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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 9 April 2024 at 3.00 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

09 April 2024 03:00 PM

<b>Agenda Topic</b>	<b>Page</b>
2. Apologies	
3. 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.	
4. Public Forum	
5. <a href="#">Minutes of the Extraordinary Community Wellbeing Fund Subcommittee Meeting held on 15 December 2023 (A5103650)</a>	5
6. <a href="#">Minutes of the Extraordinary Community Wellbeing Fund Subcommittee Meeting held on 22 January 2024 (A5157348)</a>	7
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9. <a href="#">Minutes of the Creative Communities Invercargill Funding Scheme Assessment Committee Held on 22 February 2023 (A5227718)</a>	23
10. <a href="#">Minutes of District Licensing Committee - February and March 2024 (A5301079)</a>	30
11. <a href="#">Minutes of the Community Wellbeing Fund Subcommittee Meeting held on 21 March 2024 (A5285091)</a>	34
12. <a href="#">Youth Council 2024 Inaugural Report (A5285623)</a>	44
13. <a href="#">Activities Report (A5228813)</a>	47
14. Public Excluded Session	

**Public Excluded Session**

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

- a) Minutes of the Public Excluded Session of the Extraordinary Community Wellbeing Fund Subcommittee Meeting held on Friday 15 December 2023
- b) Minutes of the Public Excluded Session of the Extraordinary Community Wellbeing Fund Subcommittee Meeting held on Monday 22 January 2024
- c) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Meeting held on Thursday 1 February 2024
- d) Minutes of the Public Excluded Session of the Creative Communities Invercargill Funding Scheme Assessment Committee Meeting Held on 22 February 2023
- e) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 21 March 2024

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
a) Minutes of the Public Excluded Session of the Extraordinary Community Wellbeing Fund Subcommittee Meeting held on Friday 15 December 2023	<b>Section 7(2)(i)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7
b) Minutes of the Public Excluded Session of the Extraordinary Community Wellbeing Fund Subcommittee Meeting held on Monday 22 January 2024	<b>Section 7(2)(i)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7
c) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Meeting held on Thursday 1 February 2024	<b>Section 7(2)(i)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7
d) Minutes of the Public Excluded Session of	<b>Section 7(2)(i)</b>	<b>Section 48(1)(a)</b>

<p>the Creative Communities Invercargill Funding Scheme Assessment Committee Meeting Held on 22 February 2023</p>	<p>Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7</p>
<p>e) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 21 March 2024</p>	<p><b>Section 7(2)(i)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7</p>

**MINUTES OF EXTRAORDINARY COMMUNITY WELLBEING FUND SUBCOMMITTEE, HELD  
VIA THE PLATFORM OF ZOOM ON FRIDAY 15 DECEMBER 2023 AT 9.32 AM**

**Present:** Cr L F Soper (Chair) (via Zoom)  
Cr P M Boyle (via Zoom)  
Cr R I Bond (via Zoom)  
Cr S Board (via Zoom)  
Mr N Burdon (via Zoom)  
Ms M Bartlett-McBride (via Zoom)

**In Attendance:** Ms G Crawford – Engagement and Partnerships Officer (via Zoom)  
Mrs T Amarasingha – Governance Support Advisor (via Zoom)

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**1. Appointment of the Chair for the Meeting**

Moved Cr Bond, seconded Cr Broad **RESOLVED** that Cr Soper be appointed as the Chair for this meeting.

**2. Apologies**

Ms P Smith and Ms A de Vries.

Moved Cr Soper, seconded Cr Bond **RESOLVED** that the apologies be accepted.

Note: Cr Boyle joined the meeting at 9.36 am.

**3. Declaration of Interest**

Nil.

**4. Public Excluded Session**

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

- (a) The Ratbaggs – Decision for Continued Funding

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
(a) The Ratbaggs – Decision for Continued Funding	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

There being no further business, the meeting finished at 9.57 am.

**MINUTES OF EXTRAORDINARY COMMUNITY WELLBEING FUND SUBCOMMITTEE, HELD  
VIA THE PLATFORM OF ZOOM AND IN THE COUNCIL CHAMBER, FIRST FLOOR, TE HĪNAKI  
CIVIC BUILDING, 101 ESK STREET, INVERCARGILL ON MONDAY 22 JANUARY 2024  
AT 12.00 PM**

**Present:** Cr P M Boyle (Chair) (via Zoom)  
Cr R I Bond (via Zoom)  
Cr S J Broad  
Cr A H Crackett (via Zoom)  
Cr L F Soper (via Zoom)  
Mr N Burdon (via Zoom)  
Ms M Bartlett-McBride (via Zoom)  
Miss P Smith (via Zoom)  
Mrs A de Vries (via Zoom)

**In Attendance:** Ms G Crawford – Engagement and Partnerships Officer  
Mrs T Amarasingha – Governance Support Advisor

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**1. Apologies**

Cr Kett.

Moved Cr Soper, seconded Cr Bond **RESOLVED** that the apology be accepted.

**2. Declaration of Interest**

Cr Bond and Mrs de Vries declared a perceived conflict of interest as they knew the applicant.

Cr Broad declared a conflict of interest as he was managing the Shakespeare in the Park budget for Mediaworks and decided to abstain from voting.

Moved Mr Burdon, seconded Cr Soper **RESOLVED** that the above declared conflicts of interests be accepted.

**3. Public Excluded Session**

Moved Cr Soper, seconded Ms Bartlett-McBride **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, namely:

- (a) Assessment Scoring of Application
- (b) Application 39 - Shakespeare in the Park Charitable Trust - Shakespeare in the City 2024

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
(a) Assessment Scoring of Application	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(b) Application 39 - Shakespeare in the Park Charitable Trust - Shakespeare in the City 2024	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

There being no further business, the meeting finished at 12.22 pm.



**MINUTES OF COMMUNITY WELLBEING FUND SUBCOMMITTEE, HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, TE HĪNAKI CIVIC BUILDING, 101 ESK STREET, INVERCARGILL ON THURSDAY 1 FEBRUARY 2024 AT 1.00 PM**

**Present:** Cr P M Boyle (Chair)  
Cr R I Bond  
Cr S J Broad  
Cr A H Crackett  
Cr L F Soper  
Mr N Burdon  
Ms M Bartlett-McBride

**In Attendance:** Ms G Crawford – Engagement and Partnerships Officer  
Ms M Tupara – Executive Support

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**1. Apologies**

Cr P W Kett, Miss P Smith, Mrs A de Vries.

Moved Cr Crackett, seconded Mr Burdon and **RESOLVED** that the apologies be accepted.

**2. Declaration of Interest**

Cr Soper declared an interest regarding Application 40 - Multiyear - Citizens Advice Bureau Invercargill – CAB Operational Expenses as she is on the Board.

**3. Minutes of the Community Wellbeing Fund Subcommittee Meeting Held on 30 November 2023**

A5074365

Moved Cr Crackett, seconded Cr Soper and **RESOLVED** that the minutes of the Community Wellbeing Fund Subcommittee meeting held on 30 November 2023 be confirmed.

**4. Minutes of the Extraordinary Community Wellbeing Fund Subcommittee Meeting Held on 15 December 2023**

A5103650

Cr Crackett advised that her apology for the previous meeting wasn't recorded and would like for this to be recorded.

Cr Broad would like the spelling of his name to be corrected in the previous minutes.

Cr Bond advised that there was a typo on page 24 where Sapland should be changed to Southland.

Moved Cr Soper, seconded Cr Boyle and **RESOLVED** that the minutes of the Community Wellbeing Fund Subcommittee meeting held on 15 December 2023 be confirmed with the amendments as above.

**5. Minutes of the Extraordinary Community Wellbeing Fund Subcommittee Meeting Held on 22 January 2024**

A5103650

Moved Cr Crackett, seconded Cr Soper and **RESOLVED** that the minutes of the Community Wellbeing Fund Subcommittee meeting held on 22 January 2024 be confirmed.

**6. Financial Report for the Community Wellbeing Fund**

A5142206

Ms Crawford presented the report and noted that the total amount of funds available was actually \$231,374. This takes into consideration a \$3,000 allocation made for Shakespeare in the City in a discretionary funding round since the financial report was prepared.

Moved Cr Crackett, seconded Mr Burdon and **RESOLVED** that the Community Wellbeing Fund Subcommittee;

1. Receives the report "Financial Report for the Community Wellbeing Fund" for the last two months ended 31 December 2023.
2. Receive Appendix 1 – Financial Report Detail as at 31 December 2023 (A5142335).

**7. Public Excluded Session**

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

- (a) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 30 November 2023
- (b) Minutes of the Public Excluded Session of the Extraordinary Community Wellbeing Fund Subcommittee Held on 15 December 2023
- (c) Minutes of the Public Excluded Session of the Extraordinary Community Wellbeing Fund Subcommittee Held on 22 January 2024
- (d) Accountability Report 28 - Tennis New Zealand - Davis Cup Tennis - NZ vs Thailand
- (e) Accountability Report 29 - The CanInspire Charitable Trust - Invercargill CanBead Workshops 2023/2024
- (f) Accountability Report 30 - Southland Warm Homes Trust - Providing Healthy Homes Subsidies

- (g) Correspondence 1 - Radio Southland - Update on Funding for Waitangi Esk Fest 2024
- (h) Correspondence 2 - EH Productions - The Ratbaggs TV Series - Financial Budget Update
- (i) Ranked Summary of Incoming Applications - 2023/24 - Round 4
- (j) Assessment Scoring of Applications
- (k) Hearing Timetable
- (l) Funding Application 41 - Heritage South - 2024 Southland Heritage Month
- (m) Funding Application 40 - Multiyear - Citizens Advice Bureau Invercargill – CAB Operational Expenses
- (n) Funding Application 42 - The CanInspire Charitable Trust - Can Bead Workshops 2024
- (o) Funding Application 43 - Multiyear - Southland Art Foundation - Artist in Residency - Building Access to the Visual Arts
- (p) Funding Application 45 - Southland Triathlon and Multisport Club - Kids TRYathlon
- (q) Funding Application 46 - Southland Triathlon and Multisport Club - Murihiku Women's Duathlon
- (r) Funding Application 44 - Showquest Charitable Trust - Showquest Southland 2024
- (s) Funding Application 47 - Foveaux Pearls Leisure Marching Team - National Leisure Marching Event 2024
- (t) Deliberations and Resolutions

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
(a) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 30 November 2023	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(b) Minutes of the Public Excluded Session of the Extraordinary Community Wellbeing Fund Subcommittee Held on 15 December 2023	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

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|---|---|---|
| (c) Minutes of the Public Excluded Session of the Extraordinary Community Wellbeing Fund Subcommittee Held on 22 January 2024 | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (d) Accountability Report 28 - Tennis New Zealand - Davis Cup Tennis - NZ vs Thailand   | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (e) Accountability Report 29 - The CanInspire Charitable Trust - Invercargill CanBead Workshops 2023/2024                     | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (f) Accountability Report 30 - Southland Warm Homes Trust - Providing Healthy Homes Subsidies                                 | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (g) Correspondence 1 - Radio Southland - Update on Funding for Waitangi Esk Fest 2024   | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (h) Correspondence 2 - EH Productions - The   | <b>Section 7(2)(i)</b>  | <b>Section 48(1)(a)</b>   |

Ratbaggs TV Series - Financial Budget Update	To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(i) Ranked Summary of Incoming Applications - 2023/24 - Round 4	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(j) Assessment Scoring of Applications	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(k) Hearing Timetable	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(l) Funding Application 41 - Heritage South - 2024 Southland Heritage Month	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(m) Funding Application 40 - Multiyear - Citizens Advice	<b>Section 7(2)(i)</b> To enable any local organisation holding the	<b>Section 48(1)(a)</b> That the public conduct of this item would be

Bureau Invercargill – CAB Operational Expenses	information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(n) Funding Application 42 - The CanInspire Charitable Trust - Can Bead Workshops 2024	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(o) Funding Application 43 - Multiyear - Southland Art Foundation - Artist in Residency - Building Access to the Visual Arts	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(p) Funding Application 45 - Southland Triathlon and Multisport Club - Kids TRYathlon	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(q) Funding Application 46 - Southland Triathlon and Multisport Club - Murihiku Women's Duathlon	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(r) Funding Application 44 - Showquest Charitable Trust -	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on,	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the

Showquest Southland 2024	without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	disclosure of information for which good reason for withholding would exist under Section 7.
(s) Funding Application 47 - Foveaux Pearls Leisure Marching Team - National Leisure Marching Event 2024	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(t) Deliberations and Resolutions	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

There being no further business, the meeting finished at 2.59 pm.

**MINUTES OF COMMUNITY WELLBEING COMMITTEE, HELD IN THE COUNCIL CHAMBERS,  
FIRST FLOOR, TE HĪNAKI CIVIC BUILDING, 101 ESK STREET, INVERCARGILL ON TUESDAY  
13 FEBRUARY 2024 AT 2.00 PM**

**Present:**

- Cr D J Ludlow (Chair)
- 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 I R Pottinger
- Cr L F Soper
- Rev E Cook – Māngai – Waihōpai
- Mrs P Coote – Kaikaunihera Māori – Awarua

**In Attendance:**

- Cr A Arnold
- Mr M Day – Chief Executive
- Mrs P Christie – Group Manager – Finance and Assurance
- Mrs T Hurst – Group Manager – Community Engagement and Corporate Services
- Mr R Capil – Group Manager – Community Spaces and Places
- Mr J Shaw – Group Manager - Consenting and Environment
- Mr M Morris – Manager – Governance and Legal
- Mrs C Rain – Manager – Parks and Recreation
- Mrs C Horton – Senior Open Spaces Planner
- Ms R Suter – Manager – Strategy and Policy
- Mr D Titus – Policy Analyst
- Mrs G Cavanagh – Manager – Environmental Services
- 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 P W Kett and Mayor W S Clark

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

**2. Declaration of Interest**

Nil.

**3. Public Forum**

Nil.



