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## NOTICE OF MEETING

**Notice is hereby given of the Meeting of the  
Community Wellbeing Committee  
to be held in the Council Chamber,  
First Floor, Te Hīnaki Civic Building,  
101 Esk Street, Invercargill on  
Tuesday 13 February 2024 at 2.00 pm**

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

MICHAEL DAY  
CHIEF EXECUTIVE

# Community Wellbeing Committee Agenda - Public

13 February 2024 02:00 PM

<b>Agenda Topic</b>	<b>Page</b>
1. Apologies	
2. Declaration of Interest	
a. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.	
b. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.	
3. Public Forum	
4. <a href="#">Minutes of the City Centre Heritage Subcommittee Meeting held on 13 December 2023 (A5091662)</a>	3
5. <a href="#">Minutes of the Community Wellbeing Committee Meeting held on 23 January 2024 (A5147529)</a>	5
6. <a href="#">Minutes of District Licensing Committee - January 2024 (A5199244)</a>	11
7. <a href="#">Proposal to Revoke Reserve Status – (Awarua Bay Road Reserves) for the Purpose of Disposal with Two Fee Simple Land Parcels (A4979116)</a>	13
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9. <a href="#">Civic Awards (A5187970)</a>	65
10. <a href="#">Activities Report (A5168329)</a>	68

**MINUTES OF THE MEETING OF THE CITY CENTRE HERITAGE SUBCOMMITTEE HELD IN THE COUNCIL CHAMBER, FIRST FLOOR, TE HINAKI CIVIC BUILDING, 101 ESK STREET, INVERCARGILL, ON WEDNESDAY 13 DECEMBER 2023 AT 3.00 PM**

**Present:** Cr L F Soper (Chair)  
Cr A J Arnold  
Cr P W Kett

**In Attendance:** Ms S Baxter – Planner – Heritage and Urban Design  
Miss M Tupara – Executive Support  
Ms Anne Duncan – Manager Planning and Building Services

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**1. Apologies**

Apologies were received by Cr Campbell.

Moved Cr Soper , seconded Cr Kett and **RESOLVED** that the apolgies be accepted

**2. Declaration of Interests**

Nil.

**3. Minutes of the City Centre Heritage Subcommittee Meeting Held on 21 June 2023**

A4692073

Moved Cr Soper, seconded Arnold and **RESOLVED** that the minutes of the City Centre Heritage Subcommittee Meeting held on 31 June 2023 be confirmed.

**4. Four-Year Review of City Centre Heritage Strategy**

A5057284

Ms Baxter presented the report.

Moved Cr Soper, seconded Cr Kett and **RESOLVED** that the City Centre Heritage Subcommittee:

1. Receives the report "Four-Year Review of City Centre Heritage Strategy".
2. Notes the changes to the Strategy under the applicable "Summary of Changes" in the report.
3. Adopts the City Centre Heritage Strategy as set out in Appendix 1 – City Centre Heritage Strategy Tracked Revisions (A5058420).
4. Notes the changes to the Terms of Reference of the Built Heritage Fund under the applicable "Summary of Changes" in the report.
5. Approves changes to the Terms of Reference of the Built Heritage Fund as set out in Appendix 2 – Built Heritage Fund Terms of Reference Tracked Revisions (A4919343).

Ms Baxter advised that usually she would take the report as read however she raised the main points for the Committee to consider and discuss.

Cr Arnold raised a question about what is happening with the Briscoe building after the fire. Ms Baxter advised the owners have a deadline in December to make the building safe and confirmed there is a lot going on behind the scenes in terms of moving forward. ICC's Planning and Building department are working closely with them. Ms Duncan advised that the footpath needs to have containers under the verandah to make it safe.

Ms Baxter raised the importance of supporting owners to maintain their heritage buildings, as there is risk to Council if they don't. The onus can fall on Council to demolish or make safe the building if the owner fails to.

## **5. Update on City Centre Heritage Strategy Progress**

A5056681

Ms Baxter spoke to the report and advised that she will start contacting eligible owners this week.

Ms Baxter advised that a member of the Trooper's Memorial Heritage Trust called recently to advise they are interested in the former Dee Street Hospital. The Ministry of Health made the unfortunate decision to not allow interested parties to view the building interiors. Cr Soper asked if the sale includes the gate keepers lodge? Ms Baxter advised that she believes it is the whole grounds. Cr Soper suggested doing the gatekeepers section up first so people can see what potential it has.

Cr Soper raised a question about when the Heritage EQUIP fund payments will expire; Ms Baxter confirmed the Ministry for Culture and Heritage's end of financial year is June 30. If Hadley Robinson fails to produce the last remaining seismic report, the owner will miss out on the funding. Council is doing their best to advocate for the owner as the tardiness of the engineer is extremely disappointing.

Moved Cr Kett, seconded Cr Arnold and **RESOLVED** that the City Centre Heritage Subcommittee:

1. Receives the report "Update on City Centre Heritage Strategy Progress".

There being no further business, the meeting finished at 3.40pm.



**MINUTES OF COMMUNITY WELLBEING COMMITTEE, HELD IN THE COUNCIL CHAMBERS,  
FIRST FLOOR, TE HĪNAKI CIVIC BUILDING, 101 ESK STREET, INVERCARGILL ON  
TUESDAY 23 JANUARY 2024 AT 3.00 PM**

**Present:**

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

**In Attendance:**

- Mr M Day – Chief Executive
- Mrs P Christie – Group Manager – Finance and Assurance
- Mr R Capil – Group Manager – Community Spaces and Places
- Mrs T Hurst – Group Manager – Community Engagement and Corporate Services
- Mr J Shaw – Group Manager – Consenting and Environment
- Mr M Morris – Manager – Governance and Legal
- Mrs R Suter – Manager – Strategy and Policy
- Mrs G Cavanagh – Manager – Environmental Services
- Mrs C Horton – Senior Open Spaces Planner
- Mrs A Duncan – Manager – Planning and Building Services
- Dr D Puddle – Local Play Advocate
- Ms L Knight – Manager – Strategic Communications
- Mr G Caron – Digital and Communications Advisor
- Ms M Sievwright – Senior Executive Support

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## 1. Apologies

Cr D J Ludlow, Mayor W S Clark, Cr A J Arnold, Cr P W Kett

Moved Cr Dermody, seconded Rev Cook and **RESOLVED** that the apologies be accepted.

## 2. Declaration of Interest

Nil.

### **3. Public Forum**

#### **3.1 General Policies Reserves Management Plan – Mr Rodney Tribe**

Mr Rodney Tribe spoke to the public forum.

He would like Argyle Park under its own Management Plan. In terms of the plan, he was unaware of what was a reserve, playground, etc. as there were no maps and plans. He said the removal of the Argyle Park Management Plan included objectives which allowed for the provision and operation of a camping ground in Bluff, however under the new Management Plan it stated that camping was only allowed in camping ground on a reserve. The long term lease would transfer if the property sold, however he questioned how this could happen as it was a reserve. He said J G Ward was not a reserve it was part endowment land and part reserve. In summary he was asking Council to put a line through Argyle Park and to include maps and plans in the Management Plan.

In response to a question regarding comprehensiveness of the Plan, it was noted that the list did not classify clearly what was a park, playground or reserve. More definition was required, including maps and plans.

Cr Dermody agreed with the clarity of the Plan and said policy needed to be made as simply as possible. With respect to Argyle Park, he said it was a strategic asset to the community, however it was important to make the investment to turn it into a very strategic asset for the community, which could include a transition of ownership.

Cr Stewart said he would like to see campervans included in Argyle Park, however it was noted this was already permitted.

The Chair thanked Mr Tribe to attending the meeting.

### **4. Minutes of the Meeting of Community Wellbeing Committee held on Tuesday 12 December 2023**

A5094681

Moved Cr Boyle, seconded Mrs Coote and **RESOLVED** that the Minutes of the Community Wellbeing Committee held on Tuesday 12 December 2023 be confirmed.

### **5. General Policies Reserve Management Plan 2023 - 2033**

A5109981

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

1. Receives the report "General Policies Reserve Management Plan 2023 - 2033".

**Recommends to Council:**

2. To adopt the Draft General Policies Reserve Management Plan 2023-2033 as the approved plan (A3696236).

## 6. Play Strategy Development Underway

A5031910

Dr Damien Puddle spoke to the report.

Sport New Zealand had identified through international and national research that the benefits of play were significant and was under threat due to societal trends over the years. This was why the government was investing in local government via the local play advocate workforce programme.

In response to a question regarding play being under threat, it was noted that the change of societal trends had impacted on how children experience play today compared to how they used to experience it, including technology, changes to health and safety, changing parenting trends, changes to built infrastructure and access to greenspace. The 2021 Play in Southland report highlighted this data.

In response to a question regarding Dr Puddle's role and funding, it was noted the role was for two years, funded by Sport New Zealand.

A discussion was held regarding what was parent's role, and what was Council's role. Parents had a role and responsibility, however Council also had a responsibility with the four wellbeings, play was a component to all of that and was a requirement of the Local Government Act. The play community identify that for a child to have a quality play experience they needed the time, space and permission to do those activities. Local Government played a part in that with the permissions on using spaces in a certain way. The outcomes of the strategy had not been predetermined. There has not been a citywide approach to play, so local government had a role to bring things together in a more strategic approach.

Cr Crackett said she was disappointed in the comments around the table, specifically the comments that Council's traditional role was pipes and playgrounds. Councillors needed to consider this was a wider societal wellbeing and health outcomes for families. It was not just parks, playgrounds and reserves. It was participation and access for all families to be able to use. The outcomes of play were wider than facility physical infrastructure.

In response to a question regarding permission to use spaces, this was looking at play beyond parks and playgrounds.

In response to a question regarding the three things hoped to be achieved within the next two years, the response was the big thing for this year was a play strategy, then the urban play project, then bringing attention to everything being discussed.

Cr Soper said she was surprised to hear the push back on the play strategy development when Council had pushed to have play elements included in the streetscapes.

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

1. Receives the report "Play Strategy Development Underway".
2. Notes the strategic alignment between the Urban Play Project and the Play Strategy.
3. Notes that an updated paper on the progress of the strategy will be provided mid-2024.

## 7. Southland Spaces and Places Strategy

A4893595

Mr Rex Capil presented the report which was an update on the work undertaken over the last 18 months.

It was noted that the changes since 2021 were not easy to recognise. This was a full review and was a new document.

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

1. Receives the report 'The Southland Spaces and Places Strategy'.
2. Notes that this Strategy is the outcome of the scheduled review and is an update of the 2021 Southland Regional Spaces and Places Strategy developed by Active Southland and adopted by Council.
3. Endorses the following guiding planning principles outlined within the Strategy:
  - a. Adopt a regional network approach.
  - b. Promote shared use of facilities.
  - c. Establish agreed levels of provision.
  - d. Utilise an evidence-based approach.
  - e. Ensure inclusivity and accessibility.
  - f. Adapt to a changing environment.
  - g. Pursue the best value for money approach.
4. Supports the review of the Invercargill City Council (ICC) Sports Field Management Plan 2013 which is scheduled to occur in 2024, as the guiding document for future ICC Sport Reserves management.
5. Notes the key areas of update as follows:
  - a. Flexibility.
  - b. Sustainability.
  - c. Collaboration.
  - d. Attraction.
6. Adopts and commits to implement the Southland Spaces and Places principles wherever practical and feasible in cooperation with partner agencies, councils, and funders.

## 8. Donovan Park Masterplan Update

A5108911

Mrs Cassie Horton presented the report.

In response to a question regarding how people would feel about using Donovan Park when they only think of Donovan Park as the pond area, rather than the full 79 hectares, and if they had the context to give informed answers, it was responded there was a mixed range of engagement to get feedback.

There were a lot of ideas for use of Donovan Park and there was an appetite for other ideas which the community would like to use the space for. It was suggested that a workshop would be required to further discuss this.

In response to a question regarding what Donovan Park was, it was important the public understood what part of Donovan Park was being referred to.

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

1. Receives the report "Donovan Park Masterplan Update".
2. Confirms that the developing key themes are to be consulted on alongside the Long-term Plan (LTP).
  - a. Connections and access.
  - b. Ecology and natural spaces – water quality / interaction.
  - c. Tourism, destination and visitor experience.
  - d. Active Recreation.
3. To arrange a workshop to discuss the development of the options for the use of the land and development of the Masterplan.
4. Confirms that council officers will finalise the Masterplan and begin planning for the two-step public notification process for the Donovan Park Reserve Management Plan development.

## 9. Minutes of the Meeting of District Licensing Committee held on Friday 1 December 2023

A5144499

Moved Cr Soper (pro forma), seconded Rev Cook (pro forma) and **RESOLVED** that the Minutes of the District Licensing Committee held on Friday 1 December 2023 be received.

## 10. Activities Report

A5126398

In response to a question regarding the increase of parking complaints, it was noted the majority of these related to Request for Service (RFS) in the suburbs with people parking

over driveways or abandoned vehicles. It was requested that a breakdown of the data be provided.

In response to a question regarding the Land Information Memorandum (LIM) reporting days slipping from five to eight, it was noted that five day LIM service had been changed.

In response to a question regarding rabbits in Queens Park, it was suggested that they should be eradicated as new young trees had been planted and it would be a waste if the rabbits destroyed them.

In response to the parking complaints and if they included vehicles which were involved in crashes, it was noted that the Police usually dealt with those.

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

1. Receives the "Activities Report".

There being no further business, the meeting finished at 4.26 pm.

## MINUTES OF THE DISTRICT LICENSING COMMITTEE – JANUARY MEETINGS 2024

**Present:** Cr Darren Ludlow  
Ms Catherine Howard

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### **1. Licence Renewals - Approved by DLC Chair Cr Ludlow**

- 1.1 **ILT Waikiwi Tavern – Renewal of On Licence** - Approved 19 January 2024
- 1.2 **ILT Waikiwi Tavern – Renewal of Off Licence** - Approved 19 January 2024
- 1.3 **ILT Super Liquor Southland – Renewal of Off Licence** - Approved 19 January 2024
- 1.4 **Movieland Cinema NZ LTD – Reading Cinema Invercargill – Renewal of On Licence** - Approved 19 January 2024

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

- 2.1 **IDLC 283/2023** - Approved 19 January 2024
- 2.2 **IDLC 286/2023** - Approved 19 January 2024
- 2.3 **IDLC 281/2023** - Approved 19 January 2024
- 2.4 **IDLC 289/2023** - Approved 19 January 2024

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

- 3.1 **IDLC 279/2023** - Approved 19 December 2023
- 3.2 **IDLC 2024/222/2022** - Approved 19 January 2024
- 3.3 **IDLC 2024/207/2019** - Approved 19 January 2024
- 3.4 **IDLC 2024/294/2016** - Approved 19 January 2024
- 3.5 **IDLC 2024/223/2019** - Approved 19 January 2024

### **4. Special Licences - Approved by DLC Chair Cr Ludlow**

- 4.1 **He Waka Tuia – Late Special Licence for Exhibitions and Public Openings** - Approved 19 December 2023
- 4.2 **Southland Rodeo Association Inc. Southland Rodeo 2024 on 11 February 2024** – Approved 19 January 2024

**4.3 Squash City Invercargill – 60<sup>th</sup> Birthday on 24 February 2024** - Approved 19 January 2024

**4.4 Rugby Southland Inc. – Pack the Park 27 January 2024** - Approved 19 January 2024

**4.5 Southland Motorcycle Club Inc. Burt Munro Challenge from 8 to 10 February 2024** - Approved 19 January 2024

## **5. Other Business**

### **19 January 2024**

- Amendment to Special Licence issued to The Church 1914 amended to include another event on 14 January 2024. Granted on 19 December 2023.
- Discussion Alcohol Ban Signage.
- Update on Christmas at the Races held on 16 December 2023.



## **PROPOSAL TO REVOKE RESERVE STATUS – (AWARUA BAY ROAD RESERVES) FOR THE PURPOSE OF DISPOSAL WITH TWO FEE SIMPLE LAND PARCELS**

<b>To:</b>	Community Wellbeing Committee
<b>Meeting Date:</b>	Tuesday 13 February 2024
<b>From:</b>	Caroline Rain – Manager – Parks and Recreation
<b>Approved:</b>	Rex Capil – Group Manager – Community Spaces and Places
<b>Approved Date:</b>	Tuesday 30 January 2024
<b>Open Agenda:</b>	Yes
<b>Public Excluded Agenda:</b>	No

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### **Purpose and Summary**

This report considers submissions to a proposal to revoke the reserve status (recreation, local purpose reserve) of two parcels of land for the purpose of disposal alongside two road parcels, Awarua Bay Road, totalling 0.309 hectares, all currently undeveloped. All four land parcels are intended to be sold concurrently.

### **Recommendations**

That the Community Wellbeing Committee:

1. Receives the Report 'Proposal to Revoke Reserve Status – (Awarua Bay Road Reserves) for the purpose of disposal with two fee simple land parcels'.
2. Receives all submissions received between 26 August and 27 October 2023 (A5166130).
3. Receives the late submission from Te Rūnanga o Awarua (A5162754).
4. Considers the matters raised by objectors to the proposal.
5. Considers Te Rūnanga o Awarua proposal relating to any change in the status of the parcels of reserve land, they would be seeking ownership through transfer or as purchaser to enable them to practice Rangatiratanga on lands within the Awarua rohe.
6. Notes that Council is required to determine whether objections to the proposed reserve revocation will be allowed/accepted or disallowed/not accepted. In part or whole, and the reasons for Council's decision.

