hectares, comprising of 160 Parks and Reserves (including Cemeteries).

On May 16 2023 at an LTP Land Disposal Options discussion, Councillors requested that underutilised, or non-strategic land parcels be presented at the committee meeting for consideration, as land that could be released from Council ownership.

Previously the Parks Strategy (2013) and Playground Strategy (2014) identified reserve land(s) surplus to Council's requirements and proposed rationalisation of play equipment for better play space enjoyment. The reserves were identified for disposal in the Parks Strategy 2013 and later incorporated into the 2015 Long Term Plan consultation which was agreed by Council.

ICC Parks Disposal Policy States "Council will then be required to call for submissions on any proposed revocation of the reserve status of the land, as required under the Reserves Act 1977."

Four parcels of land have been sold, five more are undergoing the disposal process and some have subsequently been grazed or found classification-supported uses such as being leased to third parties. Public feedback and cost-benefit analysis precluded some sales from proceeding following the 2015 LTP.

Criteria

Strategic versus Non-Strategic

Reserve land has also been assigned as either:

¹ Bluff Camp Ground was not discussed on 16 May 2023
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- Strategic – high recreational, environmental and cultural value that has room for growth and future sustainable development for the community.
- Non-Strategic – low recreational, environmental and cultural value that is not forecast for growth and development for the community.

The following criteria have been developed by staff which seeks to illustrate what metrics are considered to determine priority.

1. Alternate purpose greater than the current use of the land, e.g. change the purpose of parks and recreation to social housing.
 - a. Reduce the land maintained by Council.
 - b. Land not fit for purpose.
 - c. Disposal caveats or similar restrictions.
2. The land is not owned (but managed) by the Council/ acquisition of land.
 - a. Land acquired through the Crown, endowment/ first rights of refusal.
3. Aligning with others to enable stronger community outcomes.
 - a. Working with organisations/community groups who are interested in purchasing land to better align with community outcomes (e.g. Community Housing Partnership opportunities).
 - b. Strategic purpose aligns with Council outcomes.
4. User needs are misaligned.
 - a. Assessment required – CPTED, changing sporting use, undeveloped land etc.
 - b. Underutilised as currently presented.
5. Ensuring financial sustainability and more value for money.
 - a. Maintenance efficiencies connected to disposing of land, e.g. less land to mow, levels of service.
 - b. Cash injection from selling land.
 - c. Higher value of return through the sale.
 - d. Significant savings of future maintenance - operational costs.
6. Property market position.
 - a. Is it the right time in the market to dispose of the property?
7. Cultural significance to tangata whenua.
8. Environmental impact of disposal.

The following table highlights the summary of reserves recommended for disposal listed in Appendix 1:

The table is separated into green being the potential to dispose without significant loss to the community as assessed through the criteria listed below. Orange being a mix of some positives and some risk achieved through potential disposal although there are some negative consequences as assessed against the criteria listed below. Red outlines the highest priority to keep based on the potential value and ongoing use of the community in these parcels of land.

Name of Park/Reserve	Address	Criteria	Strategic/Non-Strategic	Timeframe	Hectares
Land already undergoing disposal process					
Woodend Reserve	44 Harewood Road, Woodend	1,3,4,5	Non-strategic	6-12	0.1012
794 Queens Drive, Invercargill	794 Queens Drive	1,3,4,5	Non-strategic	6-12	0.04
Awarua Bay Reserves	4 parcels along Awarua Road including 21/43	1,3,4,5	Non-strategic	6-12	0.3090
Mokomoko Road Reserve	114 Mokomoko Road	1,3,4,5	Non-strategic	6-12	0.4957
231 Scott Street	231 Scott St	1	Non-strategic	6-12	0.6199
Total Area (hectares)					1.5658
Rockdale Park (excluding playground)	401 Centre Street	1,3,4,5,6	Strategic	12-18 months	6.06
Part Bluff Hill	67 Flagstaff Reserve, Bluff	1,3,4,5,6	Non-strategic	6-12 months (no reserve status)	3.04
Conway Crescent playground	1-83,83 Conway Crescent	1,5,6	Non-strategic	12-18 months	0.3533
Waihopai Sports Association	63 Park Street	4,5	Non-strategic	6-12 months	0.3632
Donovan Park (Farm and Restaurant)	110-220 Bain field Road	1,4,5,6	Strategic	18-24 months (allow for master plan first)	(estimated) 37
38 Suir Street	38 Suir Street, Bluff	1,4,5,6	Non-strategic	12-18 months	0.0769
JG Ward Reserve	309 Gore Street, Bluff	1,4,5,6	Strategic	12-18 months	1.5967
Part Newfield Park	83 Wilfrid Street	1,4,5,6	Strategic	12-18 months	1.3
Elizabeth Street Reserve	29 Elizabeth Street	4,5,6	Non-strategic	6-12 months	0.0986
Part Vernon Street Reserve	37 Vernon Street	1,5,6	Non-strategic	6-12 months	0.2558
McMillan Street Reserve	400 McQuarrie Street	1,5,6	Non-strategic	12-18 months	2.02
Bluff Camping Ground*	21 Gregory Street, Bluff	3,5	Non-strategic	12-18 months	0.3987
Part Surrey Park (Ex School site)	425 Yarrow Street, 81 Isabella Street		Strategic	24 months (allow for master plan first)	1.007
Teviot Street Reserve	200 Ettrick Street		Strategic	12-18 months	1.2144
Total Area (hectares)					54.7846

Issues and Options

Analysis

Each parcel of land has been considered with the criteria (1-8) above in mind. Land in green illustrates alignment with the criteria and is non-strategic land, therefore, is the highest potential to dispose of without significant loss to the community. There may also be willing buyers that have a better alternative use for this land.

The land shown in orange illustrates there will be some positive and negative impacts with releasing this land. It may be that this land is surplus to requirements but there are leaseholders or occupiers currently using this space, or there may be conflicts with the community who want to retain this land.

The land shown in red is land that has been requested to be put forward however criteria indicate that this land is too valuable for recreational purposes under the Reserves Act and/or Crown Land. There is a benefit in retaining this land for that reason.

A report has been prepared by John Turkington Ltd., which provides representative commentary on carbon offsetting and income potential from land earmarked for disposal (Appendix 2). Key requirements for each land block have been assigned in the report. In general terms, most land is suitable for carbon offsetting purposes, being presently unforested. For the purposes of their analysis, they have assumed that all land is eligible for carbon offsetting. The findings of this report have been assessed against each parcel of land and it does not deliver the outcome that carbon offsetting is the only suitable alternative to disposing of land.

Consultation on the revocation of reserve status will be in line with the Reserves Act 1977 and any issues identified as part of this process will be reported back following submissions.

Appendix 3 is a discussion paper which sets out information relating to Awarua Reserves and Mokomoko Road Reserve. These reserves are recommended that Council endorse to proceed with public notification following the Council Meeting

Significance

The proposed decision is not considered significant in terms of ICC's Significance and Engagement Policy.

Community Views

Engagement

Initiating the land disposal process, does not specifically mean that the land will be sold. The first step is a public consultation process, where the public have the opportunity to provide submissions with respect to the land parcel being proposed for sale.

Submissions will be reported back to Council following the completion of the public notification period for a final decision regarding the intention to remove reserve status to allow for disposal of land.

Council staff are consulting with Te Ao Marama on behalf of mana whenua on the list of land and any cultural significance to tangata whenua. Any sites with cultural significance will be identified through criteria 7 being assigned to the land parcel within the above table. Public

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notification will be undertaken as a requirement under the Reserves Act 1977. Parks and Recreation will work with Strategy and Policy and Communications Teams to ensure public notification does not conflict with other consultation processes.

Implications and Risks

Strategic Consistency

The community will have the opportunity to provide written feedback on the proposals via the public notification process.

Financial Implications

Costs for public notification will be incurred by Council, however, money received through the sale of land will be used towards covering those costs and can be contributed towards future reserve management.

QV valuations have been included in Appendix 1 as a starting point. There are valuations within the table that are grossly undervalued, or are at zero, due to not being valued as Reserve Land.

The financial review of the cost to keep the land versus the cost to dispose of it will be part of the next steps.

Proceeds from sale or exchange would be required to be used to enhance and/or maintain Council's parks and reserves through the Reserves Act 1977.

An estimate of potential carbon value has been calculated in Appendix 2 by pro-rating forest sequestration from the NZ Emissions Trading Scheme look-up tables for the area of each land unit, with a nominal carbon value of \$60/unit assigned.

Legal Implications

The Reserve Act process will be followed where the removal of reserve status is required. Any leaseholders affected by a sale of land will be notified as per their lease condition.

Risk

Risk	Action to Manage
Not meeting timeframe	Council will work with other parties to ensure the process is no lengthier than it needs to be.
Setting a precedence for others	Complying with Reserves Act 1977 and ICC Disposal Policy.
Political Risk	Ensuring the Reserves Act 1977 legislation is being met.
Financial implications	Costs to be incurred by ICC and revenue made from sales to go back into reserves.

Next Steps

1. Staff to proceed with the land disposal process as per the ICC Disposal Policy and Reserves Act 1977 process where required.
2. Staff to deliver a paper outlining the outcomes of the public submission and detailing the next stage of the land disposal process.

Attachments

Appendix 1 - 2023 07 11 - Community Wellbeing Committee - Parks Land Disposal Options - Aerial Images (A4626139)

Appendix 2 - 2023 07 11 - Community Wellbeing Committee - Parks Land Disposal Options - Carbon Offset Potential for Proposed Disposal of Land (A4692496)

Appendix 3 - Community Wellbeing Committee - Mokokoko and Awarua Reserves Disposal of Land (A4223863)

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LAND DISPOSAL PROPOSAL

Name	Area	Status	Maintenance Costs	QV (2020)
Woodend Reserve	0.1012	ICC land not reserve	\$400	\$100,000
794 Queens Drive	0.0372	ICC land not reserve	-	\$130,000
Awarua Bay Reserves	0.1472	Reserve land	-	\$24,000
Mokomoko Road Reserve	0.4957	ICC land not reserve	\$200	\$8,000
231 Scott Street	0.6199	ICC land not reserve	\$1,300	\$240,000
Rockdale Park	6.06	Reserve land	\$1,000	\$435,000
Part 67 Flagstaff Reserve, Bluff Hill	3.04	ICC land not reserve	-	-
Conway Crescent Playground	0.3533	Reserve land	\$5,300	\$258,000
Waihopai Sports Association	0.3632	ICC land not reserve	\$40	\$650,000
Donovan Park farm and restaurant	37	Reserve land	unknown	\$610,000

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JG Ward Reserve/38 Suir Street	0.39	ICC land not reserve	\$2,200	\$122,000
Newfield Park	1.3	Reserve land adjoins school	\$2,800	\$300,000
Elizabeth Street Reserve	0.0986	ICC land	\$1,200	\$83,000
Vernon Street Reserve	0.2558	ICC land not reserve	\$300	\$100,000
McMillan Street Reserve	2.0234	Reserve land part occupied for grazing	\$1000	\$160,000 (\$300,000 whole)
Bluff Camping Ground	0.3987	Reserve Land	(\$4,000) Revenue	\$200,000 (non-QV)
Teviot Street Reserve	1.2141	Crown Reserve land	unknown	\$270,000
Surrey Park Ex School Site	1.007	Reserve Land	unknown	\$375,000

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44 HAREWOOD ROAD - WOODEND RESERVE



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794 QUEENS DRIVE



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AWARUA BAY RESERVES



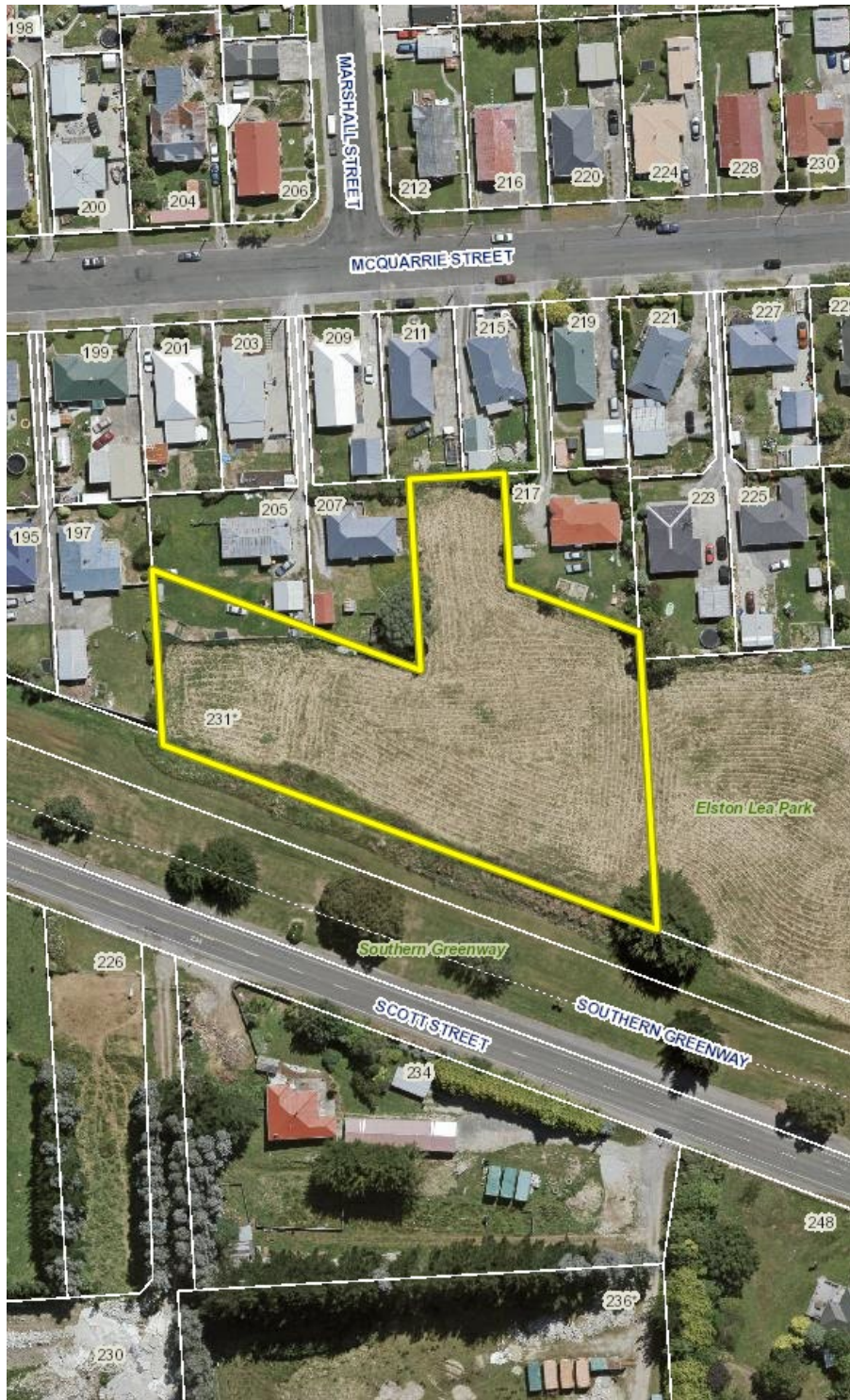
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MOKOMOKO ROAD RESERVE



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231 SCOTT STREET



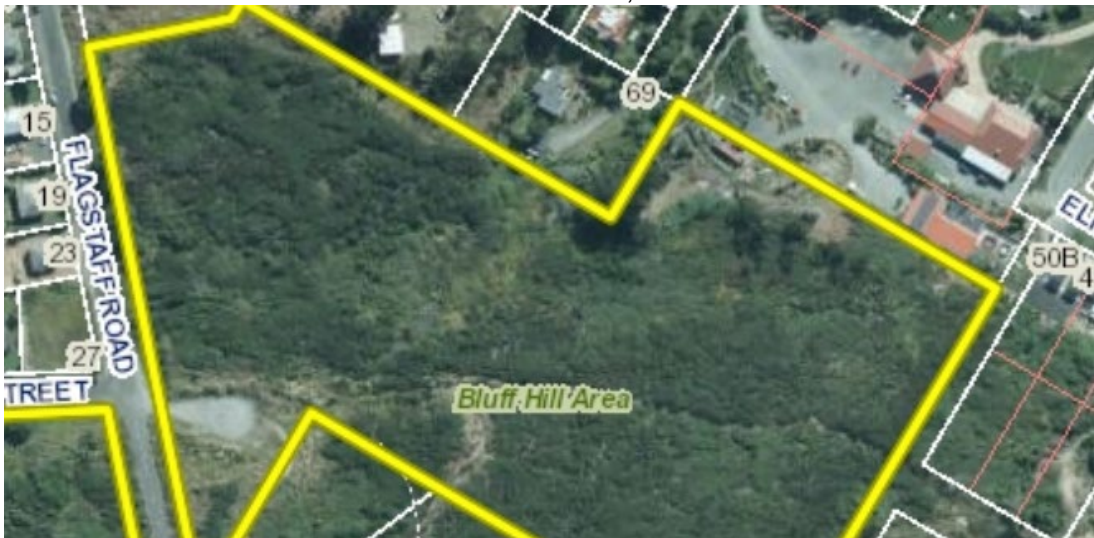
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ROCKDALE PARK (PART)

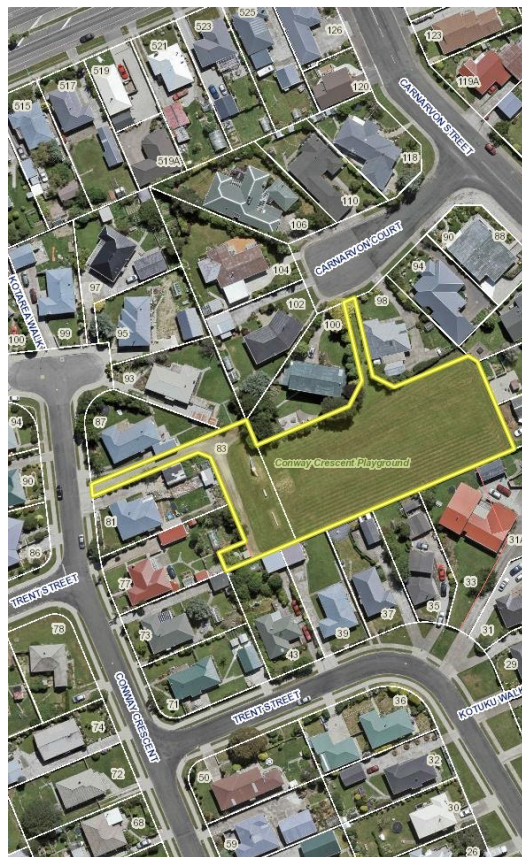


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PART 67 FLAGSTAFF RESERVE, BLUFF HILL



CONWAY CRESCENT PLAYGROUND

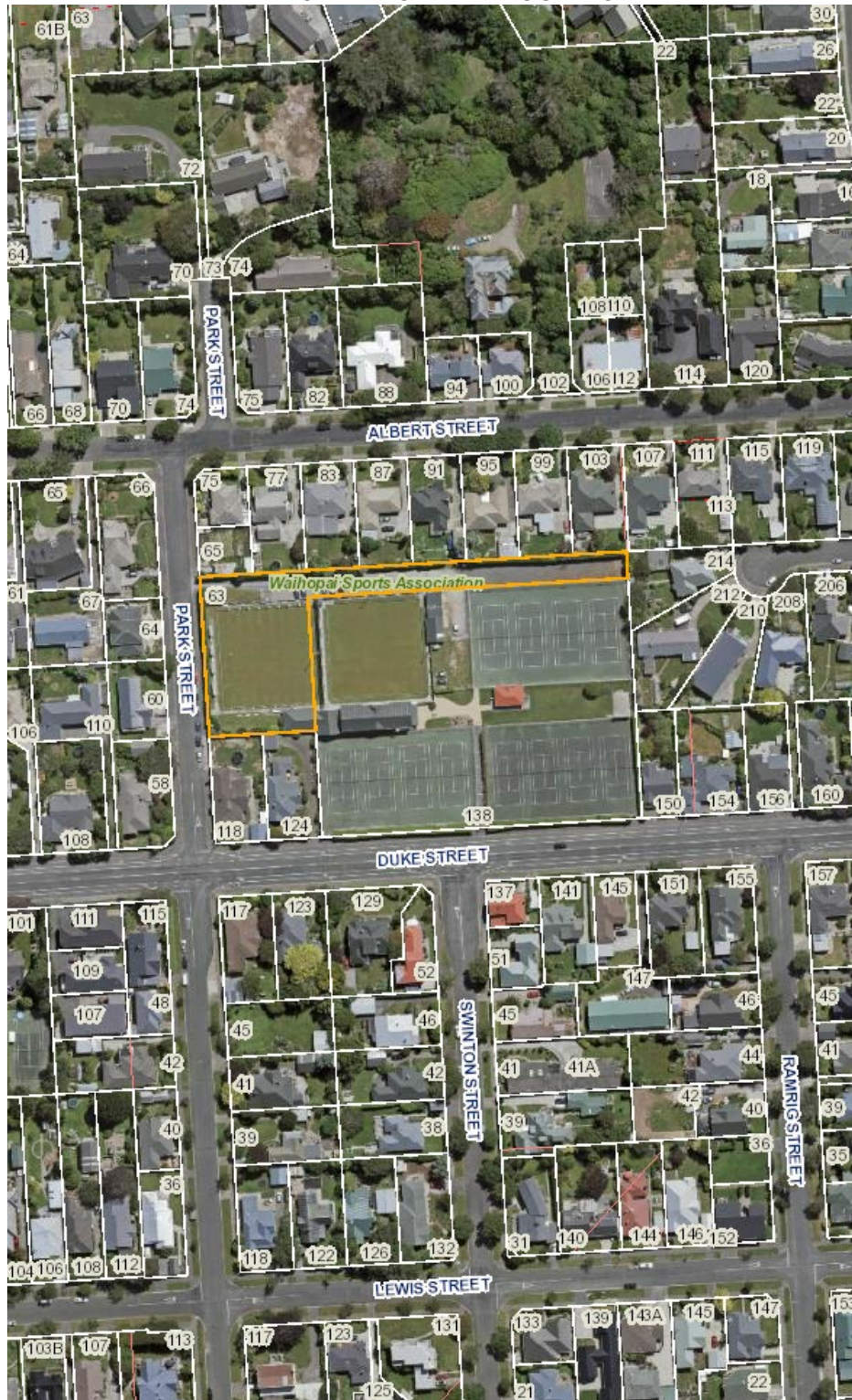


JG WARD RESERVE (PART) AND 38 SUIR STREET



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WAIHOPAI SPORTS ASSOCIATION



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DONOVAN PARK (PART)



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NEWFIELD PARK (PART)



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ELIZABETH STREET RESERVE



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VERNON STREET RESERVE (PART)



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MCMILLAN STREET RESERVE



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BLUFF CAMPGROUND



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TEVIOT STREET RESERVE



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SURREY PARK EX SCHOOL SITE



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Carbon Offset Potential for Proposed Disposal Land

Purpose

This report has been produced to support Invercargill City Council (ICC) processes for review of proposed disposal land, and may be included as an annexure to Council Paper *'Parks land disposal options for consideration'* to the Invercargill City Council Community Wellbeing Committee. The report provides commentary on carbon offsetting and income potential from land earmarked for disposal.

Background

John Turkington Limited (JTL) is Council's newly appointed Forest Manager. JTL has expertise in carbon offsetting and emissions trading. JTL facilitated a workshop for Council staff about the New Zealand Emissions Trading Scheme (NZ ETS) and voluntary carbon market (VCM) opportunities on 14 June 2023. Following this workshop, Council has requested JTL review its proposals for land disposal and comment on potential for carbon offsetting.

Carbon offsetting

Carbon offsetting represents a removal activity of greenhouse gases which is then used to 'offset' an equivalent gross emission elsewhere. In New Zealand the primary mechanism for carbon offsetting is the New Zealand Emissions Trading Scheme (NZ ETS) which functions as the compliance market for New Zealand's main emitting sectors.¹

Majority of offsets under the NZ ETS are from carbon dioxide sequestered and stored in forests. These stored emissions are credited by the NZ ETS with New Zealand Units (NZU), which may be used by emitters to offset their emissions within the NZ ETS. This transaction usually involves units being sold by the forest owner to an emitter(s); generating income from the forest.

Despite an emphasis on plantation forestry, the NZ ETS applies to a range of different forest types and systems, including planted and naturally regenerated forests, and space-planted landscape forests. Forests can also comprise a range of different tree species and compositions, including indigenous species.



Figure 1. Examples for forest systems (from left to right): mature Tōtara forest at Sandy Point Reserve; space-planted exotic trees on pasture land; mixed native ecological plantings at Sandy Point Reserve.

¹ Forestry, stationary energy, industrial processes, liquid fossil fuels, waste. (Excludes agricultural emissions).



Beyond the compliance market, organisations may choose to further reduce or offset their emissions; this is referred to as the voluntary carbon market (VCM), as the action represents an additional and voluntary commitment to the environment. Participation in the VCM is often supported by an overarching organisational strategy and commitment to further reduce emissions within a specified timeframe, e.g., to become carbon neutral.²

VCM projects operate outside of the NZ ETS and New Zealand's international accounting frameworks, and may therefore include offsets not incorporated by those frameworks. This makes the VCM inherently more flexible than the NZ ETS, although VCM projects typically still follow adopted international standards and verification protocols.

Criteria

Forestry participation in the NZ ETS requires several key requirements (including, but not limited to):

- the land must be non-forest land as at 31 December 1989;
- the land must become established as forest land, i.e. planted or regenerated;
- forest land size must be greater than 1 hectare
- the forest land must contain forest species capable of growing to 5m tall and having a greater than 30% canopy cover at maturity³

Additionality is therefore achieved through the establishment of new forests, where there previously were none at 1990, in accordance with international emissions accounting baselines.

These requirements mean that not all proposed disposal land will be suited for inclusion within the NZ ETS, mainly because of the minimum size requirements; whereas forestry in the VCM could include areas less than 1 hectare.

We have therefore established the key criteria for our assessment of carbon offsetting potential as:

1. the size of the land
2. whether the land is presently non-forest

We have not been able to make an assessment of the land cover as at 31 December 1989 within the time available to prepare this report. Council may have records or historic aerial photography that could assist with this verification, which is a further consideration for eligibility under either scheme; however, our assumption is that as managed Reserves, most areas will have been non-forest land as at 31 December 1989, with the exception of parts of Flag Staff Road (Bluff Hill).

We note that the land cover at Flagstaff Road (and surrounding Council-owned land) comprises regenerated indigenous forest. Where these areas have regenerated since 31 December 1989 and the area was not previously forest land at this date, then these areas may be suitable for registration in the NZ ETS without requiring additional planting, and would earn NZU according to the existing forest's age. This could provide a suitably 'passive' income from those lands to setoff existing operational costs.

² 'Carbon neutral' is a state that occurs when net greenhouse gas emissions are equal to zero.

³ These requirements provide considerable flexibility in the design of the forest system, a such species types and spacings.



Other considerations for establishing forest land in urban localities, which may assist in Council's assessment of disposal land are outlined in the table below.

Table 1. Additional considerations, positive and negative, with establishing urban forest land

Positive	Negative
<ul style="list-style-type: none"> • carbon sequestration • landscape and visual amenity benefits • habitat and ecological values • recreational uses • timber production (selective) • income from carbon credits • avoided maintenance (long-term) 	<ul style="list-style-type: none"> • establishment and maintenance costs • shading and lighting of neighbouring property and infrastructure • nuisance factors, e.g., leaf fall • safety hazards, e.g., tree fall • public space safety • opportunity cost of land disposal

Estimated value

An estimated value of carbon income is incorporated in our assessment.

Different forest types sequester carbon at different rates and timescales, and therefore have differing carbon income potential. For the purposes of this report, we have assumed that land will be established as permanent forest in either indigenous, exotic hardwoods, or in other exotic softwoods species (e.g. non-plantation forestry).

We apply the NZ ETS 'look up tables' to assign total and average carbon sequestration rates for each forest type at years 35 and 50 accordingly⁴; and apportion income under an assumed constant carbon price of \$60/NZU.⁵ This is illustrated on a hectare basis for each forest type in the table below.

Table 2. Estimated carbon sequestration and income for three different permanent forest types.