**4. Minutes of the Meeting of City Centre Heritage Subcommittee Meeting held on Wednesday 13 December 2023**

A5091662

Moved Cr Soper, seconded Cr Arnold and **RESOLVED** that the Minutes of the City Centre Heritage Subcommittee Meeting held on Wednesday 13 December 2023 be received.

**5. Minutes of the Meeting of Community Wellbeing Committee Meeting held on Tuesday 23 January 2024**

A5147529

Moved Cr Campbell, seconded Cr Dermody and **RESOLVED** that the Minutes of the Community Wellbeing Committee Meeting held on Tuesday 23 January 2024 be confirmed.

**6. Minutes of the District Licensing Committee Meetings Held in January 2024**

A5199244

Moved Cr Ludlow, seconded Cr Soper and **RESOLVED** that the Minutes of the District Licensing Committee Meetings Held in January 2024 be received.

**7. Unmanned Aerial Vehicle (UAV) Policy Review**

A5061007

Ms Rhiannon Suter and Mr Daron Titus presented the report.

It was noted that drones could be obtained easily but people did not understand there were rules and regulations which went with this, which this policy helped outline.

In response to a question regarding why a policy was needed when there was a national policy, it was noted that under the CAA, permission was required to operate a drone over land, in this case Council land. This was a guideline on what people needed to be aware of. This was not a legally required policy however it was common practice amongst councils to have a policy. Most private property owners would not write a policy over their private land but this policy enabled Council to be transparent, and was being really clear Council was supporting the airport in terms of communication regarding land which was under the flight path. Council adopting a policy was shining a light that there were regulations people needed to be aware of.

In response to a question regarding offering recent drone users to assist with reading the policy, it was noted that the user list was from people who had come to Council for permission to use a drone. Feedback had also been obtained from the airport.

Moved Rev Cook, seconded Cr Boyle and **RESOLVED** 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.

## **8. Proposal to Revoke Reserve Status – (Awarua Bay Road Reserves) for the Purpose of Disposal with Two Fee Simple Land Parcels**

A4979116

Note: Mrs Coote and Rev Cook declared a conflict of interest and would not participate in the discussion.

Mrs Caroline Rain and Mrs Cassie Horton presented the report.

Moved Cr Soper, seconded Cr Ludlow 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. 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 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 the following options:
  - (a) To revoke reserve status to dispose of land.
10. Agrees to ratify the revocation of the land reserve status and that 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.

In response to a question regarding clarity of recommendation 6, it was noted this was part of the Committee's process.

In response to a question regarding the land sizes, it was noted that two of the land sizes were too small for a dwelling. This part of the process was to the revocation for the reserve status.

In response to a question regarding the use of the funds, it was noted this was what happened with reserve status land as a legal requirement, depending on the land sale.

In response to a question regarding legal implications, encroachment onto other parcels of land, and land contamination, it was noted this should be buyer beware. Encroachment did not imply contamination.

In response to a question regarding climate change, the report did not mention the potential hazard area, or any concern of sea level rise. It was noted this would be covered under the District Plan.

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

## 9. Civic Awards

A5187970

Ms Rhiannon Suter spoke to the report.

In response to a question regarding the expense of running this event, it was noted that the cost was minimal, in the order of around \$5,000.

In response to a question regarding the frequency, it was noted that this call was left to this Committee to decide.

The comment was made that councillors should not underestimate the time commitment to do this properly. It was noted that every year would be too much. It was good to support the people in the community who did good work, and suggested triennial was a good timeframe.

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

1. Receives the Report "Civic Awards".
2. Nominates 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. Agrees 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. Agrees the awards to be undertaken on an **triennial** basis.
5. Notes that it is proposed to commence advertising the awards in March with first awards to be made in June 2024.
6. Requests a Terms of Reference to be developed for the panel on the basis of these decisions.

Moved Cr Soper, seconded Cr Campbell and **RESOLVED** that Chair of the Community Wellbeing Committee be the Councillor representative and either Mrs Coote or Rev Cook be mana whenua representative, and the Chair nominate a community representative as members of the Awards Panel.

## 10. Activities Report

A5168329

In response to a question regarding the publicity of the basketball hoop, it was noted that no publicity had been viewed by councillors and more was required, and the partnership should be acknowledged. It was also noted that there were no toilet facilities.

In response to a question regarding the adjacent building to the Scottish Hall, it was noted this would need to be followed up.

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

1. Receives the "Activities Report".

There being no further business, the meeting finished at 2.46 pm.

**MINUTES OF THE MEETING OF THE CREATIVE COMMUNITIES SCHEME INVERCARGILL FUND COMMITTEE HELD IN THE VICTORIA ROOM, CIVIC THEATRE, 88 TAY STREET, INVERCARGILL ON THURSDAY 22 FEBRUARY 2024 AT 3.30 PM**

**Present:** Mr L Calder (Chair)  
Cr D Ludlow  
Cr T Boyle  
Mr D Pottinger  
Ms A Lewis  
Mr K Herman

**In Attendance:** Ms G Crawford – Engagement and Partnerships Officer  
Miss M Tupara – Executive Support

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**1. Apologies**

Rev E Cook.

Moved Cr Ludlow, seconded Cr Boyle and **RESOLVED** that the apology be accepted.

**2. CNZ – Confidentiality and Conflicts of Interest**

Mr Pottinger declared an indirect conflict of interest for 'Theatre Sports – Charmin Dahl' and 'The Revlon Girl – Pip Smith' applications.

Mr Herman declared a direct conflict of interest for the 'Invercargill Rock and Roll Regional Workshop' application.

**3. Minutes of the Meeting of the Creative Communities Scheme Invercargill Fund Committee held 7 December 2023**

A4413291

Moved Mr Pottinger, seconded Mr Calder and **RESOLVED** that the minutes of the meeting of the Creative Communities Scheme Invercargill Fund Committee held on Thursday 7 December 2023 be confirmed.

**4. Financial Report**

A5216164

The Committee discussed the report. Ms Crawford noted that the true available amount was \$25,925 with an allocation of \$2,700 - \$4,600 to come out for advertising leaving \$23,225 available to allocate across the next two rounds. Ms Crawford advised that all of the money could not be spent in this round alone, and round 4 would be held with only festival funds. Round 4 had been advertised to the public.

Moved Mr Herman, seconded Ms Lewis and **RESOLVED** that the Creative Communities Scheme Invercargill Fund Committee:

1. Receive the Financial Report.

## 5. General Business

Nil.

## 6. Public Excluded Session

Moved Mr Calder, seconded Mr Pottinger and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting; namely:

- (a) Minutes of the Public Excluded Meeting of the Creative Communities Scheme Invercargill Fund Committee held on Thursday 7 December 2023
- (b) Project Completion Report 14 - C S Art Charitable Trust - Ko Au Ko Koe Exhibition
- (c) Project Completion Report 15 - Taokotaianga Vainetini Kuki Airani Southland – Cook Island Cultural Art Made by Women for Women
- (d) Project Completion Report 16 - Stage Antics - Show in a Week
- (e) Project Completion Report 17 - Linzi Turner - Art for Artsake / Different Strokes for Different Folks
- (f) Project Completion Report 18 - Out of School Music Classes - OSMC Musical Concert Tour
- (g) Project Completion Report 19 - Art Attic - Blokes Bits 2 Artists Talk and Open Night Performance
- (h) Summary of Applications
- (i) CCS Assessor Marking Spreadsheet Round 3
- (j) Ranking Sheet of Assessment Scores
- (k) Hearing Timetable
- (l) Application 14 - Linzi Turner - Art for Artsake #2
- (m) Application 18 - The Glow Show Company - Bad Jelly the Witch GlowShow
- (n) Application 19 - Cathy Irons - Douce Ambiance
- (o) Application 20 - NZCF Southland - Choral Workshops with David Squire
- (p) Application 21 - Stephanie MacDonald - Abstract Art Workshops 2024
- (q) Application 22 - Outreach Singing Trust Aotearoa - The Sing Thing 2024
- (r) Application 23 - Charmin Dahl - Collaboration and Confidence-building for Teens Through Theatre Sports
- (s) Application 24 - Pip Smith - The Revlon Girl by Neil Docking
- (t) Application 25 - Emma Bishop - Stage Antics - Show in a Week 2024
- (u) Application 26 - Lisa Benson - This Time Round
- (v) Application 27 - Art Attic - 2024 Artists Talk Programme
- (w) Application 28 - Invercargill Rock 'n' Roll Club - Regional Rock n Roll Workshops 2024

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:



General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) Minutes of the Public Excluded Meeting of the Creative Communities Scheme Invercargill Fund Committee held on Thursday 7 December 2023	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(b) Project Completion Report 14 - C S Art Charitable Trust - Ko Au Ko Koe Exhibition	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(c) Project Completion Report 15 - Taokotaianga Vainetini Kuki Airani Southland – Cook Island Cultural Art Made by Women for Women	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(d) Project Completion Report 16 - Stage Antics - Show in a Week 2023	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(e) Project Completion Report 17 - Linzi Turner - Art for Artsake / Different Strokes for Different Folks	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

(f) Project Completion Report 18 - Out of School Music Classes - OSMC Musical Concert Tour	<p><b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>
(g) Project Completion Report 19 - Art Attic - Blokes Bits 2 Artists Talk and Open Night Performance	<p><b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>
(h) Summary of Applications	<p><b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>
(i) CCS Assessor Marking Spreadsheet Round 3	<p><b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>
(j) Ranking Sheet of Assessment Scores	<p><b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>
(k) Hearing Timetable	<p><b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for</p>

	commercial and industrial negotiations).	withholding would exist under Section 7.
(l) Application 14 - Linzi Turner - Art for Artsake #2	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(m) Application 18 - The Glow Show Company - Bad Jelly the Witch GlowShow	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(n) Application 19 - Cathy Irons - Douce Ambiance	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(o) Application 20 - NZCF Southland - Choral Workshops with David Squire	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(p) Application 21 - Stephanie MacDonald - Abstract Art Workshops 2024	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(q) Application 22 - Outreach Singing Trust Aotearoa - The Sing Thing 2024	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on,	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result

- |  |   |   |
|--|---|---|
|  | without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).   | in the disclosure of information for which good reason for withholding would exist under Section 7.   |
| (r) Application 23 - Charmin Dahl - Collaboration and Confidence-building for Teens Through Theatre Sports | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (s) Application 24 - Pip Smith - The Revlon Girl by Neil Docking   | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (t) Application 25 - Emma Bishop - Stage Antics - Show in a Week 2024                                      | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (u) Application 26 - Lisa Benson - This Time Round   | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (v) Application 27 - Art Attic - 2024 Artists Talk Programme   | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |

(w) Application 28 -  
Invercargill Rock 'n'  
Roll Club - Regional  
Rock n Roll  
Workshops 2024

**Section 7(2)(i)**

To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

**Section 48(1)(a)**

That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

There being no further business, the meeting finished at 6.05 pm.

## **MINUTES OF THE DISTRICT LICENSING COMMITTEE – FEBRUARY AND MARCH 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 – Waxy O'Sheas – Renewal of On Licence** – Approved 1 February 2024
- 1.2 **Invito Korean Restaurant** – Approved 29 February 2024
- 1.3 **Southland Rugby Referees Club** – Renewal of Club Licence – Approved 08 March 2024
- 1.4 **Tanes Auction Limited – The Auction House Café – renewal of On Licence** – Approved 21 March 2024
- 1.5 **Invercargill Repertory Society – Renewal of On Licence. Note the DLC Chair is a member but has nothing to do with the organisational structure.** - Approved 21 March 2024.

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

- 2.1 **IDLC 1/2024** - Approved 1 February 2024
- 2.2 **IDLC 4/2024** – Approved 08 February 2024
- 2.3 **IDLC 12/2024** – Approved 15 February 2024
- 2.4 **IDLC 19/2024** - Approved 15 February 2024
- 2.5 **IDLC 9/2024** - Approved 29 February 2024
- 2.6 **IDLC 10/2024** - Approved 29 February 2024
- 2.7 **IDLC 22/2024** - Approved 08 March 2024
- 2.8 **IDLC 190/2023** – Approved on 14 March 2024
- 2.9 **IDLC 18/2024** - Approved on 14 March 2024
- 2.10 **IDLC 25/2024** - Approved on 14 March 2024
- 2.11 **IDLC 2024/231/2019** - Approved on 14 March 2024
- 2.12 **IDLC 2024/30/2024** - Approved 21 March 2024
- 2.13 **IDLC 2024/40/2024** - Approved 21 March 2024

**2.14 IDLC 2024/46/2024** - Approved 21 March 2024

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

**3.1 IDLC 2024/27/2015** - Approved 08 February 2024

**3.2 IDLC 2024/25/2023** - Approved 08 February 2024

**3.3 IDLC 02/2024** - Approved 08 February 2024

**3.4 IDLC 2024/242/2022** - Approved 08 February 2024

**3.5 IDLC 2024/225/2022** - Approved 29 February 2024

**3.6 IDLC 2024/26/2023** - Approved 08 March 2024

**3.7 IDLC 2024/21/2023** - Approved 08 March 2024

**3.8 IDLC 2024/9/2017** - Approved 08 March 2024

**3.9 IDLC 2024/40/2023** - Approved 08 March 2024

**3.10 IDLC 2024/209/2022** - Approved on 14 March 2024

**3.11 IDLC 2024/31/2023** - Approved 21 March 2024

**3.12 IDLC 2024/26/2017** - Approved 21 March 2024

**3.13 IDLC 2024/6/2023** - Approved 21 March 2024

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

**4.1 IDLC 11/2024** - Approved 1 February 2024

**4.2 IDLC 15/2024** – Approved 15 February 2024

**4.3 IDLC 16/2024** - Approved 15 February 2024

**4.4 IDLC 07/2024** - Approved 29 February 2024

**4.5 IDLC 14/2024** - Approved 29 February 2024

**4.6 IDLC 17/2024** - Approved 29 February 2024

**4.7 IDLC 24/2024** - Approved 29 February 2024

**4.8 IDLC 28/2024** - Approved 29 February 2024

**4.9 IDLC 36/2024** - Approved 29 February 2024

**4.10 IDLC 29/2024** - Approved 08 March 2024

**4.11 IDLC 48/2024** - Approved on 14 March 2024

**4.12 IDLC 45/2024** - Approved on 14 March 2024

**4.13 IDLC 39/2024** - Approved on 14 March 2024

**4.14 IDLC 42/2024** - Approved 21 March 2024

## **5. Other Business**

### **01 February 2024**

- Discussion around Southland Women's Evergreens Softball Event on 23 and 24 March 2024.
- Request for late Special Licence declined.
- Existing alcohol ban area signage has been replaced and additional signs are installed in Esk Street, Dee Street, Tay Street and Don Street.

