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## **NOTICE OF MEETING**

**Notice is hereby given of the Meeting of the  
Infrastructure Committee  
to be held in the Council Chamber,  
First Floor, Te Hīnaki Civic Building,  
101 Esk Street, Invercargill on  
Tuesday 10 October 2023 at the  
conclusion of the Community Wellbeing  
Committee Meeting**

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 - Kaikaunihēra Māori - Awarua

MICHAEL DAY  
CHIEF EXECUTIVE

# Infrastructure Committee - Public

10 October 2023 04:00 PM

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2. Declaration of Interest	
a. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.	
b. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.	
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### Public Excluded Session

Moved , seconded 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 Infrastructure Committee Held on 5 September 2023
- b) Minutes of the Public Excluded Session of the Waste Advisory Group Held on 11 September 2023
- c) Wachner Place Public Toilet and Restrooms
- d) WasteNet update on Glass Separation at Kerbside
- e) Verbal Update CCTV

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 Infrastructure Committee Held on 5 September 2023	<p><b>Section 7(2)(i)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p><b>Section 7(2)(h)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities</p> <p><b>Section 7(2)(g)</b> Maintain legal professional privilege</p> <p><b>Section 7(2)(b)(ii)</b> 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><b>Section 48(1)(a)</b> 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) Minutes of the Public Excluded Session of the Waste Advisory Group Held on 11 September 2023	<p><b>Section 7(2)(b)(ii)</b></p> <p>Protect the information where the making available of the information would be unlikely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p><b>Section 48(1)(a)</b></p> <p>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) Wachner Place Public Toilet and Restrooms	<p><b>Section 7(2)(i)</b></p> <p>Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p><b>Section 48(1)(a)</b></p> <p>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7</p>
d) WasteNet update on Glass Separation at Kerbside	<p><b>Section 7(2)(b)(ii)</b></p> <p>Protect the information where the making available of the information would be unlikely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p><b>Section 48(1)(a)</b></p> <p>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>
e) Verbal CCTV Update	<p><b>Section 7(2)(i)</b></p> <p>Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p><b>Section 48(1)(a)</b></p> <p>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>

**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

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## **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	<b>Section 7(2)(i)</b> Enable any local authority holding the information to	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to

Committee Held on 1 August 2023	carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	result in the disclosure of information for which good reason for withholding would exist under Section 7
b) Verbal Update from the Chair of WateNet	<b>Section 7(2)(h)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities	<b>Section 48(1)(a)</b> 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) City Block West Consultation Options	<b>Section 7(2)(g)</b> Maintain legal professional privilege  <b>Section 7(2)(b)(ii)</b> 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	<b>Section 48(1)(a)</b> 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 the Waste Advisory Group (WasteNet) held in the Gore District Council Chambers, 289 Bowler Street, Gore, on Monday 11 September 2023, at 10am. (10am – 12.39pm (PE 11.29am – 12.39pm))**

**Present**

**Gore District Council**

Councillor Keith Hovell (Chairman)  
Mayor Ben Bell (Deputy Chairman)  
Councillor Neville Phillips

**Southland District Council**

Mayor Rob Scott  
Councillor Christine Menzies

**Invercargill City Council**

Councillor Ian Pottinger  
Councillor Barry Stewart

**In attendance**

**Gore District Council**

Councillor Glenys Dickson  
Chief executive – Steve Parry  
Group manager communication and customer support - Sonia Gerken

**Southland District Council**

Group manager infrastructure and capital delivery – Fran Mikulicic  
Development and solid waste engineer - Regan McNaught  
Committee advisor – Fiona Dunlop

**Invercargill City Council**

Chief executive – Michael Day  
Group manager Infrastructure – Erin Moogan  
Contracts and commercial manager – Annie Benjamin

**1. Apologies**

There were no apologies for absence.

**Late item**

Chair Hovell advised that there was a late public excluded item for the advisory group to consider which is the sale of Bond Contracting to WasteCo NZ Ltd.

The reason why the item was not on the agenda is that staff were not in a position to provide advice to the advisory group prior to the agenda being compiled because of contract negotiation.

The paper cannot wait until a further meeting because of the sale of Bond Contracting on 30 September 2023.

**Moved Chair Keith Hovell (GDC), seconded Mayor Rob Scott (SDC) the motion that the Waste Advisory group consider the late item sale of Bond Contracting to WasteCo NZ Ltd.**

**The motion was put and declared CARRIED.**

**2. Declaration of Councillor conflict of interests**

There were no conflicts of interest declared.

**3. Confirmation of minutes**

**Moved Councillor Barry Stewart (GDC), seconded Mayor Rob Scott (SDC) the motion:**

That the Waste Advisory Group (WasteNet):

- a) confirm the minutes of the meeting held on 24 July 2023 as a true and correct record of that meeting.

**The motion was put and declared CARRIED.**

**4. Koha Kai**

The advisory group noted the background paper on a green waste and food waste minimisation pilot for Southland, provided by the Koha Kai Trust which was attached to the agenda.

Dan Butterfield of Kiwiskips and Stella O'Connor from the Murihiku Kai Collective presented to the advisory group regarding a proposal from Koha Kai for a green waste and food minimisation pilot for Southland.

The proposal outlined a potential solution and seek expressions of interest and funding to support and redirect as much of the green waste as possible into a commercially viable compost to support further development in the community.

The Koha Kai Board and Murihiku Kai Collective have researched the most appropriate option being a hot compost system which they would like to pilot at the Kiwiskips processing site in Bond Street, Invercargill. This system works best when processing significant amounts of organics waste alongside garden and green waste.

The advisory group agreed to endorse the proposal to the Ministry for the Environment.

**Moved Mayor Scott (SDC) and seconded Councillor Barry Stewart (ICC) the motion:**

That the Waste Advisory Group (WasteNet):

1. Receives the report and endorses the proposal to the Ministry for the Environment.

**The motion was put and declared CARRIED.**

**5. WasteNet – waste to landfill performance update**

The advisory group considered the WasteNet – waste to landfill performance update report which had been prepared by the Invercargill City Council.

**Moved Councillor Ian Pottinger (ICC) and seconded Mayor Rob Scott (SDC) the motion:**

That the Waste Advisory Group (WasteNet):

1. Receive the report.
2. Note the waste to landfill and recycling data and trends, note the request for service data and trends and note the WasteNet Key Performance Indicator trends for FY22/23.

**The motion was put and declared CARRIED.**

## **6. WasteNet – education and community activity updates**

The advisory group considered the report WasteNet – education and community activity updates which had been prepared by Invercargill City Council.

The report provided an update on WasteNet education and community activities across the Southland region to change behaviour, minimise waste and increase awareness.

The advisory group asked staff to take into account for future programmes to include composting in schools as well as what you can do at home.

**Moved Councillor Ian Pottinger (ICC), seconded Councillor Christine Menzies (SDC) the motion:**

That the Waste Advisory Group (WasteNet):

1. Receive the report.

**The motion was put and declared CARRIED.**

## **7. Waste Minimisation Community Grants – update**

The advisory group considered the report about the waste minimisation community grants scheme process and the composition of the group to consider and approve applications to the community waste fund.

The advisory group agreed that the chair and up to three staff assess and approve applications to the fund. The results of the applications will be reported to an advisory group meeting.

**Moved Councillor Ian Pottinger (ICC), seconded Councillor Barry Stewart (ICC) the motion:**

That the Waste Advisory Group (WasteNet):

1. Receive the report.
2. Endorse the timeline for applications opening on 18 September and closing on 30 October 2023.
- New 3. Agrees to consider and approve grants received and include the Waste Advisory group chair and up to three staff.



- ~~3. Agrees that the panel to consider the grants received include the Waste Advisory Group (WasteNet) chair and two other WasteNet staff.~~

**The motion was put and declared CARRIED.**

## **8. Update on waste action plan**

The advisory group considered the waste action plan which was attached to the agenda which provided an update on the waste action plan for the 2023/2024 financial year.

The following categories were reported on:

- Separate glass collection investigation
- School waste education programme
- Residential education and community engagement
- Kerbside standardization
- Organic business case
- Battery disposal facility
- New WasteNet website and
- Community grants

**Moved Councillor Ian Pottinger (ICC), seconded Mayor Rob Scott (SDC) the motion:**

That the Waste Advisory Group (WasteNet):

1. Receive the report.

**The motion was put and declared CARRIED.**

## **9. Financial report**

The advisory group considered the final pre-audit version of the financial report for the year ended 30 June 2023.

**Moved Mayor Rob Scott (SDC), seconded Councillor Barry Stewart (ICC) the motion:**

That the Waste Advisory Group (WasteNet):

1. Receives the final pre-audit version of the financial report for the year ended 30 June 2023 be received.

**The motion was put and declared CARRIED.**

## 10. Date of next meeting

The advisory group noted that their next meeting is on Monday 16 October 2023 to be hosted by Invercargill City Council.

## EXCLUSION OF THE PUBLIC

**Moved Chair Keith Hovell (GDC), seconded Councillor Ian Pottinger (ICC) the motion that the Waste Advisory Group (WasteNet) exclude the public from the following parts of the proceedings of this meeting, namely the items as listed below.**

Presentation from Bond Contracts  
 Conditions of funding for pelletiser plant  
 Proposed glass separation at kerbside  
 Sale of Bond Contracting to WasteCo NZ Ltd (late item)

**The general subject of each matter to be considered while the public is excluded, the reason for passing the 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 matter	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
Presentation from Bond Contracts	Protect information where the making available of the information – (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 7 (2)(b)(ii)
Conditions of funding for pelletiser plant	Protect information where the making available of the information – (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 7 (2)(b)(ii)
Proposed glass separation at kerbside	Protect information where the making available of the information – (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 7 (2)(b)(ii)

Sale of Bond Contracting to WasteCo NZ Ltd (late item)	Protect information where the making available of the information – (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 7 (2)(b)(ii)
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**The motion was put and declared CARRIED.**

**The public were excluded at 11.15am.**

**The meeting adjourned at 11.15am and reconvened at 11.29am.**

**The meeting returned to open at 12.39pm and closed at 12.40pm.**

## ELDERLY PERSONS HOUSING POLICY

<b>To:</b>	Infrastructure Committee
<b>Meeting Date:</b>	Tuesday 10 October 2023
<b>From:</b>	Rhiannon Suter - Manager Strategy, Policy and Engagement
<b>Approved:</b>	Erin Moogan - Group Manager - Infrastructure Services
<b>Approved Date:</b>	Tuesday 3 October 2023
<b>Open Agenda:</b>	Yes

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### Purpose and Summary

Council currently owns 21 housing complexes providing 216 rental housing units for older persons in Invercargill and Bluff. Whilst tenancies are covered under the Residential Tenancies Act 1986, and applicants have always had a handbook and guidance to follow, there has not been to date a formal policy regarding the housing provided by Council.

This report presents a draft Elderly Persons Housing Policy (the policy) for adoption.

### Recommendations

That the Infrastructure Committee:

1. Receives the report "Elderly Persons Housing Policy".
2. Notes the "Tenant Information Booklet" (A4785624).
3. Recommends to Council that it adopt the Elderly Persons Housing Policy (A4691619).

### Background

At present, Council provides affordable housing for New Zealand Citizens and Permanent Residents who meet our eligibility criteria. Eligibility is based on various matters such as the value of an applicant's assets and income, whether they will be a good tenant, and their age.

The proposed policy covers the housing currently provided by Council to older people as part of its housing activity. It is important to note that, while serving a public need, the housing units currently provided are not, per national standards, considered social housing. They are not emergency accommodation. They are offered specifically to older persons to help meet the housing needs of this particular part of the community.

There is a clear demand for this service. On average Council receives around 60 applications for an average 15-20 vacancies per year. At present the waitlist has 88 people on it, and the current wait time for a unit is around 18 months to 2 years. The average age of applicants has significantly increased over time.

Council is able to provide comfortable accommodation in a pleasant "village" environment for tenants, at an affordable cost. Many of the units are accessible. The existing service is self-funded, with income derived solely from rent, and with no draw on rates. The funding of this activity is currently being reviewed as part of the planning for the next Long-term Plan.

It is recognised that the approach being taking to ensuring that there is sufficient housing for all of our community is a key interest for Council. Elderly persons housing is one part of that. There is a chance that following the completion of the Long-term Plan process, or indeed sooner, there may be changes required. It is recommended that this policy is implemented now, with the possibility of updating it if required at a later date. Council has not had a housing policy to date, and this leaves Council exposed to unnecessary risk.

#### A note on the "primary" and "secondary" waitlist

Certain Council documentation, including the application form, still refers to a two-tiered waitlist where priority is given to older applicants who may be "at risk" in their existing accommodation. This system has not been used in practice in several years. Instead, the approach has been that people who meet the eligibility criteria go onto the waitlist, and people who don't are put on a separate secondary waitlist. The draft policy takes a slightly different approach whereby an application that meets the eligibility criteria will be added to the waitlist, and then people will move up or down the waitlist depending on various factors. People who don't meet the eligibility criteria will simply have their application denied, though they may be able to re-apply in future if they come to meet the eligibility criteria.

#### Regarding Council's future direction

Council needs to be clear around where its roles and responsibilities as a rental housing provider start and end as this will drive the decisions that need to be made. There is a statutory and voluntary component to the activities which Council does and could undertake.

At the May Council meeting this year, as part of its Long-term planning, Council confirmed:

Council's continued commitment to delivering the housing activity offering housing for low income older people; maintaining at least the existing number of properties and working towards financial sustainability for the activity. (Resolution 8)

As a landlord, Council has statutory obligations under the Residential Tenancies Act (the Act). The Act provides minimum standards and certain duties and obligations. Council housing currently meets those standards. In addition, Council clearly sees its activities in this space as meeting the broader wellbeing objectives of the Local Government Act (LGA). In this regard, Council currently undertakes activities in addition to providing housing, that are not required by the Act but which are important as part of the wraparound services required to satisfy the broader wellbeing objectives of the LGA.

Waitlists for Council's properties continue to grow, driven by both increasing demand and longer stays in the housing. Tenants are living longer, but there is also an acute shortage of alternative options for those tenants who require greater care, such as nursing homes. The increasing length of stay and frailty of tenants is placing increasing burdens on the wraparound services provided by Council as part of the Rental Units. Council has a decision as to whether it wants to continue, restrict, or expand its capacity to provide these services. Council recognises its responsibilities as a landlord and is committed to maintaining the availability of its units, but is clear that it is not moving into providing aged care or other forms of social housing.

## **Issues and Options**

### **Analysis**

The proposed policy has been drafted based on the current practices and procedures within the Housing team, updated and refined to align with current industry good practice. Further policy principles have been added where these have been deemed appropriate. The policy is supported by a Tenant Information Booklet which has been developed and provided to existing tenants already. A copy is attached to this report for information.

It should be noted that while amendments have been made to existing procedures, on the whole these only reflect how the housing units are currently managed, and thus the policy is by and large simply a codification of current practice.

### **Significance**

The housing policy documents existing practice. It is of low significance to the population as a whole but of higher significance to the housing tenants. Those most affected will be people who wish to apply in future or who are yet to take up a tenancy. Pre-engagement with existing tenants took place at Age Concern on 17 August, and these discussions have been taken into account in drafting the policy.

### **Overview**

The following are points to note regarding the policy, though they do not represent changes to Council's current approach, or they represent minor changes or clarifications only.

1. The service has previously been known as the "Housing Care Service". This has been changed to "Elderly Persons Housing", as this is a standard term used nationally. It is also intended to ensure there is no confusion about this housing being designed as a care facility in any way, as these units are not intended or appropriate to meet that need.
2. It is proposed that the general age requirement for applicants be raised to 65. This reflects the fact that the average age of applicants has been increasing, and will help ensure that those most in need of housing aren't losing out.
3. The eligibility criteria have been proposed as a list of requirements which have to be met, based on age, assets, income, citizenship/residency, good character, and ability to live independently. If an applicant can meet these criteria they are automatically added to the waitlist. However staff have the discretion to move people up or down the waitlist as

appropriate, based on considerations such as need or having a connection to the Invercargill district.

