



NOTICE OF MEETING

**Notice is hereby given of the Meeting of the
Invercargill City Council
to be held in the Council Chamber,
First Floor, Te Hīnaki Civic Building,
101 Esk Street, Invercargill on
Tuesday 26 September 2023 at 3.00 pm**

Mayor W S Clark
Cr A J Arnold
Cr R I D Bond
Cr P M Boyle
Cr S J Broad
Cr T Campbell
Cr A H Crackett
Cr G M Dermody
Cr P W Kett
Cr D J Ludlow
Cr I R Pottinger
Cr L F Soper
Cr B R Stewart

MICHAEL DAY
CHIEF EXECUTIVE

A G E N D A

1. **Apologies**

2. **Declarations of Interest**

1. 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.
2. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.

3. **Public Forum**

- 3.1 Mr Ian Collier – Chair of Great South – Update on NZ Functional Foods

4. **Minutes of the Meeting of Council Held on 22 August 2023**

A4812931

To be moved:

That the minutes of Council held on 22 August 2023 be confirmed.

5. **Minutes of the Infrastructure Committee Meeting Held on 5 September 2023**

A4846705

To be moved:

That the minutes of the Infrastructure Committee meeting held on 5 September 2023 be received and the recommendations to Council be confirmed.

Recommends to Council that:

- 6. Road Stopping and Disposal of Stopped Road – Biggar Street, Invercargill**
2. Pursuant to Sections 116 and 117 of the Public Works Act 1981, Council authorises the stopping of the subject portion of the road.
3. Council resolves to sell the stopped road to the adjacent property owner (33 Biggar Street, Invercargill).
4. The Chief Executive be given delegated authority to agree terms and conclude the disposal of the land by way of sale following the final stopping process and gazettal action.

Recommends to Council that:

- 7. Road Stopping – Green Point Road**
4. Subject to the Minister of Lands approval, pursuant to Sections 116 and 117 of the Public Works Act 1981, Council authorises the stopping of the subject portion of the road and dispose of the stopped road to adjacent property owners.
5. The Chief Executive be given delegated authority to agree terms and conclude the disposal of the land by way of sale following the final stopping process and gazettal action.

6. **Minutes of the Bluff Community Board Meeting Held on 11 September 2023**
A4882356

To be moved:

That the minutes of the Bluff Community Board meeting held on 11 September 2023 be received

7. **Minutes of the Extraordinary Council Meeting Held on 12 September 2023**
A4855018

To be moved:

That the minutes of the Community Wellbeing Committee meeting held on 12 September 2023 be received

8. **Minutes of the Community Wellbeing Committee Meeting Held on 12 September 2023**
A4885733

To be moved:

That the minutes of the Community Wellbeing Committee meeting held on 12 September 2023 be received and the recommendations to Council be confirmed.

Recommends to Council that:

10. South Port New Zealand Limited – New Zealand Railways Corporation Act 1990

2. In accordance with Section 25A(8) of the New Zealand Railways Corporation Act 1990, the Invercargill City Council cancel the condition relating to Record of Title 759190 comprising:
 - a) Lot 1 Deposited Plan 504399.
 - b) Section 1 Survey Office Plan 9996.
 - c) Section 1 Survey Office Plan 11396.
 - d) Part Section 41 Block I Campbelltown Hundred (Bluff Island Harbour).
3. In accordance with Section 25A(9) of the New Zealand Railways Corporation Act 1990, the Invercargill City Council authorises an authenticated copy of this resolution to be forwarded to the District Land Registrar, who shall note the records accordingly.

9. **Proactive Release – Local Government Official Information and Meetings Act**
A4839918

10. **Great South 2024-2025 Letter of Expectation**
A4885451

11. **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 Council held on 22 August 2023
- (b) Receiving of minutes of the Public Excluded Session of Infrastructure Committee held on 5 September 2023
- (c) Receiving of minutes of the Public Excluded Session of Bluff Community Board held on 11 September 2023
- (d) Confirmation of minutes of the Public Excluded Session of Extraordinary Council held on 12 September 2023
- (e) Confirmation of minutes of the Public Excluded Session of Community Wellbeing Committee held on 12 September 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 Council held on 22 August 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
(b) Receiving of minutes of the Public Excluded Session of Infrastructure Committee held on 5 September 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
(c) Receiving of minutes of the Public Excluded Session of Bluff Community	Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information

Board held on 11 September 2023	disadvantage, negotiations (including commercial and industrial negotiations)	for which good reason for withholding would exist under Section 7
(d) Confirmation of minutes of the Public Excluded Session of Extraordinary Council held on 12 September 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 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
(e) Receiving of minutes of the Public Excluded Session of Community Wellbeing Committee held on 12 September 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 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

**MINUTES OF COUNCIL, HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR,
TE HĪNAKI CIVIC BUILDING, 101 ESK STREET, INVERCARGILL ON
TUESDAY 22 AUGUST 2023 AT 2.00 PM**

Present:

Mayor W S Clark
Cr A J Arnold
Cr R I D Bond
Cr P M Boyle
Cr S J Broad
Cr T Campbell
Cr A H Crackett
Cr G M Dermody
Cr P W Kett
Cr D J Ludlow
Cr I R Pottinger
Cr L F Soper
Cr B R Stewart

In Attendance:

Rev E Cook – Māngai – Waihōpai
Mrs P Coote – Kaikaunihera Māori – Awarua
Mr M Day – Chief Executive
Ms E Moogan – Group Manager – Infrastructure
Mrs P Christie – Acting Group Manager – Finance and Assurance
Mr J Shaw – Interim GM – Consents and Compliance
Mr A Cameron – Chief Risk Officer
Mr M Morris – Manager – Governance and Legal
Ms R Suter – Manager – Strategy and Policy
Ms L Knight – Manager – Strategic Communications
Mr G Caron – Digital and Communications Advisor
Mrs L Williams – Team Leader Executive Support

1. Apologies

Nil

2. Declaration of Interest

Nil

3. Public Forum

Nil

4. Major Late Item – Amendment to Governance Statement 2022 – 2025

A4813293

Moved Cr Soper, seconded Cr Ludlow and **RESOLVED** that the Major Late Item – Amendment to Governance Statement 2022 – 2025 be received.

5. Minutes of the Meeting of Minutes of the Great South Joint Shareholders Committee held on Thursday 13 July 2023

A4810479

Moved Cr Stewart, seconded Cr Soper and **RESOLVED** that the Minutes of the Great South Joint Shareholders Committee Meeting held on Thursday 13 July 2023 be received.

6. Minutes of the Meeting of Council held on Tuesday 18 July 2023

A4740835

Moved Cr Ludlow, seconded Cr Crackett and **RESOLVED** that the Minutes of the Council Meeting held on Tuesday 18 July 2023 be confirmed.

7. Minutes of the Meeting of Risk and Assurance Committee held on Tuesday 18 July 2023

A4740843

In response to a query raised about the reference in the minutes regarding a review of the Risk and Assurance Committee, councillors were advised that the Chair of that Committee requested that it be deferred to the next meeting.

Moved Cr Soper, seconded Cr Dermody and **RESOLVED** that the Minutes of the Risk and Assurance Committee Meeting held on Tuesday 18 July 2023 be received and that the following recommendations be confirmed.

2023 Audit Proposal and Fee Approval

A4733000

2. Notes the proposal received from Audit New Zealand and that this fee has been provided for the 2023 Annual Report audit only. That the 2023 Annual Report audit will be part of a re-baselining exercise.
3. Approve the audit fee for the 2023 Council Group audit of \$279,204 and authorise the Mayor to sign the letter on Council's behalf.

8. Minutes of the Meeting of Infrastructure Committee held on Tuesday 1 August 2023

A4761064

Moved Cr Pottinger, seconded Cr Kett and **RESOLVED** that the Minutes of the Infrastructure Committee Meeting held on Tuesday 1 August 2023 be received.

9. Minutes of the Meeting of Bluff Community Board held on Monday 7 August 2023

A4784717

It was noted that at the Bluff Community Board meeting there was an update from South Port and it was valuable for the community and board. Omission in attendees – Lindsay Beer attended the meeting, it was confirmed that staff would update as required.

Moved Cr Dermody, seconded Cr Stewart and **RESOLVED** that the Minutes of the Bluff Community Board held on Monday 7 August 2023 be received.

10. Minutes of the Meeting of Community Wellbeing Committee held on Tuesday 8 August 2023

A4784965

It was noted that a correction was required with the spelling of Cr Stewart's surname – staff confirmed this would be done with apologies.

It was noted that at the meeting there had been a good discussion around trees and the need to look at the danger some trees could present to the community. It was confirmed that staff would come back to the next Community Wellbeing Committee meeting.

It was raised at this meeting that there was a group of trees on Don Street and Queens Drive that were leaning over. Staff confirmed that those trees were on the plan.

Moved Cr Ludlow, seconded Cr Boyle and **RESOLVED** that the Minutes of the Community Wellbeing Committee held on Tuesday 8 August 2023 be received.

11. Minutes of the Meeting of Finance and Projects Committee held on Tuesday 15 August 2023

A4796757

There was discussion around whether the CCTV project should be on the project dashboard. Mr Day confirmed that staff were working on a full project list and that would be brought to Council. Staff were looking at the level of detail and where this would be captured.

Councillors were advised in response to this issue that staff were also looking at a range of projects like water; CCTV; Esk Street West and would bring back to a future Infrastructure meeting.