### **08 February 2024**

- Discussion 49 Tay Street – Toot Sweet.
- Discussion 300 Dee Street – Da Vinci's.
- Discussion 250 Ocean Beach Road, Bluff – Bluff Distillery.
- Burt Munro Challenge and Southland Rodeo is on this weekend.
- Ballantynes Opening – Invercargill Central.

### **15 February 2024**

- Discussion around Southland Rodeo Event.
- Burt Munro Challenge discussion.
- New On-Licence application received for 705 Tay Street.
- Otatara Bowling Club and Manager Certificates.
- Discussion around Tillermans.
- Discussion around Glasine's.
- New Police resources for OIA requests for alcohol harm data will be available for our LAP Review in 2025.

### **29 February 2024**

- Discussion licensing options for 25 and 27 Tay Street.
- Discussion Glasines renewal of On Licence.
- Discussion following HATA meeting.
- DLC Network Webinar 7 March 2024 and 14 March.



**08 March 2024**

- DLC Network Webinar.
- Deep South Alcohol and Drug Harm Reduction Hui on 18 and 19 March 2024 in Dunedin.
- Hearing Procedures.
- Art Attic Gallery.
- Drive in Diner Ltd formerly The Coachman's Inn.
- He Waka Tuia.

**14 March 2024**

- Discussion about Drive in Diner Ltd – Issues with Resource Consent.
- Tillermans Restaurant LTD – Renewal Due.
- Discussion about Glasine's Café Bar.
- Discussion about Louie's Restaurant – Licensing Options.

**21 March 2024**

- Discussion Deep South Hui.
- NZ Police ARLA hearing.
- Glasine's – Public notification period ends 4 April.
- Application received for 49 Tay Street.
- SDC have added a cost for Public Hearings to their fee structure.
- Discussion Section 9 Exemption for certain alcohol not intended for drinking.

**MINUTES OF COMMUNITY WELLBEING FUND SUBCOMMITTEE, HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, TE HĪNAKI CIVIC BUILDING, 101 ESK STREET, INVERCARGILL ON THURSDAY 21 MARCH 2024 AT 1.05 PM**

**Present:**

- Cr P M Boyle (Chair)
- Cr R I Bond
- Cr T Campbell
- Cr A H Crackett
- Cr P W Kett
- Mr N Burdon
- Ms M Bartlett-McBride
- Miss P Smith
- Mrs A de Vries

**In Attendance:**

- Ms G Crawford – Engagement and Partnerships Officer
- Ms M Tupara – Executive Support
- Ms T Hurst – Group Manager – Community Engagement and Corporate Services

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**1. Apologies**

Cr Broad submitted an apology for the first hour of the meeting and Cr Campbell attended in his place to ensure the quorum was held.

Moved Mrs de Vries, seconded Mr N Burdon and **RESOLVED** that the apology be accepted.

**2. Declaration of Interest**

Mrs de Vries raised a conflict with the 'Tuturu Trust' application as they had sought funding from Te Puni Kōkiri which was her employer. Cr Boyle advised that this was a perceived conflict.

Mr Burdon declared a conflict with the 'Tour of Southland' application and advised he would abstain from voting as the applicant was a family friend.

Ms Bartlett-McBride declared a perceived conflict with the 'Filipino Dance Group' as they had worked with her in the past.

Cr Kett advised that the 'Sri Lankan Society' had asked to use the Racecourse for their New Year event, where he was a member.

Cr Boyle advised that she had a conflict with Jade Ward and also the 'Takahoa Community Trust - Youth Work at James Hargest College' as she also worked with James Hargest College.

Moved Cr Bond, seconded Ms Smith and **RESOLVED** that the declaration of interests be confirmed.

**3. Minutes of the Community Wellbeing Fund Subcommittee Meeting Held on 1 February 2024**

A5180180

Moved Cr Crackett, seconded Cr Bond and **RESOLVED** that the minutes of the Community Wellbeing Fund Subcommittee meeting held on 1 February 2024 be confirmed.

**4. Financial Report for the Community Wellbeing Fund**

A5256181

Ms Crawford presented the report and noted that the Community Wellbeing Fund was tracking well. She advised that there was a decent amount for the last two rounds including this one and if the committee wanted to spend more this round then it was at their discretion.

Ms Crawford gave an update on the William Hodges Fellowship application and advised that the multi-year allocations going in to the 2024/2025 year were quite light.

Cr Boyle asked whether in the past there were as many applications for round six as round five. Ms Crawford advised that traditionally over the last two years, it was quieter over winter.

Mr Burdon advised that there was a typo on the cover page of the financial report for correction regarding the amount of rounds to go. Ms Crawford advised she would correct this.

Moved Mr Burdon, seconded Mrs de Vries and **RESOLVED** that the Community Wellbeing Fund Subcommittee:

1. Receives the report "Financial Report for the Community Wellbeing Fund" for the last two months ended 29 February 2024.
2. Receive Appendix 1 – Financial Report Detail as of 29 February 2024 (A5256329).

**5. Public Excluded Session**

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

- (a) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 1 February 2024
- (b) Accountability Report 31 - Insert Coin to Play Charitable Trust – Invercargill Computer Club
- (c) Accountability Report 32 - Tuuturu Trust - Matariki @ Queens Park 2023
- (d) Accountability Report 33 - Awarua Radio ZLB Awarua Communication Museum - ZLB Awarua Radio Station 110 Year Anniversary

- (e) Accountability Report 34 - Year 2/3 - St Andrew's Scottish Society of Southland – St Andrew's Day Concert 2023
- (f) Accountability Report 35 - Shakespeare in the Park Charitable Trust – Shakespeare in the City 2024
- (g) Accountability Report 36 - Multiyear 3/3 Cycling Southland - Tour of Southland 2023
- (h) Accountability Report 37 - Kalapu Maile Ua Southland - Maile Ua Tongan Cultural Hub
- (i) Accountability Report 38 - Southland Community Broadcasters - Waitangi Esk Fest 2024
- (j) Correspondence 1 - Heritage South - Letter of Thanks and Heritage Month Brochure
- (k) Correspondence 2 - Southland Triathlon & Multisport Club - Kids TRYathlon – Date Change
- (l) Ranked Summary of Incoming Applications – 2023/24 – Round 5
- (m) Assessment Scoring of Applications
- (n) Hearing Timetable
- (o) Verbal Update in Tuuturu Trust Matariki Festival 2024 – Sharne Parkinson
- (p) Funding Application 48 - Tutuki Harnessing Potential Charitable Trust – Education with Therapeutic Benefits
- (q) Funding Application 49 - Southland Sri Lankan Society - Sri Lankan Traditional New Year Celebration 2024
- (r) Funding Application 50 - NZ Council of Victim Support Groups - Supporting Victims of Crime, Suicide, and Traumatic Events
- (s) Funding Application 51 - Altered States 22 Limited - Reducing Alcohol Harm
- (t) Funding Application 52 - Outreach Singing Trust - The Sing Thing 2024
- (u) Funding Application 53 - Takahoa Community Trust - Youth Work at James Hargest College
- (v) Funding Application 54 - Multiyear - YMCA of Invercargill Charitable Trust - Operational Funding
- (w) Funding Application 56 - Southland Nepalese Society Inc. - Nepali New Year and Everest Day Celebration
- (x) Funding Application 57 - Great South - Southland Regional Development Agency - ILT Kidzone Festival 2024
- (y) Funding Application 58 - Invercargill Filipino Dance and Talent Group – Philippines Independence Day 2024
- (z) Funding Application 59 - Presbyterian Support Southland - Purchase of Freezer to Store Donated Food
- (aa) Funding Application 60 - Invercargill Irish Society Incorporated - Rose of Tralee Nationals
- (bb) Funding Application 61 - Kalapu Maile Ua Charitable Trust Southland - Maile Ua Tongan Cultural Activity Hub
- (cc) Funding Application 62 - Waihopai Runaka Incorporated - Murihiku Marae Fun Day
- (dd) Funding Application 55 - Rock Quest Charitable Trust - Smoke Free Rock Quest and Smokefree Tangata Beats - Southland 2024
- (ee) Funding Application 63 - Momentum Charitable Trust - Life and Financial Skills Programmes at Invercargill Prison
- (ff) Deliberations and Resolutions

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 1 February 2024	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(b) Accountability Report 31 - Insert Coin to Play Charitable Trust – Invercargill Computer Club	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(c) Accountability Report 32 - Tuuturu Trust - Matariki @ Queens Park 2023	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(d) Accountability Report 33 - Awarua Radio ZLB Awarua Communication Museum - ZLB Awarua Radio Station 110 Year Anniversary	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(e) Accountability Report 34 - Year 2/3 - St Andrew's Scottish Society of Southland – St Andrew's Day Concert 2023	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

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|  | commercial and industrial negotiations).  |   |
| (f) Accountability Report 35 - Shakespeare in the Park Charitable Trust – Shakespeare in the City 2024 | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (g) Accountability Report 36 - Multiyear 3/3 Cycling Southland - Tour of Southland 2023                | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (h) Accountability Report 37 - Kalapu Maeli Ua Southland - Maile Ua Tongan Cultural Hub                | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (i) Accountability Report 38 - Southland Community Broadcasters - Waitangi Esk Fest 2024               | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (j) Correspondence 1 - Heritage South - Letter of Thanks and Heritage Month Brochure                   | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |

(k) Correspondence 2 - Southland Triathlon & Multisport Club - Kids TRYathlon – Date Change	<p><b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>
(l) Ranked Summary of Incoming Applications – 2023/24 – Round 5	<p><b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>
(m) Assessment Scoring of Applications	<p><b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>
(n) Hearing Timetable	<p><b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>
(o) Verbal Update in Tuuturu Trust Matariki Festival 2024 – Sharne Parkinson	<p><b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>

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| (p) Funding Application<br>48 - Tutuki Harnessing<br>Potential Charitable<br>Trust – Education with<br>Therapeutic Benefits          | <b>Section 7(2)(i)</b><br>To enable any local<br>organisation holding the<br>information to carry on,<br>without prejudice or<br>disadvantage,<br>negotiations (including<br>commercial and<br>industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct<br>of this item would be<br>likely to result in the<br>disclosure of information<br>for which good reason<br>for withholding would<br>exist under Section 7. |
| (q) Funding Application<br>49 - Southland Sri<br>Lankan Society - Sri<br>Lankan Traditional<br>New Year Celebration<br>2024          | <b>Section 7(2)(i)</b><br>To enable any local<br>organisation holding the<br>information to carry on,<br>without prejudice or<br>disadvantage,<br>negotiations (including<br>commercial and<br>industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct<br>of this item would be<br>likely to result in the<br>disclosure of information<br>for which good reason<br>for withholding would<br>exist under Section 7. |
| (r) Application 50 - NZ<br>Council of Victim<br>Support Groups -<br>Supporting Victims of<br>Crime, Suicide, and<br>Traumatic Events | <b>Section 7(2)(i)</b><br>To enable any local<br>organisation holding the<br>information to carry on,<br>without prejudice or<br>disadvantage,<br>negotiations (including<br>commercial and<br>industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct<br>of this item would be<br>likely to result in the<br>disclosure of information<br>for which good reason<br>for withholding would<br>exist under Section 7. |
| (s) Funding Application<br>51 - Altered States 22<br>Limited - Reducing<br>Alcohol Harm  | <b>Section 7(2)(i)</b><br>To enable any local<br>organisation holding the<br>information to carry on,<br>without prejudice or<br>disadvantage,<br>negotiations (including<br>commercial and<br>industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct<br>of this item would be<br>likely to result in the<br>disclosure of information<br>for which good reason<br>for withholding would<br>exist under Section 7. |
| (t) Funding Application<br>52 - Outreach Singing<br>Trust - The Sing Thing<br>2024   | <b>Section 7(2)(i)</b><br>To enable any local<br>organisation holding the<br>information to carry on,<br>without prejudice or<br>disadvantage,<br>negotiations (including<br>commercial and<br>industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct<br>of this item would be<br>likely to result in the<br>disclosure of information<br>for which good reason<br>for withholding would<br>exist under Section 7. |



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| (u) Funding Application 53 - Takahoa Community Trust - Youth Work at James Hargest College                    | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (v) Funding Application 54 - Multiyear - YMCA of Invercargill Charitable Trust - Operational Funding          | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (w) Funding Application 56 - Southland Nepalese Society Inc. - Nepali New Year and Everest Day Celebration    | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (x) Funding Application 57 - Great South - Southland Regional Development Agency - ILT Kidzone Festival 2024  | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (y) Funding Application 58 - Invercargill Filipino Dance and Talent Group - Philippines Independence Day 2024 | <b>Section 7(2)(i)</b><br>To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). | <b>Section 48(1)(a)</b><br>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7. |
| (z) Funding Application 59 - Presbyterian   | <b>Section 7(2)(i)</b>  | <b>Section 48(1)(a)</b>   |

Support Southland - Purchase of Freezer to Store Donated Food	To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(aa) Funding Application 60 - Invercargill Irish Society Incorporated - Rose of Tralee Nationals	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(bb) Funding Application 61 - Kalapu Maile Ua Charitable Trust Southland - Maile Ua Tongan Cultural Activity Hub	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(cc) Funding Application 62 - Waihopai Runaka Incorporated - Murihiku Marae Fun Day	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(dd) Funding Application 55 - Rock Quest Charitable Trust - Smoke Free Rock Quest and Smokefree Tangata Beats - Southland 2024	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(ee) Funding Application 63 - Momentum Charitable Trust - Life and Financial Skills	<b>Section 7(2)(i)</b> To enable any local organisation holding the	<b>Section 48(1)(a)</b> That the public conduct of this item would be

Programmes Invercargill Prison	at	information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(ff) Deliberations Resolutions	and	<b>Section 7(2)(i)</b> To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

There being no further business, the meeting finished at 5.13 pm.