Forest Type	Total NZU/ha	Average NZU/ha/yr	Total Value \$/ha	Average Value \$/ha/yr
Indigenous	323 / 50 years	6.5	\$19,380	\$390
Exotic softwoods	641 / 50 years	12.8	\$38,460	\$768
Exotic hardwoods ⁶	729 / 35 years	20.8	\$43,740	\$1,248

For our analysis of the VCM we have assumed carbon equivalence with the NZ ETS and applied the 'look up tables' to estimate carbon sequestration from those forests. This is because presently there is no VCM mechanism for which the Council is participating.

If in the future Invercargill City Council were to choose to develop climate change policies and emission reduction plans - such as to operate as carbon neutral - the value of offsets generated under a VCM would represent an avoided future emissions reduction cost to the Council.

⁴ If more than 100 hectares of post-1989 forest land is registered in the NZ ETS the participant's forests require field measurement and generation of participant-specific tables (PST) for modelled growth and unit entitlement, rather than use of the default NZ ETS look up tables. Actual sequestration may differ under a measurement approach.

⁵ For comparison, the spot market for NZU closed at \$59.25 on 19 June 2023.

⁶ Exotic hardwood look up tables only account for carbon sequestration to 35 years



In the absence of a voluntary emissions framework for the Council we have drawn equivalence with the NZ ETS compliance market for carbon pricing under a VCM, with the same \$60/unit value assumed for this analysis.

Assessment


We have assigned the key requirements for each land block in the main table below. In general terms, most land is suitable for carbon offsetting purposes, being presently unforested. For the purposes of our analysis, we have assumed that all land is eligible for carbon offsetting.

An estimate of potential value has been calculated by pro-rating forest sequestration from the NZ ETS look up tables for the area of each land unit, with a nominal carbon value of \$60/unit assigned. We have used the exotic hardwood forest type as representative of the highest income potential for differing permanent forest systems, with the exception of Flagstaff Road which is already in possible indigenous forest cover; giving an estimate of total income potential after 35 years, and an estimated average income over the period; as shown in the table below.

Table 3. Assessment of land requirements and carbon income potential

Name	Area	Land size suitability	Non-forest land	Carbon sequestration 35 yrs	Potential Income 35 yrs (exotic hardwood) ⁷	Potential Income/yr (exotic hardwood)
44 Harewood Road/Woodend Reserve	0.1012	VCM	Woody vegetation	74	\$ 4,426	\$ 126
231 Scott Street	0.6199	VCM	Bare land	452	\$ 27,114	\$ 774
794 Queens Drive	0.0372	VCM	Bare land	27	\$ 1,627	\$ 46
Awarua Bay Reserves	0.1472	VCM	Predominantly bare land	107	\$ 6,439	\$ 184
Conway Crescent Playground	0.3533	VCM	Bare land	258	\$ 15,453	\$ 441
JG Ward Reserve/38 Suir Street	0.39	VCM	Predominantly bare land	284	\$ 17,059	\$ 487
McMillan Street Reserve	2.0234	NZ ETS	Predominantly bare land	1,475	\$ 88,504	\$ 2,525
Mokomoko Road Reserve	0.4957	VCM	Predominantly bare land	361	\$ 21,682	\$ 619
Newfield Park	1.3	NZ ETS	Bare land	948	\$ 56,862	\$ 1,622
Rockdale Park	6.06	NZ ETS	Bare land	4,418	\$ 265,064	\$ 7,563
Teviot Street Reserve	1.2141	NZ ETS	Predominantly bare land	885	\$ 53,105	\$ 1,515

⁷ Flagstaff Road uses Indigenous Forest NZ ETS Look Up Tables from age 15-50 for the period of analysis.

						
Vernon Street Reserve	0.2558	VCM	Predominantly bare land	186	\$ 11,189	\$ 319
Waihopai Sports Association	0.3632		Bare land	265	\$ 15,886	\$ 453
Elizabeth Street Reserve	0.0986	VCM	Bare land	72	\$ 4,313	\$ 123
Donovan Park farm and restaurant	37	NZ ETS	Predominantly bare land	26,973	\$ 1,618,380	\$ 46,176
Part 67 Flagstaff Reserve, Bluff Hill	3.04	NZ ETS	Possible indigenous forest land ⁸	693	\$ 41,587	\$ 1,188
Surrey Park Ex School Site	1.007	NZ ETS	Predominantly bare land	734	\$ 44,046	\$ 1,257
Bluff Camping Ground	0.3987	VCM	Predominantly bare land	291	\$ 17,439	\$ 498

TOTAL	38,503	\$ 2,310,175	\$ 65,916
NZ ETS	36,126	\$ 2,167,548	\$ 61,847
VCM	2,377	\$ 142,627	\$ 4,069

Summary

As might be expected, larger land areas contribute the greatest potential for total carbon sequestration and income potential.

Land areas greater than 1 hectare in size, which would be suited for participation in the NES ETS, comprise approximately 94% of total potential income. These lands provide the greatest opportunities for scale and operational efficiencies to establish permanent carbon forests, and would be suited to the compliance market in the NZ ETS; or with further development, forest offsets could be designed to support a VCM for the Council to achieve a voluntary emissions reduction target.

The combined value of land areas less than 1 hectare is largely inconsequential to this analysis.

Policy Updates

⁸ Assumed present indigenous forest cover, age 15 for this analysis; equal to 228 NZU (to the nearest whole number). Further verification of forest eligibility and age is required to confirm this analysis.



At the time of writing this report, Government has issued two consultations relating to forestry settings under the NZ ETS. These proposals (if implemented) could affect permanent forest participation in the NZ ETS and the demand for forestry offsets generally.

Feedback is being sought on appropriate species for inclusion in the permanent forest category of the NZ ETS; how to achieve transitional forests⁹; and management obligations for permanent forests.

Proposals to amend the NZS ETS relate to changes in market settings for forestry units, in order to achieve desired gross and net emissions to deliver most efficiently on New Zealand's climate change targets.

Further details of these proposed changes can be provided.

⁹ Transitional forestry is the process whereby exotic tree species are used as a nursery crop for emergent native forest.

INTENTION TO REVOKE RESERVE STATUS FROM AWARUA BAY RESERVES AND MOKOMOKO ROAD RESERVE IN PREPARATION FOR DISPOSAL – DISCUSSION PAPER

Background

These areas of undeveloped land were identified in the Parks Strategy 2013 and subsequently the Long Term Plan 2015 as being surplus to requirements. At a meeting held on 3 March 2022, Council endorsed proceeding with the disposal under the Reserves Act Requirements.

Council is now ready to advertise for public submissions prior to reserve status being removed and the properties disposed of.

The Removal of Reserve Status to allow for disposal will be consistent with the statutory requirements relating to Section 24 of the Reserves Act 1977.

Although the Awarua Bay Reserves are noted in the Rural Reserves Omnibus Management Plan 2012, disposal of this land will not impact this Management Plan and the Management Plan will be superseded by the General Policies Reserve Management Plan when it is adopted by Council (anticipated to be before the end of 2023).

Options

The following policy options have been identified:

Options	Advantage	Disadvantage
1. Prepare public notification requesting submissions to allow for the reserve status to be removed Preferred option	<ul style="list-style-type: none"> • Land is no longer surplus to requirements and does not require funding or maintenance • Benefits to the wellbeing of the adjoining land owners • Revenue from sale of land useful for the future management of other parks 	<ul style="list-style-type: none"> • Less land Council owns
2. Decline the Proposal	<ul style="list-style-type: none"> • No change to the management of reserves 	<ul style="list-style-type: none"> • Underutilised land remains as surplus to requirements and the opportunity to collaborate with adjoining landowners to purchase this land is missed.

Engagement

Public notification will be undertaken as a requirement under the Reserves Act 1977. Submissions will be reported back to Council following the completion of the public notification period for a final decision regarding the intention to remove reserve status to allow for disposal of land.

Costs for public notification will be incurred by Council, however money received through sale of land will be used towards covering those costs and can be contributed towards future reserve management.

Legal Implications

It makes sense to sell land surplus to requirements to adjoining land owners who are interested in purchasing it when it has no recreational or environmental value as reserve and roading land. Direct sale of land complies with the ICC Disposal Policy. As the land was acquired by Council it is therefore not Crown land and first rights of refusal do not apply.

Mokomoko Road Reserve is landlocked as the Infrastructure Team does not intend to sell the adjoining piece of land. Therefore Council proposes adding a condition to the sale of land to the adjoining owners that this land will be required to be amalgamated into their existing title of land because on its own it has no legal access.

Next Steps

1. Public Notification inviting submissions the intention to remove reserve status for the purposes of sale (1 month). This will include consultation with mana whenua and the Commissioner for Department of Conservation.
2. Decision Paper to Community Wellbeing Committee with written submissions presented. Offer from interested parties and valuation would be required prior to taking to Council if not going to open market.
 - The reserve revocation is conditional on no sustained objections being received following public notification of the intention to revoke the reserve status in accordance with section 24 of the Reserves Act 1977, however if sustained objections are received to the reserve revocation, a further report will be presented to Council to decide whether to uphold them or not.
3. Request Minister of Conservation consent with provision of the resolution, submissions and evidence of public notification process.
4. Once approved, continue with land sales.

UPDATE ON REGIONAL RECREATION STRATEGIES, THE SOUTHLAND SPORTS FIELDS STRATEGY AND THE SOUTHLAND REGIONAL SPACES AND PLACES STRATEGY

To: Community Wellbeing Committee

Meeting Date: Tuesday 8 August 2023

From: Caroline Rain – Manager Parks and Recreation
Chris Bowen – Strategic Advisor - Open Spaces and Recreation

Approved: Steve Gibling - Group Manager - Leisure and Recreation

Approved Date: Wednesday 26 July 2023

Open Agenda: Yes

Purpose and Summary

To seek endorsement from the Community Wellbeing Committee to initiate work as an outcome of the completion of the two regional strategies, the Southland Sports Fields Strategy and the Southland Regional Spaces and Places Strategy, delivered through a partnership with Active Southland.

Recommendations

That the Community Wellbeing Committee:

1. Receives the report "Update on Regional Recreation Strategies, The Southland Sports Fields Strategy and the Southland Regional Spaces and Places Strategy".
2. Notes the Regional Sports Field Strategy has been reviewed and is expected to be formalised before the end of July.
3. Supports the guiding Planning Principals outlined within the strategy;
 - a. A regional network approach.
 - b. Shared Use.
 - c. Agreed Levels of Provision.
 - d. Evidence-Based Approach.
 - e. Inclusive and Accessible.
 - f. Adapting to a changing Environment.
 - g. Seeking the best values for money approach.
4. Endorses initiating the ICC Sports Field Management Plan 2013 review in early 2024 with the Regional Sports Field Strategy as a guiding document for future sport field asset provision.

5. Supports the implementation of the Southland Sports Fields Strategy where practical and possible, with the partner agencies, councils and funders.
6. Notes that a refresh of the Southland Regional Spaces and Places Strategy (2021) is expected to be completed before the end of 2023.

Background

Murihiku Southland Regional Spaces and Places Strategy

In 2021 the Southland Regional Spaces and Places Strategy was developed through a collaboration between Sport Southland (now Active Southland), Sport New Zealand, Gore District Council, Invercargill City Council, Southland District Council, Community Trust South, Invercargill Licencing Trust, ILT Foundation, and the Maitava Licensing Trust. Those organisations had a shared interest in working together to create and implement a more aligned approach to regional planning for spaces and places (facilities) for play, active recreation and sport across Southland. In early 2023, the partners to the original strategy, alongside iwi and mātawaka representatives, began a review of the 2021 document, which is now in a draft stage, anticipated finalisation is late 2023.

A draft vision and principals have been developed and feedback is being sought to determine how they align to the wider community outcomes.

Specific benefits of the Spaces and Places Advisory Group include:

- A regional Sports Field Strategy across three territorial authorities nearing completion.
- Sharing of information through regular meetings of partners in the Strategy.
- Community pool operators sharing and meeting together.
- Better data collection about our sports system.
- Active Southland employing a Spaces and Places Lead and Data Coordinator.

Southland Sports Fields Strategy

The purpose of the Southland Sports Fields Strategy is to address the current and future supply and demand of sports fields and ancillary facilities across the Southland Region. The strategy will inform future decisions about location, type, size, technology, and financial costs for Southland's sports field network. The scope of the sports field strategy is limited to those fields and ancillary facilities that are used by the following sports codes:

- Cricket
- Football
- Hockey
- Rugby Union
- Rugby League
- Softball
- Touch

Discussion

The Murihiku Southland Regional Spaces and Places Strategy (2023) provides a range of insights that will help guide the approach to regional planning for play, active recreation and sports spaces and places (facilities) across the Murihiku Southland Region. It is intended that

this strategy will build on the foundations and learning from the 2021 strategy. It provides a high-level strategic framework, to help guide councils across Southland, and all relevant funding agencies, in their decision making. It will help ensure the play, active recreation and sport sector as a whole, is more informed as to the priority facility needs of the Murihiku Southland region, helping to improve the sustainability of facilities and maximise them for the benefit of the whole community.

The Murihiku Southland Spaces and Places principles align with the Sports Field Strategy, focusing on inclusive and accessible, evidence based, partnership and collaboration, and strategic investment.

The Murihiku Southland Spaces and Places Strategy also contain enabling recommendations for example, 'each council to develop plans' (e.g. Sports Field Management Plan 2013).

The ICC Sports Field management Plan 2013 requires review, and the two guiding documents are the Regional Sports Field Strategy and the Murihiku Southland Spaces and Places Strategy.

Issues

Geographical challenges with such as historical settlement patterns have led to a network of sports fields and ancillary facilities that is spread far and wide to service communities. Socio-economic challenges include a network of ageing and in some places unaffordable infrastructure, increasing service level expectations coupled with changes in traditional participation rates. The participation rates demonstrate a changing shape of sport, overlapping and extended seasons being just one example. The rise in a more diverse participation base similarly challenges historical norms and facilities. Alongside these issues are the environmental impacts seen throughout the region such as coastal inundation and increased adverse weather events creating, as minimum, a need to proactively manage the sports field infrastructure whilst also proactively managing the carbon emissions sport may contribute to.

A robust review of the current ICC Sports Field Management Plan (2013) will enable a city wide approach, aligned with regional strategies, for future sport field asset provision. This management plan's aim will be addressing the challenges faced in the provision of services and inform future decisions about location, type, size, technology, and financial costs.

The Southland Sports Fields Strategy has faced challenges in collecting information and the data which is the foundation of this assessment has required assumptions and modelling, to obtain a complete set of data to review. This situation has demonstrated opportunities for improvement in our network. Active Southland are working through any issues relating to the collection of this data, as it is essential to inform the strategy. Active Southland will be working with sporting codes to ensure this type of data is readily available and easy to access by multiple stakeholders in the future. Implementation of the new Parks and recreation Booking System will also provide data in which demand can be strategically analysed to determine appropriate user fees and charges.

Next Steps

- Staff to initiate Management Plan Review for the Sports Field Management Plan.

- Final review of the Murihiku Southland Regional Spaces and Places Strategy (2023) before adoption.
- Present the Murihiku Southland Regional Spaces and Places Strategy (2023) to Community Wellbeing Committee to outline the plan for reviewing the large scale infrastructure across Invercargill.

Attachments

Appendix 1 - Southland Sports Fields Strategy Final July 2023 v2 (A4767449)

A4767449

RSL

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Southland Sports Fields Strategy

July 2023

Document Info & Acknowledgements

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Author: Richard Lindsay, Deb Hurdle

Acknowledgements

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Gore District Council – Keith McRobie

Invercargill City Council – Caroline Rain

Southland District Council – Angie Hopkinson and Mark Day

With Thanks To

Cricket Southland, Hockey Southland, Rugby Southland, Southland Rugby League, Southland Football, Southland Softball, Touch Southland

Disclaimer

Information, data and general assumptions used in the compilation of this report have been obtained from sources believed to be reliable. RSL Consultancy has used this information in good faith and makes no warranties or representations, express or implied, concerning the accuracy or completeness of this information. RSL Consultancy is acting as an independent consultant. In doing so, the recommendations provided do not necessarily reflect the intentions of the client. Interested parties should perform their own investigations, analysis and projections on all issues prior to acting in any way in regard to this project.

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Executive Summary

The purpose of this sports fields strategy is to address current and future supply and demand of sports fields and ancillary facilities across the Southland Region (Southland). This strategy has focused on the requirements of seven key sports field user groups, namely

- Cricket
- Football
- Hockey
- Rugby Union
- Rugby League
- Softball
- Touch

There are a number of challenges and opportunities that these sports are facing including facilities located at sports fields that are no longer fit-for-purpose. Many clubrooms and change rooms are older in style, with significant maintenance requirements. Urbanisation has meant the participation base for some sports has moved or diminished.

This Strategy has undertaken an assessment of the sports field requirements in Southland based on current and predicted participation rates, overlaid by wider demographic factors such as population patterns. The following table summarises the available sports field network:

Sport	Number of Sports Fields (Full-Size Equivalent)	Registered Number of Participants ¹	Players per field
Rugby Fields	87	5,311	61
Rugby League Fields	5	902	180
Football Fields	40	3,463	87
Hockey (Rectangular Pitch) ²	6	1,565	521
Touch Football Fields	66	4,900	74
Cricket Wickets	31	2,792	90
Softball (Diamonds)	14	944	67

The modelling undertaken in developing this Strategy has concluded that there are enough sports fields in Southland to meet current and future demand, acknowledging that there may need to be some re-allocation between codes.

- It is proposed that Southland implements a mix of strategies to future-proof the sports field network and associated ancillary facilities:
- Taking a regional approach to provision, including consolidating some of the natural hubs for sport in places such as Te Anau, Gore, Winton, Invercargill among others.
- Encouraging wider community use of sports code infrastructure, such as clubrooms, to increase the financial sustainability of these assets.

¹ as reported by Regional Sports Organisation

² 3 artificial turfs used for competition plus 3 additional school-based turfs used for training.

- Increasing the carrying capacity of some sports fields, through better maintenance regimes, to allow sport to be played on grounds longer into the season.
- Investigating an agreed level of service between the three local council areas, through shared support and collaboration, that will help manage the expectations of sports code users.

Recommendations

The following recommendations are divided into region-wide and local opportunities.

Regional Recommendations

Planning Principle	Recommendation
A regional network approach	<ol style="list-style-type: none"> 1. Consider a tiered approach to investment in and maintenance of sports fields. 2. Councils work with regional sports organisations in the allocation of sports fields. 3. Active Southland to investigate the establishment of a specialist surfaces trust that would support sports in the fundraising, maintenance, management and renewals of artificial turfs.
Shared Use	<ol style="list-style-type: none"> 1. Only invest in sports field or supporting facility upgrades if there is evidence of shared use (between sports and with the wider community)
Agreed levels of provision	<ol style="list-style-type: none"> 2. Implement an agreed level of service for community sports fields across the Southland region, while considering funding differences across boundaries. 3. Implement a bi-annual meeting between councils and regional sports organisations to allow a collective understanding of sports field issues and opportunities. 4. Only invest in upgrades if minimum hours of use can be achieved throughout the year; the field is available for shared use (where practical) and change rooms are available for all genders.
Evidence-based approach	<ol style="list-style-type: none"> 5. Future user agreements between councils and sports codes to include a requirement to provide seasonal participation numbers to inform future planning. 6. Active Southland to work with sports codes to increase the consistency of sports participation data to help inform future planning.
Inclusive and accessible	<ol style="list-style-type: none"> 7. Any investment in upgrades of fields and associated facilities (change / floodlights / clubrooms) should increase the opportunities for spaces to become more accessible. 8. Encourage and incentivise sports clubrooms to be considered as hubs for the wider community.
Adapting to a changing environment	<ol style="list-style-type: none"> 9. Any investment in upgrades of fields and associated facilities needs to consider the impact of the impacts of a changing environment, including adverse weather events. 10. Increase the biodiversity of the sports field reserves through additional plantings.
Seeking best value for money approaches	<ol style="list-style-type: none"> 11. Investigate region-wide sports field fees and charges

Local Recommendations

Invercargill City

- Investigate the reallocation of some under-used fields at Turnbull Thompson (and other venues) to Rugby League and Football.
- Southland Cricket should prioritise an independent condition assessment of the Queen's Park training venue and develop and resource an asset management and maintenance plan.
- Plan for Football to move from O'Rorke Park as tidal inundation increases.
- Install shock-pad at Turnbull Thompson to maximise the use of existing artificial turf.
- Schedule all weekend use of the Turnbull Thompson artificial turf to increase capacity.
- Implement more code-sharing of sports fields where practical.
- Investigate the cost/benefit of retaining existing sports fields and ancillary facilities, compared with a potential new sports hub at the Sandy Point Domain.

Gore District

- Implement a tiered approach to investment in and maintenance of sports field reserves.
- Investigate the development of fields adjacent to the Aquatic/indoor complex and Neuman Park
- Re-locate football from Hyde Park. Develop changing rooms, potentially alongside the existing multi-sport complex.
- Potential to use Hamilton Park as over-flow for football, should demand warrant it.
- Look to upgrade existing change areas at A&P grounds and Neuman Park.

Southland District

- Increase the capacity of strategic venues to consolidate local competitions. The venues should be located in the following areas:
 - Winton – Rugby at Centennial Park or with other sports either entering into a partnership with Central Southland College or consolidating at Moores Reserve
 - Te Anau – Consolidate at Te Anau Domain
 - Mossburn – Consolidate at Mossburn Domain & Northern Southland College
 - Otautau/Nightcaps – Monitor participation levels and investigate consolidation of field utilisation in the wider area.
- Retain other fields, primarily for training.

2 Introduction

2.1 Purpose

The purpose of this sports fields strategy is to address current and future supply and demand of sports fields and ancillary facilities across the Southland Region (Southland). The strategy will inform future decisions about location, type, size, technology, and financial costs for Southland's sports field network.

2.2 Scope

The scope of this sports fields strategy is limited to those fields and ancillary facilities that are used by the following sports codes:

- Cricket
- Football
- Hockey
- Rugby Union
- Rugby League
- Softball
- Touch

The strategy covers the area represented by the territorial authorities of Gore District Council (GDC), Invercargill City Council (ICC) and Southland District Council (SDC). It is acknowledged that some individual participants and in some circumstance club teams may travel from areas of Otago to participate in a regular weekly competition. These teams are factored into calculations, but their numbers are very low and do not significantly impact on results.

At the commencement of this project there were 127 sports fields and 81 ancillary facilities identified (clubrooms and change rooms) within the scope of the strategy. This number has increased as additional fields or facilities have been added to the inventory during the course of this project.

While the scope of the strategy is the spaces used by identified sports codes, it is acknowledged the sports field network is used for a wide range of activities and has significant wider public amenity values.



2.3 Methodology

The sports fields strategy has been developed utilising the following methodology:

- A review of existing documentation relevant to sports fields in the Southland Region.
- Reviewing and updating the existing inventory of sports fields and ancillary facilities
- Gathering participation data from the specified sports codes to understand participation patterns.
- Engagement with regional sports organisations to confirm participation trends and usage of the existing sports field network.
- Engagement with local government sports field managers to understand current and anticipated challenges and opportunities.
- A demand model was utilised to determine current and future demand for sports fields. Demand was established for each participating sports code and produced at a region-wide and individual council area level.
- The modelling information was then overlayed with local factors to ensure the findings reflect the realities of the Southland community (such as the population density and climatical conditions of the region).
- A future network of sports fields was then developed, with various scenarios proposed depending on a number of factors (such as population growth and participation changes).

2 Challenges and Opportunities

There are a number of challenges facing the network of sports fields in the Southland region. This section summarises these challenges.

2.1 Geographic Challenges

2.1.1 The tyranny of distance.

Historical settlement patterns have led to a network of sports fields and ancillary facilities that is spread far and wide to service communities. This geographical spread has been further highlighted as some traditionally strong sports have seen a decline in participation numbers and clubs have merged or rationalised.

2.1.2 Low Population density

Low population density in many areas of Southland (particularly so in northern and western parts of the region) means team members need to come from a vast geographic area to participate. This makes it more challenging to participate as the distance to train and compete can be a significant barrier.

2.1.3 Urbanisation

Urbanisation has seen recent growth (and the majority of any future growth) in the area focussed in and around Invercargill. The number of young people residing in the more isolated areas of Southland has declined over time, placing pressure on sports clubs to field youth and senior aged teams.

2.1.4 Domiciled Sports Clubs

Sports fields often have domiciled clubs, with associated clubroom facilities. This sense of ownership of the sports field where the club room is located makes reallocation of fields to other user groups difficult. In Invercargill, there are no club-owned facilities at some of the best performing fields (Sandy Point Domain).

2.2 Socio-economic challenges

2.2.1 Ageing, unaffordable infrastructure

A number of club rooms, changing rooms and flood light infrastructure are ageing and not seen as fit for purpose for the provision of modern sport opportunities. The maintenance requirements of club-owned facilities are placing significant financial burden on club memberships. This, along with increased costs of operations (insurance, utilities) mean that many clubs are in survival mode. Many of these facilities are owned by clubs but located on council land. There is a risk that should clubs fold the facilities will become the responsibility of land owners (in many cases councils).

2.2.2 Accessibility

Many traditional sports field changing rooms and club rooms are not fit-for-purpose. Many club rooms are not accessible to many, due to design challenges. There is also a lack of accessible change areas for participants. Traditional club rooms have rarely provided female or gender neutral changes rooms.

2.2.3 Increasing Service Levels Expectations

Sporting codes have been required to increase the expected level of service offered to participants. This has arisen as people are exposed to ideas from other areas and then desire that Southland should have a similar (or better) level of service. Many sports codes have seen increased specifications and requirements with regard to playing surfaces. As a consequence increased funding is required to maintain fields and facilities at an acceptable level.

At the same time there are inconsistent levels of service to sports fields. This often relates to who is responsible for the maintenance of fields and seasonal variations.

2.2.4 Affordability

Participation in sport has become more costly over time as high service levels have become expected. The cost to access sports fields for formal sport is often subsidised by the land owner and other funders. Councils and other land owners attempt to keep fees and charges at a minimum, however as the cost of inputs continues to increase (such as utilities, wages, chemicals) then some of these costs are likely to be on charged to users.

2.3 Participation challenges

2.3.1 The changing shape of sport.

The emergence of Rugby League and Football as significant codes in Southland has led to the need for more fields. In most cases this demand has been accommodated through re-allocation of fields from other codes no longer requiring as many hours use.

Some overlapping of sporting seasons can create tension between codes as well as reduce the available time for sports field owners to initiate any planned maintenance or renovations. Historically summer sports finished by the middle or end of March and winter codes began in April. Some winter sports have extended the season, requesting grounds for training and competition much earlier than April.

There is an increasing desire for artificial surfaces. Artificial turfs allow sports to maximise the time spent on a ground each week. Where a soil-based field may only provide as little as 4-6 hours per week, an artificial turf can offer on average approximately 50 hours per week. Hockey was the first sports field code to convert to artificial turfs and other codes are now also desiring more artificial turfs to guarantee training and competition can occur, regardless of climatic or ground conditions.

2.3.2 Diversifying Participation

The rise in a more diverse participation base (such as increasing female participation) has challenged codes to address how facilities cater for all participants. Some codes have always been able to provide to a diverse audience, while others are now looking at playing and social facilities that cater for all.

Historically, sporting facilities have been designed primarily for the needs of male players. Poor facilities will not attract or sustain female or gender diverse participants. This is a barrier to participation. Southland sporting codes have provided specific feedback to confirm this point in section 8.1

2.3.3 Changing participation preferences

Some sports are seeing declines in the traditional forms of the game and a move toward participants choosing modified versions of games that are shorter and require less commitment to participate. Casual play and field use is challenging to monitor as people choose to use fields without utilising

formal channels of clubs or councils. While the level of use is difficult to measure, this may have an impact on total amount of use specific fields can manage.

2.3.4 Over-Use of Fields

Training is heavily reliant on flood-lit fields in the winter months. Some fields get over-used early in the season and then become non-playable later in the season. This reduces the ability to train and develop skills. Equally it places greater pressure on the remaining fields allocated to that sport. In some instances, it is reported that sporting codes are cancelling practices to preserve field conditions for competition games. There is an opportunity to better understand this problem through better use of bookings data.

2.4 Environmental Challenges

2.4.1 Adapting to Climate Change and Adverse Weather Events

Climate change is predicted to have an impact on the provision of sports fields in Southland. There is an increase in adverse weather events in New Zealand³. Any future upgrades or developments of sports fields should also factor in the likely impacts of adverse weather. Some Southland sports fields are threatened by potential coastal inundation (such as O'Rorke Park). Managed retreat from these fields may be the only cost-effective solution in some instances.