7. Notes council staff's preferred option is to not accept the objections and proceed with requesting the Commissioner (Department of Conservation) to revoke reserve status for the purposes of sale.

**Recommend that Council:**

8. Chooses to decline objections against the proposal it would be for the following reasons:
  - (a) Land for housing (including density) is managed through the Invercargill City Council District Plan.
  - (b) There are a number of suitable alternative bird-watching locations near this vicinity.
9. Chooses to endorse one of the following options:
  - (a) To revoke reserve status to dispose of land.
  - (b) To not revoke reserve status and not to dispose of land.

If Council decides to dispose of reserve and fee simple land then it is recommended that Council;

10. Agrees to ratify the revocation of the land be declared surplus and be made available for sale subject to approval from the Commissioner.
11. Request approval from the Commissioner to remove the reserve status of Lot 20 DP 2109 and Lot 9 DP 2109.
12. Notes the proceeds of the sale will be credited to the Parks and Reserves Land Sales Fund and would thereby be available to offset part of the cost of the development and upgrade of other reserves.
13. Requests a registered valuation of Lot 20 DP 2109, Lot 9 DP 2109, Section 1 DP 591351 and Section 2 DP 591351 and prepare them for sale as per the ICC Parks and Reserves Disposal Policy.

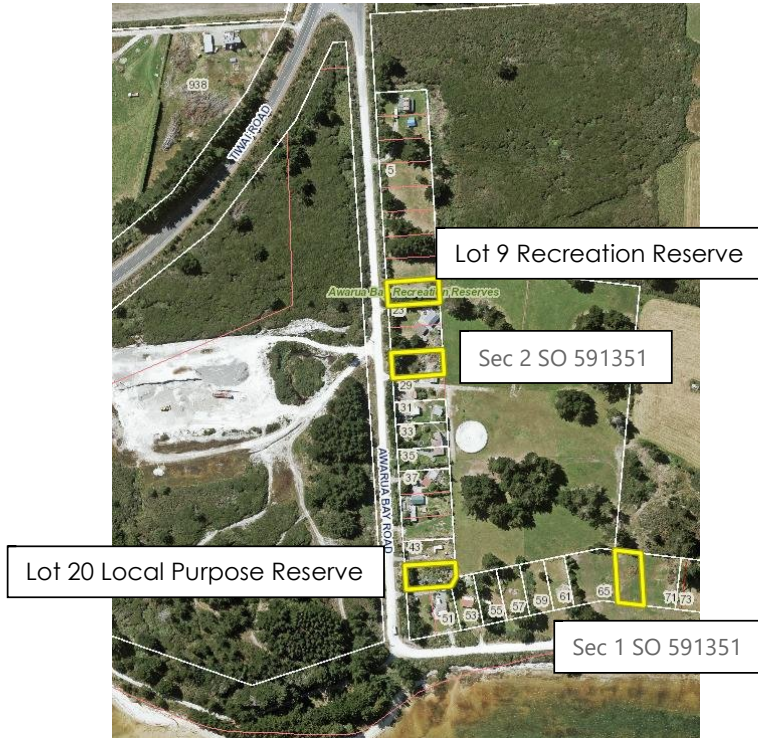
## **Background**

Four Parcels of land along Awarua Bay Road are owned and managed by Council.

Undeveloped land parcels classified as Recreation Reserve (Lot 9) and Local Purpose Reserve (Lot 20) were identified in the Parks Strategy 2013 and subsequently the Long Term Plan (LTP) 2015 as being surplus to requirements. As the other two parcels of land are not reserve or designated roading they were not part of this process. At a meeting held on 3 March 2022, Council endorsed proceeding with the disposal of two reserve parcels under the Reserves Act 1977 Requirements and two fee simple parcels.

Public consultation on Council's proposal to revoke reserve status on Awarua Bay Road Reserves was endorsed by the Community Wellbeing Committee Meeting on 8 August 2023. Whilst not a requirement to undertake public consultation on the two fee simple land parcels, they were included in this consultation.

Following the closure of consultation submissions have been received with the request they are considered and accepted, along with the recommendation to work with Te Rūnanga o Awarua and the community through opportunities moving forward.



Aerial of the four parcels of land.

## Issues and Options

### Analysis

The land disposal process is outlined within appendix 4 and includes a status update of the progression through the disposal process.

Name of Park/Reserve	Address	Criteria	Strategic/Non-Strategic	Timeframe	Hectares
Awarua Bay Reserves	4 parcels along Awarua Road including 21/43	1,3,4,5,7	Non-strategic	3-4 months	0.3090

Awarua Bay Road Reserves have been assessed against the criteria (1-8) outlined below. This land illustrates alignment with the criteria and therefore classified as a non-strategic land parcel. This land parcel has the highest potential for disposal without significant loss to the community. There may also be willing buyers that have a better alternative use for this land.

Any future land use activity on the sites will need to comply with underlying operative District Plan requirements.

Under the Reserves Act 1977:

- Lot 20 is classified as Local Purpose Reserve
- Lot 9 is classified as Recreation Reserve

The removal of reserve status for these two parcels of land, achieved through approval from the Commissioner, is required before proceeding to disposal.

Section 1 and Section 2 are not classified as reserve land nor are they designated as legal road. They have not been formed so the Local Government Act 1974 does not apply in terms of disposal of unformed legal road. They have been included in this process to create awareness to the community, however as per the ICC Parks and Reserves Disposal Policy, the land parcels can be disposed of at any time.

## Criteria

### Strategic versus Non-Strategic Land Parcel

Awarua Bay Road Reserves have been assigned as Non-Strategic land – low value, meaning they are not forecast as being required for growth and development for the community.

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

1. Alternate purpose greater than the current use of the land, e.g. change the purpose of parks and recreation to social housing.
  - a. Reduce the land maintained by Council.
  - b. Land not fit for purpose.
  - c. Disposal caveats or similar restrictions.
2. The land is not owned (but managed) by the Council/ acquisition of land.
  - a. Land acquired through the Crown, endowment/ first rights of refusal.
3. Aligning with others to enable stronger community outcomes.
  - a. Working with organisations/community groups who are interested in purchasing land to better align with community outcomes (e.g. Community Housing Partnership opportunities).
  - b. Strategic purpose aligns with Council outcomes.
4. User needs are misaligned.
  - a. Assessment required – CPTED, changing sporting use, undeveloped land, etc.
  - b. Underutilised as currently presented.
5. Ensuring financial sustainability and more value for money.
  - a. Maintenance efficiencies connected to disposing of land, e.g. less land to mow, levels of service.
  - b. Cash injection from selling land.

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

The above criteria was endorsed at a Community Wellbeing Committee Meeting on 8 August 2023.

Number 7 Cultural significance to tangata whenua has been identified through engagement with Te Rūnanga o Awarua as high and therefore illustrates a strong cultural significance.

### Significance

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

### Options

The following policy options have been identified:

Options	Advantage	Disadvantage
1. Not to accept objections and proceed with requesting to the Commissioner to revoke reserve status for the purposes of sale. <b>Preferred option.</b>	<ul style="list-style-type: none"> <li>• Land is no longer surplus to requirements and does not require funding or maintenance.</li> <li>• Opportunities to gift/transfer or sell land to interested parties.</li> <li>• Revenue from the sale of land useful for the future management of other parks.</li> </ul>	<ul style="list-style-type: none"> <li>• Less land Council owns.</li> <li>• If not sold, Council will need to pay rates on the freehold land.</li> </ul>
2. Allow or accept objections and agree not to proceed with revoking reserve status process/disposal.	<ul style="list-style-type: none"> <li>• No change to the management of reserves.</li> </ul>	<ul style="list-style-type: none"> <li>• Underutilised land remains as surplus to requirements.</li> <li>• Rateable land costs.</li> <li>• Future Maintenance requirements.</li> </ul>

### Community Views

Public notification was undertaken as a requirement under the Reserves Act 1977. The proposal was publicly notified in accordance with the Reserves Act 1977 requirements in the Southland Times twice. Information was made available on Let's Talk.

Consultation was also undertaken with the Commissioner (DOC) and Mana Whenua (Attachment 2).

Submissions are now being reported back through this report to Council for a final decision regarding the intention to remove reserve status to allow for disposal of land.

Seven submissions were received, four in support and two against. One was neither in support nor against.

Te Rūnanga o Awarua does not object to the land parcels being disposed of, however, they see this as a great opportunity for the council to offer one or two of the lots to Te Rūnanga o Awarua to support a wāhi nohoanga (a place to camp and gather kai) or papakainga housing opportunities.

Objector	Matters raised	Officer Comments
R Greenwood	Prefer not to have lots of neighbours, likes the lack of housing density.	ICC to work with adjoining landowners to see if they would purchase the land. They will also be in discussions with Te Rūnanga o Awarua.
Bob	Reserve for birdwatching and aurora watching. Keep them as they are more protected.	There are already sufficient locations for this activity.

Figure 1: Outlining objections raised and officer comments in response

Social Media Feedback is noted in Attachment 3.

## Implications and Risks

### Strategic Consistency

The removal of reserve status to allow for disposal will be consistent with the statutory requirements relating to Section 24 of the Reserves Act 1977.

Although the Awarua Bay Reserves are noted in the Rural Reserves Omnibus Management Plan 2012, disposal of this land will not impact this Management Plan as it will be superseded by the General Policies Reserve Management Plan.

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

Once reserve status has been uplifted on Lot 20 and Lot 9, the land would be zoned Rural in accordance with the underlying District Plan zoning. Any future land use activities will need to comply with operative District Plan requirements, noting they may not be sufficient size for certain development opportunities as individual lots. Given this, it may be more favourable to consider the option to be sold to adjoining landowners.

### Financial Implications

Money received through sale of land will be used towards covering legal costs and can be contributed towards future reserve management. With the removal of reserve status this means rates would be applied since it would be no longer reserve land.

Legal costs will be incurred by Council should land be gifted to another party.

### Legal Implications

The proposal to revoke Awarua Bay Road Reserves is subject to Section 24 of the Reserves Act 1977. Having publicly notified the proposal, Council is now required to consider the objections and resolve to accept/allow or not accept/disallow the objections, in full or part, along with reasons for doing so. If Council's decision is to revoke the reserve status of the land, the information along with the Council report is forwarded to the Commissioner for consideration.

The Commissioner is required to consider the content of any objection and be able to conclude the administering body has given fair and reasonable consideration to the subject matter, with regard given to the classification and purpose of the reserve and considering the wider function and purposes of the Reserves Act 1977.

The Statutory Land Management team within the Department of Conservation, Land Information Services and Ngāi Tahu Holdings have confirmed no rights of first refusal.

Some neighbouring residents have expressed an interest in the adjoining land for disposal proposed, with encroachments identified by survey reports undertaken by TrueSouth. Removal of encroachments on reserve land is required if the land sale process results with a new land owner.

### Climate Change

ICC has received advice on carbon offsetting and income potential from land earmarked for disposal. Due to location, size and proximity to other housing, this land would not be as suitable for planting trees significant enough for carbon income potential, compared with other locations under consideration.

### Risk

Risk	Management and Mitigation
Doesn't sell	If there is no financial incentive to sell then ensure that pricing is agreeable or look at the potential to gift if Council agrees.
Political Risk	Ensuring the Reserves Act 1977 legislation is being met.
Unforeseen costs	Costs to be incurred by ICC budget. Any costs covered through procurement are to be managed through a contract and if there are any variables, they are managed appropriately.

### Next Steps

Once Council has resolved the minutes of the Community Wellbeing Committee:

1. Update the Commissioner on the outcome of the process, with provision of the resolution, submissions and evidence of public notification process.
2. If approved, council staff will continue the process to revoke reserve status for the purpose of disposal as per the ICC Disposal Policy.

### Attachments

- Attachment 1 – Submissions (A5166130)
- Attachment 2 - Mana whenua feedback (A5162754)
- Attachment 3 - Social Media Feedback (A5035041)
- Attachment 4 – Revocation of Reserve and Disposal Process (A5157129)



A5166130

Sanitised, Redacted,

**Survey Responses**  
24 March 2022 - 13 November 2023

**Submission Form**

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**Let's talk Invercargill**


Project: Awarua Bay Reserves Revocation Process






A5166130

Sanitised, Redacted,

	<b>Respondent No:</b> 1	<b>Responded At:</b> Sep 07, 2023 10:19:44 am
	<b>Login:</b> Lloyd Esler	<b>Last Seen:</b> Sep 21, 2023 00:46:34 am
	<b>Email:</b> [REDACTED]	<b>IP Address:</b> 161.29.16.122

Q1. <b>Name</b>	Lloyd Esler
Q2. <b>Email</b>	[REDACTED]
Q3. <b>Contact Phone</b>	[REDACTED]
Q4. <b>Post Code</b>	9879
Q5. <b>I support or oppose the proposal to revoke reserve status on Awarua Bay Reserves</b>	Support
Q6. <b>Comments</b>	It seems logical to sell isolated pockets of land like this which have little public value
Q7. <b>I wish to hear about other Invercargill City Council Consultations</b>	Yes

Sanitised, Redacted,

	<b>Respondent No:</b> 2	<b>Responded At:</b> Sep 07, 2023 13:43:13 pm
	<b>Login:</b> Anonymous	<b>Last Seen:</b> Sep 07, 2023 13:43:13 pm
	<b>Email:</b> n/a	<b>IP Address:</b> n/a

<b>Q1. Name</b>	Trish Ruffell
<b>Q2. Email</b>	[REDACTED]
<b>Q3. Contact Phone</b>	[REDACTED]
<b>Q4. Post Code</b>	9877
<b>Q5. I support or oppose the proposal to revoke reserve status on Awarua Bay Reserves</b>	Support
<b>Q6. Comments</b>	<p>I am very much in favor of putting up these sections for sale, as they are of no use to the council and are indeed a cost in paperwork involved with levying rates on sections they own. If sold these sections will in future generate revenue through rates for the council. I have lived in Southland all my life and used to come down to Awarua Bay regularly as a child during the 60's and 70's with my family, no one ever knew that there were any reserves down here. So, they were and still are a waste to the council, now that we live in Awarua Bay and have [REDACTED] and have seen that nothing happens with them, they have always been covered in wilding pine trees, scrub and gorse. Over the last 10 years we have slowly removed this rubbish at our cost on Lot 9 No's 21. As we already have two joint sections, we are now aware of the building regulations that we had to meet to build our home. This was very unsettling to say the least, we know that the single sections will not meet any criteria with the council for anyone to build on. As a result of our experience, [REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
<b>Q7. I wish to hear about other Invercargill City Council Consultations</b>	Yes

Sanitised, Redacted,



**Respondent No:** 5

**Login:** Anonymous

**Email:** n/a


**Responded At:** Sep 09, 2023 18:53:30 pm

**Last Seen:** Sep 09, 2023 18:53:30 pm

**IP Address:** n/a


Q1. <b>Name</b>	Rachel Greenwood
Q2. <b>Email</b>	[REDACTED]
Q3. <b>Contact Phone</b>	[REDACTED]
Q4. <b>Post Code</b>	9884
Q5. <b>I support or oppose the proposal to revoke reserve status on Awarua Bay Reserves</b>	Oppose
Q6. <b>Comments</b>	Prefer not to have lots of neighbours, like the lack of housing density
Q7. <b>I wish to hear about other Invercargill City Council Consultations</b>	Yes

Sanitised, Redacted,

	<b>Respondent No:</b> 6	<b>Responded At:</b> Sep 29, 2023 22:55:31 pm
	<b>Login:</b> Anonymous	<b>Last Seen:</b> Sep 29, 2023 22:55:31 pm
	<b>Email:</b> n/a	<b>IP Address:</b> n/a

Q1. <b>Name</b>	Kerryn McLachlan
Q2. <b>Email</b>	[REDACTED]
Q3. <b>Contact Phone</b>	[REDACTED]
Q4. <b>Post Code</b>	9877
Q5. <b>I support or oppose the proposal to revoke reserve status on Awarua Bay Reserves</b>	Support
Q6. <b>Comments</b>	<p>Mike Thomas &amp; I own [REDACTED] and have a license to occupy the council [REDACTED] from ICC [REDACTED]. We have used the land to grow vegetables to provide fresh produce for our whanau throughout the year and also eggs as we run around a dozen laying hens. As such the land is useful, productive and thriving instead of the former gorse and broom infested property it once was. The revocation of the land will allow us to hopefully purchase and further enhance this parcel of land to it's full potential attracting birds and wildlife with native plantings. Mike and I are hopeful that because we are the only full time [REDACTED] [REDACTED] and have pursued a license to occupy for the past 2 years (July 2021 via emails to [REDACTED]) - [REDACTED] process if that aspect goes ahead. Nga mihi Mike Thomas &amp; Kerryn McLachlan</p>
Q7. <b>I wish to hear about other Invercargill City Council Consultations</b>	No


