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## NOTICE OF MEETING

**Notice is hereby given of the Meeting of the  
Invercargill City Council  
to be held in the Victoria Room, Civic Theatre,  
88 Tay Street, Invercargill on  
Tuesday 24 September 2024 at 3.00 pm**

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

MICHAEL DAY  
CHIEF EXECUTIVE

# A G E N D A

**1. Apologies**

**2. Declarations of Interest**

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

**3. Public Forum**

**3.1 Layard Street - Hannah Pascoe**

**3.1.1 [Letter](#)**  
A5554465

**3.2 Coopers Creek - Kath and Brian McDonagh**

**3.3 Coopers Creek – Kerry Hapuka and Bob McMurdo**

**3.4 Coopers Creek - Nikki Broad**

**3.5 Coopers Creek – Christine Smith**

**4. [Minutes of the Extraordinary Council Meeting Held on 26 July 2024](#)**

A5473581

To be moved:

That the minutes of the Extraordinary meeting of Council held on 26 July 2024 be confirmed.

**5. [Minutes of Council Meeting Held on 27 August 2024](#)**

A5521605

To be moved:

That the minutes of Council held on 27 August 2024 be confirmed.

**6. [Minutes of the Bluff Community Board Meeting Held on 2 September 2024](#)**

A5529423

To be moved:

That the minutes of the Bluff Community Board meeting held on 2 September 2024 be received.

7. [Minutes of the Infrastructure and Projects Committee Meeting Held on 3 September 2024](#)

A5529625

To be moved:

That the minutes of the Infrastructure and Projects Committee meeting held on 3 September 2024 be received.

8. [Minutes of the Community Wellbeing and Regulatory Committee Meeting Held on 10 September 2024](#)

A5539571

To be moved:

That the minutes of the Community Wellbeing and Regulatory Committee meeting held on 10 September 2024 be received

9. [Minutes for the Hearings for the Disability Policy Held on 17 September 2024](#)

A5549102

To be moved:

That the minutes of the Hearings for the Disability Policy held on 17 September 2024 be received

**Recommendations to Council**

6. To adopt the draft Equity and Access Policy for Tākata Whaikaha, Disabled People with the changes as agreed in resolution 5.

*Resolution 5 - Agrees with the following proposed changes to the Policy:*

- a. *Amendments to the name of the Policy to Equity and Access Policy for Tākata Whaikaha, Disabled People.*
- b. *Addition of wording to acknowledge the social and medical models of disability.*
- c. *Amendments to wording to make the proposed draft Policy more concise and improve readability, and*
- d. *Any changes to Te Reo terminology as recommended by the Mana Whenua Representatives.*

7. To agree to request to the Mayor to establish a disability portfolio and that four members of this hearing panel become part of.

8. To agree to request development of an Action Plan on disability inclusion in follow up to implementation of the Policy in preparation for the 2027 – 2037 Long-term Plan.

10. [Minutes of the Extraordinary Infrastructure and Projects Meeting Held on 17 September 2024](#)

A5549519

To be moved:

That the minutes of the Extraordinary meeting of the Infrastructure and Projects Committee meeting held on 17 September 2024 be received.

11. [Coopers Creek Future Tenure Agreement and Annual Licence Fee Calculation](#)

A5538350

11.1 [Appendix 1 – Memorandum of Understanding \(or Intent\)](#)

A5518391

11.2 [Appendix 2 - William J Watt Letter – 4 July 2022 Sandy Point Matters](#)

A5520636

11.3 [Appendix 3 - Bonisch Emails – 23 – 25 June 2024](#)

A5520663

11.4 [Appendix 4 - 28 May 1998 – Preston Russell to Parks – Sandy Point Crib Leases – Legal Advice](#)

A5305739

11.5 [Appendix 5 – 2023 - PR Legal Advice](#)

A5321363

11.6 [Appendix 6 – 2024 - PR Legal Advice](#)

A5321374

12. [Local Government New Zealand Young Elected Members Hui 2024 Attendance](#)

A5543203

12.1 [Appendix 1 - 2024 Young Elected Members Hui Programme](#)

A5552688

13. [Resource Management Planning Housing Intensity Update](#)

A5540142

14. [Updates to 2024/2025 Fees and Charges Schedule – Parking Infringement Fees](#)

A5554239

14.1 [Appendix 1 - 2024/2025 Fees and Charges Schedule](#)

**A5555948**

15. [Upgrade to the Temporary Council Chambers](#)

A5543918



**16. [Chief Executive Management Report](#)**

A5549465

**17. Major Late Item - Minutes of the Finance and Policy Meeting Held on 17 September 2024**

A5550052

To be moved:

That the minutes of the Finance and Policy Committee meeting held on 17 September 2024 be received.

**18. 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 Council held on 27 August 2024
- (b) Minutes of the Public Excluded Session of Infrastructure and Projects Committee meeting held on 3 September 2024
- (c) Minutes of the Public Excluded Session of Community Wellbeing and Regulatory Committee meeting held on 10 September 2024
- (d) Minutes of the Public Excluded Session of the Extraordinary Infrastructure and Projects Committee meeting held on 17 September 2024
- (e) Southland Regional Heritage Committee
- (f) Shareholder Approval Sale of Pylon Limited
- (g) Major Late Item - Minutes of the Public Excluded Session of the Finance and Policy Committee meeting held on 17 September 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 Council held on 27 August 2024	<p><b>Section 7(2)(a)</b> Protect the privacy of natural persons, including that of deceased natural persons</p> <p><b>Section 7(2)(h)</b> Enable any local authority holding the information to carry out, without prejudice</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

or disadvantage,  
commercial activities

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

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

- (b) Minutes of the Public Excluded Session of Infrastructure and Projects Committee held on 3 September 2024

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

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

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

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

- (c) Minutes of the Public Excluded Session of Community Wellbeing and Regulatory Committee held on 10 September 2024

**Section 7 (2)(a)**

Protect the privacy of natural persons, including that of deceased natural persons

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

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

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

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

- (D) Minutes of the Public Excluded Session of the Extraordinary Infrastructure and Projects Committee

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

Enable any local authority holding the information to carry on, without prejudice or disadvantage,

**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

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|-----|--|--|--|
|     | held on 17 September 2024  | negotiations (including commercial and industrial negotiations)  | for withholding would exist under Section 7  |
| (f) | Southland Regional Heritage Committee  | <b>Section 7(2)(i)</b><br>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><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) | Shareholder Approval Sale of Python Limited  | <b>Section 7(2)(h)</b><br>Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities  | <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 |
|     |  | <b>Section 7(2)(i)</b><br>Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) |  |
| (d) | Major Late Item - Minutes of the Public Excluded Session of Finance and Policy Committee meeting held on 17 September 2024 | <b>Section 7(2)(a)</b><br>Protect the privacy of natural persons, including that of deceased natural persons   | <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 |
|     |  | <b>Section 7(2)(h)</b><br>Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities  |  |

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

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Kia Ora Darren,

I'm writing today to ask that the council consider the installation of a zebra crossing toward the east corner of Layard and Wilton street.

### Background

My whanau and I moved to our family home in Hargest December 2022. I am totally blind with a 6 year old guide dog named Dara and a 4 year old named Max. My husband Nick is a physio-therapist while I work at the Invercargill office of Blind low vision. Max attends Windsor Montessori Pre-school and will attend Salford Primary next year. He also has Congenital Glaucoma with an unknown long term prognosis.

After moving to the area I soon became aware of the nearby schools and pre-schools nearby – and just how busy and dangerous these suburban streets can be in the mornings and afternoons as people head to and from work and during pick up and drop off times for school and pre-school.

- James Hargest SNR - Race course road
- Salford Primary – Lamond Street
- Waihopai Play Center – Layard Street
- Salford Daycare – Corner of Salford and Herbert
- Winsor Montessori Preschool – Wilton Street
- Winsor North – Herbert Street
- James Hargest Jnr. – Layard Street

As walking is my primary means of transport and how I get around, I learn the streets by walking them to figure out the best routes to take and safest places to cross roads. When school restarted end of January 2023, I quickly realized there is no safe place to cross in the middle of a very hectic Layard street.

The only designated areas to cross Layard street are at either end, outside of Hargest Junior and Senior campuses. These are incredibly busy at school open and close times. There is no Zebra crossing across Layard in-between.

Between the hours of 8-9am and anywhere from 2.30pm you are virtually playing dodge and cross at your own risk. The stream of cars and bikes moving at these times is overwhelming with no ease in speed or break in traffic. Because of this, I cannot independently walk with Max to drop him at Montessori and must collect him early to beat the Layard street traffic if I want us to walk. If the timing is too dangerous, I have to take a taxi or ask someone to drive us the 1 minute around the corner home. It has caused me to feel anxious, and we've considered shifting but

haven't because of school zoning for Max. I have had near misses with traffic when they come zooming down the hilly portion of Layard street without warning.

The preschool also supports this request as they have crossed Layard many times with their group of kids and know just how busy it gets.

***From Windsor Montessori Preschool***

*We are a small preschool situated on Wilton Street in the Windsor area. One of our parents, Hannah Pascoe, approached us recently regarding the lack of safe crossing on Layard Street. As owner of the preschool, I am highly aware that this is a hazard not only for all our tamariki but also for individual whānau who pick their child up from preschool and cross this busy road.*

*We often take our tamariki to High Street Park and although we have been supporting them to learn about the importance of keeping safe crossing this road, it is still a big safety issue with us. Often there are cars parked on either side of Layard Street and as a result, we are unable to get a clear vision of cars coming. We have to step out onto the road to get a better view to make sure it is safe before we cross the road. It seems to make sense that the council look into putting a zebra crossing on Layard street as this will support not just our preschool but also Windsor North School. Many of our whānau have tamariki that attend this school and will be picking their child up from Windsor North before coming to our preschool.*

*I would really appreciate if you would consider this information and would be happy to be contacted if you wish to chat with me further - Cynthia Copeland/Owner - Windsor Montessori Preschool*

I have also learned we have other vision impaired members who live on Layard as mentioned by one of our rehab staff whom is happy to be contacted. I urge council to please think of safety. For us Blind mums, for our kids crossing road, and for those with mobility needs, and for those who just want a place to cross safely in the middle of Layard Street.

Should you have any questions, please feel free to use any of these contacts below.

Hannah Crawford(Pascoe)

021426513

*Cynthia Copeland*

Winsor Montessori.

02040644981

Carina Duke

Blind Low vision NZ Orientation and Mobility Instructor.

0272806755

[cduke@blindlowvision.org.nz](mailto:cduke@blindlowvision.org.nz)

**MINUTES OF THE EXTRAORDINARY COUNCIL, HELD IN THE VICTORIA ROOM, CIVIC THEATRE, 88 TAY STREET, INVERCARGILL ON FRIDAY 26 JULY 2024 AT 2.00 PM**

**Present:** Cr T Campbell (Chair)  
Cr A J Arnold  
Cr P M Boyle  
Cr S J Broad  
Cr A H Crackett  
Cr G M Dermody  
Cr P W Kett  
Cr D J Ludlow  
Cr I R Pottinger  
Cr L F Soper  
Cr B R Stewart

**In Attendance:** Rev E Cook – Māngai – Waihōpai  
Mrs P Coote – Kaikāunihera Māori – Awarua  
Mr M Day – Chief Executive  
Ms E Moogan – Group Manager – Infrastructure  
Mrs P Christie – Group Manager – Finance and Assurance  
Mr R Capil – Group Manager – Community Spaces and Places  
Mr J Shaw – Group Manager - Consenting and Environment  
Mr A Cameron – Chief Risk Officer  
Mr J Shaw – Wynn Williams (via zoom)  
Mr M Morris – Manager – Governance and Legal  
Ms L Knight – Manager – Strategic Communications  
Mr G Caron – Digital and Communications Advisor  
Mrs L Williams – Team Leader - Executive Support

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## 1. Apologies

Mayor Clark, Cr Bond and Cr Soper for lateness.

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

## 2. Declaration of Interest

Rev Cook noted that she often shared the Chair of meetings with an observer in the room, Mr David Pottinger, Cr Pottinger's brother.

Cr Crackett noted in Cr Bond's statement she requests whether or not those councillors that were on the Let's Go Invercargill ticket wanted to declare their interest as a perceived conflict of interest.

The Chair commented that the ticket was a means by which perspective candidates for council could share expenses, it was never a political party of any kind, and since the night of the election where we had a beer in Ziffs, since that night there had never been



a meeting or a gathering of any kind of the so called ticket, so I would just say that first. The second thing I would say, I would draw your attention to the fact that that question was actually addressed in page 3 of the Chief Executive's report and he recommended against appointing an independent decision making committee on the basis that those non conflicts can be managed. It is actually for each councillor to make a judgement whether they are conflicted which I will ask each of you to do shortly. I would make the point that a councillor who voted to ask the Mayor to resign last month may also feel conflicted, so it is true to say that by virtue of the fact that we have worked with the Mayor for the last 20 months, and some did not know Nobby at all prior to that, the fact that we worked with the Mayor during that time there are all sorts of things we could say caused conflict. The alternative for us I think would be we appoint a sperate Committee, an external Committee which is allowed in accordance with the Code of Conduct, we could do that but I note the fact that the Chief Executive has advised against it. So I don't intend to follow that path, I mean it would be free for you Cr Crackett if you wished to make a motion to that effect and put it to the floor, but I feel that you know we are all of us conflicted to some extent. I'm also confident that we can all of us can you know manage that.

Cr Crackett thanked the Chair and stated no I don't feel it is necessary for us to go down that path as you said it is up to each individual to declare whether or not they feel like they have a conflict perceived or realised. Happy to leave that as it is, I just really wanted to ensure that it was highlighted especially since Cr Bond specifically requested that it was asked.

The Chair thanked Cr Crackett for raising the issue, as it would have sat there and never been aired so it's been good you raised it on Ria's behalf.

The Chair then asked the question again if anyone had a conflict of interest other than the obvious one that we all share through association with the Mayor

No other conflicts were raised.

### **3. Code of Conduct Investigation – Councillors Bond and Pottinger**

A5453044

It was noted that there was considerable public interest in this meeting and that the meeting would be held in accordance with Council's Standing Orders and the Code of Conduct.

It was noted that Councillors had all documents and reports relating to the matter including the statements prepared by Mayor Clark; Cr Pottinger and Cr Bond.

Cr Pottinger was invited to speak and noted that he had written his statement and Councillors had a copy. He added that the investigators report upholds the complaint lodged by Cr Pottinger and Cr Bond and that they both felt villainised and it had been a lonely place and they were both proud to have fulfilled their roles as responsible Councillors to the public.

He added that there was a written statement from the Mayor in the agenda and added that on behalf of the Mayor they had at the time received an email from the Chief Executive requesting they withdraw their complaint. He added that they advised that

the apology was not sincere and did not accept it, but they would withdraw if the Mayor apologised to the people of the city.

He added that in the Tribune the Mayor was quoted as saying that "they have made further demands and I am not here to have demands made of me by Councillors" and would go to a full investigation. The accountability of the costs incurred lay with the Mayor.

He added that the Mayor was an apology for this meeting and queried why he did not attend the meeting to speak to his statement and why was the statement not given when had the chance in April.

The Chair noted that it would be unhelpful to get into the issues of costs. Cr Pottinger advised that he raised it as it had been quoted by the Mayor. The Chair clarified that would not discuss costs as part of this proceeding,

Note: Cr Pottinger left the table at 2.12pm.

The Chair read the Mayor's statement as appeared in the agenda.

The Chair added that he had the ability to put a motion on the table and he would do so. He added that most would have seen the interview and that a year later were now having this meeting and that the report found the Mayor did breach the Code of Conduct and recommended that the Mayor should apologise and be censured.

It was added that the complainants had advised if the Mayor had apologised, they would have withdrawn their complaint.

The resolution from the previous Code of Conduct remained in force. It was felt that need to be aware of the public interest and that entering the third year of the triennium and had a challenging programme ahead for Council and this good work would be at risk.

**Summary of Recommendations:**

Moved, Cr Campbell, seconded Cr Dermody and **RESOLVED:**

1. That Council determines that there has been a material breach of the Code of Conduct.
2. That Council has today received an apology from the Mayor which satisfies the recommendation of the independent report but that a sincere apology be made in person and in public at a full Council meeting.

Moved Cr Campbell, seconded Cr Dermody and **RESOLVED**

3. That Council resolves to send a letter of censure to the Mayor.

Moved Cr Crackett, seconded Cr Soper and **RESOLVED**

4. That Council resolves to review the outcomes of the resolutions moved today regarding this Code of Conduct at the October full Council Meeting

Moved Cr Boyle, seconded Cr Dermody and **RESOLVED** that Council:

5. Receive the report titled 'Code of Conduct Investigation – Councillors Bond and Pottinger'.

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

6. Note the perceived conflict of interest of Councillors.

Cr Dermody talked of an addition around an apology to the public of Invercargill. Clarification was sought if this should be a verbal apology. It was confirmed that needed to be such that the public felt that the apology was made to them.

Cr Kett felt that this was a public meeting, the media were in attendance and on livestream, and that the recommendation was acceptable as was.

Cr Ludlow spoke about the Working on Working Together process that had been undertaken and the trauma of that process, he added no doubt that there had been a breach of the Code and that was shocked and discomforted. He added that the programme had been irresponsible and got the programme attention and that it was not a news programme it was a comedy show, and it had unfortunately become news. He added people had been hurt, rightly and that it was a lapse of judgement on behalf of the Mayor. He felt that the level of remorse was not apparent in the previous apology and felt that it had been "I'd better apologise", he felt that a letter of censure would be appropriate. He added when the mayor was speaking at an event it was not the voice of Council, clarifying in the public mind that spoke for himself. The Mayor would not resign and he felt that a personal apology would be preferable as when speaking can hear the emotion, that do not get in writing. It was a distraction of the work Council had been doing and what had been achieved.

Rev Cook noted that this what not the reason she came to represent the Rūnaka to discuss ill-considered comments of our Mayor, She added that the people she spoke for, did not consider the criteria of an apology had been met in this motion. She added that the behaviour and ill choice of words continued and that there had been a number of interviews post the TV programme and that the Mayor had doubled down on the comments. She felt that there had been harm done to vulnerable people, young people of colour or gender in our community, and added this was a form of bullying. She added that the words in the written statement were not enough and that the Mayor should address the harm done. She added that the apology was not good enough to the people of this table; the community or people that were "brown and queer".

Note: Cr Arnold arrived at 2.34pm.

She added that need to address the harm done in person. She added that the people she was hearing from being young brown and queer had been damaged by the Mayor's words and that needed to take seriously. The apology was not deep and meaningful and the words of the apology were not good enough.

Cr Boyle noted the work that had been done around this investigation and it had been thorough and well researched and provided a good level of information.

Cr Stewart said he had been told by the Mayor when he started that his door was always open and that that option had not been taken up. He added that the Mayor had the opportunity to speak at the next meeting.

Mrs Coote confirmed that again in a position of discussing bad conduct by the Mayor and that had been multiple times and that Mayor Clark failed to meet a standard of a Mayor. Must address the undermining behaviours and request that the Mayor step back to address the issues. Our leaders are held to the highest standard of behaviour and urged Councillors to take the complaint seriously and that it had caused harm and further that expected Councillors to uphold their responsibilities.

Cr Broad thanked Rev Cook for her comments and noted the Code of Conduct talked of an important and privileged role and we may not agree but need to lead with grace around this table.

He added that the Mayor used words at an art event and at that moment grace and understanding could have been made by our Mayor. Cr Broad counted the number of times the Mayor repeated the word on numerous occasions. He added that at that point the Mayor invited the interviewer into his Mayoral lounge and then invited him to use the word and talked of sexuality. He added that the apology that was made was not sincere. He added that it was possible to attend an event or interview without saying the "n" word and the need for the Mayor to take greater responsibility for the words that freely leave his mouth. He added there was an absence of remorse. He added that the Mayor on a number of occasions could have stopped but continued to repeat the word. He then read from the report that talked about the conduct of the Mayor and the words used and the knowledge that he offends. He added that any offence here should be held by all members around this table and that should not normalise this behaviour. He again reiterated that it was a privilege and honour to sit at this table. He concluded that anything short of requesting the Mayor resign fell short.

Cr Crackett started by stating that a fellow Councillor a short time ago had made a mistake and immediately apologised for that. She then read a section from the report and noted that talked of an exchange between the Mayor and Guy Mr Williams during the interview in which he suggested that the Mayor needed to learn and improve, the Mayor was quoted as saying "I feel I don't have to do that" it was also noted that he referred "those people". She added that whilst we cannot make the Mayor do anything, we can request and send signals to the public. She did not believe that recommendation 4 determined that no further action would be in the public interest at this time and added she did not believe that the Invercargill public would, for one second believe that normalising this behaviour was in the public interest. She added that the recommendations fell short and that could not force him to resign, but could send an extremely strong signal that it was not OK.

Cr Arnold noted that he agreed with what had been said and that good points had been made and that he felt the apology was sincere, and that the Mayor had taken on board and would be a better person.

The Chair noted that it is a pragmatic issue whether it achieves anything other than setting a spoke in the wheel of Council progress. It would be a gesture that would enable us to hold our heads up high and say that we did the right moral thing But if it means that we do not achieve the things we wanted to, then we would have achieved nothing at all.

Cr Crackett stated that doing the moral thing might cause fractures, this was a decision making body of 15 people, and the Mayor was not the entire decision maker of this Council and that could work together collegially whether the Mayor was here or not, as had done.

Rev Cook added that not addressing things that we felt uncomfortable to do had allowed some of the atrocities in the world to happen. It was hard to challenge, and that did need to stand up for all of the citizens not just business etc, she added that had worked harmoniously around this table and maintained being civil and if one person cannot do that then that was the responsibility of that person. She added that had managed under the Deputy Mayor's chairmanship along with the other Chairs to do many things. But cannot say that may be uncomfortable if sitting around the table with someone that had been "growled" at – we must deliver this message. Please be courageous and say the right words and show the young; brown and queer people that we think of them.

A query was raised who would write the Letter of Censure, it was noted for the last complaint that there were a number of draftees and that ultimately had been written by the investigator. The Chair confirmed that should be written by senior staff. It was then raised that felt should not be staff and that could be challenging for staff. It was noted that the previous letter had been written by staff and the investigator but signed by the Deputy Mayor. Mr Cameron noted that he would be comfortable drafting the letter for the Deputy Mayor to sign. Mr Day noted that would draft from a legal sense and would be signed off by the deputy Mayor or full Council. The Chair noted that could be signed by all Councillors and would support that.

Cr Ludlow noted that councillors had expressed themselves admirably today and that Councillors should see it and that could sign if wished. It was confirmed that Mr Cameron would be the main draftee of the letter, Mr Cameron noted that ran the risk of relitigating if input came from everyone around the table. He added he was happy to draft it and provide to someone to be signed, proposed that the Deputy Mayor would sign on behalf of Council.

Cr Crackett felt that not appropriate to send around and have members choose to sign or not.

It was agreed that the letter be circulated for Councillors eyes only and then signed off by the Deputy Mayor. It was noted the letter would ultimately be public.

Moved Cr Campbell, seconded Cr Dermody:

4. That Council determines that no other action would be in the broader public interest at this time.

The Chair had proposed this motion and noted that would be happy to remove and the reason for the motion was to show that trying to balance the public interest.

Cr Ludlow supported its deletion, and added that interested in dragging this on.

Rev Cook agreed with Cr Ludlow, either delete it in full or remove the no action at this time. It was noted did leave the potential for further action.

The motion now put was **LOST**

It was noted the need to put this to bed and move on.

Note: Cr Soper arrived at 3.19pm.

A query was raised if there should be an additional motion around a vote of no confidence and if the censure in effect did that. Also anything less than a resignation was not enough.

It was felt that Councillors would leave the table feeling unsettled.

Cr Crackett queried if wanted to add a six month review. It was noted that if the Code was breached that would be automatic and back around this table.

Cr Soper queried that would be automatic and what was meant by that.

The Chair noted that would mean responding to further behaviour by the Mayor and would be back at the table.

Cr Boyle felt that had sent a message that Councillors were disappointed and that "cannot find ourselves here again".

Rev Cook queried if could only investigate if rose to the level of Code of Conduct, and if ongoing transgressions how they would be addressed, and if that would form a review.

The Chair added that unless reached the level of Code of Conduct that did not have any redress.

Cr Soper asked that resolution 2 be clarified. It was confirmed that requesting the Mayor to make a formal apology publicly. That the statement attached to the agenda was not sufficient, it was confirmed that was the case.

Cr Crackett noted that if did not have a review to discuss if happy with the Mayor's apology or if had not seen any improvement of behaviours around the Letter of Censure that there would be no opportunity to discuss unless a minor review item was added and that no one wanted to see this drag in and if could have a five or ten minute discussion at our October meeting to review, the apology has occurred; the Letter of Censure had been received, that everything is collegial, otherwise there would be no opportunity to say or send any other signals unless another code of conduct was elevated. A motion was proposed (4.) and passed as above in the summary of recommendations.

There being no further business, the meeting finished at 3.39 pm.