If there is a significant increase in the number of dry days in the summer and wetter days in winter then this will impact the carrying capacity of sports fields. There will be a need for more thorough drainage and irrigation infrastructure at sports fields to enable sport to be played in appropriate conditions.

2.4.2 Reducing Carbon Footprint

There is a need to proactively manage the carbon emissions that sport may be contributing to.

Research undertaken in New Zealand has identified that sports fields can be developed and operated in a way that minimises any potential carbon footprint⁴. It is noted that artificial turfs have a larger carbon footprint than natural turfs and do not sequester carbon. There are several strategies that have been adopted at sports fields. These include:

1. Considering alternatives to artificial turfs, such as hybrid turfs.
2. Consider the infill type and use in any artificial turfs
3. Install shock pads at artificial turfs to reduce the required infill by 50-60%
4. Re-purpose old artificial turf carpet, rather than dispose of it.
5. Introduce energy-efficient and time-controlled lighting
6. Provide opportunities for park users to separate landfill and recyclable waste
7. Select high carbon sequestering native species and maximise planting opportunities

Travel distances to train and play also contribute to the overall carbon footprint of sports fields.

³ [Climate change - Environment Southland \(es.govt.nz\)](#) "In Southland, over time, we are likely to experience warmer weather all year round, summers will have more dry days and there will be extended periods of relatively higher temperatures. Average annual rainfall is projected to increase, mostly in winter and spring, and is likely to occur in more intense events. Coastal flooding will increase steadily with increasing incidents of pure tidal flooding even on fine days."

⁴ Auckland Council (2018) H Chapman-Carr *Low Carbon Parks Stage One: Creating a Carbon Inventory for a Sports Park*

3 Planning Principles

This sports fields strategy has been created to provide a region wide, co-ordinated approach to the provision of sports fields in Southland. In order for decision making to occur key principles have been developed to test concepts as they arise. These principles are explained below.

3.1.1 A regional network approach

When determining appropriate levels of provision of sports fields, consideration is given to all fields that could play a role in the network. Sports fields should operate as a network and there is strength in having a range of service levels when providing sports fields.

3.1.2 Shared use

Where practical, fields and off-field facilities should be shared between user groups to maximise the return on investment in these assets. Field developments should consider how multiple sports can utilise the space as participation preferences evolve.

3.1.3 Agreed levels of provision

The quality of the sports field offering is known and understood by the users. There is a tiered approach to service levels that reflects the requirements of the sports. There is an understanding of what level of service is provided at each field and this is consistently applied.

3.1.4 Evidence-based approach

Any changes to service levels and provision of sports fields (and off-field facilities) are based on a planned approach, utilising available evidence to inform decisions.

3.1.5 Inclusive and accessible

Fields and associated facilities are maintained, adapted and developed in such a way as to encourage inclusiveness and accessibility for all. This includes being accessible to all people regardless of income, age, ethnicity, gender and physical ability.



3.1.6 Adapting to a changing environment

Environmental impacts need to be considered when investing in upgrades or new fields to ensure the future network is protected from changes. There is also a need to apply sustainable design and construction and maintenance methods to ensure the future facility network minimises impact on the environment and is itself, protected from environmental changes.

3.1.7 Seeking best value for money approaches

With finite resources, decisions need to be made that are based on ensuring value for money for asset owners and funders. To do this it is important to understand the whole of life costs related to decisions.

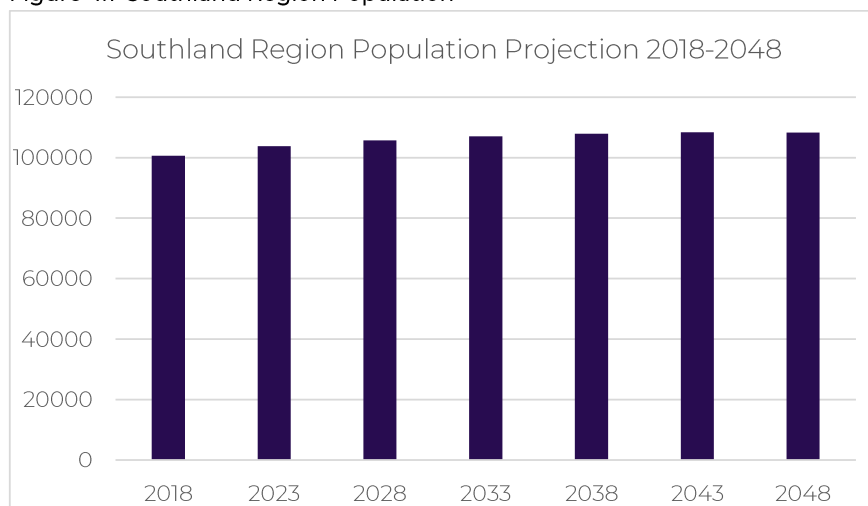
4 Southland Region Community Profile

	Demographic Highlight	Impact on Sport and Recreation
	<p>The population of the Southland Region was just over 100,000 in 2018. The population is expected to gradually increase until 2043 after which it is expected to stabilise at around 108,000.</p>	<p>An increase in the total number of people wishing to participate in sport.</p>
	<p>Both the Southland District and Invercargill City are expected to experience moderate population growth similar to that of the region as a whole between 2018 and 2048. The population of Gore District is expected to experience a slight decline over the same period.</p>	<p>Consideration needs to be given to geographical changes in population when providing spaces and places for sport to occur.</p>
	<p>The Active Population can be defined as those aged between 5 and 49 years of age. The Active Population of the Southland Region is expected to decline by 7% or 4,030 people in the 30 years to 2048.</p>	<p>Any population growth is likely to be in the 50-year-plus age group. Therefore, it is unlikely any participation increases in field sports will come from population growth.</p>
	<p>The population of Southland is aging. The 40-64 year age group is expected to increase by 3% by 2048 while over the same period the population of those aged 65 years and over is expected to increase by a significant 72% or 12,050 people.</p>	<p>It is likely there will be increased demand for indoor recreation and social spaces by this cohort. More focus should be placed on the comfort of facilities. This would include ensuring facilities that are warm, accessible and with good acoustics.</p>
	<p>While the population of those identifying as European or Other in the Southland Region is expected to slightly decline by 2043, the populations of those identifying as Māori, Asian and Pacific are all expected to increase.</p>	<p>The participation preferences of various ethnic groups can vary. This change will impact what recreational activities people choose to participate in and may have on the demands for sports fields.</p>

4.1 Population Trends

The population of the Southland Region was just over 100,000 in 2018. The population is expected to gradually increase until 2043 after which it is expected to stabilise at around 108,000. The total increase between 2018 and 2048 is expected to be in the vicinity of 8% or 7,700 people. Some caution needs to be used with population projections as it is likely to change over time, however these projections allow an assessment of whether population growth is likely to create additional demand in various sport and recreation activities.

Figure 4.1 Southland Region Population



Source: Statistics New Zealand, Medium projection

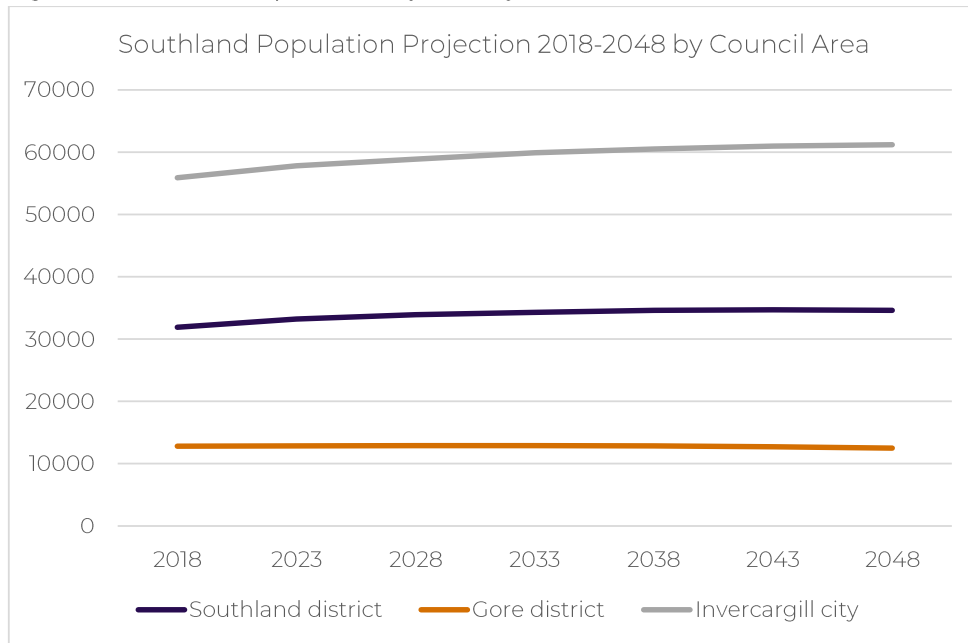
Both the Southland District and Invercargill City are expected to experience moderate population growth similar to that of the region as a whole between 2018 and 2048. It is projected that the Southland District's population will increase by 8% (or 2700 people) and Invercargill City by 9% (5,300 people). The population of Gore District is expected to experience a 2% decline (300 people) over the same period.

Table 4.1 Southland Territorial Authority Population Projections

	2018	2023	2028	2033	2038	2043	2048	Change 2018-2048	% change 2018-2048
Southland district	31900	33200	33900	34300	34600	34700	34600	2700	8%
Gore district	12800	12850	12900	12900	12850	12700	12500	-300	-2%
Invercargill city	55900	57800	58900	59900	60500	61000	61200	5300	9%
Total Southland	100600	103850	105700	107100	107950	108400	108300	7700	8%

Source: Statistics New Zealand, Medium projection

Figure 4.2 Southland Population Projection by Council Area

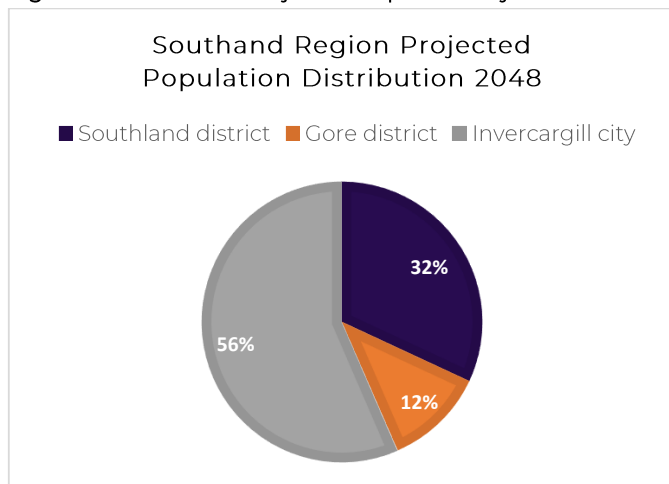


Source:

Statistics New Zealand, Medium projection

By 2048 it is expected that 56% of the Southland Region’s population will reside in Invercargill City, 32% in Southland District and 12% in Gore District.

Figure 4.3 Southland Projected Population by Council Area



Source: Statistics New Zealand, Medium projection

4.1.1 Southland Region Active Population

The term Active Population refers to the age group most likely to participate in the sports⁵ identified for consideration in this report. The Active Population can be defined as those aged between 5 and

⁵ The vast majority of participants participating in the identified sports are aged between 5-49 years old.

49 years of age. The Active Population of the Southland Region is expected to decline by 7% or 4,030 people in the 30 years to 2048. The most notable decline is expected to be in the younger age group of 5-19 years which is expected to decline by 16%.

A similar trend of declining Active Population is expected to be seen across all three Territorial Authority Areas in Southland. Of note the younger Active Population of Gore (5-19 years) is projected to decline by 25% and the 20-49 year group by 9%.

Table 4.2 Southland Region Active Population

		Population 2018	Population 2048	Change 2018-2048	% Change 2018-2048
Southland	5-19 years	6430	5440	-990	-15%
	20-49 years	12020	11380	-640	-5%
Gore	5-19 years	2460	1850	-610	-25%
	20-49 years	4310	3930	-380	-9%
Invercargill	5-19 years	10900	9420	-1480	-14%
	20-49 years	21390	21540	150	1%
Southland Region	5-19 years	19790	16630	-3160	-16%
	20-49 years	37720	36850	-870	-2%
	Total "Active" Population	57510	53480	-4030	-7%

Source: Statistics New Zealand, Medium projection

Further detailed demographic information for Southland can be found in Appendix Two.



Southland Rugby League Change Facilities

5 Sports Fields User Participation

To understand participation in the identified sports the following information has been analysed:

- Sport NZ participation data sourced from the 2021 Active New Zealand survey.⁶
- Self-reported participation and membership data from the identified sports codes.
- New Zealand Secondary School Sports participation data of those students who participate in organised sports for school teams.

5.1 Sports Field Participation at a Glance

The quality of participation data provided by codes is variable and needs to be further tested in the planning stages for any developments. However, the following observations can be made.

- Participation in Junior Football, Cricket and Touch decreased between 2019-2022.
- Participation in Junior Rugby League increased between 2019-2022
- There has been no statistically significant change in the proportion of adults participating in the identified sports between 2019 and 2022.
- Other than Junior Touch, the proportion of participation identified in the Sport NZ Active NZ survey results is comparable with the code-reported data. This provides a level of confidence in the code provided data.

5.2 Changing Participation Patterns

Sport New Zealand reports that participation in team sport in New Zealand is declining⁷.

However, Sport NZ has also reported that "Organised participation also decreased in the North Island outside of Auckland but held to 2019 levels in the South Island⁸." This indicates that participation patterns in Southland are somewhat different to other areas of New Zealand.

Sport NZ has identified other activities and behaviours that may impact future participation trends, as highlighted below⁹:

- a decrease in agreement between ages 12 and 17 that 'I want to represent my country or region'
- a decrease in agreement between ages 12 and 17 that 'I have learnt many essential life skills through playing sport (e.g., teamwork and cooperation)
- an increase in the proportion of young people who do not belong to any sports teams or recreation groups or clubs at school or outside of school, particularly noticeable among males
- a decrease in the proportion of young people who agree 'I like/liked PE classes at school'
- an increase in the proportion of young people in year 11 and above who stopped doing PE as soon as it was not compulsory

These participation trends may signal changes to participation patterns over time.

⁶ [Active NZ: Changes in Participation | Sport New Zealand - Ihi Aotearoa \(sportnz.org.nz\)](https://sportnz.org.nz/active-nz-changes-in-participation-2021-1.pdf)

⁷ [active-nz-changes-in-participation-2021-1.pdf \(sportnz.org.nz\)](https://sportnz.org.nz/active-nz-changes-in-participation-2021-1.pdf)

⁸ Ibid page 14.

⁹ Noting these trends may include other sports outside the scope of this strategy.

5.3 Southland Sports Field Code Participation (Code Reported)

Southland has a range of sports that use grass or artificial sports fields. The following section highlights the participation relevant to the sports identified for this strategy.

- There are 88 clubs across the 7 identified sports.
- Excluding Touch participation, the average club membership is 114 juniors and 56 senior members.
- Juniors make up 71% of total participation.
- Softball has the lowest level of junior participation (44%) while Hockey has the highest level of junior participation (86%).
- Cricket has the lowest proportion of female participation (12%) while Hockey has the highest proportion of female participants (50%)
- Overall reported participation in the 7 sports has increased by 17% from 2016 to 2022. The sports to report significant growth between 2016 and 2022 are Football (82% increase), Rugby League (290%), Cricket (13%) and Softball (14%). Hockey is the only sport to report a decline in participation between 2016 and 2022 (-7%). Table 5.1 provides further details.
- There is a difference between membership and participation. Membership refers to those who pay to belong to a club while participation is those who play the game, in all forms. This often is made up of members, casual participants (such as business house leagues) and festival type participants (one off involvement via a have-a-go session).

Table 5.1 Summary Table of Sports Fields Code's Participation Profile (2022/23)¹⁰

	Football	Hockey	Rugby League	Rugby Union	Cricket ¹¹	Softball	Touch	Totals
Clubs	9	13	9	30	19	8	n/a	88
Juniors (under 19)	2,705	1,345	450	3,504	1,650	416	4,000	14,070
Seniors (19 plus)	938	220	452	1,685	1,142	528	900	5,865
Total Participation	3,643	1,565	902	5,311	2,792	944	4,900	19,935
% Junior	74%	86%	50%	66%	59%	44%	82%	71%
% Female	28%	50%	39%	16%	12%	26%	34%	26%
2016 Participation	2,000	1,685	231	5,195	2,643	831	4,700	17,077
Participation Trend (2016 – 2022)	increase	stable	increase	stable	stable	stable	stable	

¹⁰ The level of data provided by each code has been variable and something that needs to be addressed to assist with future planning.

¹¹ A breakdown of Junior /Senior players in 2022 was not provided by Cricket, therefore the proportions from the data submitted in 2019 have been used as a proxy.

5.4 Validating Southland Participation Trends

It is important to consider independent research to help in validating locally supplied participation data. Both Sport NZ and the New Zealand Secondary Schools Sports Council (NZSSSC) data has been used to look for any trends in participation.

5.4.1 Sport NZ Participation Data

Sport NZ undertakes independent research to understand the proportion of people participating in recreation and sport activities throughout New Zealand. This includes the ability to understand participation in Southland. This information can be used to compare with the participation data reported by sports codes in Southland. Table 5.2 below outlines this comparison.

Table 5.2 Southland Region Participation Trends

	Football	Hockey	Rugby League	Rugby Union	Cricket	Softball	Touch
Proportion of Young People Participating in Identified Sports Code ¹²							
Code reported (2022)	14%	7%	3%	18%	9%	2%	20%
Sport NZ (2022)	10%	6%	7%	16%	6%	9%	4%
Sport NZ Trend 2019-2022 ¹³	Decrease (17% - 10%)	Decrease (7% - 6%)	Increase (1% - 6%)	Increase (15% - 16%)	Decrease (11% - 6%)	Increase (1% - 9%)	Decrease (10% - 4%)
Proportion of Adults Participating in Identified Sports Code							
Code reported (2022)	1%	0.5%	n/r	2%	2%	1%	1%
Sport NZ (2022)	5%	1%	n/r	2%	5%	1%	3%
Sport NZ Trend 2019-2022	No change	Decrease (2% - 1%)	No data	Decrease (5% - 2%)	No change	No change	Decrease (5% - 3%)

Note: Sport NZ data is based on a relatively small sample size, therefore caution needs to be taken in the actual proportions of participation presented¹⁴. Rather, the purpose of presenting the data is to see if there are any significant differences between the code reported and Sport NZ data. Factoring in self-reporting of codes, Active NZ and NZSSSC data the following observations can be made with a level of confidence:

- Participation in Junior Football, Cricket and Touch decreased between 2019-2022.
- Participation in Junior Rugby League increased between 2019-2022
- There has been no statistically significant change in the proportion of adults participating in the identified sports between 2019 and 2022

¹² Active NZ data records young people's participation as 5-17 year olds. Sport codes have provided participation data on those aged under 19 years.

¹³ Data for 2016 is not available from Sport NZ.

¹⁴ The stated margin of error for the Sport NZ Active NZ Survey for the Southland Region is +/-3.6% for adults and +/- 8.1% for young people.

- Other than Junior Touch, the proportion of participation identified in the Sport NZ Active NZ survey results is comparable with the code-reported data.

5.4.2 Southland Secondary School Participation Trends

Another independent survey of participation data that can be used to sense check trends is the NZSSSSC census. This census is undertaken annually and surveys all secondary schools in New Zealand. This is arguably, the longest continuously running participation survey and allows reasonable longitudinal comparisons. Table 5.3 shows participation in the 7 identified sports from 2000 to 2022.

Table 5.3 Secondary School Students Participating in Identified Sports at Southland Schools¹⁵

Number of students participating for their school	Football	Hockey	Rugby League	Rugby Union	Cricket ¹⁶	Softball	Touch
Total 2005	300	475	n/r	1,150	280	90	700
Total 2022	425	325	50	1,025	230	80	525
Net change	+125	-150	+50	-125	-50	-10	-175
% change Total	+42%	-32%	n/r	-2.5%	-18%	-11%	-25%

Source: NZSSSSC

5.5 Other Changes Impacting Participation

There are some other changes within sports participation that the Southland region will need to consider. Sport New Zealand encourages sports to offer better quality experiences for participants. Sport NZ supports the following three-pronged approach¹⁷:

Insights Approach – using a range of data sources to better understand the needs of participants.

Locally led approach – The belief in communities being best placed to lead sport and recreation in each community, through the empowerment of groups and individuals and working with targeted communities.

Physical Literacy Approach – Supports physical activity experiences that respond to the holistic nature of people. This approach recognises the effect sport and physical activity have across all elements of wellbeing.

Sport NZ has also been encouraging those within sport to think broader than their own code. An example is Balance is Better¹⁸.

Balance is Better – An approach that discourages early specialisation in a specific sport. The Balance is Better philosophy is about tamariki and rangatahi participating in a wide range of sport and active recreation activities, with a focus on skill development and enjoyment.

¹⁵ these numbers are approximations, given we have only received graphical illustration of trends

¹⁶ A breakdown of Junior /Senior players in 2022 was not provided by Cricket, therefore the proportions from the data submitted in 2019 have been used as a proxy.

¹⁷ Sport NZ Three Approaches Model found here: [spnz-ag1039-spnz-three-approaches-aw3.pdf \(sportnz.org.nz\)](https://sportnz.org.nz/spnz-ag1039-spnz-three-approaches-aw3.pdf)

¹⁸ [Balance is Better - The Home of Youth Sport in New Zealand](#)

6 Current Sports Field Network

This section summarises the current network of outdoor sports fields within Southland and the sports that are allocated use of the facilities. This analysis has helped inform the demand modelling assumptions.

6.1 Current Supply

A detailed inventory of Southland's sports field and ancillary facilities was prepared based on the Sport NZ National Facilities Inventory Tool with input from Active Southland, the relevant territorial authorities and regional sports organisations.

In addition, each regional sports organisation (RSO) utilising sports fields detailed what fields they used including when they use them, how often and the general condition as it relates to the facility rating system below.

6.1.1 Facility Rating

A facility inventory has been prepared detailing the type and condition of sports facilities together with the role and functions of the facilities and whether they are fit for purpose based on current industry and respective sports facility standards.

The following rating system was used to assess the quality of sports field infrastructure:

- **Very Good** – Free draining field that can handle significant amounts of training and competition throughout the season.
- **Good** – Field that can be used regularly for training and / or competitions throughout the season.
- **Moderate** – Field that can be used for training and / or competition but the amount of use needs to be monitored and the field may not make it through the season in some years.
- **Poor** – Field has poor drainage and is unusable after poor weather. Struggles to recover after games or trainings and / or is often closed or only used for a limited number of weeks per year.

6.1.2 Facility Hierarchy

The following facility hierarchy has been used to categorise each field¹⁹:

International / National: A facility with the ability to host international or national competitions and events or to serve as a national performance training hub for one or more sports codes. For example, Rugby Park

Regional: A facility with the ability to provide for a regional catchment (Southland), host regional competitions, serve as a regional high-performance training hub for one or more sports codes or provide community participation opportunities for a high number of people across municipal boundaries. Regional spaces and places are often the primary centre of co-located, multi-sport and active recreation facilities within a regional catchment. They are destinations for sport and recreation

¹⁹ The four levels of hierarchy closely match the "Elite, Premium, Standard and Basic" levels of service offered in the Recreation Aotearoa Open Spaces Maintenance Guidelines.

and events and deliver social and economic benefits to the wider region. For example, Surrey Park Softball or the Multi-Sport Complex/Neuman Park precinct at Gore

District-wide: A facility with the ability to provide opportunities for a local authority catchment (Invercargill City, Gore District, Southland District), provide opportunities for a number of teams/competitors/participants within a local authority area to participate. For example, Hamilton Park, Gore or Mossburn Domain.

Local: A facility that provides participation opportunities for a local neighbourhood or township catchment. For example, Athol Domain.

6.1.3 Fields Hierarchy

Table 6.1 summarises the quantity of fields currently used by each of the sports and hierarchy rating (as defined above).

Table 6.1 Southland Fields Use and Hierarchy

Sport	Local	District-Wide	Regional	National / International	Total
Winter Codes					
Rugby Fields	81	5	-	1	87
Rugby League Fields	4	2	-	-	6
Football Fields	37	2	1	-	40
Hockey Turfs	3	1	2	-	6
Summer Codes					
Touch Rugby Fields	28	9	29	-	66
Cricket Wickets	29	-	2	-	31
Softball Diamonds	8	6	2	-	16

6.1.4 Inventory Findings

Sports fields in Southland are provided by a range of entities including, territorial authorities, charitable trusts, the Ministry of Education (via schools), and community groups and clubs.

Invercargill City Sports Fields

The Invercargill City Council area includes a high number of single-use or seasonal-use sports fields that vary in quality. ICC commissioned condition reports of 53 fields in the Spring of 2021. Of the 53 fields inspected:

- 58.5% of the sports fields met or were above the level of service expected in the spaces.
- 41.5% had a rating of 4 (poor) or 5 (fail).

The issues raised relate to mowing, maintenance, weed growth, uneven surfaces, and poor line markings. Drainage was also highlighted as an area that could be addressed in some circumstances.

Invercargill City Council has a level of provision of 2.9 ha of Sports Parks per 1,000 people²⁰. This is slightly higher than the national median of 2.3 ha /1,000 people.

Gore District Sports Fields

The Gore District Council area has a mix of single-use and multi-sport sports fields that are central to the township area. Most sports fields are in average to good condition, whilst regional multi-sport sports fields are in good to excellent condition.

Gore District Council provides 55 hectares of sports parks which equates to 4.4 ha/1,000 residents. This is higher than the national median (2.3ha/1000). Gore has one artificial hockey turf.



Southland District Sports Fields

The Southland District Council area has a mix of single-use and multi-sport sports fields that are central to township areas. Most rural township facilities are in average to good condition, whilst sub-regional multi-sport sports fields are in good to excellent condition.

Southland DC provides 4 ha/1,000 residents. This is higher than the national median (2.3ha/1000).

6.2 Southland Region Sports Fields Allocations

The following table provides a summary of field allocations to each sporting code during summer and winter seasons²¹. The number of players per field varies by sports code. There are several key observations:

- Hockey has 521 players per community turf²², the highest player per field ratio of any of the sports codes. This is due to the fields being artificial turf and able to be used for up to 50 hours per week, per turf, without the risk of weather or ground damage.
- On average, Rugby has 61 players, Football 87 players while Rugby League has 180 players per field. This demonstrates a potential inequitable distribution of sports fields between codes.

Table 6.2 Current Sports Allocations of Fields

Sport	Number of Sports Fields (Full-Size Equivalent)	Registered Number of Participants ²³	Players per field
Rugby Fields	87	5,311	61
Rugby League Fields	5	902	180

²⁰ Invercargill City Council Parks and Recreation Activity Plan. The Activity Plan separately itemises 2.1 ha of artificial turf.

²¹ Sports fields can be configured differently for each sport. So, one field identified in the inventory may support two or more fields of play for a sport

²² There are three other hockey turfs available in Southland, based at high schools.

²³ as reported by Regional Sports Organisation

Sport	Number of Sports Fields (Full-Size Equivalent)	Registered Number of Participants ²³	Players per field
Football Fields	40	3,463	87
Hockey (Rectangular Pitch) ²⁴	6	1,565	521
Touch Football Fields	66	4,900	74
Cricket Wickets	31	2,792	90
Softball (Diamonds)	14	944	67

* One full size equivalent field can support two junior sized fields or several modified smaller sized fields.



²⁴ 3 artificial turfs used for competition plus 3 additional school-based turfs used for training.

7 Sports Field Demand Assessment

This section identifies the current supply of sports fields against future demand. It applies scenario modelling to understand the impact of applying strategies to ensuring the appropriate capacity of the sports fields network.

7.1 Demand Analysis Model

A facility demand model has been developed to inform the current and future field requirements to meet field sports participation demand in the short, medium and long term.