Sanitised, Redacted,

	<b>Respondent No:</b> 8	<b>Responded At:</b> Oct 27, 2023 23:39:15 pm
	<b>Login:</b> Anonymous	<b>Last Seen:</b> Oct 27, 2023 23:39:15 pm
	<b>Email:</b> n/a	<b>IP Address:</b> n/a

Q1. <b>Name</b>	Bob
Q2. <b>Email</b>	[REDACTED]
Q3. <b>Contact Phone</b>	[REDACTED]
Q4. <b>Post Code</b>	9814
Q5. <b>I support or oppose the proposal to revoke reserve status on Awarua Bay Reserves</b>	Oppose
Q6. <b>Comments</b>	<p>This is an important reserve for birdwatching and aurora watching ie dark sky area. Unloading this area would be disastrous for the invercargill area for tourism and the green tick of icc. You need as many reserves as you can in a high population area. Keep them as they are if not more protected</p>
Q7. <b>I wish to hear about other Invercargill City Council Consultations</b>	No

Sanitised, Redacted,

Sanitised, Redacted,

	<b>Respondent No:</b> 3	<b>Responded At:</b> Sep 09, 2023 14:05:26 pm
	<b>Login:</b> Anonymous	<b>Last Seen:</b> Sep 09, 2023 14:05:26 pm
	<b>Email:</b> n/a	<b>IP Address:</b> n/a

Q1. Name	Jendi Allison Tipu
Q2. Email	[REDACTED]
Q3. Contact Phone	[REDACTED]
Q4. Post Code	9877
Q5. I support or oppose the proposal to revoke reserve status on Awarua Bay Reserves	Support
Q6. Comments	not answered
Q7. I wish to hear about other Invercargill City Council Consultations	Yes

Q1. Name	Jendi Allison Tipu
Q2. Email	[REDACTED]
Q3. Contact Phone	[REDACTED]
Q4. Post Code	9877
Q5. I support or oppose the proposal to revoke reserve status on Awarua Bay Reserves	Support
Q6. Comments	I am in support of the Council's request to remove reserve status on these titles and sell them as they have little recreational or environmental values and the money would benefit somewhere else where the public can enjoy the benefits.
Q7. I wish to hear about other Invercargill City Council Consultations	Yes

Sanitised, Redacted,

Q1. Name	Jendi Tipu
Q2. Email	[REDACTED]
Q3. Contact Phone	[REDACTED]
Q4. Post Code	9877
Q5. I support or oppose the proposal to revoke reserve status on Awarua Bay Reserves	Support
Q6. Comments	[REDACTED]
Q7. I wish to hear about other Invercargill City Council Consultations	Yes



A5162754



PO Box 19  
BLUFF  
Southland  
Ph 03212 8652  
office@awaruarunaka.iwi.nz

Name	Te Rūnanga o Awarua
To	Invercargill City Council
Date	25 <sup>th</sup> October
Purpose	Submission's regarding <ul style="list-style-type: none"> <li>• Mokomoko Road Reserve Revocation Process</li> <li>• Awarua Bay Reserves Revocation Process</li> </ul>

Tēnā koutou

The Invercargill City Council (ICC) have advertised for public submissions regarding the proposed disposal under the Reserves Act requirements of the Mokomoko Road Reserve that is no longer required and four Awarua land blocks that have been identified as surplus to requirements.

Te Rūnanga o Awarua takiwā centres on Awarua and extends to the coasts and estuaries adjoining Waihōpai sharing an interest in the lakes and mountains between Wakatipu-Whaitai and Tawhititarere with other Murihiku Papatipu Rūnanga and those located from Waihemō southwards.

#### Land Parcel Significance

##### Omaui

The significance of Omaui to Ngāi Tahu whānui and Te Rūnanga o Awarua cannot be understated. The name Omaui itself is not only historic but talks of a long and enduring connection and relationship with the land. From our tupuna arriving over 800 years ago it was and still is a place to settle and live, to mahinga kai (food gather) to recreate and play, contemplate and to be buried in its sands.

Place names such as Tarere ki whenua uta were placed upon the land in recognition of the exploratory feats of Tamatea Pokai whenua the captain of the Takitimu waka. A nearby knoll is known as Pukarehu (Purerehu) a man from chiefly descent.

Omaui and Oue are both known as places of burial of our people. Historically our tupuna wished to be buried here. Figure 1 shows the northerly part of the Omaui native reserve surveyed by Walter Mantell 1853. Noted on the map are three known burial areas. There are others, both known and unknown in other parts of Omaui.

Great caution must always be taken with any land use change in the area due to the possibility of desecrating unknown urupā. The significance of Mokomoko reserve is high to us. It is a wāhi Tupuna, it may or may not contain urupā but given its close proximity to known ones it should be considered wāhi motuhake (special land) and being such returned to Iwi for Te Rūnanga o Awarua to continue to maintain their kaitiakitanga responsibilities and also maintain rangatiratanga over this important piece of land as this opportunity arises

for its return. The Mokomoko road reserve was in the original survey area undertaken by Mantell.

The area has been poorly treated in terms of its protection from the planning and statutory process. Sections to the west of the Mokomoko are continually damaged, and archaeology exposed when Iwi have informed Council of the importance of the sites. This includes the Omaui wastewater pond. Coastal Erosion also affects archaeological sites at the reserve near the beach.

Omaui was a place of kai as previously mentioned, well used by our tupuna. Middens regularly being exposed. Today our Iwi still access kai from the area. A new mātaimai has been established to ensure sustainable management of the kaimoana. Rangatiratanga in practice.

Te Rūnanga o Awarua aspire to have whenua at Omaui. A place to reconnect through land. To our Tūrangawaewae. Next to our Urupā and special places. It is important in these situations, these opportunities that Iwi have first right to own any land the council wishes to dispose of. This reserve should not be owned by anyone except either of the crown partners, council or Te Rūnanga o Awarua.

The revocation of land has been described as of little recreational or environmental value but to Te Rūnanga o Awarua the land is culturally extremely important.

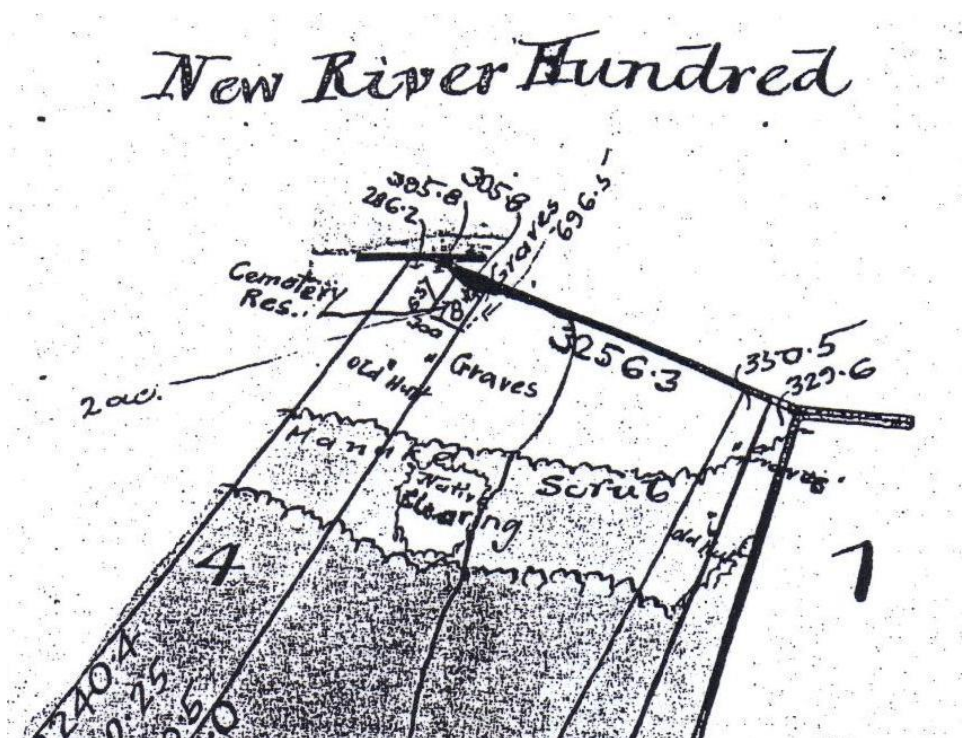


Figure 1. Northern end of the surveyed area by Walter Mantell, Note graves and Mokomoko road reserve area inside the surveyed block.



Figure 2. Māori village on and around site of Mokomoko Rd Reserve

#### **Mokomoko Road Reserve**

- Omaui became a Māori settlement in the 1400's and has a long whakapapa, providing sufficient resources to support the village and surrounding areas.
- The Mokomoko Road Reserve, known as section Lot 7 DP4660 is part of a wider complex of land which holds significant value to mana whenua.
- It is significance as the site of a battle between Ngai Tahu and Ngati Mamoe.
- It is our tupuna resting place.
- In the 1850s there were still whanau living at the kaika at Omaui. Even to this day Kaitahu have homes here.
- It was part of traditional trail networks.

#### **Awarua Bay Reserves**

The Awarua Plain is a large area of wetland that includes Awarua Bay, the Murihiku land sale in 1852 by Walter Mantell for the Crown is again questionable. Within Te Rūnanga o Awarua rohe Māori permanent coastal settlements existed around Waikawa, Omaui, Bluff, and Ruapuke Island. The estuaries, beaches, and reefs off the mainland and islands, all flow into Te Ara a Kewa and offer a bounty of mahinga kai and resources that are significant to mana whenua.

- The mauri of the areas (including Awarua Bay) represents the essence that binds the physical and spiritual elements of all things together, generating and upholding all life. All elements of the natural environment possess a life force, and all forms of life

are related. Mauri is a critical element of the spiritual relationship of Ngāi Tahu Whanau with the coastal area<sup>i</sup>

- The connection of Ngāi Tahu to Awarua bay is very significant. Streams following into the bay contain eels and other kai like eggs and birds. The bay is used to gather kaimoana such as shellfish, flounders and other fish.
- There are kōhatu, rākau and repo resources nearby.

Te Rūnanga o Awarua do not object to the land parcels being disposed of. However it is a great opportunity for the council to offer one or two of the blocks to Te Rūnanga o Awarua to support a wāhi nohoanga (a place to camp and gather kai) or papakainga housing opportunities.

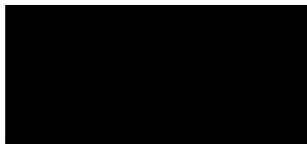
#### Te Rūnanga o Awarua Aspirations for their takiwā and Land.

- Grow our Rangatiratanga through land acquisition.
- Support and undertake restoration of indigenous biodiversity and habitat.
- Taonga species flourish in our takiwā. Regenerating native bush to attract native bird life including native geckos and insects.
- Predator-free Awarua lands.
- Papakainga and housing opportunities on our land
- Work with neighbours and communities for a thriving Awarua and Southland

#### Conclusion

Both land parcels reside in Awarua Rūnanga takiwā. All land parcels within Te Runanga o Awarua rohe hold both tribal significance as well as whakakpapa ties. These places are the resting places of Ngai Tahu tupuna and hold memories, and traditions and are viewed as wāhi motuhake (special places). For those reasons any change in the status of the parcels of reserve land, we would be seeking ownership through transfer or as purchaser to enable us to practice Rangatiratanga on lands within the Awarua rohe.

Nā Dean Whaanga



Te Kaiwhakahaere

Te Rūnanga o Awarua

## Appendices

### Ngāi Tahu Ancillary Claim

One of our past rangatira Taare Hikurangi Bradshaw shared his knowledge on the Omaui Reserve and highlighted in the Ngai Tahu Ancillary Claims 1995 the grievances that exist:

The 369 acres of land in the Omaui reserve is of great traditional significance and were taken for scenic reserve purposes, which reduced the size of the reserve by half. In his view, such an acquisition illustrates how the “national interest” does not consider Māori people’s interests the area was a former papakainga<sup>ii</sup>

Ngāi Tahu Whanui, for generations, has grieved over the Crown acquiring 369 acres of land for scenic reserve purposes. The Omaui reserve was one of several reserves marked off by Walter Mantell on his tour of Murihiku prior to the Crown purchase of the block in 1853. This has been detailed in the Ngai Tahu Report 1991. The reserve was situated at the entrance to the New River estuary and comprised 1686 acres.

Today little more than half of the reserve remains in Ngāi Tahu hands. The native reserves schedule shows that in 1899 the reserve was split and sold off over the years by the Crown. The Omaui Scenic Reserve was created in 1963, even though the Crown showed that the 338 acres were purchased by the Crown, it is questionable how the land was obtained in the first instance and what it sold for.





Council regularly reviews its land assets and through these reviews identifies opportunities for land optimisation. The potential disposal of a Council owned land parcel will mean more funds to better support the land that is valuable to the community.

At a Council Meeting on 8 August 2023 Council endorsed proceeding with public notification of Awarua Bay Reserves through Reserves Act requirements.

Council proposes that the reserve status on the 0.309 hectares identified below be revoked:

Reserve Type	Legal Description	Area
Reserve for public purposes	Lot 20 DP 2109	0.0722 hectares
Recreation Reserve	Lot 9 DP 2109	0.0737 hectares
Reserve for Road	Section 2, SO 591351	0.0809 hectares
Reserve for Road	Section 1, SO 591351	0.0822 hectares

The reason for the proposed revocation is to freehold the land identified as surplus to requirements and of little recreational or environmental value for the purposes of sale.

If Council proceeds with the sale, the funds generated will be used towards the betterment of other existing parks and open spaces through capital investment and ongoing maintenance and upkeep

You are invited under Section 24(2) of the Reserves Act 1977 to lodge written submissions on the proposal following the link below.

The process of revocation of reserve status and disposal can be found [here](#)



Council regularly reviews its land assets and through these reviews identifies opportunities for land optimisation. The potential disposal of a Council owned land parcel will mean more funds to better support the land that is valuable to the community.

At a Council Meeting, 8 August 2023 Council endorsed proceeding with public notification of Mokomoko Road Reserve through Reserves Act requirements.

Council proposes that the reserve status on Mokomoko Road Reserve, 114 Mokomoko Road, known as section Lot 7 DP4660 be revoked.

Area ha Description

0.4957 Recreation Reserve, being Lot 7 defined on DP 4660

Please note: this site has no separate road access (landlocked).

The reason for the proposed revocation is to freehold the land identified as surplus to requirements and of little recreational or environmental value for the purposes of sale.

If Council proceeds with the sale, the funds generated will be used towards the betterment of other existing parks and open spaces through capital investment and ongoing maintenance and upkeep

<sup>i</sup> Graham, D (1998) Ngai Tahu Settlement: 3.25

<sup>ii</sup> GP Publications (1995/1997) The Ngai Tahu Ancillary Claims Report 1995: pg 269-270


A5035041

### 3. Awarua and Mokokoko post

**Invercargill City Council**  
 Published by Rebecca K Keely · 26 October at 08:17 · 🌐

We want to hear your thoughts for the future use of Mokokoko and Awarua.

Head to Let's Talk to place your submission:  
 Awarua: <https://letstalk.icc.govt.nz/awarua-bay-reserves>  
 Mokokoko: <https://letstalk.icc.govt.nz/mokokoko-road-reserve>



See Insights and Ads Boost post

👍👎🗨️ 16 20 📄 1 📌

Post impressions	Post reach	Engagement
12,561	12,561	1,821

**Interactions**

👍 12   👎 0   🗨️ 1   📌 1   📄 0   📌 7

Reactions 21

Comments 24

Link clicks 115

Shares 1

Other clicks 974

- Ann Gutschlog**  
 Awarua Bay is the most favourite spot by Aurora watchers.

Like Reply Hide 1 w
- Michael Fraser**  
 Is that near the proposed future site of NZ's first fast breeder Nuclear power station?

Like Reply Hide Send message 6 d
- Neville Neema**  
 Some more perspective would be helpful

Like Reply Hide 1 w
- Daune Rock**  
 Always wanted a section out there, but roading, or lack of it... (if council wants to rate the [redacted] out of me i want what Townies get @) also fear of tidal surge inundation and no permanent water or sewage is off-putting... then again if it wasn't developed and invercargill city council... left you alone... would be great anything privately for sale or trade for other properties I have information would be greatly appreciated..

Like Reply Hide Send message 6 d Edited
- Jendi Tipu**  
 You have already heard the thoughts of the residents in Awarua Bay that have been maintaining these sections why is it taking so long

Like Reply Hide 1 w
- Darlene Mackenzie**  
 Jendi Tipu they have just DOUBLED the rates out our way last week, that's why they've pushed out the submissions till this month. So if they sell them there double the cost

Like Reply Hide 1 w Edited
- Jendi Tipu**  
 Darlene Mackenzie Double the rates for some of the services they don't even provide

Like Reply Hide 1 w
- Write a reply...
- Shane Rakley**  
 Kerie Hibbs

Like Reply Hide 1 w
- Jd Mc**  
 You want to hear but will you listen to the people... probably not

Like Reply Hide 1 w
- Dave Moore**  
 Jd Mc they never do.

Like Reply Hide 1 w
- Write a reply...
- Headzy Headzy**  
 Didn't even know there was a recreational reserve there. I presume you want to sell the land?