**MINUTES OF COUNCIL, HELD IN THE VICTORIA ROOM, CIVIC THEATRE,  
88 TAY STREET, INVERCARGILL ON TUESDAY 27 AUGUST 2024 AT 3.00 PM**

**Present:**

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

**In Attendance:**

- Rev E Cook – Māngai – Waihōpai
- Mrs P Coote – Kaikaunihera Māori – Awarua
- Mr M Day – Chief Executive
- Ms E Moogan – Group Manager – Infrastructure
- Mrs P Christie – Group Manager – Finance and Assurance
- Mr R Capil – Group Manager – Community Spaces and Places
- Mr J Shaw – Group Manager - Consenting and Environment
- Mr A Cameron – Chief Risk Officer
- Ms A Duncan – Manager – Planning and Building Services
- Mr D Rodgers – Manager – Strategic Asset Planning
- Mr R Pearson – Chief Engineer
- Mr M Morris – Manager – Governance and Legal
- Ms L Knight – Manager – Strategic Communications
- Ms C Manera – Engagement Coordinator
- Mr D Titus – Policy Analyst
- Mr G Caron – Digital and Communications Advisor
- Ms M Sievwright – Senior Executive Support

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## 1. Apologies

Nil.

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

## 2. Declaration of Interest

Nil.

### **3. Public Forum**

#### **3.1 Dangerous, Affected and Insanitary Buildings Policy - Ms Kylie Fowler**

Mrs Fowler wanted Council to reconsider that more importance needed to be placed on expert advice as the changes to the updated policy were so small and would not affect any change. There had been four reports on the Bluff building and Council still deemed it was not dangerous and chose to take this to a Hearing. Had a policy stated clearly that expert advice took precedence over Council staff opinion, it should be the expert engineer declaring the building dangerous.

In response to a question regarding suggestions to changes, it was noted that something along the lines of "in lieu of expert advice, the following things could be considered", or "in addition to expert advice". The importance of expert advice, when offered, should be considered over Council staff views.

The Mayor thanked the submitter for attending the meeting.

#### **3.2 Power Poles Being Erected Outside Properties - Mrs Shelley Munro**

Mrs Munro tabled a paper covering what the residents wanted to cover, and she took the meeting through this paper.

It was noted that this had a major effect on people's livelihoods mentally, physically and financially. Residents had understood this was in relation to the installation of fibre, and not the erection of power poles, some of the poles going through private residents land the remainder following the road verge.

The Mayor noted he had spoken with staff of Council and PowerNet to clarify what the issues were. He said that the poles would not be on both sides of the road, with the existing poles removed and replaced. It was noted the consent only impacted the Findlay Road end and there were legal options available to the residents against that consent. The rest of the way was a permitted activity which gave PowerNet the authority to do this so long as they were on the berms of the roads which were owned by the New Zealand Transport Agency or Council.

In relation to the resource around consenting the seven power poles, it was noted that the berms needed to be looked after because it was Council owned land, but PowerNet could erect poles without Council approving as a landowner because it was a permitted activity.

In response to a question regarding Council involvement on what was on Council land, it was noted that under the District Plan it would be a discretionary activity.

In response to a question regarding the options presented, it was noted that the group was told it was too expensive to go underground, even though there were so many options available that were not considered. The group were presented with a presentation on why this was happening and PowerNet did not seem interested in presenting alternatives. They had advised that these poles would not make a noise.



In response to a question regarding what the group wanted Council to do, it was noted the next step was to engage someone to deal with this issue. The people of Invercargill wanted to hear the views of councillors and if PowerNet would be persuaded to look at other options and if Council were able to do anything on their behalf. If the people were unhappy with the position of the poles, there was some leeway.

It was noted that PowerNet were only the agency and the Power Company needed to be approached.

Concern was noted that the granting of the consent was noted as a minor event, and the Mayor noted this was a side issue.

In response to a question regarding clarifying of granting the resource consent under the District Plan, it was noted that it was correct and the National Planning Standards for transmission was considered. This was a permitted activity.

In response to a question regarding Seaward Bush and Metcalf Reserve and if PowerNet had given indication of consultation with the Department of Conservation or Parks and Recreation, it was noted that no indication had been given that consultation had been held. The presentation was on the basis of why.

The Mayor thanked the submitters for attending the meeting.

Note: Cr Pottinger raised a point of order. He wanted to know why the Infrastructure minutes were being received further in the agenda. It was noted this was in relation to a report within the agenda and it made sense to have them together.

**4. Minutes of the Connected Murihiku Joint Committee Meeting held on Monday 1 July 2024**

A5463134

Moved Cr Broad, seconded Cr Ludlow and **RESOLVED** that the Minutes of the Connected Murihiku Joint Committee Meeting held on Monday 1 July 2024 be received.

**5. Minutes of the Bluff Community Board Meeting held on Monday 22 July 2024**

A5463134

Moved Cr Stewart, seconded Cr Soper (pro forma) and **RESOLVED** that the Minutes of the Bluff Community Board Meeting held on Monday 22 July 2024 be received.

**6. Minutes of the Extraordinary Meeting of Council held on Friday 26 July 2024**

A5473581

Moved Cr Campbell, seconded Cr Boyle that the Minutes of the Extraordinary Meeting of Council held on Friday 26 July 2024 be confirmed.

Cr Bond read from a prepared statement noting that she was disappointed councillors had chosen not to declare a conflict of interest for financial/pecuniary benefit under the Let's Go Invercargill ticket and believed that the integrity, transparency and fairness of councillors was compromised.

It was noted that the incorrect item was around the Declaration of Interest and needed to be corrected.

In response to a question regarding the use of the word 'pecuniary', it was noted this was designed to focus on the financial benefit received by the Councillor, looking specifically if there was a financial incentive received.

In response to a question regarding what Cr Bond was asking for, it was responded that the Conflict of Interest be declared as it was a financial interest and conflict.

Note: The Mayor said that debate could not go across the table as it was going as it was getting unruly.

It was noted that the community perception was that there was financial and pecuniary benefit that members around the table had advantage to as they were put into positions on Council.

The Mayor stopped this debate, as the discussion was suggesting that he had made appointments based on the ticket, and the Councillor needed to look at the positions earlier in the term.

A question was raised regarding whether members of Let's Go Invercargill campaign would be compromised on voting on the Mayor's two motions on the agenda today.

Note: Point of order was raised – it was noted that the meeting was getting unruly. Cr Bond had made a point. The point raised that the members of the Let's Go Invercargill ticket had shared expenses and appeared there was a sole ticket to share expenses and looking for a declaration there was a shared expense. It was not a request to exclude anyone from voting.

It was noted that people were asked to declare a conflict and those that did not, did so based on their understanding of the conflict and were not necessarily wrong.

It was noted that staff would relook at the livestream and note, in verbatim, the minutes. These minutes would be left on the table for the next full Council meeting.

## **7. Minutes of the Meeting of Council held on Tuesday 30 July 2024**

A5478738

Moved Cr Ludlow, seconded Cr Soper that the Minutes of the meeting of Council held on Tuesday 30 July 2024 be confirmed.

It was noted that the minutes showed an increase in museum budget of \$19 million. During the Local Government New Zealand conference, the Prime Minister told councils they needed to rein in spending and this museum project was the poster child for what

the Prime Minister was talking about. When looking at the Council minutes of 30 July, they did not accurately reflect what had been discussed. It was suggested these minutes be redone.

It was noted that after the Prime Minister's speech it was clarified that museums and libraries were also considered core business of councils.

It was noted that the minutes were there to reflect the decisions and not the discussion. Verbatim was the exception and not the rule. The discussion in which this issue was raised was an example of why quoting of political leaders at the table was inappropriate and out of context.

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

## **8. Minutes of the Connected Murihiku Joint Committee Meeting held on Monday 5 August 2024**

A5485492

Moved Cr Broad, seconded Cr Soper and **RESOLVED** that the Minutes of the Connected Murihiku Joint Committee Meeting held on Monday 5 August 2024 be received.

## **9. Minutes of the Hearings for the Dangerous, Affected and Insanitary Buildings Policy held on Tuesday 13 August 2024**

A5495968

Cr Ludlow apologised for missing Mrs Fowler's original submission. In a resource management process there could be an expert on either side of the table. Simply having someone as an expert did not mean they were experienced. He asked if there was a need for the Hearings Panel to make a change to the recommendations.

Cr Soper said weighting up expert advice on either side was the role of the Hearings Panel. She did not see it was adding anything that was not already inherent in the process.

Cr Bond had looked at the considerations of the Hearing and it was the Panel's role to work through this information. She noted that this policy provided for that.

Mrs Coote acknowledged the challenging time for the Bluff Community and the Panel was required to consider all expert advice.

Cr Ludlow noted that the Committee seemed comfortable with the point they got to, and was not sure the change requested would add anything to the motion.

Mr Day said it was unusual to have a submission heard late and was not sure this would alter the Panel's decision.

Moved Cr Ludlow, seconded Cr Soper and **RESOLVED** that the Minutes of the Hearings for the Dangerous, Affected and Insanitary Buildings Policy held on Tuesday 13 August 2024 be received and recommendations to Council be confirmed.

## Recommendation to Council

### 4. **Dangerous, Affected and Insanitary Buildings Policy Hearings and Deliberations** A5455418

6. To adopt the draft Dangerous, Affected and Insanitary Buildings Policy with the changes as agreed in resolution 5.

*Resolution 5 - Agrees with the following proposed changes to the Policy:*

- a. *Amend the definition of heritage buildings to refer to the Building Act 2004 (the Act).*
- b. *Adding a provision to specify compliance with section 125(2)(f) of the Act which requires Council to provide Heritage New Zealand Pouhere Taonga (HNZPT) with a copy of any notice requiring building work or restricted entry to a heritage building issued under Section 124 of the Act.*
- c. *Amend the statement "In assessing a building which is classified by HNZPT, Council will consult HPNZT provided that the time required for consultation will not materially increase the physical danger to people and other property" to state that this consultation will be undertaken as soon as possible.*
- d. *Amending sections "Council's responsibility over dangerous, affected or insanitary building(s)" and "Health Implication" to add clarity around a coordinated approach and liaison with external agencies when dealing with dangerous, affected and / or insanitary buildings incidents.*

### 10. **Minutes of the Community Wellbeing and Regulatory Committee Meeting held on Tuesday 13 August 2024**

A5499319

Moved Cr Ludlow, seconded Cr Dermody and **RESOLVED** that the Minutes of the Community Wellbeing and Regulatory Committee meeting held on Tuesday 13 August 2024 be received.

### 11. **Minutes of the Extraordinary Meeting of Council held on Tuesday 13 August 2024**

A5495340

Moved Cr Soper, seconded Cr Dermody that the Minutes of the Extraordinary Meeting of Council held on Tuesday 13 August 2024 be confirmed.

Cr Pottinger spoke to item 3 of the minutes. As the complainant he did not accept this apology as it did not account for the demeaning comments made to Cr Bond and himself or the alleged reasons for lodging the complaint. The apology did not recognise the cost of this complaint as it could have been averted as the Mayor could have apologised previously.

Cr Bond noted her understanding of when this apology was to take place, lodging a code of conduct against a colleague was not an easy decision to make. The apology given was felt to be genuine when thanking the Deputy Mayor but did not address all other issues. She felt it was important to accept this process.

The Mayor noted that the wording was that a "sincere apology be made by the Mayor in public and at a full Council meeting". It did not state he had to apologise to the councillors who had raised the issue, staff or mana whenua. The community were fed up with the constant litigation and wanted the apologies to stop.

Cr Pottinger asked if the Mayor was happy with the comments he had made against Crs Pottinger and Bond at this time. The Mayor noted he would not relitigate this issue.

Cr Campbell asked councillors to move on from this issue.

Note: Point of Order was raised.

Cr Kett noted the amount of people asked why the Mayor had to apologise at every meeting and this issue should be put to rest once and for all.

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

Note: Cr Pottinger voted against this motion.

## **12. Minutes of the Risk and Assurance Committee held on Thursday 15 August 2024**

A5501421

Moved Cr Soper, seconded Cr Dermody and **RESOLVED** that the Minutes of the Risk and Assurance Committee meetings held on Thursday 15 August 2024 be received.

## **13. Notice of Motion**

A5515164

Mayor Clark noted he felt this ability to dispose of the agriculture farm was not moving at enough pace, and given a MasterPlan was not required was concerning. He wanted this matter brought forward to process the application to the Minister of Conservation for a revocation on this reserve. Revocation of a reserve did not mean a sale. It was important going forward there were revenue streams to deliver a better quality of service for ratepayers. It also allowed the option to advance elderly care. The final part was to get a report from the building department on the level of intensity Council could go to.

Cr Pottinger noted the potential for housing development and this notice was a shock as in late 2022, there was a policy statement on highly productive land and stated that unless clear indication had been made before this date there was no hope of changing the status. If the reserve status was removed rural farmland would be left behind. There were examples of landowners trying to use land under LUC 1, 2 or 3 who were stymied.

It was noted that Donovan Park was classified as Class 2 so if the reserves status was removed, all that could happen would be to farm. Parks had put together a list of 16 properties that could be disposed of that could be used for housing. Donovan was on this list. The Mayor had asked staff to change the reserves status on the land so it could be used as residential.

Cr Ludlow spoke against this motion as it was heading towards a certain outcome. He had no preference and noted that when there was a hearing, several councillors would not be able to participate as they had been clear in their expectations. There was a high test in changing this land over – ratepayers and the Minister needed to make the decision. Several councillors had attended a public meeting on this issue.

Rev Cook was opposed to this motion. Council has just consulted with the community and asked what they wanted for Donovan Park. If people wished to build housing in Invercargill they could. There were other areas in Invercargill ready for housing but this was not happening. It was noted that some councillors had already made up their minds and councillors needed to consult in good faith. This motion indicated that it did not matter what the public wanted.

Mr Day reminded councillors that a discussion document had already been presented to a Community Wellbeing Committee for staff to investigate and had already begun the process requested. The points made by Cr Ludlow regarding in relation to the process for revocation and also in relation to the highly productive land process was going to revocation without a fully formed position in relation to the land was one of the processes and was in the process from going through the NPS. It was harder on level 2 than level 3 unless there was a very defined purpose. The other item regarding housing intensity was a report that staff could undertake.

Cr Soper spoke against the notice due to the dangers of pre determination. She referred Council to page 34 of the agenda "for public consultation to be undertaken, Council adopts the draft Donovan Park MasterPlan and Draft Implementation Plan". Staff were already on track with the Donovan Park process and she was not prepared to be part of a Council decision to put forward a notice of motion that looks predetermined.

Cr Pottinger asked about the process and at what stage the LUC started, it was noted that Council would need to address the issue of rezoning.

Cr Campbell said the Notice of Motion was an expression of impatience. It had been raised at the beginning of the triennium and was now in the third year which seemed very slow.

Cr Kett said there was a shortage of housing for the elderly. There were at least 100 persons on the waiting list for Council housing. He was in favour of selling Donovan to provide land for elderly housing.

Cr Crackett asked if this was a direct negative which would overturn a previous recommendation, and if six signatures were required on this notice. It was noted that the reason this had not required the signatures was it was not overturning any previous recommendations.

Cr Boyle asked if it was possible be vote on separate parts of the motion rather than the whole.

In response to a question as to why now, it was noted this was a difficult situation, reserves were required, there were already figures included in the Long-term Plan indicating the sale of land but specific land was not mentioned.

Cr Bond did not support the motion. It was noted the sale of Donovan Park would go to the Museum. It was noted that this area of Donovan Park contained an archaeological site and an assessment would be required, and there would be a cost to any investigation.

Resources from the sale of reserve land, did need to be used for the future of reserves.

Cr Dermody asked about the current timeline, consultation finished 4 September with the hearing set for 30 September.

Cr Broad noted there was some opportunities missed in the consultation process.

Mrs Coote noted residents did not support the sale of the land and there were a number of other parcels of land in Invercargill.

Cr Campbell noted there was unease regarding the dates, and considered modifying the motion.

Note: Standing Orders 28.4 note that once a Notice of Motion had been moved and seconded, no changes could be made.

Moved Mayor Clark, seconded Cr Campbell that Council:

1. Receives the Notice of Motion.

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

Moved Mayor Clark, seconded Cr Campbell that Council:

2. That the ICC Chief Executive be required to lodge an application with the Minister of Conservation, under the Reserves Act, to revoke the current reserve status for the area of Donovan Park identified as the agriculture / events area shown in yellow in the attached map (and seek a change to residential status), by 30 November 2024.
3. And that by lodging the application, the Chief Executive acknowledge with the Minister that this is a priority application, ahead of other applications already lodged by ICC

Note: A division of vote was called for the motion.

Mayor Clark, Crs Campbell, Arnold, Kett and Stewart voted in favour of this motion.

Crs Bond, Boyle, Broad, Crackett, Dermody, Ludlow, Pottinger and Soper voted against this motion.

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

Moved Mayor Clark, seconded Cr Campbell that Council:

4. That management provide a District Plan report to full Council by the September Council meeting that identifies the level of housing intensity permitted in the city

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

#### **14. Adoption of the Regional Climate Change Strategy for Murihiku Southland** A5401628

Cr Phil Morrison (Councillor of Environment Southland) and Mr Jonathan Show spoke to the report.

Moved Cr Campbell, seconded Cr Soper that Council:

1. Receives the report "Adoption of the Regional Climate Change Strategy for Murihiku Southland".
2. Notes the contents of the Interagency Report from Regional Climate change Working Group Hearings Panel Members and Staff-level Regional Climate change Working group (attachment 1)( A5444593).
3. Adopts the Regional Climate Change Strategy for Murihiku Southland Phase One (A5444587).

In response to a question regarding China, it was noted that the carbon emissions per head of population that New Zealand sat higher than China, and that it was going to get worse before it got better, and may need to burn or expend fossil fuels in a greater amount in order to break free of the hold that fossil fuel held over the global economy.

In response to a question regarding coal, nit was noted that importing coal was a short-term measure.

In response to a question regarding dropping emissions, it was noted that this data was from Great South, and was in relation to a drop in methane, converting coal boilers and other minor contributors.

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

Cr Campbell thanked Cr Morrison for the amount of work undertaken on this process.

#### **15. Bluff Wastewater Consenting Programme – Multi-Criteria Analysis Supporting Information**

A5514075

This report was left on the table.



## 16. Bluff Wastewater Consenting Programme – Multi-Criteria Analysis

A5457676

Ms Erin Moogan spoke to the report.

It was noted that 1a was not a viable option if the existing pipe was not fit for purpose.

Cr Campbell noted that the point was the reason why it should be included as if it was a fallback option then the full cost was required to be known.

Moved Mayor Clark, seconded Cr Campbell that Council:

1. Receives the report 'Bluff Wastewater Consenting Programme – Multi-Criteria Analysis'.
2. Receive the Resource Consenting Process and Roadmap presentation from Andrew Collins – Harrison Grierson Ltd.
3. Endorses the Best Practicable Option Multi-Criteria Analysis and Weightings Methodology for the Short List of Options.
4. Receives the Bluff Wastewater Consent - Affordability Assessment Report.

Cr Pottinger noted that the RMA stated Council must put forward alternative options in good spirit. It did not make sense to take the cheaper option. To consider the status quo was an insult.

Cr Dermody said a baseline was required to determine a minimum variable standard.

Rev Cook said it was not Te Ao Marama Inc that had vetoed this and was an agreement with the parties around the table. Saying 'cultural' was doing this a disservice and was based on Māori knowledge and science. This was highly significant long term food sustaining fisheries for families in times of poverty.

Fast track application to bypass so Iwi did not have the opportunity to submit to this consent. The coastal plan was currently under review and all these things would be taken into consideration.

Further discussion was held regarding coastal issues.

Note: Cr Campbell was asked if he was suggesting moving a closing motion. This required the Chair to put the motion there was no further debate, however there were other councillors who wished to speak so a closure motion could not be put.

It was noted that 1f and 1g were already included therefore 1a was not required. An expert panel had already considered this and it looked like councillors were overruling this as they wanted this. Discharging wastewater to the sea was no longer acceptable due to wellbeing and public health.

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

Moved Mayor Clark, seconded Cr Campbell that Council:

5. Option 1a be added to the short list for further consideration and BPO assessment.

Note: A division of vote was called for the motion.

Mayor Clark, Crs Campbell, Dermody, Boyle, Arnold, Kett and Stewart voted in favour of this motion.

Crs Soper, Crackett, Bond, Broad, Pottinger and Ludlow voted against this motion.

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

## **17. Minutes of the Infrastructure and Projects Committee Meeting held on Tuesday 6 August 2024**

A5487077

Moved Cr Dermody, seconded Cr Ludlow and **RESOLVED** that the Minutes of the Infrastructure and Projects Committee meeting held on Tuesday 6 August 2024 be received.

It was noted in the CCTV report, a comprehensive breakdown of winning tender would not be provided in a public report. It had been suggested that storage would be in the cloud rather than other methods.

## **18. Christmas Decorations Plan for 2024**

A5501968

Mr Russell Pearson presented the report.

In response to a question regarding the visual decorations and the current stock, and if there were other opportunities to include, it was noted that the existing decorations were not fit for purpose and there were no stock at present.

In response to a question regarding the flags in Bluff, it was noted that a couple of banners would be changed, however it was noted that more solid alternatives took its toll on the poles.

In response to a question regarding businesses being encouraged to do the decorations themselves rather than Council, it was noted this would be investigated.

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

1. Receives the report "Christmas Decorations Plan for 2024".
2. Confirms the presented plan for 2024.
3. Notes a separate paper is being provided to Council regards a Christmas Strategy for 2025.

## 19. Elected and Appointed Members' Attendance Register – April 2024 – July 2024

A5495707

Mr Michael Morris presented the report.

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

1. Receives the report "Elected and Appointed Members' Attendance Register – April 2024 – July 2024".

## 20. Chief Executive Management Report

A5500691

Mr Michael Day presented the report.

Mr Day highlighted the work staff had undertaken with the CrowdStrike issue to get services back up and running with very little disruption.

In response to a question regarding the Rugby League proposal, it was noted this was not monetary support, it was to make Rugby Park available if required.

In response to a question regarding the recommendation to update urgent housing, it was noted this was not significantly different. Staff were working on sourcing this information.

Note: Cr Campbell left the meeting at 6.53 pm

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

1. Receives the report "Chief Executive Management Report".

## 21. Public Excluded Session

Moved Cr Ludlow, seconded Cr Kett 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 Connected Murihiku Joint Committee Meeting held on 1 July 2024
- b. Minutes of the Public Excluded Session of the Bluff Community Board Meeting held on 22 July 2024
- c. Minutes of the Public Excluded Session of Council Meeting held on 30 July 2024
- d. Minutes of the Public Excluded Session of the Connected Murihiku Joint Committee Meeting held on 5 August 2024
- e. Minutes of the Public Excluded Session of the Infrastructure and Projects Committee Meeting held on 6 August 2024

- f. Minutes of the Public Excluded Session of the Community Wellbeing and Regulatory Committee held on 13 August 2024
- g. Minutes of the Public Excluded Session of Risk and Assurance Committee held on 16 August 2024
- h. Decorative and Festive Lighting
- i. Corporate Accommodation Update

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 Connected Murihiku Joint Committee Meeting held on 1 July 2024	<p><b>Section 7(2)(a)</b> Protect the privacy of natural persons, including that of deceased natural persons</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>
b. Minutes of the Public Excluded Session of the Bluff Community Board Meeting held on 22 July 2024	<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>
c. Minutes of the Public Excluded Session of Council Meeting held on 30 July 2024	<p><b>Section 7(2)(a)</b> Protect the privacy of natural persons, including that of deceased natural persons</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><b>Section 7(2)(i)</b><br/>Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>  |  |
| d. Minutes of the Public Excluded Session of the Connected Murihiku Joint Committee Meeting held on 5 August 2024    | <p><b>Section 7(2)(a)</b><br/>Protect the privacy of natural persons, including that of deceased natural persons</p> <p><b>Section 7(2)(i)</b><br/>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><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</p> |
| e. Minutes of the Public Excluded Session of the Infrastructure and Projects Committee Meeting held on 6 August 2024 | <p><b>Section 7(2)(i)</b><br/>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><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</p> |
| f. Minutes of the Public Excluded Session of the Community Wellbeing and Regulatory Committee held on 13 August 2024 | <p><b>Section 7(2)(i)</b><br/>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><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</p> |
| g. Minutes of the Public Excluded Session of Risk and Assurance Committee held on 16 August 2024                     | <p><b>Section 7(2)(a)</b><br/>Protect the privacy of natural persons, including that of deceased natural persons</p>  | <p><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</p> |

**Section 7(2)(b) (ii)**

Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information

**Section 7(2)(g)**

Maintain legal professional privilege

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

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

- h. Decorative and Festive Lighting

**Section 7(2)(h)**

Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities

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

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

- i. Corporate Accommodation Update

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

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

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

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

There being no further business, the meeting finished at 7.30 pm.

**MINUTES OF BLUFF COMMUNITY BOARD, HELD IN THE MUNICIPAL CHAMBERS  
AT 18 GORE STREET, BLUFF ON MONDAY 2 SEPTEMBER 2024 AT 7.00 PM**

**Present:** Mr R Fife (Chair)  
Ms T Stockwell  
Mr J Sutherland  
Ms T Topi  
Cr G M Dermody  
Mrs P Coote (Advisory member)

**In Attendance:** Cr B Stewart (via Zoom)  
Ms Erin Moogan – Group Manager - Infrastructure  
Mr M Morris – Manager – Governance and Legal  
Mr D Rodgers – Manager - Strategic Asset Planning (via zoom)  
Mr A Belna – Waihōpai Alliance Manager – Roading  
Mr G Stuart – Fulton Hogan  
Mr A Gillespie – Senior Engineer Operations  
Ms C Rain – Manager – Parks and Recreation  
Mr A Snow – Contractor – Senior Project Manager (via zoom)  
Ms J Jack – Programme Coordinator  
Mrs N Allan – Manager Bluff Service Centre  
Mrs D Fife – Assistant Manager Bluff Service Centre

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**1. Apologies**

Mr S Graham.