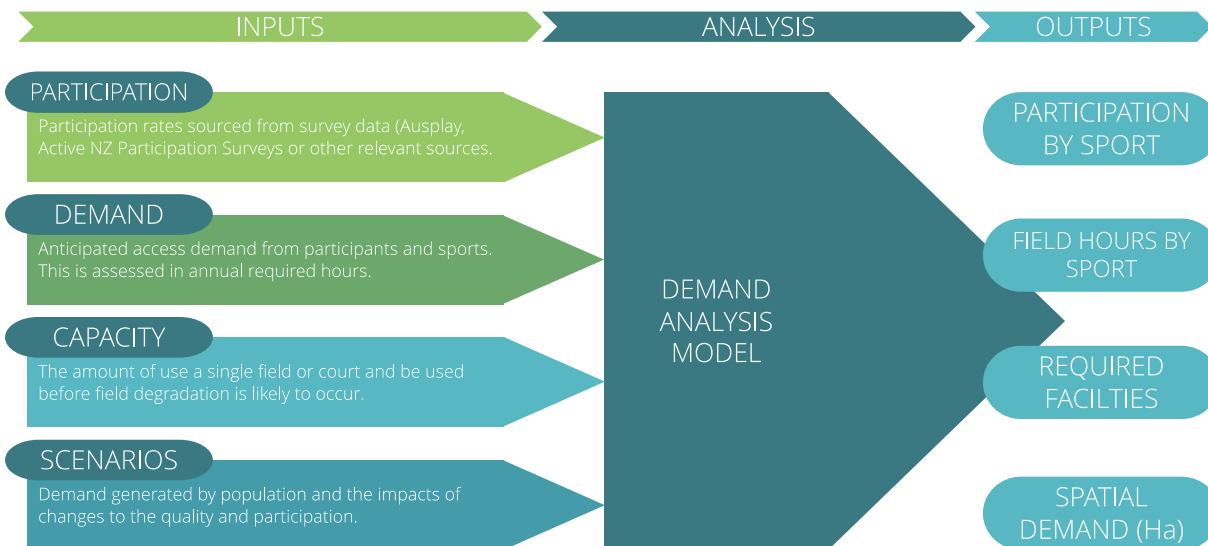
The Otium Analytics **Demand Analysis Model** determines the estimated future participants, required hours of access and number of fields. The key inputs into the model include:

- Participation rates by activity
- Available facility capacity
- User access needs
- Typical field size and ancillary space required
- Demographic information
- Current supply.

The model allows individual aspects to be adjusted to ensure the model is a true reflection of the local context, including inputs on:

- Participation rate in adults and children
- Season length, users per field, access needs per week
- Facility lighting across the network
- Field size and ancillary spaces needed.

Diagram 7.1. The Otium Demand Analysis Model



Source: Otium Planning Group

The model considers the current field capacity, participation rates, and usage levels. Other factors such as the capacity of a field to accommodate playing numbers, the current distribution of clubs to fields, and opportunities for clubs to share need to be overlaid.

The modelled requirements need to be overlaid with local factors impacting a field's use. These include:

- Capacity of field to accommodate the number of players
- Distribution and accessibility of fields, including acceptable drive time expectations for both junior and senior-level players. This is a particular factor impacting the Southland Region in that it has a mix of urban and rural residents, and townships are dispersed making it difficult to share fields
- Quality and condition of fields
- Practicality of clubs sharing
- Participation numbers within clubs changing from year to year
- Programming of sports competition
- Inequitable participation distribution and other users (i.e. community and school use)
- Difficulty in validating data of how many hours each team plays and trains for
- Location of facilities that have a wider catchment beyond a territorial authority boundary.

7.1.1 Rugby Sports Field Demand

Rugby has seen a decline in participation over the long term while having relatively stable membership since 2016. Most growth is in women and girls' participation. Participation rates in rugby for young people are higher in Southland than national comparisons²⁵.

There were 30 rugby clubs in Southland Rugby in 2022 that fielded teams in competitions.

Table 7.1 identifies that there are enough fields to meet demand, and there will be an ongoing surplus of fields in Southland for the foreseeable future. This will be further exacerbated if some rugby clubs struggle to gain the membership required to remain viable. It is likely there will be further rationalisation of rugby clubs for the foreseeable future.

Table 7.1 Rugby Field Supply and Demand

Current Field Availability	Current Fields Required	Surplus / Deficit	Future Field Requirements (2048)	Surplus / Deficit of Field Availability (2048)
87 fields	84 fields	+ 3 fields	74 fields	+ 13 fields

There are a number of other factors to consider when understanding the current and future field requirements for rugby.

- There are a number of single-team clubs²⁶ located in Southland, that service a wide geographic catchment. These fields have lower than average use. However, there is a concentration of clubs in the Invercargill city area, some of which are struggling to field teams. Invercargill fields generally have higher than average hours of use.

²⁵ Sport NZ Active NZ data notes that young people's participation rates in Rugby in Southland are 16% which is statistically significantly greater than the NZ totals (recorded at 7% for 2021).

²⁶ Meaning the club fields one senior team in the Southland rugby competitions.

- It is reported that fields deteriorate through (over)usage during the season and Rugby therefore relies on the fields at Sandy Point Domain to host a number of games later in the season.
- The number of fields required for the future provision of rugby will depend on the delivery model of the sport (regional or localised junior competitions) and which clubs become unsustainable to operate (if any) over time. A number of clubs have gone into remission or amalgamated or merged in the past. It is inevitable that this trend will continue.
- Data modelling indicates that an increase in capacity of approximately 3 hours of use per field would allow all current rugby to be played on approximately 57-60 fields (27-30 fields less than the current network) (see table 7.2 below).

Table 7.2 Rugby Field Demand based on additional 3 hours of capacity per field

Current Field Availability	Current Fields Required	Surplus / Deficit	Future Field Requirements (2048)	Surplus / Deficit of Field Availability (2048)
87 fields	57 fields	+ 30 fields	47 fields	+ 40 fields

7.1.2 Football Sports Field Demand

Football has seen growth in the Southland region, with the number of participants increasing from 2,000 in 2016 to 3,643 in 2022. This includes those involved in regular club competitions, tournaments and events.

There were 9 football clubs in Southland in 2022.

Table 7.3 Football Field Supply and Demand

Current Field Availability	Current Fields Required	Surplus / Deficit	Future Field Requirements (2048)	Surplus / Deficit of Field Availability (2048)
40 fields	51 fields	- 11 fields	47 fields	- 7 fields

Demand modelling shows a deficit of sports fields to service current participation. This under-supply indicates Football is over-using the allocated grounds and/or actively limiting the amount of training teams can undertake on fields (saving the fields for competition play).

New Zealand Football released a National Football Facilities Strategy²⁷ in 2016. While there are no specific recommendations for Southland, the strategy identified the following recommendations (relevant to this report) for the Southern area (Southland / Otago):

- Improve the quality of fields for both training and competition
- Gain greater access to summer fields
- Gain access to futsal pitches

²⁷ New Zealand Football (2016) National Football Facilities Strategy

7.1.3 Rugby League Sports Field Demand

Rugby League has seen growth in the Southland region, with numbers increasing from 231 in 2016 to 902 in 2022. There were 9 rugby league clubs in Southland Rugby League in 2022.

Rugby League has historically been a small sporting code in Southland, however recent interest in the game has placed pressure on the current playing fields and clubrooms.

The primary location for games and training is Invercargill and this is where any extra field provision should be provided.

Table 7.4 Rugby League Field Supply and Demand

Current Field Availability	Current Fields Required	Surplus / Deficit	Future Field Requirements (2048)	Surplus / Deficit of Field Availability (2048)
6 fields	11 fields	- 5 fields	10 fields	- 4 fields

There is potential for Rugby League to be allocated more sports fields in future seasons. This could be undertaken by increasing the capacity of existing fields (ground conditions and lighting) or through the allocation of additional sports fields.

The current sports fields at Elles Road Park are adjacent to a main arterial road. This has been identified by Rugby League as a health and safety concern. This location may also prove to be difficult to gain the appropriate approvals for floodlighting.

A Rugby League National Facilities Strategy was developed in 2015²⁸. This strategy forecast a shortfall of training space for Rugby League in the Southern Zone²⁹ by 2028. It outlined the minimum requirements for a club-based rugby league venue (some requirements are seen as the responsibility of the club). These are:

- Appropriately sized field that is level, well-drained and safe
- Fully marked to international Rugby League standard with goal posts, post pads and flags including.
- Warm up areas for two teams at a time.
- 3 x change rooms with separate hot and cold water and showers and toilets for each team and the Match Officials.
- Sufficient tables, chairs for teams and match official staff on side-line
- Ability and means to erect sponsorship signage (if ground allocations allow).
- Suitable vehicle access for emergency services (ambulance etc.).
- Adequate parking space for team bus/vehicles etc.
- Sufficient waste and recycling bins.
- Club rooms with cooking/catering facilities suitable and seating/tables for 100 people.

Rugby League is mostly played outside of the regular season of Rugby. Therefore, this provides for the ability for many more Rugby fields to be utilised by Rugby League, should demand warrant it.

²⁸ NZRL (2015) New Zealand Rugby League Facility Strategy available online at Sport NZ

²⁹ NZRL identified 7 "zones" in the strategy. The Southern Zone is essentially the entire South Island.

7.1.4 Hockey Sports Field Demand

Hockey is delivered on artificial turfs in Southland. There are three community turfs and three school-operated turfs. Table 7.5 illustrates that when taking a regional approach, Hockey has sufficient turfs to meet demand.

Table 7.5 Hockey Field Supply and Demand

Current Field Availability	Current Fields Required	Surplus / Deficit	Future Field Requirements (2048)	Surplus / Deficit of Field Availability (2048)
6 fields	3 fields	+ 3 fields	3 fields	+ 3 fields

Hockey has reported player reluctance to travel to Gore to participate on that turf. Travel time between Invercargill and Gore is approximately 45-50 minutes.

The reported weekend hours of use of the Invercargill-based hockey turfs indicates there is additional capacity at these turfs to manage growth³⁰.

The Hockey NZ Facility Strategy was updated in 2016³¹. The strategy separates Eastern Southland from Invercargill (and makes no mention of Southland district). A range of metrics were used to determine future hockey turf needs. In almost all metrics both Eastern Southland and Invercargill are seen as having sufficient turfs to meet current or future demand³². A key metric is that 29% of Eastern Southland and 33% of Invercargill turf users require a full turf to play on. This further highlights the need to confirm access agreements with schools that have turfs, should demand pressures increase.

The Hockey NZ National Facilities Strategy is being reviewed and updated in 2023/2024.

Gore Hockey Turf



³⁰ Hockey Southland has reported use of the two turfs at Invercargill as Saturday 1-4pm and Sunday 10am-4pm, totalling 9 hours per turf per weekend.

³¹ Hockey NZ National Facility Strategy Update (2016) available online at Sport NZ

³² Invercargill turfs were seen as an area with "Pressure is increasing, being investigation into future options".

7.1.5 Touch Rugby Sports Field Demand

Touch Rugby is played in summer, weekday evenings at 5 sports parks across Southland. Touch Rugby operates a “module” at each of these parks and uses 61 of the available 66 fields. Arguably Touch Rugby can be played on most of the other sports fields in Southland, and shares use of the current sports parks with Rugby and Football. Touch has a very high proportion of junior players (requiring smaller-sized fields).

There are ample fields to meet the needs of Touch Rugby into the foreseeable future. Touch Rugby could operate from far fewer fields but there are several factors prohibiting this:

- Touch operates a de-centralised model. It would be unrealistic to expect touch players (the majority of whom are school-aged) to travel to a central venue, mid-week to participate. Touch, therefore, sets up and operates at various venues throughout Southland to maximise participation.
- Touch attempts to limit the time of play for a module to 1.5 to 2 hours. This provides participants (and their caregivers) with the certainty of time of play and families can get home at a reasonable time mid-week.
- Modules would need to be split over multiple days if held on smaller numbers of fields.
- Available space at larger venues means Touch can create a number of fields in one space.

Table 7.6 Touch Rugby Field Supply and Demand

Current Field Availability	Current Fields Required	Surplus / Deficit	Future Field Requirements (2048)	Surplus / Deficit of Field Availability (2048)
66 fields	12 fields	+ 54 fields	12 fields	+ 54 fields

7.1.6 Cricket Sports Field Demand

Cricket is a summer sport and therefore is less impacted by poor weather and ground conditions than the winter sports codes (although not immune from weather-related cancellations).

Cricket has seen relative stability in participation since 2016. The number of participants in cricket who participate in regular competitions (traditional or modified formats of the game) make up approximately 60% of the total player participants³³. Others participate in festivals and one-off events.

Players generally prefer to play on grass rather than artificial turfs. This can be a challenge, particularly early in the season when wicket blocks have not had time to be developed to a suitable standard.

A number of wicket blocks have a complementary artificial turf that provides a suitable option early in the season as wicket blocks are becoming available. Artificial turfs also provide a level of consistency of bounce for young people to develop skills within the game, (although there is a reluctance from many players to use artificial turfs).

Table 7.7 Cricket Wicket Supply and Demand

Current Wicket Availability	Current Wickets Required	Surplus / Deficit	Future Wicket Requirements (2048)	Surplus / Deficit of Wicket Availability (2048)
31 fields	29 fields	+ 2 fields	27 fields	+ 4 fields

No further wickets are required to serve Cricket in Southland. Any short-term peaks in demand can be accommodated via the existing network of cricket wickets.

There is a need to secure the long-term future of the Queens Park indoor training centre in Invercargill. This centre is a strategic asset for the code, offering a winter and evening training venue. An independent condition report should be completed every five years, with a subsequent asset management plan developed and resourced.

NZ Cricket does not have an up to date National Facilities Strategy, although there was a strategy developed in 2013. This strategy identified that the focus should be on:

- Developing more consistency in cricket facilities, based on a link between facility quality and player development.
- Improving cricket facilities at the secondary school level, including a network-based partnership approach.
- Developing more artificial facilities for playing and training, particularly including all semi-hard ball cricket.
- More specific use of expert facility advisory resources between grounds.

³³ NZ Cricket Participation Census data

7.1.7 Softball Sports Field Demand

There were 8 softball clubs in Southland in 2022³⁴. Competition is generally centralised at the Surrey Park field, with the new Softball Pavilion in close proximity.

Table 7.8 Softball Diamonds Supply and Demand

Current Diamond Availability	Current Diamonds Required	Surplus / Deficit	Future Diamond Requirements (2048)	Surplus / Deficit of Diamond Availability (2048)
16	7	+ 9	6	+ 10

There are ample softball diamonds to meet demand. This over-supply is predicted to continue into the foreseeable future. Any short-term increases in demand can be sufficiently catered for within the existing network of fields.

The Softball NZ National Facilities Plan provides a summary of future facility needs for each Softball region³⁵. While Softball in Southland is not highlighted with regard to the desired number of diamonds, guidance from this national plan can be applied. The Softball NZ National Facilities Plan identifies the ratio of teams per diamond as a way of understanding demand. In the plan, the demand was seen as low if there were up to 7 teams per diamond. Softball in Southland has 416 junior and 363 senior players. In Southland, there are approximately 4.7 teams per diamond³⁶. This would indicate Southland has lower-than-average demand pressures. This also confirms the modelling that has been undertaken.



Image: Surrey Park Softball

³⁴ with the possibility of an additional club being established in Maitua.

³⁵ Softball NZ (2018) National Facilities Plan

³⁶ Using the assumption of an average of 12 players per team then there are approximately 64 teams

8 Ancillary Facilities

This section provides a summary of the facilities that support codes participating in sports field activities. In particular, the focus is on floodlights (an essential component for winter trainings and some match play), changing rooms and club rooms.

Southland has a large number of clubrooms, floodlights and changing rooms. Appendix Three provides an overview of the sports field supporting facilities. Table 8.1 below highlights sports code feedback on these facilities.

8.1 Code specific feedback on ancillary facilities

Table 8.1 Summary of code feedback on ancillary facilities

Code	Code Feedback
General comments	<ul style="list-style-type: none"> • Many facilities haven't seen upgrades in years, with interiors described as reflecting the 1980s. • The facilities don't meet the changing needs of the users, particularly women and are generally unpleasant to use because of things like the lack of heating and leaks. • Many facilities don't have enough changing rooms and toilets to meet the needs of the men's teams and nothing to cater for women. • Having an adequate quantity and quality of facilities is essential to provide an inclusive environment and allow women's and men's games to be played on the same day, at the same venue. • Some codes report not having enough space for storage or office space (hockey, rugby league, and softball).
Cricket	<ul style="list-style-type: none"> • Facilities are often a considerable distance from the playing pitch so some clubs and schools, in particular, don't use them much and just set up closer to the field for easier accessibility. • Queen's Park Indoor training venue is a strategically important asset for Cricket with much of premier-grade training occurring at this site.
Rugby	<ul style="list-style-type: none"> • More playing quality lights are required across the region to meet the demands of users. • Lights allow flexibility for participants who cannot play, coach or volunteer on traditional rugby days and particularly for junior players it will improve their rugby playing experience by being exposed to the best possible environment. • Clubs with training lights that light a particular area experience high traffic in those areas which significantly impacts the quality of our fields. • Female and gender-diverse changing facilities desired at clubs with female teams (Blues, Marist, Midlands, Albion, Waiiau Star, Riverton, and Pioneer) and at grounds with playable lights.
Hockey	<ul style="list-style-type: none"> • With the speed of the game and the amount of aerial ball being used good lighting is essential. Identified a desire to upgrade the pavilion area in Invercargill.
Softball	<ul style="list-style-type: none"> • Has a new, purpose-built venue at Surrey Park. • On-site storage is needed at Surrey Park for grooming machinery and playing equipment.

8.1.1 Floodlights

Sports code feedback suggests that there is a need for more playing-quality floodlights across the region. The vast majority of floodlights are only sufficient for training. Many fields (up to 67%) have no floodlighting. The floodlights that operate at many fields are reported to not cover the entire field and to be of generally poor quality.

Floodlighting often determines where evening training occurs on sports fields. This has the effect of placing pressure on those areas of sports fields that are lit. When sports overuse floodlit areas and if these areas are on competition fields this impacts on the quality and availability of those grounds. The other potential effect is that clubs reduce the amount of training on grounds with floodlights to preserve those fields for competition games. Floodlight upgrades should only occur if the ground conditions of the targeted field/s can cope with the inevitable increased use by sports teams.

8.1.2 Changing Rooms

Changing rooms are an important part of offering an appropriate level of provision for sports field users. Changing rooms usually include showers, toilets and space for players (and officials) to get changed. Teams use the changing rooms prior to and after games. Without these change facilities, players are either required to travel to and from the fields in playing attire or get changed in the open as discreetly as possible.

Many of the changing rooms are viewed as being in poor condition and unsuitable for use. Often there are not enough toilets or shower capacity to meet demand. Most changing rooms and showers are open plan. However, there is a move to develop more cubicle change and shower spaces to ensure facilities are more inclusive.

Some changing rooms have recently been (or about to be) updated to better accommodate female participants. Any further change room upgrades should consider how female and gender-diverse participants can be accommodated. Female-friendly sport infrastructure guidelines are available as a basis for discussions between sporting codes, funders and councils³⁷.

8.1.3 Clubrooms and Social Spaces

There are a large number of sporting club rooms in Southland.

Clubrooms serve to provide a space for social interaction to occur, usually after games. There is a wide range of clubrooms in Southland. Some serve as wider community hubs, hosting many regular or one-off sport and non-sporting groups.



Older style clubrooms with deferred maintenance

³⁷ [Female friendly sport infrastructure guidelines](#)

8.1.4 Other specialist facilities

Queens Park Cricket Pavilion and Indoor Centre

Southland Cricket is based at Queens Park for both administrative and playing purposes. The Pavilion is used for game and social-related activities along with being the office for Southland Cricket. The sport heavily relies on the indoor training venue at Queens Park with the majority of Premier grade teams practising at the venue. The indoor facility offers both shelter from the weather and the ability to train at night. The facility is ageing, and it is recommended that a full condition report is undertaken to provide direction and input into a long-term asset management plan.

Rugby Park

Rugby Park is a sand-based surface, allowing greater capacity and better drainage performance than traditional soil-based fields. While the capacity of this field is high, it is not practical for this park to be available for wider, regular community use. It is a fenced venue, allowing ticketed activities to occur and is required to be in good condition for inter-provincial fixtures. However, there may be opportunities for some community participation on the main sports park, such as junior “rippa” rugby evenings or festivals. These opportunities always provide an avenue for young people to aspire and participate at places where their sporting heroes play.

Turnbull Thomson Park

The multi-use artificial turf at Turnbull Thomson Park is requiring the replacement of the carpet and the addition of a shock pad. The shock pad will alleviate most issues relating to players participating on an artificial surface.

The Turnbull Thomson turf is not regularly used on Sundays. User groups will need to use this spare capacity before seeking any additional capacity at other venues or requesting additional turfs. There is a reported shortage of toilet facilities when the park is at full capacity.

9 Future Sports Field Network

Previous sections of this report have indicated a number of factors that contribute to the development of a future sports field network. In summary, these factors are:

1. Population changes in Southland will not contribute to any significant growth in the sports codes using sports fields.
2. Participation patterns in Southland appear to be relatively stable. There are some participation levels that vary from national averages. They are:
 - o Participation in Junior Football, Cricket and Touch decreased between 2019-2022.
 - o Participation in Junior Rugby League increased between 2019-2022
3. There is a large network of sports fields, throughout the region.
4. Generally, there is no overall demand pressure for new sports fields in Southland

It is proposed that Southland implements a mix of strategies to future-proof the sports field network and associated ancillary facilities. These strategies reflect:

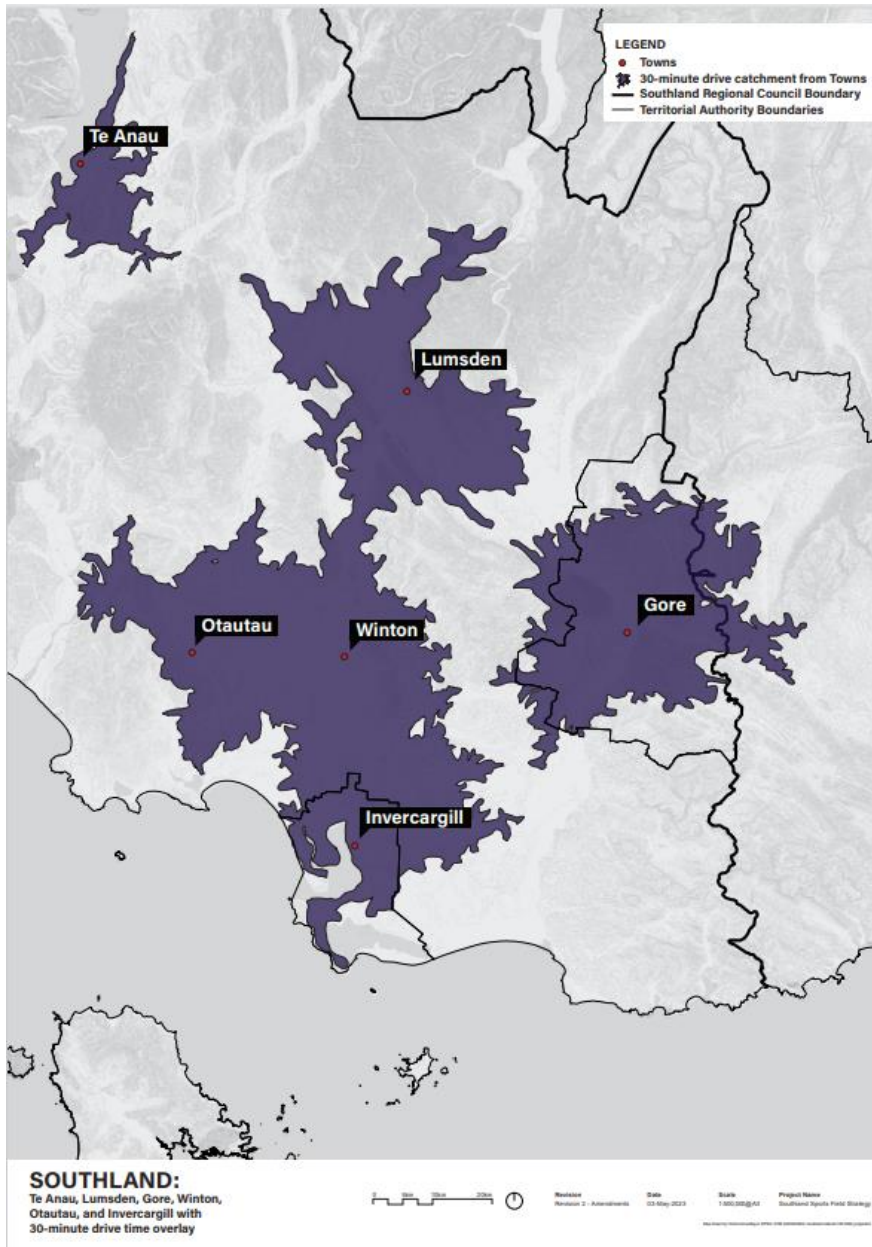
- the identified planning principles
- the geographic diversity of the Southland region
- the range of sports field in the network

9.1 A Regional Network Approach

Councils and sports codes should consider the regional network of sports fields when allocating space and planning for ongoing provision. Participants are generally able to travel some distance to participate in competitions (while acknowledging travel costs can be a barrier as well). When planning for the future sports field network, it is recognised that many people will be required to travel between council areas to participate (as many people do currently).

A drive time of approximately 30 minutes to access a hub facility has been used to help determine if the majority of participants can access sports fields. Figure 9.1 illustrates a large proportion of Southland's population can access the major towns or city venues within a 30-minute drive time.

Figure 9.1 Potential clusters of sports fields, based on approximate drive times of 30 minutes.



9.2 Increasing the carrying capacity of existing fields

There is potential to increase the carrying capacity of sports fields, to allow a greater level of use. Each sports field owner has the opportunity to identify which fields would benefit from a more intensive maintenance regime that would result in those fields being able to be used for more hours each week. A consideration is that an increased level of maintenance would increase the annual operating cost of the targeted sports fields.

One strategy for increasing carrying capacity is to convert fields from natural, soil-based fields to sand-based or artificial fields, or even a hybrid of the two. Table 9.1 highlights the whole-of-life cost of

each field type and provides a “cost per hour of play” for each surface type³⁸. Note this data is from 2019 and therefore costs will have increased since this time³⁹. The intention is to illustrate the relative difference in cost per hour of play for the various surface types.

Table 9.1 Sport Field Development Options over a 30-year lifespan (2019 figures)

	Natural Grass Fields	Convert to Sand-Based Fields	Hybrid Technology	Artificial Turf
Construction Costs	\$170,000	\$400,000	\$850,000	\$1.75m - \$2.4m
Maintenance	\$300,000	\$750,000	\$1.2m	\$750,000
Renewals	-	\$250,000	\$500,000	\$1.0m
Disposals			\$100,000	\$100,000
Whole of life costs	\$470,000	\$1.4m	\$2.65m	\$3.6m - \$4.05m
Cost Per Hour of Play ⁴⁰	\$72	\$117	\$118	\$87 - \$94

Renewal assumptions for sports field development options and the whole of life costs model are as follows:

- No allowance has been made for renewals of soil-based fields as it is assumed annual maintenance will be all that is required.
- Sand-based natural fields and artificial sports fields are renewed at ten-year intervals (dependant on level of activity and maintenance regime).
- No allowance has been made to renew the shock pad of an artificial turf over a thirty-year period.

All surface upgrade options also need to consider the environmental impacts they present.

9.3 Provide a Consistent Level of Service

Sports codes have identified a variable level of service across the region (including those fields operated by various councils and other owners). An opportunity exists for an agreed level of service to be developed by the three Councils for community sports fields. Management practises can be agreed upon, utilising the Recreation Aotearoa guidelines for open spaces maintenance⁴¹.

The Recreation Aotearoa guidelines provide best practice principles and recommended operations. When councils have the opportunity to review any current maintenance contracts or levels of service, they could incorporate the Recreation Aotearoa guidelines (or similar) as a way of providing consistency of approach across the region. If an agreed regional level of service can be achieved, then a possible next step would be to agree to region-wide fees and charges where practical.

There is also an opportunity to educate sports codes with regard to the issues and challenges of the provision and maintenance of sports fields. Regular communication between councils and sports

³⁸ Source: Sport New Zealand (Dec 2019) Guidance Document for Sports Field Development p.28.

³⁹ Recent artificial turf developments in New Zealand have costed at the high end of this range \$2.4m. Costs will vary significantly based on a number of factors including topography, proximity to services etc.

⁴⁰ Assuming average whole of life costs for a full-size field – not just maintenance costs and average hours of play per field type. Taken from Sport New Zealand (Dec 2019) Guidance Document for Sports Field Development p.28.

⁴¹ Recreation Aotearoa (2018) Open Spaces Maintenance Specifications 2018 [Open Spaces Maintenance Specifications 2018 by Recreation Aotearoa - Te Whai Oranga - Issuu](#) (provides guidance for various sports field maintenance levels)

field codes may help to manage expectations while also providing a forum for sports codes to provide feedback on the current sports field provision.