The CCTV project was raised around when delivery could be expected. Councillors confirmed that they would like status updates on these projects.

It was noted that previously Cr Skelt and Cr Soper were appointed to the project and that this could be a portfolio. Cr Bond advised that she would be happy to be on that group.

Discussion that all major projects should be through the Finance and Projects committee. Feeling that it should not create separate groups to drive. It was noted that the PMO had a rigorous level of project management that may not be the same across the organisation/projects.

The Mayor noted that with CCTV in particular some behaviours in the city were concerning and an update on the CCTV project would be worthwhile.

Moved Cr Dermody, seconded Cr Soper and **RESOLVED** that the Minutes of the Finance and Projects Committee held on Tuesday 15 August 2023 be received and that the following recommendation be confirmed.

Financial Risk Management Policy

(A4698862)

2. Approves the "Draft Financial Risk Management Policy" (A4222312) for adoption by Council, as presented.

12. Notice of Motion - Request for an Update from Great South on Planned Oat Milk Factory

A4809790

Request to have Great South representatives at the meeting in September to explain this decision. Councillors were in favour of having this session with Great South.

It was felt that communication had been lacking around this decision. Council had not put any money into the project itself, but it does fund Great South. The Mayor advised he was updated earlier but there were a number of issues around negotiations etc. and he would expect that Great South would be in a position to update Council in September.

It was noted that Oat Milk had been a project started under Venture Southland many years ago. The Great South Board had been tasked with making commercial decisions, and this discussion should be an in-committee discussion. The board was structured to be more commercially based.

Disappointment was voiced about the factory not being built here and supportive of the motion and having Great South come and talk to council.

Cr Pottinger said Great South was a council controlled organisation and therefore needed to operate under a statement of Intent and Local Government Act. One area of this required no surprises and would prefer the conversation in public, staff were asked for advice.

There was an element of commercial sensitivity in having the discussion in public excluded and then release the nature of the discussion immediately after that discussion.

Moved Cr Pottinger, seconded Mayor Clark and **RESOLVED** that Council receives the Notice of Motion.

13. **Connected Murihiku Joint Committee Nomination**

A4781732

Ms Rhiannon Suter presented the paper. The appointments committee had met and appointed three community representatives – this is the next stage to confirm Council's representative and confirm the terms of reference. This project came out of Just Transitions and our role was an administrative one.

A query was raised if the term Murihiku was appropriate given the geography. Rev Cook confirmed that her preference would be not Murihiku as that goes over the boundary. Mrs Coote advised that she had no position and a number of people refer to Southland as Murihiku.

Concern was raised around this group; what it would achieve and duplication, agencies need to connect with each other rather than one co-ordinator. Important to connect the groups.

The delegations refer to carrying out the work of central government – where does the regional sit within this – working for our city. Concern that this committee would control where funds go, was this the group to do this.

The purpose of this group was to have an online tool to enable people to connect with groups or people in the community that was accessible, e.g. JP services, the idea was that this be in one place.

This work would continue whether council were involved or not. An emphasis was around self-sustaining and that formed part of the appointments panel work. This was a large investment to help connect communities across the region.

Agencies like CAB have good databases but not all of them, and this would build a better resource.

A query was raised if the outcomes were measurable and how this would be reported back to Council. It was confirmed that reporting lines and KPI's would be prepared by the committee and minutes brought back to Council.

Query raised around if this was over governed, should this sit with Great South.

Ms Suter advised that procedurally this was drafted up through MBIE – Council did not shape the project – this came from the community and the Mayoral Forum looked at governance of the project to get this off the ground. This was a short term project for the committee; the funding was \$200,000 this did not include ICC's support, which was in kind support.

Moved Cr Ludlow, seconded Cr Stewart and **RESOLVED** that Council:

1. Receive the report "Connected Murihiku Joint Committee Nomination".
2. Note the three community representatives appointed by the Appointments Committee – Robyn Morris, Jess Domigan and Stacy Hughes.
3. Note that the Papatipu Rūnaka have indicated intention to nominate representatives and Waihōpai Rūnaka have nominated Evelyn Cook as their representative.
4. Note that Gore District Council and Southland District Council have indicated their intention to appoint representatives to the Joint Committee.
5. Nominate representatives Cr Broad and Cr Crackett to the Joint Committee on behalf of Invercargill City Council.
6. Adopt the Terms of Reference for the Joint Committee (A4565492).

14. Civic Awards

A4793037

Cr Ludlow noted that the awards were held in the past and proposed that they be triennial awards.

Discussion took place around the frequency of these awards. It was noted that in the past there had not been large numbers of nominees, and the feeling was that triennial was too long.

There was a civic reception and perhaps look at somewhere to celebrate these people. How were people nominated and selected - it was confirmed there was a judging panel in the past that consisted of Mayor, Deputy Mayor and Chief Executive. Suggestion that staff work through the process and bring back a paper on how this could be managed; frequency and administered.

Eligibility was discussed and it was noted that councillors could not receive this award.

The Mayor proposed having organisations as well as individuals.

The reason for this being under the community wellbeing fund sub-committee was around efficiency and they have the fund and delegations.

Discussions were held around whether the awards should be held triennial; annually or bi-annual. A motion was put for the awards to be held triennially – this was defeated. A motion was put for the awards to be held annually – this was defeated.

Moved Mayor Clark and seconded Cr Stewart and **RESOLVED** that Council:

3. Confirm a change to the delegations of the Community Wellbeing Committee to review applications and recommend awards to Council on a bi-annual basis with the next award to take place in 2024.

Moved Cr Ludlow, seconded CR Soper and **RESOLVED** that Council:

1. Receive the report "Civic Awards".

2. Agree to reinstate the Awards which have been paused as a result of Covid and other factors.
4. Request officers to work with the Community Wellbeing Committee to finalise and deliver the awards administration process.

15. Regional Climate Change Principles and Aspirations

A4804974

Ms Suter spoke to the paper, this was an opportunity for Council to provide feedback on Regional Climate Change Strategy.

Cr Campbell, as part of the working group, commented that a large amount of work had gone into this work - this was the output of his work – have alignment across the councils. Cr Soper confirmed this and that this document has been agreed to be able to bring into our Long Term Plans and noted that this Council could move more quickly.

It was noted that climate change was ranked low in surveys. Discussion around the 14 regional councils taking over climate change which would then be top down rather than councils having to do bottom up.

Te Ao Marama was part of this working group and felt that it was important that councils took the lead on this to enable people in the community to understand the implications of climate change on the region and city.

There was discussion around the accuracy of surveys if asked to rank when other issues may be things like housing and water. There was further discussion around the need for science on this issue.

It was noted that when council received LIDAR data, this would provide Council with information on flooding risks for the city.

Youth Councillors had asked councillors to take the lead on this issue and we owe it to the next generation to do this.

There was discussion around the table on climate change but felt that we need to take leadership. Cr Campbell, as part of the working groups, said that this was about protecting the city. There was general agreement with this report.

A query was raised as to who provided the feedback and it was confirmed that with Ms Suter and Crs Campbell and Soper on the working group that they would undertake this work.

Cr Soper spoke as part of the working group and advised that council need to undertake this work and provide leadership and that the councils were all in agreement.

Moved Cr Soper, seconded Cr Campbell and **RESOLVED** that Council:

1. Receive the report "Regional Climate Change Principles and Aspirations".
2. Provide feedback on the Draft Regional Climate Change Principles and Aspirations (A4805820) which will form part of the Regional Climate Change Strategy to be consulted on as part of the Long-term Plan.

16. Remuneration Reallocation

A4591421

Discussion around the options; one option places the museum lead with a higher remuneration than the deputy mayor. The feeling was that having a deputy mayor paid less than a chair/other councillor was not a place Council wanted to be.

Cr Campbell was invited to speak and he noted that the original councillor appointed to museum lead did not have a chairmanship, and his preference was option 2.

Moved Cr Ludlow, seconded Cr Arnold and **RESOLVED** that Council:

1. Receives the report "Remuneration Reallocation"
2. Approves option 2 to be submitted to the Remuneration Authority for approval.

17. Project 1225 Concept and Museum Naming Approval

A4803036

Mr Lee Butcher spoke to the report along with Mr Cameron Curd from the project management office and Mr Roe Hoskins from Design Tribe.

For timing Mayor Clark moved to recommendation 4.

Discussion around the two options provided – 'Museum of' gives ownership; in addition need some branding released quickly. Others felt the word 'of' would be dropped and not necessary.

Rev Cook said that the rūnaka favoured Museum of Southland – happy that Te Unua be accepted.

Crs Stewart and Kett favoured that English be placed first.

The design team responded to the geography of Southland and Rakiura and wanted to honour the name Te Unua, remembering that people arrived here and continue to – it was a place of arrival. Marketing would be key to this in terms of the look.

Discussion around the identity and brand – this should be left to the experts – one name take the line out. Feeling that people would choose themselves how they were comfortable using the name and how they use it.

Mr Butcher said from a project perspective the first decision was the name and then would bring back branding and marketing.

Clarification was that the dashes were not intended to be part of the branding/name. All four runaga agreed to the naming options.

Moved Cr Pottinger, seconded Cr Bond and **RESOLVED** that Council:

1. Receives the report "Project 1225 Concept and Museum Naming Approval".
2. Approves the 3728m² concept design and increase in "construction" budget of \$6,009,682.
3. Direct staff to proceed to the next design stage and report back in line with the endorsed timetable (workshop on 28 November 2023 and formal sign-off of Developed Design on 19 December 2023).