## 2024 INAUGURAL YOUTH COUNCIL REPORT

<b>To:</b>	Community Wellbeing Committee
<b>Meeting Date:</b>	Tuesday 9 April 2024
<b>From:</b>	Gemma Crawford, Engagement and Partnerships Officer
<b>Approved:</b>	Trudie Hurst - Group Manager - Community Engagement and Corporate Services
<b>Approved Date:</b>	Wednesday 3 April 2024
<b>Open Agenda:</b>	Yes
<b>Public Excluded Agenda:</b>	No

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### Purpose and Summary

Youth Councillors will be in attendance to speak to this report and provide their views on their Summer Committee, and first few meetings of the 2024 year and introduce their new chairs.

### Recommendations

That the Community Wellbeing Committee:

1. Receives the Report "Youth Council 2024 Inaugural Report".

### Background

The Invercargill City Youth Council has 22 members in 2024. Members are made up from community representatives from all high schools in Invercargill, including Te Wharekura o Arowhenua, and some older members who are beyond school age. Youth Council meet fortnightly on a Wednesday afternoon between February and October, excluding school holidays. Committees meet as and when needed.

### Update

Youth Council kicked off the 2024 year with some positive civic learning and team building activities.

The 2023 Youth Council Recruitment Committee appointed 23 rangatahi ranging from ages 12 to 20, representing all of the local high schools and many areas of our diverse community. We have already received one resignation into the 2024 year due to the young person finding employment and unable to commit to Youth Council meeting times.

The Youth Council formed a Summer Committee for the first time across the months of November, December and January in order to maintain the traction of Youth Council during the time where they would usually take three months break. Although it was sometimes difficult to get each of the five members in the room over the holidays, it was great to keep some of our returning rangatahi engaged over the summer break.

The Summer Committee assisted with the activation of the inaugural Umbrella Market in the Scottish Hall on Saturday 10 February 2024 and helped organised the 2024 Youth Council Orientation Day at Queens Park on Wednesday 31 January.

The Umbrella Market had a total of 33 stalls and hundreds of members of the public visiting the impressive selection of enterprise run by young people on the day. With multiple vendors selling out and lots of positive feedback, this is an event the Youth Council would like to run again.



*Young stallholder makes a sale at the 2024 Youth Council Umbrella Market*

Orientation Day saw 20 of our members come together to get to know each other and work through real life simulations, civic learning and understand the activities of a Youth Council. This day off-site created strong bonds to begin their 2024 term as a united cohort. The youth councillors engaged in many team-building exercises including use of the parks spaces and enjoyed exploring the concepts of "play" on the Sculptures to the North-West of the Park.



*2024 Youth Councillors after their "play" challenge at Queens Park*

The 2024 Chairpersons were elected by STV – Single Transferrable Vote – at the Youth Council meeting on the 29 February, with one returning chair and two new in their roles. The election process this year was by way of nomination from a peer, followed by a 60 second pitch to

voters. This was a lot of fun and made for a robust voting process. Our 2024 Chair is Liam Calder, support by Deputies Hana Davis and Emma Pope.

This year the coordinators have changed the Youth Council meeting schedule on request of the 2023 membership who wanted to catch up more regularly in order to have a presence in their community and be able to be reactive to relevant issues for the youth of Invercargill as they arose.

Youth Councillors will now meet fortnightly, continuing to meet in the Council Chambers every 4 weeks, with alternate meetings now being held in the Library where they focus on community-led initiatives, civic learning and workshops. This space provides a neutral ground to host guest speakers and an easy central base for local excursions.

Cat Manera facilitated a Long Term Plan workshop with the Youth Council on 13 March, where the Council's plan was explained and the methods of engagement outlined. Youth Council are planning to submit on the LTP and look forward to the in-depth discussion on the topics they may share their views on. One of our awesome Youth Councillors was featured in a recent LTP TikTok. At their next Library Hui, the Youth Council will undertake some media training with Communications & Marketing Manager Lisa Knight. This will ensure we can see more of our members' smiling faces across Council and local media in the future.

The Youth Council Terms of Reference have been updated with a new values statement and will be signed by the entire group who have all agreed to uphold the objectives and guidelines outlined in their document.

Youth Council has voted on eight main ideas for committees and projects for 2024 which will be polled with the wider community at a stand in Invercargill Central. This will help Youth Council set their direction for the year. A Media Committee has been formed and will soon start posting updates on the Youth Council [Facebook](#) and [Instagram](#) social media pages. Youth Council are privileged to have three vetted Councillors holding dedicated Youth Council Liaison roles for 2024. Cr Broad and Councillor Ludlow have already enjoyed listening in to the start of year discussions, and members look forward to Cr Crackett attending their future meetings also.

Civic learning on how Council operates and application in the role of an active citizen continues in 2024, with the chairs and Council Liaisons having input into the programme planned.

## **Next Steps**

Youth Council would like to extend an invitation to all Councillors and Mana Whenua representatives to join them for an afternoon tea at the beginning of their next Library meeting on Wednesday 24 April at 3.30pm. As always, Youth Councillors appreciate consideration of their views on Council matters which will be contributed with consensus and as appropriate.

## ACTIVITIES REPORT

**To:** Community Wellbeing Committee

**Meeting Date:** Wednesday 3 April 2024

**From:** Group Managers

**Approved:** Michael Day - Chief Executive

**Approved Date:** Tuesday 26 March 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 January Report

##### Te Hīnaki Civic Building

Te Hīnaki Civic Building	January 2023	January 2024
Emails	749	955
Call centre	3,366	3,269
Concierge	611	870
Cashiers	1,120	1,163
Building desk	234	137
Building inspections booked	71	204
Requests for service received	1,071	1,275

**Bluff Service Centre**

<b>Bluff</b>	<b>January 2023</b>	<b>January 2024</b>
Concierge	358	471
Cashiers	61	30
NZ Post	1,117	668
Kiwi bank	279	541
Lotto	1,243	1,507
Library	183	242

Te Hīnaki Civic Building re-opened on 8 January 2024 after the two-week break. During this time, calls were answered by the Water Tower, after-hour's service team and emails were monitored by both the Water Tower staff and Customer Service Officers working from home.

The top Requests for Service were Property File Requests 309, Dogs and Animals 175, Wastenet 160, and Rates and Roading equal at 82.

January was the first full calendar month of the new Genesys phone system in the Call Centre. Call recording has already been utilised from a Health, Safety and Wellbeing perspective and we are exploring the system's capabilities for staff development and coaching.

**Customer Services - February Report****Te Hīnaki Civic Building**

<b>Te Hinaki Civic Building</b>	<b>February 2023</b>	<b>February 2024</b>
Emails	1,121	1,318
Call centre	3,808	3,777
Concierge	906	1,438
Cashiers	2,434	2,427
Building Desk	303	214
Building Inspections booked	426	350
Requests for service received	1,360	1,753

**Bluff Service Centre**

<b>Bluff</b>	<b>February 23</b>	<b>February 24</b>
Concierge	308	533
Cashiers	124	86
NZ Post	852	629
Kiwibank	367	454
Lotto	1,244	1,256
Library	144	201



February was a steady month at the Te Hinaki Civic Building at both Cashiers and Concierge. This was due to a Citizenship Ceremony on Monday 26 February with 70 people in attendance and Rates instalments being due. Cashiers processed 854 transactions this last week, with 286 of these on the Friday 23 February.

The top Requests for Service in February were Property File Requests - 501, WasteNet - 207, Dogs and Animals - 175, Roading - 137 and Rates - 92.

## Building and Planning

### Building – January Report

	January 2023	January 2024
% of Building Consents granted within statutory time frame	95%	98%

	January 2023	January 2024
% of Code Compliance Certificates granted within statutory time frame	100%	100%

### Building – February Report

	February 2023	February 2024
Number of consents	90	91
Percent granted within statutory timeframe	99%	95%

Building Code of Compliance Certificates				
Month/Year	Percentage	Granted	Breached	Average days
<b>February 2023</b>	100	65		7.15
<b>February 2024</b>	96	72	3	8.8

The three breaches were due to internal supervision issues for one of our contract processors. This performance matter has been discussed and addressed.

### Planning – January Report

	January 2023	January 2024
% of Non-notified Resource Consents issued within 20 working days	100%	100%

**Planning – February Report**

Resource Consents Issued Within Statutory Timeframe	February 2023	February 2024
Percentage	100%	88%
Number of decisions released	21	16

The decline in the statutory timeframe represents breaches of two (related) consents (out of 16) and was due to staff sickness.

Over the first quarter of 2024 we have seen a decrease in applications for both resource consents and building consents. Whilst it remains to be seen if this trend will continue it is likely for at least the second quarter as we head into the winter months when construction traditionally tapers off.

**Property Records – January Report**

	January 2023	January 2024
Land Information Memorandum (LIM) Lodgements	37%	42%
LIMs processed within Statutory Time Frames	100%	100%
Property File Requests	229	364

**Property Records – February Report**

	February 2023	February 2024
<b>Land Information Memorandum (LIM) Lodgements</b>	56	59
LIMs processed within Statutory Time Frames	100%	100%
<b>Property File Requests</b>	260	512

**Environmental****Compliance – January Report**

	January 2023	January 2024
Noise	108	53
Litter	3	11
Overgrown Sections	23	13
Animals (ex dogs)	2	8
Parking Complaints	82	53

Parking complaints for January 2024 relate to vehicles parked on the footpath, parked over driveways, reported by the public as abandoned (no current registration and / or warrant, damaged, burnt out or stolen). Outcomes from these complaints include: the vehicle was moved on, vehicle was legally parked, an infringement was issued, and the vehicle towed.

#### Compliance – February Report

	February 2023	February 2024
Noise	79	83
Litter	6	12
Overgrown Sections	4	8
Animals (ex dogs)	7	5
Parking Complaints	75	47

#### Animal Control – January Report

	January 2023	January 2024
Registrations	100	126
RFS received	152	193
Infringements	7	45
Prosecution	0	0
Impounded	34	28
Rehomed	3	1
Dogs Returned	30	22

#### Animal Control – February Report

	February 2023	February 2024
Registrations	105	121
RFS received	147	182
Infringements	6	39
Prosecution	0	0
Impounded	39	28
Rehomed	2	1
Dogs Returned	32	26

**Environmental Health – January Report**

	<b>January 2023</b>	<b>January 2024</b>
Verifications Completed	16	17
New Food applications	4	5
Health Licences	0	2
Alcohol Licences issued	11	16

**Environmental Health – February Report**

	<b>February 2023</b>	<b>February 2024</b>
Verifications Completed	25	31
New Food applications	3	7
Health Licences	2	1
Alcohol Licences issued	33	24

**Communications – January Report**

Much of January's media coverage was focused on the health of the Mayor, which attracted a reasonably high level of media attention at both a local and national level.

Similarly, some local media coverage turned the attention to the Deputy Mayor, as he stepped in to lead elected members during the Mayor's recovery period.

The return of Council and Committee meetings also attracted attention; in particular, discussion around the best approach to the Regional Climate Change Strategy. Other coverage included results of Council's Residents' Survey, Long-term Plan, Te Unua Museum of Southland's new Museum Director, building safety issues in Dee Street following a fire, and a commemorative service held for victims of a fatal well bore accident in Queens Park in 1959.

On social media throughout January, discussion around the food truck consultation was popular, along with the 40-year flooding anniversary and a time-lapse of the Housing Innovation project's progress. General updates, including power cuts, traffic management, and toxic algae in Waihōpai River, all received wide reach.

This is the first month of reporting TikTok results, below, and after only a few months of focus on this platform, we have built an audience of more than 1000 followers and received high reach on several posts.

- **14** Media Queries responded to
- **5** Media Releases sent
- **38** Facebook posts on Invercargill City Council page
- **171,600** people reached on Facebook
- **16,293** people directly visited Invercargill City Council Facebook page
- **354** new followers/likes on Facebook (13,825 total followers)
- **1100** people reached on Instagram
- **28** new followers on Instagram (1465 total followers)


- **107,000** views on TikTok (455,942 total views)
- **200** new followers on TikTok (1058 total followers)
- **23,373** unique website visitors
- **92,276** website page views

**Notable Social Media Posts January**

**Invercargill City Council**  
 Published by Gemma Englert · January 22 at 1:48 PM · 🌐

We'll be temporarily turning off the water play area at Queens Park tomorrow.

- 👉 We're doing a wee bit of cleaning and work to make this space safer for our tamariki, and ensure the area can be enjoyed for the rest of the school holidays.
- ✅ We hope to have it back up and running by the end of the day.
- 🌊 The paddling pool will still be open for plenty of splashy fun during this cracking weather.



See insights and ads Boost post

👍❤️ 139 56 comments 10 shares

Post Impressions ⓘ	Post reach ⓘ	Engagement ⓘ
<b>44,949</b>	<b>44,377</b>	<b>2,969</b>


**Invercargill City Council**  
 Published by Gemma Englert · January 15 · 🌐

WOW Look at the progress! 🤩👉

Four energy-efficient, warm homes are set to be finished construction in March.

- 🏠 The houses have been constructed using sustainable materials, ensuring they are easy to heat, maintain, and repair.