Moved Mrs Coote, seconded Mr Sutherland and **RESOLVED** that the apology be accepted.

**2. Declaration of Interest**

Nil.

**3. Minutes of the Bluff Community Board Meeting held on Monday 22 July 2024**

A5463134

Moved Ms Topi, seconded Mrs Coote that the Minutes of the Bluff Community Board meeting held on Monday 22 July 2024 be confirmed.

Matters arising from previous minutes:

- Cr Dermody had met with PowerNet about underground powerlines along Marine Parade, PowerNet agreed it would be good, but due to expense and difficulty it was not possible at this stage. It was asked if a meeting could be arranged with PowerNet to discuss further

- A Land Review workshop was still to be undertaken, and would be arranged before the October Community Board meeting.

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

#### **4. Minutes of the Public Excluded Session of the Bluff Community Board Meeting held on Monday 22 July 2024**

A5436815

Moved Mr Sutherland, seconded Ms Topi and **RESOLVED** that the Minutes of the Public Excluded Session of the Bluff Community Board meeting held on Monday 22 July 2024 be confirmed.

#### **5. Verbal Update on Bluff Wastewater Consent**

Ms Erin Moogan and Mr Alistair Snow (via zoom) provided the verbal update on Bluff Wastewater Consent.

Moved Ms Topi, seconded Mr Sutherland that the Bluff Community Board:

1. Receives the verbal update on Bluff Wastewater Consent.

Ms Rain confirmed that the current consent was for 25 years and would expire at the end of 2025, the new consent would need to be lodged by April 2025 to allow at least six months before the current one expired.

A report was tabled with the five preferred options, Mr Snow took members through each option.

A question was asked if current workplaces at Ocean Beach had been consulted, two meetings had been held and they had not expressed any concerns to date.

The working group would meet on the 11 September and discuss their preferred option, this would then go to the governance group, who would in turn take it to Council, and then out for Public Consultation.

The Community Board noted that they would like to hold their own workshop, this was scheduled for Monday 16 September at 1pm in the Bluff Council Chambers.

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



## 6. Bluff Boat Ramp Facilities Upgrade – Stage 1 Update

A5500760

Ms Jessica Jack spoke to the report.

Moved Ms Stockwell, seconded Cr Dermody that the Bluff Community Board:

1. Receives the quarterly report “Bluff Boat Ramp Facilities Upgrade – Stage 1 Update”.
2. Receives and supports funding requests for a memorial plaque to be installed at the Bluff Boat Ramp in memory of John McCulloch.

Western side is 99% finished and the eastern side should be finished and open to the public in November. The opening would now be at the end of the year, a bit later than anticipated.

The Community Board members would like to be included in the planning of stage two from the beginning.

A question was asked about the payment system for the ramp, this was confirmed that it came under Parks and that a paper had been written and should be presented to the Board at the next meeting. The payment system would not be installed when the boat ramp was first opened, the Board would like signs erected, and social media updates, to let users know that charges would be implemented.

A question was asked about the wash down area for boats, it was confirmed Environment Southland was responsible for this and would let the Board know when any decisions were known.

The Board would like to have further discussion around the John McCulloch Memorial Plaque and how it was going to be funded.

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

## 7. Report of the Bluff Publicity / Promotions Officer

A5521836

Moved Mr Fife, seconded Cr Dermody that the Bluff Community Board:

1. Receives the report “Report of the Bluff Publicity / Promotions Officer”.

With Mr Beer being absent, no discussion took place.

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

## **8. Bluff Community Board Financial Report for the Year Ending 30 June 2024**

A5526628

Mr Michael Morris spoke to the report.

Moved Cr Dermody, seconded Ms Stockwell that the Bluff Community Board:

1. Receives the "Bluff Community Board Financial Report for the year ending 30 June 2024".

A discussion was held around the Debt Net account and how the money could be used, at the moment it could only be used on governance of the Bluff Community Board and not the Bluff Community, going forward after this financial year, due to changes being made, the surplus would be able to be used for the Bluff Community at the Board's discretion.

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

## **9. Bluff Action Sheet**

A5486116

Mr Allan Gillespie, Ms Caroline Rain, Mr Andrej Belna, and Mr Doug Rodgers (via zoom) spoke to the report.

Moved Cr Dermody, seconded Mr Sutherland that the Bluff Community Board:

1. Receives the report "Bluff Action Sheet".

The topic of colour along the green belt was again brought up, Ms Rain informed the Board that they had a beautification process for planting in different places, and this would take into account suitable plantings for each environment.

A discussion took place on the security at the Motupohue Active Recreation Precinct, it was suggested cameras, good judder bars and low planting to make it more visible.

A question was asked about the fencing at the dog park and what could be done to enhance the area, as it was not up to the standard of the South Invercargill park, Ms Rain would look into what could be achieved.

The issue of no parking lines on Ward Parade, which were not repainted by the contractor after maintenance work a number of years ago, would go out for public consultation in November. Due to the long process of having to go to public consultation and writing a bylaw, the Board hoped that processes were in place so this would not happen again.

A workshop would be held about Stirling Point in October, the Board was to confirm a date with Mr Rodgers. Mr Rodgers had been working on the Strategic Asset Planning for Stirling Point, covering issues of parking and traffic manoeuvring, Board Members were encouraged to bring up all issues they had with Stirling Point at the meeting.

Spraying would begin in September, Board Members would like it advertised on their Facebook page, so the Community was aware when walking animals.

A draft maintenance map on who was responsible for which areas, was being finalised and would be available for the next meeting.

The footpath budget was discussed and the figures would be known in November, it would be brought back to a meeting about what work could be covered. The question was asked who decided which footpaths had priority, as the Board felt the Bluff Memorial Cenotaph would be a top priority, it was answered safety was always the priority.

It was reported that a sump on Foyle Street, outside Bluff Sand Supply kept blocking, it had been cleared numerous times, but the problem still existed, Mr Gillespie would conduct further investigations on this sump. A question was asked if there was a priority list for replacing sumps, there was, the Board asked if they could see the list for Bluff.

A member provided Mr Gillespie with a list of RFS's that they had reported, and wanted to know the outcome of them.

It was noted that there were 21 locations along Marine Parade where surface water was flowing over the footpath from the natural flow off Bluff Hill, a long term response was needed to divert the water under the footpath to make it safe. It was noted that Council were reluctant to get involved with overland flows which involved land owners and their neighbours. Ms Rain was working on a paper about this and putting the onus back on the land owners.

A question was asked about the wood chip spills that happen on Bluff Highway and who was responsible for the clean-up, a contractor cleans up the spill and then South Wood was invoiced. The Board Members would like the contractor who cleans up the spills, made aware it was unacceptable to sweep the chips onto the cycleway.

A question was asked when the final part of the water main renewal would be finished, Mr Gillespie would get an update and email members.

A question was asked about the intersection at Shannon Street, Blackwater Street, Mr Gillespie replied that it was programmed for a major fix this season, but was meant to be patched last week, this didn't happen, Mr Gillespie would follow this up.

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

## 10. Chairperson's Report - Verbal Update

Mr Raymond Fife gave a verbal update.

Moved Cr Dermody, seconded Ms Stockwell and **RESOLVED** that the Bluff Community Board:

1. Receives the Chairperson's Report - Verbal Update.

A discussion was held around the date of the next Community Board meeting, as Mr Fife and another Board Member were going to be absent, it was decided that the Board

would further discuss this and decide whether to keep this date or change it to another one.

Mr Fife gave a verbal update on the Local Government Conference that Ms Topi, Mr Sutherland and himself attended, they all thought it was very worthwhile. This was the first time that both councils and community boards attended the same conference, the Chair felt that this combination would improve the relationship between community boards and councils.

There being no further business, the meeting finished at 9.03 pm.

**MINUTES OF INFRASTRUCTURE AND PROJECTS COMMITTEE, HELD IN THE VICTORIA ROOM, CIVIC THEATRE, 88 TAY STREET, INVERCARGILL ON TUESDAY 3 SEPTEMBER 2024 AT 3.00 PM**

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

**In Attendance:** Mr M Day – Chief Executive  
Ms E Moogan – Group Manager – Infrastructure  
Mrs P Christie – Group Manager – Finance and Assurance  
Mr J Shaw – Group Manager - Consenting and Environment  
Mr R Keen – Manager, Three Waters Operations  
Mr M Hartstonge – Three Waters Operational Engineer  
Mr L Butcher – Programme Director  
Mr A Strahan – Transition Manager, 3 Waters Reform  
Mr D Rodgers – Manager, Strategic Asset Planning (via Zoom)  
Mr M Morris – Manager – Governance and Legal  
Ms R Suter – Manager – Strategy and Policy  
Ms L Knight – Manager – Strategic Communications  
Mr G Caron – Digital and Communications Advisor  
Mrs L Williams – Team Leader - Executive Support

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## 1. Apologies

Cr Pottinger

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

## 2. Declaration of Interest

Nil

Note: Rev Cook spoke in acknowledgement of the recent passing of Kīngi Pōtatau Te Wherewhero VII.

### 3. Public Forum

#### 3.1 Proposed Trial of Mobility Taxi pick up and Bus drive-way to new hotel in Dee Street

3.1.1 Ms Tracy Peters – did not arrive

3.1.2 Ms Carolyn Weston – did not arrive

### 4. Minutes of the Infrastructure and Projects Committee Meeting held on Tuesday 6 August 2024

A5487077

Moved Cr Ludlow, seconded Cr Soper and **RESOLVED** that the Minutes of the Infrastructure and Projects Committee held on Tuesday 6 August 2024 be confirmed.

### 5. Temporary Road Closures – Great South – Night Food Market Event – 28 September 2024

A5490338

Mr Doug Rodgers spoke to the report.

A query was raised why Esk Street had not been included in this event and having two streets involved. It was confirmed that Great South applied for the road closure, Council staff had no involvement, Mr Rodgers advised he would look into this for the future.

A further question was asked why not using Esk Street, it was confirmed that feedback would be given to Great South.

A question was asked if using two streets would double the traffic management costs, it was noted that it possibly would.

Moved Cr Ludlow, seconded Mayor Clark and **RESOLVED** that the Infrastructure and Projects Committee:

1. Receives the report titled "Temporary Road Closures – Great South – Night Food Market Event – 28 September 2024".
2. Resolve that the proposed event outlined in the report will not impede traffic unreasonably.
3. Approves the temporary road closures for Don Street, from Dee Street to Kelvin Street, on Saturday, 28 September 2024 from 3.00 pm to 10.00 pm, as permitted under the Local Government Act 1974 (Section 342 and Schedule 10).

## **6. Backflow Prevention Policy and Draft Amendments to the Water Supply Bylaw for Consultation**

A5446715

Mr Russell Keen and Mr Michael Hartstonge spoke to the report and noted that this was to protect Council's network from contamination.

A question was raised if someone wanted to buy a property if there would be information contained in a LIM, it was confirmed that yes, the engineering team would provide that.

A query was raised around untreated water storage tanks e.g. Ōtātara, and asked if most of those did not have a backflow mechanism, it was confirmed that they probably would not, but this was around Council's reticulated network.

A question was asked how this would impact an existing homeowner. It was noted that residential was low risk and would be dealt with last, no change for existing but if a new property would have an impact.

A question was raised around affordability and how that would be tested and in a fair and equitable manner. It was noted that based on NZ Code of Practice and building standards. It was confirmed that needed to comply with national framework and that could do that in a few different ways and the line between public and private and noted that Council could decide to pay, or alternatively rather than being borne by all ratepayers, fund via commercial owners.

A query was raised where the liability sat if there was a health breach, was that a concern it was confirmed it was as should have been doing this before now and noted that property owners had been paying and if outside it is Council's liability. Needed to work with people that had properties on boundaries. The large device would be privately owned with a permit to be on Council property. It was noted that the device was significant, to put one in Clifton was \$25,000 and the container was around 2.5 metres long by 800 mm wide and 1.5 metres high, and they must be above ground to enable regular checks.

A query was raised around how captured new industry and people moving. It was confirmed would identify on site, would be classed high hazard if death could occur.

A query was raised around central business where already being used and if they would be removed if put on the street, it was confirmed that could be asked to move close to the boundary.

A query was asked if there would be a need to meet the costs to move to the street, it was confirmed that outside the boundary would be at Council's cost. It was clarified that would protect the main but be at the cost of the business owner.

A question was asked how many inspectors would be required, it was confirmed that was not fully known at this stage.

A question was asked if the inspections would be user pays, it was only the ones that were inside the property, may bill back.

A further query was raised around retrospective, with respect to spa pools. It was confirmed that the building team inspect spa pools and did not intend to go back to retrospectively inspect.

Clarification was sought around spa pools and if this would be retrospective and it was noted the list included things like spa pools, and if would be required to have one. It was noted that not intending to retrospectively fit that they would be fitted as connection replaced.

A question was raised about roof capture water system and not connected and the trend may increase in domestic houses for grey water and how that system would be treated under that system. Was there a need for a special device to stop water getting in, it was confirmed that if connected would need one to protect the system.

A further query if collecting roof water in a tank would it be required, if connected it was confirmed yes, if not connected would not need a valve.

A query was raised around a building not being on reticulated water but in the town boundary and should there be provision made, on tank water as had to be, it was confirmed that if the network was expanded that would negotiate on a case by case basis.

A query was raised around the new development in Tramway Road area, would the developer be responsible and how many boundaries, it was confirmed that every time went into a private property would have them, if only five properties, would only need one at the boundary but would require protection for each property between themselves and would work with the developer. One connection, one device.

It was noted that this was a framework to get Council to where they needed to be, and Council was required to meet the backflow requirements and prevention on high risk properties. Council could elect to do this via rates and did not need to follow what had been proposed by staff.

A question was asked why a preventer would be needed where water fell out, it was noted that it was around the risk, like a basin, bath, it was queried that a tap could turn it off. It was noted that water could still go back in.

It was noted that water pressure fluctuations could occur and that water did not always go one way.

A query was raised around the initial installation and the inspection process, would there be more backflow connections and greater demand on inspectors and if had the numbers. It was confirmed that there were a number of businesses that were certified to do inspections, Council would hold the information.

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

1. Receives the report "Backflow Prevention Policy and Draft Amendments to the Water Supply Bylaw for Consultation".
2. Notes the draft Backflow Prevention Policy 2024 for consultation.



3. Notes the amendments to the Water Supply Bylaw 2017 for consultation with the following amendments:
  - a. Addition of definitions of key terms,
  - b. Replacement of references to the Health Act 1956 with the Water Services Act 2021 in section 8.10 of the Bylaw to reflect legislative change.
  - c. Addition of amendments to section 8.10 of the Bylaw to facilitate the application of the proposed Backflow Prevention Policy 2024.
  - d. Amend section 9.1 of the Bylaw to enable better coverage of the backflow prevention compliance requirements.
4. Approve the draft Backflow Prevention Policy 2024 (A5446243) and the draft amendments to the Water Supply Bylaw 2017 for consultation. (A5473216).
5. Delegates a hearings and deliberation panel Councillors Campbell; Bond and Dermody and Mrs P Coote for the hearings and deliberation to be held on 5 November 2024.

## **7. Local Water Done Well - Update**

A5522556

Mr Andrew Strahan spoke to the report and gave a presentation to the Committee, the purpose was to provide councillors with the information available and process.

It was noted that when looked at the legislation the consultation requirements were provided if moving to a council controlled organisation for example, expected that would be able to stick with status quo and that consultation would come later. It was now confirmed that all councils must consult on water service delivery plans even if staying with the status quo. This meant would almost have to write a mini Long-term Plan and this had only become known today. A key thing was that current Council staff and elected members could not be appointed to the Boards, they must be made up of independents.

It was noted that important for Council to go through a process to debate and set objectives for water going forward, the projects would be large and vital to keep on track. Councillors were asked to review in the future, the proposed investment objectives and feed back to staff.

In conclusion it was noted that this would be a large project with the need to gather a large amount of information and analysis and modelling work in the next 12 months. Would be required to show that could meet the regulatory and financial implications. It was added that could have a workshop with councillors.

A query was raised if needed to have the delivery plan completed by mid next year given would have a new Council in October 2025 and that could develop a delivery plan based on the status quo and consult on two delivery models, but not required to finalise at that point. It was added that if doing sequentially that would stretch the timeframe.

It was confirmed that the guidance documents and templates had now been released and staff would work through those and felt that could have a status quo option that would meet those requirements, but need to ensure that meet the requirements.

It was queried if could land by July 2025 to leave the new Council in a good place. It was confirmed if simply the status quo would work through that, if the process looked at other options then would need to come back with a project plan between now and July 2025.

It was noted that if looked at other options would need to meet consultation timeframes.

A query was raised around the impact on resources and if there had been any announcement of a support package. It was confirmed that had been raised by multiple councils and significant piece of work and had been advised that any council with transition or better off funding remaining that they use that. Once that ran out would be up to Council to deliver. Would need to keep things on hold to look at this project. No external funding at this stage.

Concern was raised that would require further consultation when had already been out to consult many times with our community,

A query was raised around the residual funding, it was confirmed that that would not last long.

It was raised that need to stand alone or go with a CCO option, bearing in mind that need to pay back borrowings. Felt that a standalone option would not be too onerous. The need to identify what Council's four and ten years looked like, bearing in mind could face a rates cap. Clear that this related to the three waters. It was noted that the four wellbeings had been removed and need to be aware of that.

A query was raised around the water delivery plan that talks about affordability and so how freshwater was funded, the need to generate income, liability in our stormwater and the need for work to be done on our treatment plants. How do council generate money to pay the debt of borrowing. It was noted that income had been generated by rates and that had user pays for some, but not the need to move to user pays for all, more around how the income is gained, flat rate or user pays to ensure that there was enough to maintain.

It was noted that there was a need to have a workshop to look at the various models and why they may not work for Council. Would like to understand how we would get to a July 2025 timeframe.

It was noted that difficult to provide that currently given the large amount of information that had just come out and the need for consultation and how that would fit to meet the deadline. It was asked if those would be able to have a paper at the next Infrastructure meeting, it was confirmed it would be.

It was noted that the most difficult piece of work would not be around generating income, it would be how to reduce costs.

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

1. Receives the report "Local Water Done Well - Update".

**8. Primary Infrastructure Consenting Programme: Bluff Wastewater Consent, Alternate Water Supply and Clifton Wastewater Consent Update**

A5521068

It was noted that the Bluff Community Board had requested a workshop and that would be held on 16 September 2024.

A query was raised around the date of the workshop and it was confirmed that working with the consulting team around availability and the date would be confirmed.

A query was raised around the dashboard and decision making cost of \$1.1 million, it was confirmed that the budget had been prepared to get Council to the consent application stage and that was the budget that had been identified.

A query was raised at what stage wider consultation would occur it was confirmed once the working group had done the work and if triggered significance then Council would need to decide.

A query was raised around Te Ao Marama Inc (TAMI) and Rūnaka and how to take into account the differing views they had. It was advised that working with the governance group and would feed through to Council and Council would decide, Rūnaka would look at how they wanted to proceed once at consenting stage.

A query was raised around the Clifton consent and that the consent had another four to five years and why that work would be undertaken so far in advance. It was noted that pressure from Environment Southland discharge into the estuary and the need for monitoring and that could be for years and so would look to form a working group to look at the steps needed.

Clarification was provided regarding TAMI and it was noted that they were a partner of Council and working with Council on a number of projects, not technically consulting.

Note: Cr Arnold left at 4.26 pm and returned at 4.27 pm.

A query was raised around alternate water supply and the pressure that would come on Council and if understood the amount of water required by industry independent of alternate water supply requirements.

It was confirmed that this started as an emergency supply and it morphed to alternative, the risk was around emergency supply and that looked at the Awarua site and then identified a number of restraints and if made better sense to provide the south with a southern supply and had been the base reason and need to understand if the source could provide sufficient to be a dual supply.

It was added that looking at options for the supply to developers / industry and there was a need for water and could look to work with developers around co-funding and it being vested in Council, this would mean that developers would then reduce the costs needed to maintain.

A further question was asked if would be better to ask commercial entities to do what they needed to ensure aquafer levels so they took the risk rather than Council investing.

It was confirmed that already had restrictions of the quantity going to Bluff and there was a question around commercial development and additional residential, then need to balance and look at other developments in the city.

It was noted good to see development and potential for new jobs.

A query was raised why not holding a workshop with the Bluff Community Board and it was noted that the Board preferred to have a workshop on their own, in Bluff, wanted to fully understand for their community.

A query was raised around the capital plan over the next ten years and that water supply may be unaffordable and so could look at public private partnership options.

Moved Cr Campbell, seconded Cr Crackett and **RESOLVED** that the Infrastructure and Projects Committee:

1. Receives the report 'Primary Infrastructure Consenting Programme: Bluff Wastewater Consent, Alternate Water Supply and Clifton Wastewater Consent Update', including Dashboard Reports – August 2024.

## 9. Public Excluded Session

Moved Cr Crackett, seconded Cr Kett 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 Infrastructure Committee Meeting Held on 6 August 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 Infrastructure Committee Meeting Held on 6 August 2024	<p><b>Section 7(2)(i)</b></p> <p>Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p><b>Section 48(1)(a)</b></p> <p>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7</p>

There being no further business, the meeting finished at 4.36 pm.

**MINUTES OF COMMUNITY WELLBEING AND REGULATORY COMMITTEE, HELD IN THE VICTORIA ROOM, CIVIC THEATRE, 88 TAY STREET, INVERCARGILL ON TUESDAY 10 SEPTEMBER 2024 AT 3.00 PM**

**Present:** Cr D J Ludlow (Chair)  
Mayor W S Clark  
Cr R I D Bond  
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  
Mrs P Coote – Kaikaunihera Māori – Awarua

**In Attendance:** Mr M Day – Chief Executive  
Mr R Capil – Group Manager – Community Spaces and Places  
Mr J Shaw – Group Manager - Consenting and Environment  
Ms T Hurst – Group Manager – Community Engagement and Corporate Services.  
Ms P Christie – Group Manager – Finance and Assurance  
Mr M Morris – Manager – Governance and Legal  
Ms L Knight – Manager – Strategic Communications  
Ms S Baxter – Planner – Heritage and Urban  
Ms G Crawford - Engagement and Partnerships Officer  
Ms D Carson - Community Activator  
Mr G Caron – Digital and Communications Advisor  
Mrs L Cook – Executive Support

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## 1. Apologies

Cr Boyle, Rev E Cook

Moved Cr Stewart, seconded Mrs P Coote and **RESOLVED** that the apologies be accepted.

## 2. Declaration of Interest

Nil.

## 3. Public Forum

Colour Pop - Colourful Plantings in Centre Plots and Roundabouts - Diane Williamson

Ms Williamson thanked, and acknowledged the warm welcome.

It was noted Ms Williamson was a city ratepayer and an ex-Gore girl. Colour pop was beautification of colour around the city.

She raised a query around why the annuals were taken away from the plots. There were no spring delights, just rock and stone.

Ms Williamson had safety concerns from South City opposite Rugby Park (the roundabout on Queens Drive and Tweed Street). It was noted the natives were very high making vision challenging around school time.

Noted the Invercargill airport – whales' tail which had no beautification and was run down.

Noted Clyde Street was the gate way into the city and it looked tired, uninviting and neglected, she added that there had been a group of volunteers out last week cleaning it up.

It was noted the assumption of NZTA taking care of Coopers Corner because it appeared disgraceful.

Councillors asked where the balance of funding was coming from to fund the beautification. It was noted the cost of roading, wages etc had all increased. Gore had beautiful gardens but this showed in the difference of the rates increase between Gore and Invercargill.

Councillors suggested the utilisation of volunteer groups that had skills and interest in this area. Ms Williamson was yet to engage with any of these groups.

It was noted the roundabout on Queens Drive and Tweed Street was a dangerous roundabout. The feedback received was that the high plantings were strategic and made motorists slow down approaching the roundabout. NZTA did not want people to speed ahead.

It was noted the Community Wellbeing and Regulatory Committee could make a recommendation to the Infrastructure Committee on Colour Pop of roundabouts.

#### **4. 2024 Youth Council Update**

A5517200

Keira Reece and Emerson Dahldavis presented the report.

It was noted the presenters were in their first year on the Youth Council.

It was noted the four committees had established smart goals. That their meetings had moved to being hosted at the Invercargill Public Library.

Recruitment for 2025 would take place in the coming months. It was noted the Youth Council would be engaging with Rangtahi for recruitment via their school assemblies.

It was noted the cookbook being developed would be a PDF and downloadable.

A query was raised around Council previously asking Youth Council three focus questions where their input was wanted and had they had been asked to consider specific topics. It was affirmed that sometimes Youth Council would choose not to provide feedback and other times they made submissions.

A number of the Youth Councillors were in their first term, there was a query around how they had found it. The Youth Councillors advised that they enjoyed learning new skills, getting into politics and gaining knowledge of Invercargill.

A query around the age bracket recommended for joining the Youth Council was raised. It was noted whenever the individual is ready.