9.4 Encouraging wider community use

The club rooms and social facilities at many sports fields are heavily under-utilised. Many are poorly maintained and are not welcoming to those from outside the club.

If clubrooms are maintained at a reasonable level then it opens up opportunities to be seen as local venues, either through running other types of programmes and activities or being available to wider community uses. Non-sporting user groups often require space for activities during hours when sports clubs are not being used (such as weekdays). This can support clubs' financial sustainability.

9.5 Develop a Specialist Sports Turf Trust

In many parts of New Zealand, a separate entity (often a Charitable Trust) is responsible for oversight of the artificial turf network in a district or region. Eastern Hockey, operating from Gore has a structure like this currently in place. The fundraising, management and maintenance of turfs can be very time consuming and costly, and these tasks can be separated from the core responsibilities of individual sports codes.

A separate trust could be established to oversee other community artificial turfs in the Southland region. A turf levy can be integrated into playing fees to help with both maintenance and replacement costs. Discussions should occur with the existing turf trust about a possible increase in scope, or a separate entity.

9.6 Prioritising strategic venues

Sports and councils should work together to encourage competitions to be played within the identified clusters, where practical. The proposed clusters are:

- Te Anau
- Mossburn
- Gore
- Winton
- Otautau / Nightcaps
- Invercargill and Bluff

This delivery strategy can be supported by focusing field upgrades at venues that can naturally host cluster-based competitions. This approach already occurs with some sports, particularly at junior level, where regular competition is held at specific venues for a number of sports clubs within that area of Southland.

Where specialised sports fields (such as artificial turfs or softball diamonds) are not available in a cluster area it is still expected that participants would travel to the existing venues.

When looking at potential upgrades in these areas the following factors should be considered:

12. Only invest in field and/or floodlight upgrades if
 - ground capacity is at a minimum of 15 hours / week (except in exceptional circumstances).
 - Ground, floodlights, changing areas are available for shared use.

- Changing rooms are developed to cater for women as well as be gender neutral.

13. These hubs will still be complemented by local-level provision in other areas.

The following reserves and parks are proposed, where increased levels of service would allow increased consolidation of competitions to occur.

9.6.1 Te Anau

Continue to maintain Te Anau domain as a district-wide sports park. Consider investigating a potential re-configuration of sports fields to maximise the use of available facilities.

9.6.2 Winton

Retain Rugby at Centennial Park.

Investigate the consolidation of Football and Cricket at either Central Southland College or Moores Park. This would involve not only fields but access to fit-for-purpose amenities (such as change rooms, toilets and floodlights).

9.6.3 Mossburn

Consolidate activities at Mossburn Domain and Northern Southland College.

9.6.4 Otautau / Nightcaps

Monitor participation patterns and if there are significant changes then investigate consolidation of field utilisation in the wider area.

9.6.5 Gore / Eastern Southland

Re-locate football from Hyde Park to adjacent to the multi-sport complex, to maximise the utilisation of existing infrastructure.

Investigate the upgrade of changing areas at Neuman Park and the A&P showgrounds.

9.6.6 Invercargill

Investigate the reallocation of fields for Rugby League. Re-locate Rugby League away from the existing fields.

Maximise the use of the existing artificial turf at Turnbull Thompson by installing a shock pad next time the carpet needs replacing.

Consider the use of fields currently only used for one code to be shared by others (winter codes using summer code fields and vice versa).

Any upgrades to changing rooms and /or club rooms in the Invercargill city area need to be further investigated to determine the best long-term option for the identified sporting code or codes. The Sandy Point Domain area is reported to have some of the best field conditions while many of the fields where clubs are domiciled are seen as inferior. An opportunity exists to understand the cost/benefit of moving some clubs to Sandy Point Domain.

Retain community-level provision in Bluff.

10 Conclusions and Recommendations

10.1 Conclusions

This Sports Field Strategy has identified several key findings that contribute to the proposed recommendations:

Population growth is predominantly in the 50 year plus age categories, therefore making little contribution to any potential growth of sports.

Participation patterns for team sports in Southland indicate pockets of growth, but this combined with the decrease in those aged between 5-49 in Southland ultimately means participation rates are likely to decline over time, unless other initiatives are developed to grow participation. Sports clubs should look to increase alternative programmes and activities to increase options for financial sustainability.

Southland has a large network of sports parks which are the product of a strong tradition of sports in the area. Many of these parks have domiciled clubs, often with ageing club-based facilities.

Demand modelling suggests that there are enough sports fields in the Southland region to meet current and future demand. In some instances, there may need to be a re-allocation of fields from one sports code to another. While in other situations the capacity of sports fields may need to be improved to hold more training and matches.

This strategy has proposed that some venues are prioritised for maintenance and investment, so they offer an improved experience for those using them. Further work may be required to confirm which venues should be prioritised, but initial drive time analysis identifies several venues that could cater be considered district wide venues.

10.2 Recommendations

10.2.1 Regional Recommendations

Planning Principle	Recommendation
A regional network approach	<ol style="list-style-type: none"> 1. Consider a tiered approach to investment in and maintenance of sports fields. 2. Councils work with regional sports organisations in the allocation of sports fields. 3. Active Southland to investigate the establishment of a specialist surfaces trust that would support sports in the fundraising, maintenance, management and renewals of artificial turfs.
Shared Use	<ol style="list-style-type: none"> 4. Only invest in sports field or supporting facility upgrades if there is evidence of shared use (between sports and with the wider community)
Agreed levels of provision	<ol style="list-style-type: none"> 5. Implement an agreed level of service for community sports fields across the Southland region, while considering funding differences across boundaries. 6. Implement a bi-annual meeting between councils and regional sports organisations to allow a collective understanding of sports field issues and opportunities.

	7. Only invest in upgrades if minimum hours of use can be achieved throughout the year; the field is available for shared use (where practical) and change rooms are available for all genders.
Evidence-based approach	8. Future user agreements between councils and sports codes to include a requirement to provide seasonal participation numbers to inform future planning. 9. Active Southland to work with sports codes to increase the consistency of sports participation data to help inform future planning.
Inclusive and accessible	10. Any investment in upgrades of fields and associated facilities (change / floodlights / clubrooms) should increase the opportunities for spaces to become more accessible. 11. Encourage and incentivise sports clubrooms to be considered as hubs for the wider community.
Adapting to a changing environment	12. Any investment in upgrades of fields and associated facilities needs to consider the impact of the impacts of a changing environment, including adverse weather events. 13. Increase the biodiversity of the sports field reserves through additional plantings.
Seeking best value for money approaches	14. Investigate region-wide sports field fees and charges

10.2.2 Local Recommendations

Invercargill City

- Investigate the reallocation of some under-used fields at Turnbull Thompson (and other venues) to Rugby League and Football.
- Southland Cricket should prioritise an independent condition assessment of the Queen's Park training venue and develop and resource an asset management and maintenance plan.
- Plan for Football to move from O'Rorke Park as tidal inundation increases.
- Install shock-pad at Turnbull Thompson to maximise the use of existing artificial turf.
- Schedule all weekend use of the Turnbull Thompson artificial turf to increase capacity.
- Implement more code-sharing of sports fields where practical.
- Investigate the cost/benefit of retaining existing sports fields and ancillary facilities, compared with a potential new sports hub at the Sandy Point Domain area

Gore District

- Implement a tiered approach to investment in and maintenance of sports field reserves
- Investigate the development of fields adjacent to the Aquatic/indoor complex and Neuman Park
- Re-locate football from Hyde Park. Develop changing rooms, potentially alongside the existing multi-sport complex.
- Potential to use Hamilton Park as over-flow for football, should demand warrant it.
- Look to upgrade existing change areas at A&P grounds and Neuman Park.

Southland District

- Increase the capacity of strategic venues to consolidate local competitions. The venues should be located in the following areas:
 - Winton – Rugby at Centennial Park or with other sports either entering into a partnership with Central Southland College or consolidating at Moores Reserve
 - Te Anau – Consolidate at Te Anau Domain
 - Mossburn – Consolidate at Mossburn Domain & Northern Southland College
 - Otautau/Nightcaps – Monitor participation levels and investigate consolidation of field utilisation in the wider area.
- Retain other fields, primarily for training.



11 Appendix One - Secondary Data Review

The following documents were reviewed in the production of this strategy.

11.1.1 Southland Regional Spaces and Places Strategy – Otium Planning Group March 2021

The Strategy was developed to support a more aligned approach to the regional planning of spaces and places across Southland for play, active recreation, and sport. It identified key challenges facing the region:

- High number of single-use facilities and a need to design flexible spaces and places to activate Southlanders. Southland was identified through Sport NZ's 2018 Active NZ Survey, as the least active region for adults in NZ. Activity levels for young people were on a par with the rest of NZ.
- Several facilities needing renewal.
- No planning approach in place to assist funding decision-making.
- A need to maximise the contribution of regional spaces and places to Southland's economy and liveability.
- A need to adapt to climate change.

Four strategic elements were identified to address these challenges. Each was supported by an action plan with identified objectives and recommendations. The strategic elements were:

- Flexibility
- Sustainability
- Collaboration
- Attraction

Strategic Direction Two: Sustainability makes recommendations that are relevant to the development of the Sports Field Strategy, calling for facility asset audits to be conducted including club rooms and sports field lighting, and sports fields.

Strategic Direction Four: Attraction identifies the sub-regional, regional, national, and international sports fields and who uses them, in each district across Southland, it does not specify where local fields are or who uses them. It also sets out recommendations in relation to all sports fields either specifically identified or referred to in general. Many of these relate to maintaining or developing levels of service to activate the population.

11.1.2 Southland District Council Annual Plan 2022/23

There were no significant or material variances from year two of the Long-Term Plan (LTP) 2021-2031.

11.1.3 Southland District Council LTP 2021-2031

The LTP identified current performance measures and set measures for Years 1 (2021/22 to Years 4-10 (2024/31). The measures in relation to open spaces for the provision of sports are the same for each year.

- Open space requests for services are completed within specified timeframes (not given) – target 80%. This is a new measure.
- Hire rates for different sports facilities were set out.

- Sports clubs were identified as the next priority for seismic capacity assessments and the resolution of subsequent issues.
- Rates remission for sports clubs was identified.
- The only capital budget allocation appears to be for the painting of the Te Anau Sports Pavilion in 2027/28

11.1.4 Southland DC Community Facilities and Open Spaces, Levels of Service (LoS), Xyst, October 2019

The report sets out LoS for a range of assets in six activity areas, including parks and reserves (open spaces), which include sports parks. The objective of developing the LoS is to ensure a consistent level of service is provided across all identified council assets for communities to use at their leisure, to enhance individual and community well-being and environmental values. Sports parks provide opportunities for residents to participate in active outdoor sport. The primary purpose of sports parks is defined as organised/competition sport and recreation activity, recreation facilities and buildings, often multiple use. Council contracts some sports field mowing, while all development and most maintenance is seen as the responsibility of sports clubs. This has led to some inequity in the provision of sporting opportunities as most sports parks are dominated by rugby. Most other code's competition is played out of the district or on private facilities, except for club cricket and junior football. The report recommends the development of a Sport and Recreation Strategy to determine whether this model of provision is appropriate for the future.

Southland DC provides 26 sports parks (129.8ha), which equates to 4.2ha per 1,000 residents. This is 83% higher than the Yardstick median of 2.3ha per 1000 residents. This amounts to 28.2ha of actively available playing surface, or 0.9ha per 1,000 residents compared with 1.0ha per 1,000 residents which was the Yardstick median (2014-2019).

Three quality standards (QS) are identified. The two QS applicable to sports parks are:

- QS2 A moderate level of asset provision, using robust materials and quality designs. Maintenance is undertaken to a good standard, with average response times and proactive programmed operations in place where possible. Usage levels are moderate, or there may be a moderate level of cultural or economic significance to the community, or some significance to events or tourism.
- QS3 The lowest level of asset provision, using robust materials and simple designs. Maintenance is undertaken to the lowest acceptable standard, with longer response times and fewer programmed operations. Usage levels are often low, or there may be little cultural or economic significance to the community, or a low level of significance to events or tourism.

The LoS are designed to address three areas – provision, development, and operation/maintenance. The details for QS2 and QS3 have not been included in relation to development and maintenance, but rather as a reference. It does state that Council will continue to provide park land to sports clubs for development, maintenance, and use, subject to the terms of leases, licences and for as long as there is demand for them to be used for sports and there is a lease in place.

It does set the Yardstick median of 2.3ha as part of the sports park QS and a sports park of suitable size to accommodate at least two playing fields and associated facilities within 65km (by road) of all residents (other than in Milford Sound and Stewart Island).

LoS targets are set for 2020/21, then LTP year 1-4 targets (2021/22-2024/25) Both maintenance and provision target are set at within $\pm 20\%$ of Yardstick median. In 2019/20 provision was 83% higher than the Yardstick median and maintenance was 49% higher.

The report sets out what standards could be adopted if Council took a different approach to managing and maintaining parks.

11.1.5 Southland District Council Open Spaces Strategy 2014-2024

The Strategy includes sports fields in the definition of an open space and recognises the importance of sports fields' contribution to the four areas of well-being Council strives to achieve – social, environmental, cultural, and economic. Sports fields are acknowledged to provide opportunities for people to participate in sport and physical activity, and the provision of a range of sports fields is identified as a strategic priority.

Involving the community in managing and maintaining open spaces and working with partners and stakeholders to achieve our outcomes are identified as principles that guide everything the Council does. This appears to be the rationale behind the decision to leave the development and maintenance of sports fields up to the clubs and why the standards developed by Xyst have not been implemented for sports fields.

Outcomes include providing a range of sports fields and surfaces to meet changing demands and community needs. There is no mention of quality, which there is likely to be an expectation of if they are going to meet community needs.

The Strategy lists Council's various roles, one of which is provider. The explanation of this goes on to state – the provision, development and maintenance of public open spaces is a core component of Council's business which seems counter to their approach of letting clubs develop and maintain their sports fields.

11.1.6 Gore District Council Autumn 2022 Advisory Visit, NZ Sports Turf Institute March 2022

The report covers the current condition of 6 existing sports fields and makes recommendations regarding what maintenance, including mowing, spiking fertilisation and irrigation needs to be undertaken on them. All of the fields were noted to be in good condition. It was anticipated that they would remain that way if the recommended maintenance regimes were implemented.

The report also refers to an area that is being considered as part of a new development by Multipurpose Complex. Different finish options are discussed, ranging from sand topdressing over a soil base field to a full carpet/sand silt system including irrigation. An indicative price range of \$350-450k plus GST was estimated for 9000m² for a sand carpet/silt field. That is exclusive of any earthworks that need to be undertaken.

11.1.7 Gore District Council 2021-2031 10-Year Plan

Vision – to provide an environment that allows people to enjoy a lifestyle and culture of their choice.

Mission (to achieve the vision), by:

- Ensuring a sustainable environment for future generations
- Encouraging participation by the people
- Providing efficient quality services and facilities that meet the affordable needs and aspirations of the people.

One of the objectives is to have a choice of quality places to go and things to do – this includes an objective to provide high-class recreational facilities at the Gore Multi-Sports Complex and to promote and pursue an increase in participation at the aquatic centre and adjoining event centre. The Gore Multisports Complex was identified as being of regional benefit.

The Plan recognises the significance of the provision of sport and recreation facilities to enhance the general health and wellbeing of the community where private enterprise may not be viable.

Funding source for:

- Parks and Reserves for both operating and capital costs sits at:
 - Targeted rates - 80-100%
 - Fees and charges - 0-19%
 - Financial contributions - 0-19%

11.1.8 Gore District Council 2019 Parks, Recreation and Facilities Strategy, (2019)

The Strategy is intended to be a vision for parks in the district and while not binding, gives an indication of the council's intentions for the future provision, development, and operational standards of parks land, including sports parks. It is intended to cover a 10-year planning period, with a review in 2024.

Gore District Council provides 55 hectares of sports parks which equates to 4.4 ha/1,000 residents. Southland DC provides 4 ha/1,000 residents. Both are higher than the 2019 Yardstick median of 2.2 ha/1,000 residents. It is acknowledged that the anticipated increase in the older population will likely change the nature of the demand for services in the future, as will the trend of declining participation in team sports.

Pages 19-21 specifically address sport and recreation parks:

Sports parks are predominantly centralised at Gore and Mataura, with community-level parks in the smaller rural towns.

The focus of provision is to cater for the major team sports of rugby, football, netball, hockey, tennis, cricket, croquet, bowls, softball, touch and social sports activities, athletics, aquatic and indoor sports facilities.

The Strategy notes that current provision is meeting current needs and primarily caters for single code use, resulting in under-utilisation in the off-season. Combined with current growth projections (using 2013 Stats data) there is no demand for additional sports and recreation park land. Although it did note that consideration is being given to relocate football from Hyde Park to Council-owned land adjacent to the Gore Multi -sports Complex. This would require approval of a Recreation Reserve Land swap with the Department of Conservation and agreement by Football South to a relocation plan.

The Strategy notes a sport and recreation park should be big enough to accommodate at least 3 full-size winter fields and also provide suitable land for on-site car parking, facility development and an off-field training ground.

The Strategy outlines development and service delivery standards for sport and recreation parks. These include:

- Services and facilities – development standard
 - Off-street car parking where possible.
 - Standard quality toilets on site, ideally as part of clubrooms and available 24/7.
 - Tracks and paths if they are providing a linkage route.
 - Provision of rubbish bins.
 - Lighting around car parks and clubrooms areas may be provided.
 - Floodlighting is permitted.

- Drainage not required due to combination of good natural drainage on most sites and low usage/playing pressure.
- Clubrooms and changing rooms permitted where a resident club is based.
- Service delivery standards:
 - Grass mowing to meet the usage needs of the sports codes using the park.
 - Regular turf management as recommended by the NZ Sports Turf Institute and in conjunction with Recreation Aotearoa's Open Spaces Maintenance Specification Standard service level.
 - Vegetation control as needed.
 - Furniture and structure maintenance to focus on maintaining good structural condition and tidy appearance. Repairs to be undertaken within one week.
 - Issues with Council owned pavilions and buildings are to be dealt with as soon as practicable, depending on severity/urgency. Three yearly condition assessments and work to be undertaken as per building maintenance plan.
 - No user charges for casual users. Clubs with a lease to pay a fee equal to 7% of the cost of field maintenance.

11.1.9 Gore District Council Reserve Management Plan – Volume 3: Town Belt Reserves, (2017)

This Plan provides policies specific to the Town Belt Reserves and should be read in conjunction with Volume 1: General Policies, although if a policy is addressed in this Plan, it takes precedence over the general policies in Volume 1. The Plan gives an explanation of each reserve including its history, and occupation. Those reserves with reference to sport:

- Block B8 – Gore main school reserve (p.12):
 - Frequently used by the school for sports activities. Football goals (in disrepair) are at the northern end and centre of the reserve.
- Block F
 - Set out as 3 mini and 2 junior football fields, with basic floodlighting, and accommodates the clubrooms for the Gore Wanderers Associated Football Club.

The Plan notes a number of existing club buildings and activities on the reserve no longer have current leases or licences, that this creates uncertainty for both the organisations involved and Council, and that Council desires that all occupations on the reserve have current leases or licences where clubs wish to continue to occupy the reserve.

The Gore Wanders Football Club is the only example that relates to sports field/clubroom use covered by the Southland Sports Fields Strategy. Concern regarding the safety of young football players/spectators is raised because the current playing area on the reserve is next to a busy traffic by-pass. The proposed solution is to relocate the Club to Wayland Park (to further embed the vision of a multisport facility and alleviate concerns of recreation being accommodated within the midst of a burgeoning industrial hub). or other similar suitable location. If this is not possible then the proposal is to issue them with a lease for the current reserve site.

11.1.10 Gore District Council Reserve Management Plan – Volume 2: Policies Relating to Individual Reserves, (2016)

This Plan provides policies specific to the individual reserves. It identifies clear objectives and establishes direction for planning, management, and maintenance of public open space. Where there is a conflict with general policies set out in Volume 1 of the Plan, the specific policies set out in this Plan will take precedence. Those reserves specifically relating to sport:

- A & P Showgrounds

- 8.4 ha. Classified as a recreation reserve. Incorporates softball facilities, including a senior softball diamond and storage buildings on the western side of the reserve. Public toilets are located within the softball area.
 - Utilisation of the softball facilities is identified as a key issue.
 - Specific policies include permitting the development of additional permanent softball diamonds in line with demand.
- Hamilton Park
 - 2.3 ha sports park located in East Gore. Classified for recreation and zoned rural. The sports ground has extensive field drainage and is used by cricket in the summer and includes artificial cricket blocks and practice nets.
 - Underutilisation of the buildings and condition and adequacy of signs are noted as key issues for the site.
 - The only relevant policy is to permit the granting of a licence over the model railway area to Gore Combined Country Cricket.
- Neuman Park
 - 5.3 ha. Classified as a recreation reserve and zoned Residential A. Rugby is played on the two grounds fronting Robertson Street during the winter with touch rugby and athletics utilising the grounds in the summer. A grass running track (400m) and other athletic events are undertaken within the eastern side of the park. West Gore school use the park for sports and other recreational activities. The Pioneer Rugby Club erected a pavilion in 1964 in the southwest corner of the ground which has been modified and extended over time. Their lease expires 1/7/2026. While there is no mention of hockey as a user, they are referred to in one of the policies and the background notes two hockey fields were prepared on the east side of the park in 1956/57.
 - Connectivity and the relationship to Wayland Park and quality of training lights are identified as key issues.
 - Relevant policies:
 - Permit those developments identified in the Gore Multisport Complex Future Plan 2015 as possible and probable projects.
 - Permit the granting of a lease to Pioneer Rugby Club subject to General Policy 7.2.1 3.
 - Permit the granting of a lease to the Eastern Southland Hockey Association for part of the existing hockey turf subject to General Policy 7.2.1 5.
 - Permit the development and operation of sports field lighting subject to General Policy 5.3 5.19.6
 - Development recommendation
 - Consider upgrading training lights to improve performance, energy efficiency and reduce the negative effects of lighting on neighbours and the night sky. Future development has been considered as part of the Gore Multisport Complex Future Plan document adopted by the Council in December 2015.
- Wayland Park (Gore Multisport Centre)
 - 6.1 ha reserve. Classified for recreation purposes, zoned residential. Home of the Gore Multisport Centre that accommodates an aquatic centre, ice rink, event centre and lit water-based hockey turf. The land was originally purchased to construct an all-weather hockey turf, but hockey only spent 2 seasons there before an artificial turf was constructed at Mataura. Eastern Southland Hockey's lease expires on 1/1/2040. Active Southland's lease was due to expire on 31/10/2021.
 - Creating quality, long-term assets, which are multi-use in winter and summer and have existing demand was identified as a key issue.
 - Specific policies/developments:

- Permit those developments identified in the Gore Multisport Complex Future Plan 2015 including improved parking and accessways and development of additional football turf.
- Permit establishment and operation of sports field lighting, subject to the District Plan requirements.
- Trust Bank Park
 - 9355m². Classified for recreational purposes. Has an artificial hockey turf and grandstand. Enclosed in a 2m high-security fence. The site is low-lying and has a propensity for surface flooding. It is no longer used by hockey as it moved to Wayland Park. Council looking to revoke the reserve status and divest the property.
- Tulloch Park (Mataura's principal sports ground)
 - 9.7 ha. In residential area. Home of Mataura Rugby Club (lease was due to expire on 1/10/2016), adjacent to 2 senior rugby fields. The western most field has training lights. There are also cricket nets on site as well as a decommissioned aquatic centre, playground, pump track, gun, and tennis clubs.
 - Only specific policy of relevance – permits the granting of a lease to the Mataura Rugby Club.
- Pukerau Recreation Reserve
 - 2.9 ha. Zoned rural. Includes a rugby field.
- Waikaka Domain
 - 6.5 ha. Zoned rural, includes a rugby field.

11.1.11 Gore District Council Reserve Management Plan – Volume 1: Policies Relating to Individual Reserves, (2016)

11.1.12 Gore District Council Dog Control Bylaw 2013

Dogs prohibited from the designated playing area of all marked sports grounds.

11.1.13 Invercargill City Council - Future of Sandy Point Domain Discussion Flier, September 2022

ICC has embarked on developing a Master Plan for the Sandy Point Domain, Sandy Point Domain area. Early documentation from the engagement process indicates the following:

- Concern about the effects of flooding and sea level rise.
- Keep Sandy Point Domain a place for recreation and sport.
- Some of the facilities look tired and aren't well maintained.
- Great opportunity to use the golf course land for something different.
- It would be good to have a recreation hub which all the clubs could use.

11.1.14 Invercargill City Council LTP Roadmap to Renewal – 2021-2024

- 2023-2025 Rugby Park renewal (\$4.9m investment)
- 2024 Surrey Park Grandstand renewal (\$1.5m)

11.1.15 Invercargill City Council Parks and Recreation Activity Plan (including Cemeteries), Internal Report

This Plan covers one of the 12 activities addressed in the LTP. It is strongly linked to the overall strategic direction for the district. It incorporates both parks (the land provided for public use) and recreation (activities undertaken on reserve land).

The following principles are identified to guide the work of the Parks and Rec team:

- Uphold the principles of Te Tiriti o Waitangi.
- Enabling and encouraging connection with open space.

- Collaborating with others and building and maintaining strong community relationships.
- Seamless connectivity between parks that encourage better liveability.
- Parks are managed and maintained responsibly and to standards set through the LoS using good asset management practices.
- Encouraging and adopting sustainable solutions.
- A culture of working together for a common goal, to achieve a great parks network across Invercargill.

The identified customer level of service:

- The Parks Activity enhances our city and preserves its character through providing sufficient parks and recreation space for Invercargill residents and visitors.
- The Parks Activity enhances our city through maintaining Queens Park as a 'Garden of National Significance', measured through customer satisfaction ratings and the number of visits per head of Invercargill City population.
- The Parks Activity ensures our parks and cemeteries are actively maintained, effective pest control measures are implemented, and that open spaces are safe for residents and visitors.

Relevant KPIs:

Baseline	Measure	2019/20 Provision	2021/22 Target	2022/23 Target	2023/24 Target	2024-2031 Target	NZ Median
New measure	Area of Sports Parks (ha per 1000 residents)	2.5ha	2.5ha	2.5ha	2.5ha	2.5ha	2.7 ha
	Grass fields (total)	105.6ha	105.6ha	105.6ha	105.6ha	105.6ha	
	Non-grass sports surfaces (total)	2.1ha	2.1ha	2.1ha	2.1ha	2.1ha	

In response to changes in service expectations (future LoS) Invercargill has a good provision of Sports Parks, sufficient to keep pace with demand for the foreseeable future. No further acquisition of Sports Parks is required.

The condition of the assets on the Sports Fields Reserves is said to vary with each park; however, in general, the assets are maintained to a good standard. Council has an overall schedule of the physical assets. Sports fields (April/September), and lights (April/October) are monitored 6 monthly.

The 4 key challenges identified in the Southland Regional Spaces and Places Strategy are:

- High number of single-use facilities and a need to design flexible spaces and places that activate Southlanders.
- A number of facilities now require renewal.
- There is no regional planning approach to identifying and funding strategic priorities in the Southland Region.
- Need to maximise the contribution of regional spaces and places to Southland's economy and liveability.

11.1.16 Invercargill City Council Sports Field Report – Spring 2021, Internal Report

This is a six-monthly technical report focusing on the condition of the turf following 53 sports field inspections.

The report considers:

- Turf condition.
- Pest incidence.
- Surface condition.

- Moving.
- Extent of wear.
- Soil condition.

Of the 53 fields inspected:

- 58.5% of the sports fields met or were above the level of service expected in the spaces.
- 41.5% had a rating of 4 (poor) or 5 (fail). The issues raised relate to mowing, maintenance, weed growth, uneven surfaces, and poor line markings. Drainage, while mentioned a few times, doesn't appear to be a major issue.

11.1.17 Invercargill City Council Smokefree Policy 2020

The policy bans smoking in certain places. It applies to outdoor public areas and includes entrances to all Parks, Reserves, playgrounds and sports fields.

11.1.18 Invercargill City Council Dog Control Policy 2018

Dogs are prohibited from the designated playing area of all marked sports grounds.

11.1.19 Invercargill City Council Sports Fields Reserves Omnibus Management Plan 2014

The purpose of the Plan is to provide for and ensure the use, enjoyment, maintenance, protection, and preservation of the following parks:

- Bain
- McQuarrie
- Surrey
- Teviot Street Reserve
- Turnbull Thomson
- Waikiwi Domain
- Waverley

ICC manages 161 parks and reserves covering close to 3,000 ha. This Plan covers sports field reserves that are designated and used for sports and recreation. They are often multi-use, providing a range of community activities and facilities.