Like Reply Hide 1 w
- Trish Ruffell**  
 Just remember that with your new valuation you have until 30 Nov to object to the land value rise if we ALL do that they might (big might) relook at that.

Like Reply Hide 1 w

## Process of Revocation of Reserve Status and Disposal

In cases where a Council initiates the revocation process under s24(1)(b) Reserves Act, as the administering body of the reserve, the following process meets the requirements of the Act.

There is a well-defined statutory process laid down in s24 that must be followed before any reserve land can be revoked.

*(The following points will be made by the delegated Officer of the Council who is authorised to undertake action):*



Attachment 4: This process chart illustrates the current progress as part of the revocation of reserve process and disposal



## UNMANNED AERIAL VEHICLE (UAV) POLICY REVIEW

<b>To:</b>	Community Wellbeing Committee
<b>Meeting Date:</b>	Tuesday 13 February 2024
<b>From:</b>	Rhiannon Suter – Manager Strategy, Policy and Engagement and Caroline Rain- Manager- Parks and Recreation
<b>Approved:</b>	Trudie Hurst - Group Manager - Community Engagement and Corporate Services
<b>Approved Date:</b>	Thursday 8 February 2024
<b>Open Agenda:</b>	Yes

---

### Purpose and Summary

This report provides the Community Wellbeing Committee the opportunity to deliberate and provide direction to Council on the draft Unmanned Aerial Vehicle (UAV) Policy.

### Recommendations

That the Community Wellbeing Committee:

1. Receives the report "Unmanned Aerial Vehicle (UAV) Policy Review".
2. Notes the proposed changes recommended following review and that consultation is not recommended.
3. Adopts the updated Unmanned Aerial Vehicle (UAV) Policy (A5099142) incorporating the following proposed changes:
  - a) Update the name of the policy from Unmanned Aerial Vehicle Policy to Unmanned Aerial Vehicle (UAV) Policy.
  - b) Clarify the purpose of the policy to add "the purpose of this policy is to align the use of UAVs over Council owned or operated land or reserves with the Civil Aviation Rules".
  - c) Add the following definitions:
    - Aerodrome,
    - Aerodrome operator,
    - Air Traffic Control Areas,
    - Civil Aviation Rules,
    - Control Zones,
    - Emergency,
    - Invercargill Airport ATC,
    - Invercargill City District Airspace designations,
    - Low flying zones, and
    - Reserve.

- d) Updates the scope to allow New Zealand Police and New Zealand Emergency Management Agency to use UAVs over Council owned or operated land or reserves to conduct their duties without triggering the need for Council's UAV consent and appropriate bookings for areas provided in Schedule 1.
- e) Breaks down and change the "No-fly zone" section of the current policy to explain the different individual air space designations within Invercargill City District and label the section as Invercargill City District Airspace Designations.
- f) Updates Schedule 1 of the proposed Unmanned Aerial Vehicle (UAV) Policy to remove Argyle Park- Bluff, Elizabeth Park, McQuarrie Park and add Kennington Recreation Reserve.
- g) Updates Schedule 1 and the section "Requirements for UAV operation over Council owned or operated land or reserves where a UAV consent is not required" of the proposed policy to specify that the operation of UAV over areas defined in Schedule 1 will be subjected to the condition provided in Schedule 1.
- h) Updates the section "Requirements for UAV operation over Council owned or operated land or reserves where a UAV consent is not required" of the proposed policy to add "Adherence to the privacy matters provided in the Privacy Act 2020, the Privacy Commissioner's CCTV Guidelines, the Summary Offences Act 1981 and the Crimes Act 1961".
- i) Updates the section "Requirements for UAV operation over Council owned or operated land or reserves where a UAV consent is required" of the proposed policy to add the point "Declaration that they will comply with the Privacy Act 2020, the Privacy and CCTV Guidelines of the Privacy Commissioner, the Summary Offences Act 1981 and the Crimes Act 1961".
- j) Adds Appendices 1, 2 and 3 to show the latest airspace designations over Invercargill City District.
- k) Updates the section "Requirements for UAV operations over Council owned or operated land or reserves where a UAV consent is required" to address the need for approval from the Harbour Master- Environment Southland for the operation of UAVs over waterways in Council owned or operated land or reserves.
- l) Updates the section "Requirements for UAV operations over Council owned or operated land or reserves where a UAV consent is required" to address the need for approval from Road Safety and Network Manager if the operation of UAVs is over or crosses over to footpaths and roads.

## Background

The Unmanned Aerial Vehicle Policy which covers the use of drones, primarily for photography, on Council owned or operated land or reserve, is due for review. This policy first became effective on 01 December 2015 and came due in for review in 2018. There are improvements which have been identified but these are not significant and the policy has remained fit for purpose.

Formal consultation is not a legislative requirement for this policy and as a result of no significant issues being identified through the review, no formal consultation is recommended. However early engagement was conducted with stakeholders, including the police, the airport and recent users of drones on parks land and a draft version of the proposed policy was sent for feedback.

## Issues and recommendation

### 1. The Purpose of the Policy

a) Issue:

The current Unmanned Aerial Vehicle policy defines its purpose towards the use of Unmanned Aerial Vehicles (UAVs) over Council owned or operated land or reserve and the use of UAVs over certain Council reserve areas subjected to specific exemptions (Schedule 1 of the proposed policy).

This policy is an aligning and guiding document that aligns and refers to the Civil Aviation Rules which is the primary regulatory framework involving New Zealand Aviation. However, this intent is not mentioned in the purpose of this current policy.

b) Recommendation:

Officers recommended expanding the purpose of the policy to add "The purpose of this policy is to align the use of UAVs over Council owned or operated land and reserves with the Civil Aviation Rules".

### 2. Adding Definitions to the Policy

a) Issue:

The definitions section of the current policy does not define the different air spaces defined in Appendices 1, 2 and 3 of the proposed policy as provided in recommendation 3(b). It also does not cover the definitions of a "Reserve" and "Emergency".

b) Recommendations:

Officers recommend adding the below definitions to the proposed policy:

- **"Aerodromes:** the area defined in Appendix 1, 2 and 3".
- **"Aerodrome Operator:** Invercargill Airport Ltd".
- **"Air Traffic Control Areas:** the areas defined in Appendices 1 and 2. These areas may have additional restrictions and will require advice from Invercargill Airport ATC before UAV operations".
- **"Civil Aviation Rules:** the rules set under the Civil Aviation Act 1990.
- **"Control zones:** Means the zone defined in Appendix 1 and 2. This zone is managed by the Air Traffic Control and extends down to ground level".
- **"Emergency:** a serious, unexpected, and often dangerous situation requiring immediate action to avoid injury, loss of life and damage to property".
- **"Invercargill Airport ATC:** Invercargill Airport Air Traffic Control". Operating hours are from 15 minutes prior to first Air New Zealand flight of the day until 15 minutes after last flight. Outside of these hours the aerodrome is unattended.
- **"Invercargill City District aerospace designations:** Means the airspace defined in Appendix 1, 2 and 3. These are areas where UAV operations are subjected to and adhere to the various conditions under the Civil Aviation Rules".
- **"Low Flying Zone:** Means "the zone defined in Appendix 1 and 2. This airspace is for pilots to practice low-level manoeuvrings".
- **"Reserves:** land classified as reserve under the Reserves Act 1977".

### **3. Invercargill City District Airspace Designations and Maps**

a) Issue:

The current policy refers to the no-fly zone which is described as a designated zone that encompasses all the airspace zones that are within Invercargill City District.

The latest airspace designations published via airshare.co.nz (2023) have provided for all the different airspace designations that are within Invercargill City District (as provided in Appendices 1, 2 and 3 of the proposed policy). The Civil Aviation Rules have set specific conditions for each airspace considering the different risks and activities associated with UAV flights in different airspaces.

b) Recommendations:

It is recommended to remove the No-fly zone section and add the section "Invercargill City District airspace designations" to the proposed policy. This new section will inform UAV operators and the public of the different airspace zones over Invercargill City District, and the different authorisation and conditions that they are required to adhere to before and during operation on their UAVs in those zones over Council owned or operated land or reserves.

Officers recommend adding Appendices 1, 2, and 3 (maps) to the proposed policy to show the different airspace zones that lay over Invercargill City District. If Council agrees with this recommendation changes will also be made to the map provided in the "Drone Guidelines for Invercargill" (A5145426) document to reflect the latest airspace designations.

These recommendations are made to make the policy more user-friendly.

### **4. Schedule 1 of the Proposed Policy**

a) Issue:

There are three aerodromes<sup>1</sup> in Invercargill City District- the Invercargill Airport, the Southland Hospital Helipad and the Bluff Heliport.

The Civil Aviation Rules - Part 101.205 states that a person must not operate a UAV over a 4 km radius of an aerodrome unless provided otherwise. This is because the 4 km radius around an aerodrome is subjected to more air traffic activities compared to other airspace. The current policy accounts for the Invercargill Airport aerodrome but not the Southland Hospital Helipad and the Bluff Heliport aerodromes. This is because the current policy is dated and the airspace covered in the policy does not reflect the annual updates of national airspace published via airshare.co.nz.

Areas of Elizabeth Park, Argyle Park and McQuarrie Park are listed in Schedule 1 of the current policy as areas where Council's UAV consent is not required for UAV operations. However, these areas of Council's reserves are located within the 4 km radius of the Southland Hospital Helipad and the Bluff Heliport aerodromes as per the latest airspace designations. This means the operation of UAVs over these areas is subjected to more air

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<sup>1</sup> An Aerodrome is defined as an area of land or water intended or designed to be used either wholly or partly for the landing, departure, and surface movement of aircraft. This includes buildings, installations, and equipment on or adjacent to any such area used in connection with the aerodrome or its administration.

traffic risks and should adhere to the specific requirements provided in Civil Aviation Rule 101.205 (a), (b) and (c).

b) Recommendation:

Officers prefer areas defined in Schedule 1 to be outside the 4 km radius of any aerodromes. Officers recommend removing Elizabeth Park, Argyle Park and McQuarrie Park and adding Kennington Recreation Reserve to Schedule 1 of the proposed policy.

Kennington Recreation Reserve is located outside the 4 km zone of aerodromes.

This recommendation is in line with the latest airspace designations published via [airshare.co.nz](http://airshare.co.nz). This will potentially help minimise any hazard risks to aircraft traffic from UAV operations under Civil Aviation Rules Part 101.13.

This does not imply that UAV operations are prohibited in Elizabeth Park, Argyle Park and McQuarrie Park but will require Council's UAV consent and should adhere to Civil Aviation Rules - Parts 101 and 102, similar to the procedures prescribed for UAV operations over Council owned or operated land or reserves, other than the areas of reserves defined in Schedule 1 of the proposed policy.

It is important to note that the areas of reserves defined in Schedule 1 will need to be booked via Council's appropriate booking system for UAV operations. Even though this is done in practice this requirement is not specified within the policy. Officers recommend specifying this requirement within the proposed policy.

It is also important to note that all UAV operations in Invercargill City District within the zones defined in Appendices 1, 2 and 3 of the proposed policy will have to adhere to the Civil Aviation Rules and may require authorisation from Air Traffic Control or Aerodrome operators or both depending on the type of airspace. If the UAV operation intends to cross over to footpaths and roads, then approval will be required from Council's Road Safety and Network Manager. Officers recommend addressing this in the proposed policy.

Refer to Appendices 1, 2 and 3 of the proposed policy to view the different types of airspaces within the Invercargill City District.

## **5. Privacy**

a) Issue:

UAV operators are required to take all practical measures to minimise hazards to people, property and other aircraft<sup>2</sup>. Operators are required to obtain consent from people and property owners before undertaking UAV operations over people and property<sup>3</sup>.

UAV operators will need to consider privacy matters when UAVs are used for multi-media, this includes and is not limited to:

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<sup>2</sup> Civil Aviation Rules Part 101.13

<sup>3</sup> Civil Aviation Rules Part 101.207

- When an agency (as defined in section 8 of the Privacy Act 2020) uses UAVs to collect information on an identifiable individual on Council land then the Privacy Act 2020 may be engaged<sup>4</sup>.
- When an individual uses a UAV to collect personal information solely for the purpose of or in connection with that individual's personal or domestic affairs, it does not raise Privacy Act 2020 implications<sup>5</sup>. However, if UAVs are used to collect offensive information without a person's knowledge and consent in areas where privacy is expected for example public bathrooms, then it is a breach of privacy and creates a criminal offence under Section 216G of the Crimes Act 1961.

b) Recommendation:

Officers recommend adding the "Privacy and CCTV"<sup>6</sup> link from the Office of the Privacy Commissioner's webpage to the Council's UAV consent form (A5114726). The intent is for this to function as a declaration piece to ensure that the applicants are aware, understand and adhere to the privacy legislation in relation to multi-media using UAVs.

The proposed link to be added contains:

- A pathway to the CCTV guidelines- the CCTV guidelines are consistent with the use of UAVs, cameras, mobile phones, and automated CCTV systems,
- The main points a UAV (with cameras) operator needs to keep in mind during UAV operation are:
  - Provide clear intent for collecting the information.
  - Inform people that they are video recording using a UAV.
  - Inform how operators intend to use the information.
  - Keeping the information safe, ensuring access to authorised personnel only.
  - Dispose of information after it has served its purpose.
  - Right of access to the information by the individual or individuals concerned.
- A pathway to the Privacy and Drone web page that contains the following:
  - the Privacy Act 2020 implications when an agency is using UAV (with camera) to gather information on an identifiable person,
  - the Crimes Act 1961 implications on offensive video recording,
  - section 30 of the Summary Offence Act 1981, and
  - a pathway to the Civil Aviation Authority rules and regulations for drones.

If Council agrees with this recommendation, the privacy matters mentioned above, that are to be added will be reflected in Council's UAV consent through the "Privacy and CCTV"<sup>7</sup> link. The addition of the privacy declaration in the Council's UAV consent form will reaffirm the privacy- Objective 3 of the proposed policy.

Officers also recommend adding "Adherence to the Privacy Act 2020, the Privacy Commissioner's CCTV Guidelines, the Summary Offences Act 1981 and the Crimes Act 1961"

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<sup>4</sup> [AskUs | Article | What are the rules for flying drones? | Office of the Privacy Commissioner](#)

<sup>5</sup> Section 27 of the Privacy Act 2020.

<sup>6</sup> [Office of the Privacy Commissioner | Privacy and CCTV](#)

<sup>7</sup> [Office of the Privacy Commissioner | Privacy and CCTV](#)

to the "Requirements for UAV operation over Council owned and operated land and reserves where a UAV consent is not required" section of the proposed policy.

These recommendations will be an addition to the reporting opportunity for the public to report to Council regarding the use of UAVs over Council owned or operated land or reserves through Council's Request for Service (RFS) platforms if UAVs are operated in (potential) breach of the proposed policy, Civil Aviation Rules, UAV consent and privacy.

As provided in the current policy a breach of the policy or Civil Aviation Rules may lead to a fine, written warning or prosecution by the Civil Aviation Authority.

## **6. Filming in Council Owned or Operated Land or Reserves**

### a) Issue

Council's consent is required for location filming that involves the following activities:

- use of streets and roads,
- use of open spaces, reserves and parks,
- use of council facilities and buildings,
- use of waterways,
- use of Council owned or operated land , and
- use of Airport owned land<sup>8</sup>.

### b) Recommendation

Officers do not have any recommendations for this section. However, if Council agrees with recommendations 5 (b) all filming on Council-owned or operated land or reserves will be subjected to matters arising from the Privacy Act 2020, Crimes Act 1961, Summary Offence Act 1981 and Privacy Commissioner's CCTV guidelines.

## **7. Community**

### a) Issue:

It is important to note that the scope of the policy apply to the operation UAVs over Council owned or controlled land or reserves rather than for private and residential properties.

Council has not received any complaints regarding the use of UAVs in the past five years. However, it was brought to attention that some frustrations have been raised in the past by Otatara residents regarding UAV operations beside residential properties in private social media groups. No formal complaints were made to Council.

### b) Recommendation:

The scope of the proposed Unmanned Aerial Vehicle (UAV) Policy is limited to Council land, and not private and residential land. This is because other legislations and Civil Aviation Rules requirements are in place to administer activities and use of private land by its owners and by others.

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<sup>8</sup> [Permits and Access » Film Otago Southland](#)

The Civil Aviation Rules required consent to be granted by the land owners for UAVs to be operated over their land. Residential and private properties are not owned or operated by Council, so consent is just required from land owners for UAV operation over private and residential land, not from Council. However, if the operation of UAVs crosses over to Council owned or operated land or reserves then Council's consent is required.

This means that Council have authorisation over UAV operation over Council owned or operated land or reserves under the Civil Aviation Rules. The scope of the current and proposed policy was developed to reflect this condition of the Civil Aviation Rules Part 101.207.

## **8. UAV Operations in Bluff and Oreti Beach**

### a) Issue:

Oreti Beach is located in a low-flying zone so UAV operation is prohibited unless provided otherwise<sup>9</sup>. This is because low-flying zones are air spaces that extend from the surface to 500 feet above ground level that are used by pilots to practice low level manoeuvring. CAA has to deactivate the low flying zone for UAVs to be considered to be operated in this zone.