4. Currently all dogs are banned from housing units. This has been clarified to allow certified Disability Assist Dogs, so as to avoid inadvertent discrimination.
5. Further minor requirements have been added for tenants wishing to keep a cat or other pet, in an attempt to reduce risk of nuisance or damage by these animals.
6. A section has been included on "Welfare" which is also designed to emphasise that Council is not providing social services. This is important, as those needs are only appropriately met by the relevant professionals. If an applicant or tenant's needs are or become complex, it is much better for them to be in a place where they can be properly looked after, even recognising the potential distress caused if they have to move. The housing team already has relationships and links with a number of services that it can help put in place for affected tenants.

#### **Amendments to existing approach**

The following are changes to existing practice, but it must be emphasised that there will be limited impact on existing tenants.

1. The current documentation requests but does not require that tenants don't smoke indoors. It is proposed in the policy that new tenants will be prohibited from smoking or vaping of any kind. There is clear rationale for this based on the known health risks associated with smoking and second hand smoke, as well as the extremely high cost of remedial work associated with smoke damage to buildings. New tenancy agreements entered into after the effective date of this policy will include a clause prohibiting smoking.

However, there is no change proposed for existing tenants. In practical terms, their existing tenancy agreements do not contain clauses to this effect, but there is no proposal to seek to amend this. The reason for this is partly because, where existing tenants have been smoking indoors, then the damage is already done. Further, a number of tenants are frail, and it may create more problems than it solves to require them to smoke outside, especially in inclement weather. That said, it has been confirmed that all units have a sheltered area outside (such as a covered porch or balcony) which tenants might choose to use.

2. Applicants will in future be required to inform Council if their circumstances change, both in terms of general eligibility and in terms of health. The disclosure of changes in eligibility (such as a change in financial circumstances) is to ensure equity and fairness of access for other applicants who may be in a much more challenging financial situation. The health disclosure is important to ensure that people are in the best type of housing for them. This may mean offering a unit closer to medical services, or it could mean that an application is denied because the applicant needs more assistance than Council can provide.
3. Existing tenants will be required to inform Council if their financial circumstances change so that they no longer meet eligibility criteria, and in this case Council may choose to impose a market rent rather than the discounted rates currently in place. This has been recommended as a means of ensuring that help is going to those who need it most. Rent

reviews are governed by the Residential Tenancies Act. It is possible that, should a situation like this arise, and if a tenant were to challenge the imposition of a higher rent, then a tribunal could decide that the lower rent should stand. Staff consider this risk to be very small overall and therefore the approach detailed in the policy is recommended.

Existing tenants will be encouraged but not required to inform Council of changing medical needs. Council would have no means or desire to end a tenancy unilaterally in such a case. The information would be used to start a conversation with the tenant, any whānau and relevant health and social services to support the tenant into finding the most suitable accommodation for their needs.

4. Similarly, there will be a new provision that applicants or tenants may be asked to undertake a medical assessment to determine their level of independence. This is being introduced for two reasons. First, it again helps to ensure that people are in the right sort of accommodation for them, taking into account their specific circumstances and needs. Second, having documentation that shows they have lost a degree of independence such that they don't or no longer qualify for Council housing may in fact help them move into other accommodation more suited to their needs.

An applicant may refuse to undergo such an assessment, in which case their application may be denied. An existing tenant cannot be required to undergo medical assessment, only asked or encouraged. It is anticipated that this would only ever happen as part of a wider conversation around ensuring the tenant is in the right sort of accommodation for them.

Finally the terms of all future tenancy agreements will incorporate the terms of this policy.

## **Community Views**

On the basis that this policy simply codifies existing practice, with minor amendments, and the major changes will largely affect new applicants only, it is not recommended that this policy be consulted on.

The Housing team recently updated and redesigned the Tenant Information Booklet and distributed this to existing tenants, then held a drop-in engagement session at Aged Concern to answer any questions. Tenants were also informed that a new policy was being developed and given this opportunity to give any suggestions or raise any concerns. The engagement event went well, with the tenants who attended giving positive feedback about the booklet, and the only issues raised were individual rather than relating to the housing service as a whole.

## **Implications and Risks**

### **Strategic Consistency**

The policy aligns with and supports Council's delivery of the housing activity as part of the current Long-term plan. If the next Long-term plan takes a different approach to housing then this policy may need to be updated in future to reflect this.



### **Financial Implications**

The proposed changes to the policy are intended to support improved maintenance and upgrades. While current costs are able to be met, more significant improvements will not be covered by rent alone as the housing stock continues to age. It is forecast that maintenance costs will be reduced as a result of smoking being banned for new tenancies.

### **Legal Implications**

The proposed policy aligns with Council's responsibilities under the Tenancy Act.

It is important to note that tenancies are governed by individual tenancy agreements (and the Tenancy Act), and nothing in the policy would override a tenancy agreement. It is therefore essential that future tenancy agreements contain specific clauses to, in particular, ban smoking and vaping. To the extent that they don't already, future tenancy agreements should also contain clauses to address whether or not pets are allowed (including what type and any requirements or restrictions), grounds/garden maintenance and parking rights.

### **Climate Change**

There are no identified climate change implications.

### **Risk**

There is a risk if Council is not clear on its approach and strategy to providing Elderly Person Housing. A lack of clarity may expose Council and council staff to risks that have not been appropriately considered and/or mitigated through this and other policies. It may also mean that legal contracts supporting the approach are not aligned with practice and become ineffective to manage the risks.

There is always the risk that a person becomes too frail to live independently, but cannot or will not move to more suitable accommodation. To date the housing team has managed this risk well by involving next of kin, whānau, support services and others where appropriate. However the risk is likely to continue to increase as the population gets older, and as suitable alternative housing becomes scarcer, as discussed above. Council may wish to take this into account when making decisions on housing more generally.

There is always a risk of disputes arising between tenants, or between a tenant and Council as landlord (which could ultimately be referred to the Tenancy Tribunal). Again these risks have been managed well by the housing team to date, and it is not thought that any of the changes proposed in this policy will significantly increase that risk.

### **Next Steps**

Once the policy is adopted, staff will be given training on the amendments, the ICC website will be updated with the new information, and existing tenants will receive a copy of the policy for their records. New tenancy agreements will include a clause banning smoking, as and when they are entered in to, along with any other necessary clauses.

Council staff are aware of the potential need to update this policy should Council decide to take a new direction regarding elderly person's housing, or other potential Council owned housing.

### **Attachments**

1. Draft Elderly Persons Housing Policy (A4691619)
2. Tenant Information Booklet (A4785624)



# Elderly Persons Housing Policy

Effective [xx 2023]

## Background

Invercargill City Council owns and maintains a number of Elderly Persons Housing Rental Units ("Rental Units") within Invercargill and Bluff. These Rental Units are made available to rent for older citizens who meet various eligibility criteria.

## Purpose

This policy provides guidelines on the following:

- Eligibility criteria for prospective tenants
- The expectations and rules for tenants living in Council owned Rental Units.

## Scope

This policy applies to everyone who wishes to apply for housing at a Rental Unit, and all current tenants of Rental Units.

Rental Units are not provided as social housing, but are intended to help meet the housing needs of elderly persons.

## Related documents

Further information for tenants is found in the Tenant Information Booklet – tenants are required to comply with their Tenancy Agreement, this policy and the provisions of the Tenant Information Booklet.

## Definitions

### **Assets**

Assets include investments (including KiwiSaver and other private Superannuation funds), prepaid funeral accounts, money in trusts, savings, real estate and any items of significant value. They do not include furniture, personal effects or (usually) vehicle.

### **Council**

Invercargill City Council

### **Council Officer**

Any officer of Council or any other authorised person carrying out work on behalf of Council.

<b>Disability Assist Dog</b>	As defined in section 2 of the Dog Control Act 1996. Generally this means any dog certified to assist a person with a visual, hearing, mobility or other disability.
<b>GRI</b>	Gross New Zealand Superannuation rate.
<b>Rental Units</b>	Housing owned and managed by Council for the purposes of meeting elderly housing needs in the Invercargill City district. As per national standards, Rental Units are not considered social housing.
<b>Smoking</b>	Refers to the use of any smoking device, including vapes, cigarettes, cigars, pipes, and e-cigarettes.
<b>Tenancies Act</b>	Residential Tenancies Act 1986

## Eligibility

### Age

Applicants will only be considered for a Rental Unit if they are at least 65 years old at the date of application.

### Asset Limits

The value of an applicant's assets will affect the priority your application receives. The asset limit is set by Council and may be adjusted from time to time.

Currently the asset limit is \$50,000 per application.

If an applicant's assets are more than \$50,000 then they will not be eligible for a Rental Unit.

### Income Limits

The income limit for single people and couples is currently GRI (the gross New Zealand Superannuation rate) plus 30%.

### Independence

Council is not an aged care provider. The Rental Units are stand-alone and applicants need to be able to live and care for themselves independently.

The use of home support services will not mean applications are automatically excluded but will be a factor considered when determining the ability of the Rental Unit and this service to meet the needs of the applicant. Applicants may be required to complete a medical assessment at their own cost as part of their application, in order to help us ensure the appropriate unit is allocated for their needs.

### Citizenship / Residency

Applicants must be a New Zealand Citizen or have Residency / Permanent Residency. If an applicant was born overseas they will need to provide proof of Residency or Citizenship.

## **Good Character**

Council must be satisfied that the applicant will be a good tenant and able to live co-operatively with others on the site. When applying for housing the applicant will be asked to supply two character references, and will also have an informal interview with a member of the Council housing team.

## **Waiting List**

If the application is successful, the applicant's name will be placed on Council's waiting list. They will be offered the next available Rental Unit when their name reaches the top of the waiting list.

Council will regularly review the waiting list and applicants may be required to submit updated proof of continued eligibility. Council has the discretion to move people up or down the list as needed, based on factors such as urgency, changes in circumstances, and connection to the Invercargill district.

## **Change in Circumstances**

An applicant must inform Council if at any point during the application process their circumstances change significantly so that they may no longer meet the eligibility criteria. This includes if their assets go over the asset limit or if they develop complex medical needs. Applicants may be required to undergo further medical assessment to determine independence, at their own cost.

Existing tenants who have a change in circumstances relating to asset criteria may have this reflected in a market rental being implemented. If an existing tenant develops complex medical needs they are encouraged to inform Council so that these needs can be accommodated as much as possible. Where an existing tenant is no longer able to live independently, Council will work with the tenant and their whānau or next of kin (as appropriate) to help them find more suitable accommodation.

## **Allocation of Rental Units**

When a Rental Unit is vacated it will be offered to the next applicant on the list for whom it would be suitable. The applicant usually has two days to decide whether to accept. However, an extension may be given in certain circumstances.

Please note that whilst we will try to accommodate preferences and special requirements this is not always possible. If an applicant refuses a Rental Unit, Council may give the applicant a lower position on the waiting list.

Council will not allow shifts between Rental Units unless this will significantly improve the wellbeing of the tenant applying for the shift. For example, a tenant in Bluff requires ongoing medical assistance and moves to an Invercargill Rental Unit to accommodate this. Any change of tenancy in these circumstances would require the tenant to complete a new tenancy agreement and adhere to the current Policy.

## Making an Application

Applicants need to fill out the Elderly Persons Housing application form (available from Te Hīnaki Civic Building on Esk Street or Council's website – [www.icc.govt.nz](http://www.icc.govt.nz)). Council will require two independent character references, and confirmation of assets and income values. Council may also undertake credit reference checks or request further information to determine the applicant's assets and income eligibility, or require medical assessment to determine independence.

If the applicant meets the eligibility criteria they will be invited to have an informal interview with the Housing Officer to discuss their needs and any further requirements for the applicants.

Once the interview process is successfully completed they may be added to the wait list and Council will advise the applicant in writing about the outcome.

## Tenancies Act

Council will at all times comply with its legal duties as a landlord under the Residential Tenancies Act 1986.

When starting a new tenancy, Council will sign a tenancy agreement with the new tenant. Refer to the Tenancy Services website for a sample ([www.tenancy.govt.nz/forms-and-resources](http://www.tenancy.govt.nz/forms-and-resources)).

Per the Tenancies Act, Council charges a bond of up to four weeks' rent payable before the tenant moves in.

## Council Supplied Facilities

Council provides various amenities. Further details can be found in the Tenant Information Booklet and individual Tenancy Agreements.

## Tenant Supplied Facilities

As a general rule tenants are to supply their own furniture. Further guidance can be found in the Tenant Information Booklet.

## Parking

Limited car parking is available for tenant use only. Car parks are generally not allocated to particular tenants or Rental Units (except in specific circumstances), so courtesy and co-operation over use of car parking is necessary. Tenants must inform Council of their vehicle's registration plate so it can be noted as a permitted vehicle.

Visitors to tenants (including service agents) may use the car parks briefly, for instance when collecting and dropping off tenants for shopping or appointments, but are asked not to use them for extended periods of time.

## Alterations

Tenants may not make any alterations to units without written permission, not to be unreasonably withheld, in accordance with the Tenancies Act.

## Repairs and maintenance

Council will carry out regular tenancy inspections to determine if any repairs or maintenance are required. Tenants should notify Council of any repairs or maintenance issues as soon as possible.

## Pets

No dogs are allowed, with the exception of a certified Disability Assist Dog.

Tenants may keep a cat (one only), a bird, or fish. When moving into a Rental Unit or if acquiring a cat, the tenant must provide Council with proof of desexing, microchipping, and vaccinations.

Tenants must not leave pet food out for long periods of time as this can attract mice, rats and other pests. Tenants are responsible for cleaning up after their pet in all circumstances.

If a pet is found to be causing a nuisance, Council may require the tenant to rehome it.

## Smoking

Council encourages a healthy community and clean air environment with a view to improving the health and wellbeing of its tenants. Smoking and vaping is not allowed inside any housing unit by any person.

All new tenancy agreements from the effective date of this policy will include a clause stating that smoking and vaping is banned.

No changes will be made to existing tenancy agreements regarding smoking as a result of this policy, but tenants are kindly reminded that they are requested not to smoke indoors.

## Welfare

Council acknowledges its role as landlord, and as such, will be diligent and accessible towards the general welfare of tenants.

It is not the responsibility of Council to provide social services to the tenants, as these services are better provided by other professional service providers.

Where Council staff are concerned about the health or welfare of any tenants, the next of kin / emergency contact will be contacted in the first instance.

## Privacy

Council will not enter a Housing Unit without the tenant's permission. The only exception to this is where proper notice has been given, or in an emergency.

## Rent

Rent is paid fortnightly, in advance. Tenants will be asked to pay rent up to the next billing cycle at the beginning of the tenancy, and then every fortnight from that time (preferably by automatic payment).

Rents are set by Council during the Annual Plan and Long Term Plan process and current rental amounts can be found under the Housing applications area on [www.icc.govt.nz](http://www.icc.govt.nz). Rents may differ between units based on the amenities provided.

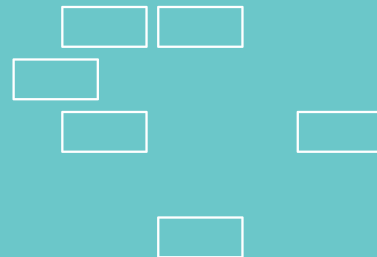
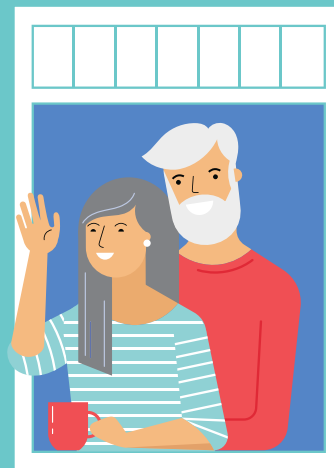
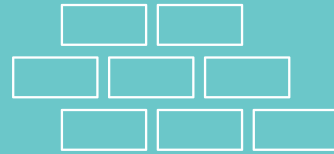
### Rent Reviews

Rent will not be increased in the first twelve months of a tenancy, but it will be reviewed annually thereafter.

<b>Revision History:</b>	N/A
<b>Effective Date:</b>	[xx] 2023
<b>Review Period:</b>	This policy will be reviewed every six (6) years unless earlier review is required due to legislative change, or is warranted by another reason requested by Council.
<b>Next Review Date:</b>	[xx] 2029
<b>Associated Documents / References:</b>	[Tenant Information Booklet AXX]
<b>Supersedes:</b>	N/A
<b>Reference Number:</b>	
<b>Policy Owner:</b>	Property Portfolio Manager



A4785624



# Tenant Information Booklet

July 2023



# Nau mai, haere mai! Welcome to your new home.

This information book is for people who live in the Invercargill City Council Elderly Persons Housing Units. It informs tenants about their rights and obligations, and explains some of the services provided by Council. You can also refer to your tenancy agreement and the Elderly Persons Housing Policy.