The Plan has a mix of general policies that apply across all sports field reserves and some specific to the individual listed reserves.

- General policies relating to buildings and structures on reserves include:
 - To be built to a high standard and where possible vandal proof
 - Where appropriate, shared with other recreation users of the reserve when not required for events or gatherings
 - Designed or upgraded where practical and feasible to meet the current standard and design criteria for people with limited mobility.
 - Clubs and associations are responsible for the maintenance of their buildings and facilities on the parks to an appropriate standard as determined by Council.
 - Clubs and associations are responsible for the full cost of removal of any building and associated facilities when no longer required.
- Some of the other topics covered by general policies:
 - Non-conforming use – buildings that don't have a direct relationship with the purpose of the reserve to promote outdoor recreation will be removed (an example given was the YMCA and Scout Building on Teviot Street Reserve).
 - Signs – advertising signs can be within an enclosed sports area, and only when not visible from outside the enclosed area. The cost of production, installation, maintenance, and removal falls to whoever is the occupier of the reserve.

- Lights – costs to fall on those who attract users of the facility at night.
- Outdoor furniture – allowed where there is a need.

The Plan addresses each listed park, covering its history, current use and classification, and any policies specific to that reserve:

- Bain Park – 2 ha. Adjoining a residential area. Southland United Association Football Club currently holds a lease and has its clubrooms on the park.
- McQuarrie Park – 4 ha. Situated in a residential area in South Invercargill, surrounded by residential properties. Open field for sports and other informal recreational activity along the east side.
- Surrey Park – 21 ha. Situated in a residential area. Accommodates several indoor and outdoor sports, including softball, cricket and football.
- Teviot Street Reserve – 1.2ha. Situated in a residential area, surrounded by residential properties. Used for active outdoor sport and recreation. Has been used by rugby and football in the past.
- Turnbull Thomson Park – 40ha. Roughly divided into 4 segments. The Clubs that own facilities and/or use fields have a lease or licence to occupy agreements in place. They must maintain their own buildings and any carparks associated with their buildings. Current land occupiers:
 - Collegiate Rugby Football Club – Southeast Quadrant
 - Marist Old Boys Rugby – Southwest Quadrant
 - Marist Cricket Club – Southwest Quadrant
 - Football Southland – Northeast Quadrant
 - Southland Touch Association - Northeast Quadrant
 - He Tauaa Rugby League Club - Northeast Quadrant
 - Invercargill Hockey Association – Northwest Quadrant
- Waikiwi Domain – 3.3 ha. Situated in northwest Invercargill. Open playing field. Waikiwi Rugby Club.
- Waverley Park – 5.8 ha. The park contains 2 rugby and 2 football fields and 2 bowling greens. The following clubs use the park:
 - Star Rugby Football Club
 - Old Boys Association Football Club
 - City Cricket League
 - Waverley Bowls Club

11.1.20 Template for Lease of recreation reserves for Stands, Pavilions and other assets

This template confirms the Council's approach that occupiers/lessees take responsibility for the repair and maintenance of any facilities on the land, and prevent the growth or spread of noxious weeds or plants on the land and keep the land free from rabbits and other noxious vermin.

It highlights some expected level of service standards and expectations as listed below:

- Council
 - Mowing 12 months Parks standard 2
 - Summer 25mm – 50mm
 - Winter Soccer [Football] 40mm – 60mm; Rugby 50mm – 80mm
- Licence Holder:
 - Use of the allocated sports field for one play day and two practice periods per week.
 - No charge is made for junior players' use of sports fields, but these must be applied for and allocated.
 - Clubs to carry out line marking as per the Parks and Recreation line marking specifications (these are detailed in the licence).

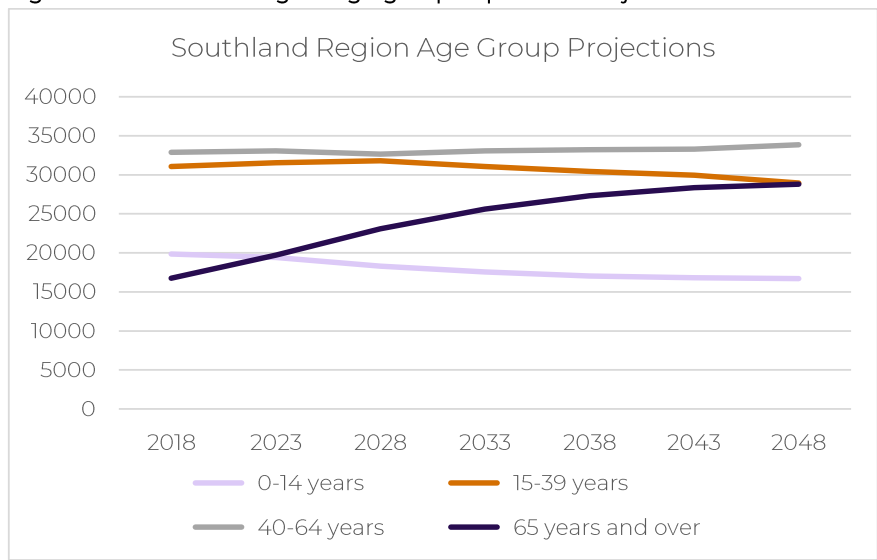
- Clubs to ensure light poles are to a safe and secure standard at all times.
- Club to erect goal posts/frames to a safe and secure standard – these are to be removed at the end of each season.
- Clubs are to inspect and repair all posts, frames, lights, and light posts annually and report the status back to Parks and Recreation by email prior to the season commencing.
- Clubs to remove all rubbish including strapping tape generated by the players and supporters.
- If ICC cancels more than 3 days of play per season because of ground conditions, the club will be entitled to a pro-rata rental reduction.
- The club is responsible for any damage to private property caused by players during play or practice and the club should have insurance to cover this.

12 Appendix Two – Demographic Detail

12.1 Age Group Population Projections

While the population of the younger age groups in the Southland Region are projected to decline between 2018 and 2048 (0-14 years by 16 % and 15-39 years by 7%), the older age groups are both projected to increase. The 40-64 age group is expected to increase by 3% while the population of those aged 65 years and over is expected to increase by a significant 72% or 12,050 people.

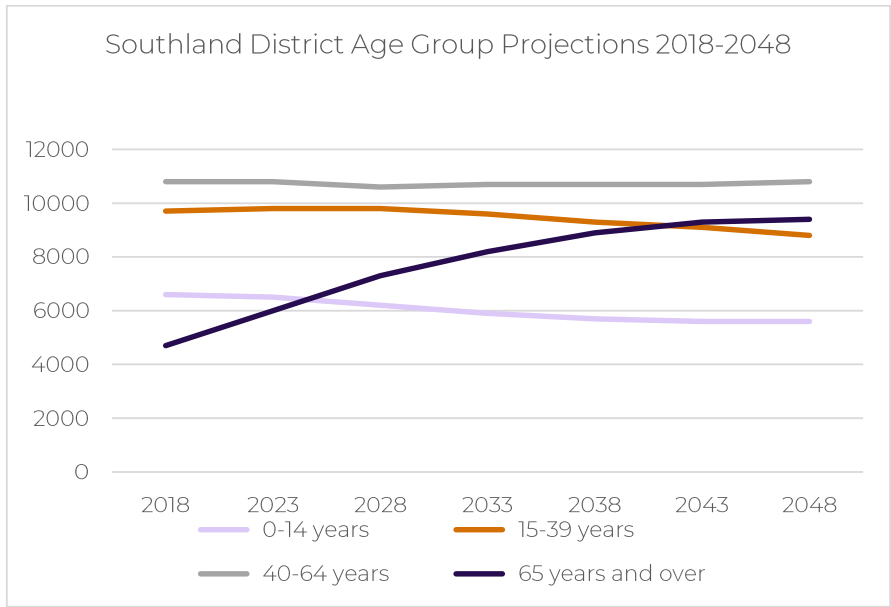
Figure 12.1 Southland Region Age-group Population Projections



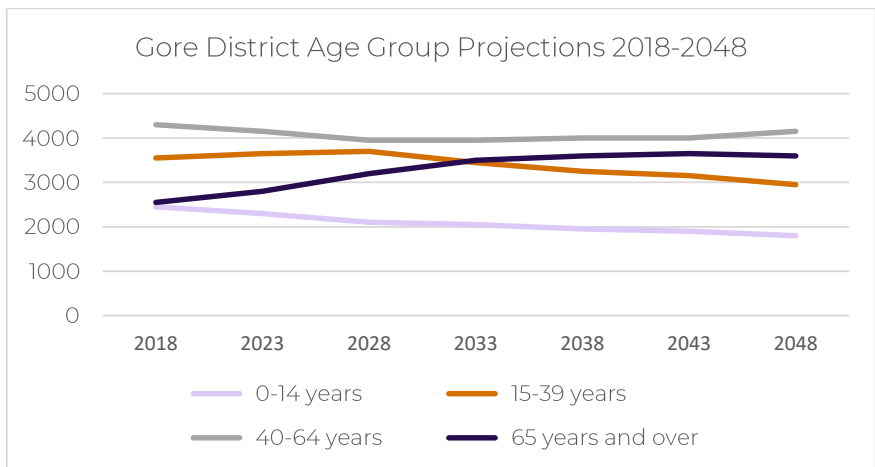
Source: Statistics New Zealand, Medium projection

12.1.1 Territorial Authority Age Group Projections

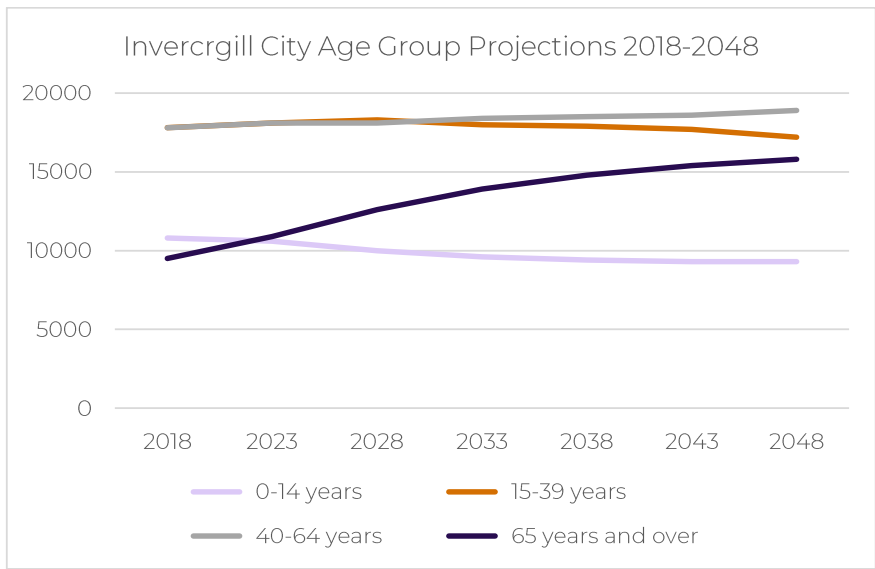
The projected change in the populations of the age groups in the three Territorial Authorities of Southland are all very similar to that of the Region as a whole. All three Council areas are expected to experience a decline in the two younger age groups between 2018 and 2048 i.e. those aged 39 and younger. While the projected change in the 40-64 age group trend varies little between the three council areas (from a 3% decrease in Gore to a slight increase (6%) in Invercargill City), in all three areas the population of those aged 65 years and over is expected to significantly increase; Southland District 100% or 4,700 people, Gore District 41% or 1050 people, and Invercargill City 66% or 6,300 people. Anecdotally it appears that those areas in the north of the Southland District Council area may be seeing some increases in population growth due to housing affordability compared with the Queenstown lakes area.



Source: Statistics New Zealand, Medium projection



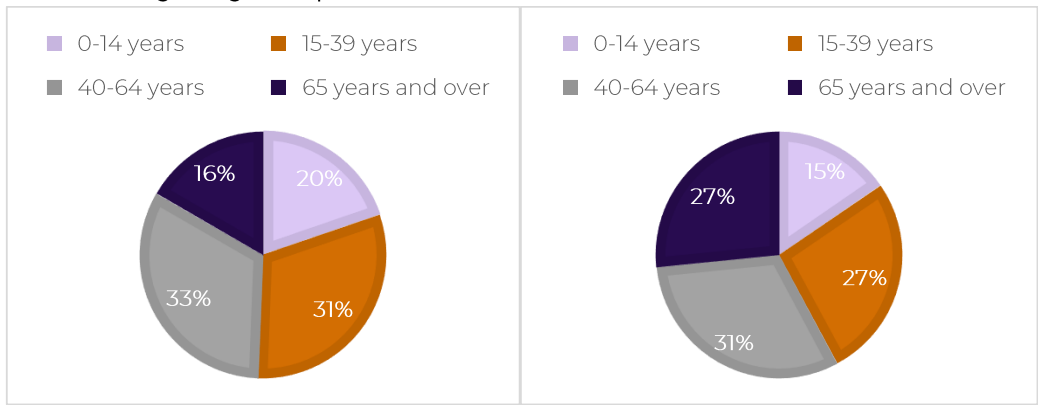
Source: Statistics New Zealand, Medium projection



Source: Statistics New Zealand, Medium projection

While by 2048 it is projected that the 15-39, 40-64 and 65 plus year age groups will be fairly evenly represented by similar numbers of people, the population of the 0-14 age group will be notably smaller. This same pattern is predicted in all three Southland Region Council areas.

Southland Region Age Groups 2018 and 2048



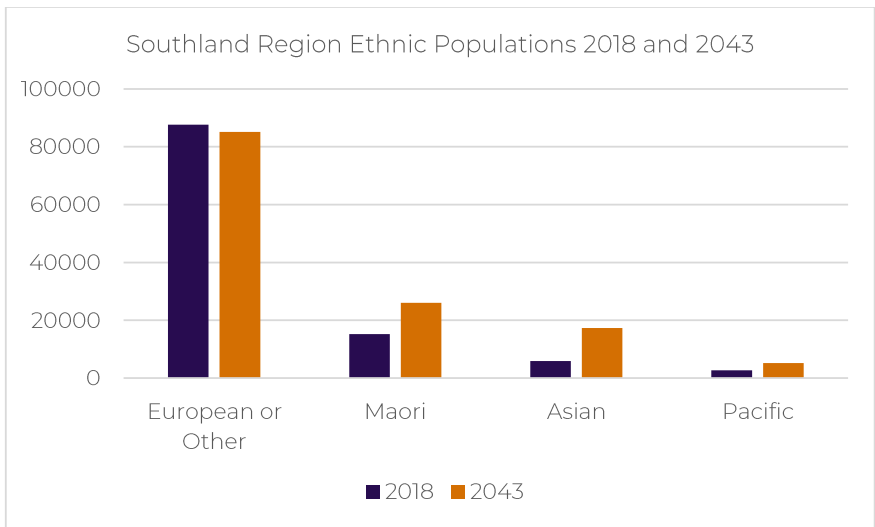
Source: Statistics New Zealand, Medium projection

12.2 Southland Region - Ethnic Profile

In 2018 the majority of the population (87%) identified as European or other⁴². Those identifying as Māori comprised 15% of the population, Asian 6% and Pacific people 3%. While the population of those identifying as European or other is expected to slightly decline by 2043, the populations of those identifying as Māori, Asian and Pacific are all expected to increase. It is projected that by 2043

⁴² Individuals can identify as more than one ethnicity hence the ethnicity proportions total more than 100%.

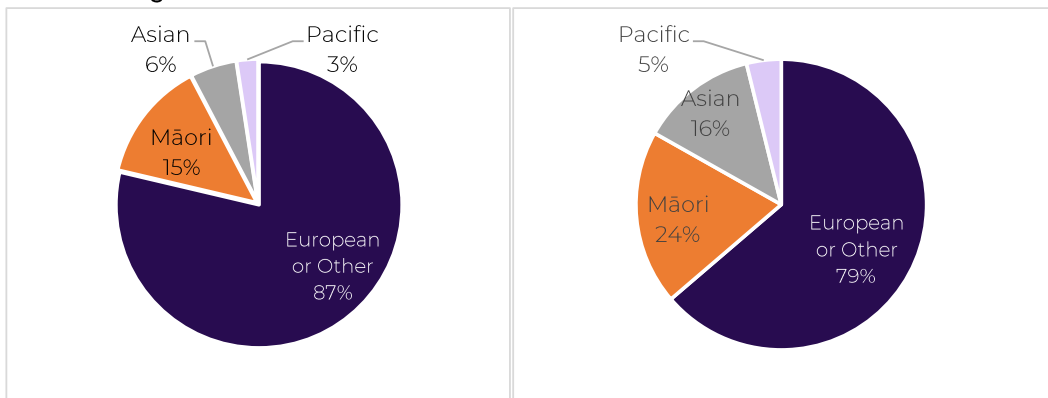
there will be just over 85,000 residents identifying as European or other, 26,000 identifying as Māori, over 17,000 identifying as Asian and over 5,000 people identifying as Pacific.



Source: Statistics New Zealand, Medium projection

As the Southland Region becomes more ethnically diverse the proportion of population of those identifying as European or Other is projected to decline from 87% to 79%, the proportion of all three other ethnicities is expected to increase. The proportion of the population identifying as Māori is projected to increase by 9% to 24%, those identifying as Asian by 10% to make up 16% of the population and those identifying as Pasifika by 2% to comprise 5% of the population.

Southland Region Ethnic Profile 2018 and 2043



Source: Statistics New Zealand, Medium projection

13 Appendix Three - Ancillary Facilities

13.1 Ancillary Facilities - Summary of code feedback on ancillary facilities

Table 13.1 General Comments from Codes

Code	Comment
General comments	<ul style="list-style-type: none"> • Many facilities haven't seen upgrades in years, with interiors described as reflecting the 1980s. • The facilities don't meet the changing needs of the users, particularly women and are generally unpleasant to use because of things like the lack of heating and leaks. • Many facilities don't have enough changing rooms and toilets to meet the needs of the men's teams and nothing to cater for women. • Having an adequate quantity and quality of facilities is essential to provide an inclusive environment and allow women's and men's games to be played on the same day, at the same venue. • Those facilities used to house RSOs don't have enough storage or office space – hockey, rugby league, and softball.
Cricket	<ul style="list-style-type: none"> • Facilities are often a considerable distance from the playing pitch so some clubs and schools, in particular, don't use them much and just set up closer to the field for easier accessibility. • Queen's Park Indoor training venue is a strategically important asset for Cricket with much of premier-grade training occurring at this site. An asset management and maintenance plan for this venue should be seen as a priority.
Rugby	<ul style="list-style-type: none"> • More playing quality lights are required across the region to meet the demands of users. • Lights allow flexibility for participants who cannot play, coach or volunteer on traditional rugby days and particularly for junior players it will improve their rugby playing experience by being exposed to the best possible environment. • Clubs with training lights that light a particular area experience high traffic in those areas which significantly impacts the quality of our fields. • Female changing facilities desired at clubs with female teams (Blues, Marist, Midlands, Albion, Waiau Star, Riverton, and Pioneer) and at grounds with playable lights.
Hockey	<ul style="list-style-type: none"> • With the speed of the game and the amount of aerial ball being used good lighting is essential.
Softball	<ul style="list-style-type: none"> • New, purpose- built venue. • On site storage is needed at Surrey Park for grooming machinery and playing equipment.

Table 31.2 Code feedback on specific facilities

Reserve Name	Rating Clubrooms/ Ancillary Facilities	Usage Level	Comments
RUGBY			
Balfour RC	Moderate	Low	The Rugby facilities are adequate. The squash club facilities are very good and are used by players and referees.
Blues RC	Moderate/very good	High	To be upgraded by the time of the Blues 150 th Jubilee in 2024. Currently undergoing work to make the changing facilities suitable for male and female participants. The Gym needs a new roof, the club is exploring funding avenues to achieve this.
Bluff RC	Good	Low	
Centennial Park (Midlands RFC)	Good/moderate	High	Used as a central meeting point by Rugby Southland as well as a community facility. Currently no female changing facilities. Planning to refurbish changing facilities to make them unisex.
Central Pirates RC	Good	Low	Recent improvements made through KFC fundraiser
Collegiate RC	Moderate	Low	Gas shower califonts were stolen this year.
Drummond RC	Very good/good	Moderate	
Edendale RC	Very good/good	Moderate	Recently refurbished.
Gore Showgrounds (Albion RFC)	Good/poor	Moderate	There are no female changing facilities, and what is there is cold and damp. The changing facilities (changing rooms and showers) underneath the main grandstand need upgrading. The toilet block used by campers is in good condition.

Reserve Name	Rating Clubrooms/ Ancillary Facilities	Usage Level	Comments
Limehills Star RC	Good	High	The clubrooms are used as a community facility. The changing rooms are adequate, but there were difficulties with capacity this year with CSC and club games on the same day.
Marist RFC	Good/moderate	High	The clubrooms have one of the smallest areas for the largest membership. There are not enough changing rooms to accommodate 14 junior and 4 senior teams. There are no female changing areas.. Plans are in place to upgrade the changing facilities for male and female participants with funding from Bunnings.
Mataura RFC	Good	Moderate	
Mossburn Domain (Mossburn Pirates RC)	Very good	High	Community Centre. Modern and fit for purpose, ideal place to centralise teams.
Neuman Park (Pioneer RFC)	Good	High	There are no female changing rooms, so plans are in place to upgrade the changing facilities for male and female participants.
Nightcaps RFC	Good / very good	Low	Used as a community facility. Changing rooms recently upgraded.
Otautau RC	Good	Low	
Pirates Old Boys RC	Good	High	Improvements were made in 2018 to the facilities and the changing rooms
Pukerau RC	Moderate	Low	Not used as a rugby club in 2022
Riversdale RFC	Good	Low	

Reserve Name	Rating Clubrooms/ Ancillary Facilities	Usage Level	Comments
Riverton Domain (Riverton RFC)	Good	Moderate	No female changing rooms.
Rugby Park	Poor	Low	The office area is unusable since 2019 due to toxic mould. There are no female changing rooms and showers need upgrading.
Star RFC	Good	High	The club is currently investigating the opportunity to develop a hub facility.
Te Anau RC	Very Good	Moderate	Recently upgraded. Used as a community facility
Tokanui RC	Good	Low	Clubroom upgrades planned for 2023 Jubilee. No female changing rooms.
Waiau Star RC	Good	Low	
Waikaia Domain (Waikaia RFC)	Good	Low	Only used by the Waikaia Presidents Grade Team rugby team
Waikiwi RC	Good / moderate	High	Changing facilities are open areas, looking at improving these going forward.
Woodlands RC	Good	High	Changing facilities recently upgraded, but still no female changing facilities.
Wrights Bush RC	Moderate	Low	The facility is only used once a year for senior rugby and a few times a season for their two junior teams. The changing facilities are adequate for a small rugby club. The fields are used to make baleage out of season.
Wyndham RC	Good/moderate	Low	Old concrete building, cold in the middle of winter.
RUGBY LEAGUE			

Reserve Name	Rating Clubrooms/ Ancillary Facilities	Usage Level	Comments
Elles Road Park	Poor	Moderate. Single tenant	The clubrooms haven't been upgraded since the 80s. There are significant maintenance issues to both the exterior and interior of the building. There are 2 men's changing rooms, no female changing facilities/toilets. Only 4 of the 8 showers are operational. There are 3 toilets. The urinal is broken and can't be used.
FOOTBALL			
O'Rorke	None		
Sandy Point Domain	None		
ILT Football Turf (Southland Football Office)	Good	High	Have 5 separate changing rooms. And separate male/female changing and shower facilities
Waverley Park (Old Boys)	Good	High	Only one large changing room and one shower facility area
Surrey Park 1 (Waihopai)	Adequate		3 Separate changing areas. Situated under grandstand adjacent to the running track – the grandstand is due for demolition.
Surrey Park 2 (Queens Park & Southland Softball)	Excellent	–	Excellent Facilities. Brand new and modern.
Bain Park	Moderate	Average	Only have one changing room and one shower facility area

Reserve Name	Rating Clubrooms/ Ancillary Facilities	Usage Level	Comments
(Southend United)			
Hyde Park	Moderate	Average	Have 4 separate changing rooms but only one shower facility which is basic
Moore's reserve	Poor		There are no washing facilities and just a shed to change in. This facility needs a complete overhaul.
Menzies, James Hargest, Verdon, SBHS, CSC, Aurora, Gore HS	Good		Use changing rooms at these colleges. No clubrooms.
HOCKEY			
Gore Turf Clubrooms (New Pavilion)	Very good	High	Quite new and fantastic inside viewing area which also allows for height for filming games. 4 changing rooms, 4 showers, 7 toilets. Changing rooms and toilets all have high use. Showers moderate use as players don't use them every weekend.
Gore Turf Clubrooms (Old pavilion)	Very good	High	Refurbished Great office space, umpires and summer league uses heavily.
Turnbull Thompson Park	Moderate	High	IHA looking to upgrade. The office space needs to be bigger. The heating needs upgrading as not efficient, and savings could be made here. An indoor viewing area to encourage more spectators is needed as the whole facility really isn't spectator friendly. The roof of the hall needs to be repaired. 4 changing rooms, 4 showers, 6 toilets. Changing rooms and toilets all have high use. Showers moderate use as players don't use them every weekend.

Reserve Name	Rating Clubrooms/ Ancillary Facilities	Usage Level	Comments
CRICKET			
Queens Park Cricket Pavilion	Very good	Moderate	First-class facility. Host all rep cricket in Invercargill, Invercargill Old Boys Club home ground, Southland cricket administration base. Regularly hired out.
Queens Park 2 (Metro CC)	Moderate	Low	Standard cricket clubrooms. Fine for what is needed here. Few small upgrades are needed to get the changing rooms up to standard, but nothing major. Only 1 shower, although hardly ever used.
Appleby Park	Good / moderate	Low	Adequate facility for single user. Building is aging, watertight and functional. Has current building WoF. Modernisation is being proposed within club currently. Single open space changing room (footprint of building doesn't allow for separate changing rooms. Single shower stall in stand-alone room. Not often used. 2 toilets. Adequate for low use facility. Accessible (downstairs) toilet requires remedial plumbing work. Upstairs toilet – good condition.
Moores Reserve	NA / Poor	Low	No clubrooms. Other facilities are in poor condition. Not enough space, use is limited because of the condition. 1 toilet.
Hamilton Park (Combined Country Cricket/ Gore Harriers/ Gore DC)	Good / moderate	High	There is not enough space inside when multiple teams use the ground. The cricket clubrooms have not been redeveloped in a long time. The Gore Harriers part is far more modern but inaccessible.
Miller St (Marist RC)	NA/ good-moderate	Low	Fits the need for cricket as barely used. Normally set up a marquee closer to the field on game day

Reserve Name	Rating Clubrooms/ Ancillary Facilities	Usage Level	Comments
Te Anau Domain	Good	Low	The clubrooms and supporting facilities aren't used a lot for cricket due to the clubrooms being a couple of hundred metres from the field.
Riversdale Cricket Ground (Riversdale RFC)	Good / moderate-poor	High	The rugby clubrooms have recently added decking to the outdoor area but tend not to always be accessible to the cricket club - particularly the junior teams. These facilities have not been redeveloped in years. Not enough accessible changing rooms for the number of teams.
Surrey Park			Do not use the clubrooms for social cricket
Waverley Park			Do not use the clubrooms for social cricket. The competition is sponsored by the Northern, so encourage teams to go back there after games.
Tuatapere			Haven't had a team in any competition for 3 years. Used Tuatapere Community College when they did.
Lumsden Recreational Reserve			No longer Lumsden Cricket's home ground. No longer used for cricket.
Waikaka Combined Sports			No Cricket field here, Waikaka hasn't had a team in any competition for the past 5 or so years, they used the field at Waikaka school when they did have a team.
Marist Rugby Club, Invercargill	Good	Low	This season is the first time in years we are using the clubrooms (mainly for after matches etc). But it suits our needs fine.
Waikoikoi Recreation Reserve	Moderate – Poor	Low	These facilities have not been redeveloped in years. Even though only one club uses these clubrooms there are not enough accessible changing rooms for the number of teams.