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

1. Receives the report "2024 Youth Council Update".

## **5. Minutes of the Community Wellbeing Fund Subcommittee Meeting held on Thursday 1 August 2024**

A5481685

Moved Cr Soper, seconded Cr Bond and **RESOLVED** that the Minutes of the Community Wellbeing Fund Subcommittee meeting held on Thursday 1 August 2024 be received.

## **6. Minutes of the Community Wellbeing and Regulatory Committee Meeting held on Tuesday 13 August 2024**

A5499319

Moved Cr Ludlow, seconded Cr Soper that the Minutes of the Community Wellbeing and Regulatory Committee meeting held on Tuesday 13 August 2024 be confirmed.

It was noted that on Page 17 of boardbooks, the number of dogs being euthanised annually had been in the media recently. It was requested that these figures come back to the Committee.

It was noted on page 16 – that recalled that the discussion around the trading going from 300m to 100m around commercial business trading the same product and whether this had been reduced from 300m to 100m. It was confirmed this was out for consultation.

The motion now put was **RESOLVED.**



**7. Minutes of the Creative Communities Invercargill Funding Scheme Assessment Committee Meeting held on Thursday 22 August 2024**

A5511736

Moved Cr Bond, seconded Cr Ludlow (Proforma) and **RESOLVED** that the Minutes of the Creative Communities Invercargill Funding Scheme Assessment Committee meeting held on Thursday 22 August 2024 be received.

**8. Minutes of the District Licensing Committee - August 2024**

A5511736

Moved Cr Ludlow, seconded Cr Kett and **RESOLVED** that the Minutes of the District Licensing Committee - August 2024 be received.

**9. Southland Regional Outdoor Stadium Concept Development**

A5529854

Mr Rex Capil presented the report.

It was noted the purpose of the report and that this was an update to the Committee from some previous conversations had around the table during the LTP process, which led to Council and Rugby Southland representatives meeting in May 2024 to develop a partnership approach to address wider ideas being raised.

This was an update following the May meeting where Mr Capil was asked to scope the provisions of a regional outdoor stadium. Going back a few years to the Otium report from 2021 there was a lot of change and other points for consideration that had moved the matter on. It was noted the reference to the executive summary of the report where the recommendations supported the approach identified in this report.

It was noted the suggested draft approach attempted to look at it from a 3-phase focus. The first phase was a rugby focus, second broader multi use facility approach and thirdly a needs analysis and assessment approach. This would support the next iteration of a report.

It was noted the partnership approach supported Rugby Southland as an active partner contributing to the future development. Rugby Southland had gone out to actively source funding from an external funder, this was declined but they could see themselves investing in future as the concept is developed.

It was noted that Active Southland be added to the workgroup.

A query raised on the scope different funding models and the idea of reaching out to other regional facilities for capital funding and OPEX. This would be added into the scoping.

There was a query raised around timeframes for this coming back to Council. The bulk of the work is to be completed by June 2025.

It was noted that the capital development work for 2024 was continued and the work for 2025 was paused and it was asked if there was a timeframe for when this would need to commence otherwise there was a loss of benefit. The feedback from construction teams was that there may be a need to come back to Council around of those matters if stage three was not looked at sooner rather than later. This was from a good asset management prospective.

There was a query around challenging the recommendation of which Councillors were recommended for the work group. There was Cr Dermody and Mr Capil who were both exboard members of Rugby Southland and the need for more lateral governance thinking. It was noted that in the minutes from 2015, Cr Ludlow spoke passionately of diversity. It was noted it was a working group not a governance group.

Noted when we consider Rugby Park there was a different list of issues. It would be good to know:

- What parts were earthquake prone.
- What happened if did nothing with the earthquake prone sections of the building.
- Did Council have obligations or change obligations?
- What would happen if the Park transferred from the Invercargill City Charitable Trust into core Council facilities?
- Over and above earthquake prone there was the wear and tear to consider.

A query was raised around if it was envisaged that Rugby Southland would move back into the Rugby Park Stadium. It was confirmed that due to the way the stand was currently that they could not.

It was noted the decision was to hold off on 2025 works. The Otium report suggested the strengthening was needed in the main part of the grandstand, and if this work was not undertaken, how many years would the facility be fit for purpose. This would need to be answered by project management and construction.

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

1. Receives the report titled "Southland Regional Outdoor Stadium Concept Development".
2. Endorse the combined Working Group to be established with representatives from Rugby Southland, Active Southland and ICC to be members.

Moved Cr Campbell, seconded Cr Kett and **RESOLVED** that the Community Wellbeing and Regulatory recommend to Council to:

3. Approve Councillor Dermody, Councillor Bond and General Manager Community Spaces and Places as ICC representatives.

Cr Pottinger voted against.

## 10. Public Excluded Session

Moved Cr Ludlow and seconded Cr Soper 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 Meeting Held on 1 August 2024.
- b. Minutes of the Public Excluded Session of the Community Wellbeing and Regulatory Committee Meeting held on 13 August 2024
- c. Minutes of the Public Excluded Session of the Creative Communities Invercargill Funding Scheme Assessment Committee Meeting Held on 22 August 2024
- d. Verbal Update on Briscoes Building - Chief Executive and Group Manager - Consenting and Environment

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 Meeting Held on 1 August 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
b. Minutes of the Public Excluded Session of the Community Wellbeing and Regulatory Committee Meeting held on 13 August 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 Creative Communities Invercargill Funding Scheme Assessment Committee Meeting	<b>Section 7(2)(i)</b> Enable any local authority 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

Held on 22 August 2024 commercial and industrial negotiations)

- d. Verbal Update on Briscoes Building - Chief Executive and Group Manager - Consenting and Environment

**Section 7 (2)(a)**

Protect the privacy of natural persons, including that of deceased natural persons

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

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

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

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

There was a discussion around the need for the Briscoes Building Verbal Update to be in Public excluded. The reason for going to public excluded is because of commercial negotiations and privacy and if necessary, do a release after the verbal update.

The motion now put was **RESOLVED.**

Mayor Clark voted against.

There being no further business, the meeting finished at 4.35 pm.

**MINUTES OF THE HEARINGS FOR THE DISABILITY POLICY, HELD IN THE VICTORIA ROOM,  
CIVIC THEATRE, 88 TAY STREET, INVERCARGILL ON TUESDAY 17 SEPTEMBER 2024  
AT 9.00 AM**

**Present:** Cr D J Ludlow  
Cr P M Boyle  
Cr L F Soper  
Rev E Cook – Māngai – Waihōpai

**In Attendance:** Mrs T Hurst – Group Manager – Community Engagement and Corporate Services  
Mr J Shaw – Group Manager - Consenting and Environment  
Mr M Morris – Manager – Governance and Legal  
Mr D Titus – Policy Analyst  
Ms C Manera – Engagement Coordinator  
Mrs R Clark – Manager – Information Management  
Ms R Suter – Manager – Strategy and Policy  
Mr G Caron – Digital and Communications Advisor  
Mrs L Cook – Executive Support

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## 1. Apologies

Nil.

## 2. Declaration of Interest

Nil.

## 3. Hearings Timetable

A5544166

Moved Cr Ludlow, seconded Cr Soper and **RESOLVED** that the Disability Policy Hearing Panel:

1. Receives the Hearing Timetable.

### 3.1 Hearing slot 1 - Submission 20 – Laura Pope

The submitter was a Health and Policy Adviser at the National Public Health Service.

The submitter noted the recommendations:

- Improving the language and definitions within the Policy.
- Utilising modern documents and strategies like the enabling good lives document aiming to achieve the accessibility tick for Council.
- Improving Te Tiriti o Waitangi principles.
- Creating a framework for action
- Reducing the Policy review from six years to three years.

The submitter noted the support of changing the name of the Policy, the use of the Ministry of Health definitions, and the use of the five principles outlined by the Waitangi Tribunal.

It was noted that while the Policy and previous iterations had some great principles it was hard to measure without a framework for action.

Some actions to be included in the framework could be:

- Having a champion within this space
- Consistent engagement
- Evaluation process

The submitter noted their support following some recommendations made at the hearing.

A query was raised around Council being here for the ratepayers and if Council were to have someone champion in this space, and how would Council practically apply the evaluation of strategies etc in a local government environment. The submitter said having someone with a key focus within their mahi was a good start, and that it was about looking out and seeing who within the community could support Council.

There was a query raised around how Council could work better with Te Whatu Ora to make this work. The submitter said it was about taking one step forward in the right direction. The Policy was a good step. Te Whatu Ora were always willing to engage around Policy.

It was noted a framework for action would give Council the tools to be able to do something to enact the Policy.

It was noted that an elected member could equally be the champion or point of contact.

### **3.2 Hearing slot 2 – Submission 17 - Victor West**

The submitter highlighted three points:

#### Communication information

The submitter queried why the telephone information service which had been going for a number of years was not very active or included in the Policy document. He questioned why this could not be accessible 24/7, from the menu. The blind community communicated via landlines. The submitter supported a meeting with the communications team.

#### Facilities and amenities

The submitter noted the library meeting room echoed and was not suitable for those with hearing disabilities. There needed to be disability awareness training for staff.

#### Pedestrian safety

The submitter noted measures around Tay Street and Dee Street pedestrian crossings should be installed for a longer crossing time. Silent vehicles pose a threat to the blind or visually impaired so there was a need to identify areas for pedestrian crossings to provide a safe haven for those with a disability.

The submitter had heard of people “kicking” the pedestrian buttons and wondered why Council did not discourage this behaviour.

The submitter had concerns around the beacons on the pedestrian crossing and the beeping not being heard in unison, particularly on the Lindisfarne Street crossing.

He noted that he wanted these things added to an action plan.

It was noted from Council that some of the things suggested were operational matters but an action plan would give Council the opportunity to address or advocate for these.

It was noted the information for the blind community should be accessible and available 24/7.

### **3.3 Hearing slot 3 – Submission 18 - Joanne Sekone-Fraser**

The submitter noted the need for an interpreter in Invercargill. A query was raised around how Council could get this resource. The responder suggested speaking to Mr Roger Strong.

The submitter noted that she had gone to a hearing school and that she could not sign and when she returned to New Zealand from Australia she felt left out. A query was raised around the submitter and her interaction with services. The submitter responded that she was new to sign language and this was a barrier for her especially at doctors and the hospital for example. She added it was important for people to learn sign language. She added she had a friend that needed an interpreter when she needed to go to the doctor or the hospital and that was not available in Invercargill. Using a phone was not suitable to fulfil the needs. She was lucky she had her family and they helped her but there were others in the deaf community in need of an interpreter.

A question was asked when referring to doctors and the Police how would they be called upon to help, how that would work. The submitter advised possibly by phone and the need for face to face, she was not sure how.

### **3.4 Hearing slot 4 – Submission 30 - Carolyn Weston**

Apology.

### **3.5 Hearing slot 5 – Submission 3 - Tracy Peters**

The submitter noted the Policy was only as good as the actions that follow adoption. The disabled community had an overwhelming theme and that was having someone within Council who could guide them with the challenges they face. The submitter requested that a Council staff member who was directly related to disability sector via personal experience be their point of contact. While they respect the elected members, they wanted someone neutral.

The submitter noted a Council member had to ask if Council had a disability Policy and it was disappointing.

The submitter noted there was no mention of disability awareness training for the staff within the Policy. It made it difficult when someone who was deaf walked into Council, they would not know what to do. There were people in the community who could be of assistance to deliver disability awareness training.

It was noted by the panel the appreciation of the staff member and it was confirmed that it was beyond the Committee's remit to be able to appoint that staff member as it was an operational matter.

It was noted by the panel that when reading the submission around having a staff member allocated, the thought was why not have both a Council staff member and a Council elected member. The submitter felt there could be both, there was requirement for trust and understanding around the dangers they experienced. Some of the elected members had gained the trust and respect.

It was noted at an event recently held at the library where moving around the floor in a wheelchair was challenging, getting the interpreter on Zoom was challenging and the echo within the room was challenging for the deaf community.

### **3.6 Hearing slot 6 – Submission 29 - Kathy Obers**

The submitter noted there was a need to prioritise the work and the understanding and a need for funding.

The submitter was interested in seeing reports on what had been achieved in this area.

The increase in disabled parking fine from \$150 to \$750 was noted and Council was going to put in place informational signs to inform the public. This showed Council awareness and that Council was enabling people to live good lives.

It was noted the Policy had room to grow but it was a good start.

There was a query around the inaccessible ground cover at the Te Moutere Tuatara Island and it was asked if it had been referred to the Parks Team and the Project Management Team. The submitter said they had not yet followed up with Council staff.

It was noted some of the submitter's comments were operational rather than Policy related.

### **3.7 Hearing slot 7 – Submission 8 - Jaime Randhawa**

The submitter noted she carried her identity with pride, and shared her love for Invercargill, however there were barriers which were not fair or equitable. These were barriers to service.

The submitter said she could not get interpreters when she went to the emergency room recently, and shared her experience she had there. There was a need for an interpreter here in Invercargill.

The submitter noted that if she wanted information from Council if it was not accessible or not broken down well. She added that if she wanted information for the museum building it was inaccessible to her, there was need for plain language.



It was queried that if there was a flood or natural disaster where would the community get this information, this is about the safety and wellbeing of the deaf community and inclusion.

The submitter noted her experiences and anxiety getting around the city. There was panic when crossing at traffic lights. The roads were curved and it made it difficult. The submitter wanted to ensure that buildings were checked, that escalators were safe, and that they were all health and safety compliant. There was a lot to improve in Invercargill but the future started now and there was a need to do more to improve things for the community.

There was a query around what one thing would make a significant difference to the submitter. It was noted having simple New Zealand Sign Language (NZSL), more people learning it, those emergency services, Council etc. A simple service and the need for more of the community having deaf awareness.

A query raised around how long it would take to get a basic understanding of how to sign. It was confirmed that the training was done by unit, for a level one unit it would take around eight weeks for a basic sign language conversation. This would teach you finger signing.

It was noted the importance of the whole country acknowledging NZSL.

A query was raised how would Council contract people like Ms Randhawa to teach sign language. She noted she was on Facebook; she taught a diverse range of people. This was a New Zealand wide issue but in terms of NZSL it was an official language and had been for some time but it was taking a long time to get recognition.

### **3.8 Hearing slot 8 – Submission 22 - Roger Strong**

Noted Roger Strong was heard after Joanne Sekone-Fraser (Submitter 3) and there was a tabled item – Speaksee.

It was noted there had been an issue with an interpreter recently being able to zoom in. There was a need for an interpreter so the deaf community could attend shows, doctors, etc. The Southland deaf community had 80 members, and they would continue to fight for this.

It was noted Nelson went through the same challenges, and their council assisted with getting an interpreter.

There was a query around what Nelson did to assist and if the panel could get the contact details for the people who assisted. The submitter advised that they would send through the details.

There was a discussion around the Speaksee tabled item.

There was a query around how interpreters were paid. It was confirmed that they were employed by either Deaf Aotearoa or I sign.

The process required to get an interpreter was raised, and it was queried if one would be sufficient to meet the needs of the community. It was confirmed that there would be times when two interpreters were needed, if Invercargill had one, they would need to send one down from Dunedin on some occasions.

It was asked how do Council empower and build capacity and resource to do so. It was very difficult and hard; it was added that had an interpreter in the past but they stepped down. There were a number of barriers, to go to the doctor and do every day things. The submitter thanked the interpreters who were in attendance at the hearing.

It was noted there had not been an interpreter in Invercargill for the last three or four years.

#### **4. Equity and Access Policy for Tākata Whaikaha, Disabled People Hearings and Deliberations**

A5531011

Ms Rhiannon Suter noted it was pleasing to get to this point, many of the points raised on the Policy reflected well on the work done by Councillors in the past few years. The Policy has been in place for quite some time. There was a lot of what was discussed during the hearing that were operational matters and it was noted the willingness to enable those connections.

Ms Suter noted there had been conversations with Deaf Aotearoa and I-sign and these had been remote connections. This was an issue, and staff were looking into what the options were and how staff could continue to support, whether that be considered as part of an action plan.

There was a query raised around reviewing the Policy in three years given there may be a change in legalisation. It was confirmed that policies were reviewed if the need arose before the period, all policies would be reviewed within a six year period.

There was a query raised around If Council reviewed a Policy if there was a need to go to full public consultation. It was noted that it would not be recommended to not consult in this case due to the high interest in the community.

There was a query raised around recording issues when they arose. It was confirmed that if they were not significant enough to prompt an immediate review then it would be recorded. "Nothing about us without us" meant there was a need to be sensitive with the Policy and there were concerns raised around trust within the submissions.

A query was raised around the framework action plan, and if there was clear direction from the community. It was noted that some of this was operational, and would naturally fall out of what Council already had. It was confirmed that had a starting point for this but further resource would be needed.

A query raised around the concerns that Council do not consider the community, and if should add to Council reports an implications and risks on the disabled community section. It was noted this could form part of consideration in the framework and action plan.

Moved Rev Cook, seconded Cr Soper and **RESOLVED** that the Disability Policy Hearing Panel:

1. Receives the report "Equity and Access Policy for Tākata Whaikaha, Disabled People Hearings and Deliberations".
2. Receives the submissions.
3. Notes the submitters to be heard.
4. Notes the summary of submissions (A5511184).

Moved Cr Soper, seconded Cr Boyle and **RESOLVED** that the Disability Policy Hearing Panel:

5. Agrees with the following proposed changes to the Policy:
  - a. Amendments to the name of the Policy to Equity and Access Policy for Tākata Whaikaha, Disabled People.
  - b. Addition of wording to acknowledge the social and medical models of disability.
  - c. Amendments to wording to make the proposed draft Policy more concise and improve readability, and
  - d. Any changes to Te Reo terminology as recommended by the Mana Whenua Representatives.

Moved Cr Soper, seconded Rev Cook and **RESOLVED** that the Disability Policy Hearing Panel:

**Recommends to Council:**

6. To adopt the draft Equity and Access Policy for Tākata Whaikaha, Disabled People with the changes as agreed in resolution 5.

Moved Cr Ludlow, seconded Cr Boyle and **RESOLVED** that the Disability Policy Hearing Panel:

**Recommends to Council:**

7. To agree to request to the Mayor to establish a disability portfolio and that four members of this hearing panel become part of.
8. To agree to request development of an Action Plan on disability inclusion in follow up to implementation of the Policy in preparation for the 2027 – 2037 Long-term Plan.

There was a query raised around beginning this work before 2027 and the resourcing of it. It was noted that the Policy sat in the customer service area and the team did not have the capacity to take further work at the current time without additional investment in resources.

It was noted that the panel recommend to staff to develop an action plan and noted that any unbudgeted expenditure would need to go to Council for approval.

There being no further business, the meeting finished at 11.54 am.

**MINUTES OF THE EXTRAORDINARY INFRASTRUCTURE AND PROJECTS COMMITTEE  
MEETING, HELD IN THE VICTORIA ROOM, CIVIC THEATRE,  
88 TAY STREET, INVERCARGILL ON TUESDAY 17 SEPTEMBER 2024 AT 5.55PM**

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

**In Attendance:** Mr M Day – Chief Executive  
Mrs P Christie – Group Manager – Finance and Assurance  
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  
Mrs H Guise – Property Portfolio Manager  
Ms L Knight – Manager – Strategic Communications  
Mrs L Williams – Team Leader – Executive Support

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**1. Apologies**

Cr Pottinger, Cr Bond and Cr Crackett

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

**2. Declaration of Interest**

Nil.

### 3. Public Excluded Session

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

- a. Disposal of Land – 98 Stanley Township Road

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. Disposal of Land – 98 Stanley Township Road	<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

There being no further business, the meeting finished at 6.04 pm.

## COOPERS CREEK FUTURE TENURE AGREEMENT AND ANNUAL LICENCE FEE CALCULATION

<b>To:</b>	Council
<b>Meeting Date:</b>	Tuesday 24 September 2024
<b>From:</b>	Rex Capil – Group Manager Community Spaces and Places
<b>Approved:</b>	Michael Day - Chief Executive
<b>Approved Date:</b>	Tuesday 17 September 2024
<b>Open Agenda:</b>	Yes
<b>Public Excluded Agenda:</b>	No

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### Purpose and Summary

To report back to Council on the feedback from the meetings held with Coopers Creek Licence holders and decide on the recommended approach for future tenure agreement at Coopers Creek and the associated annual licence fee calculation.

### Recommendations

That Council:

1. Receives the report titled "Coopers Creek Future Tenure Agreement and Annual Licence Fee Calculation"
2. Approves the recommended approach for future tenure agreement at Coopers Creek to be included in the draft Sandy Point Domain Management Plan (9.3 Buildings section - specifically 9.3.2 (11)) – to read:

35-year licence to occupy with no right of renewal with term expiring at end of 35 years and right to transfer to a third party (but offering Council the right to match the tabled offer if it chooses to) with the new licensee then retaining the licence for the remainder or balance of the 35-year period.
3. Approves the recommended approach for determining the annual licence fee to be calculated from a baseline fee effective from 1 July 2024 of \$1,058 with the annual increase calculation from 1 July 2025 and beyond to be calculated based on the approved ICC annual percentage rate increase for the actual year following.

## Background

Council resolved at its meeting on 28 May 2024:

- Deputy Mayor and Group Manager (GM) Community Spaces and Places are to discuss with individual residents to gauge the support of Option 2 within three months of today's date, acknowledging the Option 1 is the prevailing status quo.
- Deputy Mayor and Group Manager Community Spaces and Places are to discuss with individual residents the setting of the licence fees annual increases.

As part of the meeting invite, information was provided to the licence holders outlining further detail on the options to be discussed. The following information in italic was included in a letter to each licence holder dated 7 June 2024:

### ***Option One – Annual licence to occupy (status quo)***

<b>Tenure</b>	One year (annual right of renewal) Non transferable
<b>Licensees</b>	As per the current licences
<b>Terms</b>	As per the current licences

### ***Option Two – Long Term Licence***

<b>Tenure</b>	35 years or end of life. Non transferable Starts once licence signed and lapses after 35 years (20260 est.)
<b>Licensees</b>	To extend to dual licensees (spouse/partner plus one relative first removed).
<b>Maintenance</b>	Ongoing maintenance, repair, and upkeep of the land and any improvements or facilities on the land can occur. No extensions are permitted.
<b>Insurance</b>	The licence holder is required to maintain insurance cover for the property and any liability or indemnification provisions
<b>Compliance</b>	The licence holder is to comply with all applicable legislative and regulatory provisions related to the use and management of Reserve Land
<b>Assignment</b>	The licence holder is NOT permitted to assign or sublet the land to another party
<b>Termination</b>	The licence may be terminated due to any breaches of the licence agreement, non-payment of rent or the expiry of the term
<b>Licence Fee</b>	To be determined following consultation and decision by Council
<b>End of tenure</b>	Following the 35-year tenure period it is the responsibility of the licence holder to remove all built infrastructure related to the licence to occupy.

### ***Reserve Management Plan Approval Process***

From Council's perspective, it is important to outline the process that is required to advance this tenure determination process. This specifically relates to the Sandy Point Domain Reserve Management Plan (SPDRMP) review process which is a legislative requirement of the Reserves Act 1977.



Council will consider the feedback from the discussions with all licence holders held in July 2024 and make a decision on option 2 and/or multiple options identified, to then be included in the draft SPDRMP.

In general terms the Council will decide which option/s will be included in the draft SPDRMP which will then be released for public consultation. The public consultation for the draft SPDRMP is scheduled from October 2024 – January 2025.

The submission analysis from this consultation period is then to be undertaken in February for the final draft to be presented for Council to consider no later than April 2025. Once the final draft SPDRMP is approved by Council it will then be submitted to the Minister of Conservation for approval.

Subject to Minister approval, Council and licence holders can then confirm licence to occupy agreements that comply with the SPDRMP.

If declined by the Minister then the existing reserve management plan remains operative. It is suggested all parties will need to reconvene and Council will then need to decide how it wishes to progress this matter accordingly.

### **Fees and Charges**

Council acknowledges the significant increase in the license fee since 2020. It also recognises the concerns raised regarding the use of market valuations to determine the current fee and that this is currently calculated at \$2,400 per annum.

To assist with setting the scene for this discussion, Council is suggesting the new license fee for the term of a new licence to occupy agreement, effective from 1 July 2025, be \$1,855 per annum with the annual increase to be set at the approved annual rate increase for ICC each year following.

### **General themes of feedback from the meetings:**

The individual meetings were held over four days during the month of July and 15 of the 17 license holders were represented. The meetings were constructive and provided an opportunity for all parties to explain their views and consider opportunities and concerns with a future focus.

Following the individual meetings Deputy Mayor Campbell and the GM Community Spaces and Places arranged to report back and provide an update to the license holders and hosted a collective meeting on 9 September 2024.

The following provides a high-level summary of the general themes raised at the individual meetings (in no particular order):

- Security of tenure is a critical requirement for licensees – and many identified 35 years as being a better option than the annual tenure currently.
- Many requested security of tenure to include a right of renewal after 35 years and tenure to be in perpetuity.
- 35-year period was seen to be favoured by many but more so if it was transferable to a third party and not restricted to family.