If you ever have any questions about anything relating to your tenancy, contact your **Housing Officer** on **(03) 211 1777**.

## **A partnership between you and your landlord**

When you move into your unit you will find it clean and tidy. Any repairs that have not been completed before your arrival will be done as soon as possible. Your Housing Officer will carry out an inspection once you arrive to make sure everything is working and to answer any questions you might have.

## Facilities provided by Council

### Heating

Each Unit has appropriate heating, usually a heat pump. We will arrange for the regular cleaning and maintenance of heat pumps so you don't need to do anything to them.

### Laundry

All Units have an automatic washing machine. If your Unit has the appropriate tap fixtures you may wish to use your own washing machine. All costs associated with installation and maintenance of a tenant-owned washing machine are at the sole cost of the tenant, including any ongoing cost of storage of the Council-owned machine.

We don't supply clothes dryers. If you wish to install a dryer, they must be properly vented to the outside, or be a condenser dryer. All costs associated with the installation of venting systems will be at the sole cost of the tenant. Permission must be sought from Council before undertaking any such work.

Where a clothesline is provided, we will replace the wire if needed. Clotheslines are for communal use so please remember to cooperate with your neighbours regarding this.

### Cooking

All Units have cooking facilities, including an electric range or mini range.

### Television

We supply a UHF-style television aerial and connection cables. These are to remain at the property at all times. If you wish to use the aerial it is your responsibility to arrange the connection and tuning, and to meet any associated costs.

## Tenant supplied facilities

You need to supply your own refrigerators, curtains and drapes. Curtain rails in Units remain the property of Council. If you wish to install net curtains or blinds you will need to pay for this, and you need to get Council's permission first.

Tenants are to supply all their own furniture.

## Costs

Tenants have to meet all other costs associated with their tenancy, including power, cleaning, and telecommunications.

## Alterations

As a general rule, you can't make any changes to your unit without Council's permission, but permission will not be unreasonably withheld. This includes TV aerials, SKY dishes, fibre connections and similar infrastructure, dryer vents, net curtains and blinds, and shelving. If any unauthorised alterations are found to have been made then you may be required to put the unit back to its original state.

If your needs change and your Unit no longer meets your requirements please talk to your Housing Officer. There may be ways that we can help.



# Maintenance

## Tenant responsibilities

You need to keep your unit clean, tidy and free of mice and other pests. All rubbish is to be wrapped in a rubbish bag and then put in one of the wheelie bins provided. It is the responsibility of tenants to put the wheelie bin out on the kerb for collection.

The immediate garden area around your Unit is for your use. Please make sure you keep it reasonably tidy. Green waste bins are available for tenant use. If you are unable to care for the garden, let us know and we may choose to re-establish it as a low maintenance garden instead.

Please don't smoke inside your unit.

It is recommended that tenants use the supplied shower curtain and air out their unit often to prevent a build-up of condensation. This can help to stop your Unit from becoming damp and prevent any mildew spots from appearing. When using a shower curtain, make sure it is hanging inside the shower stall so that the water will not drip onto the floor. A wet floor can be a hazard and a wooden floor may rot if it is wet often. Please make sure you use the extractor fan which has been installed in the bathroom to assist with ventilation and reducing mould.

Make sure you only flush toilet paper down the toilet and if the toilet or any drains become blocked please let us know as soon as possible.

Tenants will be required to pay to replace any lost keys, and to pay for after-hours call outs for lockouts, which can be expensive. It is a good idea to give a relative or friend a spare key in case you lock yourself out. If you have problems with your lock or if you lose your keys be sure to let us know.

Tenants must ensure their oven is kept clean as this ensures it functions efficiently, reduces fire risk and helps preserve its lifespan.

## Council responsibilities

Council will ensure that the unit is clean and tidy and free of defects before a new tenant moves in.

Council will ensure all the supply and waste pipes work properly, and will repair these in the event of a breakage or blockage. Council will arrange for any repairs to electric power points. Council will replace any windows that are broken as a result of a natural disaster or accident, unless the tenant was at fault in which case they may be required to pay for the replacement. Council will additionally repair or replace any chattels listed in the Tenancy Agreement.

Council is responsible for maintaining all the grounds except the individual tenant's gardens.

## Building maintenance hours:

**8am – 5pm, Monday to Friday**

**Telephone (03) 211 1777**

Our urgent repairs after hours number is also **(03) 211 1777** and will be answered by our after-hours staff. However Contractors may not be available immediately.



## Repairs

If something breaks or needs repair, the fastest way to get the problem fixed is to ring Council and report your request. You can do this by phoning **211 1777**.

Remember to tell the person:

- **That you are a council tenant**
- Your name, address and telephone number.
- The nature and location of the fault.
- How and when it is convenient for the repair person to get into your house. If you give permission, the Property Maintenance Officer will use their own keys to enter in your absence.

If the repair is not completed within a reasonable period, or if the problem reoccurs, please telephone the Council again. If you don't let us know, we may think that everything is all right.

If you continue to get unsatisfactory results, contact your Housing Officer.

## Being a good neighbour

The nature of the rental units mean tenants are living in very close proximity to each other. Tenants are asked to keep the following points in mind:

- The grounds are common areas. All tenants have a right to use them.
- Some of your neighbours may be frail. Make sure your grandchildren and any other young visitors know that they mustn't ride bicycles or skate boards on the property or run around carelessly.
- Driveways are not to be played in by visiting tamariki.
- Tenants are responsible for the behaviour of visitors, including if they make noise or cause a nuisance.
- Your unit is your home. You can refuse entry to anyone you do not wish to be there (except for Council Officers and then only when appropriate notice has been given). Similarly, your neighbours are entitled to their privacy. You should only ever go into their unit at their express invitation to do so.
- You and your neighbours have a right to peace. It is generally considered unreasonable to be doing noisy household tasks such as vacuuming and using the washing machine, or to be playing the television or radio loudly, between about 9pm and 7.30am. It also helps to be gentle when closing doors and cupboards.
- Neighbours should look out for one another. If, for example, a neighbour's blinds have not gone up by the usual time, phone or knock on the door to see that everything is all right. If there's no response, check with the immediate neighbours. They may know where the neighbour is. If they cannot help, contact the Housing Officer, or the After Hours service if it is out of normal work hours. Someone will call and check that all is well.
- Some of your neighbours may need help. For example, if you're fit and able, see if they would like you to put out the rubbish.
- Please do not collect other tenant's mail, unless you are asked to. Some people prefer to be quite private.
- Pets are usually very important to their owners. If your neighbour has a cat, please do not feed it unless asked to and discourage it from spending time in your Unit.

## Neighbour disputes

Occasionally disputes can arise between neighbours. If this happens, it's helpful for tenants to try to solve it themselves if it is possible and safe to do so. If this is not possible or successful, tenants should ask the housing team to assist.

## Complaints

Complaints can be made to Council by phone, email, in writing or in person. Certain complaints need to be in writing and we will let you know if this is the case.

## Security

- If you believe you are at risk from a prowler or intruder, dial 111 and ask for the Police.
- Check the identity of any unknown callers. Ask for proof. If a stranger asks to use the phone, say you don't have one, or offer to make the call yourself but do not allow the person into your unit.
- Do not open the door to a stranger. If a stranger will not go away, phone the Police and report a prowler.
- Do not leave your unit without locking doors and windows. If you are outside, ensure your entry door and any open windows are visible to you.
- **Don't leave spare keys under door mats or rubbish bins.**
- **Prepare for emergencies by giving a key to someone trustworthy, such as a family member who lives nearby.**





## Safety

- **Have a telephone beside your bed.**
- **Don't run electric cords across floors or doorways.**
- Keep the top of your heater clear.
- Keep combustible materials away from heaters.
- Don't use floor rugs or mats as they can be a trip hazard.
- **If you need extra handrails, ask the Housing Officer.**
- **Get to know your neighbours and look out for them.**
- If you go away, let someone know where you'll be.
- Advise maintenance about any faulty outside lights.
- **Advise the Housing Officer about any shrubs obstructing paths or lighting.**

- Take careful note of where you store books - not on high shelves above where you sit or above your bed.
- If you have a wall unit or book case you bring into the unit, we would suggest securing it to the wall with "L" brackets.
- TV sets should be as close to floor level as possible, or secured where appropriate.

Council suggests that tenants discuss what to do in the event of an earthquake, such as:

- Agree on a central place for all of you to meet in the event of damage to your units.
- Agree not to leave the complex without letting each other know where you are going.
- Exchange details of each others' emergency contact person
- If you do leave the complex, leave a note on your door stating how you can be contacted. This note can be prepared in advance and kept by the door in the event you have to leave in a hurry.

## Earthquake precautions

In case of an earthquake, Council recommends tenants take their own precautions against possessions falling onto them and injuring them, such as:

- Not storing heavier items of crockery in higher cupboards or display on high shelves, particularly above where you sit or above your bed.

## Emergency kits for tenant's consideration

Council would advise every resident to have an emergency kit prepared in advance, which could include:

- All your medications, which should be kept together in an easily accessible place in case of emergency.
- Important papers - passport, birth certificate or something that identifies you.
- Water for three days.
- Food - canned or freeze dried.
- Can opener.
- Torch/batteries.
- Radio/batteries.
- Cell phone and charger.
- Warm clothing and sturdy footwear.
- Blankets, hat.

## Smoke alarms

Council will ensure smoke alarms are provided and will test them at least annually.

If the alarm beeps or chirps for no reason please contact your Housing Support Officer.

## Insurance

The Council has insured the building in accordance with the Tenancies Act. However, this insurance will not cover tenant furniture or personal belongings. Tenants are advised to arrange their own insurance to cover breakages, personal items, and furniture.

Fire is a real risk for all tenants. Cooking should not be left unattended, and clothing or bedding should not be left too close to heaters.

## Help with your rent

If you are having trouble paying your rent, you might be able to apply for an **accommodation supplement from Work and Income (WINZ)**. Alternatively there are organisations that can help with budgeting advice, including from the Citizens Advice Bureau and Jubilee Budget and Advisory Service.

## Ending a tenancy

Tenants must inform Council in writing at least 28 days before they wish to end a tenancy. It is the tenant's responsibility to make the proper arrangements to disconnect utilities, such as the phone or internet, and to get a final meter reading for the electricity.

Tenants should leave the Unit clean and tidy. This means that you must:

- Wash the paintwork.
- Clean the carpet and vinyl.
- Scrub the toilet, basin and bath or shower box.
- Tidy your own garden.

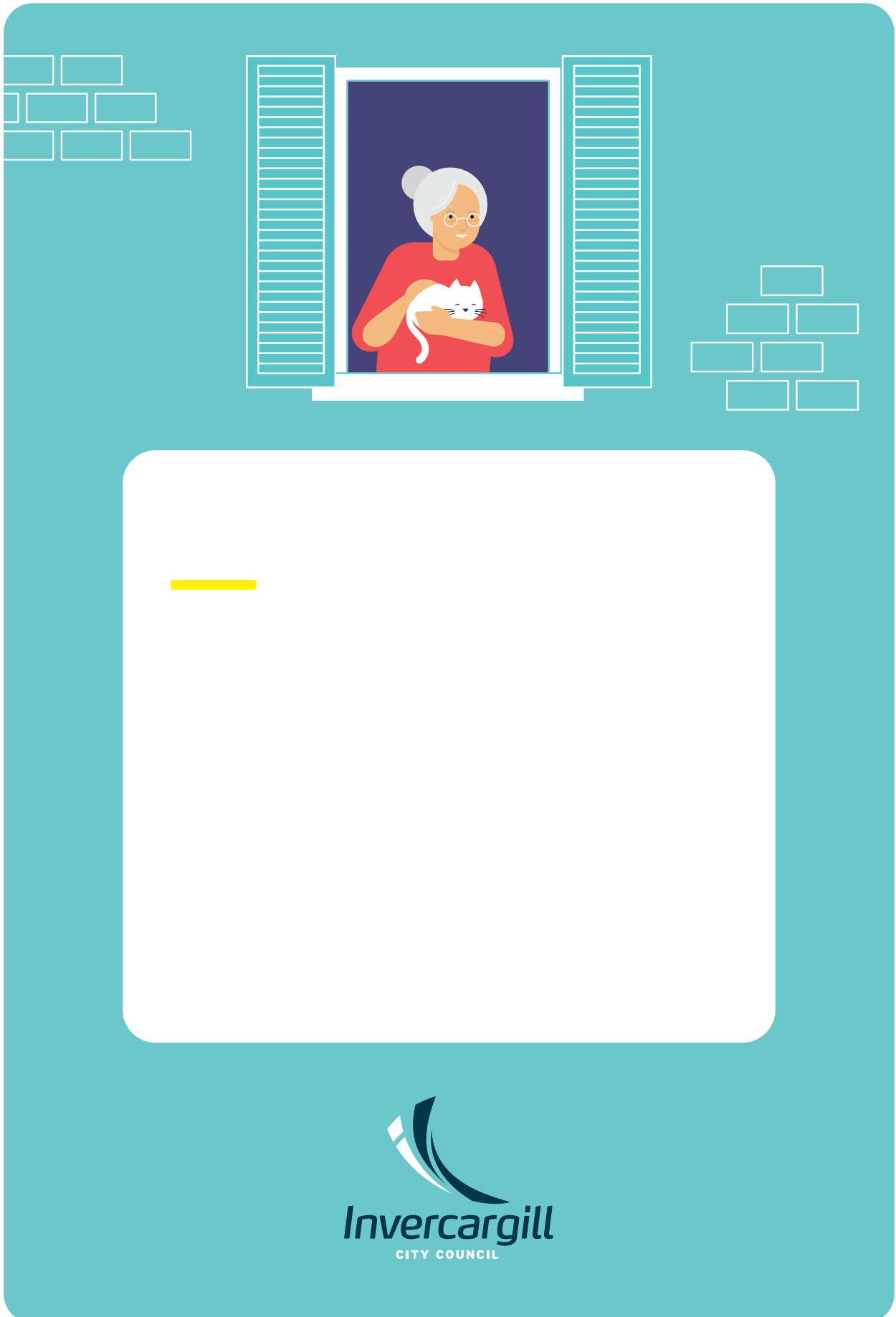
- Clean oven and wipe out all cupboards
- Take away any rubbish.

Tenants must leave the Unit in the same state it was provided, and return all keys to Council.

Council will do an inspection after you have moved out, and you are welcome to attend this. If the Unit is found not to have been left in good condition, Council may take steps to recover the cost from you to have it put right.

If you cannot leave the Unit on the day you told Council you would, please tell the Housing Officer as soon as possible.





## LTP 2024 – 2034 ASSUMPTIONS

<b>To:</b>	Infrastructure Committee
<b>Meeting Date:</b>	Tuesday 10 October 2023
<b>From:</b>	Rhiannon Suter, Manager – Strategy, Policy and Engagement and Russell Pearson, Manager – Strategic Assets
<b>Approved:</b>	Erin Moogan, GM – Infrastructural Services
<b>Approved Date:</b>	Tuesday 3 October 2023
<b>Open Agenda:</b>	Yes

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### Purpose and Summary

This report provides the Committee with the draft assumptions for the Long-term Plan with a focus on infrastructure. It should be read in conjunction with the report provided to Risk and Assurance on 19 September 2023.

### Recommendations

That the Infrastructure Committee:

1. Receives the report "LTP 2024 – 2034 Assumptions".
2. Notes and provides feedback on the items relevant to infrastructure included in the draft assumptions for the LTP (A4848736).

### Background

Council is required to develop assumptions which underpin its Long-term Plan, both to inform the services it will provide the community, the capital which will be required to provide those services and the budget which will enable delivery.

The assumptions underpin the Infrastructure Strategy and the Financial Strategy, both of which interrelate and will be brought to Council in October.

Many of the higher level assumptions have a flow through impact on infrastructure, however this report deals specifically with those assumptions which have the most direct link to infrastructure.