Oreti Beach is administered by the Oreti Beach Management Memorandum of Understanding (MOU). Depending on the intended use of UAVs over Oreti Beach, signatories of the MOU may have to be engaged by the UAV operator for authorisation.

It is to be noted that the Oreti Beach MOU is expected to undergo review this year.

It is important to note that UAV operation over any waterways within Southland region will require approval from the Harbour Master- Environment Southland. This means flight over Oreti Beach will require approval from the Harbour Master- Environment Southland.

The Bluff Heliport Aerodrome covers the majority of Council owned or operated land or reserves in Bluff. The fraction of Council owned or operated land or reserves outside the aerodrome is adjacent to the Motupōhue Scenic Reserve which is public conservation land administered by the Department of Conservation (DOC) and parts of it by Council.

If the UAV operation is within the Council owned or operated land or reserves the operators will need to adhere to the proposed Unmanned Aerial Vehicle (UAV) Policy, the UAV Consent conditions, advice and authorisation from Aerodrome operator, and the Civil Aviation Rules. If the UAV operation intends to cross over to the Motupōhue Scenic Reserve then a DOC concession (Permit), Council and Iwi approval will be required.

### b) Recommendations:

Officers recommend addressing the approval required from the regional Harbour master to operate UAVs over waterways in Council owned or operated land or reserves under the section "Requirements for UAV operations over Council owned or operated land or reserves where a UAV consent is required" of the proposed policy.

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<sup>9</sup> [Know the rules - AirShare](#)



## 9. Part 102 Certificate and Special Privileges

### a) Issue:

The Civil Aviation Authority granted the New Zealand Police a Part 102 Unmanned Aircraft Operator Certificate on 23 March 2023. This gives the New Zealand Police special privileges to conduct operations:

- Within 4km of uncontrolled aerodromes without consent,
- unshielded at night,
- over property without consent,
- over people without consent,
- beyond visual line of sight,
- above 400ft, and
- in low-flying zones.

These special privileges apply to the following activities:

- Search and rescue,
- civil defence,
- surveillance,
- aerial survey
- aerial photography, and
- Emergency service response.

This certificate is an exemption to the Civil Aviation Authority Rules Part 101.

In general, a Part 102 Certificate holder will be able to operate the UAVs over Council owned or operated land or reserves without requiring the Council's Consent.

### b) Recommendation

Officers recommend addressing the special privileges mentioned in issue 9 (a) within the scope of the proposed policy. This means the special privilege granted to New Zealand Police through Part 102 Unmanned Aircraft Operator Certificate will by default allow New Zealand Police to operate UAVs in Council owned or operated land or reserves without triggering the need for a UAV consent. The policy also provides exceptions for New Zealand police to operate UAVs over areas defined in Schedule 1 without requiring a booking Via Council's booking systems for the appropriate use of UAVs over these areas.

Officers recommend providing the same exception provided to New Zealand Police within the proposed policy to the New Zealand Emergency Management Agency to carry out their duties.

## Significance

The recommended amendments align with the policy objectives and with the community outcomes of the Long-term Plan.

## **Implications and Risks**

### **Strategic Consistency**

Not applicable.

### **Financial Implications**

No financial implications.

### **Legal Implications**

The Civil Aviation Rules have undergone amendments but Subpart 101.205 and Part 102 of the Civil Aviation Rules relevant to the proposed Unmanned Aerial Vehicle (UAV) Policy remained unchanged from 2015 to 2023.

The airspace information is updated annually and Appendices 1, 2 and 3 show the changes that happened within Invercargill City District Airspace<sup>10</sup>.

Resolutions 4 (e), (f) and (g) are made to reflect the changes in Invercargill City District airspace that happened from the adoption of the current policy in 2015.

Any form of multimedia using UAVs on Council land has legal implications. It is a regulatory requirement to inform and get consent from individuals if UAV may involve recording individuals.

Any unlawful or offensive photo or video multimedia recordings on Council owned or operated land or reserve where privacy is expected is a breach of privacy and may create criminal offence under Section 216G of the Crimes Act 1961 and section 30 of the Summary Offence Act 1981.

Thus recommendation 5(b) to add a privacy condition to the Council's UAV consent is made as a harm minimisation measure.

It is important to note the matters provided in issues 9 (a) and recommendation 9 (b) in this report are in line with the recent Part 102 certificate granted to New Zealand Police by the CAA. This provides special privileges where the operators are exempt from the certain requirements provided in Part 101 of the Civil Aviation Rules. Resolution 4 (d) accounts for this matter within the proposed Unmanned Aerial Vehicle (UAV) Policy.

### **Community Views**

Upon consideration of the matters provided in Council's significance and engagement policy, the changes proposed to this policy are of low significance. Thus formal consultation is not recommended.

Early engagement was conducted for this policy with all the entities who have approached Council with applications to apply for Council's UAV consent (over the past 5 years), New Zealand Police, Invercargill Airport Ltd and other stakeholders that offices have identified to

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<sup>10</sup> These align with the general policies document.

be impacted by or will use the policy. This included approximately forty companies and individuals who had applied to use drones over recent years, real estate companies, photographers and others.

Six responses were received following pre-engagement from the Invercargill Airport, Film Otago and Southland, Te Ao Marama Inc, Environment Southland, Active Southland and NZ Police.

Invercargill Airport recommended adding “Operating hours are from 15 minutes prior to first Air New Zealand flight of the day until 15 minutes after last flight. Outside of these hours the aerodrome is unattended” to the definition of the Invercargill Airport ATC and specifying the requirements for UAV operations outside the Invercargill Airport ATC operating hours in section 2 (a) of the proposed policy.

Film Otago and Southland's feedback on the proposed UAV policy supported the proposed recommended changes and Te Ao Marama Inc, Environment Southland and Active Southland did not have any comments upon review.

NZ Police have advised that they have no further comment regarding the policy that was sent to them for review.

**Climate Change**

No identified Climate Change Implications.

**Risk**

Risk	Management/mitigation
Amendments to the Pre-approve/permitted Council's Parks and reserve locations for UAV operations.	This amendment may reduce opportunities for recreation with unmanned aerial vehicles and potentially reduce visitors in Elizabeth Park, Argyle Park and McQuarrie Park. However, this will reduce the risk to air traffic, other users and high use areas.
The proposed privacy condition for the UAV consent form.	This is a harm minimisation measure that prevents offensive video recording, informs the operators and the public of the privacy implications, and promotes responsible behaviours.

**Next Steps**

The updated policy will be placed on the website and the identified stakeholders alerted to the update.

**Attachments**

Attachment 1 - Draft Unmanned Aerial Vehicle (UAV) Policy (A5099142).

A5099142



# Unmanned Aerial Vehicle (UAV) Policy

Effective from 1 March 2024





# Unmanned Aerial Vehicle (UAV) Policy

## Introduction

The Civil Aviation Authority (CAA) is the primary regulator of New Zealand Aviation according to the legal standards set by the Minister of Transport. Unmanned Aerial Vehicles (UAV) are part of New Zealand Aviation and are regulated by Civil Aviation Rules formulated under the Civil Aviation Act 1990.

Due to the increased presence of UAVs, the CAA requires all UAV operators to gain consent from landowners before UAVs are operated over their land. This means Council's UAV consent is required to operate UAVs over Council owned or operated land or reserves. Council's UAV consent is in addition to the Civil Aviation Rules and Air Traffic Control requirements which establish the conditions for UAV operations.

All UAV operations over Council owned or operated land or reserves should adhere to this Unmanned Aerial Vehicle (UAV) Policy, the Civil Aviation Rules and the Air Traffic Control requirements.

## Purpose

The purpose of this policy is to:

1. Define Council's policy towards the use of Unmanned Aerial Vehicles (UAVs) over Council owned or operated land or reserves
2. Provide for the use of UAVs over certain Council owned or operated land or reserves, subject to conditions
3. Align the use of UAVs over Council owned or operated land or reserves with the Civil Aviation Rules.





## Scope

This policy covers all UAVs as defined by the CAA. It does not cover the following:

1. Fixed-wing electric-powered model aircraft greater than 1 metre wing span.
2. All fixed-winged model aircraft that are internal combustion engine (petrol) powered.
3. Gliders greater than 1.5 metre wing span and bungee-launched gliders.
4. Single rotor helicopters that are electric powered or internal combustion engine (petrol) powered.
5. Jet powered models.

This last class of model aircraft can only be flown on private property or officially recognised sites under the control of approved operators, such as model aircraft clubs.

The scope of this policy allows New Zealand Police and New Zealand Emergency Management Agency to operate UAVs over Council owned or operated land or reserve to conduct their duties without triggering the need for Council's UAV consent and booking for areas provided in Schedule 1 via Council's booking system.

## Objectives

Council wishes to achieve the following objectives through this policy:

1. to minimise the potential for negative effects such as obstruction of air traffic, excessive noise, or injury to individuals, on neighbouring properties through the use of UAVs,
2. to limit or prohibit the use of model aircraft and UAVs on certain Council owned or operated land or reserves, and
3. to protect the privacy of the natural person.





## Definitions

**Aerodromes:** the areas defined in Appendices 1, 2 and 3.

**Aerodrome Operator:** Invercargill Airport Ltd.

**Air Traffic Control Areas:** the areas defined in Appendices 1 and 2. These areas may have additional restrictions and will require advice from Invercargill Airport ATC for UAV operations.

**CAA:** the Civil Aviation Authority of New Zealand.

**Civil Aviation Rules:** the rules set under the Civil Aviation Act 1990.

**Control Zones:** the zone defined in Appendices 1 and 2. This zone is managed by Invercargill Airport ATC and extends down to ground level.

**Council:** Invercargill City Council.

**Council owned or operated land or reserves:** any land or reserve owned, managed, leased or under the control of Council and includes the road corridor.

**Emergency:** a serious, unexpected, and often dangerous situation requiring immediate action to avoid injury, loss of life and damage to property.

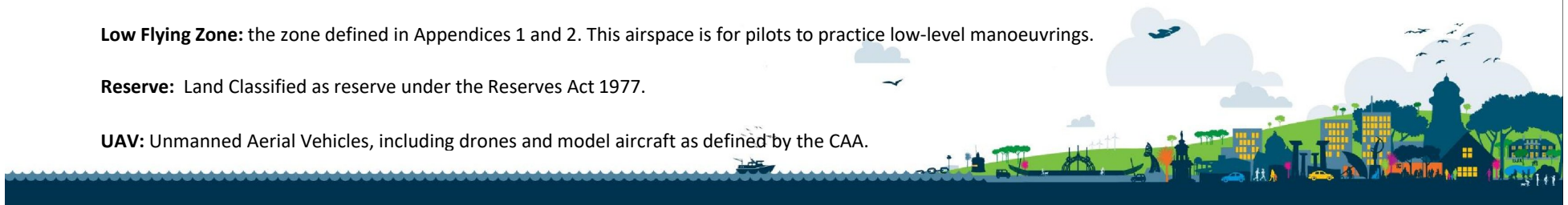
**Invercargill Airport ATC:** Invercargill Airport Air Traffic Control. Operating hours are from 15 minutes prior to first Air New Zealand flight of the day until 15 minutes after last flight. Outside of these hours the aerodrome is unattended.

**Invercargill City District aerospace designations:** all the airspace defined in Appendices 1, 2 and 3. These are areas where UAV operations are subjected to and must adhere to various conditions under the Civil Aviation Rules.

**Low Flying Zone:** the zone defined in Appendices 1 and 2. This airspace is for pilots to practice low-level manoeuvres.

**Reserve:** Land Classified as reserve under the Reserves Act 1977.

**UAV:** Unmanned Aerial Vehicles, including drones and model aircraft as defined by the CAA.





## Invercargill City District airspace designations

All UAV operations over Council owned or operated land or reserves within the airspace designations defined in Appendices 1, 2 and 3 must adhere to this policy and the Civil Aviation Rules. UAV operators must check with Invercargill Airport ATC before using their devices.

The air space designations over Invercargill City District defined in Appendices 1, 2 and 3 encompass the following:

- 1. Control Zone:** UAV operators require and should adhere to the authorisation from Invercargill Airport ATC before operating a UAV within a Control Zone as defined in Appendices 1 and 2. All UAV operations within a Control Zone over Council owned or operated land or reserve will require Council's UAV consent, except for the areas defined in Schedule 1 under the appropriate condition provided in Schedule 1.
- 2. Aerodrome (4km zone):** UAV operations within the 4 km radius zone of an Aerodrome will be subjected to the following conditions:
  - a) If the UAV operation is within a Control Zone and 4 km of an Aerodrome, authorisation from Invercargill Airport ATC will be required before the operation, and the UAV must be operated in accordance with the authorisation provided by Invercargill Airport ATC. If the UAV operation is outside Invercargill Airport ATC's operating hours then permission from Aerodrome operator will be required. Council's UAV consent will be required if the operation is over any Council owned or operated land or reserve within this airspace designation.
  - b) If the UAV operation is outside the Control Zones but within 4km of an Aerodrome, permission from the Aerodrome Operator will be required and UAV operation must be undertaken in accordance with the authorisation provided by the Aerodrome Operator. Council's UAV consent will be required if the operation is over any Council owned or operated land or reserve within this airspace designation.
- 3. Air Traffic Control areas:** UAV operation within Air Traffic Control areas as defined in Appendices 1 and 2 have additional restrictions and will require advice from Invercargill ATC. All UAV operations over Council owned or operated land or reserve within Air Traffic Control areas will also require Council's UAV consent.
- 4. Low Flying Zones:** UAVs are not permitted to fly over a low flying zone, unless provided otherwise.







## Requirements for UAV operation over Council owned or operated land or reserves where a UAV consent is not required

Permission to operate a UAV is granted, without the need for an individual UAV consent application, in the following circumstances:

- Where the operation of a UAV is to occur within an area defined in Schedule 1 under the appropriate condition provided in Schedule 1.

Permission to operate within these the areas defined in Schedule 1 are subject to:

- Compliance with all Civil Aviation Rules and Invercargill ATC requirements;
- No other recreational activity being undertaken in the area at the time;
- Adherence to the privacy matters provided in the Privacy Act 2020, the Privacy Commissioner's CCTV Guidelines, the Summary Offences Act 1981 and the Crimes Act 1961;
- Operation only being undertaken between the hours of dawn to dusk, and the UAV being within visible sight lines of the operator at all times.

## Requirements for UAV operations over Council owned or operated land or reserves where a UAV consent is required

For all other Council owned or operated land or reserves, consent may be granted to operate a UAV for a specific purpose and timeframe, at Council's discretion. An application must be made to Council on the prescribed form, available on Council's website. Any application must include the applicant's:

1. Name
2. Phone number
3. Email address





4. Declaration that they will comply with CAA rules.
5. Declaration that they will comply with the Privacy Act 2020, the Privacy and CCTV Guidelines of the Privacy Commissioner, the Summary Offences Act 1981 and the Crimes Act 1961.
6. Declaration that the applicant is over 16 years old, and if they will be supervising someone under 16 years old.

Any application must also include:

1. Details of the location of the planned UAV operation.
2. Details of the date/s of the planned UAV operation.
3. Details of the start and finish times of the planned UAV operation.
4. Reason for using the UAV.

An application for consent may be granted or refused by Council and may be subject to any conditions that Council deems necessary to ensure public safety and the prevention of nuisance. Consent may be granted on an ongoing basis or may be granted for a single event.

UAV operations over waterways in Council owned or controlled land or reserves will require approval from the Harbour Master- Environment Southland and if UAV operation is over or crosses over to footpaths and roads then approval from Council's Road Safety and Network Manager will be required.

## Penalties

UAV operations in breach of this policy or the Civil Aviation Rules could lead to a fine, a written warning, or prosecution by the CAA. Council will receive complaints on matters arising from the use of UAVs (e.g., noise, privacy, etc.) over Council owned or operated land or reserves, and will refer the complainant to the Civil Aviation Authority.



<b>Revision History:</b>	December 2015
<b>Effective Date:</b>	1 March 2024
<b>Review Period:</b>	This policy will be reviewed every six (6) years unless an earlier review is required due to legislative change, or is warranted by another reason requested by Council. The new Civil Aviation Rules will come into force on April 2025 references to the old Rules will be updated at that point.
<b>New Review Date:</b>	TBC Civil Aviation Rules
<b>Associated Documents / References:</b>	Privacy and CCTV Guidelines - Office of the Privacy Commissioner- " <a href="#">Office of the Privacy Commissioner   Privacy and CCTV</a> ", Drone regulation Guidelines for Invercargill.
<b>Supersedes:</b>	Unmanned Aerial Vehicle Policy 2015
<b>Reference Number:</b>	A5099142
<b>Policy Owner:</b>	Manager- Parks and Recreation
<b>Relevant roles:</b>	TBC





## Schedule 1

Council require a booking to be made for the use of Council owned or operated Parks or Reserves for particular recreation or events, this means that all the areas defined in Schedule 1 will need to be booked under Council's Booking system for it to be used for recreation or events involving the use of UAVs.

All UAV operators are advised to seek authorisation from Invercargill ATC before operating their UAVs over the areas listed in Schedule 1 as they are located within a Control Zone as provided in Appendices 1 and 2.