- For some, the realisation of asset value and being able to liquidate that value was important.
- Many requested the ability to be able to on sell the asset to a third party (and not just transfer to a family member).
- Many recognised the value that having licensees residing on the reserve assists and supports environmental wellbeing, restoration of the reserve and associated birdlife and general maintenance and looking after the whenua.
- Limited interest in freehold – only a few licensees identified this as a possible and viable option.
- Many identified the opportunity to consider revoking the reserve status for the area of the village and to have the land remain in Council ownership but then with the opportunity to enter into long term lease arrangements which could be transferable.
- Concern raised about the wording of the current Reserve Management Plan referring to phasing out and non-conforming and requested this be removed from any future Reserve Management Plan (RMP).
- Recognition that previous Council personnel had shown historic support by 'turning a blind eye' and/or enabled the licensees to operate effectively by being left alone.
- The arrangements for Dune Crescent and/or Oki Street were regularly raised as being something that would provide consistency and be considered.
- Frustrations was raised of past experiences and means of engagement – many had not felt heard and had not felt it to be an inclusive process.
- Many referred to a Memorandum of Understanding (or Intent) (Attachment 1) and felt this is what should be adhered to.
- Many were unaware this MOU was not signed and was not something that had been approved by previous Councils (Attachment 2).
- Many queries around the responsibility to remove and/or demolish the dwellings at the end of the 35-year period and if it was to stay as a responsibility of the licensee then they would be passing on a liability to their family/estate.
- Referenced support of Boyd Wilson in assisting and advising residents – which then also provided the opportunity to note that Boyd had also reached out to Council officers and had provided feedback for consideration as part of this process (Attachment 3).
- Council had recognised the current fee structure and how they had been calculated was unreasonable. Overall support for and annual fee increase based on either Council rate increase or Local Government Cost Index adjusted amount once a reasonable base starting amount was confirmed. Options ranged for the base starting amount to be calculated on 2020 fee of \$815 with annual increases at Council annual rate increase amounts bringing it to a 2024 figure of \$1,058 as a starting point; or alternatively base it on a starting amount of \$1,825 (\$5 per day) ground rental charge to then be increased annually by way of the ICC annual rate increase.
- Council referenced much of its framework for this discussion and the basis and intent for seeking a resolution on this matter was based on a Christchurch City Council decision on 11 April 2019 related to "Hearings Panel Report On the Proposal for the Baches on Unformed Legal Road at Taylors Mistake, Boulder Bay and Hobsons Bay" – where that Council resolved the following - CNCL/2019/00073 - [Minutes of Council - 11 April 2019 \(infocouncil.biz\)](#) – of specific relevance is resolution 7.

- Overall, there is a willingness and a desire to rebuild the relationship with Council, rebuild trust and work constructively to resolve this matter.

## **Issues and Options**

### **Tenure options**

The following summarises the tenure options raised and discussed by licensees and Council representatives. It was noted throughout the discussions that while the Council can propose via the Reserve Management Plan process its recommended option and approach for the future, it will still require the Minister of Conservation approval. It is also recognised that the options considered still have to be legislatively tested and this will form part of the decision-making process for the Minister.

<b>Tenure</b>	<b>Status</b>	<b>Consequences</b>
Freehold	Private ownership of land and dwellings.	<ul style="list-style-type: none"> <li>• Significant change in approach for Council and DOC.</li> <li>• Complex and potentially expensive and lengthy process that triggers other legislative and regulatory requirements</li> <li>• Provides owners security and control of land and asset.</li> <li>• Takes away the restrictions imposed by the Reserves Act 1977.</li> <li>• Not seen as a viable or feasible option for many licensees.</li> <li>• Council should consider the risks associated with environmental issues and impact of climate change in relation to coastal erosion and sea level rise. The Coopers Creek village area at Sandy Point is an area that this should be recognised as part of the decision making in relation to existing land use changes and tenure matters.</li> </ul>
Revoke the reserve status of the area of the village and retain ownership of land with Council.	21-year long term lease land off Council with a right of renewal and right of transfer to a third party (Historical Village concept).	<ul style="list-style-type: none"> <li>• Significant change in approach for Council and DOC.</li> <li>• Complex and potentially expensive and lengthy process that triggers other legislative and regulatory requirements.</li> <li>• Provides owners security and control of asset on leased land.</li> <li>• Takes away the restrictions imposed by the Reserves Act 1977.</li> <li>• Identified as an option worthy of consideration by many of the licensees.</li> <li>• Considered a higher risk around Council and DOC ability to support and for this to be achievable based on legislation and policy considerations.</li> <li>• Council should consider the risks associated with environmental issues and impact of climate change in relation to coastal erosion and sea level rise. The Coopers Creek village area at Sandy Point is an area that this should be recognised as part of the decision making in relation to existing land use changes and tenure matters.</li> </ul>

<p>Retain the reserve status and enter into a licence to occupy for a long-term period but with right of renewal and right to transfer to a third party.</p>	<p>35-year licence to occupy with a right of renewal and right to transfer to a third party (but offering the Council the right to match the tabled offer if it chooses to).</p>	<ul style="list-style-type: none"> <li>• 35-year period is recognised as a possibility based on previous decisions.</li> <li>• Unknown and uncertainty for right of renewal and right to transfer to a third party.</li> <li>• If included in RMP process then provides opportunity for consultation and then consideration by DOC and Minister.</li> <li>• Provides owners security of tenure and ability to realise value of asset.</li> <li>• By providing the Council the opportunity to match the tabled offer and purchase the property it then allows the Council the ability to manage the site directly.</li> <li>• Still bound by Reserves Act 1977 legislative requirements.</li> <li>• The most preferred option from feedback provided by licensees.</li> <li>• Considered a higher risk around Council and DOC ability to support and for this to be achievable based on legislation and policy considerations.</li> <li>• Council should consider the risks associated with environmental issues and impact of climate change in relation to coastal erosion and sea level rise. The Coopers Creek village area at Sandy Point is an area that this should be recognised as part of the decision making in relation to existing land use changes and tenure matters.</li> </ul>
<p>Retain the reserve status and enter into a licence to occupy for a long-term period but with no right of renewal and right to transfer to a third party (and providing the Council the right to match the tabled offer (or not) and so to purchase the property directly).</p>	<p><b>Recommended Option:</b> 35-year licence to occupy with no right of renewal with term expiring at end of 35 years and right to transfer to a third party (but offering the Council the right to match the tabled offer if it chooses to) with the new licensee then retaining the licence for the remainder or balance of the 35-year period.</p>	<ul style="list-style-type: none"> <li>• 35-year period is recognised as a possibility based on previous decisions</li> <li>• No right of renewal overcomes the unknown and uncertainty in relation to this but uncertainty remains in being granted the right to transfer to a third party.</li> <li>• If included in RMP process then provides opportunity for consultation and then consideration by DOC and Minister.</li> <li>• Provides owners the ability to realise value of asset for the duration of the licence time.</li> <li>• By providing the Council the opportunity to match the tabled offer and purchase the property it then allows the Council the ability to manage the site directly.</li> <li>• Still bound by Reserves Act 1977 legislative requirements.</li> </ul>

		<ul style="list-style-type: none"> <li>• Considered a medium risk around Council and DOC ability to support and for this to be achievable based on legislation and policy considerations.</li> <li>• Council should consider the risks associated with environmental issues and impact of climate change in relation to coastal erosion and sea level rise. The Coopers Creek village area at Sandy Point is an area that this should be recognised as part of the decision making in relation to existing land use changes and tenure matters.</li> </ul>
<p>Retain the reserve status and enter into a licence to occupy for a long-term period but with no right of renewal and right to transfer to a third party for an initial period of the first five years of the licence (and providing the Council the right to match the tabled offer (or not) and so to purchase the property directly).</p>	<p>35-year licence to occupy with no right of renewal with term expiring at end 35 years and right to transfer to a third party (but offering the Council the right to match the tabled offer if it chooses to) in the first five years of the licence with the new licensee then retaining the licence for the remainder or balance of the 35-year period.</p>	<ul style="list-style-type: none"> <li>• 35-year period is recognised as a possibility based on previous decisions</li> <li>• No right of renewal overcomes the unknown and uncertainty in relation to this but uncertainty remains in being granted the right to transfer to a third party.</li> <li>• If included in RMP process then provides opportunity for consultation and then consideration by DOC and Minister.</li> <li>• Provides owners the ability to realise value of asset for a limited period of time.</li> <li>• By providing the Council the opportunity to match the tabled offer and purchase the property it then allows the Council the ability to manage the site directly.</li> <li>• Still bound by Reserves Act 1977 legislative requirements.</li> <li>• Considered a medium risk around Council and DOC ability to support and for this to be achievable based on legislation and policy considerations.</li> <li>• Council should consider the risks associated with environmental issues and impact of climate change in relation to coastal erosion and sea level rise. The Coopers Creek village area at Sandy Point is an area that this should be recognised as part of the decision making in relation to existing land use changes and tenure matters.</li> </ul>

<p>Retain the reserve status and enter into a licence to occupy for a long-term period but with no right of renewal and right to transfer to a family member – or in the absence of a family member then surrenders the licence to Council for an amount based on an agreed valuation formula.</p>	<p>35-year licence to occupy with no right of renewal with term expiring at end of 35 years and right to transfer to a family member meaning the licence expires at the end of the licensee life or after 35 years.</p> <p>If the Licensee has no family, or no family who wish to accept a transfer of the licence, then the Licensee shall be required to offer to surrender the licence to the Council. If the Council accepts such then it will pay to the outgoing Licensee a sum equal to the replacement cost less depreciation of the dwelling at the time of transfer as determined by a registered valuer appointed by the Council. No other sum shall be payable to the Licensee.</p>	<ul style="list-style-type: none"> <li>• 35-year period is recognised as a possibility based on previous decisions.</li> <li>• No right of renewal overcomes the unknown and uncertainty in relation to this but uncertainty remains in being granted the right to transfer to a third party.</li> <li>• If included in RMP process then provides opportunity for consultation and then consideration by DOC and Minister.</li> <li>• Provides owners the ability to realise value of asset.</li> <li>• By providing the Council the opportunity to accept the surrendering of the licence which then allows the Council the ability to manage the site directly.</li> <li>• Still bound by Reserves Act 1977 legislative requirements.</li> <li>• Considered a medium risk around Council and DOC ability to support and for this to be achievable based on legislation and policy considerations.</li> <li>• Council should consider the risks associated with environmental issues and impact of climate change in relation to coastal erosion and sea level rise. The Coopers Creek village area at Sandy Point is an area that this should be recognised as part of the decision making in relation to existing land use changes and tenure matters.</li> </ul>
<p>Retain the reserve status and enter into a licence to occupy for a long-term period but with no right of renewal and no right to transfer to a third party.</p>	<p>35-year licence to occupy with no right of renewal with term expiring at end of life or 35 years and no right to transfer to a third party meaning the licence expires at the end of licensee life or after 35 years.</p>	<ul style="list-style-type: none"> <li>• 35-year period is recognised as a possibility based on previous decisions.</li> <li>• No right of renewal and no ability to transfer to a third party overcomes the unknown and uncertainty in relation to these areas.</li> <li>• If included in RMP process then provides opportunity for consultation and then consideration by DOC and Minister.</li> <li>• Does not provide owners the ability to realise value of asset.</li> <li>• Still bound by Reserves Act 1977 legislative requirements.</li> <li>• Considered a lower risk around Council and DOC ability to support and for this to be achievable based on legislation and policy considerations.</li> <li>• Council should consider the risks associated with environmental issues and impact of climate change in</li> </ul>

		relation to coastal erosion and sea level rise. The Coopers Creek village area at Sandy Point is an area that this should be recognised as part of the decision making in relation to existing land use changes and tenure matters.
Status quo – annual licence to occupy.	One year licence to occupy with the ability of the Council to grant a renewal of the licence, but nothing to be construed as conferring on the licensee any right or option to have the licence renewed on its expiry.	<ul style="list-style-type: none"> <li>• Existing licence terms and conditions to apply (as per current signed licences).</li> <li>• If included in RMP process then provides opportunity for consultation and then consideration by DOC and Minister.</li> <li>• Does not provide owners the ability to realise value of asset.</li> <li>• Still bound by Reserves Act 1977 legislative requirements.</li> <li>• Considered a low risk around Council and DOC ability to support and for this to be achievable based on legislation and policy considerations.</li> </ul>



**Fee Options**

The following summarises the annual fee options raised and discussed by licensees and Council representatives. As part of the discussions, it was recognised by Council representatives that the current fee setting process and quantum needed to be reviewed and be considered more reasonably. It was also identified by many of the licence holders that the significant increase in the fee proposed was the catalyst for the licence holders to approach Council to consider an application for freehold of the Coopers Creek village area dated 6 September 2022.

Discussions considered a fair and reasonable approach to be considered for setting a baseline fee effective from 1 July 2024 and also considered a fair and reasonable approach to calculate an annual increase of the licence fee. Options discussed included:

<b>Baseline fee starting 1 July 2024</b>	<b>Annual increase calculation from 1 July 2025 and beyond</b>	<b>Points to note</b>
<p><b>Recommended Option:</b> \$1,058</p>	<p><b>Recommended option:</b> Approved ICC annual percentage rate increase for the actual year following.</p>	<p>Baseline amount calculated from the \$815 fee of 2020/21 financial year and calculated cumulatively for rate increases for each of the following years.</p> <p>Using the ICC annual rate increase is a simple and fair tool that is easily understood and able to be calculated effective from a 1 July financial year start.</p>
<p>\$1,058</p>	<p>Agreed annual Local Government Cost Index amount.</p>	<p>Baseline amount calculated from the \$815 fee of 2020/21 financial year and calculated cumulatively for rate increases for each of the following years.</p> <p>Local Government Cost Index (LGCI) is a price index that includes a general goods and services index, the transport capital expenditure index, and the "three waters" (wastewater, stormwater, and freshwater) capital expenditure index.</p>

\$1,825	Approved ICC annual percentage rate increase for the actual year following.	Baseline amount calculated on a \$5 per day ground rental charge being equal to \$1,825 annually.  Using the ICC annual rate increase is a simple and fair tool that is easily understood and able to be calculated effective from a 1 July financial year start.
\$1,825	Agreed annual Local Government Cost Index amount.	Baseline amount calculated on a \$5 per day ground rental charge being equal to \$1,825 annually.  Local Government Cost Index (LGCI) is a price index that includes a general goods and services index, the transport capital expenditure index, and the "three waters" (wastewater, stormwater, and freshwater) capital expenditure index.

**Analysis**

**Tenure Options**

The tenure options all require consideration to what is achievable and required within the legislative framework of the Reserves Act 1977.

It is also important to note any decision ultimately follows a process that is determined via the review and approval of the Sandy Point Domain Management Plan (SPDMP) which requires Minister of Conservation sign off which will be tested by legislative requirements at that point.

As per reports and information provided there are various legal opinions that have been provided to Council previously – dated 18 May 1998, 6 April 2023, and 28 February 2024. These three legal opinions have been attached to this report again for completeness (Attachments 4, 5 and 6).

**Fee Options**

The general feedback from the licence holders identified the preferred option to be a baseline amount of \$1,058 and the annual increase calculation be based on the approved ICC annual percentage rate increase for the actual year following.

This is the approach that provides greatest clarity and seems reasonable in terms of how the baseline amount is calculated and how any annual increase is to be calculated. By aligning

directly to ICC annual percentage rate increase the calculation is simple, transparent and able to be administered in a timely manner.

### **Significance**

The proposed decision is not considered significant in terms of ICC's Significance and Engagement Policy. The assessment for Council of overall significance is low and assessment of overall impact is also low.

In terms of the Local Government Act S82 Principles of consultation, Council has a sound understanding of the views and preferences of the persons likely to be affected by or interested in the matter (s82(4)(b) LGA 2002).

### **Community Views**

This is a longstanding matter that has involved a significant amount of community engagement. In 2022 and 2023 Coopers Creek licence holders and Council representatives have met regularly as a working group to consider issues, options and opportunities in an attempt to provide a resolution to the matters. Coopers Creek licence holders have also taken the opportunity to submit as part of formal Council consultation processes and as part of Annual Plan and Long-Term Plan submission processes.

Most recently 15 of the 17 licence holders accepted the opportunity to meet individually with the deputy Mayor and Council's GM Community Spaces and Places in July 2024. This was followed up with a joint collective meeting held on 9 September 2024 of the licence holders and Council representatives to report back on the general themes from the individual meetings and consider the options raised as part of those meetings.

This report reflects the engagement undertaken as a result of the Council resolution from 28 May 2024 meeting.

### **Implications and Risks**

#### **Strategic Consistency**

The Coopers Creek future tenure arrangements matter is consistent with alignment to the reserve management plan review process being undertaken for the Sandy Point Domain.

#### **Financial Implications**

There are no significant financial impacts in relation to the content of this report. The annual fee calculations will assist in confirming the amount of fees and charges for the 2024/25 financial year.

The only matter requiring consideration of financial implications is in relation to the opportunity provided for offering the Council the right to match a tabled offer if it chooses to when a dwelling came on the market. The financial implications would be considered on a case-by-case basis and as the situation arose for when the Council would be considering if it was to purchase by way of matching a tabled offer.

## **Legal Implications**

It was noted throughout the discussions that while the Council can propose via the Reserve Management Plan process its recommended option and approach for the future, it will still require the Minister of Conservation approval. It is also recognised that the options considered still have to be legislatively tested and this will form part of the decision-making process for the Minister.

The Reserves Act 1977 is the foundation legislation to be considered as part of this process – specifically related to but not limited to:

- S17 Recreation reserves.
- S24 Change of classification or purpose or revocation of reserves.
- S41 Management plans.
- S44 Unauthorised use of reserve.
- S54 Leasing powers in respect of recreation reserves (except farming, grazing, or afforestation leases).
- S74 Licences to occupy reserves temporarily.
- Schedule 1 Basic provisions applicable to leases or licences of recreation reserves and scenic reserves.

As per previous reports and information provided there are various legal opinions that have been provided to Council previously – dated 18 May 1998, 6 April 2023, and 28 February 2024. These three legal opinions have been attached to this report again for completeness (Attachment 4, 5 and 6).

In the interests of transparency, any future land tenure determination agreement at Coopers Creek should consider and be agreed to supersede and replace any signed current annual licence to occupy agreement held between Council and the individual licence holders.

It is also relevant and appropriate to recognise as part of this legal implications section of this report that while a two page 'Memorandum of Understanding (or Intent)' document does exist (Attachment 1), but that no signed version or record of it being approved by Council exists (Attachment 2). Therefore, it is the view that the 'Memorandum of Understanding (or Intent)' document does not have any legal standing.

## **Climate Change**

Future consideration should be given to potential long-term implications related to climate change including risk management and mitigation for sea level rise specifically.

At the 14 May 2024 Community Wellbeing Committee meeting the committee received a report titled "Risk Resilience and Adaption".

Primarily this recognised Council had as part of its long term plan development and as part of the Sandy Point Masterplan development considered the impact of climate change on the facilities and services located at Sandy Point. The report stated that these issues and issues identified be considered and managed when considering changes to land use and land tenure matters.

The report stated that in the view of the Insurance Council of New Zealand there were six practical ways in which Council could advance these issues in the near term:

- Avoiding developments in areas vulnerable to flooding, rising sea levels or coastal erosion, noting this is fundamental to bypassing costly and avoidable climate change impacts which otherwise local government (and ultimately ratepayers) will have to meet, and if not addressed, may lead to insurance and lending availability and affordability issues.
- Supporting vulnerable groups or areas particularly adversely impacted by climate change, including potentially subsidising resiliency improvements or managed retreat, noting that climate change has the potential to exacerbate existing inequalities.

From a land use perspective Council has three potential areas where it may be exposed to claims and or issues in the future:

1. New development;
2. Coastal protections; and
3. Existing uses – including changes to existing use rights.

Council should consider the risks associated with environmental issues and impact of climate change in relation to coastal erosion and sea level rise. The Coopers Creek village area at Sandy Point is an area that this should be recognised as part of the decision making in relation to existing land use changes and tenure matters.

### **Risk**

Based on the ICC Risk Management Framework, the most relevant risk for consideration is related to governance, reputation, legislative compliance and control with a moderate consequence rating of some impact on public confidence, reflected by local media and community interest in the Council's performance.

### **Next Steps**

Council to resolve its recommended approach for future tenure agreement at Coopers Creek and this to be included in the future development section of the draft SPDMP for consultation as part of the RMP review process.

Council to resolve the baseline fee starting 1 July 2024 and the associated annual increase calculation basis from 1 July 2025 and beyond.

## **Attachments**

Attachment 1 – Memorandum of Understanding (or Intent) (A5518391)

Attachment 2 – William J Watt letter – 4 July 2022 Sandy Point Matters (A5520636)

Attachment 3 – Bonisch Emails – 23 – 25 June 2024 (A5520663)

Attachment 4 – 28 May 1998 – Preston Russell to Parks – Sandy Point Crib Leases – Legal advice (A5305739)

Attachment 5 – 2023 – PR Legal Advice (A5321363)

Attachment 6 – 2024 – PR Legal Advice (A5321374)

Memorandum of Understanding (or Intent)

In regard to the village of Coopers Creek on the Sandy Point Domain, the Invercargill City Council makes the following observations:

(i) In 1992 the Sandy Point Domain was gazetted as a 'Recreation Reserve' under the Reserves Act 1977. The crib site areas at Coopers Creek (and at Oreti Sands) are currently recognised in the Sandy Point Domain Management Plan as non-conforming use within the Natural Environment Zone.

(ii) The Council also recognises the historic value of the area given that European settlement commenced in the vicinity of Coopers Creek twenty years prior to Invercargill being settled, and that the site is close to two Maori pas which predated and coincided with European settlement.

The purpose of a Recreational Reserve is to establish 'an area of land possessing open space, and outdoor recreation values especially suitable for recreation and sporting activities and the welfare and enjoyment of the public...'. The recent establishment of a picnic area in the environs of Coopers Creek has broadened the scope for public interest and enjoyment, especially for anyone interested in the history of the area.

The crib sites at Coopers Creek are well integrated into the surrounding landscape and are not visible from the road. The current standard of presentation of the crib sites does much to enhance the natural beauty of the area. As such the crib sites meet one of the primary objectives of a Recreation Reserve which is to 'conserve those qualities which contribute to the pleasantness, harmony and cohesion of the natural environment and to the better use and enjoyment of the reserve'.

The Council states its intention that, within its own sphere of influence, management policy will be directed towards preserving the historic village of Coopers Creek as it exists. For the purpose of giving stability, the conditions of the 'Licence to Occupy Crib Site' will be amended, where required, to read:

(1) There will be no further intensification or extension of the crib sites within the environs of Coopers Creek, and no extra facilities such as the provision of electric power, telephone, or improved roading will be made.

(2) The licensee of any crib site shall be granted an annual 'Licence to Occupy' with a permanent right of renewal, provided all the conditions of the 'Licence to Occupy' continue to be met.

(3) It is recognised that the continuous presence of some residents does provide security to the area, as well as assistance to the Council and general public in matters of common interest. Therefore any Licensee will be allowed to occupy his or her crib on a permanent basis provided all buildings and structures comply with the Bylaws, Code of Ordinances of the Invercargill City Council, and the relevant health requirements of the Department of Health.

(4) When the Licensor does grant to the Licensee a renewal of this annual Licence, on its renewal the licence fee and any rates imposed by the Invercargill City Council on the property shall be subject to review. The total of any rates imposed and the licence fee together shall not exceed the current licence fee in the first year, and any increases in future years shall not exceed the percentage rate increase for Invercargill city.

(5) The exterior colour scheme of all buildings and fences is subject to the approval of the Manager of the Parks Division. Approval is to be obtained by submitting a proposed scheme to the Manager of the Parks Division before painting begins. The Licensor reserves the right to require the Licensee to repaint in a colour scheme approved by the Manager of the Parks Division. The Licensor will notify

the Licensee of any such requirement by registered letter forwarded to the Licensee at his last known address specifying the time in which the colour change is to be made.

(5) The Licensee shall maintain in good order and condition all buildings, drains, sanitary water and electrical apparatus, and all other improvements including gardens, grounds, hedges and gates.

(6) Maintenance to cribs will be permitted provided the reconstruction of any building does not increase the footprint of the building that currently exists on the property, or rise more than one storey except in the case of A-frame buildings. Extensions such as patios and verandas will be no greater than 30% of the building prior to extension, and will not be considered part of the footprint area for the purpose of reconstruction. Before the Licensee erects, alters or demolishes any building, on the site, proper plans and specification must be approved by the parks manager before being lodged with the City Council for planning approval. The Licensee shall pay all fees and obtain all necessary local body permission connected with the erection, alteration or demolition of any building on the site.

(7) The Licensee shall not, nor shall he allow any other person to, remove or damage any native tree, shrub or bush on the demised area without the prior consent of the Manager of the Parks Division.

(8) The Licensee will not assign, sublet, or part with the possession of the demised premises or any part thereof for the whole or any part of the term hereby created without consent in writing of the Licensor first had and obtained, PROVIDED THAT such consent shall not unreasonably or arbitrarily withheld in the case of a responsible and solvent proposed assignee or subtenant.