## Issues

### Draft Assumptions

The draft assumptions have been developed utilising the following sources:

- Infometrics report "Economic update for Long Term Planning for Invercargill City Council", April 2022.
- Infometrics report "Southland Region forecasting scenarios for Beyond 2025 Southland", June 2023.
- Beyond 2025 Southland Regional Long Term Plan.
- NZIER report "Invercargill CBD regeneration", May 2023.
- Southland CBD Rejuvenation Community and Business Survey Report, March 2023.
- Rationale report "Murihiku Southland Housing Needs Assessment", May 2023.
- RBNZ "Household inflation expectations (H1)", August 2023.

While Covid is no longer a factor, the after effects of the pandemic remain a considerable factor in the current economic volatility and the continued higher levels of uncertainty.

There are some significant improvements since the time of setting the assumptions for the previous LTP:

- The expected recession has not eventuated – employment has remained stronger than anticipated.
- International migration numbers have bounced back quickly and tourism numbers are expected to return to pre-Covid levels more quickly.
- The future for Tiwai, while still not settled, appears more likely to result in a renegotiated power deal and the plant remaining for the immediate future.
- City Block has been found to have delivered significant social and economic benefits for the city and retailers and resident feedback is positive.

There are however a number of headwinds which are worth considering:

- Inflation is higher than expected and there is a significant cost of living challenge which is likely to affect some ratepayers' ability to pay. Economic uncertainty around inflation forecasts remains higher than usual.
- The cost of borrowing has increased and again uncertainty around forecast rates is higher than usual.
- Global commodity prices, after initially buffering the Southland economy for the past couple of years, are now weakening and along with expected increased environmental regulation have the potential to significantly impact the primary sector which remains the backbone of the Southland economy.
- Economic diversification options such as southern green hydrogen, forestry (carbon forestry) and aquaculture<sup>1</sup>, while they are likely to have significant benefits for GDP, are less likely to bring significant employment growth and commensurate population growth benefits at a level to have a significant impact on rates growth.
- Housing remains a potential constraint for the city, with the most significant challenge being availability of housing which meets current needs (over-supply of older housing stock, mid-range family homes). There are positive developments on the horizon but still a lack of certainty of delivery dates.

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<sup>1</sup> Note the forecast for aquaculture in Beyond 2025 noted the limitations around the forecast based on limited industry information and stretch forecast for industry growth.

There remain significant unknowns which it is hoped will become clearer over the next months prior to finalisation of the assumptions for the LTP:

- Implications for Council operations as a result of potential policy change following the election. It is unknown what changes there may be to Affordable Water Reform, Resource Management Reform and Local Government Reform, among other significant policy packages in the environmental space, all of which have the potential to have major impact on the structure and operation of Council. The risk profile changes significantly with different potential structuring of Council involvement in three waters, including in the area of capital deliverability in the early years of the LTP prior to transfer, discharge consent processes and funding impact for delivering major enhancements of the network including alternative water supply and extension to Bluff.
- There are new potential industries which have expressed an interest in locating in the District. Some of these are anticipated to require further infrastructure connections – water, roading etc. However, as the locations are not yet finalised forecasting future required investment is challenging. This has potential implications on the Infrastructure Strategy and the capital growth modelling.
- Finalisation of the financial restructure of ICL and ICHL, with consequent impact on Council's potential debt ceiling and certainty around future dividend forecasts.
- The LTP advice from the Office of the Auditor General has not yet been received and this could impact Council's approach on matters of strategy and presentation of the key documentation in unexpected ways.
- Advice from Environment Southland (including EMS) is expected shortly around assumptions on forecast implications of natural disaster and environmental regulatory and policy change.

### **Population and Households**

The population and households assumption (growth) have a flow through impact on infrastructure required for provision of core services to those households. The current forecasts are substantially in line with the trend forecast of the previous LTP. At a macro-level there is still room to grow within the city, as the original infrastructure was built for a larger population. However there are some areas where there are potential constraints which may require additional infrastructure (e.g. parts of Otatara) as well as connections to new planned developments. These issues however are not significant enough to have an impact at the network level.

### **Climate Change**

The climate change assumptions reflect the assumptions in line with the NIWA Southland 2018 report. NIWA is currently undertaking work at a national level which will likely require an update of this study, however this data will not be ready for this LTP. Environment Southland's initial advice is that an update may be available in four years.

Key infrastructure renewals (e.g. stormwater pipes) are being designed in line with these assumptions (e.g. stormwater pipes with greater capacity to deal with anticipated intense rainfall events). Renewals are being targeted to priority areas of the network with known risks. As renewals are undertaken more of the network will meet higher standards

Specific infrastructure projects (e.g. Stead Street Stopbank and the rain gardens on Esk and Don Street) have been designed on the basis of best known information about likely future effects of climate change. However as more information becomes available further

assessment will be able to made as to the ability of these assets to withstand forecast future conditions.

### **Natural Disaster**

An update to these assumptions is expected following input from Environment Southland.

### **Environmental Renewal**

There are areas of known and potential contamination from industrial and residential landfill at Ocean Beach and New River Estuary. Required known monitoring and operational management is budgeted for. In future LTPs further budget is likely to be required for management of contamination.

### **Project 1225**

Te Unua – Museum of Southland is one of the Council's most significant built infrastructure projects. The LTP forecasts delivery of the project on time in line with advice from the Project Governance Group. There is some risk that Council may be required to invest further, however this risk is being actively managed and there is no reason at this point to believe external funding will not be secured and any increases are expected to be well within the ability of Council to manage.

### **Water Reform**

Water Reform remains a significant unknown. Asset plans are being prepared in line with NTU requirements. Council anticipates that any change in direction from the Government following the election will come too late to be responded to on a significant basis in this LTP. The strategy is to pull in the later years of the Asset plans through from the NTU. It is important that Council is aware however, that Council plans for delivery are likely to be different from the NTU priorities and as a result an amended LTP in the second year may be required to reflect these changed priorities. Advice from Government around this process is expected.

### **Regulatory Change and Consents**

RMA, Three Waters and other environmental regulation packages all have potential impact not only on Council's regulatory function but on delivery of services / infrastructure needed to support these services. Council is planning on the best known information at this time, but the scale of the reform agenda makes uncertainty in this area higher than normal. This strategy applies to Council's approach to its major wastewater consent processes.

### **Funding Assistance Rate**

The Funding Assistance Rate is forecast on current known information. Any change to the FAR or Waka Kotahi funding priorities will have a flow through impact on Councils programmes which will need to be adjusted for in the Annual Plans.

### **Asset Life and Condition**

The reliability of asset condition data is fundamental to this assumption. This is one of the areas Audit will assess for those elements in the Infrastructure Strategy.



### **Infrastructure Network Development**

Growth is not forecast as required as a result of population growth. However a 1% assumption is included to account for growth as a result of potential industrial development. No more accurate assumption is possible based significant unknowns as to location and specific industry requirements (e.g. water and roading connections, waste treatment etc). Individual agreements will be required to support additional industry development

### **Capital Programme Delivery**

As for the last LTP, 100% of delivery is forecast for the strategic projects – this reflects that they must be fully budgeted for and as standalone projects will be delivered although timeframes may adjust slightly. Funding adjustments will be planned for through the Annual Plans.

Renewals are forecast at 80% rising to 90% reflecting the continuous nature of the programme, as well as contracting constraints and opportunity for increased maturity in delivery.

### **Asset Revaluation**

Asset revaluation has a significant impact on funding for renewals, including via depreciation. This matter is discussed in the paper for the Finance and Projects Committee on the assumptions.

### **Risk**

The risk factors related to the assumptions were discussed at the Risk and Assurance Committee on 19 September 2023.

### **Next Steps**

The assumptions will continue to be refined and will be brought back to Risk and Assurance at the next meeting with any relevant comments from this committee, ahead of audit and adoption for consultation.

### **Attachments**

Appendix 1 - Draft Assumptions for LTP (A4848736)

**ASSUMPTIONS FOR INVERCARGILL CITY COUNCIL LONG-TERM PLAN 2024-2034**

<b>POPULATION<sup>1</sup></b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Council Response</b>
<b>Population growth</b> As at 30 June 2023, the estimated population of Invercargill is approximately 57,100. The population is projected to increase over the next ten years but growth will depend significantly on whether the Tiwai Point smelter closes or remains open, and whether or not various industries are developed as envisaged in the Beyond 2025 Regional Long Term Plan.	Likely	Moderate	Although population growth in excess of the assumptions will have a moderate to significant impact on the Council finances this will have significant lead time. Council will be able to monitor the applications for resource consents and use this as guidance for the population growth into the future. A population decline would be a more significant impact but is not expected.
<b>Population growth - Tiwai remains open</b> If Tiwai Point remains open, it is projected that the population of Invercargill will increase by a little over 5,000 people over the course of the Long-term Plan.		Minor	Tiwai remaining open may result in further investment in power to support new industries. Council will continue to advocate for this to Central Government.
<b>Population growth - Tiwai closes</b> With the closure of Tiwai Point growth in population of just over 4,000 people is expected.		Moderate	Council has participated in the Just Transitions programme to support transition in the case of Tiwai closure and will continue to liaise with the Enduring Oversight Committee to support the community.

<sup>1</sup> Infometrics report “Southland Region forecasting scenarios for Beyond 2025 Southland”, June 2023

<b>Diversity</b> The population will continue to become more diverse. The Māori population will grow from 19% to 25%. The Asian population will grow from 8% to 13%.	Likely	Minor	Council will increase engagement opportunities for different parts of the community to help support all voices being heard. Changes to Council services are expected to be able to be accommodated from within existing operational budgets through adjustment of focus.
<b>Ageing population</b> Those aged 65 and older will form 24% of the population in 2034, which is higher than the current aged population in 2023 (estimated as 10,790 of 57,088 (19%)).	Likely/ Almost Certain	Moderate	Demographic changes are clear and while future migration patterns may offset aging to some extent this is not expected to be of a high enough level to counter the known level of aging. Council is considering how to respond to changing housing needs for older people through provision of elderly housing, adjustment to the District Plan and potential partnership projects. Impacts on other services including public transport, libraries and pools (e.g. hydrotherapy pool) are being planned for.
<b>Households</b> Households will increase from 23,256 in 2022 to 26,087 in 2034. The number of households stagnated over 2020-2021, but is projected to show positive growth over the course of this LTP, with growth peaking at 1.1% in 2032. The average size of households is expected to reduce from 2.39 to 2.34 by the end of this LTP.	Moderate/ Likely	Moderate/ Major	The number of households underpins the rating base and Council revenue for activities. A decline or slower growth in households would require Council to review services and/or financial strategy.

<b>SOCIAL</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Council response</b>
<b>Socio-economic</b> Inflation will continue to squeeze household budgets and impact abilities to pay rates. Inflation is expected to stay above 3% until 2025/2026. <sup>2 3</sup>	Moderate/ Likely	Major	Economic volatility remains high with economists urging caution on reliability of forecasting. Significant increases in inflation will impact not only Council's planned expenditure but the community's ability to pay. Higher than expected inflation may require review of services, capital investment and/or financial strategy. Lower inflation will improve Council's position and ability to deliver.
<b>Community resilience</b> Tiwai Point Aluminium Smelter is expected to continue operating for the time of the Long-term Plan. Should Tiwai close this is expected to have an impact on community resilience.		Moderate	Council has plans in place, including community support for the Just Transitions Connected Murihiku programme and support for Great South to deliver economic diversification options. Additional investment may be required on any announcement of closure.
<b>Community resilience</b> Although the Zero Fees scheme has been extended through 2024 for Southern Institute of Technology   Te Pūkenga, it is unlikely to continue throughout the life of the Long-term Plan. This will have an uncertain level of negative impact on Invercargill's population and economy.	Likely	Minor	The Zero Fees Scheme has been an important tool in lifting the skill base of the local community as well as attracting new people live in the city. Loss of Zero Fees will remove a competitive edge for the city which has potential unknown longer term impacts.

<sup>2</sup> Infometrics report "Economic update for Long Term Planning for Invercargill City Council", April 2022, p11

<sup>3</sup> RBNZ "Household inflation expectations (H1)", August 2023

<b>Housing stock</b> Urban Invercargill's housing supply rate will increase slightly from 0.5% a year to 0.7% a year based on Council's intended District Plan changes, known future developments and proposed partnership projects. <sup>4</sup>	Possible/Moderate	Moderate	Housing has been identified as a potential constraint to growth. Failure of responses to increase the supply could limit future population growth. Council would need to consider alternative responses.
<b>ECONOMIC</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Council Response</b>
<b>Economy</b> Inflation will peak in June 2023 and stay above 3% until 2025/2026. <sup>5</sup> Employment is expected to weather any recessionary conditions fairly well but unemployment is expected to increase nationally. <sup>6</sup> A short term dip is forecast for the early years of the plan with stronger growth in professional and highly skilled occupations. <sup>7</sup>	Moderate/Likely	Moderate	Inflation increases would have significant impact on budgets. Council would need to consider changes to services and/or the financial strategy.
<b>Community funding</b> Despite recent economic challenges, Community Trust South and the Invercargill Licensing Trust Group have managed to return their funding levels to pre Covid-19 levels. This is anticipated to take some pressure off Council's funding pool.	Likely	Minor	Council will continue to liaise with other funding partners, including to monitor forecast security of investment, to assist control of this risk.

<sup>4</sup> Rationale report "Murihiku Southland Housing Needs Assessment", May 2023, p26

<sup>5</sup> Infometrics report "Economic update for Long Term Planning for Invercargill City Council", April 2022, p11

<sup>6</sup> Infometrics report "Southland Region forecasting scenarios for Beyond 2025 Southland", June 2023, p15

<sup>7</sup> *Id.* p15-18

<b>Economic diversification</b> Volatility in the global economy may affect one or more of Invercargill's key export industries. This will drive diversification but will slow growth. Employment growth in new industries such as aquaculture and green hydrogen is not expected to offset any declines in agriculture. <sup>8</sup> There may be a delayed effect through the risk of impacted industries abandoning properties. Growth in the forestry industry as a result of carbon farming has the potential to negatively impact Invercargill's economy. <sup>9</sup>	Possible	Moderate	Council will continue to work closely with the Regional Council, Great South, the Chamber of Commerce and other stakeholders to support economic diversification for the region. In the case of significant industry decline a targeted response may need to be developed.
<b>Central Business District</b> The City Block development has been successfully completed and has attracted new development, including two new hotels in the city centre. Council will continue to support initiatives to drive the success of a thriving CBD. GDP will increase by \$14m annually as a result of the investment until 2030. <sup>10</sup>	Likely	Moderate	Council remains strongly committed to its vision "Our City with Heart – He Ngākau Aroha." Any divergence from this vision could impact the financial viability of ICL but is not expected. Further investment may be required either in the City Block or associated city streets improvements.
<b>Tourism</b> Tourism in the Visit Southland area is expected to increase to between 160% - 165% of pre-Covid levels by 2029. <sup>11</sup> Invercargill is expected to proportionally benefit from this increase and demand for accommodation to increase and to be met from within existing stock.	Moderate/Likely	Minor	Tourism, while important, is not currently a major driver of the Invercargill economy, although it has great potential to grow. Council may need to invest in further infrastructure if tourism grows faster than expected and manage any flow on impact on

<sup>8</sup> Beyond 2025 Southland Regional Long Term Plan, p20-21

<sup>9</sup> *Id.*, p20

<sup>10</sup> NZIER report "Invercargill CBD regeneration", May 2023, p17

<sup>11</sup> Beyond 2025 Southland Regional Long Term Plan, p56

			housing availability given housing constraints.
<b>International education</b> The numbers of international students studying at Southern Institute of Technology (SIT)   Te Pūkenga are not expected to return to pre-Covid levels until 2028 at the earliest. <sup>12</sup> The decline as a result of Covid would be compounded if there was a change in policy at Te Pūkenga with reduced focus on recruiting international students, and by reduced domestic competitiveness as a result of the likely end of the Zero Fees policy.	Moderate/Likely	Minor	International students and their families create significant demand for certain categories of housing, including city centre housing. Lower numbers of international students is likely be a factor in the trend of an increasingly aged population. Lower or higher than expected numbers of international students may require an adjustment in Council response to City centre strategy and/or other provisions/ partnerships impacting housing availability.
<b>Climate change regulatory change</b> Legislative change is expected to increase requirements, reflected in the Emissions Reduction Plan and the National Adaptation Plan, on businesses and Council with an impact on economic growth as yet unknown. <sup>13</sup>	Likely	Moderate/ Major	Council is working with the regional Climate Change Working Group to set a strategy for the region and action plan for Council. Further investment will be required in activities to reduce emissions and to better understand climate change risk to Council assets.