### Reserve plans

- Donovan Park,
- Makarewa Domain,
- Myross Bush Domain,
- Waikiwi Domain, and
- Kennington Recreation Reserve.

### Key:



Define area within reserve permitted for Use of UAV without need for Council's UAV consent



## Donovan Park





# Makarewa Domain

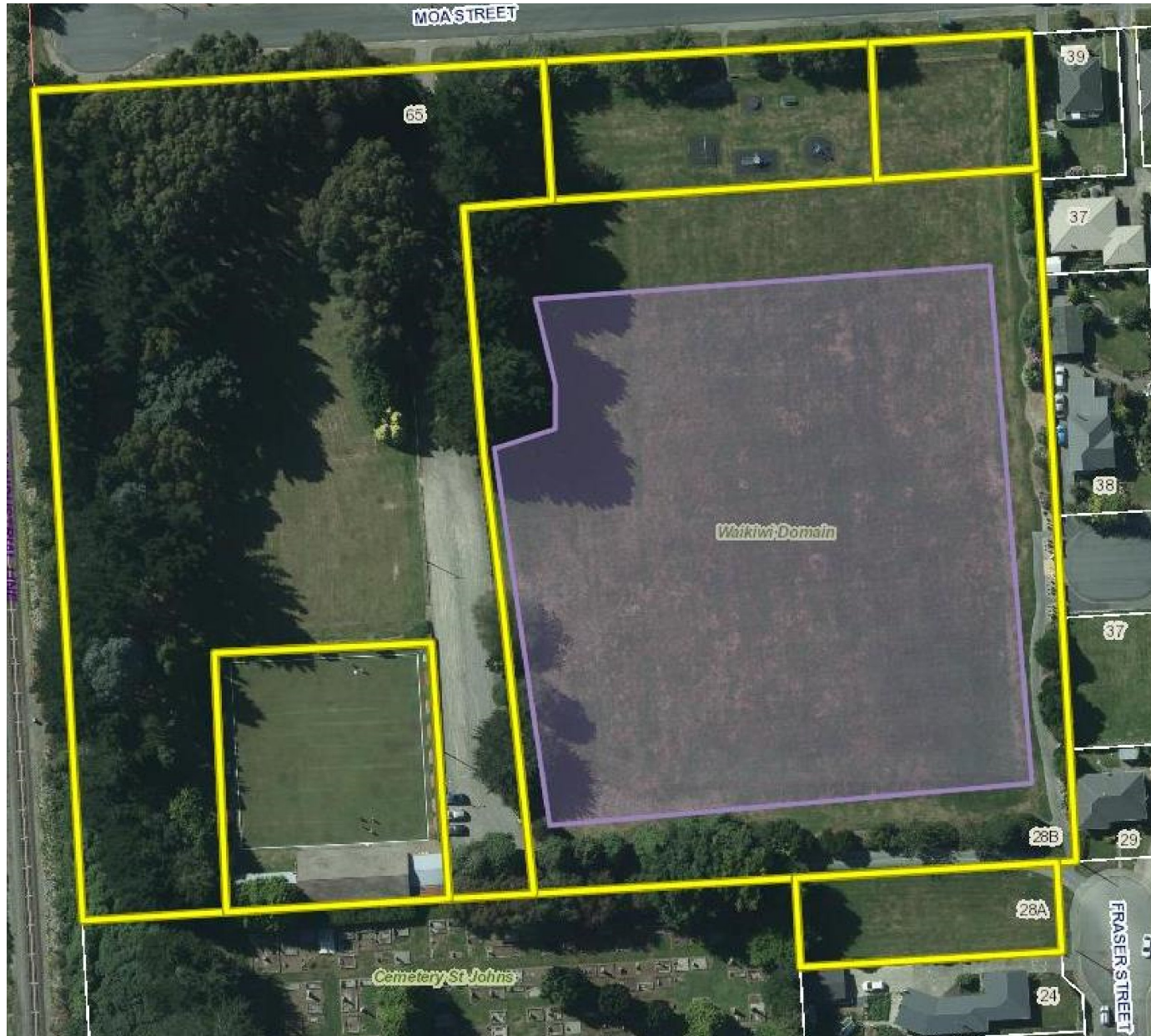


## Myross Bush Domain



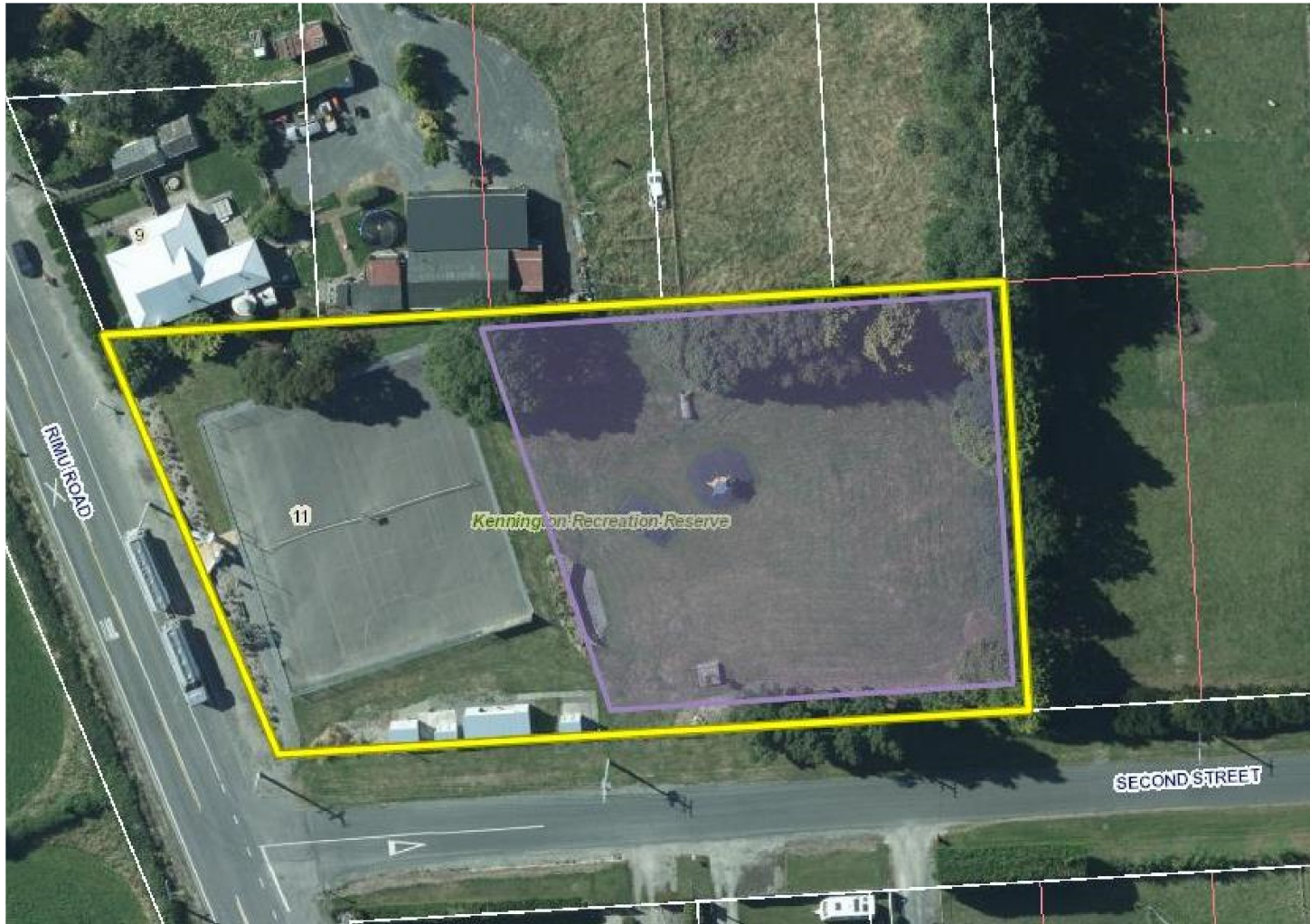


## Waikiwi Domain

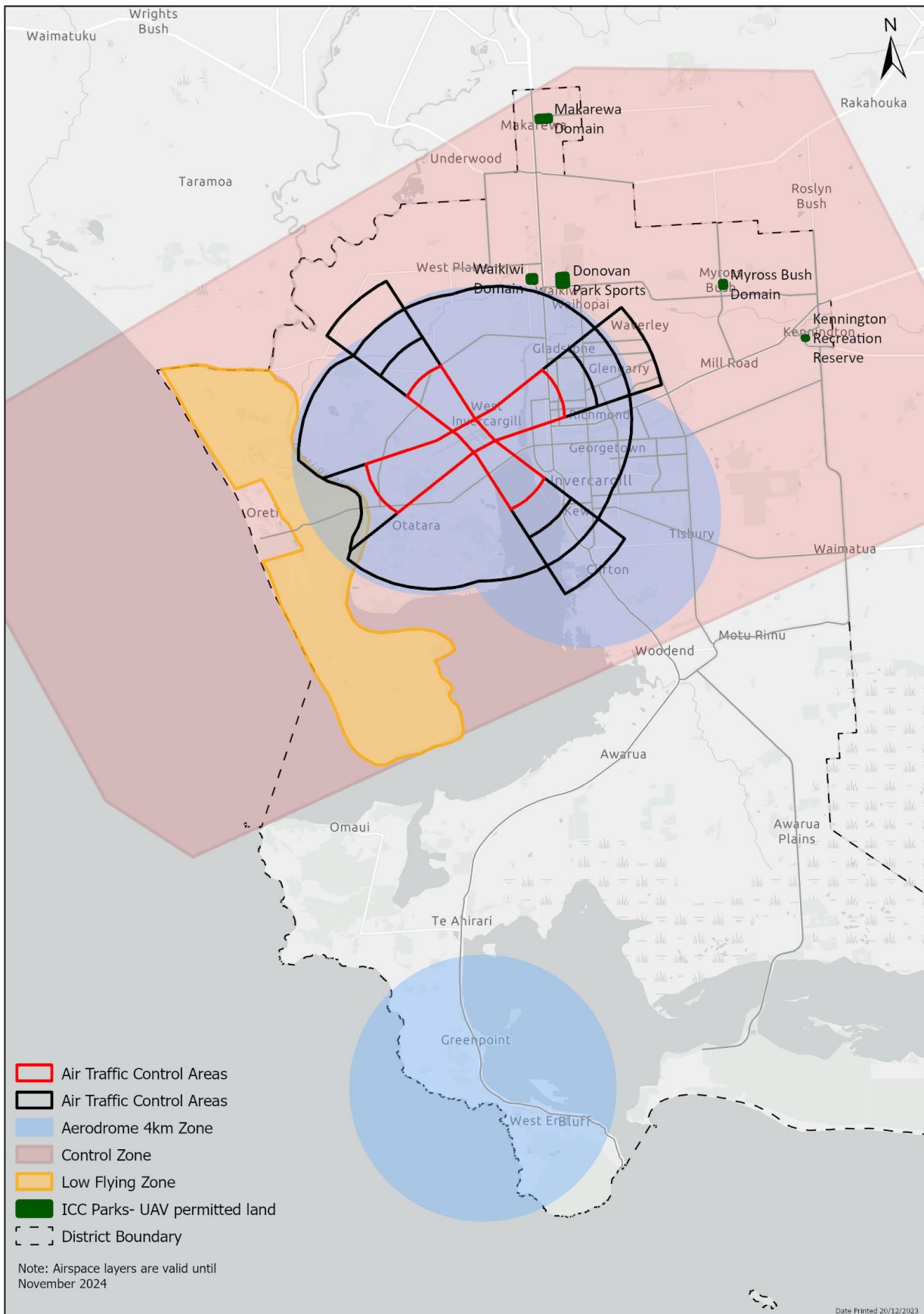




# Kennington Recreational Reserve

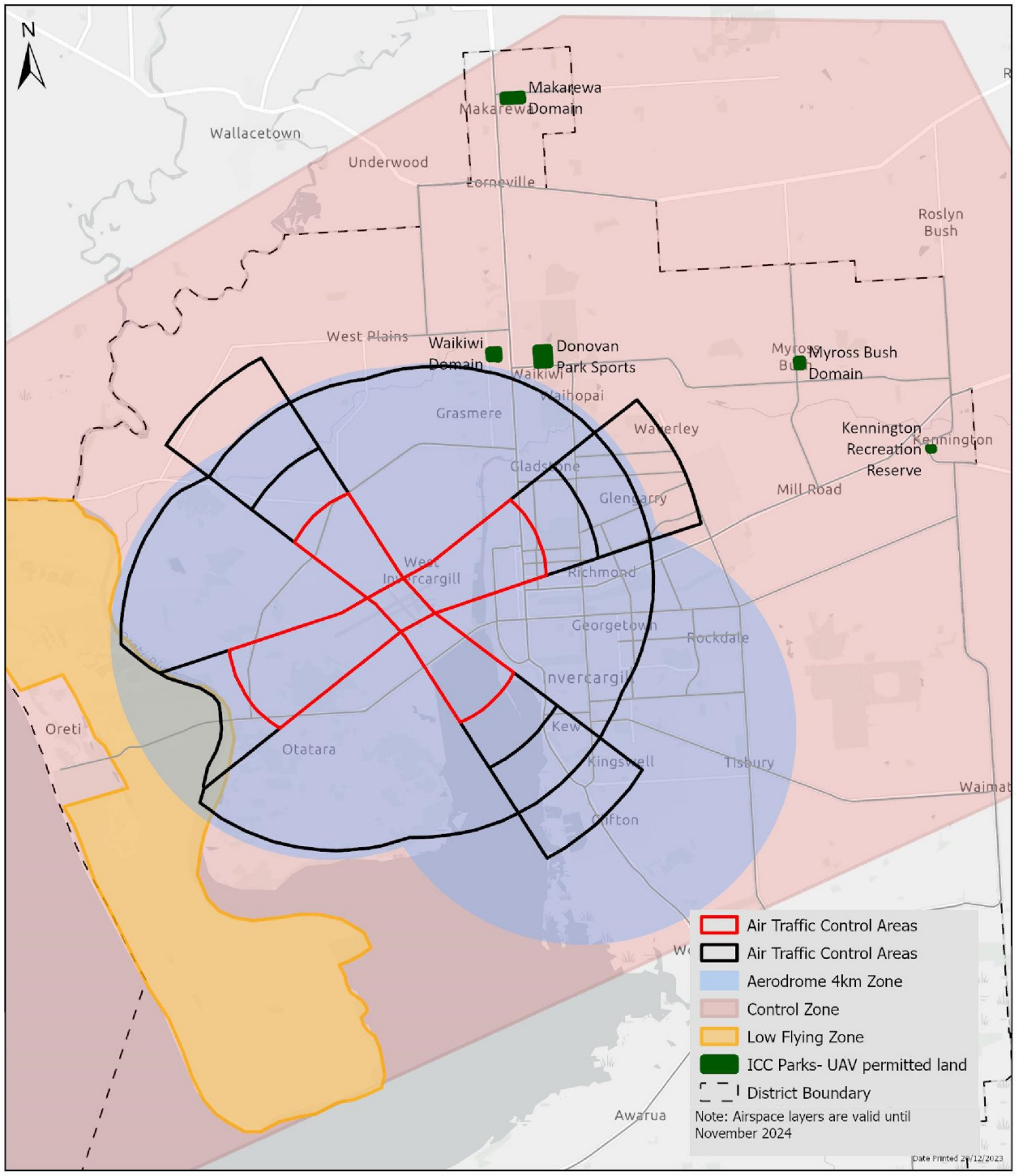


# Appendix 1- Air Space Designations over Invercargill City District

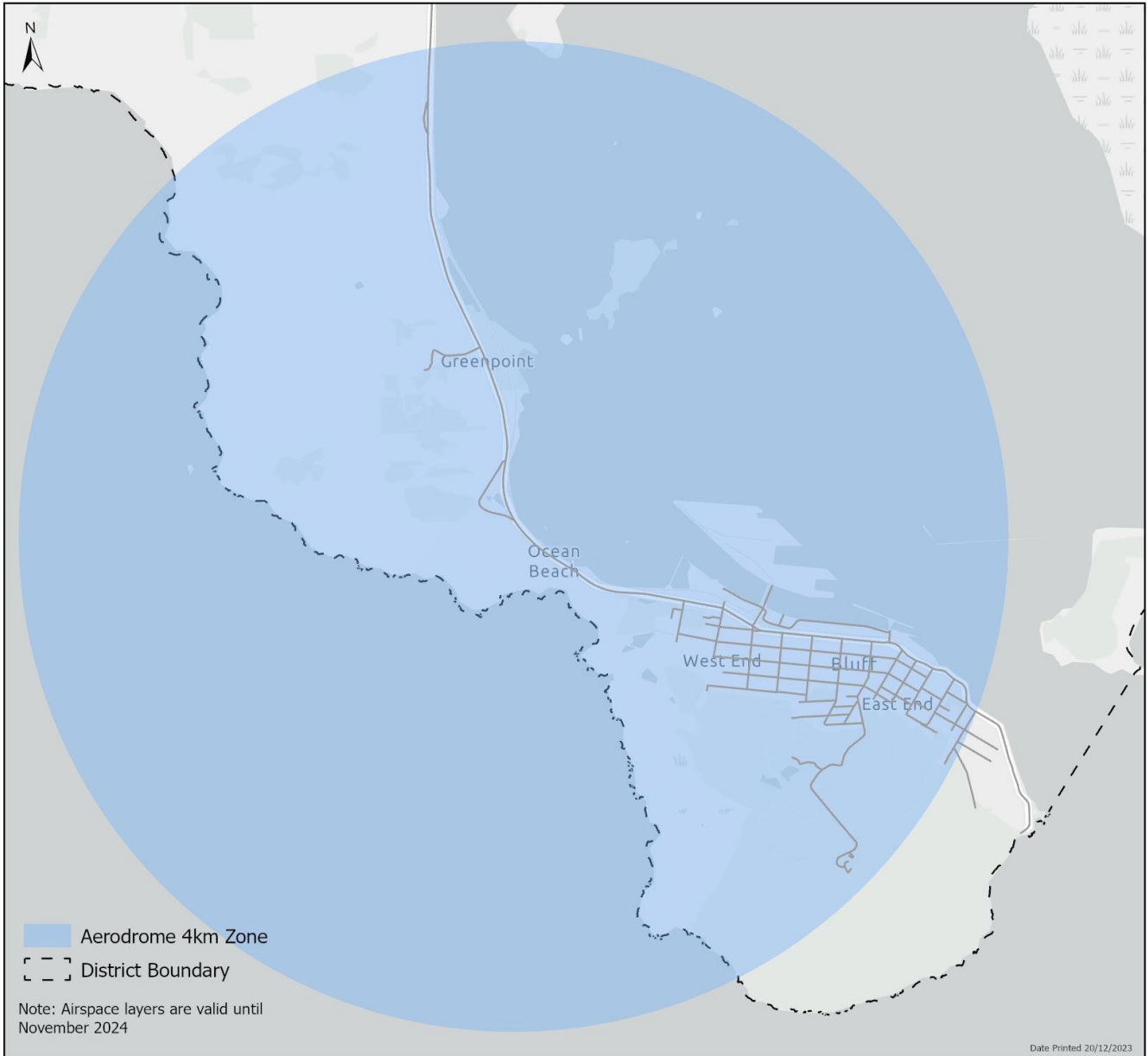




## Appendix 2- Air Space Designations over Invercargill City



## Appendix 3- Air Space Designations over Bluff



## CIVIC AWARDS

<b>To:</b>	Community Wellbeing Committee
<b>Meeting Date:</b>	Tuesday 13 February 2024
<b>From:</b>	Rhiannon Suter, Manager – Strategy, Policy and Engagement
<b>Approved:</b>	Trudie Hurst - Group Manager - Community Engagement and Corporate Services
<b>Approved Date:</b>	Monday 5 February 2024
<b>Open Agenda:</b>	Yes

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### Purpose and Summary

At the August 2023 meeting Council delegated to the Community Wellbeing Committee to reinvigorate and organise the Civic Awards. This paper outlines a proposed process for that to occur.

### Recommendations

That the Community Wellbeing Committee:

1. Receive the report "Civic Awards".
2. Nominate the following proposed members for the Civic Awards panel:
  - a. Mayor or Deputy Mayor
  - b. Councillor representative of the Community Wellbeing Committee
  - c. Mana Whenua Representative
  - d. Committee nominated Community Representative with the first participant to be delegated by the Chair of the Community Wellbeing Committee
3. Agree the following awards categories in line with Council strategic priorities, noting in any one round one, multiple or no awards may be made in any category:
  - a. Contribution to social wellbeing - including youth activities, social welfare, educational services and community affairs.
  - b. Contribution to cultural wellbeing - including cultural services, religious affairs, and recreation.
  - c. Contribution to economic wellbeing.
  - d. Contribution to environmental wellbeing.
4. Agree the awards to be undertaken on an **annual / triennial** basis
5. Note that it is proposed to commence advertising the awards in March with first awards to be made in June 2024.
6. Request a Terms of Reference to be developed for the panel on the basis of these decisions.

## **Background**

Council delegated to the Community Wellbeing Committee to finalise and deliver the awards and administration process at the August Council meeting.

Officers have met with the Chair of the Committee to develop the proposed process outlined in this report.

## **Issues**

Issues involved in re-establishing the awards were outlined in the August 2023 paper and Council made the decision to proceed with the Awards.

## **Process**

The following process is proposed for the reinvigorated awards.

### **Call for Nominations**

Nominations may be made by any resident of Invercargill, with a second for another individual / individuals. The awards are not open to organisations.

Forms will be available online and at Te Hīnaki Civic Building, Bluff Service Centre and Invercargill Public Library.

Nominations will open on 14 March 2024 and close 12 April 2024.

A range of channels will be used to advertise the awards and how people can apply. The opportunity will be used to celebrate the stories and contributions of previous award winners where appropriate.

### **Civic Awards Panel Decision Making**

Decision making will take place in the week of 22 April 2024, with a report provided to the Community Wellbeing Committee on 14 May 2024.

The Awards Panel will together determine their process for decision making (i.e. majority / consensus or some other method).

### **Awards Ceremony**

An awards ceremony will be organised for the second week in June 2024. All awards are honorary rather than financial.

**Next Steps**

A Terms of Reference will be developed and advertising will be commenced.

**Attachments**

None.

## ACTIVITIES REPORT

**To:** Community Wellbeing Committee

**Meeting Date:** Tuesday 13 February 2024

**From:** Group Managers

**Approved:** Michael Day - Chief Executive

**Approved Date:** Tuesday 30 January 2024

**Open Agenda:** Yes

### Purpose and Summary

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

### Recommendations

That the Community Wellbeing Committee:

1. Receives the "Activities Report".

### Customer and Environment

#### Customer Services

##### Te Hīnaki Civic Building

Te Hīnaki Civic Building	December 2022	December 2023
Emails	839	819
Call centre	2746	2605
Concierge	528	890
Cashiers	660	763
Building Desk	161	116
Building Inspections booked	441	381
Requests for service received	1043	1243



**Bluff Service Centre**

<b>Bluff</b>	<b>December 2022</b>	<b>December 2023</b>
Concierge	489	480
Cashiers	30	12
NZ Post	1440	907
Kiwi bank	292	491
Lotto	1859	1668
Library	188	243

December gave an increase in numbers at Concierge due to the Citizenship Ceremony on 11 December. We had 85 people attend.

The Call Centre moved to a modern contact centre platform as the previous tool was due for renewal. This was a seamless transition from both our customer and staff perspectives. The top Request for Service categories were Property files (314), Waste net (196), Dogs and Animals (153) and Rooding (90).

Bluff Service Centre Kiwi bank numbers continue to increase due to NZ Post no longer offering cash-out transactions and customers utilising Kiwi Bank as an alternative. Library usage has also increased for the period in comparison to the same period from the previous year.

**Property Records**

	<b>December 2022</b>	<b>December 2023</b>
<b>Land Information Memorandum (LIM) Lodgements</b>	28	30
Average days to issue a LIM (Compared with 10 Day Statutory Time Frame)	10 day Commercial 4.33 days 10 day Residential 3.95 days	10 day Commercial 6 days 10 day Residential 4.42 days
LIMs processed within Statutory Time Frames	100 %	100 %
Property File Requests	179	240

**Building and Planning****Building Consent Processing**

	<b>December 2022</b>	<b>December 2023</b>
	Percent	Percent
Building consents granted within 20 Days	98	100
Code Compliance Certificates granted within 20 Days	100	95

**Planning**

	December 2022	December 2023
% of Non-notified Resource Consents issued within 20 working days	67%	92%

	2nd Quarter 2022	2nd Quarter 2023
% of Non-notified Resource Consents issued within 20 working days	94%	99%

**Compliance**

	December 2022	December 2023
Noise	113	128
Litter	5	4
Overgrown Sections	11	9
Animals (ex dogs)	2	1
Parking Complaints	44	66

**Animal Control**

	December 2022	December 2023
Registrations	112	116
RFS received	129	157
Infringements	14	6
Prosecution	0	0
Impounded	21	37
Rehomed	0	2
Dogs Returned	18	31

**Environmental Health**

	December 2022	December 2023
Verifications Completed	18	12
New Food applications	7	8