Licensor's Reservations:

a) The Licensor shall not be liable to contribute towards the cost of erection or repair of any fences on the land.

b) The Licensor shall not be liable to contribute towards the cost of repairing any damage to the leased land or buildings caused by fire, drifting sand or any other cause whatsoever.

c) The Licensor shall not be liable for any expense or inconvenience caused to the Licensee, his successors in title, or assigns arising out of difficulty in gaining access to the demised land.

d) The Licensor shall not be liable on termination of the licence due to forfeiture through failure to comply with terms of this Agreement to pay to the Licensee any compensation for improvements.

e) The Licensee reserves the right to require the Licensee to agree to the revision of all or any of the conditions of this Agreement in the event that any such revision becomes necessary to any Act, Regulation, Bylaw or other requirement of any Local Body affecting the land by executing a new Licence or by amending this Licence.

f) Failure by the Licensee to comply with the terms and conditions of this Agreement shall entitle the Licensor to terminate the licence at the end of the annual licence period. In this case the Licensee must be given the reasons for the termination in writing, and has the right of appeal to the Invercargill City Council. Should this appeal fail the Licensee has six months to either remove any building, fences, or other improvements owned by him from the site, or sell the property as it exists in such a way as to cease holding involvement in the use of the property. All correspondence from the Council or the Parks Division on this matter should be by registered letter forwarded to the Licensee at his last known address. Failure to comply within the final six month period will result in forfeiture of any building or improvements to the Licensor.





4 July 2022

Mr Morgan Pierce  
Cruikshank Pryde



Dear Morgan

**SANDY POINT MATTERS**

I refer to your email of 22 June and our discussions regarding Sandy Point.

I confirm that I was employed by the Invercargill City Council as Director of Environmental and Planning Services, 1996 – 2010, and before that as Director of Community Services, 1991 – 1996.

As Director of Community Services my responsibilities covered Parks and Reserves, Aquatic Recreation facilities, libraries, Halls and Theatres, Elderly Persons Housing, and Civil Defence. I was responsible to the Chief Executive Officer and through him to the Council for overall direction and management in these areas. My immediate 'reports' were the Parks Manager, Pools Manager, Library Manager, Halls and Housing Manager, and Civil Defence Officer.

It was during my time as Director of Community Services that we initiated the Management Plan process for Sandy Point. Sandy Point had been technically a "Domain". Its status was being changed to "Reserve" under the Reserves Act. A requirement of that process was the preparation of a formal Management Plan.

The issue of the dwellings at Coopers Creek needed to be addressed in the Management Plan. The late Lawrie Metcalf was Parks Manager at the time. He took an active interest in the management plan processes, frequently drafting the documents himself. The then assistant Parks Manager, Robin Pagan, was also actively involved.

The main issues with these dwellings were:

- On the one hand, there was no justification for creating 'real estate' for private ownership over areas that were (and still are) in public ownership and an attractive part of Sandy point

- On the other hand, there were significant benefits to the public of a residential 'presence' in the area. These benefits related to advising and assisting the Sandy Point ranger with issues arising from people visiting the area at night. Incidents were occurring reasonably frequently at night but also occasionally during the day. From time-to-time emergencies occur and an ongoing presence in the area was deemed to be beneficial.

These issues were identified during the consultation process undertaken as part of the management plan preparation. This was genuine 'consultation' as defined by the Ombudsman – discussions held with an open mind but not necessarily a 'vacant' mind.

In addressing these issues, we looked for a model paralleling similar situations elsewhere in New Zealand, where rights to existing properties had been 'grandfathered' so that people could continue to make reasonable use of their dwellings, and maintain them, but not replace them with mansions.

A 'Memorandum of Understanding' (MoU) was agreed as a fair way of addressing this issue. Several drafts were prepared by the City Solicitor (Preston Russel Law). This was probably in the period 1993 – 1995. My recollection is that these drafts were prepared by Warwick Cambridge, though they may have been prepared by the late Russell Ibbotson with whom I was also working at the time.

I do not recollect a formal signing ceremony or process. This may well be because in 1996 my role changed to Director of Environmental Planning Services in a Level 2 reorganization. For a brief period, Brian Richardson was Director of Community Services (his role included that of Human Resources) but the Community Services role later became part of Alan Ballinger's portfolio of responsibilities.

My current view is that, whether or not a signed copy of the MoU can be found,

1. The concept of a MoU arose from a process of genuine consultation
2. There was further discussion about the wording of the MoU.
3. The process of negotiating the MoU established a degree of trust between the residents of Coopers Creek and the Council.

I hope the Invercargill City Council will seek to honour this trust and the spirit of the agreement represented by the MoU.

Please contact me if I can usefully add anything further.

Yours sincerely



William J Watt

**From:** [REDACTED]  
**To:** [Rex Capil](#)  
**Subject:** Coopers Creek  
**Date:** Tuesday, 25 June 2024 9:52:29 am  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[Coopers Creek.msg](#)

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Hi Rex

Thanks for your time on the phone on Friday

Attached FYI is an email I sent to residents

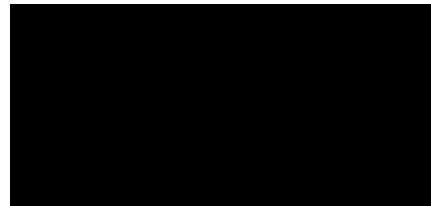
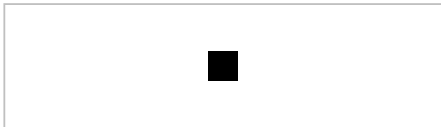
I believe if Council agree to the following then **majority** will be satisfied

1. Lease for 35 years
2. Ability to transfer to third party
3. Agree on annual fee plus either CPI increase or increase at same rate as ICC rates.

The above would be consistent with existing arrangement Council have with residents at Dunes Crescent

Regards  
Boyd

**Boyd Wilson**  
MANAGING DIRECTOR



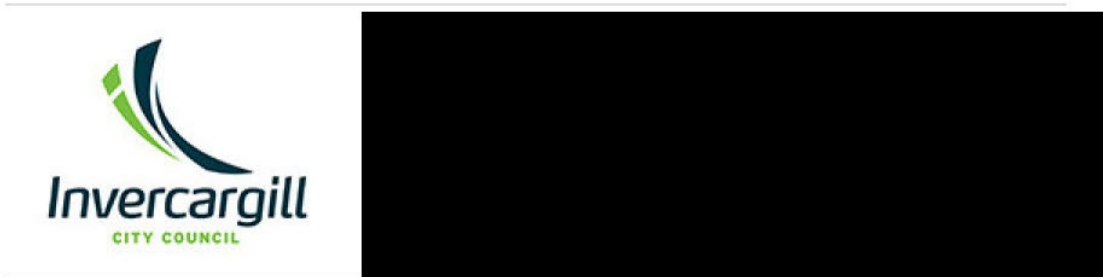
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**From:** [REDACTED]  
**To:** [REDACTED]  
**Subject:** FW: Coopers Creek  
**Date:** Thursday, 22 August 2024 8:40:28 am  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[Test-C2\\_16ac23d1-728d-4b89-abd1-c4f9f8ebb9cb1.png](#)

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**From:** Boyd Wilson [REDACTED]  
**Sent:** Sunday, 23 June 2024 1:27 pm  
**To:** Hapuku, Kerry (RTA NZAS) <[REDACTED]>  
**Subject:** Coopers Creek

Hi Kerry

Can you please pass this on to all residents as I'm away and don't have all the addresses.

The 2 I was given the other night  
[REDACTED]

I'm on leave this coming week and working in CHCH early part the following so will be hard to get hold of but will check email occasionally .

Regards  
Boyd

Hi All

I caught up with Rex Capil via phone on Friday (he was on leave in Aussie) and had a very useful and informative discussion.

In summary :

We could request Council to amend it resolution to allow a collective meeting. He did state some Councillors maybe reluctant and therefore could derail the process.

He suggested progressing with meetings individuals who what to meet

May have a collective meeting after individual meetings.

I discussed groups three key objectives

1. Security of tenure
2. Ability to transfer to third party
3. Certainty of annual charges

I also highlighted the comparison of Dunes Crescent.

I do believe Rex does want to facilitate a resolution.

I think as stated if the residents can get the same terms as Dunes Crescent then that will be a significant improvement on current status.

Probably will be a 35-year lease as this will avoid subdivision and therefore consultation with others. Remember if term expires you have every right to renegotiate a further lease at that time but there is no guarantee of renewal.

Rex advised he would support the lease interests being transferred to independent parties.

As a group we have discussed other situations where dwelling owners have secured long term leases or even free hold title. It would be remiss not to highlight other situations where dwellings have been removed because owners haven't secured the right to occupy the land. (Frankton and Qtwn camping Grounds and Nokomai Station are 3 situations where long term residents had to vacate)

As we discussed the building owners at Cooper Creek are at the discretion of Council if they can stay or not, so we need to be a little careful that we don't push Council to the point they demand removal as per the current management plan.

I suggest those of you that are willing, do have a meeting with Tom and Rex.

State your objectives and that you would like Tom and Rex to convene a group meeting if you feel appropriate prior to them making a final recommendation to the Council. Remember Tom and Rex can only make a recommendation to Councillors who will ultimately make the decision

Regards  
Boyd


**Boyd Wilson**  
MANAGING DIRECTOR



bonisch



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**Preston Russell**  
BARRISTERS SOLICITORS NOTARY PUBLIC  
AND CROWN SOLICITORS OFFICE



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Please refer to:  
Warwick Cambridge

28 May 1998

Works and Services Directorate  
Parks  
Invercargill City Council  
Private Bag 90104  
**INVERCARGILL**

**FOR:** Mr R.J. Pagan

Dear Robin

**SANDY POINT - CRIB SITE LEASES**

We refer your letter 30 April 1998 and subsequent telephone conversation with our Mr Egan.

**1. INTRODUCTION**

As we understand the matter, the crib sites at Sandy Point have been gazetted as a recreation reserve within the meaning of the Reserves Act 1977 ("the Act").

Section 74 of the Act provides, in effect, that:

"Licences may be granted under subsection (2) of the Section for any purpose specified in that subsection and the conditions thereof and the rents, royalties and fees payable thereunder shall be fixed, in the case of any other reserve not provided for in paragraph (a), except a nature reserve by the administering body where the reserve is vested in or controlled and managed by such a body."

Subsection (2) provides, in effect, that:

"Where the administering body is of the opinion that it is necessary or desirable for the management of the reserve for the purpose for which it is classified, licences to occupy for any **recreation**, historic, scenic, scientific, government purpose or local purpose reserve or any part of any such reserve may be granted for the following purposes:

- (a) **Grazing, gardening or other similar purposes.**

**PARTNERS:**

Peter Athol Low, LL.B., O.B.E., Alistair Donald Garland (Crown Solicitor), LL.B.,  
Warwick Alexander Cambridge, (Notary Public) LL.B., Russell Hyde Ibbotson, LL.B., John Norman Philip Young, B.A., LL.B.,  
David James Gibson, B.A., LL.B., John Malcolm Flaus, LL.B., Helen Ann Young, LL.B.

**LEGAL EXECUTIVES:**

W.W.A.C.I.C.O. LETTERS IS WORD FOR THE Egan, Trevor William Oliver

ALSO AT BALACLAVA STREET, WYNDHAM,  
MOKONUI STREET, TE ANAU,  
TARBERT STREET, ALEXANDRA,

PHONE (03) 206 4828  
PHONE (03) 249 7097  
PHONE (03) 448 6293





- 2 -

- (b) Cutting, felling or removing timber or flax or to win and remove timber or flax or to win and remove kauri gum.”

Under subsection (3) of Section 74, **before granting any licence** the administering body shall give public notice in accordance with Section 119 of the Act specifying the licence proposed to be granted and shall give full consideration in accordance with Section 120 of the Act to all objections and submissions in relation to the proposal received pursuant to Section 120.

Nothing in subsection (3) shall apply in the case of a government purpose reserve or local purpose reserve, or in the case of any **recreation**, historic, scientific or scenic reserve where public notice of the proposal has been given under any other provision of this Act or where the reserve is vested in the Crown.

Subsection (4) of Section 74 of the Reserves Act 1977 provides the duration of a licence under this Section to occupy a reserve or any part thereof, **shall not exceed five years**.

## 2. EXISTING AGREEMENTS

Your letter of 30 April 1998 refers to “existing agreements”.

Any agreement which has been in place for more than five years is ultra vires the powers of the administering body and is invalid (Section 74(4) of the Act).

A party may apply to the Court under the Illegal Contracts Act 1970 for validation, but in our view, the Court is unlikely to grant relief when there is a statutory provision which states the term should not exceed five years.

The licences are expressly stated to be annual and there is to be no right of renewal if Council does not grant a right of renewal.

Unless public notice of the proposal has been given under any other provision of the Act, then it must be publicly notified in accordance with Section 74(3).

It is a moot point as to whether or not a licence can be granted for a residential purpose under the provisions of Section 74(2)(a) on the basis that it is a similar purpose to grazing or gardening. In our view, such an interpretation may be very difficult to defend.

It should be noted that a licence granted under Section 74(2) of the Reserves Act 1977 is different from a lease or licence granted for any of the purposes set out under Section 54 of the Reserves Act 1977.

A licence under that Section would not require public notification if the administering body of a recreation reserve is a territorial authority and the reserve is vested in the territorial authority and a management plan for the reserve has been approved under



- 3 -

Section 41, and the lease or licence is in conformity with and contemplated by that management plan.

In our view, however, it is difficult to find a provision under Section 54(1) of the Reserves Act 1977 that would accommodate the provision of a residential dwelling, including the provisions of Section 54(1)(d) which allows for the granting of leases or licences for the carrying on of any trade, business, or occupation on a specified site within the reserve, because such trade, business or occupation must be necessary to enable the public to obtain the benefit and enjoyment of the reserve or for the convenience of persons using the reserve.

### 3. SUMMARY

In summary, if Council is satisfied that it has power to grant licences in accordance with the provisions of Section 74(2) of the Reserves Act 1977, existing licences can be withdrawn as they will all be in excess of five years old and a new licence to occupy can be substituted, including the ability to review the rental.

Should you require any further immediate information in respect of the issue of the licences, please do not hesitate to communicate with the writer.

Yours faithfully  
**PRESTON RUSSELL**



Warwick Cambridge  
Partner

WAC:GE

E-Mail: [wac@prestonrussell.co.nz](mailto:wac@prestonrussell.co.nz)



6 April 2023

Refer Janese Priergaard-Petersen

Invercargill City Council  
Private Bag 90104  
**INVERCARGILL 9840**

For Michael Morris

Dear Michael

**COOPERS CREEK, SANDY POINT DOMAIN**  
**OUR REFERENCE: 099000-1082**

1. Thank you for your letter dated 30 January 2023 in relation to the Coopers Creek settlement within the Sandy Point Domain.
2. We understand that there have been cribs at Coopers Creek since at least the 1950's. Council currently has annual licences to occupy in place with the 17 crib owners. The crib owners have made application to Council to "freehold" the land upon which the cribs are situated by letter dated 6 September 2022.
3. You have asked us to advise Council as to the legal requirements should Council seek to grant this request, as well as advise Council in regard to potential liabilities and other considerations in relation to this matter.

**History / Status of Land**

4. The Coopers Creek settlement is located within the Sandy Point Domain, primarily on the land contained within Record of Title SL1A/849 (copy **attached**) owned by Council and held as a recreation reserve. However, parts of crib sites 1 and 24 are contained within an area of unformed legal road. Part of the crib site area for Crib 24 is contained in Record of Title SL1A/370 (copy **attached**) owned by Council and held as an endowment for municipal purposes. The **attached** aerial photo shows the location of the crib sites relative to the title and road parcel boundaries.
5. The Sandy Point Domain Management Plan records that the land was derived from Crown land and originally set aside as a recreation reserve (temporarily in 1888 and permanently in 1889) with control vested in the Borough of Invercargill.
6. In 1906, the vesting was changed from recreation reserve to an endowment for the benefit and improvement of the New River Harbour. In 1921 the vesting was again changed to an endowment for the benefit of the Borough of Invercargill. In 1992, the entire area known as Sandy Point was gazetted as a recreation reserve under the Reserves Act 1977 to be known as Sandy Point Domain Reserve.

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**Senior Associates:** Mike Brownlie, Katherine McDonald  
**Associates:** Angela MacKenzie, Greta O'Connor, Olivia Taylor,  
Ellen Langley - *Registered Legal Executive* JMP-099000-1082-11-V2  
**Consultants:** Emma Stanley, Lawrence Wilkes

### Sandy Point Domain Management Plan

7. Under the Sandy Point Domain Management Plan 2013 (“Management Plan”)(currently under revision), the areas occupied by the cribs are classified as non-conforming<sup>1</sup>. The plan states that “the aim is to eventually phase out these residences and weekend cribs as they are located in the environmental area of the Domain” and that “the anachronism of having small groups of cribs situated in the heart of Sandy Point Domain must be seriously examined and a suitable policy towards them adopted”.
8. The licence holders, in their letter of 6 September 2022, set out their belief that Council policy on the crib sites has changed remarkably over the years. However, we note that the first Sandy Point Domain Management Plan published in 1991 (“the 1991 Plan”) contains the following Management Objective:
 

*“To phase out non-conforming residential and holiday house development over a period of time, by a process of gradual attrition or acquisition of the properties.”<sup>2</sup>*
9. This management objective has been repeated verbatim in the current Management Plan<sup>3</sup>.
10. The 1991 Plan contained the following specific policies relating to the Coopers Creek cribs:
  - (v) *“To progressively phase out all non-conforming residential and holiday house development by the year 2010.*
  - (vi) *To place a moratorium on any alterations and/or improvements to residences and holiday homes which may prolong their useful life beyond the year 2010.”*
11. The current Management Plan contains these specific policies relating to the cribs:
 

4.62.2 *“While maintenance is permitted, no extensions to existing cribs will be allowed. No renovations or extensions shall be permitted which would increase the degree of non-conforming use classification of the Management Plan.*

4.6.3 *No further residential buildings or cribs will be permitted in the Domain.”*
12. Accordingly, since at least 1989, Council policy has remained consistent that the cribs are non-conforming and should ultimately be phased out. The current Management Plan does not contain any timeframe for phasing as the 1991 Plan did. The cribs owners’ contention that the 1991 Plan “formally recognised the settlement at Coopers Creek and encouraged licence holders to build” is therefore incorrect. Also incorrect is the statement that the “2000-2010 Sandy Point Management Plan revoked residents right to any extensions, and limited renovations for maintenance only.”
13. The Coopers Creek settlement is zoned rural, managed as a recreation reserve in a coastal environment and has a natural features and landscapes overlay. There is also evidence of cultural significance to mauri in the domain, although it is unclear whether this would include the Coopers Creek village crib sites themselves.
14. Given the features of the area, it is obvious why Council has highlighted the incongruity of the settlement in the domain in consecutive Management Plans. Despite the cribs being noted as non-conforming and the stated management objective to “phase out” the cribs, the cribs have been permitted to remain and crib owners have been able to assign their licences to new owners.

<sup>1</sup> Sandy Point Domain Management Plan 2013, Policy 4.6.1, Page 62

<sup>2</sup> Sandy Point Domain Management Plan Part II: Management Objectives, Policies, Administration, Classification, Plan Amendment & Review 1 August 1989 – 31 July 1999, Page 95

<sup>3</sup> Sandy Point Domain Management Plan 2013, Objective 3.7, Page 53

15. Any development not anticipated in, or meeting the policies of the current Management Plan, will require an amendment to the Management Plan. The Management Plan states that:

*“Any future development at the reserve shall only be to the extent which is in accordance with the overall management objectives and policies and subject to meeting the requirements defined in 4.34.1 – Requests for Development on Reserves. Before any development is implemented, it must be established that there is a need for such development and that what is proposed will be of benefit to the reserve and to those using it.”<sup>4</sup>*

16. The Management Plan details a proposal to remove the reserve status and thereby freeholding the leased areas occupied by the Cabbage Tree Restaurant and the Beach Road Holiday Park (which was ultimately completed in 2015). There is no mention of any proposal to freehold the Coopers Creek village area.
17. Any proposal to freehold the Coopers Creek village area would require an amendment to the Management Plan, either as a standalone change or in conjunction with the comprehensive review currently underway, in accordance with Section 41 of the Reserves Act 1977.

#### **Road stopping**

18. You can see from the aerial images that crib site 24, and the north east corner of crib site 1, are located within the boundaries of an unformed legal road. In order to grant the freehold request, Council would need to formally stop the part of this road where the crib sites are situated pursuant to the provisions of the Local Government Act 1974 or the Public Works Act 1981. Alternatively, if Council considers that it is not likely to require a larger section of this unformed legal road in the future then Council could seek to formally stop a larger section of this road.
19. Section 342 of the Local Government Act 1974 (LGA) allows Council to stop any road but cannot proceed to stop any road in a rural area without the prior consent of LINZ (having delegated authority from the Minister of Lands). As mentioned above, the Coopers Creek village area is zoned “rural” in the District Plan and, accordingly, LINZ approval would be required.
20. Alternatively, application may be made to LINZ to stop the part of road under Section 116 of the Public Works Act 1981. However, LINZ prefers that, in the first instance, local authorities apply the procedures in s 342 of the LGA, given the requirements for public notification. A road should be stopped using the LGA when there are likely to be objections to the proposal, or matters of public access to consider<sup>5</sup>.
21. There is provision under Section 323 of the LGA for the transfer of unformed road to the Crown from territorial authorities. If this section of road was transferred to the Crown under this section, it would be deemed to be Crown land subject to the Land Act 1948. However, this section of the LGA is designed to be initiated by the Crown rather than by a local authority.
22. Regardless of the procedure used, consultation with LINZ will be required. Surveyors would need to be engaged in order to advise regarding surveying requirements and to prepare the necessary survey plan required to complete the road stopping.

#### **Revocation of reserve status**

23. Reserve land is unable to be sold or transferred to a third party. In order for Council to sell the land to licence holders, the reserve status of that part of the land contained in SL1A/849 where Coopers Creek

<sup>4</sup> Sandy Point Domain Management Plan 2013, Page 93

<sup>5</sup> Standard for stopping or resumption of road | LINZS15002, Page 6

village is situated would first need to be revoked pursuant to Section 24 of the Reserves Act 1977 (“the Act”).

24. Section 24(1)(b) of the Act provides that where:

*“...the administering body of any reserve notifies the Commissioner in writing that, pursuant to a resolution of the local authority or of the administering body, as the case may be, it considers for any reason, to be stated in the resolution, ...that the reservation of the whole or part of the land as a reserve should be revoked, - then, subject to the succeeding provisions of this section, the Minister may, in his or her discretion, by notice in the Gazette, ...revoke the reservation of the whole or part of the land as a reserve”*

16. Section 24 (2) (b) then provides that before any reservation is revoked:

*“The administering body of the reserve after consulting the Commissioner, shall publicly notify...the proposed revocation of reservation...specifying the reason or reasons for the proposal.”*

17. In order to initiate the revocation process, a full Council resolution to that effect is required. The resolution should set out the reasons for revocation and disposal which may include:

- The public do not have access to the crib sites as they are subject to licences to occupy. The revocation of reserve status accordingly will not impinge on any existing rights for the public to access and/or use the land;
- The land upon which the crib sites are situated has been non-compliant with the Management Plan since its inception and is not compatible with management of land under the Reserves Act 1977.
- Council may consider that the land is surplus to requirements.

20. In order for Council to consider such a resolution, a more detailed report on the market value and reserve values of the land as well as the effects of disposal of the land would be required.

21. If Council resolves to pursue revocation of the reserve status, application to the Department of Conservation (“DOC”) must be made to approve the revocation. The application will need to be made on DOC’s prescribed forms and will need to include a copy of the Council’s resolution, a copy of the Record of Title and copies of the licences to occupy for the cribs. The application will also need to include:

- a full explanation of the proposal;
- comment on consultation undertaken with any affected parties / users of the reserve;
- effects of the proposed action on the current and future public use and enjoyment of the reserve;
- details of consultation with iwi/hapu and any issues raised;
- details of when and how publicly advertised and (if relevant) include hearing details, provide summary of submissions / objections received.

22. Surveyors would need to be required to prepare a survey plan outlining the areas for which the reserve status needs to be uplifted. Such area will include the Coopers Creek crib sites themselves and will also need to include provision for access to the settlement as there is currently no legal access road. Council would need to consider whether the vacant crib sites would be included in any application for revocation of reserve status or whether it would only be the occupied sites included in any application.

23. Once application has been received by DOC, they will obtain a land status report to confirm the origin and status of the land. DOC are required to consult with Te Rūnanga o Ngāi Tahu and the cultural values of the land will be considered as part of this process.

24. The final decision on whether the revocation of reserve status is approved is up to the Minister of Conservation. If the Minister approves the application, the revocation will be notified in the Gazette.
25. Pursuant to Section 25 of the Reserves Act 1977, as it appears that title for the land is derived from the Crown, the effect of revocation of reserve status of the land will be that it will become Crown land available for disposal under the Land Act 1948. It will be up to the Minister to determine the method and procedure for disposal.
26. Engagement with DOC would be required to determine the likelihood of any application to uplift the reserve status being approved and how the costs, as well as any proceeds of sale, would be shared between Council and DOC.