👉 See more



See insights and ads Boost post

👍❤️ 152 21 comments 6 shares

Post Impressions ⓘ	Post reach ⓘ	Engagement ⓘ
<b>43,321</b>	<b>43,323</b>	<b>2,217</b>



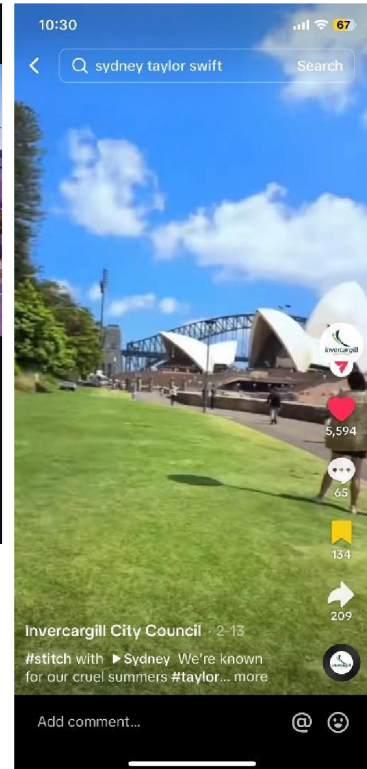
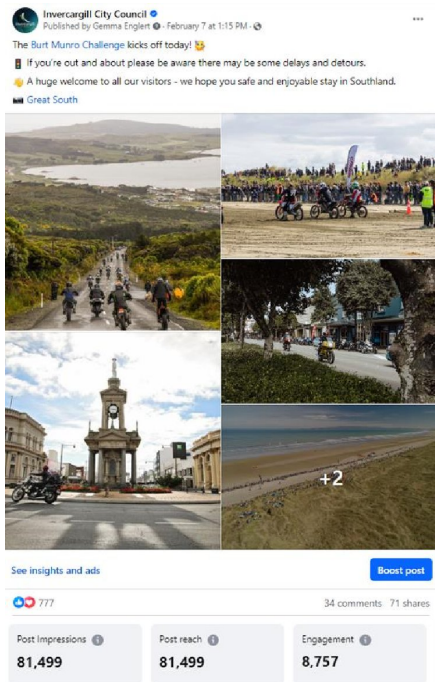
### Communications – February Report

Media coverage in February was focused on Council's Long-term Plan and its consultation issues, the expenses from the Councillors' visit to Japan, the use of macrons in Council documents, and the Branxholme Pipeline Upgrade.

On social media, content highlighting the city, the Tuatara facility project, information on traffic and infrastructure projects around town, and the Youth Council Umbrella Market were popular.

- **9** Media Queries responded to
- **6** Media Releases sent
- **26** Facebook posts on Invercargill City Council page
- **193,400** people reached on Facebook
- **13,925** people directly visited Invercargill City Council Facebook page
- **402** new followers/likes on Facebook (**14,190** total followers)
- **1400** people reached on Instagram
- **39** new followers on Instagram (**1512** total followers)
- **180,000** views on TikTok (**1,172,715** total views)
- **341** new followers on TikTok (**1490** total followers)
- **22,358** unique website visitors
- **93,878** website page views

### Notable Social Media Posts February



### Community Spaces and Places

#### Parks – January Report

#### Donovan Park Masterplan Update

Council officers are continuing with developing key themes for the Donovan Park Masterplan alongside the Long-term Plan (LTP) during March 2024 via the Let's Talk page. This was endorsed to proceed at the Community Wellbeing Committee Meeting held on 23 January 2024:

- Connections and access.
- Ecology and natural spaces – water quality/interaction.
- Tourism, destination and visitor experience.
- Active Recreation.

A workshop is planned in March with Councillors to discuss progress and draft Masterplan developments.

#### Bluff Recreation Precinct

#### Track Network

Contractors have fully cut the two flow trails and nearly completed the track construction. The Project Manager from Logic, a Southland Mountain Bike Club representative and Council staff

have walked the completed trails as contractors move to the next area to be developed. The next section up is cutting the profile of the walking track and dual-use loop track.

Due to extensive delays with rock and unfavourable terrain conditions, the completion of trail construction is now anticipated to be in August.

### **Carpark and Toilet**

Contractors are on track to complete the carpark by the end of March with the surface ready for chip sealing and the connection between the carpark and trails being worked through.

### **Play Activation – Internship**

A landscape design student from Germany recently expressed interest in assisting Dr Damien Puddle, ICC's Local Play Advocate as part of a four-week unpaid internship in February-March. The internship includes developing a suite of 20+ play-based landscape designs using the Play Opportunity through Environmental Design (POpTED) approach developed by Dr Puddle.

The designs will be of playful/playable opportunities based off real-world Invercargill-specific locations to support Council's understanding of what play as an everywhere activity could look like.

### **Play Activation - Tunatuna Pump Track - Summary**

The pop-up pump track was at Russell Square for 12 weeks over summer. It was successful in activating the playground with great community feedback. The final count was 8,491 km which measured over five times the 1,600km length of New Zealand.

Interest generated through social media included over 56,000 'impressions', such as likes, tags and comments during the three months at Russell Square. The majority of comments were in support of the pump track.

*"This is absolutely amazing spent 4 hours there yesterday with kids playing on it. Was so good to get out in the sunshine and see so many people utilising this amazing pump track."*

The pump track is now at a Wyndham site. The pop-up table tennis tables will remain onsite for the next couple of months.

The pump track project was significantly funded by the NZTA Transport Choices Fund. This funding has been well utilised with the working group now considering other funding options for continuing the pop-up programme.

### **Eastern Cemetery - Access and Drainage**

Work undertaken at the Eastern Cemetery in Block 53 (East side of Eastern Cemetery) to improve accessibility with new pathways and addressing ongoing issues with drainage has been completed.





Figure 1: Work has been completed on improving access and drainage in Block 53. Bollards are to be installed to restrict vehicle access to the paths.

### **Pest Animal Control**

Pest animal control work is ongoing with professional controlled rabbit shooting undertaken in January 2024. Fifty-four animals were removed from Donovan Park – including 28 rabbits, 10 hedgehogs, nine possums, and seven hares.

The focus on rabbits at Eastern Cemetery and the Southland Crematorium was successful with a total of 126 animals removed – including 110 rabbits, 14 hedgehogs and 2 possums.

After monitoring for opossums and mustelids was undertaken in Thompson's Bush, 40 Trapinator possum traps were installed. They will be maintained by contractors.

### **Tree Removals**

Arboriculture contractors have removed the canopies of approximately 15 trees in the North of Queens Park. The spars are to be removed for the log market to enable some cost recovery.

Due to having numerous branch failures over time creating structural weaknesses, the trees were assessed as posing a risk of damage. Residents in Alice Street have expressed concern about the trees for some time.

Staff also worked with Waihopai School to enable them to engage the contractors to cost effectively remove several trees on school property at the same time.

Replanting of the area is being planned for winter.

### **Parks and Recreation – February Report**

#### **Parks Week (2 - 10 March 2024)**

Parks Week is a collaboration of hundreds of organisations across Australia and New Zealand holding events to celebrate the vital role parks play in creating liveable cities and thriving communities. Parks Week 2024 focused on how spending time in our parks and open spaces positively influences the wellbeing of our community.

A temporary play module, Funky Monkey (Figure 1) was erected in Queens Park at the event finish line at the Wensley's Cycles Surf to City event. Council supports the annual event which is coordinated by Council's partner Active Southland and numerous volunteers. It was attended by around 4000 people from a diverse range of ages, abilities and cultures who actively participated in various walking, running and cycling event categories. The Funky Monkey was very popular and outlined the importance of providing additional equipment in a pop-up manner when events are occurring within a reserve.



Figure 1: Families enjoying the temporary play module in Queens Park and painting rocks for rock paint trails.



Figure 2: A Rock Paint Trail in High St Playground.

During the week families were invited to paint a rock (Figure 2) to contribute to 'Rock Paint Trails'. He Waka Tuia also supported the initiative by hosting rock painting. Temporary Rock Trails were created alongside paths or shrub borders in ten reserves.

The pop-up table tennis tables were installed at Elizabeth Park to complement the South Alive coordinated Children's Day. They were delighted how the tables added to the activities at the family focussed event.



Figure 3: The Table Tennis tables were well used at Children's Day at Elizabeth Park and will remain for several months.

### **Bluff Skate Park – Neighbourhoop**

The launch of the Schick Neighbourhoop in Bluff | Motupōhue was held on 9 March. The event was very well supported by a number of partners.



Figure 4: The launch poster for the Neighbourhoop at Bluff.

## Cemeteries

### Greenpoint Cemetery – Beams and Water Provision

Work has been undertaken at Greenpoint Cemetery to install new burial beams, providing 30 additional plots to meet anticipated demand. A new ash beam was also installed, providing 40 additional plots.

Provision of water at the entrance to the cemetery has also been installed following request and discussion through the Bluff Community Board.



Figure 5: New burial beams at Greenpoint Cemetery.



Figure 6: New ash beam at Greenpoint Cemetery.

### Maintenance - Paths

Many existing gravel paths were resurfaced in line with ongoing maintenance requirements, preserving the use of these tracks into the future.

Work was undertaken in the following reserves:

- Queens Park - Fitness Trail
- Edinburgh Crescent Playground
- Talbot Street Reserve
- Turnbull Thomson Park
- Hollywood Terrace Playground



Figure 7: Part of the resurfaced path at Talbot St Reserve.



Figure 8: The resurfaced path at Edinburgh Crescent Playground.

Aged sealed surfaces were also renewed with 225m of asphalt in the Ōtepunī Gardens Block 2 (east of Nīth Street) and Block 3 (east of Conon Street).

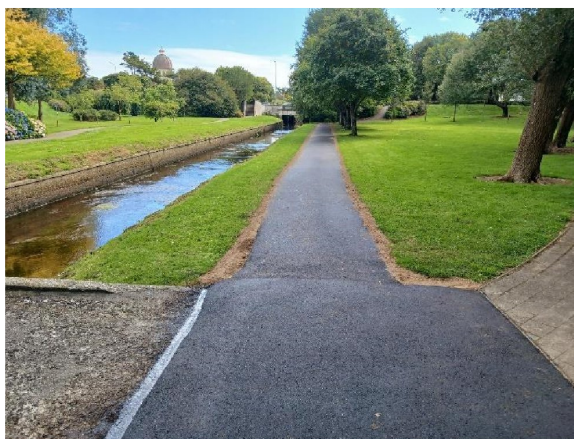


Figure 9: Part of the ressealed asphalt path at the Town Belt - Ōtepunī Block 3.

### Elles Road Skate Park

The biennial cleaning and resealing of the Skate Park was recently completed. The facility was closed for eight days to enable contractors to complete the work with users advised prior.

This maintenance work is essential to protect the concrete skating surface from the wear and tear of the rolling friction of skateboard wheels, ensure a quality surface is provided for users, and prolong the life of the facility.



Figure 10: The Elles Road Skate Park after resealing has been completed.

### Track Counters

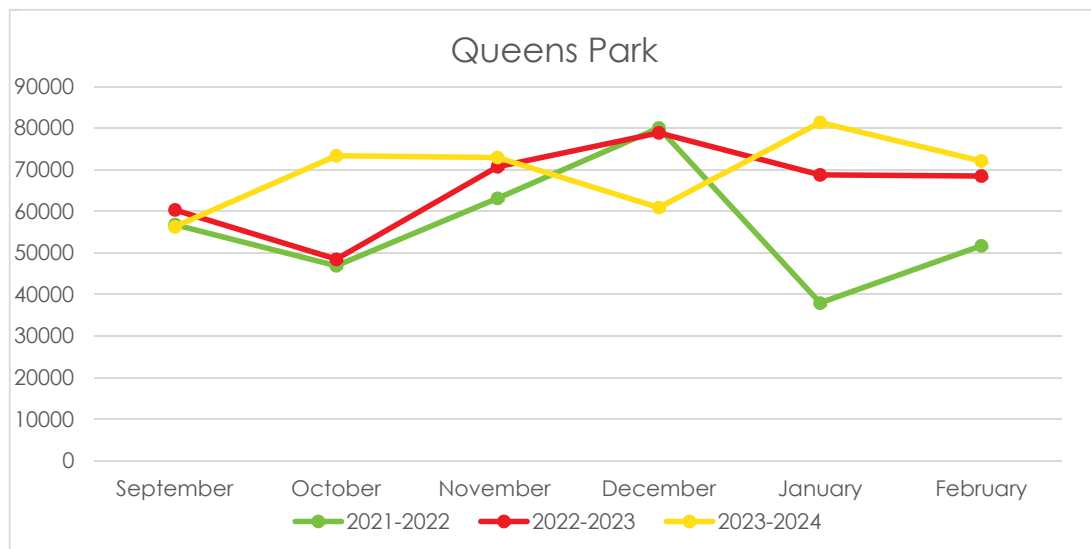


Figure 11: Queens Park Trail Counts

User counts peaked in January, suggesting residents and visitors to the city came to Queens Park during the school holidays.

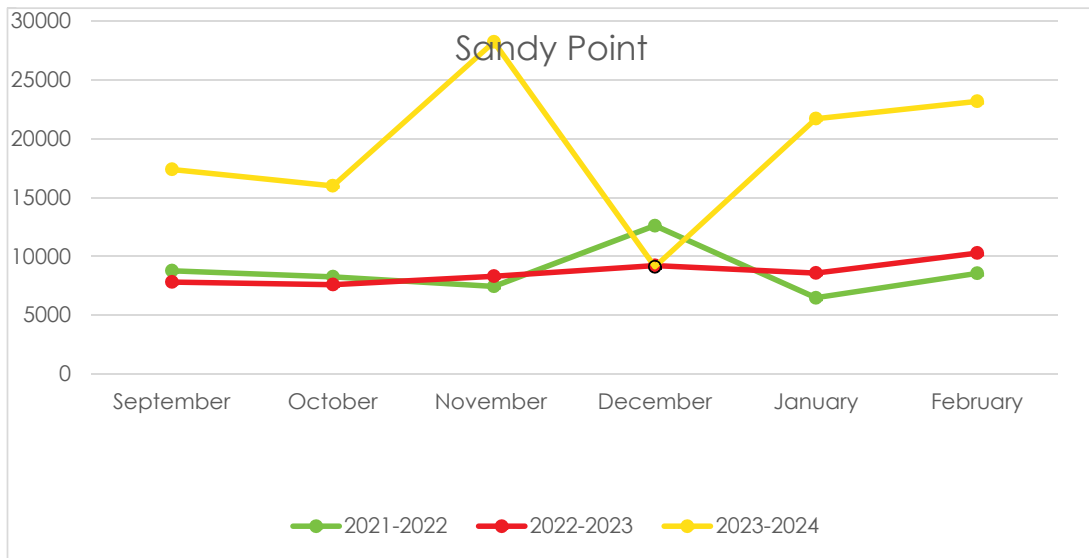


Figure 11: Sandy Point Trail Counts

User counts were low at Sandy Point in December, possibly reflecting busy family schedules prior to Christmas.