Moved Soper, seconded Cr Campbell and **RESOLVED** that Council:

4. Approves the name of the new museum as
 - a. Te Unua | Museum of Southland

Cr Stewart recorded his vote against and Cr Kett abstained from voting.

18. Amendment to Governance Statement 2022 – 2025

A4813293

Discussion took place regarding membership on a number of committees, with the addition of Cr Broad to committees:

- Cr Tom Campbell to be removed from the Community Wellbeing Fund
- Cr Barry Stewart to be removed from Invercargill Public Art Gallery
- Crs Lesley Soper and Grant Dermody to be alternates on Community Wellbeing Fund.

Moved Mayor Clark, seconded Cr Bond and **RESOLVED** that Council:

1. Receive the report "Amendment to Governance Statement 2022 – 2025".
2. Notes the changes to update the Governance Statement under the "Summary of Changes" in the report.
3. Adopts the Governance Statement 2022 – 2025 – August 2023 Amendment as set out in Appendix 1 (A4813035).
4. Appoints Cr Steve Broad to the following Committees:
 - Infrastructure Committee
 - Community Wellbeing Committee
 - Community Wellbeing Fund
 - Invercargill Public Art Gallery (IPAG)
5. Appoints Councillors Bond and Soper to a CCTV portfolio.
6. Appoint Cr Bond to the Finance and Projects Committee.
7. Appoint Cr Broad as an alternate to the Youth Council.

It was noted that the reasons for Public Excluded on the two Great South reports was to allow discussion – the documents were on Great South's website – Council would endeavour to release the papers with redactions as soon as possible.

19. Public Excluded Session

Moved Cr Ludlow, seconded Cr Soper 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 Session of Great South Joint Shareholders Committee Held on 13 July 2023
- b. Confirmation of the Meeting of Public Excluded Session of Council Held on 18 July 2023
- c. Receiving of Minutes of the Public Excluded Session of the Risk and Assurance Committee Meeting Held on 18 July 2023
- d. Receiving of Minutes of the Public Excluded Session of the Infrastructure Committee Meeting Held on 1 August 2023
- e. Receiving of Minutes of the Public Excluded Session of the Bluff Community Board Meeting Held on 7 August 2023
- f. Receiving of Minutes of the Public Excluded Session of the Community Wellbeing Committee Meeting Held on 8 August 2023
- g. Receiving of Minutes of the Public Excluded Session of the Finance and Projects Committee Meeting Held on 15 August 2023
- h. Great South and NZ Space Ops Statement of Intent 2023 – 2026 and Great South 2023/2024 City Centre Activation Plan
- i. Great South Constitutional Review
- j. Saving Grace Funding Request
- k. Southland Charity Hospital Funding Request

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) Receiving of minutes of the Public Excluded Session of Great South Joint Shareholders Committee Held on 13 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

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| (b) Conformation of the Meeting of Public Excluded Session of Council Held on 18 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 |
| (c) Receiving of Minutes of the Public Excluded Session of the Risk and Assurance Committee Meeting Held on 18 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 |
| (d) Receiving of Minutes of the Public Excluded Session of the Infrastructure Committee Meeting Held on 1 August 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 Bluff Community Board Meeting Held on 7 August 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) Receiving of Minutes of the Public Excluded Session of the Community Wellbeing Committee Meeting Held on 8 August 2023 | Section 7(2)(i)
Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including | 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 |

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| | commercial and industrial negotiations) | |
| (g) Receiving of Minutes of the Public Excluded Session of the Finance and Projects Committee Meeting Held on 15 August 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 |
| (h) Great South and NZ Space Ops Statement of Intent 2023 – 2026 and Great South 2023/2024 City Centre Activation Plan | Section 7(2)(b)(i)
protect information where the making available of the information would disclose a trade secret | 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 |
| (i) Great South Constitutional Review | Section 7(2)(b)(i)
protect information where the making available of the information would disclose a trade secret | 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 |
| (j) Saving Grace Funding Request | Section 7(2)(b)(ii)
protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information | |
| (k) Southland Charitable Hospital Funding Request | Section 7(2)(c)
protect information which is subject to an obligation of confidence | 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 7.00 pm.

MINUTES OF INFRASTRUCTURE COMMITTEE, HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, TE HĪNAKI CIVIC BUILDING, 101 ESK STREET, INVERCARGILL ON TUESDAY 5 SEPTEMBER 2023 AT 3.00 PM

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

In Attendance: Cr B R Stewart
Mr M Day – Chief Executive
Ms E Moogan – Group Manager – Infrastructure
Mrs P Christie – Acting Group Manager – Finance and Assurance
Mr J Shaw – Interim GM – Consents and Compliance
Mr A Cameron – Chief Risk Officer
Mr R Pearson - Manager – Strategic Asset Planning
Ms S L McCoy – Asset Manager – Transport
Matthew Keil – Manager – Infrastructure Operations
Ms H Guise - Property Portfolio Manager
Ms L Knight - Manager - Strategic Communications
Mr G Caron - Digital and Visual Communications Advisor
Mrs T Amarasingha – Governance Advisor

1. Apologies

Cr Dermody for the lateness.

Moved Cr Ludlow, seconded Cr Pottinger and **RESOLVED** that the apologies be accepted.

2. Declaration of Interest

Nil.

3. Public Forum

Nil.

4. Minutes of the Meeting of Infrastructure Committee held on Tuesday 1 August 2023

A4761064

Moved Cr Boyle, seconded Cr Kett and **RESOLVED** that the Minutes of the Infrastructure Committee held on Tuesday 1 August 2023 be confirmed.

5. Temporary Road Closure – United Fire Brigades' Association (UFBA) – 2024 South Island Firefighter Challenge Event

A4768408

Mr Russell Pearson spoke to the report and noted that no significant disruptions were identified through this road closure for the 2024 South Island Firefighter Challenge Event.

In response to a query about any significant events programmed at Rugby Park during this period, it was noted that Council officers were unaware of any events at Rugby Park but would check with Rugby Park.

Moved Cr Ludlow, seconded Cr Soper and **RESOLVED** that the Infrastructure Committee:

1. Receives the report "Temporary Road Closure – United Fire Brigades' Association (UFBA) – 2024 South Island Firefighter Challenge Event", to be held on Saturday, 16 March 2024.
2. Resolve that the proposed event outlined in the report will not impede traffic unreasonably.
3. Approves the temporary road closures for Forth Street, from Ness Street to Elles Road, from 8.00 am, Wednesday 13 March 2024, until 5.00 pm, Monday 18 March 2024, as permitted under the Local Government Act 1974 (Section 342 and Schedule 10).

6. Road Stopping and Disposal of Stopped Road – Biggar Street, Invercargill

A4827453

Ms Heather Guise presented the report and noted that the public notification process has been completed.

Moved Cr Soper, seconded Rev Cook and **RESOLVED** that the Infrastructure Committee:

1. Receives the report "Road Stopping and Disposal of Stopped Road – Biggar Street, Invercargill".

Recommends to Council that

2. Pursuant to Sections 116 and 117 of the Public Works Act 1981, Council authorises the stopping of the subject portion of the road.
3. Council resolves to sell the stopped road to the adjacent property owner (33 Biggar Street, Invercargill).

4. The Chief Executive be given delegated authority to agree terms and conclude the disposal of the land by way of sale following the final stopping process and gazettal action.

7. Road Stopping – Green Point Road

A4829195

Ms Heather Guise presented the report and noted that the consultation process was carried out and received a submission from one of the encroaching property owners who were interested in purchasing the portion of land. Herenga a Nuku was provided the information about adding barriers at the other part of the Road. It was noted that no objections were received. The next step would be the negotiation process with the landowners who were interested in purchasing, and after that, there would be a survey and the Ministry of Land consent sought for disposal.

Note: Cr Dermody joined the meeting at 3.05 pm

In response to a query about the access to the rear portion of the land, it was noted that Green Point Road is a loop, and the proposal was to stop the south part of the loop. Therefore, there is an access right to the back of the circle. The road would no longer be a loop road after stopping.

In response to a query about what would happen if any of the landowners decided not to take the offer, it was noted that the matter would be brought back to Council for a decision.

Moved Cr Bond, seconded Mrs Coote and **RESOLVED** that the Infrastructure Committee:

1. Receives the report "Road Stopping – Green Point Road".
2. Reviews the submissions received following public consultation.
3. Approves negotiation with adjacent land owners in relation to finalising survey of the land in order to seek the consent of the Minister of Lands as required under the Local Government Act 1974.

Recommends to Council that:

4. Subject to the Minister of Lands approval, pursuant to Sections 116 and 117 of the Public Works Act 1981, Council authorises the stopping of the subject portion of the road and dispose of the stopped road to adjacent property owners.
5. The Chief Executive be given delegated authority to agree terms and conclude the disposal of the land by way of sale following the final stopping process and gazettal action.

8. Draft Government Policy Statement on Land Transport 2024 Consultation

A4829408

Mr Russell Pearson and Ms Lesley McCoy presented the report. The Ministry of Transport released the draft Government Policy Statement, and this would set the Ministry's expectations for Land Transport delivery during the next three years. Two new strategic priorities were added in this draft Policy Statement: well-designed, efficient and resilient Freight Systems for inter-regional operations and sustainable regional and urban development within cities. A significant change was noted in a new activity called 'interregional transport' included in this policy statement; this might benefit the region but was not specific to the city.