### Subdivision

27. If the portion of road through the Coopers Creek village can be stopped, revocation of reserve status of the land is approved by the Minister, and the Minister approves the disposal of the land by Council then the land can be sold to the crib owners.
28. In order to achieve a result whereby each crib owner holds a freehold title for their respective crib sites, a subdivision of the land would need to be undertaken.
29. Any subdivision of the land would be subject to all the usual rules in the Resource Management Act 1991 ("RMA") and the District Plan regarding subdivision.
30. The Coopers Creek village area is zoned rural in the District Plan within the coastal environment and with a natural features and landscapes overlay. The subdivision would be a non-complying activity due to any proposed allotments being less than 2 hectares<sup>6</sup>. Accordingly, in order for consent to be granted, the applicant must establish that the adverse effects of the activity on the environment will be minor or that the activity will not be contrary to the objectives of the District Plan<sup>7</sup>. Council may grant or refuse the application under Section 104B of the RMA.
31. Subdivision consent may be refused if there is a significant risk from natural hazards which cannot be avoided, remedied or mitigated by conditions of consent<sup>8</sup>. Given the vicinity of the Coopers Creek settlement to the coast, consideration would need to be given to natural hazards including climate change induced sea level rise, flooding and erosion.
32. Subdivision consent may also be refused if sufficient provision has not been made for legal and physical access to each allotment to be created by the subdivision<sup>9</sup>. Accordingly, legal access will need to be established by the vesting of a legal road enabling access to Coopers Creek village.
33. In addition to the required assessment of environmental effects, any subdivision application would need to be accompanied by a scheme plan detailing the design of the proposed allotments, access and services. If consent was granted, then a land survey would be required to be completed in order to create a survey plan capable of registration with LINZ. Early engagement and consultation with licenced surveyors would be required to identify potential issues with any proposed subdivision from a surveying perspective. Site 24 may present an issue as it looks to be located within 20 metres of the coastline and would therefore be encroaching on the esplanade strip that would be required pursuant to Rule SUB-R10 of the District Plan.

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<sup>6</sup> Rule SUB-R6

<sup>7</sup> Section 104D Resource Management Act 1991

<sup>8</sup> Section 106 Resource Management Act 1991

<sup>9</sup> Section 106 Resource Management Act 1991

34. Any subdivision would also need to comply with the Code of Practice for Land Development and Subdivision Infrastructure Bylaw 2016. This would necessitate consideration of stormwater, waste water (including appropriate disposal systems) & water supply to the cribs which may require upgrading in order to achieve compliance. The location of vehicle crossings into crib sites would also require assessment to determine compliance with the Bylaw and may require upgrading. Consideration would also need to be had to landscaping requirements and protection of cultural & heritage sites in the adjacent areas. Specialist advice from suitably qualified professionals would be required in regard to these matters.

### Conclusion

35. Granting the crib owners' request to "freehold" the crib sites would involve a complicated process in accordance with the legislative provisions of the Reserves Act 1977, Local Government Act 1974 and Resource Management Act 1991 (as well as associated land transfer legislation). The effect of these statutes mean that, even if Council resolved to grant the crib owners' request, this would still be subject to the approval of LINZ, DOC and the Minister of Conservation, which approval may or may not be given.
36. There would need to be engagement with planners, surveyors, engineers and other qualified professionals in order to determine the feasibility of the "freeholding" proposal as well as the costs associated with it. Consideration would then need to be given as to how these costs would be met and by whom.
37. Please let us know if you have any queries or would like to discuss this matter further at any stage.

Yours faithfully

**PRLaw**



**Janese Priergaard-Petersen**

Director

Winton Office

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28 February 2024

Refer Janese Priergaard-Petersen

Invercargill City Council  
Private Bag 90104  
**INVERCARGILL 9840**

**For** Michael Morris  
**Email** Michael.Morris@icc.govt.nz

Dear Michael

**COOPERS CREEK, SANDY POINT**  
**OUR REFERENCE: 099000-1082**

1. Thank you for your email dated 16 January 2024. Council has asked whether it is possible for part of the Sandy Point Recreation Reserve to be reclassified to permit private residences in the form of the Coopers Creek cribs. If so, Council would then manage the cribs by way of leases with crib owners.
2. Under the provisions of the Reserves Act 1977, a reserve must be classified in accordance with one of the purposes set out in sections 17-23 of the Reserves Act 1977. The categories are recreation, historic, scenic, nature, scientific, government purpose, and local purpose. Coopers Creek is located in the Sandy Point Domain, which is classified as a recreation reserve. If the area containing the Coopers Creek cribs was to be reclassified from a recreation reserve, the only other category that would be a potential option is the "local purpose" category.
3. Section 23 of the Reserves Act provides that a local purpose reserve may be classified as such "for the purpose of providing and retaining areas for such local purpose or purposes as are specified in any classification of the reserve".
4. The Act does not specifically restrict the types of local purpose. However, in general they should be consistent with the general purposes of the Act, not duplicate any of the primary purposes in sections 17-21 and allow flexibility of community use as far as possible. The general purposes of the Reserves Act are set out in Section 3 and can be summarised as providing for and ensuring, first, preservation and management of certain areas for the benefit and enjoyment of the public; second, survival of all indigenous flora and fauna and the preservation of representative samples of all classes of natural ecosystems and landscape; and, third, preservation of access for the public along the seacoast and preserving the natural character of the coast from unnecessary subdivision and development<sup>1</sup>.
5. Usually, a local purpose reserve would be limited to the following types of purpose: Aerodrome, environmental and landscape protection, cemetery, community buildings, esplanade, health, museum,

---

<sup>1</sup> *Rangitoto Island Bach Community Association Incorporated v The Director General of Conservation*[2006] NZRMA 376

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**Senior Associates:** Mike Brownlie, Katherine McDonald  
**Associates:** Angela MacKenzie, Greta O'Connor, Olivia Taylor, Ellen Langley - *Registered Legal Executive*  
**Consultants:** Lawrence Wilkes

JMP-099000-1082-53-V1:FGS



plantation, public hall, public utility, soil conservation or river control. The common factor of all of these purposes are that there is a public benefit to the intended use.

6. I note that Council's draft General Policies Reserves Management Plan 2023 sets out objectives in regard to occupation agreements for reserves as follows:
  - To grant, where appropriate, occupation agreements that are consistent with the requirements of the Reserves Act 1977.
  - To permit occupation arrangements that align with the objectives of the relevant reserve management plan, Council strategies, policies and bylaws.
  - To balance the retention of open space with appropriate use and occupation of the reserve.
  - To ensure public accountability of reserve management.
  - To ensure adequate remedy or mitigation of any adverse effects on reserve values caused by leases, licences, easements or other occupation agreements.
  - To ensure that all costs associated with the development and implementation of occupation agreements are the responsibility of the applicant.
  - To require compensation for temporary or permanent effects on reserve values caused by rights of way, easements, network utilities and similar forms of occupation agreement.
7. In the case of the Coopers Creek cribs, it is difficult to argue that there is a public benefit element to the provision of private residences on reserve land.
8. There is a statutory prohibition upon using a reserve for permanent or temporary personal accommodation without the Minister's approval contained in Section 44(1) of the Reserves Act. There are exceptions to this prohibition to allow personal accommodation of buildings set aside for such activities as ranger's residences, DOC camping grounds, huts, cabins and shelters or lodges. Section 44(1)(e) provides a further exception for areas defined on management plans prepared under section 41 and for the time being enforced. This exception would mean that, if the Sandy Point management plan was amended to allow for the Coopers Creek cribs then that would be permissible under Section 44. However, making such a change to the Sandy Point management plan would be a complete U-turn in Council's approach to the Coopers Creek cribs since they have been classified as non-conforming since at least 1989.
9. Homeowners' rights of occupation of a Crown reserve were considered by the High Court in *The Rangitoto Island Bach Community Association Incorporated v The Director General of Conservation*<sup>2</sup>. Harrison J reinforced that the thrust of the Reserves Act is plainly against allowing rights of occupation of reserve land for the purposes of permanent accommodation. In that case, bach owners on recreation reserve land on Rangitoto Island were successful in preventing eviction from their baches. However, in that case the baches themselves had been deemed to be of historic significance and located within the Hauraki Gulf Marine Park (subject to the Hauraki Gulf Marine Park Act 2000). We consider that this case is distinguishable from the Coopers Creek crib situation at present.
10. In our view, in order to reclassify part of the Sandy Point Recreation Reserve to a local purpose reserve to enable leases to be entered into with the crib owners will require Council to establish that there is a tangible community benefit and/or cultural or historical benefit from the private use of the Coopers Creek cribs. As suggested by Chris Bowen, Council's Open Spaces and Recreation Strategic Advisor, a public engagement process regarding the Coopers Creek cribs would be required to understand the level of support and whether the retention of the cribs has value to the community that aligns with the purposes of the Reserves Act.

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<sup>2</sup> [2006] NZRMA 376

11. If Council is satisfied that there is an element of community benefit to the Coopers Creek cribs, the process for changing the purpose of part of the reserve is contained in section 24(1)(b) of the Reserves Act.
12. In order to initiate the process under the above section, a full Council resolution in support of the proposal would be required. Surveyors would need to be engaged to formally identify the boundaries of the area to be reclassified. The Minister of Conservation would need to be notified and the Minister has the discretion to decide whether to change the classification. If the Minister agrees with the proposal, public notice will need to be given by Council and any objections will need to be considered. Iwi consultation will also be required as part of the process.
13. If Council wishes to pursue the matter, it may be worthwhile engaging with DOC as to whether such a reclassification would be likely to be approved.
14. If reclassified as a local purpose reserve, leases may be entered into with crib owners in accordance with the provisions of Section 61 of the Reserves Act 1977. In this case, because the leases with crib owners are not for any of the purposes referred to Section 61(2A), the leases would need to be entered into pursuant to Section 8 of the Public Bodies Leases Act 1969. This section permits leases to be entered into by private contract for a term of less than 5 years. Any lease for a term longer than 5 years would need to be offered by way of public auction or public tender and requires public notice to be given.
15. Leases for terms of less than 35 years will not trigger the subdivision provisions of the Resource Management Act 1991.
16. There remains the issue of part of crib sites 1 and 24 being located within the boundaries of unformed legal roads, as mentioned in my letter to Council dated 6 April 2023. Council cannot grant leases over these areas but can issue licences.
17. In conclusion, it may be possible for Council to pursue a change of classification of the Sandy Point recreation reserve in respect of the area containing the Coopers Creek cribs. However, such a change would require evidence of demonstrable public benefit and would be subject to the discretion of the Minister of Conservation. There would need to be a considerable amount of work undertaken in order to determine the feasibility of the proposal and likely costs (although the proposal would, in theory, be less complex than the freeholding proposal previously considered).
18. Please let us know if you have any queries or would like to discuss the matter further.

Yours faithfully

**PRLaw**



**Janese Priergaard-Petersen**

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## LOCAL GOVERNMENT NEW ZEALAND YOUNG ELECTED MEMBERS HUI 2024 ATTENDANCE

**To:** Council

**Meeting Date:** Tuesday 24 September 2024

**From:** Michael Morris – Manager Governance and Legal

**Approved:** Michael Day – Chief Executive

**Approved Date:** Tuesday 17 September 2024

**Open Agenda:** Yes

**Public Excluded Agenda:** No

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### Purpose and Summary

Each triennium Council allocates an individual discretionary budget for Elected Members' travel and training. This budget is to enable Councillors to attend training opportunities and conferences such as the Local Government New Zealand (LGNZ) Young Elected Members (YEM) Hui.

This year's LGNZ Conference is being held in Ōtautahi/Christchurch from 16-18 October 2024 (inclusive).

YEM is open to all elected members under the age of 40.

Cr Crackett is the Co-Chair, LGNZ National Council delegate and the Zone 6 Representative on the YEM Council.

The attendance of Cr Crackett and Cr Broad has been approved in principle by Mayor Clark, registration has also been tentatively completed in order to secure early bird registration and a place.

### Recommendations

That Council:

1. Receives the report titled "Local Government New Zealand Young Elected Members Hui 2024 Attendance".
2. Notes the dates of the Hui, 16-18 October 2024.
3. Endorses the attendance of Cr Crackett and Cr Broad at the Hui.

## **Implications and Risks**

### **Strategic Consistency**

Not applicable.

### **Financial Implications**

Funds are held in the travel and conference area of the Councillors' budget and Chief Executive's budget to cover these costs. The registration fee is \$100 (GST to be added) and this covers registration for the hui.

Flights and accommodation will be in addition. Accommodation is being held at Chateau on the Park for a rate of \$230 per room per night.

### **Legal Implications**

Not applicable.

### **Risk**

No risks identified.

### **Climate Change**

Flights will be arranged into Christchurch.

With all travel there is a carbon impact. Air New Zealand provide for a Carbon offset option.

Not attending the hui is not recommended as it means valuable learning and networking opportunities are missed for Council's young elected members.

## **Relevant information**

The allocated budget from October 2022 to October 2025 triennium for Elected Members' travel and training covers travel, accommodation, incidental expenses and registration costs for Council related attendance at governance training and sector meetings, conferences and events. It also includes induction expenses after the election.

The funds are held in the travel and conference area of the Councillors' budget to cover the cost of Councillors only. Resource Management Act training for Councillors is currently paid for by the planning budget.

When selecting training, meetings or events, individual members are responsible for ensuring and demonstrating that their selected options align with these criteria:

Councillors must be able to demonstrate that:

1. The event is held in New Zealand.
2. The event is relevant to local government.
3. The event is preferably, but not exclusively, supported by Local Government New Zealand or aligned organisations.
4. The event supports the elected members in contributing effectively and appropriately, in their governance role to the present and future needs and vision of Invercargill City Council.
5. The event is the most cost-effective option to achieve the identified outcomes and if not, why it is preferred over more cost-effective options.
6. The event is within their allocated individual budget.
7. Their travel and training meets the criteria outlined in 1-6, in response to any public or media inquiries about their travel and training, which will be directed to the individual member.

### **Community Views**

No community views have been sought.

### **Next Steps**

Staff will make all travel arrangements as required.

### **Attachments**

1. 2024 YEM Hui Programme (A5552688)



## YEM Hui 2024 – Programme

**Mā mua ka kite a muri, mā muri ka ora a mua | Driving change through community leadership**

### Day 1 – 16 October 2024

Time	Item
12.00pm	Mihi whakatau
12.30pm	Kai and kōrero
1.45pm	Official welcome and overview of the YEM Hui 2024
2.00pm	Whakawhanaungatanga Reconnecting and getting to know one another
3.30pm	Afternoon tea
4.00pm	Keynote: Seizing an opportunity; making a difference with and for your community <i>Hon Lianne Dalziel, Former Mayor of Christchurch and Member of Parliament</i>
4.45pm	Wrap up of the day
6.00pm	Welcome function




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**Day 2 – 17 October 2024**

Time	Item
9.00am	Welcome and overview of the day
9.15am	Workshop: What the YEM Network wants to achieve before the end of the triennium, and setting the new YEM Network up for success
10.45am	Morning tea
11.15am	Panel discussion – how councils can empower communities to drive change on the ground  <i>Jo Blair – Founder &amp; Director Brown Bread Limited</i>  <i>Other speakers TBC</i>
12.00pm	Bus tour to see examples of community-driven action in Christchurch and Selwyn (packed lunch provided) <ul style="list-style-type: none"> <li>• Selwyn District – Te Ara Ātea and Dr Areta Wilkinson’s work on Toro Atua</li> <li>• Fibre Gallery</li> <li>• Richmond Community Gardens</li> </ul>
4.15pm	Afternoon tea with Environment Canterbury Councillors  Followed by group reflections on the bus tour: what did we see and hear? What are the things that our communities need? How can we make those things happen?
5.00pm	Free evening



**Day 3 – 18 October 2024**

Time	Item
9.00am	Welcome and overview of the day
9.15am	Break out discussions – Round 1 <ul style="list-style-type: none"> <li>• What it’s like to be Mayor – <i>Mayor Ben Bell</i></li> <li>• Getting your community behind you – engaging communities on big issues – <i>Councillor Andrei Moore</i></li> </ul>
9.45am	Break out discussions – Round 2 <ul style="list-style-type: none"> <li>• How to build an effective online presence – <i>Councillor Deon Swiggs</i></li> <li>• Getting issues on the national agenda – <i>Councillor Sophie Handford</i></li> </ul>
10.15am	Morning tea
10.45am	Conversation with ACT MP Cameron Luxton about leadership and working with communities to get stuff done
11.20am	Conversation with Green MP Lan Pham about leadership and working with communities to get stuff done
12.00pm	Lunch
1.00pm	Panel discussion – supporting future and former young elected members and other community leaders  <i>Mayor Sam Broughton, Selwyn District Council &amp; LGNZ President</i>  <i>Councillor Raiha Bell, Manawatū District Council</i>  <i>Alexandra Davids, former Christchurch City Council Community Board member</i>  <i>Oscar Bloom, Chairperson of Christchurch West Melton Water Zone Committee</i>





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	<i>Alice Docking</i>
2.00pm	Wrap up – what we’ve learned and where to from here Closing karakia
6.00pm	YEM dinner and get together

## RESOURCE MANAGEMENT PLANNING HOUSING INTENSITY UPDATE

<b>To:</b>	Council
<b>Meeting Date:</b>	Tuesday 24 September 2024
<b>From:</b>	Anne Duncan - Manager - Planning and Building Services
<b>Approved:</b>	Jonathan Shaw - Group Manager - Consenting and Environment
<b>Approved Date:</b>	Tuesday 10 September 2024
<b>Open Agenda:</b>	Yes
<b>Public Excluded Agenda:</b>	No

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### Purpose and Summary

To provide Council with a resource management planning update that identifies the level of housing intensity permitted in the city and provide Council with a brief update regarding next steps to progress an associated Plan Change.

### Recommendations

That Council:

1. Receives the report 'Resource Management Planning Housing Intensity Update'.

### Background

This report responds to the notice of motion on Tuesday 27 August 2024 for management to provide a District Plan report to full Council by the September Council meeting that identifies the level of housing intensity permitted in the city.

An outline of the existing zones in the District Plan, and the density enabled within each zone is provided below. This is followed by an outline of next steps to progress a plan change to enable greater housing intensity and diversity to meet the needs outlined in the Invercargill City Council Housing Needs Assessment.

### Issues

The maximum residential density within the existing zones of the District Plan is provided below:

<b>Zone</b>	<b>Maximum Residential Density</b>
Residential 1	400m <sup>2</sup>
Residential 1 within Outer Control Boundary or Single Event Sound Exposure Boundary	500m <sup>2</sup>
Residential 1A	400m <sup>2</sup> unless approved Medium Density Development (which requires 2,000m <sup>2</sup> site)
Residential 1B	250m <sup>2</sup>
Residential 2 Zone	750m <sup>2</sup> (unless title created prior to 29 October 2016)
Residential 3 Zone	2,000m <sup>2</sup> (unless title created prior to 29 October 2016)
Residential 4 Zone – Connected to reticulated sewerage	4,000m <sup>2</sup>
Residential 4 Zone – Not connected to reticulated sewerage	2 hectares
Ōtātara – Connected to reticulated sewerage	4,000m <sup>2</sup>
Ōtātara – Not connected to reticulated sewer and within Outer Control or Single Event Sound Exposure Boundary	1 hectare
Rural Zone	2 hectares (unless specifically provided for)

As outlined in the Long-term plan Housing Workshop in March 2023, the April 2023 Invercargill City Council Housing Needs Assessment, and the May 2023 Murihiku Southland Housing Needs Assessment, there is a misalignment between the existing housing stock and that required to meet the need of Invercargill's community.

The total feasible capacity for Invercargill over the next 30 years is estimated to be 27,500 dwellings which represents capacity for an additional 6,700 dwellings. The growth projections indicate there will be demand for an additional 600 dwellings by 2052 under the medium scenario, or 5,000 dwellings under the high scenario. Overall, there is adequate sufficiency in Invercargill to accommodate the high-growth scenario.

However, sufficiency of size and type of dwellings shows some gaps. The findings suggest there is potential unmet demand for central living, with an additional 1,300 attached dwellings required. While overall housing sufficiency can be accommodated with the housing capacity provided by the existing District Plan, central areas and attached/medium density living options are pressure areas, with the demand in central areas at 800 dwellings. Although the Residential 1A zone does enable medium density development close to the CBD, uptake has been limited and the current rules (particularly the requirement for a 2,000m<sup>2</sup> site) require review.

## **Next Steps**

Council have identified housing provisions as a key priority for consideration for change to the existing District Plan.

Previous action on this included undertaking the Invercargill City Housing Needs Assessment discussed above. This report concluded that there is currently sufficient capacity to meet the needs for higher end growth projections. However, there are gaps in relation to the size and type of dwellings to meet community needs and need for provisions to enable additional central living options, under the current rules of the District Plan.

More recent action includes a survey of housing values and needs in conjunction with the Long-term plan consultation process. The survey was well received by the development community and the feedback is in the process of being analysed. Initial engagement with Te Ao Mārama is now also underway and ICC will look to undertake engagement with other key stakeholders over the coming months.

A further report will be presented to Council in October. The high-level outcomes and timeframes to progress this plan change will be outlined, alongside the work to update the Subdivision and Code of Practice in tandem.

The aim is to have a draft plan change to address urgent housing matters prepared for consideration by Council and notification in early 2025.

## UPDATES TO 2024/ 2025 FEES AND CHARGES SCHEDULE – PARKING INFRINGEMENT FEES

<b>To:</b>	Council
<b>Meeting Date:</b>	Tuesday 24 September 2024
<b>From:</b>	Rhiannon Suter, Manager – Strategy, Policy and Engagement
<b>Approved:</b>	Trudie Hurst - Group Manager - Community Engagement and Corporate Services
<b>Approved Date:</b>	Thursday 19 September 2024
<b>Open Agenda:</b>	Yes

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### Purpose and Summary

This report provides Council with an update on the changes required to the 2024/2025 Fees and Charges Schedule as a result of national legislative changes made to Parking Infringement fees.

### Recommendations

That the Council:

1. Receives the report "Updates to 2024/2025 Fees and Charges Schedule – Parking Infringement Fees".
2. Adopts the required changes to be to the 2024/2025 Fees and Charges Schedule (A5555948).

### Background

The Government has completed a review of parking infringement fees and charges set by national legislation which will come into force from 1 October. This is the first time these fees have been reviewed for twenty years and the Government has made adjustments primarily to reflect the impact of inflation but also the impact on mobility-impaired users when spaces they wish to use are not available as a result of improper use.

Council submitted as part of this review which took place in July and the resulting legislative changes were announced on 29 August 2024.

These changes are legislatively required and changes need to be made to the Fees and Charges Schedule to reflect them and as a result, further public consultation is not required.

## Issues

The changes are all within the area of parking infringement and towage.

Two other minor changes have been made to the Compliance fees:

- Minor wording change to 'Parked on a footpath or cycle path' fee to clarify inclusion of cycle paths.
- 'Parked at an expired meter' fees have been removed as this is already covered by the 'Parked in a parking space exceeding time paid for at a pay and display, pay by space or pay by plate method'.

There are no financial implication associated with these changes.

## Next Steps

The 2024/2025 Fees and Charges Schedule will be updated and added to the website. Public communications on the national changes to parking fees have already commenced.

Further consultation on the 2024/2025 Fees and Charges Schedule is likely to be required before the end of the year on any changes required to bus fares as a result of Government removal of subsidies.

## Attachments

2024/2025 Fees and Charges Schedule (A5555948)

A5555948

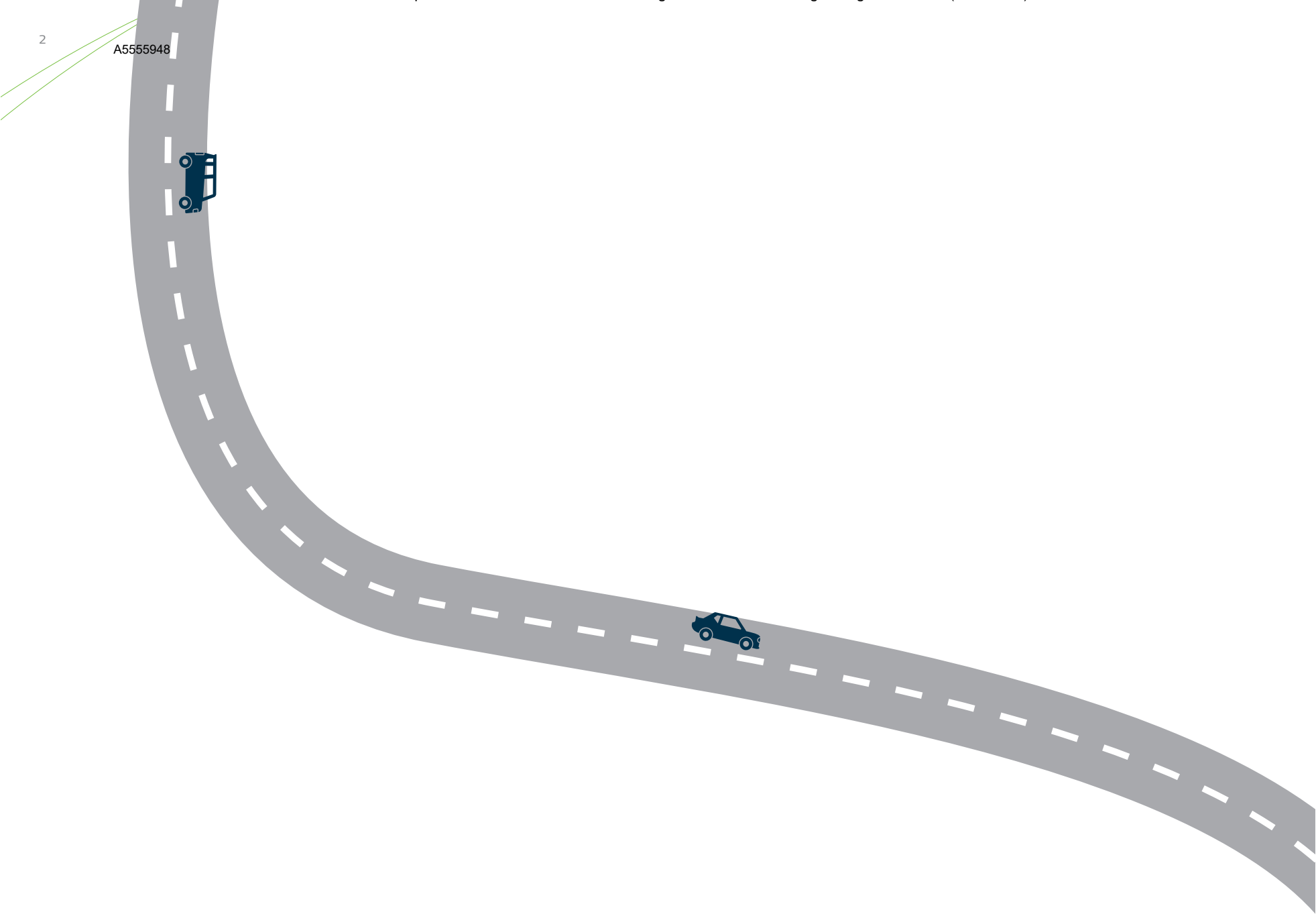
2024/2025

# Fees and charges

Ngā utu

He Ngākau Aroha - Our City with Heart







A5555948



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# Fees and charges

## Ngā utu

Fees and charges for Council activities, Council Controlled Organisations and Council Organisations are set under sections 12, 103 and 150 of the Local Government Acts 2002 and 1974.