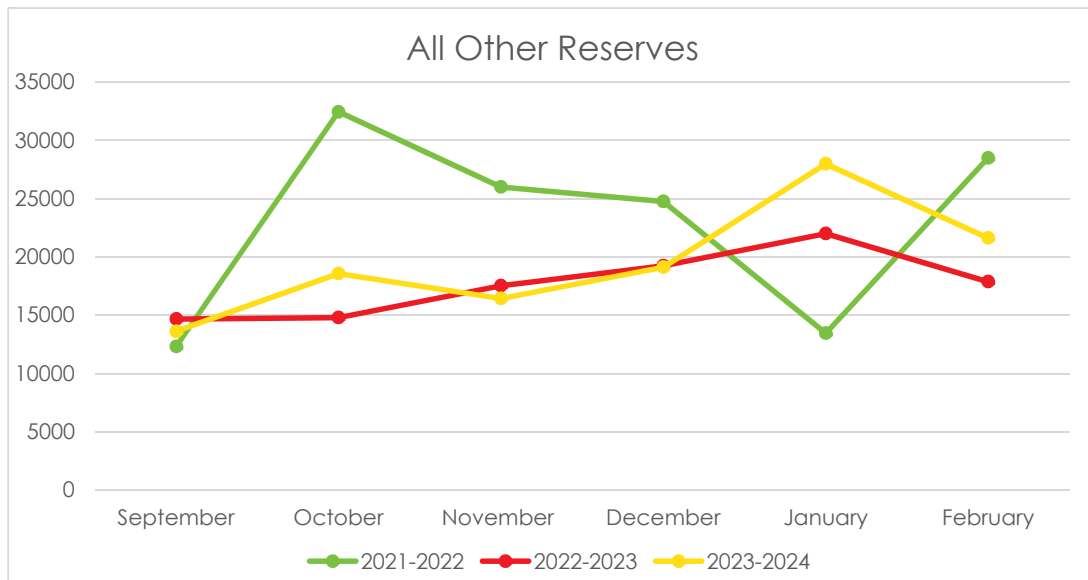


Figure 15: All other reserves Trail Counts

User counts were higher in January, suggesting residents and visitors were actively using reserve trails over the summer school holiday period.

## **Arts, Culture and Heritage- January Report**

### **Exhibitions**

Two exhibitions curated by the Southern Regional Collections (formerly SMAG) continued to be hosted at He Waka Tuia.

Ans Westra: The Southern Connection (15 December 2023 – 11 February 2024) and The Changing Face of the Southland Museum and Art Gallery (15 December 2023 – 11 February 2024).

Both exhibitions have attracted a local audience, with several people reconnecting with images taken by Ans Westra CNZM during her period as Trust Bank Southland Art Foundation Artist in Residence in.

### **Public Programmes**

Supporting The Southern Connection Exhibition, two workshops were held with Jenna Lee Shave, a local photographer. These events attracted 47 participants. In addition, a Back to School Disco was held for children and their families in conjunction with the Shakes Fare Food Market which attracted 120 participants.

The team at He Waka Tuia has continued to loan material to Invercargill Central for Play all Day, and most recently IPAG assisted in the installation Tātou; Faces of Southland Exhibition (19 January - 12 February), which was installed at Invercargill Central.

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

In January 2024 the team recommenced work on the relocation of the collection held by Te Kupeka Tiaki Taoka Southern Regional Collections Trust from the former SMAG site on Gala Street to Te Pataka Taoka Southern Regional Collections Facility.

The team continued to prepare additional pallets of material which, along with the remaining 108 pallets, were relocated between 8 - 19 January when a decision was made to pause Crown Relocations until 7 February. As at 19 January, 135 pallets remained on site at Gala Street.

Supporting the relocation plan the museum van and Crown Relocations van continued to move sensitive collections throughout January, including the nitrate negative collection, gramophone records, and the balance of the glass plate negatives.

Decanting directly onto the shelves has enabled the team to review space on a regular basis. Additional shelves will be installed on the compactor shelves as well as large storage. An additional four rows of art shelving were also ordered to assist in the accommodation of the IPAG and Civic Collection which will require approximately seven full rows of shelving.

Large over size objects held in the off-site storage facility began to be transferred during this period and were directly placed either on the floor or on top shelves, depending on weight. Relocation of the collection has continued to exceed the daily target, which has allowed work to begin on the packing of the workshop for temporary relocation to the off-site storage facility; as well as scoping the IPAG and Civic collection for relocation in February. The

relocation plan remains on target with the building to be vacated during the last week of March 2024.

During the last week of January members of Te Kupeka Tiaki Taoka Southern Regional Collections Trust, accompanied by representatives of the Iwi Komiti returned a carving to Ngāti Awa which was formerly part of Mātaatua whareniui. The carving formed part of the first Māori Gallery in the early 1960's, and following the Ngāti Awa Settlement, when Mātaatua was returned from Otago Museum to Ngāti Awa, the carving would remain in Southland until Ngāti Awa requested the return of it. The request was formally received in late 2023.

During this period the team also curated Tamatea, which is to open at DOC Visitor Centre, in Te Anau in early February; as well as prepared material for Awarua Rūnaka for the hosting of Waitangi Day 2023 at Te Rau Aroha, Bluff.

### **Arts, Culture and Heritage - February**

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

##### **Te Pātaka Taoka Southern Regional Collections Facility**

Te Pātaka Taoka Southern Regional Collections Facility was formally opened by Hon. Penny Simmonds MP on 5 February 2024. This gave Councillors, invited guests and Penny Simmonds the opportunity to view the facility, and to view the relocation to date.

##### **Exhibitions**

Te Kupeka Tiaki Taoka Southern Regional Collections Trust is mandated through its Trust Deed to serve the community and its development which includes research and exhibition. Three exhibitions have been developed by the Trust since November 2023 which use objects from the collection. Two were hosted at He Waka Tuia, and the third in Te Anau. The Trust is continuing to make loans available for events – such as Waitangi Day 2024.

##### **Tamatea (1 February – 11 March 2024)**

Venue: DOC Visitor Centre, Te Anau

Collection: Te Kupeka Tiaki Taoka Trust

First connection between Iwi and the crew of the HMS Resolution in 1773 at Tamatea. A series of facsimiles were made from the Tamatea held engravings which will now form part of the telling of The Story of Southland, in Te Anau. The exhibition included ceramic figurines by Nachiko Schollum inspired by the engravings of William Hodges.

##### **Waitangi Day Commemorations (1 February – 8 February 2024)**

Venue: Te Rau Aroha, Bluff

Collection: Te Kupeka Tiaki Taoka Trust; Te Mauri o Te Māori Trust; Ministry for Culture and Heritage

Every three years Te Rau Aroha hosts the Waitangi Day commemorations. Supporting the Kaupapa we provided the original copy of the Treaty of Waitangi re-signing on Ruapuke in 1990; Te Mauri o Te Māori; and the Tauihu - which was discovered at Mason's Bay, Stewart Island.



## Public Programmes

Tamatea/Waitangi Day commemorations, Te Anau  
Date: 2 February 2024

"Walking Book", in the Te Anau Library open day. This programme involves members of the public discussing aspects of the exhibition or the general history of the Te Anau/Manapouri area.

## Repatriation

In 2023 several Egyptian artefacts were successfully returned to the Embassy of Egypt. In January 2024 members of the Iwi Komiti and Trust Board returned the Mataatua panel [0000-1678] which had been held by the Museum since 1962 to Te Rūnanga o Ngāti Awa. The panel was not returned to Ngāti Awa with the transfer of Mataatua from Otago Museum in 1996. Instead, repatriation required a direct request to the Trust Board which was made in December 2023.

## Consider for Deaccessioning

Work has begun on reviewing collection items to be considered for deaccessioning from the collection. This work is timetabled through until December 2024. Items will be reviewed against the collection policy, any gift documentation and this will be reviewed by the Southland Regional Heritage Committee Advisors.

## Relocation

Crown Relocation resumed work relocating the collection following the official opening of Te Pātaka Taoka Southern Regional Collections Facility. Relocation of the collection was completed during the final week of February 2024. In addition, the IPAG Collection, which includes the ICC Civic Collection, was packed and relocated to Te Pātaka Taoka three months ahead of schedule.

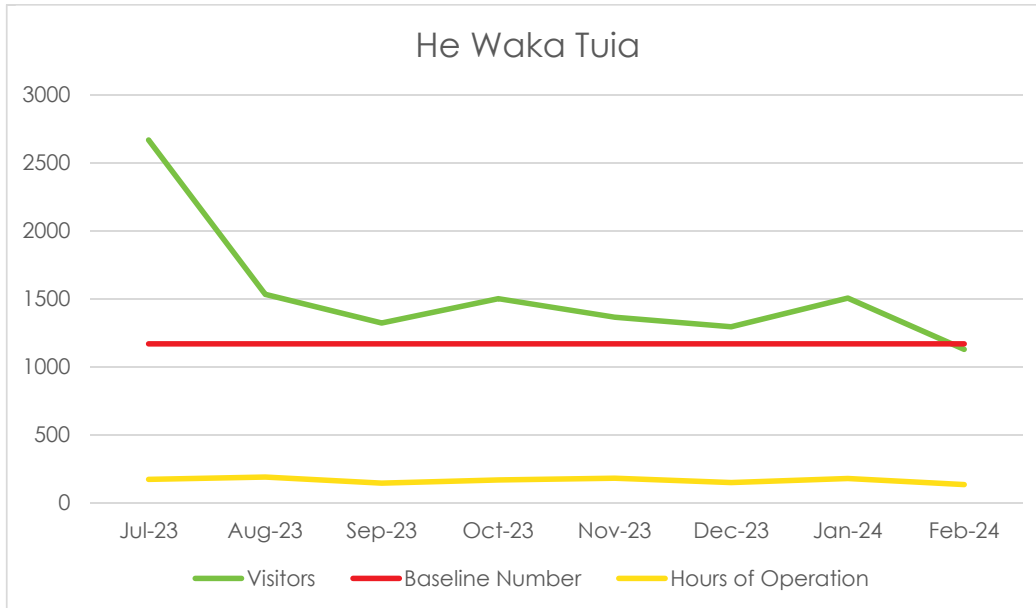
At the end of February work began on the packing and relocation of workshop, offices and on other associated material. The current building was timetabled to be empty of collection, workshop and offices no later than 28 March 2024. This work will now be completed by 22 March 2024.

No significant damage has been reported during the relocation of the collection.

	Collection	Te Pātaka	Remaining in Temporary Storage
Pallets	619	619	
Stillages	413	283	130
Travel Frames	69	69	
Kung-Fu Bins	105		
IPAG Framed Works	518	518	
IPAG – Works on Paper		350	
IPAG – 3D works		250	

Van Relocations		45 (est)	30 (est)
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**He Waka Tuia:**



In February 2024 He Waka Tuia exhibitions transitioned between Ans Westra: The Southern Connection and The Changing Face of the Southland Museum and Art Gallery; and two new exhibitions – Janet De Wagt: Songs of the Land (22 February 2024 – 24 March 2024), and What's Inside (22 February – 24 March).

Between exhibitions the walls of He Waka Tuia were repainted; and while that work was being undertaken the team assisted the contractor in preparing the IPAG and ICC Civic Collection for relocation from the Library to Te Pātaka Taoka.

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

Venue: He Waka Tuia, Invercargill

Collection: Te Kupeka Tiaki Taoka Trust; Southland Art Foundation; Southern Institute of Technology; Eastern Southland Gallery; Private Collections.

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, and included work commissioned as part of the 25th anniversary of Tiwai Point Aluminium Smelter.

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

Venue: He Waka Tuia, Invercargill

Collection: Te Kupeka Tiaki Taoka Trust

A journey through the various guises of the former Southland Museum and Art Gallery building from 1913 (Southland Technical College) to its first purpose-built building on Queens Park,

which opened in 1942. The exhibition included the subsequent additions – from art gallery, observatory to the now iconic cloak across the building which became widely known as the Pyramid, or more correctly Niho o te Taniwha.

### **What's Inside (22 February – 24 March)**

Enrich@ILT host a specialist one-day school program for gifted and talented students from 22 Invercargill Primary Schools, aged six to eleven. In 2023, the staff and students of Enrich@ILT collaborated with artist-in-residence Janet de Wagt, resulting in the graphic novel What's Inside? With guidance from Cilla McQueen, students explored storytelling through illustration, drama, research, and poetry, crafting a narrative that reflected their personal worldview of Waihōpai. This exhibition showcases the individual pages of What's Inside? celebrating the children's hard work, artistic talent, research skills, and newfound knowledge.

### **Songs of the Land (22 February – 24 March)**

Janet de Wagt intertwines her love for the environment with her artistic expression in the exhibition "Songs of the Land." Through the innovative use of guitars and ukuleles as her canvas, she sheds light on environmental issues, from endangered species to the impact of introduced species on the land. The exhibition also features pieces from her 'Fishy Fakes' series, which reinterprets old masters' prints to address conservation issues in the South.