Mr Pearson informed the Committee that Council's feedback needs to be provided by 15 September 2023. Therefore, he said that the Committee could approve the draft feedback as the delegated authority and suggested an amendment to the resolution as below;

"That the Infrastructure Committee:

~~*That Council submit their feedback to the Government Policy Statement on Land Transport 2024*~~

- 1. Receives the report "Draft Government Policy Statement on Land Transport 2024 Consultation"*
- 2. Receives the tabled draft feedback for submission*
- 3. Approves the tabled draft feedback for submission incorporating the feedback provided by the Committee."*

In response to a query about the Bluff Highway not being included in the feedback, it was noted that it would be included under the Strategic Investment programme.

In response to a query about how many other towns were in the same position as Bluff having only one route in and out, it was noted that there are no other places within the region.

It was noted that Bluff Highway is unique, and this is a part of the key strategic route up and down the country, which does not have an alternative route like any other coastal route.

It was noted that EV vehicles were excluded from the policy statement until March 2024, and heavy vehicles were excluded until December 2025.

In response to a query whether the forecasted percentage increases for local road maintenance in the Draft GPS 2024 could align with the percentage increases in Council's budget for the same period, it was noted that the numbers in the Draft GPS 2024 were actually what they would like to see and how much funding they would allocate for each activity. Councils generally oversubscribed the maintenance and renewals.

The Committee provided feedback on the importance of including Bluff Highway and considered it a priority. It was noted that a representative from Waka Kotahi would be invited to Council for a discussion on this matter.

Moved Cr Bond, seconded Rev Cook and **RESOLVED** that the Infrastructure Committee:

1. Receives the report "Draft Government Policy Statement on Land Transport 2024 Consultation"
2. Approves the tabled draft feedback for submission.
3. Approves the tabled draft feedback for submission incorporating the feedback provided by the Committee.

9. Adoption of CCTV Policy for Consultation

A4778308

Mr Andrew Cameron, Ms Rhiannon Suter, and Ms Hannah Kennedy presented the report.

It was noted that page 10 of the consultation document covers how Council would propose consulting on the CCTV policy. Council has chosen to invest to enhance the security within the city centre, and the draft policy has been completed in order to enable the project to proceed on schedule.

It was noted that the policy would cover around 200 existing cameras and the expanded CCTV network. The policy would cover privacy obligations. This was aligned with the Privacy Policy as it stands, but the level of detail in the Privacy Policy makes it easier to demonstrate Council's ongoing compliance with privacy obligations. The new CCTV project would offer significant benefits in terms of enhanced features and functionality compared to the system in place at the moment, which would be good for security, but it would require a robust procedure in place around the privacy obligations. It was not anticipated that any significant technical changes would be required to be made to the policy at the consultation stage.

In response to a query about the timeframe around keeping the data collected through CCTV cameras, it was noted that current CCTV cameras do not create a lot of data and it is not kept for a long time. When new cameras are added to the system, they would collect a lot more data requiring storage, and at this point, it has to be decided how much Council would like to invest in storage.

In response to a query about holding dates in terms of Privacy Policy requirements, it was noted that in terms of the Privacy Act Council would be obligated to hold certain information for an indefinite timeframe. In such circumstances, Council would not be able to define a timeframe, and this proposed policy would comply with those obligations.

In response to a query about storage capabilities, Mr Day explained that there is an archive and a deep archive concerning storage capabilities. In a situation where the data would end up being in the deep archive, it becomes a legislative requirement and would be cost-prohibitive.

In response to a query whether there had been and review of other cities' policies that use this technology, Mr Cameron said yes.

A query was raised about two CCTV systems which would operate separately, but what could be done to make it a more integrated package. It was noted that it would be a matter to decide further down the process, but the consultation process would identify the strengths and weaknesses of the system to determine how to make the system improvements as a part of the CCTV project.

The Committee noted that the word 'reasonable' on page 146 of the agenda required refinement after considering the purposes listed on page 145.

The Committee noted that the policy discussed collecting personal information and the obligation of notifying privacy breaches, but the policy did not outline the process of notifying of a subscribed or obvious breach.

The Committee noted concerns in relation to the policy and the project, such as the timeframe for installing CCTV cameras, How Council share information when it's requested, what the guidelines for sharing information would be, and the process for sharing information with other government agencies such as the Police.

In response to a query about the procedure and timeframe for submitting a request for information, if someone needs to correct their information, it was noted that the difference between the Policy and procedures is that the policy says to comply with the Privacy Act, and the Privacy Act prescribes the procedures. According to the Privacy Act, Council cannot collect data that Council does not need to collect.

In response to a query about whether the project is on target for the proposed timeline, Ms Moogan said that meeting the timeline on the delivery of the project would be challenging, but at this stage, could not see any delays. She said that feedback provided by Council was considered, and the project would go into the project management office reporting structure and report to the Finance and Projects Committee.

In response to the query about the locations of the cameras on page 308 of the agenda, it was noted that those locations were from the initial feedback received around locations to look at and prioritise, but these locations would depend on the network and the budget.

Moved Cr Bond, seconded Cr Kett and **RESOLVED** that the Infrastructure Committee:

1. Receives the report "Adoption of CCTV Policy for Consultation".
2. Agrees to consult the community on the draft CCTV Policy.
3. Adopts for consultation the draft CCTV Policy (Appendix 1 -- A4746329).
4. Notes the draft updated Privacy Policy (Appendix 2 - A4783866).

10. Activities Report

A4788621

Ms Erin Moogan presented the report and provided an oversight of the update provided in the report regarding the Three Waters pipe renewals programme.

In response to a query about the difficulty of getting responses from Kiwi Rail, it was noted that the team was struggling to get the required level of engagement, but the team was contacting multiple people to get responses.

A query was raised would the Committee get an update about the delivery expectation through the stakeholder engagement regarding the new roading contact transition?. Ms Moogan said it was not the intention at this stage; there were several meetings throughout the transition, and the first governance meeting was scheduled for Friday, 8 September 2023.

In response to a query about whether there was any planned programme to clean-up the rubbish on road verges, it was noted that this issue was under the key priorities list for the new contracts and a focus area for the parks team.

In response to a query about changes with Presbyterian Support Services and if candidates on the housing priority list for Presbyterian Support Services would be able to get priority on the waiting list for Council housing, it was noted that discussions were held with Peacehaven regarding the situation, but there was no fast track process.

Moved Cr Pottinger, seconded Cr Dermody and **RESOLVED** that the Infrastructure Committee:

1. Receives the report "Activities Report".
2. Notes the transition work underway on the new roading maintenance contract.
3. Notes the potential increase in Housing Care applications due to changes with Presbyterian Support Services rental units.
4. Notes the Three Waters Renewals Programme update now included as part of this report.

12. Public Excluded Session

Moved Cr Pottinger, seconded Cr Dermody and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, with the exception of Keith Hovell, Chair of WasteNet, and Rob Scott, Mayor of SDC, namely:

- a) Confirmation of Minutes of the Public Excluded Session of the Infrastructure Committee held on 1 August 2023
- b) Verbal Update from the Chair of WasteNet
- c) City Block West Consultation Options

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 Infrastructure Committee Held on 11 July 2023	<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>
b) Verbal Update from the Chair of WasteNet	<p>Section 7(2)(h) Enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities</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) City Block West Consultation Options	<p>Section 7(2)(g) Maintain legal professional privilege</p> <p>Section 7(2)(b)(ii) Protect the information where the making available of the information would be unlikely unreasonably to prejudice the commercial position of the person who supplier or who is the subject of the information</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>

There being no further business, the meeting finished at 7.00 pm.

**MINUTES OF THE BLUFF COMMUNITY BOARD, HELD IN THE COUNCIL CHAMBERS AT THE
MUNICIPAL BUILDING 18 GORE STREET BLUFF ON MONDAY 11 SEPTEMBER 2023 AT
7.00PM**

Present: Ms T Topi - Chair
Mr J Sutherland
Mr S Graham
Cr G M Dermody

In Attendance: Cr B Stewart
Mrs E Moogan – Group Manager - Infrastructure
Mr R Pearson - Manager - Strategic Asset Planning
Mr L Butcher – Programme Director, PMO
Ms J Jack – Programme Coordinator, PMO
Ms C Rain – Manager – Parks and Recreation
Mr M Keil – Manager – Infrastructure Operations
Mr N Allan - Manager Bluff Service Centre
Mr L Beer - Bluff/Publicity Officer
Ms L Williams – Team Leader Executive Support

1. Apologies

R Fife, T Stockwell and P Coote.

Moved Mr Sutherland, seconded Cr G Dermody and **RESOLVED** that the apologies be accepted.

2. Declaration of Interest

Nil.

3. Public Forum

3.1 Mr Lloyd Esler

Mr Esler spoke to the meeting about a book he is beginning to write about the history of Bluff. He predicts that it would take approximately three years to complete. Some of the things that would be covered include pre European history, building of roads, shipwrecks, building of the Tiwai Smelter, and building of the Island Harbour. Mr Esler would like the support of the Board and would be grateful if anyone knew where he could source funding from.

Mr Esler has just completed two books, one on Dr Elder and another on Waiiau and would be released in time for Christmas. The Bluff book will be Mr Esler's 12th book.

The chair thanked Mr Esler for the update, and looked forward to the release of the book.