<sup>12</sup> Infometrics report “Economic update for Long Term Planning for Invercargill City Council”, April 2022, p18

<sup>13</sup> Ministry for the Environment “Implementing Aotearoa New Zealand’s first emissions reduction and national adaptation plans”, 2023

ENVIRONMENTAL	Likelihood	Consequence	Council response
<b>Mean annual and extreme temperature</b> (days where temp. exceeds 25C) are expected to increase with time: By 2040: mean annual temperature increase of 0.5-1.0C with 0-10 more hot days per annum. By 2090: mean annual temperature increase of 0.7-3.0C, with 5-55 more hot days per annum	Moderate	Minor	Temperature increase while important has an indirect impact on Council operations, which are expected to be accommodated within Council plans.
<b>Annual rainfall is expected to increase</b> By 2040: +0-10% By 2090: +5-20% Increased frequency of high rainfall days, i.e. Increase in intensity of rainfall	Moderate	Moderate/ Major	Increased intensity of rainfall is expected to result in increased flooding. Council has adjusted its stormwater asset profiles to plan for increased major flooding events but there remain significant areas of the network which have not yet been renewed. There are also impacts on efficiency of the Sewerage treatment system as a result of overflow from the stormwater system during high rainfall events. Dependent on the Affordable Water Reform and Council's ongoing areas of responsibility, adjustment may need to be made the renewal programme.
<b>Mean sea level is expected to rise</b> By 2040: 0.2-0.3m By 2090: 0.4-0.9m	Moderate/ Uncertain	Moderate/ Major	There remains significant modelling which must be completed at a regional level to attain an understanding of what sea level rise is likely and its potential impact. There are known risk areas including the Airport and Bluff which need further investigation. Council has invested in major infrastructure



			upgrades at Stead Street to increase protection for the city. Further work will be required on associated flood banks to maximise this investment. Environment Southland has responsibility for managing and maintaining the remainder of the city's floodbank network.
<b>Natural disaster</b> Extreme weather events are happening more frequently and this trend is likely to continue due to climate change. There is a 75% probability of the Alpine Fault rupturing within the next 50 years. <sup>14</sup>	Possible	Major/ Catastrophic	A major disaster which impacted Council's ability to operate at the same time that the community's need for disaster relief was required to be supported would require a major shift in strategy and operations. Council supports Emergency Management Southland to coordinate the response in such a situation. Council would fund response to a natural disaster primarily via debt.
<b>Environmental renewal</b> Council will invest to understand more about the levels of environmental damage at Ocean Beach and New River Estuary. It is possible that further investment in renewal will be required within the life of the infrastructure Strategy.	Likely	Moderate	There is potential significant investment required for contamination management. The scale of this work is as yet unknown.

<sup>14</sup> <https://af8.org.nz>

CULTURAL	Likelihood	Consequence	Council response
<b>Māori culture</b> Māori culture has become more visible in the city since the time of the last Long-term Plan and will continue to become more visible.	Likely/ Almost certain	Low	Council is working closely in partnership with Mana whenua and would seek to manage impacts through this relationship.
<b>Project 1225</b> Te Unua Museum of Southland will be built by December 2025, and open to the public in the second half of 2026. <sup>15</sup>	Almost certain	Moderate	The programme is on schedule and remains a primary focus of Council. The impact of delay on service delivery is low, however the reputational risk of late delivery is significant. Council continues to actively manage this project through the PMO.
<b>Civic pride</b> Resident pride in the city following the redevelopment has increased (in 2023 80% of people said they would speak more positively about the city) <sup>16</sup> and will continue to increase as new projects including Project 1225 are completed.	Likely/ Almost certain	Minor	Council sees both City Block and Project 1225 as major cornerstone projects to achieving of its vision – Our City with Heart – He Ngakau Aroha. The social and economic benefits are already being realised. Continued commitment to the strategy will be required for full delivery.
<b>Cultural activation</b> An increase in activities and events reflecting the diverse culture of Southland will take place following Council investment in activation and private uptake of new facilities available.	Likely	Minor/Moderate	Activation is essential to leverage Council's capital investment in the city centre. Council will continue to explore a range of mechanisms to support activation in the community.

<sup>15</sup> [www.project1225.co.nz](http://www.project1225.co.nz)

<sup>16</sup> Southland CBD Rejuvenation Community and Business Survey Report, March 2023, p9

COUNCIL OPERATIONS	Likelihood	Consequence	Council response
<b>Water Reform<sup>17</sup></b> As a result of the Central Government directed Waters Reform, it is assumed there will be a change in water reticulation and sewerage delivery services within the life of the plan. This will result in a structural change for Council in relation to the ownership of assets and associated debt capacity. The services will continue to be delivered, but these will be provided by another party. This will include increased regulatory requirements as required by the new regulatory authority.	Uncertain	Major	The impact to Council operations is major but moderate for the city, as services will be maintained in any scenario. The Long-term Plan includes two years of three waters activity. Any policy change would require inclusion of the remainder of the programme and likely rescheduling and forecasting, with potential associated impact on consent renewals.
<b>Legislative changes</b> There will be changes to legislation that have an impact on how Council will provide services. These changes may affect Council organisational structure but not change the level of service received by the customer/ratepayer in the first three years of the plan.	Likely	Minor/ Moderate	Management will continue to engage with Central Government to ensure levels of service are maintained or improved and plan for changes in services in response to policy and regulation changes as they arise.
<b>Consents</b> Council will continue to carry out legislation-directed ordinary functions while factoring in an increase to required quality for consent conditions.	Likely	Minor/ Moderate	Consent processes at Bluff and Clifton Water Treatment Plants have commenced, although under an increased level of uncertainty as a result of the reform programme. Any impact on the consent process as a result of this uncertainty would be significant.

<sup>17</sup> [www.waterservicesreform.govt.nz/how-do-these-changes-affect-me/councils/](http://www.waterservicesreform.govt.nz/how-do-these-changes-affect-me/councils/) (retrieved 15/09/23)

<b>The Funding Assistance Rate</b> (as advised from Waka Kotahi) NZTA will continue at 51% funding assistance until 2026/27. It is assumed that it will then remain at 51% for the life of the plan.	Likely	Moderate	Significant changes would have an impact on Council's ability to maintain levels of service and may require changes to budgets. Council continues to work closely in partnership with Waka Kotahi to manage this risk.
<b>Asset life</b> Assets will remain useful until the end of their average useful life, noting this requires underlying assumptions regarding asset condition to be correct.  Infrastructure installed in the 1920s is nearing end of life and require renewal within the term of the Infrastructure Strategy.	Moderate/Likely	Moderate	Assets may need to be renewed earlier if this underlying assumption is incorrect. This may also change the renewal profile or may allow delayed renewal in other cases. Council will review the remaining asset life at each of the triennial asset revaluations and undertaken regular asset condition assessments.
<b>Infrastructure network development</b> It is anticipated that a 1% extension of the network (roading, three waters) will be required to service forecast growth needs of business and/or residential property. Locations are not yet known so more accurate forecasts are not possible.	Uncertain	Moderate	Invercargill has not operated under a growth assumption in the immediate past as the network was constructed to support a higher level of population. However, new potential industries are expected, if they eventuate, they are likely to create significant new demands on the network. As a result Council is planning for this uncertainty by allowing for growth.
<b>Capital programme delivery</b> 100% of roadmap and strategic projects are expected to be delivered. 80% of the core capital programme will be delivered in Year 1 and 2 and 90% thereafter, following implementation of the Affordable Water Reforms.	Possible	Moderate	Council continues to invest in enhanced project management capacity and supporting construction sector capacity through new ways of working. The financials will be reforecast to reflect the delivery expectations each year.

<b>Investment Property</b> Investment Property Assets are valued on a yearly basis. They are expected to increase in value in line with inflation. This is reflected in our Financial Strategy, and Accounting policies.	Likely	Low	Variations in valuations have no cash flow implications for Council. Council will continue to value Investment Property and forestry assets on an annual basis.
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FINANCIAL	Likelihood	Consequence	Council Response
<b>Inflation</b> Operational forecasts and capital work programmes will increase by the accumulated Local Government Cost Index inflation forecast by BERL.	Likely	Moderate	Cost change factors are based on information developed for councils by BERL. Significant variations to inflation would have an impact on Council's financial management. The significant changes in recent years in relation to inflation mean that level of uncertainty has increased as to whether increased fluctuations in the BERL cost estimates can be expected. Council will continue on the planned pathway for the Capital Works programme and review operational revenue and expenditure each year.
<b>Asset revaluation</b> Asset values will increase by the accumulated Local Government Cost Index inflation forecast by BERL on the last valuation value. Revaluation occurs in 2024/25 and every third year thereafter.	Likely	Moderate/ Major	Changes in valuation (cost price) or life of Council assets have a significant impact on Council's financial management and capital programme. Council will continue on the planned pathway for the Capital Works programme and monitor after each revaluation cycle.
<b>Interest rates - Borrowing</b> Expected interest rates on borrowing will be 4.0%	Moderate/Likely	Moderate	A significant change in interest rates and the cost of borrowing would have a significant impact on Council budgets. Changes to services or the Financial Strategy would need to be considered.

<b>Interest rates - Cash and Deposits</b> Return on cash and term deposits are forecasted to be 1.5% lower than borrowing rates.	Likely/ Almost Certain	Minor	Term deposit rates currently vary between providers but most providers have a discount on rates from their prime lending rates.
<b>Dividends from ICHL</b> Dividends will be minimum \$5.2 million.	Possible	Minor/ Moderate	There would be a negative impact on Council's overall revenue and cash position if the dividend level was not maintained, which would increase the burden on ratepayers. Council will consider strategic reliance on dividend noting increased levels of economic uncertainty and impact of Council future direction to ICHL regarding holding of non-financial strategic assets.
<b>External Funding</b> It is assumed Council will achieve the level of external funding as estimated.	Possible/ Moderate	Minor/Moderate	Council is expecting external funding from Central Government, community and private investment into a number of strategic projects. While not all funding may be achieved, the estimates are based on expert analysis and are expected to be at least partially fulfilled. Council expects to be in a position to meet any shortfall.

## TEMPORARY ROAD CLOSURES – TOUR OF SOUTHLAND 2023

<b>To:</b>	Infrastructure Committee
<b>Meeting Date:</b>	Tuesday 10 October 2023
<b>From:</b>	Russell Pearson – Manager Strategic Asset Planning
<b>Approved:</b>	Erin Moogan - Group Manager - Infrastructure Services
<b>Approved Date:</b>	Thursday 5 October 2023
<b>Open Agenda:</b>	Yes
<b>Public Excluded Agenda:</b>	No

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### Purpose and Summary

Council has received requests for temporary road closures for the SBS Bank Tour of Southland 2023, to be held on various dates in October and November 2023.

This is a yearly event in Invercargill City and Southland District, and with well organised traffic management will not unreasonably impede traffic in these areas.

Council is being asked to consider utilising its powers under Local Government Act 1974 (Section 342 and Schedule 10). This Act allows Council to close a road for an event (after consultation with the NZ Police and Waka Kotahi) which it decides will not unreasonably impede traffic.

### Recommendations

That the Infrastructure Committee:

1. Receives the report 'Temporary Road Closures – Tour of Southland 2023'.
2. Resolve that the proposed event outlined in the report will not impede traffic unreasonably.
3. Approves the temporary road closures for:
  - Stage 1 – Invercargill time trial, Sunday, 29 October 2023. Gala Street (start), Queens Drive (west carriageway), Herbert Street, Kelvin Street, Gala Street (finish).
  - Stage 5 – Bluff Hill, Thursday, 2 November 2023. Flagstaff Road from Pearce Street.
  - Stage 8 – Winton to Invercargill, Saturday, 4 November 2023. Herbert Street, Kelvin Street, Gala Street, Queens Drive.

as permitted under the Local Government Act 1974 (Section 342 and Schedule 10).



## Background

On 17 September 2023 Council received a request from Cycling Southland for the following road closures:

Stage 1 – Invercargill Time Trial	Gala Street (start), Queens Drive (west carriageway), Herbert Street, Kelvin Street, Gala Street (finish)	Sunday, 29 October 2023	9.00am until 6.00pm
Stage 5 – Bluff Hill	Flagstaff Road from Pearce Street	Thursday, 2 November 2023	1.00pm until 3.00pm
Stage 8 – Winton to Invercargill	Herbert Street, Kelvin Street, Gala Street, Queens Drive	Saturday, 4 November 2023	10.00am until 3.00pm

The Local Government Act 1974 Section 342 allows Council to close a road for an event (after consultation with the NZ Police and Waka Kotahi New Zealand Transport Agency), which it decides will not unreasonably impede traffic. Consultation with the public under this legislation is not required.

The Risk and Assurance Committee on 21 March 2023 outlined the overlapping duties of Council and event organisers. Council staff continue to work with event organisers to consult, co-operate and co-ordinate the management of workplace health and safety risks, which may arise from this event. This event is undertaken within the road corridor.

This event will have minor impact on traffic movements but is a premier event for Invercargill.

Good traffic management will be provided. With the location of these events, there are no options of alternative routes available.

A request has been made to the NZ Police and Waka Kotahi and they have no objection to this event.

## Issues and Options

### Analysis

This event will create only minor disruption to traffic flows. The affected Streets are the same streets as per previous years this event has run.

The closing of the streets is necessary to allow the event site to be set-up on the days of each event. The closures will also assist the event organisers to provide appropriate safety of the set-up staff, participants and general public at these events.

### Significance

This request is not significant in terms of Council policy.

### Options

The options which exist are to approve or decline the request. The street planned to be closed is seen as appropriate to effect a safe area for the activities.

## **Community Views**

This legislation does not require community views to be sought however this is a public event which has been held in Invercargill and the Southland area since 1956.

## **Implications and Risks**

### **Strategic Consistency**

This report is consistent with good governance of our roads.

### **Financial Implications**

No direct financial implications.

### **Legal Implications**

This report looks to ensure that the legal process of temporarily stopping a road for an event is followed.

Council is considering how it manages its obligations under health and safety legislation.

### **Climate Change**

This report does not have a direct Climate Change impact.

### **Risk**

The key risk noted is to ensure that good traffic management is delivered by experienced contractors.

The NZ Police and Waka Kotahi are g consulted on this closure and expected to be supportive. Waka Kotahi also has to have temporary closures to allow this event to occur.

Council staff are working through the health and safety risks that may arise as a result of overlapping PCBU duties.

## **Next Steps**

If these closures are approved, the event organisers will be advised and a traffic management contractor engaged by the organiser. A public notice would be published in a local newspaper and information posted on the ICC website.

## **Attachments**

None.

## INFRASTRUCTURE LAND DISPOSAL OPTIONS

<b>To:</b>	Infrastructure Committee
<b>Meeting Date:</b>	Tuesday 10 October 2023
<b>From:</b>	Russell Pearson – Strategic Asset Manager/ Heather Guise – Property Portfolio Manager
<b>Approved:</b>	Erin Moogan - Group Manager - Infrastructure Services
<b>Approved Date:</b>	Thursday 5 October 2023
<b>Open Agenda:</b>	Yes
<b>Public Excluded Agenda:</b>	No

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### Purpose and Summary

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

### Recommendations

That the Infrastructure Committee:

1. Receives the report 'Infrastructure Council-Owned Land Disposal Options'.
2. Consider the strategic value of the following properties for further consideration regarding possible repurpose of use or disposal:
  - a) 131 Esk Street (Esk No. 2 Car Park).
  - b) 116 Esk Street/30 Deveron Street (Ex Southland Times Building and Car Park).
  - c) 313 Bay Road.
  - d) 141 Bond Street.
  - e) 40a Glengarry Crescent.
  - f) 11 Leven Street (Leven Street Car Park).

### Recommends to Council:

3. That the properties being considered under Point 2 above with low / medium strategic suitable for disposal value be placed on the open market for disposal.

## Background

On 16 May 2023 at an LTP Land Disposal Options discussion, Councillors requested that under-utilised, or non-strategic land parcels be presented to a Committee meeting for consideration, as land that could be repurposed or released from Council ownership.

The land contained within the report is currently classified for the following uses:

- Road – car park (both land and building).
- Infrastructure – 3-waters (drainage).
- Infrastructure – general use.
- Vacant land.