### **Public Engagement**

#### **Tātou; Faces of Southland Exhibition (19 January - 12 February)**

In collaboration with Black Feather Studio and Invercargill Central, Stan McDowell's captivating photography brings to life the stories of fourteen remarkable Southlanders, celebrated as local heroes for their impactful contributions in volunteering and community roles. Attendees (based on 5% of total mall visitors): 1,413.

#### **Ko Wai Au | Donovan Primary School (15 February)**

Location: Invercargill City Library and Archives  
Enquiry unit Ko Wai Au 'Who am I'. Social History curator spoke about Family history and Art Curator used pieces from the IPAG collection to talk about multi culturalism and the lens of colonisation. Attendees 160

#### **HWT Presentation (27 February)**

Location: Waverly Park School. Information to staff about programming and exhibitions  
Attendees: 12

### **Aquatic Services – January Report**

Splash Palace has had a busy January with school holidays. Whilst the weather possibly played a part in good participation levels, there were also some fun activities happening at the pool like diving boards, inflatables, motorised boats, waves and sprays.

Splash Palace held a membership and concession sale for one week from the 15-21 January offering customers 30% off. This sale was aimed at increasing participation and encouraging people to get active for the New Year. The sale was very successful with 489 memberships and concessions being sold.

### **Participation and Visitor Stats**

January 2024 was the highest January for participation since 2020. Participation for January was 29,418, an increase of 7.3% on January 2023 and had also increased from December by 14.2%.

### **Swim School**

Holiday lessons were run for two weeks from the 15–26 January with 64 enrolments. Term 1 enrolments have started well with currently 718 enrolments, this is the highest level of enrolments since records started in 2019. This could be attributed to improved class quality and the emphasis that Splash Palace has placed on water safety over the last few months.

Swim School enrolments are steadily increasing and this is expected to start levelling out as staffing and class capacities are reached. To continue the growth of the swim school enrolment numbers and waiting lists will be monitored and the ability to recruit more swim teachers will be required.

The Swim School also ran a training session with teachers from Ruru School on 29 January. The purpose of the training was to improve teacher confidence, skill and technique development and awareness of health and safety around pools.

### **Café and Retail**

The café in January had an average spend per participation of \$1.36. Revenue in the café for January was 8.5% lower than January 2023, with higher participation levels. January revenue increased from December by 21.6%.

Retail sales for January increased on December by 37.5%, January sales were the highest since July 2022. January sales were also 5.6% higher than January 2023.

### **Aquatic Services - February 2024**

Term 1 started in February which saw the return of learn to swim lessons, swimming clubs, aquatic sports and the ILT School Swimming Programme.

Splash Palace offered some promotional daily deals in the weekend leading up to and including Waitangi Day, these included two-for-one swims, free hydroslide upgrades, free small hot beverage with your swim and 50% off swims. These deals were welcomed by customers which was evident by Splash Palace exceeding the participation target set for the four days.

There was an incident on the Sphere Hydroslide where a 9-year-old girl fell off the raft, hit her head and became unconscious. Her brother continued down the slide with her calling for help and at the bottom of the slide the lifeguards performed CPR and called an ambulance. The girl was then taken to hospital and sent home the same day with a concussion.

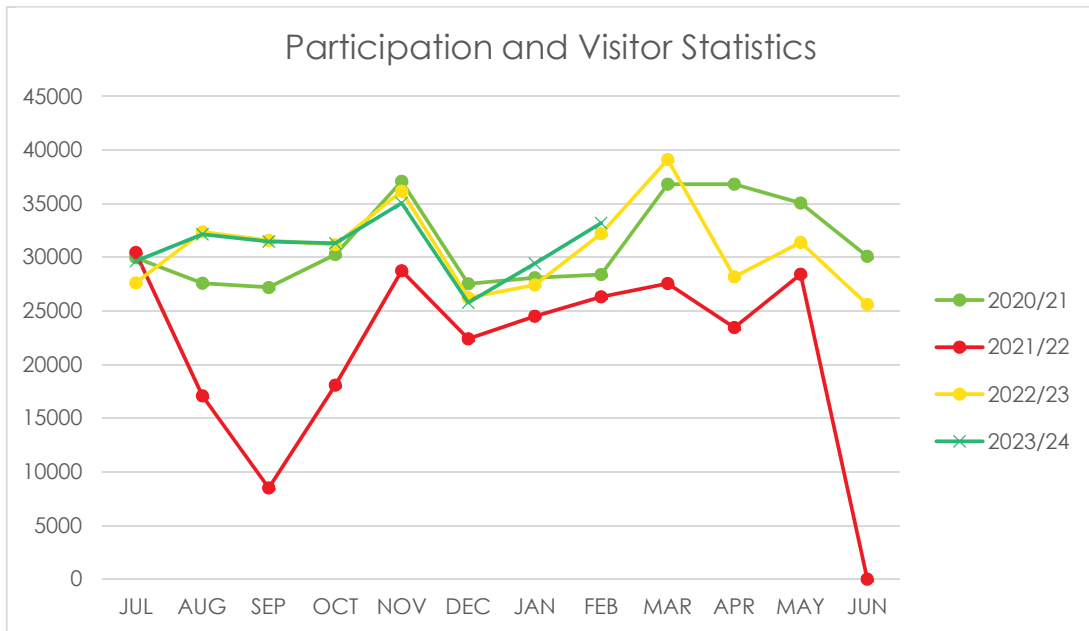
### **Participation and Visitor Stats**

February 2024 was the highest February for participation since 2020. Participation for February was 33,203, an increase of 3% on February 2023 and an increase on January 2024 by 13%.

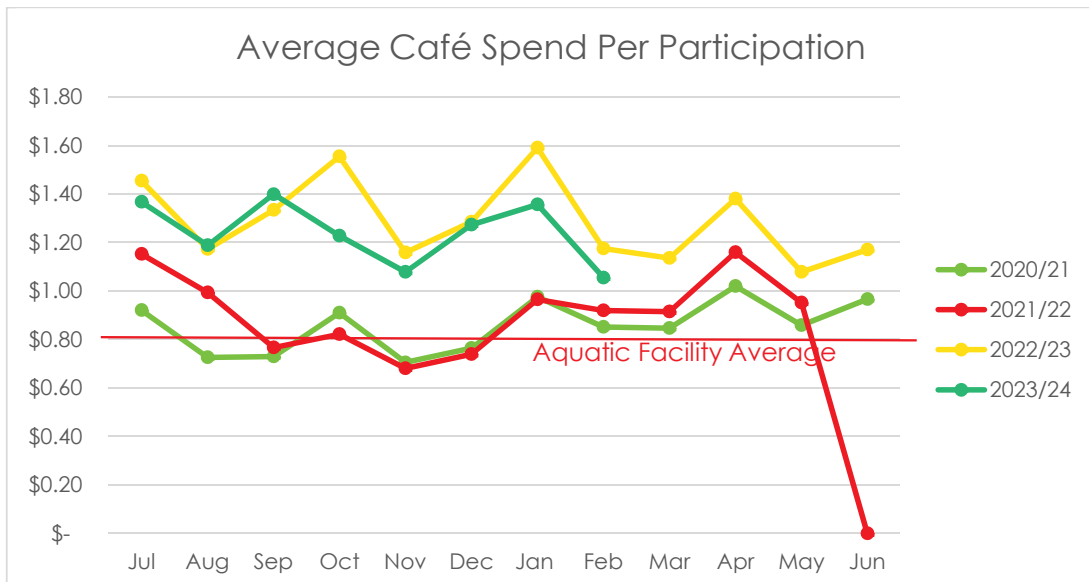
**Café and Retail**

The café in February had an average spend per participation of \$1.06. Revenue in the café for February was 7% lower than in February 2023, with higher participation levels. February revenue decreased from January by 12%. The café is 5.8% behind on revenue for the same period in 2022/2023, this could be attributed to the current financial conditions with many households having less disposable income for this type of spending.

Retail sales for February decreased on January by 9%. February sales were 2% lower than February 2023. Retail is 4.7% behind on revenue for the same period in 22/23.



June 22 participation was zero due to being closed for maintenance.



## **Venues and Events – January Report**

### **Rugby Park**

On 27 January, Rugby Park hosted the highly successful Pack the Park event, celebrating the community's support for the Southland Charitable Hospital. The event drew nearly 10,000 attendees, creating a vibrant, family-friendly atmosphere in the park. The positive feedback received from both the crowd and organisers highlighted the excellent condition of the ground a testament to the parks team.

### **Civic Theatre**

January allows for essential equipment and plant maintenance activities to take place. Strong advance booking and event sales indicate a positive outlook for 2024. What is particularly encouraging is the robust ticket sales for high-value events, especially among the older demographic, as well as the successful engagement of new artists catering to a younger audience.

First Fridays continue to be a popular networking event, with growing attendance making it a regular community fixture. The Out-reach Singing in the foyer, held every second Tuesday of the month at lunchtime, has become a cherished highlight for members of marginalised community.

### **Scottish Hall**

Minor cosmetic renovations are currently underway at the Scottish Hall to transform the space for future potential into a shared office space for the community, entrepreneurs, and small business start-ups. Plans are in place to maintain the rear stairwell and install swipe card access, providing separate entry for the upstairs offices and meeting rooms to enhance future marketability. The strong community interest and steady inquiries for the Scottish Hall underscore its continued relevance and value to the local residents.

## **Venues – February Report**

### **Rugby Park**

There was no activity in February, which is consistent for this time of year.

The PMO team has been working through the capital project and planning. There is a reduction in use planned for Rugby Park while remedial work is undertaken, and Rugby Southland, as a key stakeholder, has been involved in this process in establishing a suitable period in which to complete the first tranche of works. Work currently planned after 9 March will happen to ensure that the 2024 NPC season is not interrupted and completed by late July or early August, allowing for the planned five NPC Rugby games.

### **Civic Theatre**

Strong sales of events have seen two events later in the year already sold out, with other touring events experiencing very strong sales. Ticket sales for January/February 2024 are almost three times higher than in the same period in 2023.

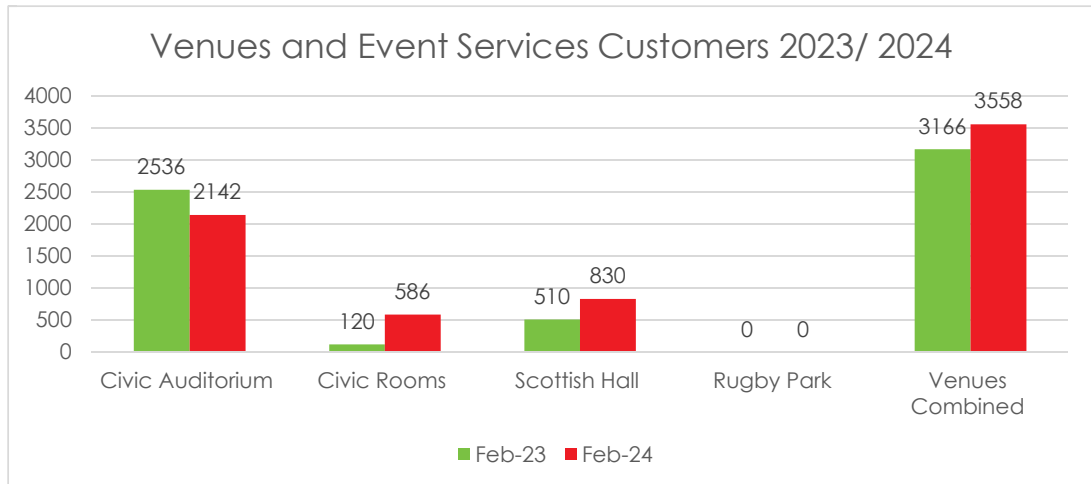
The Civic Theatre benefited from a significantly busier February for events, with the variance of the two years due to 2023 having the garage sale that took place on the Civic Theatre stage. There were five separate events using the Civic Theatre in 2024 as opposed to one, the Garage Sale, in 2023. The Civic Room saw increased usage, with The Wikitoria space increasing in popularity and use.

**Scottish Hall**

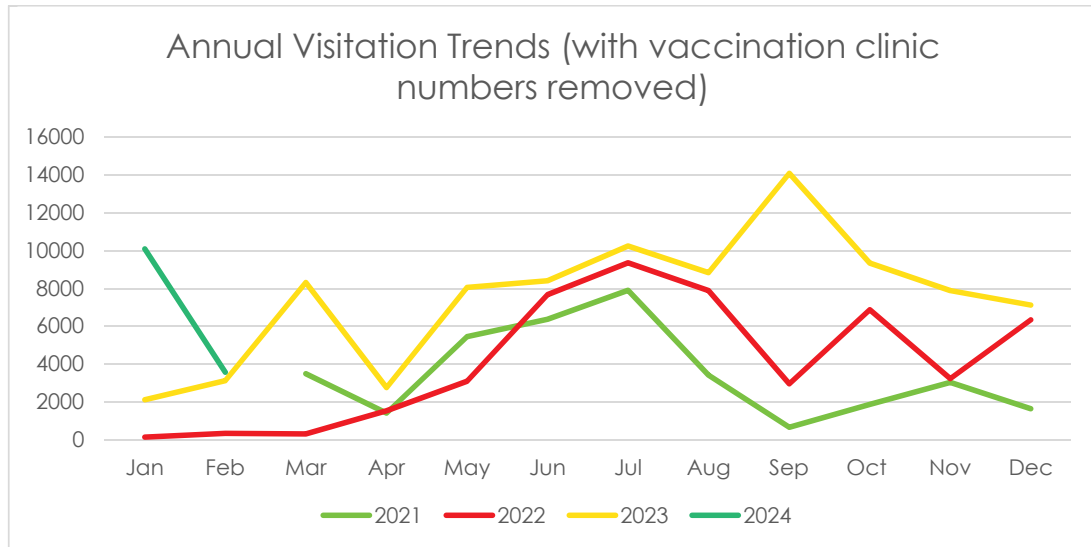
The Scottish Hall continues to be a popular space for the community, hosting family celebrations, Zumba classes, meetings, and events. It has benefited from some aesthetic upgrades to the upstairs meeting rooms, along with some added technology to enable greater use for business activities.