4. Minutes of the Meeting of The Bluff Community Board held on Monday 7 August 2023

Moved Cr G Dermody and seconded Mr Sutherland and **RESOLVED** that the minutes of the Bluff Community Board held on the 7 August 2023 be confirmed.

Ms T Topi noted that under point 6 on the minutes:

- The no parking lines that need to be changed are outside the Bluff Swimming Pool.
- It was the Bluff Hill Recreation Precinct, not the Bluff Hill Adventure Precinct.
- Only one bench was installed at Stirling Point.
- Rubbish bins have not been removed from Foreshore Road, the Board was requesting that some be installed.

5. Report – Bluff Boat Ramp Facilities Upgrade – Stage 1

Moved S Graham, seconded Cr G Dermody that the Bluff Community Board

1. Receives the report "Bluff Boat Ramp Facilities Upgrade – Stage 1"

Mr L Butcher and Ms J Jack addressed the Board about the report. The consent has been lodged with Environment Southland, they have come back with draft conditions, which are being followed up. If the consent was granted soon, work on the piles could start on 18 September. If that date was missed then work would start at the beginning of October.

Mr Butcher informed the Board that the cost of each pontoon had increased significantly, from around \$480,000 to approximately \$900,000. Mr S Graham inquired about the cost increase, Mr Butcher said the cost of steel had increased 30% and other materials had increased around 16%. With the increase in the cost, it was not recommended to do both pontoons at this stage, but to start with the west pontoon and the ramp, then seek further funding from Council to complete the east pontoon. The west pontoon was different to the original plan, it was more complex to allow for many different types of users. When the tenders come back, then staff would know the total cost and would bring it to the next meeting.

Two tenders are out to the markets and close on 20 September 2023.

Ms Topi would like a list of the people on the working group and would also like the Community Board members included on this group. Mr Butcher said the group was now called the Project Control Group and they meet once a month.

A discussion took place about a swimming platform at the boat ramp. Mr Butcher advised that there was a bylaw from Environment Southland which states, no swimming off boat ramps. Ms Rain said that she was working alongside and was actively looking for suitable / safe swimming locations. The Chair noted some time ago there was a working committee set up to look at the possibility of getting a swimming platform for the children, and would like Council to let the Community know that Council were fully engaged and committed to looking for a suitable location.

The Chair asked about Te Ao Marama's concerns and it was noted about the lack of swimming area. It had been escalated to Mrs Moogan who has asked Rev Cook to contact the Runaka and ask Awarua Runaka if they could write a letter of support for the first stage of this project. Mrs Moogan was going to follow up with Rev Cook this week to see how she had progressed with the letter. Mr Pearson noted that this started a number of years ago and the initial funding from South Port and Environment Southland was to upgrade the boat ramp, it did not include a swimming area.

The Board confirmed that they would request staff to put a report to Council, that the west pontoon continue and they would seek further funding for the east pontoon.

The motion, now put, was **RESOLVED**.

6. Bluff Action Sheet

Moved Mr Graham, seconded Cr G Dermody that the Bluff Community Board

1. Receive the report 'Bluff Action Sheet'.

Mr R Pearson, Ms C Rain and Mr M Keil spoke to the report.

Mr Pearson introduced Mr Keil to the Board.

The team working on the cavity on Shannon Street footpath have worked over 300 hours on this, it had now been backfilled, and they had managed to locate the drains which was not an easy task, as there were no plans.

The slip in the Bann Street bank had now been completed.

Mr Pearson spoke about action 81 on the list. He had spoken to South Port about the land around the Ferry Terminal which they own, they have limited interest in it, it was suggested that when they ask the Board about Community Projects, the beautification of this land should be a priority as it is "The Gateway to Bluff".

It was noted that there was a lot of progress happening and the Chair thought that it is very productive having a meeting and a drive around with Allan Gillespie before the Community Board meeting.

Ms Rain reported that the track at the Recreational Precinct would start in October, unfortunately there was not enough funding to complete the skills track, so the Southland Mountain Bike Club were seeking outside funding.

Ms Rain reported that vegetation at the top of Bluff Hill had been cut back. The signage was looking very aged and would need a rewrite. This would be a new project.

The Chair noted that rubbish bins at the top of Bluff Hill and in the town are very often overflowing. At the moment the bins were split between Roading and Parks. This was going to change and there would be one run for all bins.

Two pieces of land at Awarua Bay and Mocomoko Road were in the consultation stage to revoke the reserve status. Ms Rain was asked how the Community feedback was going, Ms Rain was unsure and would look into it.

Water at the cemetery was still a work in progress.

The pump track was going very well, it was now open seven days a week from 10.00 am to 5.00 pm. The table tennis tables were being well used, venue was great for these activities.

Ms Rain reported that they were working with a company and were on the shortlist to receive additional basketball hoops and markings at the skate park.

Toilet beside the Service Centre was closed over the weekend and people were asking to use private facilities, when the Recreation Precinct was complete there would be a three pan there, which would help this situation. Check to see if there was an after hour's number on the toilet.

Item 87 should read Ward Parade not Marine Parade.

Item 63 – footpath renewals, the Chair queried about the footpath conditions and how many did not meet the standard, and could the worst be put on the renewal list, Mr Pearson said being narrow was not bad, difficult terrain, tree roots etc that cause tripping hazards were the ones that need to be repaired. Ms Moogan would provide a report on what was planned for the next twelve months and a condition rating for footpaths. Mr Pearson would bring a report back to the Board on the conditions of Bluff footpaths.

Mr Pearson talked about sections at Greenpoint, and off Bluff Road that were to be stopped and disposed of – typically these were paper roads. These would be bought back to the Board in the future.

The motion, now put, was **RESOLVED**.

7. Report of the Bluff Publicity/Promotions Officer

Moved Cr G Dermody, seconded Mr Graham that the Bluff Community Board

1. Receives the report "Report of the Bluff Publicity/Promotion Officer".

Mr Lindsay Beer spoke to the report.

We are still waiting for approval from DoC for the Up and Over Bluff Hill Grunt, if we can't make that date, then the event would be moved to 2024. It was suggested that the entry fee be \$25.00, which was still being negotiated and we would seek guidance from Active Southland.

The preferred date for the Summer Sounds concert was 21 January 2024, but may clash with another event, so are just waiting for clarification. The location for the concert would be Argyle Park, and we would apply for funding from Creative Communities.

Mr Beer tabled a design of a Promotional Sign manufactured in Auckland. He would investigate getting a sign made locally, it was asked who would be responsible for updating the sign, and Bluff Promotions would be in charge of that.

Mr Beer informed the Board that he has been monitoring South Port's shipping page and at this stage there were 18 cruise ships listed, 8 of these are Heritage Expeditions which was due in November, and the other cruise ships start around 16 December.

Cr G Dermody asked if Mr Beer had been in touch with Great South, Mr Beer replied not yet, but Great South had been invited to the next Bluff Promotions meeting.

Mr Beer informed the Board that Stripe Studios visited late last month and spent time with local residents, they were very happy with the footage they got and the programme would be aired on TV3 in May 2024.

The Edge, Peking Duck function held at Hayz recently, was a huge success.

The motion, now put, was **RESOLVED**.

8. Chairman's Report - Verbal Update

Moved Cr G Dermody, seconded Mr Graham that the Chairperson's report be accepted.

The Chair noted that the cycleway was now on the routine maintenance list, and would be swept twice a year. There needed to be road markers installed to differentiate between the road and the cycleway.

The Bluff Community Charitable Trust had just replaced the Bluff Town Hall roof, as it was very rusty and leaking in a number of places.

The Chair noted that Peking Duck function and the Edge Radio Station were very well received.

The Bluff 2024 annual street clean-up was held last weekend, there was a very good turn out of helpers, and it was noted that some of the worst areas were Council reserves, playgrounds, Stirling Point, Bluff Hill etc. It was requested that monitoring check be made in these areas.

This week was officially Maori Language Week, and the Board were encouraged to use Te Reo.

9. Public Excluded Session

Moved Mr Sutherland, seconded Cr G Dermody and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, namely:

- a. Minutes of the Public Excluded Session of the Bluff Community Board Meeting held on 7 August 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
Minutes of the Public Excluded Session of the Bluff Community Board Meeting held on 7 August 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.

There being no further business, the meeting finished at 9.02pm.

MINUTES OF EXTRAORDINARY COUNCIL, HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, TE HĪNAKI CIVIC BUILDING, 101 ESK STREET, INVERCARGILL ON TUESDAY 12 SEPTEMBER 2023 AT 2.00 PM

Present:

Mayor W S Clark
Cr A J Arnold
Cr R I D Bond
Cr P M Boyle
Cr S J Broad
Cr T Campbell
Cr A H Crackett - zoom
Cr G M Dermody
Cr P W Kett
Cr D J Ludlow
Cr I R Pottinger
Cr L F Soper
Cr B R Stewart

In Attendance:

Rev E Cook – Māngai – Waihōpai
Mr M Day – Chief Executive
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
Ms R Suter – Manager – Strategy and Policy
Ms L Knight – Manager – Strategic Communications
Mr G Caron – Digital and Communications Advisor
Mrs L Williams – Team Leader Executive Support

1. Apologies

Nil

2. Declaration of Interest

Nil

3. Major Late Item

3.1 Adoption Of City Block West Consultation Document

The reason that the item was not in the Agenda	The reason why the discussion of the item cannot be delayed
The item came to hand after the publication of the agenda	Matters can be progressed in a timely manner

Reasons for Public Exclusion:

Section 7 (2) (i)	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
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Moved Cr Dermody, seconded Cr Tom Campbell and **RESOLVED** that the Major Late Item be accepted.