## Criteria

### Strategic versus Non-Strategic

The land has also been assigned as either:

- Strategic – high value property in relation to delivery of Council's community outcomes including social, cultural, environmental and economic.
- Non-Strategic – property of low importance to Council and is more suited to development by external means.

The following criteria have been developed by staff which seeks to illustrate what metrics are considered to determine priority.

1. Alternate purpose greater than the current use of the land, e.g. change the purpose of parks and recreation to social housing.
  - a. Reduce the land maintained by Council.
  - b. Property not fit for purpose (EPB etc).
  - c. End of usable ICC life.
  - d. Disposal caveats or similar restrictions.
2. The land has restrictions as to acquisition/disposal, ie land acquired through the Crown, endowment/ first rights of refusal.
3. Aligning with others to enable stronger community outcomes.
  - a. Working with organisations/community groups who are interested in purchasing land to better align with community outcomes (e.g. Community Housing Partnership opportunities).
  - b. Strategic purpose aligns with Council outcomes.
4. User needs are misaligned.
  - a. Assessment required – CPTED, changing sporting use, undeveloped land etc.
  - b. Underutilised as currently presented (ie no tenants at commercial return).
5. Ensuring financial sustainability and more value for money.
  - a. Maintenance efficiencies connected to disposing of land, e.g. less land to mow, levels of service.
  - b. Cash injection from selling land.

- c. Higher value of return through the sale.
  - d. Significant savings of future maintenance - operational costs.
6. Property market position.
- a. Is it the right time in the market to dispose of the property?
7. Cultural significance to tangata whenua.
8. Environmental impact of disposal.

## Issues and Options

### Analysis

The following table highlights the summary of property with resultant criteria. Aerial photographs of the properties are annexed as Appendix 1 (A4897359).

The table contains a brief overview of possible timeframes or constraints on disposal, the size of the land, its zoning under the current District Plan and the 2020 ratings valuation.

The table is separated into green being those which are proposed as suitable for repurpose or sale if they are not required for their current use.

The properties showing orange are those determined as reasonably able to be disposed of without significant loss to the community as assessed through the criteria listed below. They can be available to place on the open market within a short timeframe.

The properties listed in red are those determined as suitable for repurpose or disposal with some impediment to immediate disposal.

Address	Criteria	Strategic Assessment	Timeframe / constraints	Land Size	District Plan Zoning	Current RV
131 Esk Street	1, 8	Medium* – suitable for inner city housing redevelopment.	Suitable for repurpose or able to be sold if not required for current use. Current restrictive use covenant (car park) which invokes Ngai Tahu Claims Settlement Act with change of use.	2297 m <sup>2</sup>	Business 1	\$790,000

Address	Criteria	Strategic Assessment	Timeframe / constraints	Size	District Plan Zoning	Current RV
116 Esk/ 30 Deveron Street	1, 3	Medium – has connection with city centre for development purposes.	Suitable for repurpose or able to be sold if not required for current use.	921 m <sup>2</sup> 417 m <sup>2</sup>	Business 1	\$451,000 \$220,000
313 Bay Road	1, 4, 5,7,8	Low.	Perpetual Lease – three months.	23,6445ha	Rural	\$680,000
141 Bond Street	1, 5, 6	Medium – Waka Kotahi rules around future use of land for key infrastructure purposes increases strategic viability of land.	Leased - three months	2.4746 ha	Industrial 2	\$2,200,000
40a Glengarry Crescent	1, 6	Low – rear section suitable for housing development.	Vacant land with Easements for Electricity – three months	562 m <sup>2</sup>	Residential 1	\$41,000
11 Leven Street	1,5	Medium – associated to Library. 80% leased car parks with minor public use.	Large car park building annexed to Library - suitable for repurpose or able to be sold if not required for current use. Would require a subdivision	2319 m <sup>2</sup> (estimate only as attached to Library building)	Business 1	Assessed with Library building

### Significance

The proposed decision is not considered significant in terms of ICC's Significance and Engagement Policy.

### Community Views

Generally any property considered suitable for disposal will be placed on the open market for sale. Properties which have a restriction regarding disposal will be assessed for value by registered valuation.

While there is no legislative requirement for community engagement via public consultation prior to disposal of land, Council staff will engage with stakeholders (including Lessees and Te Runanga of Ngai Tahu) where appropriate.

Council staff will also consult with Te Ao Marama on behalf of mana whenua on the list of land and any cultural significance to tangata whenua. Any sites with cultural significance will be identified through criteria 7 being assigned to the land parcel within the above table.

## Implications and Risks

### Strategic Consistency

The disposal of land which is no longer fit for purpose or under-utilised is in line with Council's strategic outcomes, enabling Invercargill's economy to grow and diversify.

### Financial Implications

Net proceeds of sale of land will be available for development of Council's existing lands as per the Local Government Act 2022.

The holding costs such as rates and maintenance on properties with no current return will be an ongoing saving to Council.

### Legal Implications

Consideration of the current zoning will be a requirement for any property considered suitable for retention as Council assets and repurpose. Dependent on the proposed use, a resource consent and land use change application will be necessary.

Residential accommodation is an allowable activity under the District Plan for most of the properties except for those under the Industrial zonings.

The land at 131 Esk Street was acquired from the Crown under the Public Works Act 1981 for the purposes of car park and any change of use or disposal will be subject to Part 9 of the Ngai Tahu Claims Settlement Act 1998. An encumbrance registered against the record of title sets out the process for first right of refusal under this legislation.

### Risk

Risk	Action to Manage
Not meeting timeframe	Council will work with other parties to ensure the process is no lengthier than it needs to be.
Political Risk	Ensuring the legal obligations under the various legislative Acts are complied with.
Financial implications	Costs incurred and revenue made from sales to go back into the appropriate net debt account and used in accordance with the Local Government Act 2002.
Contamination of land	Any land which has been identified as previously containing contaminants will be disposed of subject to acknowledgement by the Purchaser in the Agreement for Sale and Purchase.

### **Next Steps**

1. Staff will carry out the actions to proceed with the land disposal process as per the ICC Disposal Policy and legislative requirements.
2. Staff to deliver an update to the Infrastructure Committee detailing the next stage of the land disposal process including presentation of any Agreement(s) for consideration and recommendations to Council for disposal.

### **Attachments**

Appendix 1 - Infrastructure Land Disposal Options - Aerial Images (A4897359).



### INFRASTRUCTURE LAND DISPOSAL OPTIONS – AERIAL PHOTOGRAPHS

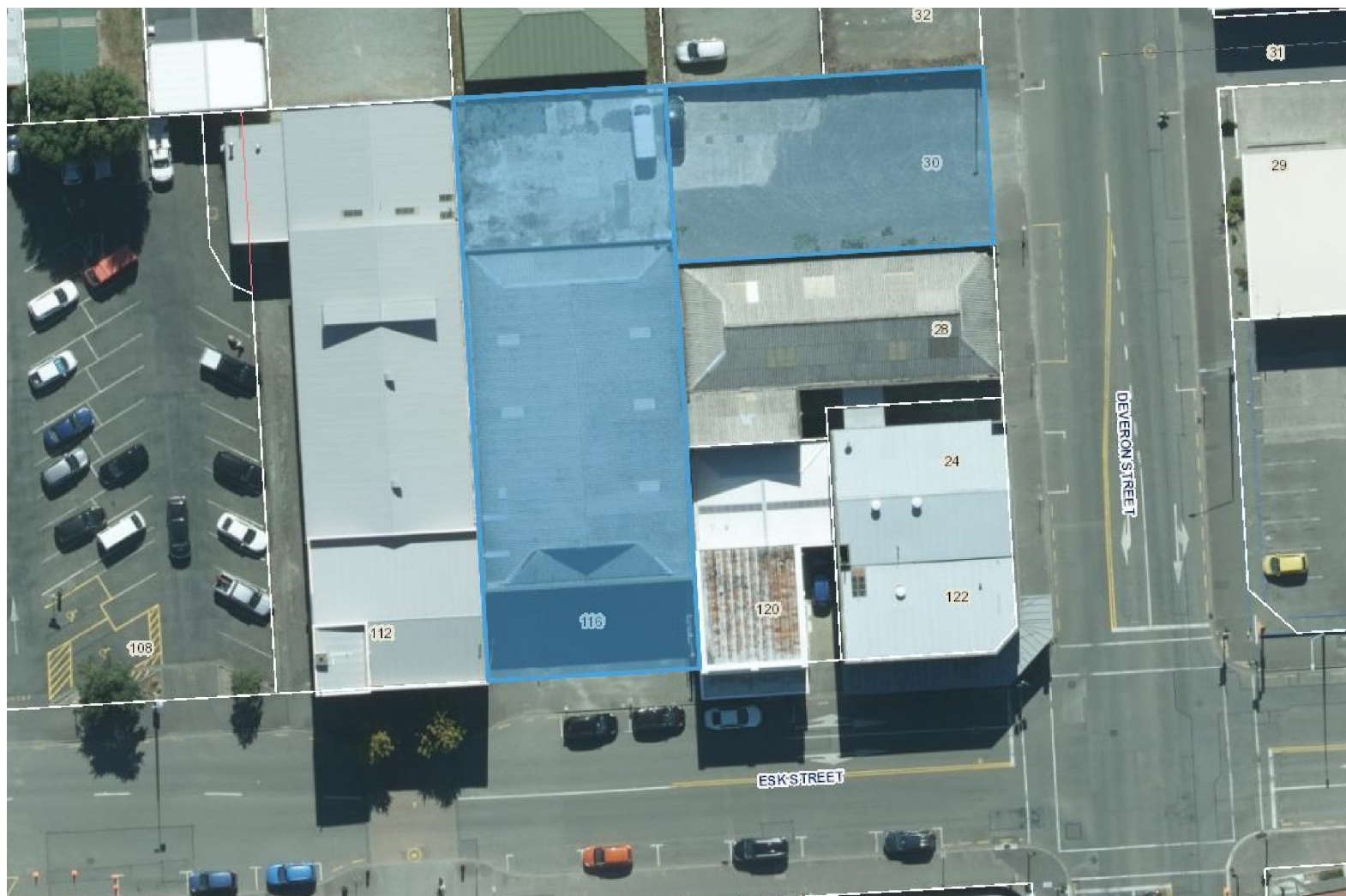
Address	Land / Building	Legal Status	Capital Value	Revenue/ Return	Estimated Annual Maintenance Costs	Current Usage
131 Esk Street (Esk St No. 2 Car Park)	Land	Freehold Encumbrance on Title (relates to use as car park). Ngai Tahu Claims Settlement Act.	\$ 790,000	Monthly leases return guarantee revenue.	TBC	Current Operational Car Park
116 Esk Street / 30 Deveron Street (Ex Southland Times Building and Car Park)	Land / Building	Freehold	\$ 270,000	Monthly leases return guarantee revenue.	TBC	Vacant (storage), Car Park
11 Leven Street (Leven Street Car Park Building)	Land / Building	Freehold	\$6,500,000	Monthly leases return guarantee revenue.	\$ 50,000	Current Operational Car Park
313 Bay Road	Land	Freehold	\$ 680,000	\$ 2,750.00	-	Grazing
141 Bond Street	Land / Building	Freehold	\$2,200,000	\$ 18,000.00	\$ 10,000	Industrial
40a Glengarry Crescent	Land	Freehold	\$ 41,000	\$ -	\$ 1,000	Vacant land but has electricity transformer on part.

## 131 ESK STREET



A4897359

**116 ESK STREET / 30 DEVERON STREET**



A4897359



## 11 LEVEN STREET



A4897359

### 313 BAY ROAD



A4897359



## 141 BOND STREET



A4897359

## 40A GLENGARRY CRESCENT



A4897359

## 3 WATERS REFORM – PROGRAMME UPDATE

<b>To:</b>	Infrastructure Committee
<b>Meeting Date:</b>	Tuesday 10 October 2023
<b>From:</b>	Erin Moogan & Andrew Strahan
<b>Approved:</b>	Erin Moogan - Group Manager - Infrastructure
<b>Approved Date:</b>	Thursday 5 October 2023
<b>Open Agenda:</b>	Yes
<b>Public Excluded Agenda:</b>	No

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### Purpose and Summary

This report provides an overview of the ICC 3 Waters Reform Programme to deliver ICC's legislative obligations under the Water Services Entities Amendment Act.

### Recommendations

That the ICC Infrastructure Committee:

1. Receives the report '3 Waters Reform – Programme Update'.

### Background

#### Legislation

Legislation that gives effect to the Government's reform of water services delivery has been enacted by Parliament and received Royal Assent at the end of August 2023. The Water Services Entities Amendment Act and the Water Services Legislation Bill, have been incorporated into the Water and Services Entities Act,, the core piece of legislation that sets out water services reform. The Act provides the framework for establishing 10 water services entities, including their functions, powers, and tools for their work, and arrangements for the transition to the new system.

The Water Services Entities Act is complemented by the Water Services Economic Efficiency and Consumer Protection Act (led by MBIE) that establishes an economic regulation and a consumer protection regime as part of the reform of water services.

Much of the legislation will come into force from 1 July 2024, except for provisions that enable preparations to be made for the transition.



ICC has lodged and presented a number of submissions on the legislation with few of ICC's concerns appearing to be addressed.

### **Preliminary Go Live Sequence**

The DIA's National Transition Unit has provided a preliminary view of the proposed go-live sequence for each new Water Services Entity. Entity J, which ICC is included within, is currently proposed for October 2025. This is the latest go-live and is shared with Entities C (Bay of Plenty) and E (Whanganui).

The NTU has provided an overview plan that sets out the overall go-live sequencing for all the entities (Attachment 1).

### **ICC 3 Waters Reform Program**

ICC's approach remains to deliver on the work required by the current legislation to progress water reform. It is recognised that this may be subject to change depending on the outcome of the upcoming General Election.

An update on ICC's 3 Water Reform Programme, together with a summary view of Transition Arrangements is provided (Attachment 2).

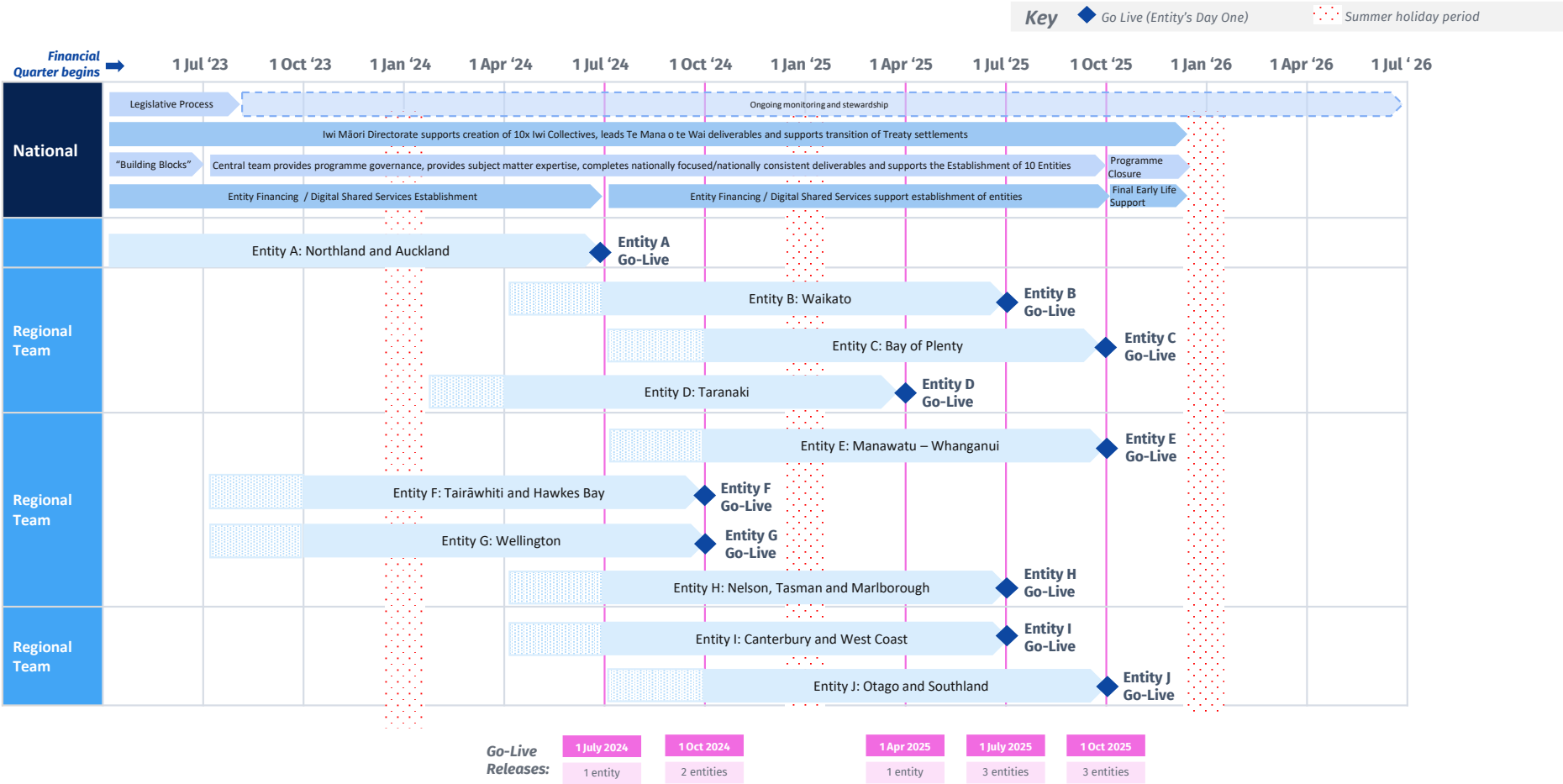
### **Next Steps**

1. Continue to deliver on the ICC deliverables in support of the NTU's Water Reform Programme.
2. Work through preparation of the Long-term Plan including what the plan looks like under a reform option and non-reform option.
3. Post October election outcomes – engage with the DIA to understand timetable for any change in direction.