**Participation and visitation stats:**

**Annual Visitation Trends:**



After the spike in January due to Pack the Park we see the trend returning to historical normality with a slight elevation in numbers and positive outlook.



**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>		
Credence Clearwater Revival 23 March 2024	Music	International Touring
Pooh Bear Live 24 March 2024	Children's entertainment	National 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
Show in a Week (The Wikitoria Room) 18-21 April 2024	Musical theatre	Community
Six Sixty - Regional Tour 7 May 2024	Music	National touring
RNZB – Swan Lake 2 June 2024	Ballet	National touring
Grand Kyiv Ballet 5 June 2024	Ballet	International touring
Heath Franklin's Chopper 9 June 2024	Comedy	International touring
NZSO – Setting up Camp	Music	National touring
Ballroom Blitz 12 June 2024	Music	National touring
International Grand Magic Show 14 June 2024	Magic	International touring
Mamma Mia – IMT 13 – 27 July 2024	Musical theatre	Community
Ed Byrne 3 August 2024	Comedy	International touring



**Upcoming City Centre Coordinator Events – Via the Great South Delivery contract**

Activation	Date	Location	Vision / Reporting
<i>KPI: Creating a vibrant city centre</i>			
St Patrick's Day Family Gala	17 March 2024 12:00pm – 3:00pm	Esk Street	Expanding from its previous venue of the Scottish Hall, this is a fun family-friendly activation in the city centre. Great South and Invercargill City Council are co-hosting in partnership with Greenlight Innovations, who will be delivering the event on the day. A celebration of Irish culture with music, dancing performers and family activities, etc. Road closure of Esk Street has been applied for from 10 am – 5 pm.
Easter and School Holiday Activity Guides	29 March - 2 April, 13 April - 28 April	City Centre	Great South are creating online resources for families to keep the kids occupied over the Easter and School Holiday periods. This will be hosted on SouthlandNZ.com and aims to bring families/youth into the city centre to engage with businesses offering activities.
Retail Campaign – Name TBA	Month of May	City Centre	Retail campaign to encourage city centre shopping and increase spend. Purchases made at participating retailers across the city centre earn the purchaser an entry to a draw with a prize pool of \$4,000 worth of vouchers.
NOTA: Night of the Arts	17 May 2024	City Centre	A collaboration with Arts Murihiku to provide a diverse evening of artistic showcases across multiple venues and locations around the city centre.
Pōhutukawa Fashion & Flames	15 June 2024	Esk Street	In collaboration with Ārahi Māori Women's Welfare League, Great South and Invercargill City Council are putting together a Matariki celebration in the City Centre, with fire performances and a themed fashion show.
Southland-Made Product Showcase	22 June 2024	Invercargill Central	A showcase of Southland-made products, with 18 local producers distributed around the inside of Invercargill Central, selling their products from table settings.

**Libraries – January Report**

Visitor numbers of 38,760 for January 2024 show a slight decrease, (2.9%) from January 2023. Vacancies held whilst the library staffing review takes place have impacted programmes on offer and attendees visiting. Digital circulation continues to grow each month meaning more customer visits from home.

**Total Library Circulation**

Total Circulation in January 2024 of 49,514 is just above the previous year at 49,235, largely due to increasing digital checkouts such as E Book, E Audio, and E Magazines.

### Digital Circulation

Digital circulation of 5654 for January 2024 which includes E Books and E Audio, saw an increase of 30% from January 2023 at 4348. Checkouts from digital newspaper and magazine platforms continue to increase each month. Pressreader is up 14% on December 2023, and Overdrive Magazines, up 15% on December 2023.

### Engagement

The Library hosted popular summer activities for kids, including a Summer Edition Scavenger Hunt and Find Finn game. Find Finn game encouraged kids to locate a mascot toy penguin which staff relocated every day; finding the toy entered them into a prize draw in the end of holidays.



The library ran a Summer Reading Programme whereby all participants who completed the programme were able to choose a book to keep and go into the draw for several prizes. Rylee (7) won the Dr. Seuss pillow and Warehouse Voucher.

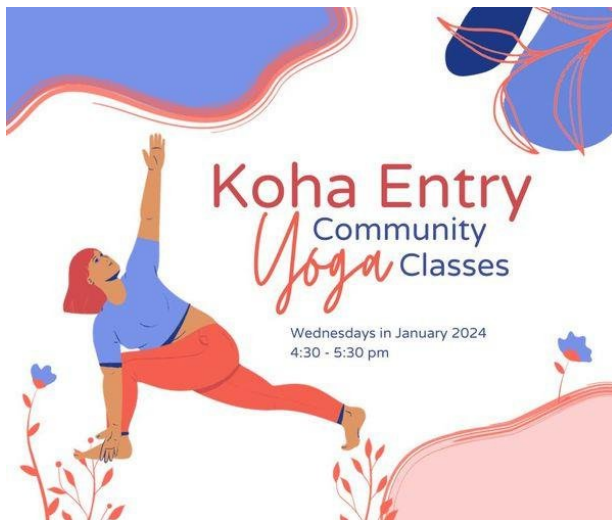


A holiday story time and badge making session was held at the Bluff Library on January 24.



### Koha entry yoga

The Library organised four yoga classes where attendees were encouraged to give koha to participate. Approximately half of the participants willingly contributed, while the other half did not. Initially, there was excellent attendance for the first few classes, but the numbers gradually declined for subsequent sessions. People in attendance enjoyed breath work as part of the class, the library will look into offering breath work (pranayama) classes in future.



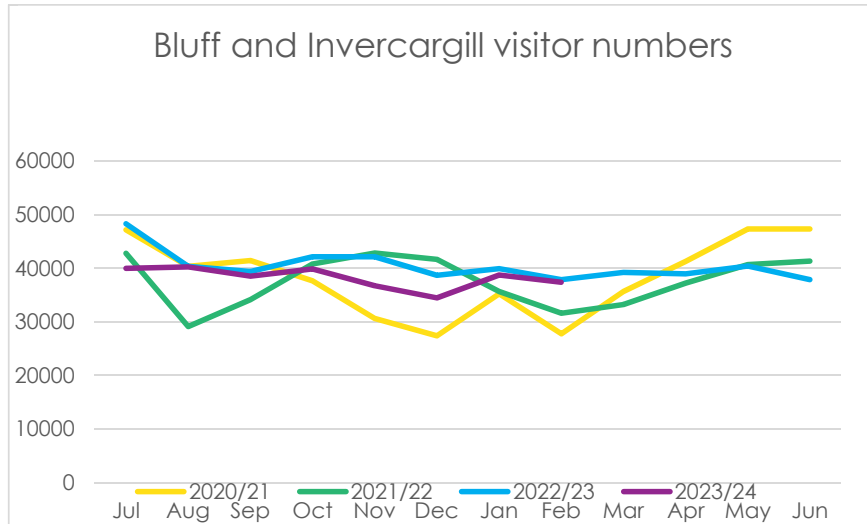
### Eyes in Space Talk

Dr. Francesc Marc de Ribot and Dr. Timon Ax recently did a public talk titled "Eyes in Space" discussing their research of eye health in zero gravity conditions. The event attracted more attendees than anticipated. The evaluation results were overwhelmingly positive, with 90% of respondents rating their experience as excellent, and 100% saying that they would recommend the event to their friends and whānau. This demonstrates the community's appetite for unexpected and niche topics.

**Coming up**

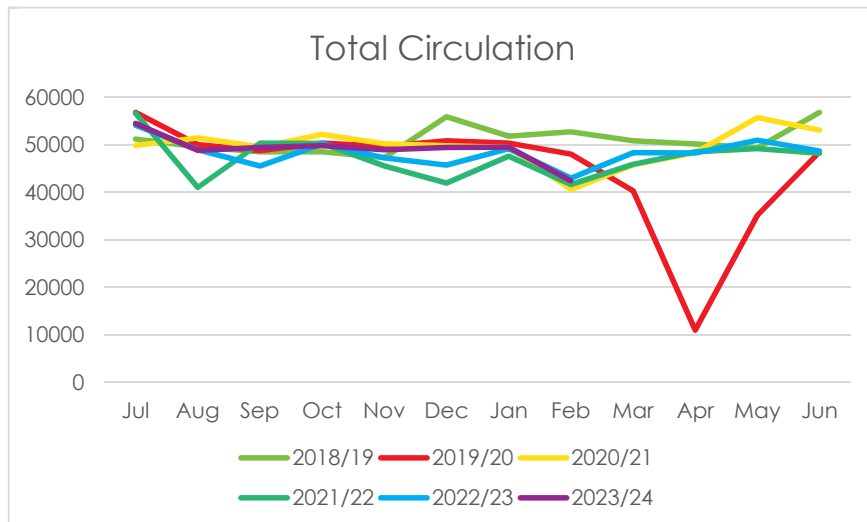
A couple of really interesting author talks are planned for February, Craig Hoyle author of Excommunicated and Ruth Shaw author of Bookshop Dogs and the bookseller at the end of the world.

**Library – February**



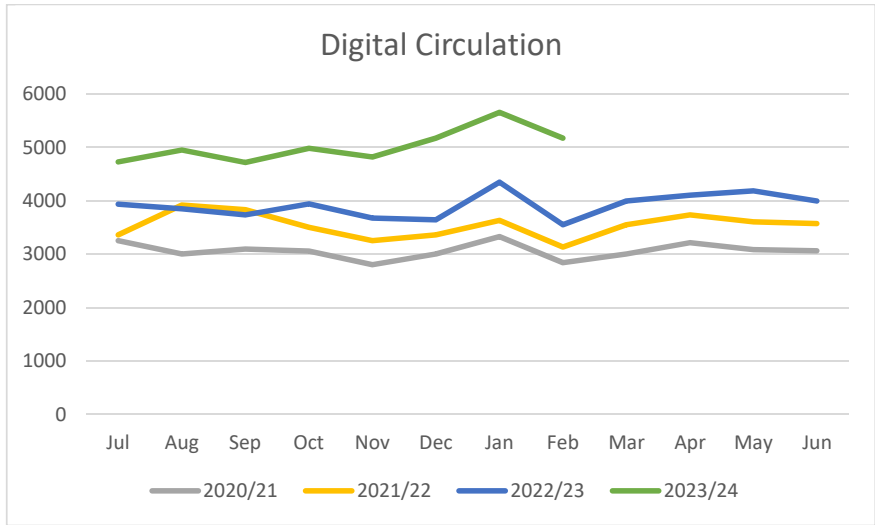
Visitor numbers of 37,426 for February 2024 are very much on par with February 2023 with just a 1% decrease. Despite offering limited events this past year due to vacancies, the library did host some well-attended events and regular programmes during the month which brings visitors in.

**Total Library Circulation**



Total Circulation for February 2024 was 42,428 which is 1% down on the previous year at 42,989

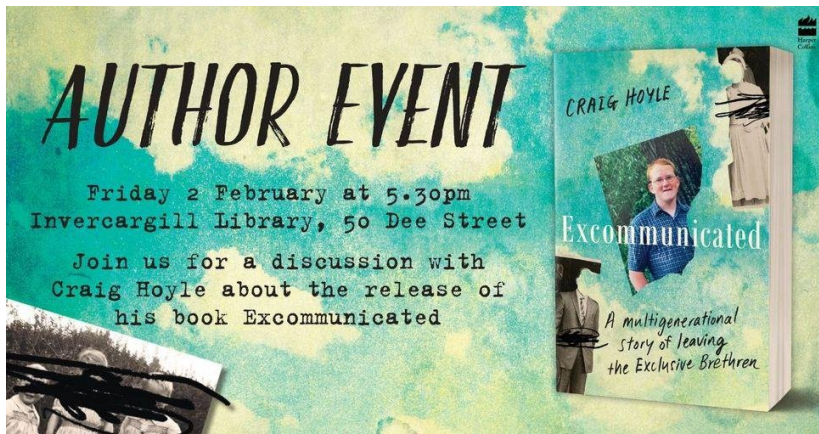
**Digital Circulation**



Digital Circulation for February was 5174 which again is a significant increase (45%), on February 2023 at 3555. Digital circulation includes E-Books, and E-Audio checkouts, our other digital offerings include Beamafilm, PressReader, and Overdrive Magazines bringing our total digital usage for February to 10,856 items. This total is reflected in the Total Circulation graph above.

**Engagement**

The library was lucky to secure two popular authors to speak at the library in February.



Invercargill-born author Craig Hoyle discussed his book *Excommunicated*, a family memoir looking into their ties with the Exclusive Brethren. The event garnered significant attention, receiving coverage in local newspapers and sparked widespread community interest. With over 70 attendees, it exceeded expectations.



Ruth Shaw, author of "The Bookseller at the End of the World" and "Bookshop Dogs" gave an author talk on Saturday, 10 February where the audience heard tales of a life filled with adventure, encompassing both triumphant highs and challenging lows. Ruth also told heartwarming stories of the beloved dogs and their owners that visit her bookstores.

#### **SIT market Day – 20 February 2024**

Library staff attended the SIT Market Day which provided an outreach opportunity to engage with a younger demographic, many of whom are newcomers to the area and are seeking information about available services. The focus was on promoting services that would resonate with needs and interests of young people. Coupled with effective prize draw promotion, this approach provided a significant number of new memberships.

#### **Cyber Security Webinar – 20 February 2024**

Chorus and Netsafe partnered to offer a webinar focusing on online safety for seniors. We held the webinar in a library to ensure accessibility for people, particularly those who are less tech-savvy.

#### **Check it out podcasts top New Zealand library Podcasts**

Feedspot released a ranking of New Zealand Library podcasts, in which they have ranked. Check out Our at Te Haeata, number 2 on their list. [4 Best New Zealand Library Podcasts You Must Follow in 2024 \(feedspot.com\)](https://www.feedspot.com/best-new-zealand-library-podcasts-2024/)

#### **Coming Up**

Reading to Dogs – Bookings in March  
Pauline Blomfield – Event K9 Medical Detection  
Southland Heritage Month