Health Licences	4	0
Alcohol Licences issued	48	34

**Community Spaces and Places****Parks****Oreti Beach Management Review - Memorandum of Understanding (MOU)**

Parks and Recreation are working closely with Environment Southland, Department of Conservation, Fire and Emergency New Zealand and the New Zealand Police to work through the comprehensive management of Oreti Beach including access from Sandy Point Domain (Dunns Road).

There are a variety of issues to work through including fire risk, speeding vehicles, four-wheel drive and trail bike damage, rubbish and broken glass, vehicle recovery and wildlife rescue. These issues impact the visitor experience and the environment of Oreti Beach and the organisations are working on the best manner in which to address them.

Discussions have focussed on the work undertaken by the ICC rangers, the opportunities for volunteers, and the multi-agency MOU to ensure clarity of expectations for each of the compliance agencies.

### **Schick NeighbourHoops Basketball Hoop**

Schick and Basketball New Zealand have partnered on a Hoops in Parks programme to improve community access to quality for basketball hoops. Since 2019, 14 hoops have been installed across nine locations to remove barriers to participation and provide safe places for basketballers to have fun and develop their skills.

With the support of Council, a social campaign was run for the community to vote on their favourite location for a new or upgraded hoop and backboard. The Motupōhue/Bluff community was successful in the Invercargill District.

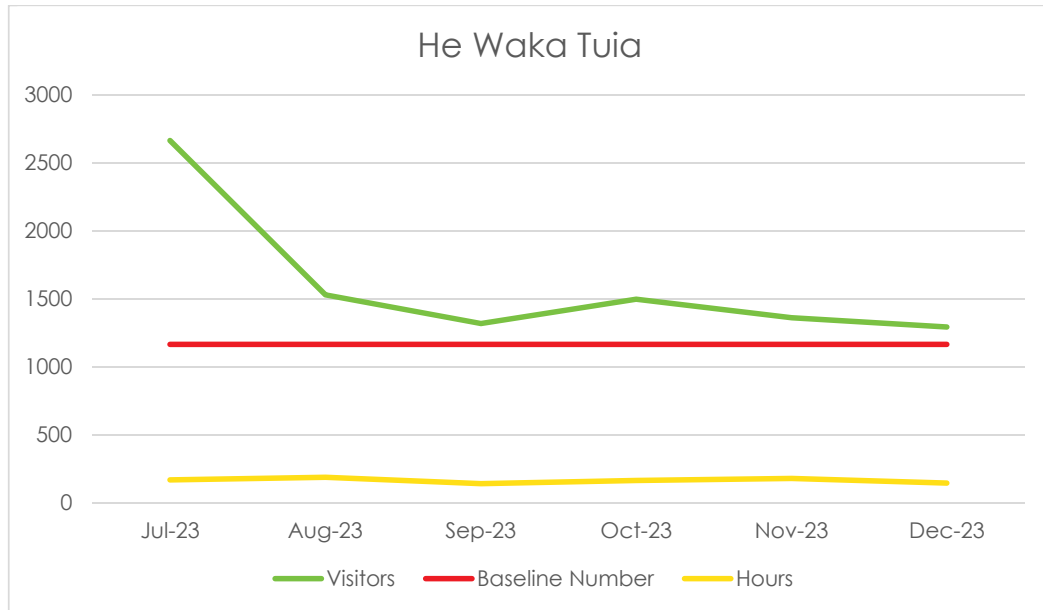
The adjustable height hoop has been installed at the Bluff Skate Park to replace an older hoop. Half-court line markings are also to be added shortly. An opening event promoting the facility is to be held with the community in the coming months.



Figure 1: New Neighbourhoop installed at Bluff Skate Park for community ball play.

**Arts, Culture and Heritage**

**He Waka Tuia**



Following the closing of LOCAL BY/FOR/OF in December, two exhibitions curated by the Southland Museum and Art Gallery opened at He Waka Tuia.

**Ans Westra: The Southern Connection (15 December 2023 – 11 February 2024)**

An exhibition honouring the legacy of Ans Westra CNZM (1936 – 2023) during her tenure as the inaugural Trust Bank Southland Art Foundation Artist in Residence. Her works portray the essence of Southland, including the 25<sup>th</sup> anniversary of Tiwai.

**The Changing Face of the Southland Museum and Art Gallery (15 December 2023 – 11 February 2024)**

A journey through the development of the Southland Museum and Art Gallery buildings – from the Southland Technical College; the Centennial Memorial Museum; Art Gallery extension, the Observatory to the development of Niho o te Taniwha with its iconic pyramid shape.

In addition, the team at He Waka Tuia offered a number of on-site and off-site programmes throughout December including Be an Art Angel/Selfies with Santa at South Alive which attracted 200 participants.

There were also 1550 attendees during December at Play all Day, a play zone which has been established at Invercargill Central. The initial establishment of the site was supported by the team at He Waka Tuia and utilises some recycled material formerly used in Play.

**Te Kupeka Tiaki Taoka Southern Regional Collections Trust**

In December 2023 the former Southland Museum and Art Gallery Trust Board confirmed a new name for the Trust. Te Kupeka Tiaki Taoka Southern Regional Collections Trust.

The team received Te Pataka Taaka Southern Regional Collections Facility during the first week of December and, following the naming ceremony held on 7 December 2023, began a 73 working day plan to relocate the collection of Te Kupeka Tiaki Taaka Southern Regional Collections Trust, as well as the staff offices and workshop.

The relocation plan involved the transportation of collection items by pallet through Crown Relocation. Once onsite at Te Pataka Taaka, Tisbury, pallets were decanted and objects were placed directly on numbered shelves or racks. All shelves were numbered during the handover period and this enabled the real-time tracking and locating of collection items via the Vernon Collection Management database.

The project plan highlighted the opportunity to relocate a minimum of three deliveries per day. The deck of the truck was calculated to accommodate 11 pallets per load. In addition, the Museum Van was used to relocate sensitive objects, including glass plate negatives, Taaka Māori, coins and medals from the current Southland Museum and Art Gallery Niho o te Taniwha to Te Pataka Toaka.

Relocation started with 445 pallets of collection objects to be relocated and by 21 December 347 pallets had been relocated, re-shelved and tracked. In addition, larger objects are placed on a stillage. During the reporting period 31 of the 181 stillages were relocated to Tisbury. The daily target was consistently met. On a number of occasions, this target was exceeded with the greatest number of deliveries in a single day peaking at six.

In addition, during this period the SMAG team also curated Ans Westra: The Southern Connection and The Changing Face of the Southland Museum & Art Gallery which opened at He Waka Tuia on 15 December 2023.

## **Venues and Events**

### **Rugby Parks**

December at Rugby Park is traditionally a quiet month. However, this year it was used for some training to upskill the public on Water Safety, a valuable initiative between Splash Palace and the Communication and Marketing Team. This was conducted in the first XV Lounge, which proved to be a great location for such an activity with its proximity to Splash Palace.

The sale (transfer of ownership) process continues, and external legal professionals are working through the intricacies of this. We hope to complete this process prior to the end of the financial year. Design work for strengthening and approved works is underway by the Project Management Office, and a programme of works is currently being established.

### **Civic Theatre**

There is a slight drop in audience numbers due to fewer graduates in 2023 from SIT. This was an expected occurrence, and despite this anomaly, The Civic Theatre will finish the calendar year with strong numbers overall, on track to exceed expectations as we return to and surpass COVID levels. Interestingly, higher-priced events and upcoming shows are selling well. Daniel O'Donnell, Kaylee Bell, and Credence Clearance Water stand out in sales.

The move to have ticketing from 11:00 am to 3:00 pm at The Civic Theatre is proving successful. This will eventually lead to removing ticket selling from the Civic Administration Building – Te

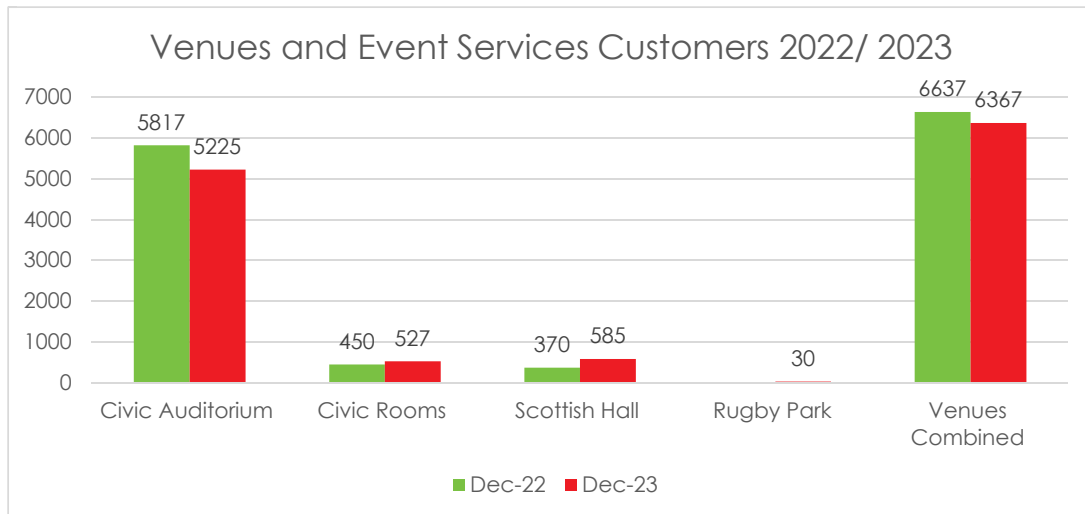
Hīnaki and looking to include it at the Library and Splash Palace. This will create a better customer experience and access to events in Invercargill. We will commence selling Ticketek events across New Zealand in the New Year, generating additional modest revenue from commissions and further enhancing the customer experience.