4. Public Excluded Session

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

a. Adoption of City Block West Consultation Document

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. Adoption of City Block West Consultation Document	S7 (2) (h) to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	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 3.13 pm.

**MINUTES OF COMMUNITY WELLBEING COMMITTEE, HELD IN THE COUNCIL CHAMBERS,
FIRST FLOOR, TE HĪNAKI CIVIC BUILDING, 101 ESK STREET, INVERCARGILL ON TUESDAY
12 SEPTEMBER 2023 AT 3.20 PM**

Present: Cr D J Ludlow (Chair)
Mayor W S Clark
Cr R I D Bond
Cr P M Boyle
Cr S J Broad
Cr T Campbell
Cr A H Crackett (via Zoom)
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

In Attendance: Mr M Day – Chief Executive
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
Ms C Rain - Manager – Parks and Recreation
Ms C Horton - Senior Open Spaces Planner
Ms G Cavanagh - Manager - Environmental Services
Mr C Bowen - Open Spaces and Recreation Strategic Advisor
Ms H Guise - Property Portfolio Manager
Ms L Knight – Manager – Strategic Communications
Mr G Caron – Digital and Communications Advisor
Ms G Crawford - Engagement and Partnerships Officer
Ms D Carson - Community Activator
Mrs T Amarasingha – Governance Support Advisor

Cr Ludlow opened the meeting with a karakia as it is the Maori language week.

1. Apologies

Mrs Coote, Cr Crackett for joining via Zoom

Moved Cr Stewart, seconded Cr Boyle and **RESOLVED** that the apologies be accepted.

2. Declaration of Interest

Nil.

3. Public Forum

Nil.

4. 2023 Youth Council Update - Climate Change and Vaping Survey Results Report

A4810257

Mr Liam Calder, Ms Emma Pope, and Ms Emma Wills were in attendance to present the report.

Ms Wills spoke about questions posed by Council around climate change and noted that for better involvement youth need to be included in decision-making. If Council wants the Youth Council's ideas on specific areas of climate change, they would prefer to have a workshop with Council. They want to see Council focusing on good news stories and positive information. In relation to greener practices, the Youth Council was pleased to hear about the environmental options that were chosen for public parades.

Ms Pope spoke about vaping survey results and explained the results. It was noted that the Youth Council believe in the expansion of smoke-free the CBD boundary and this expansion may include school zones. They would support for Smoke-Free 2025. She said it would be useful to see more smoke-free and vape-free signage within the CBD and use Council's social media platforms for the awareness of smoke-free zones. Further she said, the Youth Council was interested to know what measures exist when specialised vape stores want to be open in the city's smoke-free zone.

Mr Calder spoke to the report and noted that the Youth Council would be opening its nominations on 15 September 2023 for the 2024 Youth Council Elections and nominations would close on 15 October 2023.

In response to a query about the best social media channels to get youth opinions on Council projects, it was noted that Facebook and Instagram would be best. Council needed to find out what elements would attract youth to these engagement programmes.

In response to a query about the Youth Council's concerns about having vape shops in the CBD and what they could suggest to change this, Ms Wills said she would take the question to the Youth Council for their opinion.

In response to a query about what mechanism was used to get 164 responses to this survey, it was noted that they sent the code for the survey through the youth councillor's to participants.

In response to a query, if the youth councillors felt the survey result be different if more people had participated, it was noted that if more people answered the survey it could be more reliable but they think the information through the survey was valid.

In response to a query about whether they believed there was an increase in vaping, it was noted that according to their personal experience, they believed there was an increase and it was becoming a huge problem at schools.

Moved Cr Ludlow, seconded Cr Soper and **RESOLVED** that the Community Wellbeing Committee:

1. Receives the report "2023 Youth Council Update - Climate Change and Vaping Survey Results Report".

5. Minutes of the Meeting of the Community Wellbeing Fund Subcommittee held on Thursday 3 August 2023

A4776266

Moved Cr Boyle, seconded Cr Dermody and **RESOLVED** that the Minutes of the Community Wellbeing Fund Subcommittee held on Thursday 3 August 2023 be received.

6. Minutes of the Meeting of the Community Wellbeing Committee held on Tuesday 8 August 2023

A4784968

Moved Cr Ludlow, seconded Cr Stewart and **RESOLVED** that the Minutes of the Community Wellbeing Committee held on Tuesday 8 August 2023 be confirmed.

7. Minutes of the District Licensing Committee Meetings held on August 2023

A4847582

Moved Cr Kett, seconded Cr Soper and **RESOLVED** that the Minutes of the District Licensing Committee Meetings held on August 2023 be received.

8. Sandy Point Domain Masterplan and Management Plan

A4772834

Ms Caroline Rain, Ms Cassandra Horton and Mr Chris Bowen presented the report.

Ms Rain provided an overview of the report and noted that the Masterplan would provide a long-term vision for how the Domain could be used in the future. In this process, Council officers engaged with the community to finalise the Masterplan.

Ms Horton and Mr Bowen took the Committee through a presentation for the Masterplan.

Ms Horton said that in order to understand the strategic direction, engagement sessions were conducted with multiple partners, stakeholders and Mana Whenua. Over 1,500 responses were received through the residents' survey. Leisure and recreation, native vegetation, pest control, safety and security were key findings through the engagements.

Mr Bowen explained the existing situation of the Sandy Point Domain and the overarching strategy including enhancing recreational offerings, promoting visitor

experience, and building environmental resilience. At this stage, the Masterplan would focus on 10 year timeframe.

In response to a query that the Masterplan contains a presumption of closing access to Oreti Beach for vehicles, Ms Rain said no and explained that the beach was out of scope of the Masterplan and any access changes here would need to be addressed collaboratively with the Department of Conservation, Environment Southland, Iwi, Southland District Council, and roading through a Memorandum of Understanding.

In response to a query if Coopers Creek would be covered by the Management Plan, Ms Rain said yes.

In response to a query about issues at Coopers Creek, it was confirmed that those specific issues would be addressed by the Management Plan.

In response to a query about pest control, it was noted that under the current Management Plan, there were pest control programmes for predatory and ecological plant species and it was expected that more species would be identified in the next Management Plan.

In response to a query about document restructuring for the stakeholders of Coopers Creek who have a licence to occupy, it was noted that there was no immediate work on that area because Council was waiting on feedback on disputes in that area.

In response to a query about road closure down the side of the river, it was noted that if current trends continue, it is important to develop the idea of secondary access through this Masterplan. The data collected on this matter indicated that it required having different management options.

In response to a query about cost, it was noted that the Management Plan would provide the costs for the next three years. The Masterplan is the only focussed on the vision.

It was noted that after Council endorsed the Masterplan it would enable the consultation process for the Management Plan to begin. This process contains two stages, initial written submissions for what people would like to see in the Management Plan then the Management Plan would be drafted accordingly and the draft would then open for written submissions as the second stage of the process. The process needs to be conducted according to the Reserves Act.

In response to a query about the best way to engage with people, it was noted that engagement would be planned using multiple avenues. The consultation plan would be presented to the Committee at a later stage.

The Committee had a robust discussion on document restructure around licence holders in Coopers Creek and decided on an amendment to the resolution adding a fourth recommendation.

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

1. Receives the report "Sandy Point Domain Masterplan and Management Plan".

2. Endorses Council officers to proceed with the Management Plan two-step public notification process beginning with Step 1 which will be held 30 September – 15 December 2023.
3. Endorses the Sandy Point Domain Masterplan (Attachment 1).
4. Note changing the wording under the risks listed under Table 2 of the report; Potential Lease Implications – word "will" changes to "may"
And add the following sentence: "Any such proposal will come back to Council before a decision will be made."

Note: Cr Crackett voted against.

9. Reclassification of Reserve Land for Museum

A4772884

Ms Caroline Rain and Mr Chris Bowen presented the report. It was noted that there would be a submission period to endorse the reclassification of the area and this would be advertised for a minimum of one month.

In response to a query about the consultation period noting that the Reserves Act requires a minimum two-month consultation period, Mr Andrew Cameron advised the Committee that there are two separate processes which could be run separately or concurrently. The Reserve Act has a two-month period requirement for the consultation for the Management Plan, which would be dealt with at a later stage.

In response to a query about delaying the process for the reclassification consultation and the new museum design going into lot 2, Ms Erin Moogan said that the process was paused because of not having certainty about what actually that space would be required for. In terms of the timeframes around this, it would take four to six months, construction would not start during this period. The change process is particularly low risk. Further, she said, when presenting the concept designs, the possibility of stepping into the additional space in lot 2 was noted and that there would be a requirement to address this under the reserves process.

Mayor Clark raised a point of order regarding the statement made by Rev Cook by challenging another councillor who asked for guidance under the law and Cr Pottinger supported the point of order. The Chair noted and upheld the objection.

In response to a query about the timeframe for construction and possible delays, it was noted that the Project Management Office were continuously reviewing the progress and the timeframe.

Cr Pottinger raised a point of order regarding Cr Soper's statement about Sections 24 and 52 of the Reserves Act noting that the Committee have not received legal advice on his query on these sections.

The Chair said Mr Cameron provided legal advice on the timeline query and noted that it is appropriate to acknowledge that it is the obligation of staff when presenting a report

to acknowledge when there is risk and ultimately the decision around risk appetite is something that sits at a governance level.