Reserve Name	Rating Clubrooms/ Ancillary Facilities	Usage Level	Comments
(Koi Domain)			
Verdon, James Hargest, SBHS	NA/ good		Have access to changing and other facilities, but rarely use them. All are in reasonable condition.
St Peters, Gore HS, Menzies HS, CSC	NA/ good		Don't use the changing facilities at these schools. But do have access to the toilets which are all in good condition.
TOUCH			
Moore's Reserve	NA/ Poor		Only use the toilets and they need to be replaced.
Holt Park	Moderate		Only use the 1 available toilet.
Neuman Park	Moderate		Have to use the public toilet. Not enough for what we need. Needs an upgrade.
Turnbull Thompson	Very good		Use changing rooms and toilets. Not enough toilets.
SOFTBALL			
Surrey Park (Pavilion)	Very good	High	Multi-use facility with shared tenancy, with football, over winter. COVID has restricted use, but winter tenant has used with no issues. Require storage for playing equipment, motorised equipment, grounds equipment and tools (rakes/hoes/wheelbarrows, hoses, etc), trailer, line marker and paint, hazardous chemicals (paint, lime, fuel, weedkiller). A two-bay shed would be a minimum. ICC has rejected our request for an on-site storage facility. Currently, we use one bay of a three-bay shed by agreement with Waihopa AFC and other items are stored off-site and transported to and from the grounds.

14 Appendix Four – Demand Model

Summary by Council area

The following series of tables highlights the findings of the demand modelling, by Council area. Care should be taken in considering any over-supply or under-supply of fields, without consideration of the role the adjoining councils play in provision for participants. In all the sports identified in this report, territorial authority boundaries do not determine where participation occurs.

14.1.1 Invercargill City Council

Table 13.1: Sports Field Requirements – Invercargill city

Sport	Current Field Access	Current Field Access Required	Surplus / Deficit of Field Access	Future Field Access Required	Surplus / Deficit of Field Access
Rugby	36 fields	46 fields	- 10 fields	43 fields	- 7 fields
Rugby League	4 fields	6 fields	- 2 fields	6 fields	- 2 fields
Touch	39 fields	7 fields	+ 32 fields	7 fields	+ 32 fields
Football	25 fields	27 fields	- 2 fields	26 fields	- 1 fields
Cricket	13 fields	16 fields	- 3 fields	16 fields	- 3 fields
Hockey	4 fields	2 fields	+ 2 fields	2 fields	+ 2 field
Softball	14 fields	4 fields	+ 10 fields	4 fields	+ 10 fields

* All fields are full size equivalent. The field requirement does **not** mean new fields are needed. It means the sport will requires access to this number of fields to meet participation demand. This could be achieved through shared fields with other sports.

14.1.2 Gore Council

Table 13.2: Sports Field Requirements – Gore District

Sport	Current Field Access	Current Field Access Required	Surplus / Deficit of Field Access	Future Field Access Required	Surplus / Deficit of Field Access
Rugby	13 fields	11 fields	+ 2 fields	9 fields	+ 4 fields
Rugby League	0 fields	2 field	- 2 field	1 field	- 1 field
Touch	9 fields	2 field	+ 7 fields	2 field	+ 7 fields
Football	5 fields	7 fields	- 2 fields	6 fields	- 1 field
Cricket	11 fields	4 fields	+ 7 fields	3 fields	+ 8 fields
Hockey	1 field	1 field	0 fields	1 field	0 fields
Softball	2 fields	1 field	+ 1 fields	1 field	+ 1 fields

* All fields are full size equivalent. The field requirement does **not** mean new fields are needed. It means the sport will requires access to this number of fields to meet participation demand. This could be achieved through shared fields with other sports.

14.1.3 Southland District Council

Table 13.3 Sports Field Requirements – Southland District

Sport	Current Field Access	Current Field Access Required	Surplus / Deficit of Field Access	Future Field Access Required	Surplus / Deficit of Field Access
Rugby	38 fields	28 fields	+ 10 fields	24 fields	+ 14fields
Rugby League	0 fields	4 fields	- 4 fields	3 fields	- 3 fields
Touch	18 fields	4 fields	+ 14 fields	4 fields	+ 14 fields
Football	10 fields	18 fields	- 8 fields	16 fields	- 6 fields
Cricket	7 fields	9 fields	- 2 fields	9 fields	- 2 fields
Hockey	1 field	1 field	0 fields	1 field	0 fields
Softball	0 fields	3 field	- 3 fields	2 field	- 2 fields

* All fields are full size equivalent. The field requirement does **not** mean new fields are needed. It means the sport will requires access to this number of fields to meet participation demand. This could be achieved through shared fields with other sports.

14.1.4 Southland Region Demand Model

Table 13.4 Demand Model – Southland Region

Sport	Current Field Availability	Current Fields Required	Surplus / Deficit	Future Field Requirements (2048)	Surplus / Deficit of Field Availability (2048)
Rugby	87 fields	84 fields	+ 3 fields	74 fields	+ 13 fields
Football	40 fields	51 fields	- 11 fields	47 fields	- 7 fields
Rugby League	6 fields	11 fields	- 5 fields	10 fields	- 4 fields
Touch	66 fields	12 fields	+ 54 fields	12 fields	+ 54 fields
Cricket	31 fields	29 fields	+ 2 fields	27 fields	+ 4 fields
Hockey	6 fields	3 fields	+ 3 fields	3 fields	+ 3 fields
Softball	14 fields	7 fields	+ 7 fields	6 fields	+ 8 fields

The modelling suggests that the Southland region does not need to develop new sports fields; rather the focus should be on maximising use of existing fields along with modernisation of the available amenities. Any under-supply of fields in one sport can be met through re-allocation of sports that are over supplied.

15 Sports Fields Inventory

Active Southland oversees an online version of this information on the Sport New Zealand Facility Planning Tool (FPT). This project has utilised this information and provided updates to the FPT where discovered. For more information on the information within this tool please contact Active Southland.



ACTIVITIES REPORT

To: Community Wellbeing Committee

Meeting Date: Tuesday 8 August 2023

From: Group Managers

Approved: Michael Day - Chief Executive

Approved Date: Wednesday 26 July 2023

Open Agenda: Yes

Purpose and Summary

This report provides an update on a wide range of activities across the Council.

Recommendations

That the Committee receives the report "Activities Report".

Customer and Environment

Customer Services

Te Hinaki Civic Building

	June 2022	June 2023
Emails	1034	1133
Call centre	3964	4277
Concierge	550	1327
Cashiers	859	4088
Building Desk	476	283
Building Inspections booked	583	509
Requests for service received	1473	1672

Bluff Service Centre

	June 2022	June 2023
Concierge	332	316
Cashiers	232	108
NZ Post	1088	743
Kiwibank	362	560
Lotto	834	1658
Library	193	160

- June was a busy month for Customer Services with increased customer numbers due in part to dog registrations, theatre bookings and rates rebate applications. We are also seeing an increase in visitors to Invercargill and Bluff requesting information.
- Of the 4277 calls received by the call centre within business hours, 92.3% were answered within one minute and a further 6.4% within two minutes.
- The top requests for service were property file requests 314, dog enquiries 214 and WasteNet 140.

Property Records

	June 2022	June 2023
Land Information Memorandum (LIM) Lodgements	41 Residential 8 Commercial Total 49	41 Residential 10 Commercial Total 51
Average days to issue a LIM (Compared with 10 Day Statutory Time Frame)	5.71 days Residential 6.25 days Commercial	5.90 days Residential 5.50 days Commercial
LIMs processed within Statutory Time Frames	100%	100%
Property File Requests	170 Electronic Files 91 Paper Files Total 261	207 Electronic Files 107 Paper Files Total 314

Building and Planning

Function	June 2022	June 2023
Non-Notified resource Consents issued within 20 working days	91%	100%

Function	June 2022	June 2023
Building Consents issued within 20 working days	98%	98%
Code Compliance Certificates issued within 20 working days	100%	97%

Environmental

Compliance

	June 2022	June 2023
Noise	55	50
Litter	4	7
Overgrown Sections	5	7
Animals (ex: dogs)	3	5
Parking Complaints	45	77

- 15% of all disputed parking infringements resulted in the infringement being cancelled.
- Parking complaints continue to trend higher than the same month of the previous year. Analysis of the data suggests an increase in the number of complaints in the suburbs.

Animal Control

	June 2022	June 2023
Registrations	130	5834
RFS received	159	441
Infringements	2	9
Prosecution	0	0
Impounded	15	25
Rehomed	3	0
Dogs Returned	9	22

- Dog registrations opened in June this year and in July in 2022, this accounts for the discrepancy in registration data.
- The increase in RFS relates to dog registration related RFS and changes to internal processes where tasks are created as an RFS that were not previously (e.g. requests for microchipping).

Environmental Health

	June 2022	June 2023
Verifications Completed	16	33
New Food Applications	5	0
Health Licences	3	2
Alcohol Licences Issued	30	37

Communications

June was a big month of Project 1225 milestones and progress. This was reflected across communications, including the launch of the project1225.co.nz website, a livestream Q&A with museum establishment consultant Cameron Curd and programme director Lee Butcher.

And a timelapse of the Tisbury storage facility construction – all of which received strong reach and engagement.

As the project moves towards visible and tangible actions that the community can see, it is receiving positive engagement and we can see the conversations beginning to shift to anticipation.

June also included communications updates celebrating Council's positive work in the community. This included the updated concepts on the Bluff Boat Ramp, news of the Tunatuna pump track moving to Bluff, celebrating the collaboration between Parks and Kiwi Harvest, Council gifting a tree from Queens Park to Ascot Community School for carving, and announcing the winner of our Rates Online competition. This competition was part of a wider communications campaign to drive sign-ups for the new email rates system, which had great success helping contribute to the high levels of sign-ups during the launch period.

In June, media coverage was broad and included focus on the upcoming by-election, Upstage Invercargill Festival of Cabaret, the halfway point for the Tisbury storage facility, the Mayor's comments at recent public meetings, as well as the use of te reo Māori when naming Council facilities, among others.

Key stats

- **18** Media Queries responded to
- **14** Media Releases sent
- **36** Facebook posts on Invercargill City Council page
- **125,990** people reached on Facebook
- **8181** people directly visited Invercargill City Council Facebook page
- **79** new followers on Facebook (11,495 total followers)
- **11,767** people reached on Instagram
- **23** new followers on Instagram (1337 total followers)
- **26,449** unique website visitors (35.18% increase from June 2022)
- **104,779** total website views (28.31% increase from June 2022)

Notable Facebook Posts

Invercargill City Council
Published by Betty Hofstadt · June 16

Guess what?! We've decided on the location for the new tuatarium 🦎
Henry and his tuatara friends are moving into the Animal Reserve with a fancy new home set to be built 🏠
Read more about the enclosure here <https://icc.govt.nz/architects-chosen-to-design-new.../>

Analytics:
 Post Impressions: 27,602
 Post reach: 26,704
 Post Engagement: 3,278

Interactions:
 Reactions: 409
 Comments: 94
 Link Clicks: 487
 Shares: 15
 Other Clicks: 1,501

Invercargill City Council
Published by Betty Hofstadt · June 19 at 3:00 PM · 🌐

One of the rarest jobs in council has become available...Manager - Invercargill Libraries!

📖 Have you ever wanted 24/7 unlimited access to the Library?
🔍 Want to sneak around the archives?
📚 Ever wondered what the books get up to when everyone's gone for the day?



👉 ... See more




Post Impressions ⓘ	Post reach ⓘ	Post Engagement ⓘ
19,270	18,400	2,788

Interactions ⓘ

👍	❤️	😂	😮	😞	😡
88	25	0	3	0	0

👍 Reactions	116
💬 Comments	25
🖱️ Link Clicks	158
➦ Shares	4
🖱️ Other Clicks	1,167

[See insights and ads](#)

[Boost post](#)

👍❤️ 102

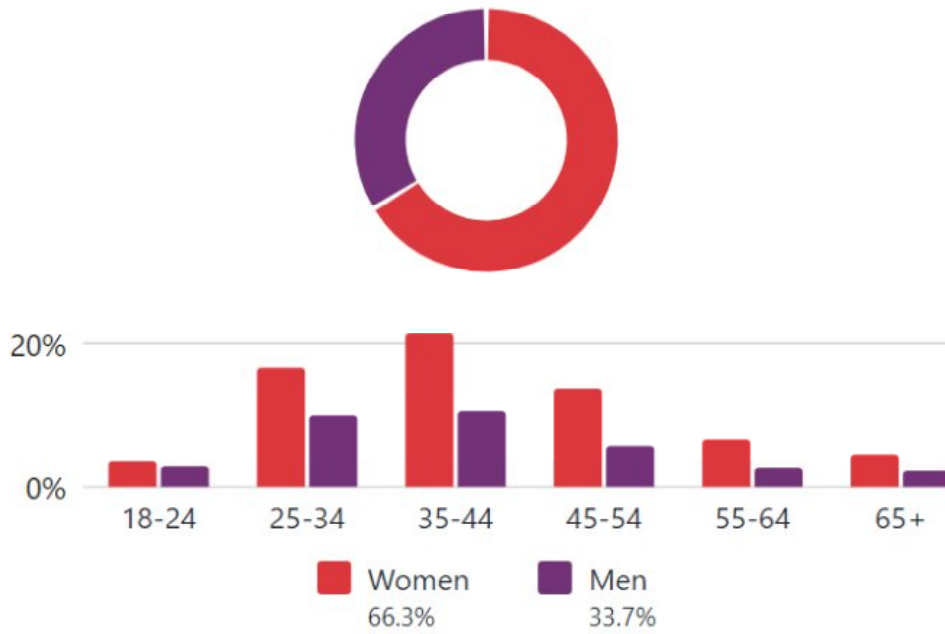
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Social media demographics

Invercargill City Council's social media demographics are reflective of the typical audiences on each platform, with most of the audience in the 25 to 44 age range across Facebook, Instagram and TikTok.

The below graphic shows the demographics of Council's Facebook page audience. The makeup of our Instagram audience is similar, although the percentage of men is slightly higher. The makeup of our small and growing TikTok audience is also similar, but the 18 to 24 age group is a slightly higher proportion.

Age & gender ⓘ

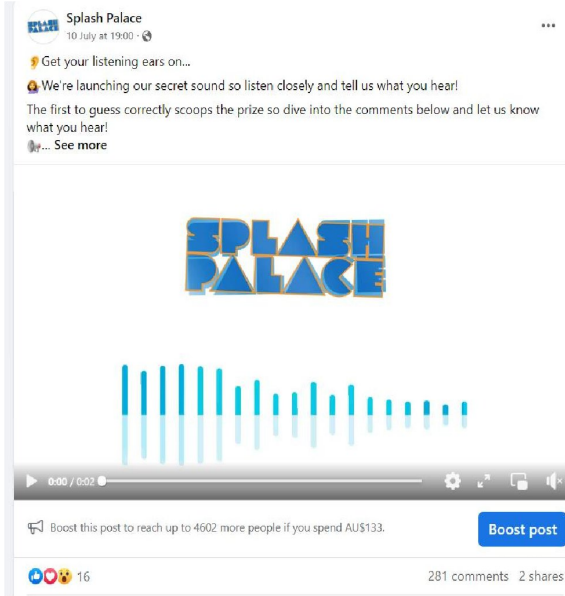
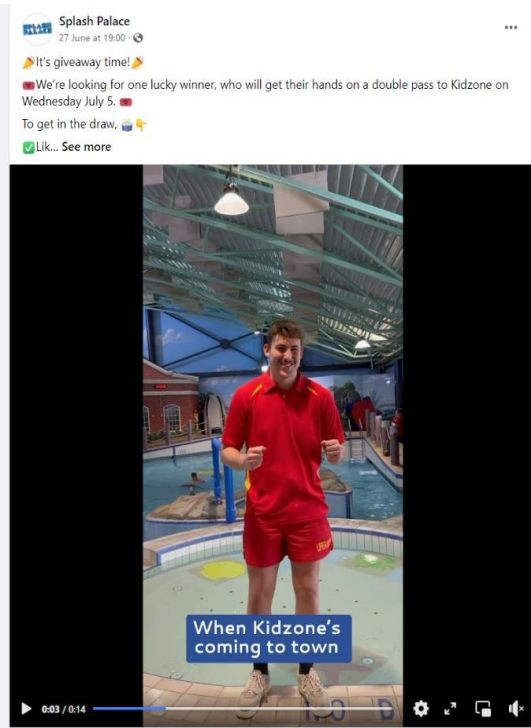


Top towns/cities

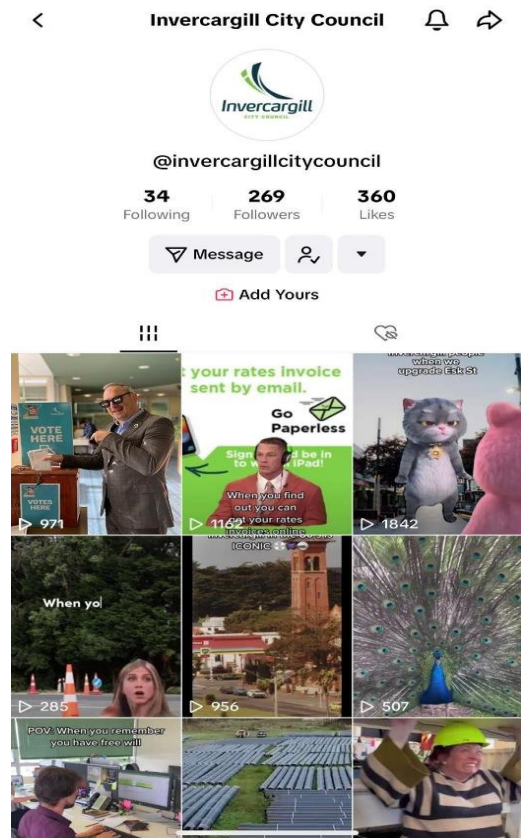
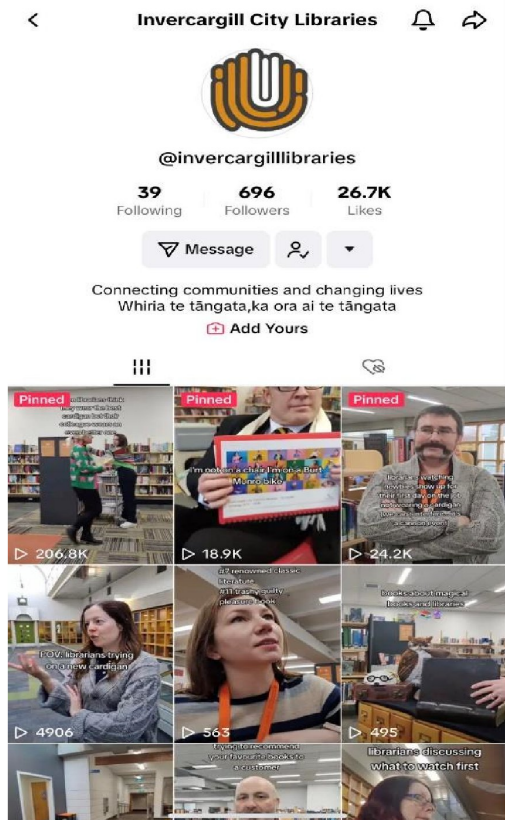


(Note: Demographic data on Facebook and Instagram is limited to age, gender and location for our page followers, or for targeted paid advertising purposes. Facebook does not provide specific demographic data for individual posts, their engagement or for those that each post reaches. LinkedIn only provides data based on location, not age or gender.)

Engaging with younger people is an ongoing challenge for all Councils, to do so we focus on connecting in ways that are relevant to their interests, including online. Council Communications tracks the social media landscape and continually experiments with new and emerging platforms or formats as a way of connecting with younger demographics in ways that make sense, such as through Splash Palace and the Library pages. Council's Splash Palace Facebook audience is much younger than those on Council, Library and the Civic Theatre pages, and the use of meme-style posts or comedic videos has been successful in reaching younger audiences for Splash Palace.



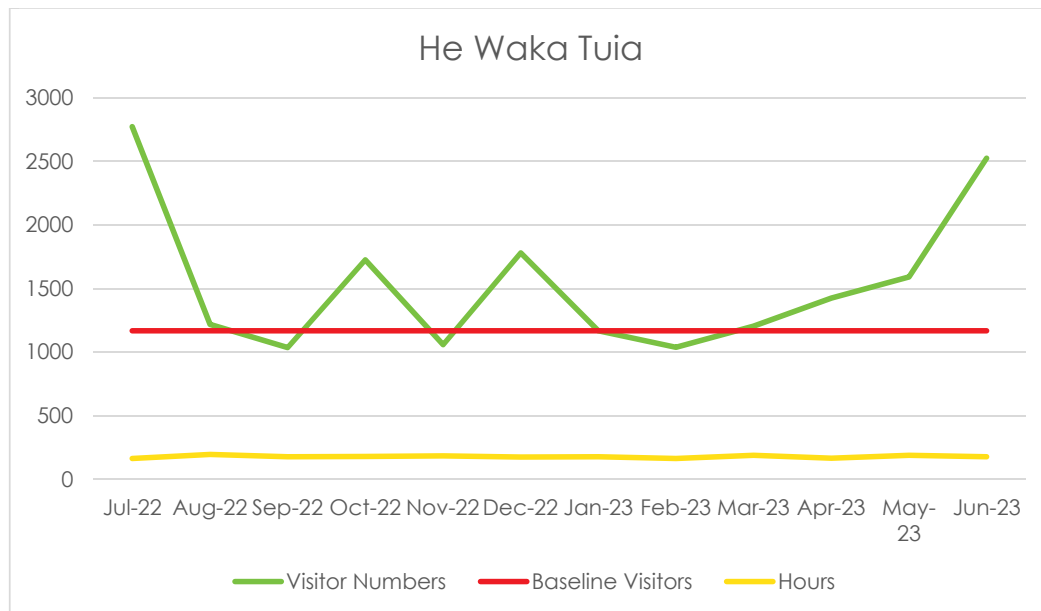
The Library has a growing TikTok page, which has received strong engagement and currently has 696 followers and more than 26,000 total likes, with most of the audience aged 18 to 34. Council has a new and experimental TikTok page, and Splash Palace will start on TikTok when time and staff capacity allows.



It is worth noting that youth demographics typically gravitate to new and emerging social media platforms, such as TikTok and Twitch. As these platforms mature and grow, we expect they will lose their appeal to younger viewers who perceive a decrease in relevancy as the platforms become more ubiquitous.

Leisure and Recreation

Arts, Culture and Heritage



PLAY 2.0 (24 June – 23 July)

This exhibition is the sequel to 2022 PLAY exhibition. Separated into 7 individual play zones, visitors experienced play through a combination of colour, shapes, light, textures and memory inducing nostalgia. A selection of artworks from the collection of the Invercargill Public Art Gallery was on exhibition, along with artefacts and games from the Southland Museum and Art Gallery and collection items from Te Hiko Museum.

Public Programmes and Outreach (646 participants)

Family Fun Day (24 June)

To celebrate the opening of PLAY 2.0, HWT organised a day of free family fun. Face painting was by Flourish Face Painting and balloon animals were made by magician Jimmy Marvel.

Waverley Kindergarten Art Exhibition (29 June)

HWT displayed 50 works created by the tamariki from Waverly Kindergarten.

Night of the Arts (30 June)

HWT took part in Night of the Arts. HWT hosted a CanBead Southland workshop where members of the public could come and learn to make beaded jewellery.

Electric Confetti display at Invercargill Central (28 June – November)

IPAG's *Murihiku by Light* installation, by Natalie Jarvis from Electric Confetti, has been installed on loan at IC. It will remain on site until November 2023.

Southland Museum and Art Gallery Collection

The Armoury sword collection was audited and packed during June along with the Silver collection. Medals are part way through the audit and packing process.

The digitisation of the Campbell Glass Plate Collection has begun. An audit of the glass plate collection has identified another 500 glass plates in the collection. Works on paper have been digitised, audited and packed; and the digitisation of the 3D art collection has been completed.

Taoka Maori

The Taoka Maori collection is a significant collection of material held by the Museum. Toki are currently being audited and packed. The mere and patu paora (whalebone patu) have been audited and packed. The auditing and packing of Taiha and other wooden weapons will be completed in July.

Southland Daily New and Southland Times (bound collection)

The bound volumes are being audited prior to freezing and transfer to the Invercargill Libraries.

Consider for Deaccession (CFD)

An additional 75 items have been tagged CFD. We have just under 1200 collection items requiring review as part of this process.

Packing Update

Crown Relocation were awarded the contract for the relocation of the Southland Museum and Art Gallery Collection to both a temporary site, and also for the permanent relocation to Tisbury Regional Storage Facility beginning in December 2023.

Contracts have been finalised with Project Ark who will transfer from Te Hikoi to assist in the packing and relocation of the collection beginning in July 2023.

Aquatic Services

Aquatic Services in June was relatively quiet which is in line with past use of the facility with it generally being one of the quietest months. This is due to winter sports in full flight and shorter colder days. Lower participation is expected during this period of the year.

In June, Nga Kete brought in their Waka to carry out Waka Ama training in the deep end of the Main Pool.

Splash Save secured funding from the Community Wellbeing Fund through ICC and Tu Manawa funding through Active Southland. These funds will go towards providing the Splash Save programme at Splash Palace and Bluff later this year. Splash Save is a programme that enables families and parents to be the first teachers of swimming for their children under 5 years old, each family that participates will receive a resource book that explains different water skills and techniques and certificates for the children when they have achieved those skills.

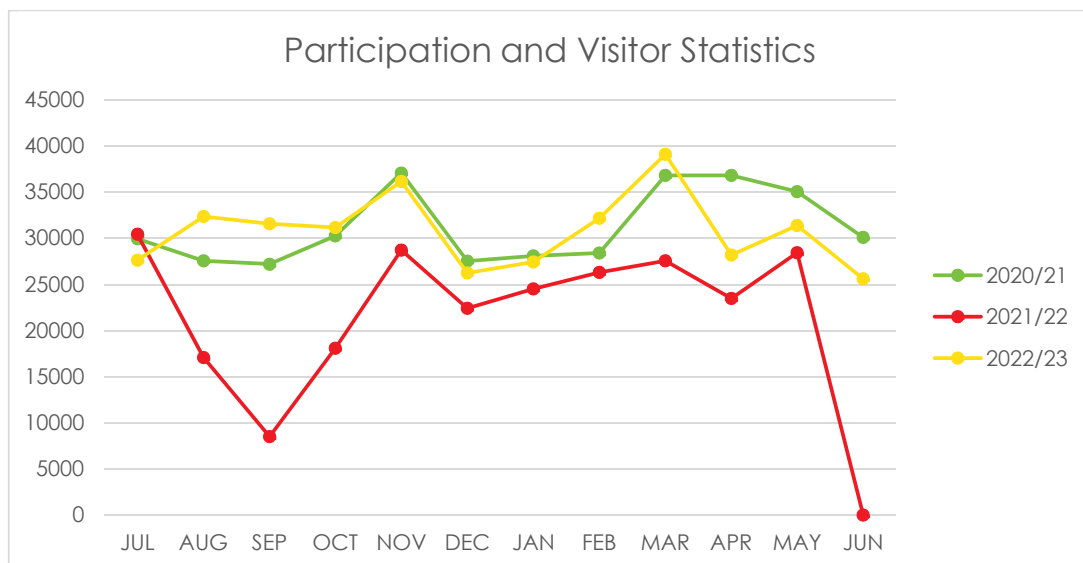
Participation and Visitor Stats

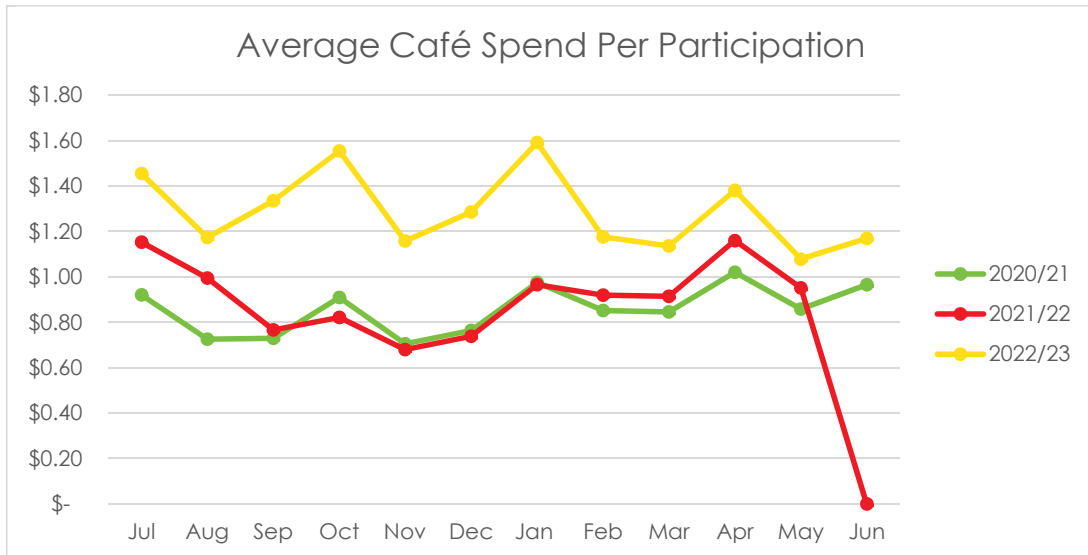
There was an 18% decrease in participation in June from May and June 23 participation was approximately a 15% decrease in participation on June 21 and a 5% increase on the last 5-year average. June 22 is excluded from the statistical analysis as Splash Palace was closed for maintenance in that period.