**Scottish Hall**

Customer experience improvements will commence in the New Year to increase the saleability of the Scottish Hall. This will involve some aesthetic treatments such as wallpaper and painting, and some new furniture in the style of the facility. There are further improvements for accessibility in the future should we look to utilise the adjacent building, enabling another entrance at ground level.

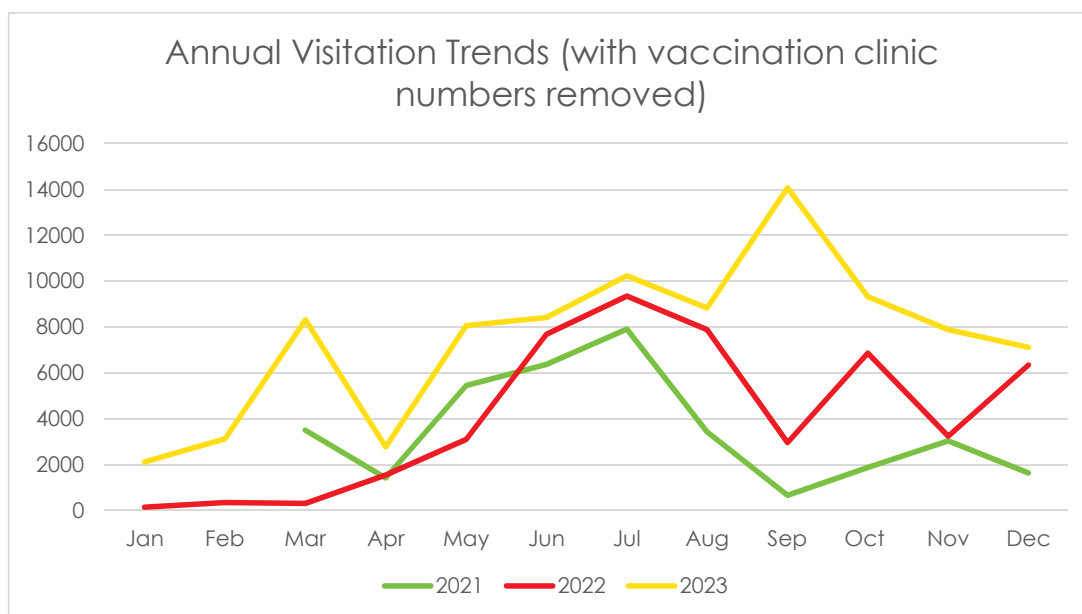
**Participation and visitation stats:**

Participation numbers are fairly static across the venues portfolio in December but remain ahead of expectations.



**Annual Visitation Trends:**

The decline in attendance during December follows an anticipated trend for this time of year. We remain above the past two years and overall numbers are trending upward.



**Upcoming Key Events -Major Events only**

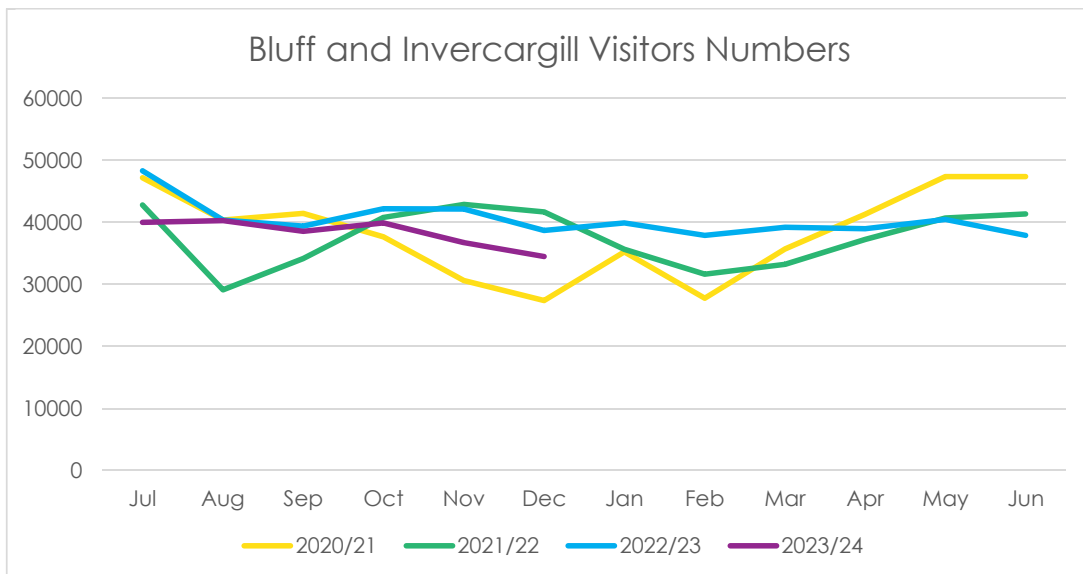
Event	Genre	Event Type
<i>KPI: Increase public use through a range of community events and touring productions</i>		
Pack the Park Charity Event	Sport	Charity Game
The Michael Jackson History Show – 15 February 2024	Music	National Touring
Daniel O’Donnell – 23 February 2024	Music	International Touring
Event	Genre	Event Type
<i>KPI: Increase public use through a range of community events and touring productions</i>		
Invercargill Musical Theatre – Youth Production – 13-17 March 2024	Musical	Community
Credence Clearwater Revival – 23 March 2024	Music	International Touring
Kaylee Bell – 4 April 2024	Music	National Touring
Elton John Vs Billy Joel NZ	Music	National Touring
Dragon – 12 April 2024	Music	International Touring
RNZB – Swan Lake – 2 June 2024	Ballet	National Touring

Activation	Date	Location	Vision / Reporting
<i>KPI: Creating a vibrant city centre</i>			
Shakes-Fare Food Market	Friday 26 January 6:30 pm – 8:30 pm	Don Street	Third in the series of Food Market events – this time in collaboration with Shakespeare in the Park Trust as a part of their ‘Shakespeare in the City’ activation. Roving actors and performers entertain visitors to the City Centre as they peruse the diverse cuisines on offer from an array of food vendors placed along the street. Road

			closure in place, comprehensive waste minimisation and separation plan to be implemented.
Waitangi Esk Fest	Tuesday 6 February 1:00pm – 7:00pm	Esk Street	Radio Southland will host a celebration of our national holiday on Esk Street. Road closure in place to allow a flowing pedestrian-only vibe. Live music and cultural performances. Community engagement stalls and mobile food vendors placed along the street.
Buskers on Esk	Weekends in February	Esk Street	A new type of activation, facilitating and promoting local performers to busk on Esk street during the day in the weekends of February. Encouraging talented locals to apply for ICC busking licenses while providing a structured booking format in the interest of creating a vibrant atmosphere in the City Centre for shoppers and visitors alike.
St Patrick's Day Family Gala	Sunday 17 March 12:00 pm – 3:00 pm	Esk Street	Expanding from its previous venue of the Scottish Hall, this is a fun family activation in the city centre. Performers and Community Stalls etc.

**Libraries**

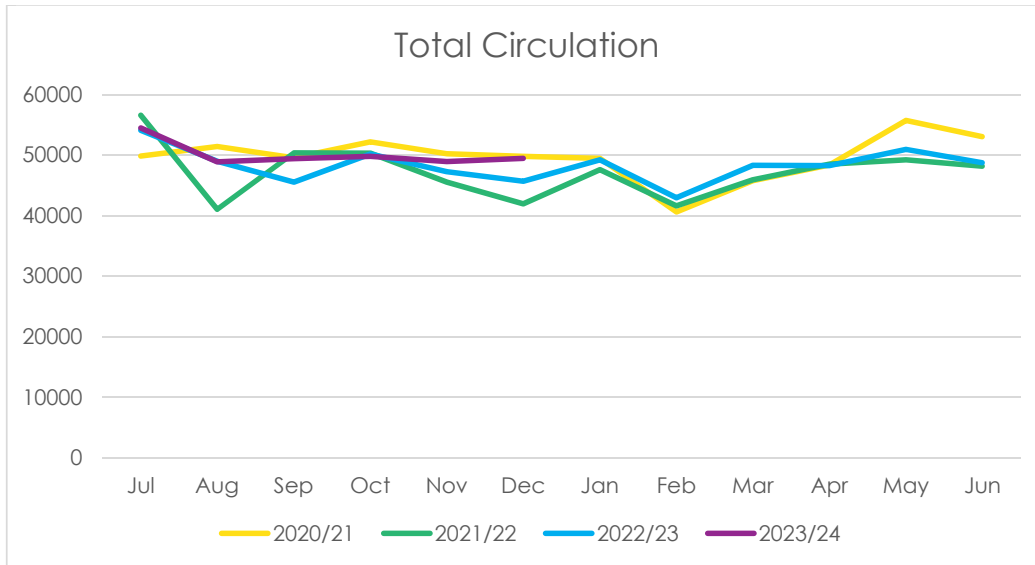
**Library Visits**





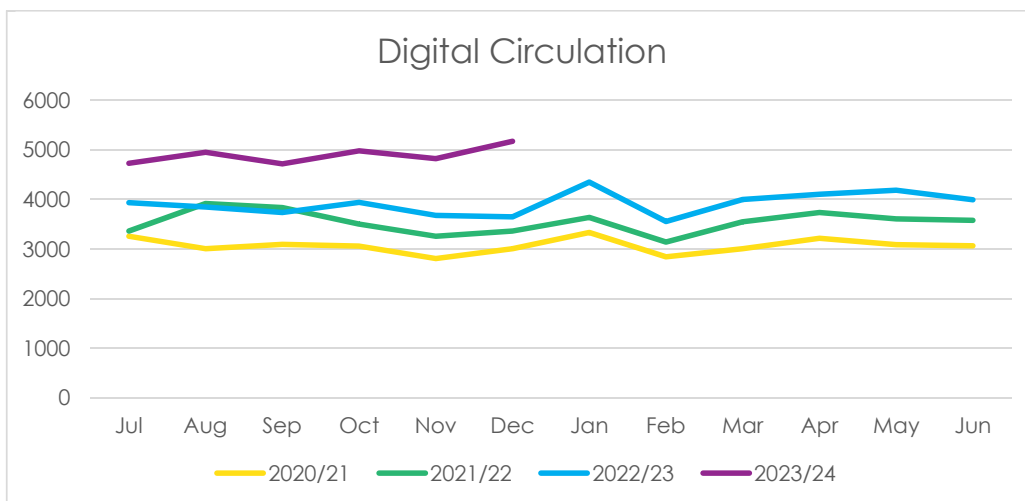
Visitor numbers for December 2023 show an 11% decrease from December 2022. Whilst the library positioned itself for the staffing review that commenced in December 2023, vacancies were held resulting in less public programmes available which impacted visitor numbers. Our digital circulation continues to be a steady growth area demonstrating increased use from home and the library as a 24/7 community resource.

**Total Library Circulation**



Total Circulation in December 2023 of (49,479) is eight percent above the previous year at (45,721). In recent years the trend in Libraries has been declining issues, however, the increased use of digital resources has recently seen our total circulation increase.

**Digital Circulation**



Digital circulation - E-books and E audio for December 2023 was 5,174 which is a 40% increase on December 2022. With our other digital platforms such as Beamafilm and Press Reader, our total digital checkout figure of 9597 is almost 20% of all library circulation. The library has prepared for the decline in physical issues and increased digital usage by realigning funds as indicated in the LTP and Activity Management Plan.

## Engagement

### Summer Reading Challenge

The annual challenge is held between 1 December and 31 January. It is designed to encourage kids to keep reading over school holidays to prevent the "summer slide", where reading skills drop off over the extended break. While reading is the main focus, the challenge also includes a variety of creative and mindful activities that participants can choose to do instead. Each child that completes the reading receives a book that they can choose for themselves.

### Christmas at the library 4 Days of Kirihimete

Much loved Christmas activities were back due to popular demand - story time, craft. We offered a range of fun activities for the whole family and a chance to spend some quality time and enjoy Christmas festivities.



### Check It Out Podcast

Podcast on Spotify

<https://open.spotify.com/show/1WLBXBjUt783K0M6L9e5be?si=5464c476b598416c>

Check it out podcast is now available on Spotify, making it more accessible for our audience. The library podcast series has focused on library-related topics and the reading habits of well-known local people, and also local history.



### Portraits of Library Users

Portraits of Te Haata users have gone up in the library's windows. The library held a campaign to attract local people to pose for photographs that can be used for library promotions, this is so much better than using stock photographs. In return, they were able to have a family photograph taken. We have received a lot of positive comments from members of the public that they appreciate seeing local faces in our space.



### Coming Up in January

#### 'Eyes in Space'

Public Talk -Dr Francesc March de Ribot (Ophthalmologist in Dunedin and Invercargill, University of Otago) and Timon Ax (PhD student at the University of New South Wales) talk about their aerospace innovation project.

### **Community Yoga**

4 weeks koha yoga classes in January.

### **Aquatic Services**

Splash Palace hosted the Southland Long Course championships on the 2-3 December 2023.

Twelve schools came in for end-of-year fun days and used the hydroslides, inflatables and wave pool.

Splash Palace held a Drowning Prevention Auckland Water Safety Workshop to the public at the Rugby Park First XV Lounge on the 7 December 2023 where approximately 25 people turned up.

The Bluff Coast Guard came in and carried out some training on the 16 December 2023.

Seventeen birthday parties were booked in at Splash Palace during December.

In the lead up to Christmas Splash Palace offered promotions to look at increasing participation through what is usually one of the quieter months of the year. This included a two-for-one special on children's and an online Facebook competition. Participation increased through this period by 10% compared to the same period in 2022.

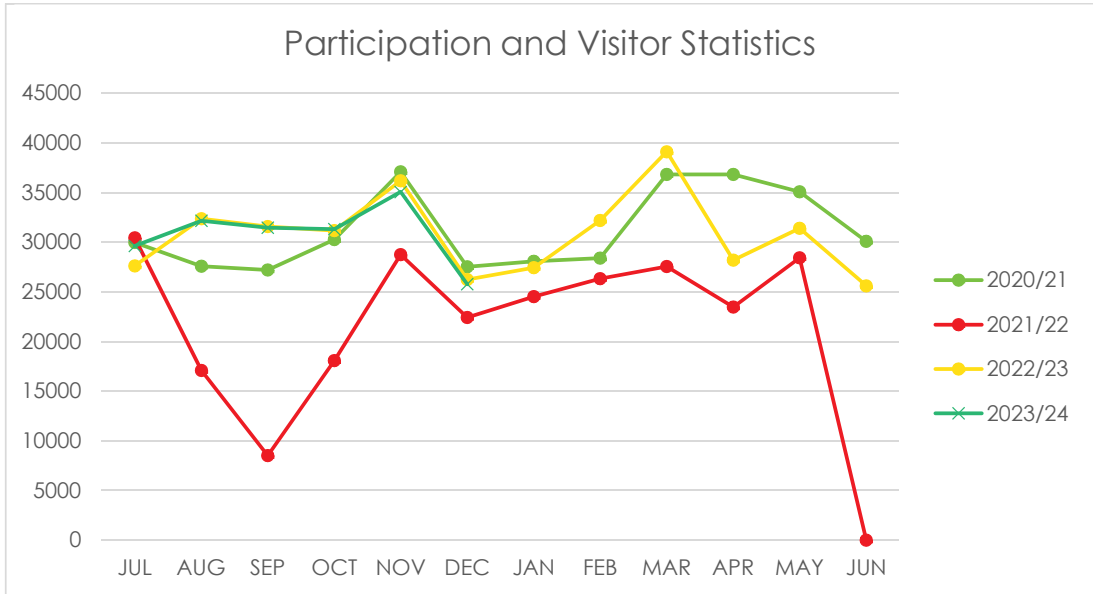
### **Participation and Visitor Stats**

December is one of the two quietest months next to June for Splash Palace. Participation remained consistent with December 2022 but is currently the lowest participation this financial year at 25,765. We are currently on target with our participation KPI target of 6.5 visits per head of Invercargill population.

### **Café and Retail**

The café in December had an average spend per participation of \$1.27, the benchmark for a café in an aquatic facility is \$0.80 per participation. Revenue in the café for December was similar to December 2022, with similar participation levels. December revenue was down on November but this is expected with the lower participation levels at this time of the year.

Retail sales were slightly down on November, the lowest since June 2023. This could partly be attributed to the current financial market and people having less disposable income to spend.



June 2022 participation was zero due to being closed for maintenance.