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

1. Receives the report "Reclassification of Reserve Land for Museum".
2. Endorses part of Lot 2 DP 430107 as indicated on the plan shown in Attachment 1 be reclassified as Local Purpose (recreational and cultural building and associated activities) Reserve and united with lots 1 and 3.
3. Endorses proceeding to advertise for submissions for a minimum of one month (Saturday 30 September to Friday 3 November) to reclassify an area of Queens Park as Local Purpose (recreational and cultural buildings and associated activities) Reserve as indicated on the plan (Attachment 1).
4. Endorses proceeding to advertise for submissions for a minimum of one month (Saturday 30 September to Friday 3 November) to reclassify Lot 3 DP 308322 from Local Purpose (Museum) Reserve to Local Purpose (recreational and cultural buildings and associated activities) Reserve so that it will be united as one parcel with part of Lot 2 DP 430107 and Lot 1 DP 430107.

Note: Cr Dermody left the meeting at 5.14 pm.

10. South Port New Zealand Limited – New Zealand Railways Corporation Act 1990

A4845612

Mr Heather Guise presented the report and noted that this was purely a legislative process.

Moved Cr Campbell, Cr Stewart and **RESOLVED** that the Community Wellbeing Committee:

1. Receives the report "South Port New Zealand Limited – New Zealand Railways Corporation Act 1990".

Recommendation to Council

2. In accordance with Section 25A(8) of the New Zealand Railways Corporation Act 1990, the Invercargill City Council cancel the condition relating to Record of Title 759190 comprising:
 - a) Lot 1 Deposited Plan 504399.
 - b) Section 1 Survey Office Plan 9996.
 - c) Section 1 Survey Office Plan 11396.
 - d) Part Section 41 Block I Campbelltown Hundred (Bluff Island Harbour).
3. In accordance with Section 25A(9) of the New Zealand Railways Corporation Act 1990, the Invercargill City Council authorises an authenticated copy of this resolution to be forwarded to the District Land Registrar, who shall note the records accordingly.

11. Adoption of Board (TAB) Venues Policy and the Class 4 Gambling Venues Policy for consultation

A4844808

Ms Gillian Cavanagh and Ms Rhiannon Suter presented the report. It was noted that the pre-engagement venue at the Marae was with a range of stakeholder and social groups to get their direction for this complex issue for the community.

The Committee had a robust discussion about sinking lid and cap options and decided to make amendments to recommendations 2, 3 and 4.

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

1. Receives the report "Adoption of Board (TAB) Venues Policy and the Class 4 Gambling Venues Policy for Consultation".
2. Adopt Draft Class 4 Gambling Venues Policy with the sinking lid and cap options for consultation (A4808292)
3. Adopt Draft Board (TAB) Venues Policy with the sinking lid and cap options for consultation (A4808768)
4. Delegate a hearing panel (Three names of Councillors and/or Mana whenua representatives) for hearings on a date to be confirmed.
 - I. Cr Soper
 - II. C Ludlow
 - III. Cr Bond
 - IV. Cr Boyle

Note: Cr Stewart declared a conflict of interest.

Note: Rev Cook, Cr Soper and Cr Crackett voted against for recommendations 2 and 3.

12. Annual Dog Control Report 2022/2023

A4762729

Ms Gillian Cavanagh presented the report and said the Annual Dog Control Report is a legal requirement under the Dog Control Act 1996 and it provides a snapshot of the activities in Council's animal control area for the previous year.

A correction was noted in the report (page 188 of the agenda) under the table showing the date comparison, for the 2022/2023 year the registration population as at 30 June 2023 was 8,434 needs to be corrected to 9,351 and this change should carry over into the actual report.

It was noted that 2021/2022 date had been impacted by Covid-19.

In response to a query about the unregistered dog population, it was noted that Council does not have data on this.

It was noted that the impoundment rate was around 6%.

In response to a query about people who were struggling with dog registration fees, Ms Cavanagh noted that they are working with people struggling to pay and also working with support services like Jubilee Budget Services.

In response to a query around the process for the pound, it was noted that the owner has seven days to claim the dog and after that, the dog becomes the property of Council. Officers would then reassess the dog for rehoming and if the dog was not good enough for rehoming, officers would go through the process of recommending euthanasia.

In response to a success rate of resolving dog complaints, it was noted that there was a high success rate.

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

1. Receives the report titled "2022-2023 Dog Control Annual Report".
2. Adopts the 2022-2023 Dog Control Annual Report.

13. Activities Report

A4749479

Note: Cr Broad left the meeting at 5.35 pm.

The Committee acknowledged the wood donation from Queens Park to schools for wood carvings.

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

1. Receives the "Activities Report".

14. Public Excluded Session

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

- a. Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 3 August 2023
- b. Minutes of the Public Excluded Session of the Community Wellbeing Committee held on Monday 8 August 2023
- c. Bluff Boat Ramp User Fees and Collection Methods

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) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 3 August 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
b) Minutes of the Public Excluded Session of the Community Wellbeing Committee held on Monday 8 August 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
c) Bluff Board Ramp User Feeds and Collection Methods	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 6.00 pm.

LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT AND PROACTIVE RELEASE

To: Council

Meeting Date: Tuesday 26 September 2023

From: Michael Morris - Manager - Governance and Legal

Approved: Michael Day - Chief Executive

Approved Date: Wednesday 20 September 2023

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

On 18 July Council received a report (A4732752) setting out the approach to Proactive release of Public Excluded reports including a Proactive Release Policy.

Councillors requested clarification of their role in receiving – or not, matters in the Public or Public Excluded part of the meeting.

This report sets this out.

Recommendations

1. Receives the report “Local Government Official Information and Meetings Act and Proactive Release”
2. Notes the role of the Committee or Council in determining whether reports are discussed in Public or Public Excluded portions of the meeting.

Background

Council is required so far as is practicable to conduct its affairs in an open and transparent manner. Relevantly the Local Government Official Information and Meetings Act (LGOIMA) establishes a basis on which Council may determine to conduct its discussions in Public or Public excluded portions of a meeting.

Councillors Role - Public Excluded Reports

LGOIMA sets out that local authorities have the right to exclude the public from the whole or part of any proceedings of any meeting where one of a number of grounds are made, to the satisfaction of Council. This is all contained in Section 48 of LGOIMA.

There are four grounds open to Council in its resolution to move into Public Excluded, these are:

- (a) *that the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist,—*
 - (i) *where the local authority is named or specified in [Schedule 1](#), under [section 6](#) or [section 7](#) (except section 7(2)(f)(i)):*
 - (ii) *where the local authority is named or specified in [Schedule 2](#) of this Act, under [section 6](#) or [section 7](#) or [section 9](#) (except section 9(2)(g)(i)) of the Official Information Act 1982:*
- (b) *that the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information the public disclosure of which would—*
 - (i) *be contrary to the provisions of a specified enactment; or*
 - (ii) *constitute contempt of court or of the House of Representatives:*
- (c) *that the purpose of the whole or the relevant part of the proceedings of the meeting is to consider a recommendation made to that local authority by an Ombudsman under [section 30\(1\)](#) or [section 38\(3\)](#) of this Act (in the case of a local authority named or specified in [Schedule 1](#)) or under [section 30\(1\)](#) or [section 35\(2\)](#) of the Official Information Act 1982 (in the case of a local authority named or specified in [Schedule 2](#) of this Act):*
- (d) *that the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies¹.*

The most common form of resolution is Section 48(1)(a)(i) which are where there are reasons to withhold information under Sections 6 and 7 of LGOIMA. It is important to note that Section 7(2)(f)(i) is specifically excluded from this process, this is the free and frank discussion reason.

Simply, Council cannot use that reason to move a resolution to go into Public Excluded in a Council meeting. It is a reason information can be refused in terms of a request, but not a reason to exclude the public from a meeting.

In all reports that officers propose to be received in public excluded a reason will be provided in accordance with Sections 6 and 7. The Governance team will provide the reasons in accordance with Section 48 for the resolutions to be passed by Council.

Councillors at the meeting have the final right to determine if a matter is received in public excluded.

¹ Section 48(1)(a)-(d) LGOIMA

As a matter of process it is important to provide a summary of the reasons for moving into Public Excluded for the livestream as the resolutions on the screen are not visible on screens when viewing on the livestream.

Next Steps

If Council requires further guidance or clarification it can ask for this at any time.

GREAT SOUTH 2024/2025 LETTER OF EXPECTATION

To: Council

Meeting Date: Tuesday 26 September 2023

From: Rhiannon Suter, Manager – Strategy, Policy and Engagement

Approved: Michael Day - Chief Executive

Approved Date: Thursday 21 September 2023

Purpose and Summary

This report provides Council with options to provide direction for Great South through the Joint Shareholders Committee Letter of Expectation (LOE) for 2024/2025.