### **Attachments**

1. Attachment 1 - NTU Preliminary Recommended Schedule: WSE Establishment Dates (A4897356)
2. Attachment 2 - ICC 3 Waters Reform Programme Update (A4897357)

Preliminary recommended schedule: Establishment Dates



A4897357

# 3 Waters Reform

ICC Infrastructure Committee – Councillor Briefing  
10 October 2023

A4897357



# Content

- ICC 3 Waters Reform Project - progress update & upcoming work
- Summary Transitional Arrangements
- NTU National Level Work Underway
- Risks & Issues of note

# Status Update

- NTU has provided a preliminary go-live schedule (Oct 2025).
- Entity J CE Meeting with the NTU expressed combined disappointment that the requested April 2025 go-live date was not adopted.
- ICC Transition Project team continuing to support NTU project requests. Summary of workstream activities provided in the next slide.
- Approach remains to deliver to base NTU requirements pending outcome of upcoming October General Election

ICC 3 Waters Reform Workstream	Status update
People & Workforce	<ul style="list-style-type: none"> <li>3 Waters Staff Pathway Consultation - NTU responding to impacted staff queries and scheduling meetings with Senior Managers.</li> <li>NTU has initiated bargaining with the PSA, AWUNZ and E tū for a water services entities multi-union and multi-employer collective agreement.</li> </ul>
AMOS – Asset Management / Operations and Stormwater	<ul style="list-style-type: none"> <li>Asset Management - Asset Plan Addendum to support LTP drafting underway using data supplied by ICC.</li> <li>This document will be used to support the inclusion of 3 Water Projects within the ICC LTP (2024 - 2034)</li> </ul>
Finance & Commercial	<ul style="list-style-type: none"> <li>Water Services Reform Funding Agreement between DIA and ICC varied to provide access to a further available funding. Increased from \$592k to \$888k. Also removes references to 'No Better Off Funding' as enacted by the Water Services Entities Amendment Bill.</li> <li>NTU's preliminary view of ICC's baseline 3 Waters debt and reserves provided. Net debt is \$12,189k. To be tracked and will inform the debt payment schedule that sets out the amount payable by the WSE to ICC at the time 3 Waters assets are transferred to the WSE.</li> <li>The NTU's Finance Lead provided with early view of the 3 Waters Projects that make up the LTP. No immediate concerns raised.</li> <li>All Councils are required to submit draft LTP's as an 'Intended Significant Decision' to the DIA.</li> </ul>
Legal & Risk	<ul style="list-style-type: none"> <li>Legal Questionnaire – no feedback from NTU on submitted questionnaire but expect considerable further work in this area in order to agree on transfer status of land parcels on which 3 Waters assets are located.</li> </ul>
Resource Consents & Compliance	<ul style="list-style-type: none"> <li>Stock take of Consents completed</li> </ul>
Data & Digital	<ul style="list-style-type: none"> <li>ICC 3 Waters Asset Data extracts, mappings and asset data hierarchy provided to NTU.</li> <li>Customer Data extract next priority to progress.</li> <li>Draft NTU view of migration status of stormwater assets provided to ICC for review and correct anomalies.</li> <li>Finance &amp; Project Data Migration not started</li> </ul>

# Transition Arrangements

## Asset and liability transfer arrangements –

- Primary mechanism in the legislation for managing asset and liability transfers is the Allocation Schedule.
- The Allocation Schedule must specify assets, liabilities and other matters related to the provision of water services by local government organisations, distinguishing between assets that wholly or partly (i.e. mixed-use assets) relate to water services.
- The Establishment Board has the statutory responsibility to prepare the allocation schedule and, in relation to mixed-use assets, has discretion to determine which assets transfer to the water entity and which do not.
- That discretion is subject to guiding principles, namely that any assets that have more than one purpose, and whose primary purpose is not the provision of water services, should be specified in the 'should-not-transfer' part of the allocation schedule, unless the local government organisation and the establishment chief executive agree otherwise

# Transition Arrangements

## **Relationship Agreements**

- Are mandatory and formed between the WSE and regional / territorial councils and transport corridor managers.
- To be agreed not later than 3 months prior to WSE establishment date
- Remains in force until replaced and reviewed within 5 years

## **Service Level Agreements (SLA)**

- Parties to the Relationship Agreements may also enter a Service Level Agreement
- Sets out services, allocation of responsibilities and how services are funded.



# Transition Arrangements

**Employment arrangements** - The Act enables the entities to offer a one-off retention payment to employees who transfer from councils to entities.

The Act also provides for the Chief Executive of the Department to appoint a designated representative who can enter into collective bargaining on behalf of the entities that are not yet legally established.

**Bylaws** - The Bill provides for existing bylaws to remain in force until a corresponding water services instrument is passed, or the transition period ends.

**Billing and charging** - Water service entities may get the local authorities in the service area to collect charges on their behalf until they have set up their billing services.

Any such arrangements would expire three years' following the entity's go-live date, however we would expect the entity's to be doing their own billing within this timeframe.

The Bill allows territorial authorities to recoup the cost of charging and collection from the entities

# NTU National Level Work Underway

Initial Draft Asset Management Plans (AMP) for each entity based on councils Long-Term Plans.

Transitional Development Code to support and enable urban development and growth. It will operationalise the three-stage approval process for water services infrastructure connections and include a Practice Guide.

Procurement Guidelines under development with an aim for national consistency, with some WSE specific variations, to reduce lengthy and costly procurement processes.

The NTU have developed a stormwater asset transfer decision support tool to help identify which stormwater network assets, including any mixed-use stormwater assets that will transfer.

NTU is developing NZ Water Sector Incident and Emergency Management Framework and Guidelines to ensure a seamless transition and enable WSEs to develop their own Emergency Management (I&EM) plans and arrangements.

Work is underway to develop National Engineering Design Standards (ex-Code of Practice) with sector engagement and consultation to occur.



## Risks & issues of note

- Continued uncertainty as to outcome of the Oct 23 General Elections and impact on the current approach to Water Services Reform.
- Impact on 3 Waters Staff and risk that they will leave ICC and/or the industry
- Required compliance and/or capital investment projects are deferred
- Contract extensions secure less favourable terms due to short time horizons
- Given uncertainty, difficulty retaining and recruiting new staff
- New regulatory regime, existing operational requirements plus reform contributes to staff stress & burnout

## ACTIVITIES REPORT

<b>To:</b>	Infrastructure Committee
<b>Meeting Date:</b>	Tuesday 10 October 2023
<b>From:</b>	Infrastructure Services Managers
<b>Approved:</b>	Erin Moogan - Group Manager - Infrastructure Services
<b>Approved Date</b>	Thursday 5 October 2023
<b>Open Agenda:</b>	Yes
<b>Public Excluded Agenda:</b>	No

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### Purpose and Summary

This report provides an update on a wide range of activities across Council.

### Recommendations

That the Infrastructure Committee:

1. Receives the report "Activities Report".
2. Notes the ICC response to the State of Emergency on 21 September.
3. Notes the status update on the pipe renewals programme.

### Bond Contracts Deed of Assignment

WasteNet have been completing due diligence on the proposed assignment of the Regional Solid Waste Services contract to WasteCo following the sale of Bond Contracting. The Waste Advisory Group approved the assignment at their meeting on 11 September and the lawyers have resolved the outstanding issues in the Deed. As it's a WasteNet Contract the Deed has now been executed by the Chief Executives of the three Councils.

### Generator Refurbishment – CAB

The generator that provides back up power to Te Hinaki Civic Building is scheduled for an overhaul and parts have been ordered for this purpose. The Infrastructure Operations Team are currently working through the process in relation to ensuring that a continuous service is available to the essential services of 3-waters and IT while the generator is being overhauled, pending a potential electricity supply interruption. Once this process is in place, the maintenance work will take place.

### **Transition Into New Road Maintenance Contract**

The Roading Maintenance Contract C979 comes to an end on 30 September, transitioning into the new C1167 contract. The new contract is a 5-year (-1-1+2) contract, and depending on contractor performance, can be reduced or extended by 2 years.

Fulton Hogan won the tender for this new contract, and as the incumbent, is expected to be an easier transition into the new contract. During the tender presentations Fulton Hogan promised an "improved and invigorated team".

Transition workshops were held in August, with more workshops planned in September/October as we transition into the new contract. A transition newsletter prepared for the broader team is attached.

### **3 Waters Plant Main Switchboard Upgrade**

The Clifton Waste Water Treatment Plant is undergoing an upgrade of its main switchboard that was install in the 1960.

The Project involves relocating the main switchboard from the administration building and splitting it up into 3 smaller boards located at the old Transformer Room, Boiler room and Digester room. This practice of moving the boards to their location is now standard practice that improves efficiency of the network cables.

The switchboards were ordered back in January 2023 with the first board being installed in late August.

The first switchboard installed was the mains power that is now located in the transformer room (photo attached). For this to happen, PowerNet installed a new transformer outside the building and laid the associated cables that was done approximately one month in advance of the changeover day.

Timing for this first board was critical because the plant would have to stop all inflows, this meant working closely with PowerNet, Meridian, Installation contractors and planning it around the suitable weather conditions due to inflow. Because weather conditions are critical in this first stage, it took a number of attempts over a month of August to enable this to proceed. On the changeover day the plant was closed down for approximately 1hr to allow the mains connected. The total board installation took another 8 hours to be completed.

The remaining switchboards are programmed to be supplied and installed in October with the changeover of system anticipated to be complete by late December 2023. This extended period will allow the plant to operate normally with each individual system to be disconnected, reconnected and tested prior to carrying out the next one. This work cannot be completed in one operation due to the normal operating condition of the plant.



New Primary Transformer



New primary switchboard for equipment mains isolation



New primary control switchboard



### **Adverse Weather**

A region-wide state of emergency was declared for Southland on 21 September following heavy rain and flooding. Multiple roads across the City and Bluff had surface flooding and roading crews were out in full force clearing blocked sumps and erecting flooding signs to warn motorists. Invercargill city roads completely flooded and needing to be closed were: West Plains Road, Ferry Road, Kennington Road and Staunton Road.

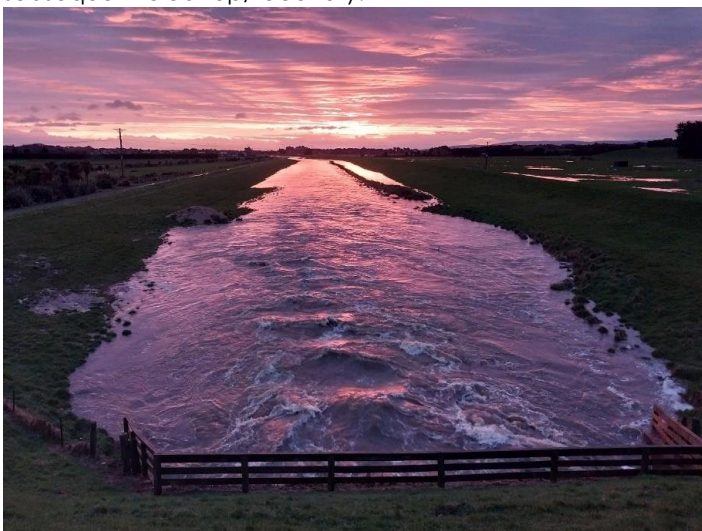
As of 27 September all roads have been reopened. Some minor damage remained to some of the unsealed roads, these have been regraded and resolved. Bridge inspections were also completed prior to roads reopening.

Our 3-Waters network experienced extremely high volumes with much of the network operating at full capacity. Some localised areas of the stormwater and sewer networks exceeded capacity and stormwater and sewer manholes did discharge. This event has highlighted some choke points in our system which the team are investigating. The Waipohai river burst its banks upstream at Kennington Road flooding the road. However downstream at the Waihopai Dam the stopbanks contained the floodwaters very well, and the peaks in the river levels were far lower than other rivers such as the Oreti river and Waikiwi Stream. It should be noted that both the Oreti river and Waikiwi Streams exceeded the 1980 and 1994 flood levels respectively (Environment Southland river level data). Some parts of the Otepuni creek flooded and the Otepuni town belt walkway was closed off.

One family in Otatara was temporarily relocated overnight due to their house being partially flooded (garage and toilet/laundry). Alternative accommodation for one night was provided, as well as two waste skips for the family to dispose of damaged goods.

The ICC team put in a big effort during the event, many going above and beyond. Emergency Management Southland activated their Emergency Operations Centre in response and ICC stood up our local Incident Response led by the Infrastructure Team on level 2. This team remained in direct communications with the EOC into the night and across the weekend.

The maintenance contractors and subcontractors also came to the party and made a massive effort in the initial response, as well as the continued effort over the weekend and subsequent cleanup/recovery.



Waihopai River



Kennington Road



Kingswell Creek

### **Bluff Subsidence**

The team closed out two large subsidence jobs in Bluff this month.

Investigated and repaired a large subsidence next to the bridge on Shannon Street, findings included an unknown stormwater main and manhole with a hole through the side of the chamber allowing the ground around it to fall in and wash away. The team also traced this unknown main allowing it to be accurately shown on our GIS.





The second one was to repair a subsidence on the bank out front of 96 Bann Street by constructing a new gabion basket wall.