Café and Retail

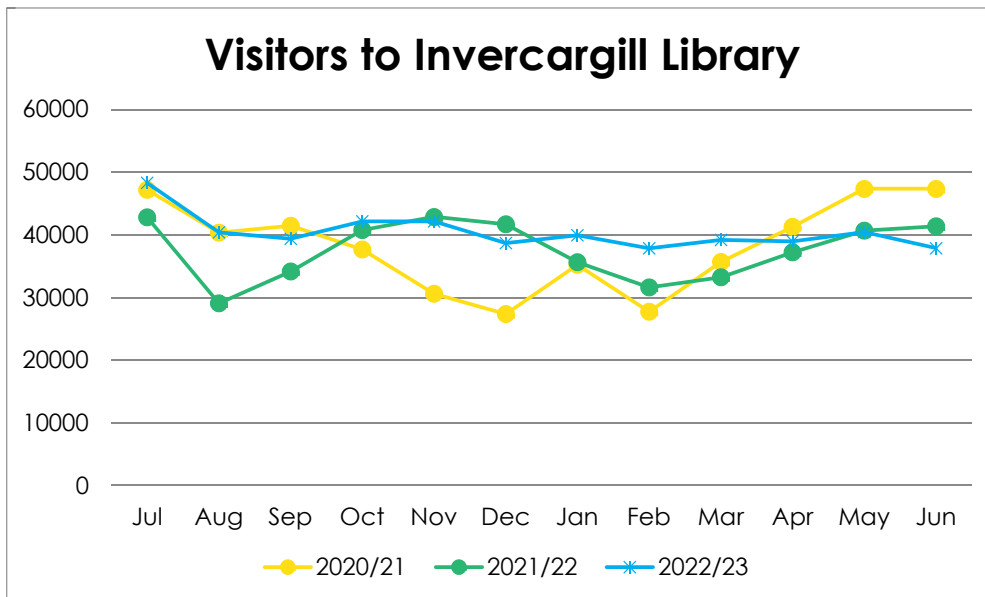
The café in June had an average spend per participation of \$1.17, the benchmark for a café in an aquatic facility is \$0.80 per participation. The café is operating consistently well, though, with lower participation in June, the revenue was lower than in previous months, which is to be expected. June revenue was 12% lower than May. Total café revenue for 22/23 was approximately \$473,126, the highest since 20/21 which was \$321,714.

Retail sales are still performing well, however, June revenue was the lowest so far this financial year. Total retail revenue for 22/23 was approximately \$190,495, the highest since 20/21 which was \$135,556.





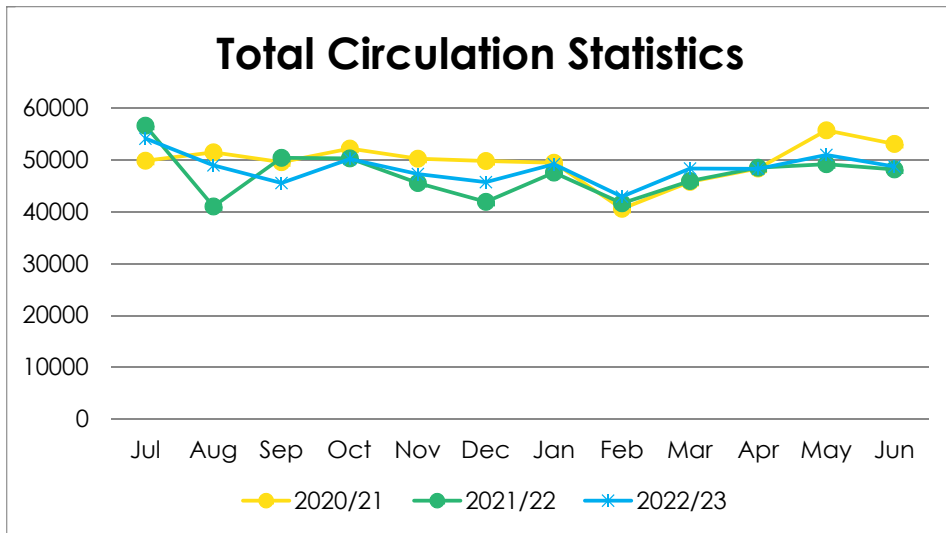
Library Visits



Visitor numbers

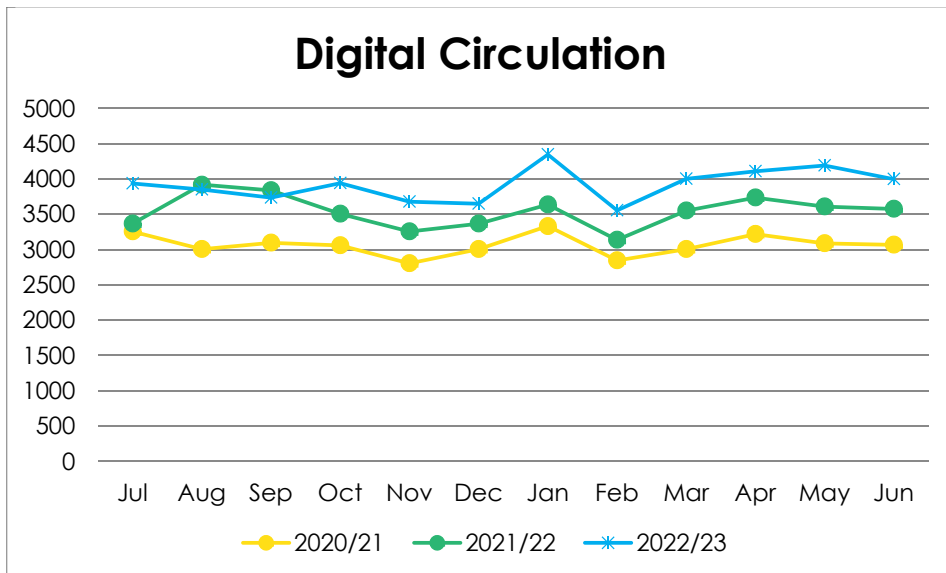
Visitor numbers remain static with a decrease in June 2023. We have not reached our KPI target of 515,000 but overall there has been a 7% increase compared to the previous year. There has been a decrease in the number of people using internet and Wi-Fi and there is still some people reluctant to visit crowded public spaces. This is also reflected in a national trend of decreasing visitor numbers. The drop in physical visits is countered by an increase in online visitation, the decreased use of the internet and Wi-Fi may signal increased home access by the community. As the need to visit the library for issuing drops programmes are becoming more important to ensure the spaces are maximised and the community are still motivated to visit the library for community connection and lifelong learning. An increased focus and a refresh on programmes will be implemented in the FY 2023/24.

Library Circulation



Circulation has remained with steady with a total of 580,540 compared to 567,222 for the previous year. It is expected that the total will remain static but that physical circulation will continue to decrease as digital circulation increases.

Digital circulation



Digital circulation continues to increase as content available increases. The total for 22/23 (47,005) has increased 10% over the previous year (42,515). This now makes up 9% of total circulation.

Library membership

There were 1,675 new memberships registered in 2022/2023 with 89 from outside the Invercargill area. This is an 8.4% increase over the previous year (1,544 with 70 from outside the region). The increase has mainly been in adult borrowers with 992 registered in 2022/2023. The total number of active members at the end of June 2023 is 16,809 which is 31% per capita.

Engagement

15 June 2023
40 hour World Vision Challenge

The 40 hour World Vision at the library was an innovative initiative that allowed two Verdon College students to spend 40 hours at the library and dedicate that time period to writing 400 letters to various corporations, aiming to influence a positive change and to learn new skills. This project was not just developing their writing and persuasive skills but also to foster a sense of social responsibility and advocate for the causes they feel passionate about. As part of the challenge the students wanted to learn new skills and we were able to offer public events where community members could join the students in learning the basics of New Zealand Sign Language, Te Reo and how to crochet. This initiative generated substantial positive publicity for the library on radio and in print.



16 June 2023
Adult Autism Social Group

The Library has launched a new social group for adults with autism. This community-led initiative has been in the planning stages for a while but was disrupted initially by Covid restrictions however we wanted to give the time and space needed to our community partner with autism to ensure the sustainability of the initiative. The social group aims to provide a safe and welcoming environment for individuals with autism to socialise on their terms with like-minded people. There is a range of support for children on the autism spectrum and this would now extend to adults. A traffic light system is used to facilitate communication and attendees are

also invited to bring their caretakers along for support. The Adult Autism Social group will initially be held once a month with an ambition of making it a fortnightly event.

30 June 2023
Night of the Arts



In collaboration with Arts Murihiku the Library provided a range of activities to support the Night of the Arts:

- Lego Wall
- 2x Virtual Reality Playstations with hand/eye/music coordination games
- Southland Youth Jazz Band
- Face painting
- Rose of Tralee meet and greet
- Celtic Tunes
- Children's colouring

There was something for children, teens and adults. The Library extended the opening hours for the ground floor to 9.00 pm with the event activities being available from 3.00 pm. Even though the weather could have been better the feedback on the night was very positive. Visitor count showed an extra 500 people visited the Library compared to the previous Friday. Ms Rebecca Amunsden from Arts Murihiku was also pleased with the responses from the public.

Coming Up

Digital Literacy classes will be available in July 2023. The first block of classes looks like this:

- 20 July 2023 – Internet and technology for fun and leisure
- 27 July 2023 - Introduction to emails
- 03 August 2023 - Library apps
- 10 August 2023 - Device basics

Staff have also begun a review of programming spaces within the physical library. This is a follow-up on a theme within the Library strategy.

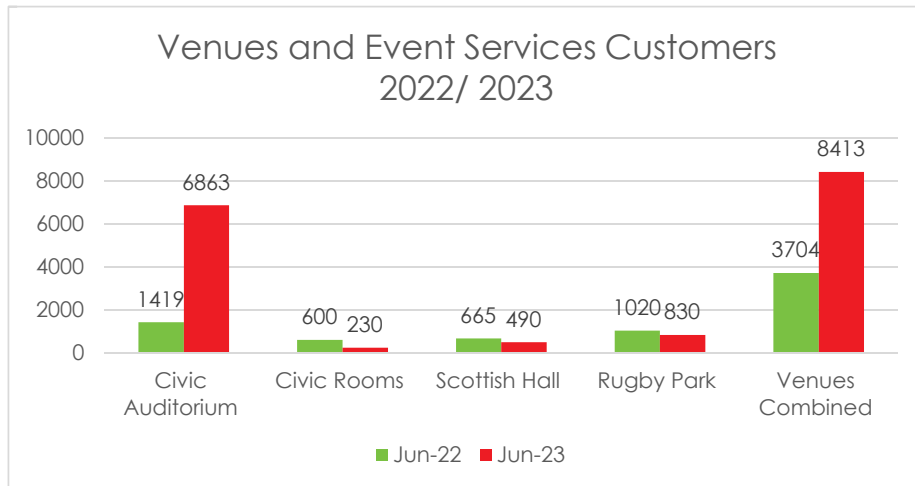
Venues and Events

June saw the ever popular Southland community events *Pipin Hot* and the *Rotary Book Sale* return to the Civic. Together these events gave thousands of community members a place to gather and connect. The Scottish Hall continues its growth in popularity for community events including the Arts on Tour product with Jackie Clarke performing *Prima Diva* to over 120. In the later part of June Invercargill Musical Theatre packed into the theatre for their July season of *Jersey Boys*.

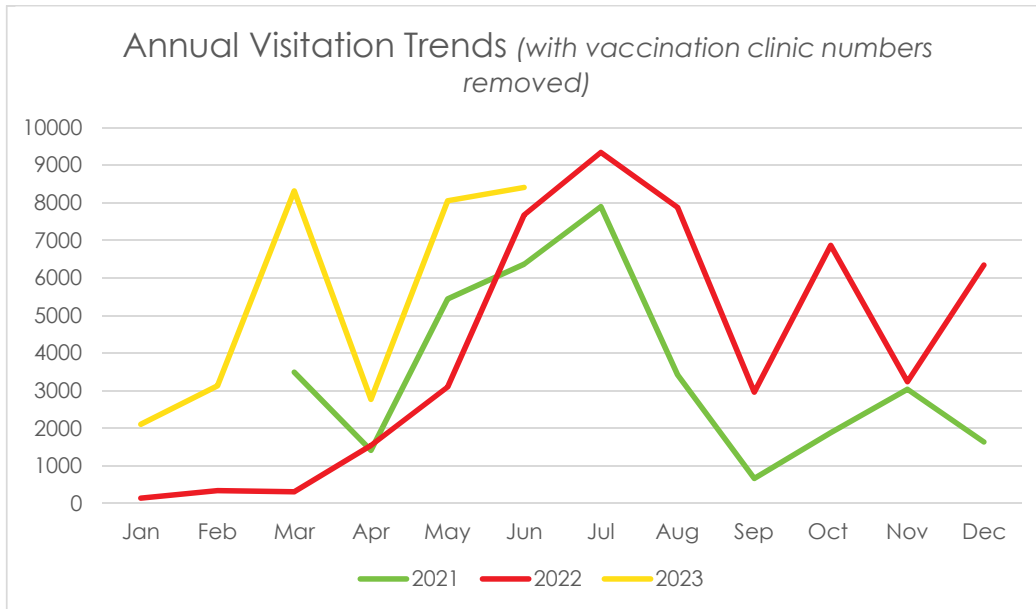
Rugby Southland continued their local season and preparation is underway for the NPC season starting in August. Tickets and memberships went on sale and were sold predominantly through The Civic Theatre ticket office operating 11- 4pm weekdays opening in order to help reduce the pressure on the customer service team across in the Civic Administration Building and add additional service level for the community.

First meetings of the Rangaranga programming team took place where the cross department team looked at upcoming events and activities that could offer collaboration opportunities across ICC and our partners.

Participation and visitation stats



Note: The data collected for the Civic Rooms 2022 includes vaccination clinic visitation and therefore skew year on year comparisons.



Upcoming Key Events -Major Events only

Event	Genre	Event Type
KPI: Increase public use through a range of community events and touring productions		
Jersey Boys - 7 July – 22 July	Musical Theatre	Community Event, Community Rate Recipient
Sonoro Quartet & Tony Chen Lin – 17 July	Chamber Concert	National Touring
Southland Stags Vs Waikato – 6 August	Rugby Fixture	Sporting, National Competition
Ali Sings Judy Garland (UPSTAGE) – 11 August	Cabaret	Community, National Touring
Ladylike (UPSTAGE) – 12 August	Comedy	National Touring
Michael Kuresa – Currency Single Launch (UPSTAGE) – 15 August	Music	Community
Gin in the City (UPSTAGE) – 16 August	Experiential	Local
Whirimako Black Trio (UPSTAGE) – 17 August	Music	Community, National Touring
Late Night Comedy (UPSTAGE) – 18 August	Comedy	National Touring
Double Act (UPSTAGE) – 18 August	Cabaret/Burlesque	National Touring
Looking for Alaska (UPSTAGE) – 19 August	Music	Community, National Touring
Wrap Party - The Saggy Britches Band (UPSTAGE) – 19 August	Music	Community, National Touring
Southland Stags Vs Northland – 13 August	Rugby Fixture	Sporting, National Competition
Rock Tenors- The Anthems Tour – 26 August	Concert	National Touring
Southland Stags Vs Auckland – 3 September	Rugby Fixture	Sporting, National Competition
Southland Stags Vs Hawkes Bay – 23 September	Rugby Fixture	Sporting, National Competition
Southland Stags Vs B.O.P – 27 September	Rugby Fixture	Sporting, National Competition

Ladies Night – 27 September	NZ Play	National Touring
Dracula's: The resurrection Tour – 13 / 14 October	Theatrical Concert	International Touring
King Kapisi - Rodger Fox Big Band with Erna Ferry – 20 October	Music	National Touring
Bjorn Again – 26 October	Music	International Touring
Bill Bailey – 8 November	Comedy	International Touring

Looking Ahead

July will be dominated by the season of *Jersey Boys* with an anticipated 6500 attendees coming to enjoy the Civic and the local talent that Invercargill Musical Theatre foster. A boutique performance by the NZ Chamber Orchestra will be performed in The Civic foyer in the Piano Lounge demonstrating its versatility for smaller audiences. Preparations are underway for *UPSTAGE: Invercargill Festival of Cabaret* opening Aug 11th.

Great South Activity Report

Event	Date	Location	Event Vision
KPI: Creating a vibrant city centre			
FIFA Women's World Cup Final Live Screening	Sunday 20 August	Don Street	Two screens set up to air the game live. Tables positioned on the road for groups to mingle around. Ambient music to play for 30 minutes prior to the event starting. This is a free, ungated community event. ILT extending license area of The Langlands to cater to attendees.
Night Food Market – On Esk	Friday 8 September	Esk Street	To position a variety of food/beverage trucks and stall holders on the road. Patrons will be able to relax on the current available seating to enjoy their meal while enjoying ambient background music from a portable sound unit.
Te Wiki O Te Reo Māori Māori Language Week	Monday, 11 September – Monday, 18 September	CBD locations	Participating businesses and retailers will be provided with Te Reo resources to be able to support and participate in Māori Language Week. Radio and print advertising to make public and shoppers aware of Māori Language Week and that the CBD is taking part.
Rugby World Cup Fan Zone	Fan Zone dates TBA. RWC dates: Friday 8 September – Saturday 28 October	Invercargill Central Ltd	Create a 'Fan Zone' in Invercargill Central where supporters and community can socialise and support their team and the competition. This may include an area of bean bags and couches, visits from Southland Stags to the Fan Zone, a photo board and post-it note style message board, supporters' gear giveaways, game updates and team profile information. Cross-promotions with local businesses that will be screening the live matches, with replays potentially screened at the fan zone.
Halloween Lunchtime	Tuesday 31 October	CBD locations	Positive interaction with lunch-time shoppers, with those handing out treats dressed to the Halloween theme.

Parks and Recreation

Tracks and Trails

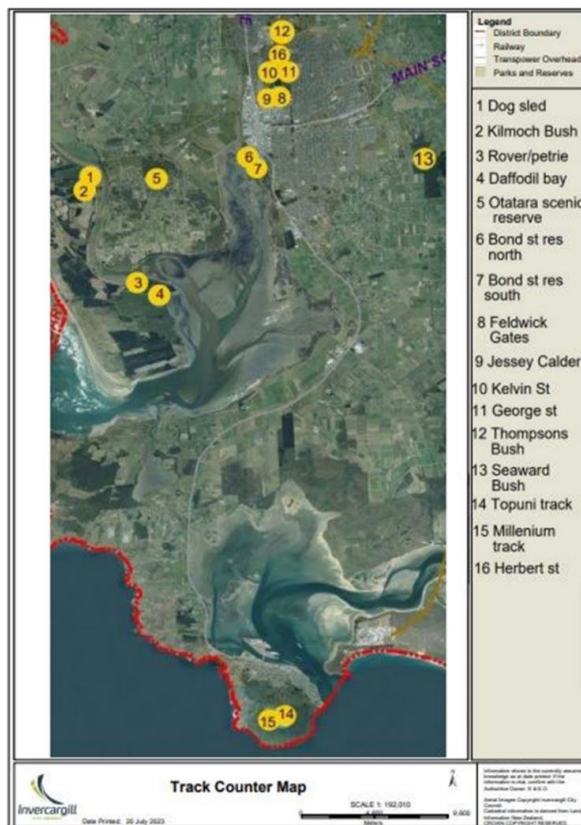
Council had counters placed on Parks and Reserve Trails since 2010 in order to gain an indication of the numbers of visitors to parks and tracks.

Monitoring the numbers of walkers and cyclists using the trails enables resources to be allocated appropriately and trends to be understood. These are not 'actual' number of different visitors, but a count, therefore this is raw data presented.

The sensors are manually read and the data recorded at the start of each month to provide an indication of overall trail use (pedestrians and bikes) over time.

Improving visitor monitoring is a priority focus area in the Invercargill City Council Parks Recreational Walking and Cycling Strategy developed in 2015 for internal purposes. Recommendations to help record better and more accurate information about numbers of people using the trails which will enable improved decision making concerning the maintenance and upgrading of trails. There are benefits in increasing the network of permanent trail counters as well as establishing some mobile counters to gain baseline information on trail usage.

For a more recent analysis of counter information from January – June 2023 please see the graphs below:



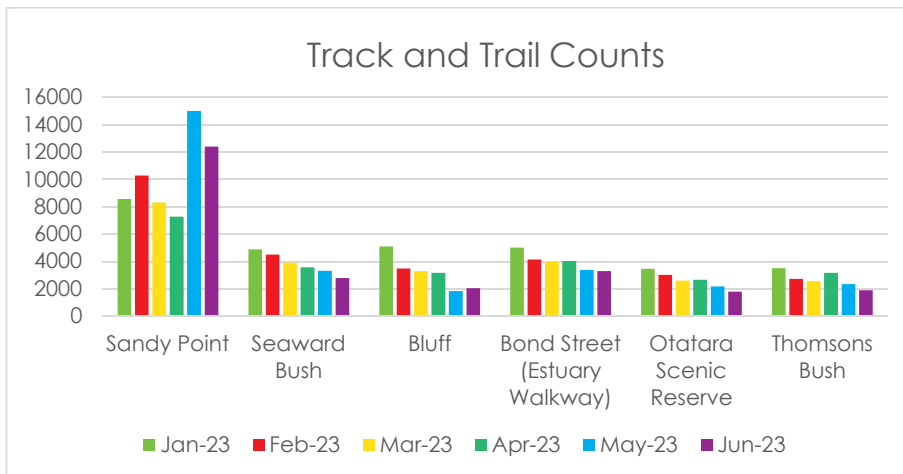


Figure 1: Track and Trail Count

Note – the installation of the Oreti Links counter in May 2023.

Visitor numbers continue to decrease with a reduced number of people braving shorter daylight hours and winter conditions.

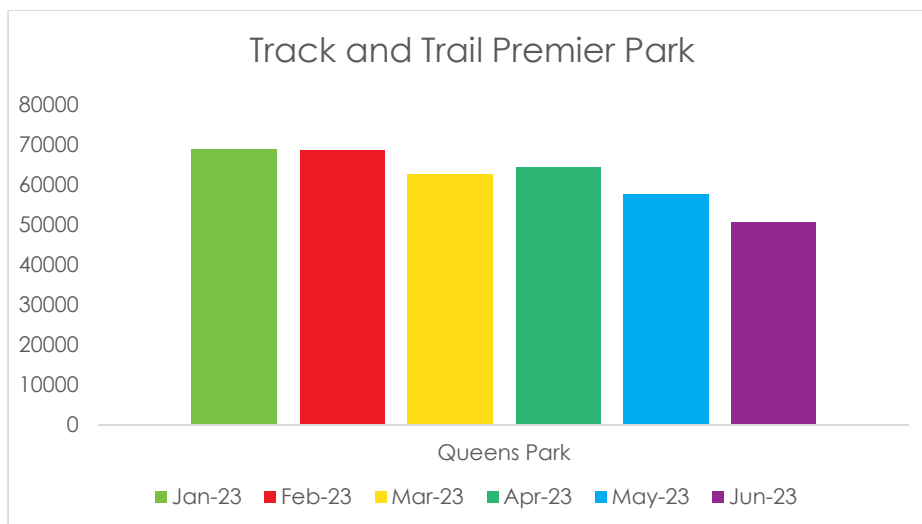


Figure 2: Track and Trail Count Premier Park

Queens Park Tree Renewals

Contractors removed about 120 aging and declining shelter trees along Kelvin Street. This programmed work was carried out over two days and staged to minimise disruption to neighbouring residents and businesses.

Over forty trees were intruding into the airspace designated to protect flight paths needed by aircraft. Most of the trees were pines and the logs were sold for export, the revenue offsetting the project costs.

A contractor has chipped and removed the slash for use in the rural sector. Following the clean-up work the area will be replanted in a mix of coastal tolerant pine, eucalyptus, macrocarpa and mixed native trees and shrubs. The exotic trees will be programmed for renewal in 30-40 years.

Parks and Recreation were pleased to gift a Cook Island master carver and Ascot School several logs for carving a waka with the students as part of the Creatives in Schools programme.



Trees felled in Queens Park



Rotten tree felled at Queens Park



Rotten stump (dust) after tree was felled

Volunteer Engagement in Environmental Reserves

Approximately 50 St. John's Girls' School students planted 140 native plants at Metcalf Bush Reserve. The students, aged between five and eight, are learning about the ecological relationships between trees and birds.

Staff introduced the various plants, along with their common and Te Reo Māori names and some of the ecological functions and cultural uses.

The planting will strengthen the ecological corridor between Metcalf Bush and Seaward Bush. Several other community plantings in environmental reserves are being planned for the winter planting season.



St John's Girls' School students celebrating completing a planting event at Metcalf Bush

Russell Square Playground Development

Stage two has been completed. Work included installation of a large picnic table in the barbeque area and a drinking water fountain along with associated paving. Planting and mulching has also been completed. A toilet has been programmed to be installed over the next couple of years through the long term plan development.



Accessible picnic table for barbeque users



Accessible drinking water fountain including a bottle filler

Play Activation

The movable table tennis tables have been well utilised through a relocation to Turnbull Thomson Park. The tables are soon to be partnered with the Southland Regional Pop up Pump Track "Tunatuna" currently located in Bluff, to enhance the visitor experience.



Table tennis tables at Turnbull Thomson Park

**MINUTES OF THE COMMUNITY WELLBEING FUND APPOINTMENTS COMMITTEE MEETING
HELD IN THE COMMITTEE ROOM, TE HĪNAKI CIVIC BUILDING,
101 ESK STREET, INVERCARGILL ON THURSDAY 3 AUGUST 2023 AT 3.05 PM**

Present: Cr A H Crackett (Chair)
Cr P M Boyle
Cr P W Kett
Cr G Dermody
Mr N Burdon
Miss M Bartlett-McBride
Miss P Smith

In Attendance: Ms G Crawford (Engagement and Partnerships Officer)
Mrs T Amarasingha (Governance Support Advisor)

1. Appointment of Chairperson

Moved Cr Dermody, seconded Cr Boyle and **RESOLVED** that Cr Crackett be appointed as Chairperson.

2. Apologies

Cr Bond and Cr Campbell.

Moved Cr Dermody, seconded Cr Boyle and **RESOLVED** that the apologies be accepted.

3. Declaration of Interest

Cr Boyle declared a direct conflict of interest for Ms Himani Mishra Galbraith and noted that Ms Galbraith has included Cr Boyle as a referee.

Ms Bartlett-McBride declared a direct conflict of interest for Ms Danette Whakamoe-Pikia and noted that Ms Whakamoe-Pikia was a colleague of Ms Bartlett-McBride.

Ms Bartlett-McBride declared a perceived interest for Ms Himani Mishra Galbraith.

Cr Kett declared a perceived interest for Ms Andrea de Vries.

Moved Cr Dermody, seconded Mr Burdon and **RESOLVED** that the Declaration of Interests be accepted.

4. General Business

Nil.

5. Public Excluded Session

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

- (a) Interview Questions
- (b) Interview Scoring Sheet
- (c) Interview Schedule
- (d) Candidate Applications
- (e) Deliberations and Resolutions

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) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) Interview Questions	<p>Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p>Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>
(b) Interview Scoring Sheet	<p>Section 7(2)(a) To Protect the privacy of natural persons, including that of deceased natural persons.</p> <p>Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p>Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>
(c) Interview Schedule	<p>Section 7(2)(a) To Protect the privacy of natural persons, including that of deceased natural persons.</p>	<p>Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>

(d) Candidate Applications		Section 7(2)(a) To Protect the privacy of natural persons, including that of deceased natural persons.	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(e) Deliberations Resolutions	and	Section 7(2)(a) To Protect the privacy of natural persons, including that of deceased natural persons. Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

There being no further business, the meeting closed at 4.34 pm.