Recommendations

That Council:

1. Receives the report "Great South 2024/2025 Letter of Expectation"
2. Notes the previous five years of funding and priority areas of focus provided by ICC through the LOE (A4856983)
3. Provides the following direction from Council as a shareholder to be included in the Joint Shareholders Committee Letter of Expectation for 2024/2025:
 - a. Noting that a change to the core funding formula may result in a further change, Council confirms support for an increase in provision of core funding to \$2,066 million, with the estimated ICC portion of this being \$1,020,446, an increase from the 2023/2024 spend of \$911,947, an increase of \$108,499 (11.9%).
 - b. Council agrees to provide the following contract funding:
 - i. Option 1 - \$775,000 split across the following areas: **OR**
 1. Economic development \$200,000
 2. Business development \$100,000
 3. Tourism development \$250,000
 4. Events development \$200,000
 - ii. Option 2 \$920,000 split across the following areas:
 1. Economic development - \$230,000
 2. Business development - \$105,000
 3. Tourism development - \$413,000
 4. Events development - \$172,500
 - c. The following priorities are noted for contact funding: **to be inserted**
 - d. Council **agrees/ does not agree** to provide an additional \$110,000 to support Beyond 2025 implementation ("BAU" funding request)
 - e. Council **agrees/ does not agree** to provide an additional \$75,000 to support the Beyond 2025 Regional Data Centre ("BAU" funding request)

- f. In addition Council agrees the following areas of priority for Beyond 2025 action and associated support:
 - i. **Agrees/ Does not agree** to support Housing – 50% of \$50,000 - \$25,000
 - ii. **Agrees/ Does not agree** to support forestry and water – 50% of \$200,000 - \$100,000
 - iii. **Agrees/ Does not agree** to support Aquaculture and land use – 50% of \$130,000 - \$65,000
 - iv. **Agrees/ Does not agree** to support Energy – 50% of \$20,000 - \$10,000
 - v. **Agrees/ Does not agree** to support Roding and Transport – 50% of \$70,000 - \$35,000
- g. Notes that should other shareholders not agree any element of funding for the outcomes above, Council may need to meet the shortfall if they wish the activity to proceed.
4. Notes that based on the direction provided above, the estimated funding allocation from Council for Great South for 2024/2025 will be: **insert figure**, compared to \$1.68 million in 2023/2024
5. Invites the Great South Board to suggest a different breakdown of funding in their view better achieves outcomes, not to be greater than **insert figure from resolution 4**.
6. Requests that the letter of expectation also include the following requests:
 - a. No surprises approach between the Great South Board and Joint Shareholders Committee and Class A shareholders
 - b. That the Great South Board seek Shareholder agreement ahead of establishing trading organisations
 - c. The future Great South SOIs meet the legal requirements for a CCTO as outlined in the Local Government Act, including providing investment return provisions
 - d. That shareholders and Great South Board work together to finalise and execute the required governance documentation this financial year (2023/2024).

Background

The Joint Shareholder Committee is required to provide a letter of expectation each year by 31 October. The Great South Board is required to provide a draft Statement of Intent to Council by 1 December each year. Because this is an LTP year:

- Great South's Chair Ian Collier requested that Council give consideration to further security of funding through the first three years of the LTP
- Council requested Great South to provide an indication of their funding requirements to deliver core activities and to deliver proposed areas of focus in support of Beyond 2025.

A workshop was held with Great South on 20 September 2023 where they indicated that they would need further funding to deliver "BAU" which they noted included:

- Core funding
- Contract funding
- Beyond 2025 coordination
- Data centre project

In addition they gave an indication of further funding requirements in order to work on specific priority areas for Beyond 2025.

In follow up from the workshop they provided a more detailed breakdown which is included for Council's information below.

In addition, Council has been asked by Southland District Council (SDC) in their role as providing governance support to the JSC to prepare a review of the Core funding formula. As part of this it is recommended that Great South's request to change the structure of their funding to "BAU" is addressed at the same time. This process is unlikely to be resolved in time for this LTP and 2024/2025 SOI process. As such Council should continue to consider its priorities in line with the existing funding structure.

Issues and Options

Analysis

Core funding

Great South have indicated that their core funding requirements will increase from \$1,770,000 in 2023/2024 to \$1,981,000 in 2024/2025. Under the current formula, Council's share of this will increase from \$911,947 to \$1,020,446,, an increase of \$108,499 (11.9%).

Contract funding

Contracting funding provision is split across four areas. The table below shows the most recent provision allocated by Council for 2022/2023, the request from Great South and the funding allocation proposed for Council to consider for 2024/2025.

Contract funding area	2022/2023 Council allocation (ICC only)	2024/2025 Great South identified need¹	Option 1 2024/2025 Proposed Council allocation (ICC only) – utilising the current \$775,000 total allocated to contract funding	Option 2 2024/2025 Proposed Council allocation (ICC only) – Increased funding to meet a greater proportion of the Great South request – 50% of identified need
Economic development	\$275,000	\$460,000	\$200,000	\$230,000
Business development	\$150,000 (increased business support post Covid)	\$210,000	\$100,000	\$105,000
Tourism development	\$200,000	\$825,000	\$250,000	\$413,000
Events development	\$150,000 (continued event focus)	\$345,000	\$200,000	\$172,500
Total contract funding	\$775,000	\$2,025,000	\$775,000	\$920,000

This mix of funding is proposed for the following reasons:

- Noting the Council priority on attraction and activation of the city centre, increase the funding allocation for tourism and events
- Reduce the business support allocation by \$50,000 noting this was a temporary response to Covid which has now passed
- Reduce the economic development allocation by \$75,000 in response to noting that much of the scoping work for identified new industries has been completed and priority areas for Council – aquaculture – are being coordinated by other agencies.

Another alternative option is to increase the level of contract funding to provide 50% of outlined Great South contract needs, is also provided. This would result in an increase in contract funding from \$775,000 to \$1,013,000.

For information, should Council wish to maintain its core and contract funding at the same level as for 2023/2024, a reduction of \$108,500 in contract funding would be required to offset in the required increase in core funding.

Other “BAU” Great South funding requests

In addition to the core and contract funding, Great South has indicated that it sees two further elements as BAU and seeks Council support for these activities:

- **Beyond 2025 Coordination**
Great South estimates \$220,000 a year is needed for this activity. If Council were to fund 50% this would equate to \$110,000.

¹ Note this is understood to be the total budget need, it is not clear what proportion Great South need from Councils to meet this need

- **Beyond 2025 Regional Datacentre**

Great South estimates \$150,000 a year is needed for this activity. If Council were to fund 50% this would equate to \$75,000.

Other Beyond 2025 activities

The Great South Board have identified the following areas of Beyond 2025 activities where they believe they can add regional value. They have asked councils for feedback on their priorities and the areas they wish to fund to enable Great South to undertake activities.

GREAT SOUTH RECOMMENDATION & FUNDING REQUIREMENT	ICC FEEDBACK AT STRATEGY SESSION	INDICATIVE 50% FUNDING REQUIREMENT FROM ICC
Housing - \$50,000	Priority for District but perhaps ICC should undertake activity rather than Great South	\$25,000
Forestry and Water - \$200,000	Priority for region but not District	\$100,000
Aquaculture and Land use - \$130,000	Priority for District and Region. Some discussion from shareholders as to whether another agency is leading on this	\$65,000
Energy - \$20,000	Priority for District but not the region	\$10,000 (Note ICC would likely need to fund the full \$20,000 as this was not a priority for others)
Roading and transport - \$70,000	Priority for other Districts but not ICC	\$35,000

Forecasting forward for the LTP

Great South has requested greater certainty of funding for the Long-term Plan.

It is important to note that Great South receives the same level of certainty that internally provided Council activities receive. All activities of Council are subject to funding review each year through the Annual Plan.

At present \$1.68 million is forecast forward through the 2021 – 2031 Long-term Plan. Great South has received this funding each year, with the only exception being \$50,000 removed for housing.

The uncertainty for contract roles is driven by Central Government and other contracts not primarily by the certainty of core shareholder funding.

In order to be able to appropriately forecast future funding provision for years 2 and 3 of the LTP, more information would be required from Great South. At present they have only provided a total figure for 2025/2026 and 2026/2027. This is not broken down either by the funding types or by the council they are seeking support from. As a result it is recommended to forecast for these years on the basis of the funding request for 2024/2025 and adjust this as necessary through future Annual Plans.

Significance

The level of funding provided to Great South for delivery of core activities for Council, as well as their status as a CCTO mean this issue is significant as outlined in the Significance and Engagement policy.

Options

Options are provided in the analysis above.

There are of course, other options, which Council may want to consider. These options are provided as a starting point because of the timing of the process for the LOE.

Community Views

There is no specific information available on community views to support Council's decision making in this area. Consultation did not take place on the Beyond 2025 plan and Council has not consulted on its support for Great South since the time of the public consultation as part of the review of Venture Southland.

Implications and Risks

Strategic Consistency

The options provided in the recommendations align with the Council's Long-term Plan and the priority it places on innovation and partnership to support economic development.

Financial Implications

The financial implications are laid out in the options above.

Legal Implications

Council has responsibilities as a shareholder of Great South as laid out in the Local Government Act.

Climate Change

There are a number of aspects of Great South's work which address climate change. These are outside the original scope of Council's support for regional, economic, tourism and events development, although they support some of these priorities.

Risk

There is a risk that by choosing the lower level of funding provision that the activities of Great South may be limited and/or will be more focused on the priority areas of other councils and shareholders.

Alternatively there is a risk that Council will increase its funding without achieving the greater visibility it needs in order to undertake its governance responsibilities and determine if the outcomes it is seeking are being achieved.

Next Steps

The Council's direction will be provided to the Joint Shareholder Committee for inclusion in the Great South letter of expectation for 2024/2025.

Attachments

There are no attachments to this report.

Added to Public Agenda by Council Resolution 12.1.2023 - Passed 10/10/2023