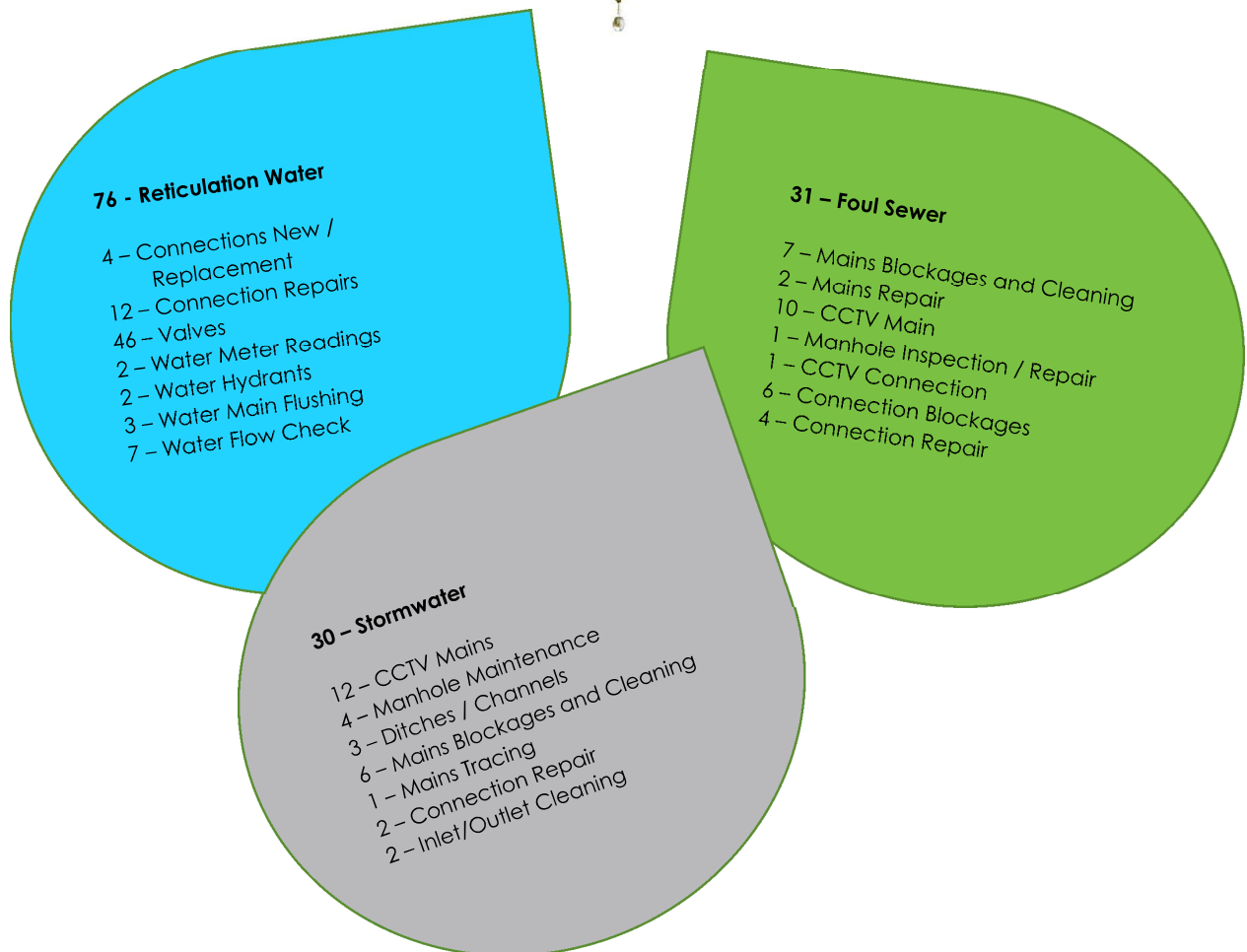


### Three Waters Maintenance Contract Snapshot - August

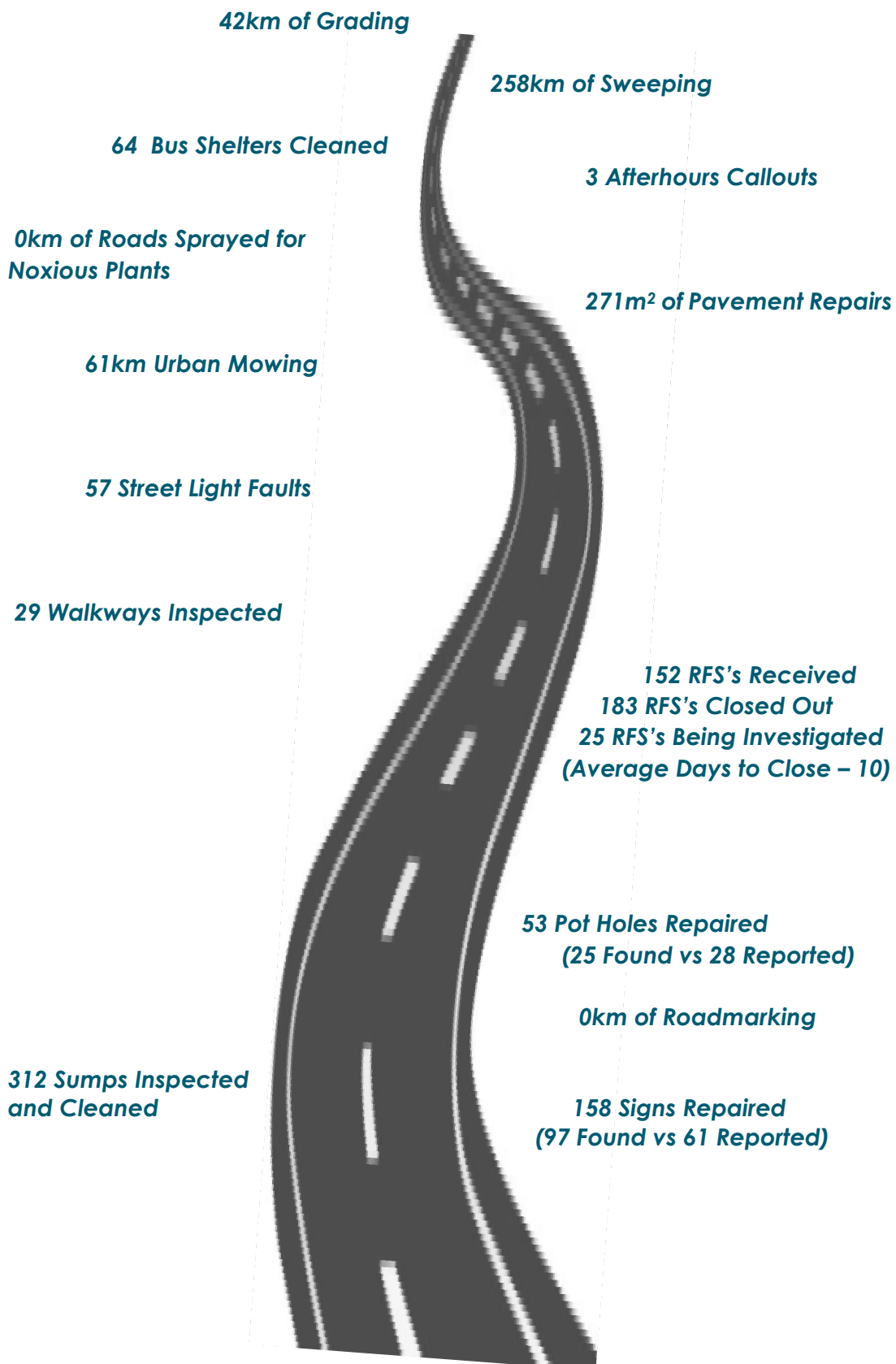
No major events to report this month.

137 Work orders issued.

- 49 Routine work orders issued, 39 complete and 10 due for completion in the month of September.
- 20 Planned work orders issued, 15 completed and 5 due for completion in the month of September.
- 50 Urgent work orders issued with 49 completed and 1 due for completion in the month of September.
- 18 Emergency work orders were issued with 18 completed in the month of August.



## Road Corridor Maintenance Contract Snapshot – August



## Monthly Summary

August saw a marked increase in the prevalence of potholes on the network, and considerable effort was applied to get on "top" of them, with focus on Bay and Otatara Roads in the month. Potholes repaired will be monitored and other repair "solutions" will be applied and scheduled should they become problematic.

Two claims for vehicle damage were received from the public due to potholes in Bay Rd in August. If a person claims their vehicle has been damaged there are a number of variable factors that are assessed, and applicants are asked to liaise with their insurer in the first instance. Four complaints regarding the pothole(s) in Bay Rd were received, and temporary traffic management (TTM) was installed at this location to assist in reducing motorist speed and to raise awareness of the uneven road surface until repairs could be completed. With both of these claims we did not accept liability, which resulted with one of the motorists approaching the Southland Times where a news article was published on 30 August. [Man blames Bay Rd pothole for car damage | Stuff.co.nz](#)

Over the last year a number of stormwater sump grates (24) have been reported missing (stolen) throughout the network, with an increase in the first half of this year. These left open holes in the road creating a safety concern, which were all coned off and marked as a hazard. Sump grate replacements are not locally available and had to be sourced from India to replace our diminishing stocks, with a lead time of approximately 8-10 weeks. No new missing sump grate have been reported since July.

The second round of variable school speed signs were installed. These reduce the speed at school zones to 30km/h during school drop-off and pick-up times. These schools included James Hargest Junior College, Waverly Park School, Verdon College, Waihopai School and Windsor North School.



### Pothole Repairs



### Temporary Sump Grates



### Variable Speed Signs At Schools



## Aged Care Housing Snapshot – August 2023

- 13 Housing Applications Received
- 15 Housing Enquiries Received
- 1 Housing Tenancies Vacated
- 2 Housing New Tenancies
- 88 Current Housing Waiting List (Priority and Secondary Combined)



Housing Waiting List	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23
Waiting List - Priority	44	50	53	55	56	56	58	69
Waiting List - Secondary	42	40	27	22	23	20	18	19
Total Waiting List	86	90	80	77	79	76	76	88
Applications Received	5	6	1	4	2	5	4	13
Enquiries Received	6	0	7	6	10	7	11	15
New Tenancies	1	0	1	0	2	1	1	2
Tenancies Vacated	1	1	2	0	2	1	4	1

### Explanation to Trend

As predicted, application and enquiry numbers have increased over the past month mostly as a result of the pending changes by Presbyterian Support Services for Peacehaven rental units. The flow-on effect of this is an increase of Council's Waiting List.

Three Waters Pipe Renewals - Programme Control Group - Aug 2023 Schedule																											
Projects							Construction Schedule																	RAG Color	Comment		
Project Number	Project Name	Phase	Contractor	Project Manager	Metres of Pipe Programmed	Construction Design Progress	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24					
Storm Water																											
100297	Dee St SW Renewal (Waihopai-Herbert)	Construction	Fulton Hogan	Ashwin Gogale	565	20%		1	2	3	4															Yellow	
100478	Deveron St SW Renewal(Gala-Spey)	Close Out	Fulton Hogan	Ashwin Gogale	0	0																				Green	
	Leet Street SW Renewal	Design		Ashwin Gogale	804	20%																					
100794	Deveron St SW Renewal(Don-Tay)	Design		Ashwin Gogale	132	10%																					
	Kelvin St SW Renewal	Design		Charlie Song	150	70%																					
100797	Dee/Esk St SW Overflow Renewal (Esk St)	Design		Charlie Song	12.7	90%																					
Foul Sewer																											
100492	Kennington Wastewater Rising Main Renewal	Construction	Southroad	Salomon Agular	10	10																				Green	Kennington Wastewater Rising Main Renewal construction finished, the Foul Sewer pipe is in serve now.
100798	Morell Nelson St Rising Main Renewal	Design		Ashwin Gogale	1034	10%																					
100792	Doon St FS Renewal	Design		Salomon Agular	150	100%																					
	Leet St FS Renewal	Design		Ashwin Gogale	359	15%																					
100782	Airport Ave FS Renewal	Design		Daniel Elliott	825	0%																					
	Leven St FS Renewal	Plan		Ashwin Gogale	568	0																					
100793	Cargill St FS Renewal	Design		Salomon Agular	308	90%																					
	Kelvin St FS Renewal	Design		Charlie Song	95	70%																					
	Lower Esk St FS Renewal	Plan		Charlie Song	198	0%																					
Water Renewals																											
100353	Bluff Reservoir Outlet WM Renewal Portion B	Construction	Downer	Salomon Agular	1015	0																				Green	
	Clyde St WM Renewal	Plan		Ashwin Gogale	471	0																					
	Leven St WM Renewal	Plan		Ashwin Gogale	389	0																					
	Don St WM Renewal	Plan		Salomon Agular	209	0																					
100780	Kirkwood Lane Ridermain Renewal	Design		Daniel Elliott	114	90%																					
100758	Kildare Ridermain Renewal	Construction		Daniel Elliott	395	25%																				Green	
100759	Rothsay Ridermain Renewal	Construction		Daniel Elliott	110	110																				Green	
100757	Russel and Gladstone Tce Water Renewal	Procurement		PMO	365	0																					
	Bond/Spey St Rider Main Renewal	Plan		Charlie Song	275	0																					
	Bluff High Way Rider Main Renewal (Elizabeth-Kew)	Plan		Daniel Elliott	288	0																					
	Lower Esk St/Dee St Ridermain Renewal (New Hotel)	Plan		Charlie Song	111	0																					

Three Waters Pipe Renewals - Programme Control Group - Aug 2023 Financial											
Project Number	Project Name	Project Budget (original)	Committed	Spend to Date	Variation	Forecast to Go	Updated Forecast Project Cost	LTP Budget	Percentage Finished	RAG Color	Comment
	Storm Water	\$ 4,140,914	\$ 1,037,897	\$ 808,041	\$ 125,678	\$ 3,332,873	\$ 4,200,194	\$ 3,140,000	26%		
100297	Dee St SW Renewal (Waihopai-Herbert)	\$ 1,413,258	\$ 1,037,897	\$ 655,139	\$ 125,678	\$ 758,119	\$ 1,468,936		46%		Variations: extra Manholes, additional excavation work, contaminated soil
100478	Deveron St SW Renewal (Gala-Spey)	\$ 125,000		\$ 128,602		-\$ 3,602	\$ 128,602		100%		
	Leet Street SW Renewal	\$ 1,768,579		\$ 7,800		\$ 1,760,779	\$ 1,768,579				
100794	Deveron St SW Renewal (Don-Tay)	\$ 344,077		\$ -		\$ 344,077	\$ 344,077				
	Kelvin St SW Renewal	\$ 390,000		\$ 7,500		\$ 382,500	\$ 390,000				
100797	Dee St SW Renewal (Esk St)	\$ 100,000		\$ 9,000		\$ 91,000	\$ 100,000				
	Foul Sewer	3,956,587	-	137,670	-	3,818,917	3,768,130	4,104,000	3.4%		
100492	Kennington Wastewater Rising Main Renewal	136,000		\$ 106,650		\$ 29,350	136,000		78%		
100798	Morell Nelson St Rising Main Renewal	1,137,417		\$ 2,700		\$ 1,134,717	1,137,417				
100792	Doon St FS Renewa;	164,919		\$ 11,400		\$ 153,519	164,919				
	Leet St FS Renewa;	394,950		\$ 3,120		\$ 391,830	394,950				
100782	Airport Ave FS Renewa;	762,363		\$ -		\$ 762,363	762,363				
	Leven St FS Renewa;	625,081		\$ -		\$ 625,081	625,081				
100793	Cargill St FS Renewa;	338,399		\$ 5,700		\$ 332,699	338,399				
	Kelvin St FS Renewal	104,500		\$ 2,700		\$ 101,800	104,500				
	Lower Esk Street FS Renewal	292,957		\$ 5,400		\$ 287,557	104,500				
	Water Renewals	\$ 4,182,880	\$ 2,008,831	\$ 469,710	\$ -	\$ 3,713,170	\$ 4,182,880	\$ 3,290,000	14.3%		
100353	Bluff Reservoir Outlet WM Renewal Portion B	\$ 1,342,120	\$ 1,255,604	\$ 216,910		\$ 1,125,210	\$ 1,342,120		16%		
	Clyde St WM Renewal	\$ 612,481		\$ -		\$ 612,481	\$ 612,481				
	Leven St WM Renewal	\$ 506,035		\$ -		\$ 506,035	\$ 506,035				
	Don St WM Renewal	\$ 271,700		\$ -		\$ 271,700	\$ 271,700				
100780	Kirkwood Lane Rيدرmain Renewal	\$ 145,278		\$ 10,800		\$ 134,478	\$ 145,278				
100758	Kildare Rيدرmain Renewal	\$ 221,080	\$ 183,280	\$ 129,900		\$ 91,180	\$ 221,080		59%		
100759	Rothsay Rيدرmain Renewal	\$ 118,157	\$ 106,917	\$ 106,700		\$ 11,457	\$ 118,157		90%		
100757	Hussel and Bladstone Lee (Albert to Grey St) Water Renewal	\$ 464,030	\$ 463,030	\$ -		\$ 464,030	\$ 464,030				
100757	Bluff High Way Water Main Renewal (Elizabeth-Kew)	\$ 190,000				\$ 190,000	\$ 190,000				
100757	BondSpey St. Water Main Renewal	\$ 180,000		\$ 2,700		\$ 177,300	\$ 180,000				
100757	Lower Esk St/Dee St Water Main Renewal (New Hotel)	\$ 132,000		\$ 2,700		\$ 129,300	\$ 132,000				
	Total	\$ 12,280,381	\$ 3,046,728	\$ 1,415,421	\$ 125,678	\$ 10,864,960	\$ 12,151,204	\$ 10,534,000	13.4%		