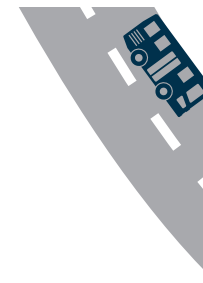
Fees and charges are effective from 1 July 2024.

All fees and charges are inclusive of GST, if any, unless otherwise stated.

Any updates will be included on the Council's website [www.icc.govt.nz](http://www.icc.govt.nz)

CORPORATE FEES	2023/2024 \$	2024/2025 \$
Executive Staff (per hour)	250.00	275.00
Managers and team leaders (per hour)	219.00	240.00
Professional and technical staff (per hour)	188.00	205.00
Administrative staff (per hour)	101.00	110.00
Photocopying		
• A4 black & white	0.25	0.30
• A4 colour	0.50	0.60
• A3 black & white	0.45	0.50
A3 colour	1.00	1.00
A0 & A1	6.00	6.50
Travel per Km	0.83	0.95





A5555948

# Alcohol Licensing

## Raihara hoko Waipiro

ALCOHOL LICENSING FEES <i>Set by Sale and Supply of Alcohol (Fees) Regulations 2013</i> Premises Licence (on-licence, off-licence and club licence)		2023/2024 \$	2024/2025 \$	2023/2024 \$	2024/2025 \$
CATEGORY (RISK RATING)		ANNUAL FEE	ANNUAL FEE	APPLICATION FEE	APPLICATION FEE
Very low (0 – 2)		161.00	161.00	368.00	368.00
Low (3 – 5)		391.00	391.00	609.50	609.50
Medium (6 – 15)		632.50	632.50	816.50	816.50
High (16 – 25)		1035.00	1035.00	1023.50	1023.50
Very High (26+)		1437.50	1437.50	1207.50	1207.50
SPECIAL LICENCE					
LICENCE CLASS		EVENTS	ANNUAL FEE	EVENTS	ANNUAL FEE
Class 1 - 1 large event: More than 3 medium events: more than 12 small events		1 large event: More than 3 medium events: more than 12 small events	575.00	1 large event: More than 3 medium events: more than 12 small events	575.00
Class 2 - more than 3 medium events 3 to 12 small events 1 to 3 medium events		3 to 12 small events 1 to 3 medium events	207.00	3 to 12 small events 1 to 3 medium events	207.00
Class 3 - more than 12 small events 1 or 2 small events		1 or 2 small events	63.25	1 or 2 small events	63.25
OTHER ALCOHOL LICENSES		2023/2024 \$	2024/2025 \$		
		FEES	FEES		
Manager's certificate (application/ renewal)		316.25	316.25		
Temporary authority		296.70	296.70		
Temporary license		296.70	296.70		
Permanent Club Charters		632.50	632.50		



# Animal Services

## Ratonga kararehe

DOG CONTROL FEES Registration	2023/2024 \$	2024/2025 \$
Responsible Ownership Fee – Not Desexed	71.00	75.00
Responsible Ownership Fee – Desexed	51.00	55.00
Menacing/Dangerous Dog	156.00	165.00
Standard Fee - Not Desexed	104.00	110.00
Standard Fee - Desexed	89.00	95.00
Working Dog	35.00	40.00
Registration Fee for a Probationary Owner	Apply fee applicable to their classification	Apply fee applicable to their classification
Multiple Dog Fee (Five Dogs or More)	310.00 for responsible dog owners and for working dogs	340.00 for responsible dog owners and for working dogs
Responsible Menacing Dog (Breed only)	85.00	90.00



A5555948

**PRO-RATA REGISTRATION FEES**

Use the fees below when registering a new dog. This could be:

1. A puppy's first registration; or
2. When a person is a new owner of a dog.

As a guide to what refund may be given in the case of a dog that has died, take the fee for that month after the refund application is received.

REGISTRATION MADE WITHIN	RESPONSIBLE OWNER - NOT DE-SEXED	DOG RESPONSIBLE OWNER - DE-SEXED	DANGEROUS AND MENACING DOG	STANDARD DOG - NOT DE-SEXED	STANDARD DOG - DE-SEXED	WORKING DOG	RESPONSIBLE MENACING DOGS (BREED ONLY APPLIES)
July	68.75	50.42	151.25	100.83	87.08	36.67	82.50
August	62.50	45.83	137.50	91.67	79.17	33.33	75.00
September	56.25	41.25	123.75	82.50	71.25	30.00	67.50
October	50.00	36.67	110.00	73.33	63.33	26.67	60.00
November	43.75	32.08	96.25	64.17	55.42	23.33	52.50
December	37.50	27.50	82.50	55.00	47.50	20.00	45.00
Jan	31.25	22.92	68.75	45.83	39.58	16.67	37.50
Feb	25.00	18.33	55.00	36.67	31.67	13.33	30.00
March	18.75	13.75	41.25	27.50	23.75	10.00	22.50
April	12.50	9.17	27.50	18.33	15.83	6.67	15.00
May	6.25	4.58	13.75	9.17	7.92	3.33	7.50
June	0.00	0.00	0.00	0.00	0.00	0.00	0.00



# Animal Services continued

## Ratonga kararehe

OTHER FEES	2023/2024 \$	2024/2025 \$
Application for Responsible Ownership (incl. property inspection)	40.00	45.00
Additional property inspections	40.00	45.00
Microchip Implanting	25.00	25.00
Replacement Tags	6.00	7.00
Additional late fee after 1 August	50% of registration	25% of registration
Dog Hearing Lodgment Fee	750.00	815.00
Application Fee (keeping of more than 2 dogs)	40.00	45.00
DOG CONTROL INFRINGEMENTS* Set by Dog Control Act 1996 (per offence)	2023/2024 \$	2024/2025 \$
Willful obstruction of a Dog Control Officer or Ranger	750.00	750.00
Failure or refusal to supply information or willfully providing false particulars	750.00	750.00
Failure to supply information or willfully providing false particulars about dog	750.00	750.00
Failure to comply with any Bylaw authorized by the section	750.00	750.00
Failure to undertake dog education programme of dog obedience course (or both)	300.00	300.00
Failure to comply with obligations of a probationary owner	750.00	750.00
Failure to comply with the effects of disqualification	750.00	750.00
Failure to comply with effects of classification of dog as "dangerous dog"	300.00	300.00

\*GST not applicable

A5555948

DOG CONTROL INFRINGEMENTS* Set by Dog Control Act 1996 (per offence)	2023/2024 \$	2024/2025 \$
Failure to comply with effects of classification of dog as "menacing dog"	300.00	300.00
Fraudulent sale or transfer of dangerous dog	500.00	500.00
Failure to advise person of muzzle and leashing requirements	100.00	100.00
Failure to implant microchip transponder in dog	300.00	300.00
False statement relating to dog registration	750.00	750.00
Falsely notifying of death of dog	750.00	750.00
Failure to register dog	300.00	300.00
Fraudulent procurement to procure replacement tag	500.00	500.00
Failure to advise change of dog ownership	100.00	100.00
Failure to advise change of address	100.00	100.00
Removal or swapping of registration tags	500.00	500.00
Failure to keep dog controlled or confined	200.00	200.00
Failure to keep dog under control	200.00	200.00
Failure to provide proper care and attention, food, water, shelter	300.00	300.00
Failure to carry leash in public	100.00	100.00
Failure to comply with barking dog abatement notice	200.00	200.00
Allowing a dangerous dog to be at large unleashed or unmuzzled	300.00	300.00
Releasing dog from custody	750.00	750.00
Failure to advise of muzzle and leashing requirements	100.00	100.00

\*GST not applicable



# Animal Services continued

## Ratonga kararehe

DOG IMPOUNDMENT FEES	2023/2024 \$	2024/2025 \$
First Impoundment	100.00	110.00
Second and subsequent Impoundment (\$163.50 from then on plus infringement fee after 3rd impoundment)	150.00	165.00
Sustenance – per day (Daily care fee)	20.84	25.00
Long Term Stay (Greater than one month) Monthly Fee <b>Note:</b> Where a dog is impounded and is awaiting the outcome of a Court Hearing or similar a monthly fee will be applied and monthly invoices will be issued to the owner.	300.00	325.00
After Hours Release (Minimum of one hour staff time) (By prior arrangement & proof required)	188.00/hour	205.00/hr
Surrender fee	120.00	130.00
STOCK IMPOUNDING CHARGES	2023/2024 \$	2024/2025 \$
<b>Large animals including but not limited to Horses, Asses, Mules, Cattle and Deer</b>		
First Impounding (first animal)		
Poundage – each	100.00	110.00
Sustenance – per day (Daily care fee)	10.40	11.00
Second or Subsequent impounding (first animal)		
Poundage – each	90.00	100.00
Sustenance – per day (Daily care fee)	10.40	11.00



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STOCK IMPOUNDING CHARGES	2023/2024 \$	2024/2025 \$
Additional animal impounding		
Poundage – each	10.00	11.00
Sustenance – per day (Daily care fee)	10.40	11.00
<b>Small animals including but not limited to Sheep, Goats, Pigs and Poultry</b>		
Impounding (first animal) - each	30.00	35.00
Impounding additional animals - each	3.00	3.00
Sustenance - per day (Daily care fee) per animal	3.10	3.00
Droving, leading or conveying charges	150.00	165.00
After Hours Release (Minimum of one hour staff time) (By prior arrangement & proof required)	188.00/hr	205.00/hr
Impound after hours/call out fee (By prior arrangement & proof required)	188.00/hr	205.00/hr
OTHER FEES	2023/2024 \$	2024/2025 \$
Vet charges	Actual costs	Actual costs
Stock call out	80.00	85.00



# Building Control

## Ratonga Hangatanga

BUILDING CONSENT APPLICATION		
<p>All application based on square metre rates are subject to a minimum \$500, and a maximum of \$22,000, except any construction project with an estimated construction value greater than \$4,500,000 that will be charged a flat rate of 0.5% of the construction value.</p> <p>Fees are based on the floor area affected, for example if a wall is removed the areas of the rooms on both sides of the demolished wall are used to calculate the fee.</p>		
HEALTHY HOMES Council offers a 25% subsidy off the following fees as part of our commitment to the Government's Warm Up New Zealand: Healthy Homes Programme	2023/2024 \$	2024/2025 \$
Solid Fuel Heater: Freestanding	226.30	247.00
Solid Fuel Heater: Wetbacks	326.25	370.00
Insulation	435.00	474.00
(A) RESIDENTIAL		
New Dwellings Single/Semi-Detached/Additions (Includes plumbing and drainage) and Residential interior alterations (including plumbing and drainage)	25.00/m <sup>2</sup>	27.00/m <sup>2</sup>
Building placed on site/foundation only	14.50/m <sup>2</sup>	16.00 /m <sup>2</sup>
Multi-Residential (includes plumbing and drainage)	26.00/m <sup>2</sup>	28.00 /m <sup>2</sup>
Conservatories/Verandas	558.50 flat rate	609.00 flat rate
Re-roof/reclad	558.50 flat rate	609.00 flat rate

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BUILDING CONSENT APPLICATION		
(A) RESIDENTIAL	2023/2024 \$	2024/2025 \$
Amendment	188.00 which includes the first hour of processing. Anything over one hour will be invoiced at 188.00/hr and any additional inspections will be charged at 188.00 per inspection	205.00 which includes the first hour of processing. Anything over one hour will be invoiced at 205.00/hr and any additional inspections will be charged at 205.00 per inspection
Waiver / Modification Amendment	188.00 which includes the first hour of processing. Anything over one hour will be invoiced at 188.00/hr and any additional inspections will be charged at 188.00 per inspection	205.00 which includes the first hour of processing. Anything over one hour will be invoiced at 205.00/hr and any additional inspections will be charged at 205.00 per inspection
<b>Solid Fuel Heater</b>		
▪ Freestanding	302.00	329.00
▪ Diesel Freestanding	453.00	494.00
▪ Insert / Wetbacks	453.00	494.00
▪ Boilers	453.00	494.00
Bathroom alteration which includes wet area shower	558.00	720.00
Plumbing – Solar Heating	450.00	491.00
Fences/timber deck	335.00	365.00
Swimming pools	240.00	615.00
Swimming pool registration (three yearly)	225.00	245.00
Swimming pool exemption request	225.00	245.00



# Building Control continued

## Ratonga Hangatanga

BUILDING CONSENT APPLICATION		
(A) RESIDENTIAL	2023/2024 \$	2024/2025 \$
Accessory Buildings (unlined)	19.00/m <sup>2</sup> (capped at 1,130.00)	21.00/m <sup>2</sup> (capped at 1,230.00)
Accessory Buildings (lined)	23.00/m <sup>2</sup> (capped at 1,130.00)	25.00/m <sup>2</sup> (capped at 1,845.00)
Accessory Buildings Extension	19/m <sup>2</sup> (minimum fee 330.00)	21.00/m <sup>2</sup> (minimum fee 500.00)
(B) COMMERCIAL/INDUSTRIAL	2023/2024 \$	2024/2025 \$
New Commercial/Additions (General) includes plumbing and drainage	30.00/m <sup>2</sup>	33.00/m <sup>2</sup>
Foundation / Slab / Bridge Only	467.00 flat rate	509.00 flat rate
Shell only (internal unfinished)	19.50/m <sup>2</sup>	21.00/m <sup>2</sup>
Re-roof / reclad	677.00 flat rate	738.00 flat rate
Amendments	188.00 which includes the first hour of processing. Anything over one hour will be invoiced at 188.00/hr and any additional inspections will be charged at 188.00 per inspection	205.00 which includes the first hour of processing. Anything over one hour will be invoiced at 205.00/hr and any additional inspections will be charged at 205.00 per inspection
Waiver / Modification Amendment	188.00 which includes the first hour of processing. Anything over one hour will be invoiced at 188.00/hr and any additional inspections will be charged at 188.00 per inspection	205.00 which includes the first hour of processing. Anything over one hour will be invoiced at 205.00/hr and any additional inspections will be charged at 205.00 per inspection

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BUILDING CONSENT APPLICATION		
(C) INDUSTRIAL	2023/2024 \$	2024/2025 \$
Farm Buildings (unlined) (bonafide farm use)	12.50/m <sup>2</sup>	14.00/m <sup>2</sup>
Amendment	188.00 which includes the first hour of processing. Anything over one hour will be invoiced at 188.00 /hour and any additional inspections will be charged at 188.00 per inspection	To be removed
Waiver/Modification Amendment	188.00 which includes the first hour of processing. Anything over one hour will be invoiced at 188.00 /hour and any additional inspections will be charged at 188.00 per inspection	To be removed
(D) PLUMBING	2023/2024 \$	2024/2025 \$
Site Servicing/Ext Drainage/Sump	16.30/lineal metre (minimum fee 300.00)	18.50/lineal metre (minimum fee 500.00)
Connection to Kennington Sewerage Scheme	7,300.00	7,300.00
Connection to North Road extension	5,400.00/flat	5,400.00/flat
(E) MECHANICAL	2023/2024 \$	2024/2025 \$
HVAC (affected area) (min. of \$300.00)	Min 300.00 - 1.75 /m <sup>2</sup>	To be removed
Sprinkler System (affected area) (min of \$300.00)	Min 300.00 - 1.75 /m <sup>2</sup>	To be removed
Fire Alarm, Auto-Doors, Other Specified System	336.50 flat rate	To be removed
All specified systems including HVAC, Sprinklers, Fire Alarms, Auto-doors etc.	-	\$205.00 per system
(F) DEMOLITION	2023/2024 \$	2024/2025 \$
Residential	396.00	432.00
Commercial / Industrial	562.50	613.00



# Building Control continued

## Ratonga Hangatanga

BUILDING CONSENT APPLICATION		
<b>CERTIFICATE OF ACCEPTANCE</b>	<b>2023/2024</b>	<b>2024/2025</b>
	\$	\$
Certificate of Acceptance Building (Plus DBH, BRANZ and Accreditation levies if applicable)	Consent fee x 2	Building Consent fee x 2
<b>OFFICER CHARGE OUT RATES</b>	<b>2023/2024</b>	<b>2024/2025</b>
	\$	\$
Processing - additional time	188.00 per hour	205.00 per hour
Inspection - additional Additional/reinspection fee charged for any inspections over and above those listed on the form 5	188.00 flat rate	205.00 flat rate
<b>PROJECT INFORMATION MEMORANDUM (PIM)</b>	<b>2023/2024</b>	<b>2024/2025</b>
	\$	\$
PIM – residential	335.50	540.00
PIM – commercial / industrial	450.00	850.00
<b>TERRITORIAL AUTHORITY NOTIFICATION (TAN)</b>	<b>2023/2024</b>	<b>2024/2025</b>
	\$	\$
TAN - Residential	335.50	460.00
TAN - Commercial	450.00	770.00
<b>LAND INFORMATION MEMORANDUM</b>	<b>2023/2024</b>	<b>2024/2025</b>
	\$	\$
<b>Residential - Single Property:</b>		
▪ 5 working days (electronic)	575.00 flat rate	To be removed
▪ 10 working days (electronic)	345.00 flat rate	385.00 flat rate
<b>Commercial/Industrial/Multi Residential/Other</b>	-	660.00 flat rate
<b>Commercial and Industrial (combined above)</b>		
<b>10 working days (electronic)</b>	575.00 deposit for the first 4 hours. 101.00 per hour fee thereafter.	To be removed
<b>Note:</b> The set fee for a Land Information Memorandum is for an electronic copy. Should you require a hard copy version; a further \$12.00 charge will apply.	11.00 per copy	12.00 per copy

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BUILDING CONSENT APPLICATION		
ANNUAL BUILDING WARRANT OF FITNESS	2023/2024 \$	2024/2025 \$
Compliance Officer / hourly rate	188.00/hr	205.00/hr
New Compliance Schedule	322.00 up to two hours after this the charge out rate of 188.00/hr applies	410.00 up to two hours after this the charge out rate of 205.00/hr applies
Building Warrant of Fitness Renewal	188.00 flat rate	205.00/hr
Building Warrant of Fitness audit inspection (including file note)	188.00 flat rate	205.00/hr
Amendment to Compliance Schedule	322.00 up to two hours after this the charge out rate of 188.00/hr applies	410.00 up to two hours after this the charge out rate of 205.00/hr applies
Building statistics report (per month)	33.00	36.00
Property File Retrieval	0.00	0.00
Record of Title	25.00	27.00
<b>Copying charges:</b>		
▪ A4 black & white	0.25 per page (plus administrative charge)	0.30 per page (plus administrative charge)
▪ A4 colour	0.50 per page (plus administrative charge)	0.60 per page (plus administrative charge)
▪ A3 black & white	0.45 per page (plus administrative charge)	0.50 per page (plus administrative charge)
▪ A3 colour	1.00 per page (plus administrative charge)	1.00 per page (plus administrative charge)
▪ A1 or A0	6.00 per page (plus administrative charge)	6.50 per page (plus administrative charge)
Scanning of property files	101.00 per hour, capped at 4 hours	110.00 per hour, capped at 4 hours
Administrative Charge	94.50 per hour capped at 290.00	110.00 per hour



# Building Control continued

## Ratonga Hangatanga

MISCELLANEOUS	2023/2024 \$	2024/2025 \$
Cancelled inspection fee (late cancellation for cancellations after 2pm the day prior to the day of inspection)	188.00 flat rate	205.00 flat rate
Consent system fee	-	145.00 per consent
Work Start Extension Request	97.00/hr	110.00 per consent
Code Compliance Certificates review and sign off (for building consents over \$500.00)	188.00 Flat rate	205.00 flat rate
Building consent file review	-	205.00/hr
Tents / Marquees	322.00 flat rate	350.00 flat rate
<b>Certificate of Public Use</b>		
▪ First six months	370.00 flat rate	403.00 flat rate
▪ Second six months	750.00 flat rate	818.00 flat rate
▪ Third and subsequent six months	2,100.00 flat rate	2,289.00 flat rate
Notice to Fix	547.00 flat rate	500.00 flat rate
Dangerous/Insanitary	-	500.00 flat rate
Earthquake prone	-	500.00 flat rate
Minor variation acceptance	188.00/hr	205.00/hr
Alternate Solution Assessment	188.00/hr	205.00/hr
Schedule 1 Notification	97.00/hr	110.00 flat rate
Schedule 1 Exemption 2	435.00	474.00
Peer Review/Consultant	Cost plus 10%	Cost plus 10%
Dangerous / Insanitary / Earthquake Prone Consultation / Engaging consultants	Cost plus 10%	Cost plus 10%
Change of Use notification/acceptance	188.00 flat rate	205.00/hr
Amusement Device	11.50 first application 2.30 second application	11.50 first application 2.30 second application



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LEGAL PROCESSES	2023/2024 \$	2024/2025 \$
Drain in Common fee (Applicant to engage surveyor to draw up plan and provide to Council for lodging with Land Information New Zealand)	602.00 plus any solicitors costs	410.00
Section 75 of the Building Act	383.00 plus any solicitors costs	417.00
Section 73 of the Building Act	383.00 plus any solicitors costs	417.00
Section 37 of the Building Act	120.00 flat rate	131.00
GOVERNMENT LEVIES (MAY BE VARIED BY GOVERNMENT LEGISLATION)	2023/2024 \$	2024/2025 \$
BRANZ Levy > \$20,444 assessed value	1.00 per 1,000.00 (rounded to the next 1,000.00)	1.00 per 1,000.00 (rounded to the next 1,000.00)
MBIE Levy > \$65,000 assessed value*	1.75 per 1,000.00 (rounded to the next 1,000.00)	1.75 per 1,000.00 (rounded to the next 1,000.00)
MBIE Levy > \$20,000 assessed value (from 1994 to 2020)*	Refer to MBIE website for historical rates <sup>1</sup> (rounded to the next 1,000.00)	Refer to MBIE website for historical rates <sup>1</sup> (rounded to the next 1,000.00)
Accreditation Levy	1.00 per 1,000.00 of GST inclusive work for all applications of 5,000.00 or more (rounded to the next 1,000.00)	1.00 per 1,000.00 of GST inclusive work for all applications of 5,000.00 or more (rounded to the next 1,000.00)
The following Infringement Fees are set by the Building Act 2004. Please note – the fine increases if Court proceedings are undertaken.		
GENERAL BUILDING OFFENCES*	2023/2024 \$	2024/2025 \$
s40 - Failing to comply with the requirement that building work must be carried out in accordance with a building consent.	1,000.00	1,000.00
s101 - Failing to comply with requirement to obtain a compliance schedule	250.00	250.00
s108(5)(a) - Failing to display a building warrant of fitness required to be displayed.	250.00	250.00
S108(5)(aa) Failing to supply territorial authority with a building warrant of fitness	250.00	250.00

\*Note that MBIE levies are subject to change and fees may need to be altered to reflect MBIE changes.



# Building Control continued

## Ratonga Hangatanga

GENERAL BUILDING OFFENCES*	2023/2024 \$	2024/2025 \$
s108(5)(b) - Displaying a false or misleading building warrant of fitness.	1,000.00	1,000.00
s108(5)(c) - Displaying a building warrant of fitness other than in accordance with section 108.	1,000.00	1,000.00
LEGAL PROCESSES*	2023/2024 \$	2024/2025 \$
s116B(1)(a) - Using, or knowingly permitting the use of, a building for a use for which it is not safe or not sanitary.	1,500.00	1,500.00
s116B(1)(b) - Using, or knowingly permitting the use of, a building that has inadequate means of escape from fire.	2,000.00	2,000.00
s124 - Failing to comply with a notice, within the time stated in the notice, requiring work to be carried out on a dangerous, earthquake-prone, or insanitary building.	1,000.00	1,000.00
s128 - Using or occupying a building, or permitting another person to do so, contrary to a territorial authority's hoarding, fence, or notice.	2,000.00	2,000.00
S128A(2) Using or occupying a building, or permitting another person to do so, contrary to a territorial authority's hoarding, fence, or notice.	2,000.00	2,000.00
s168 - Failing to comply with a notice to fix.	1,000.00	1,000.00
s362D(4) Failing to provide prescribed disclosure information	500.00	500.00
s362D(4) Failing to provide prescribed checklist	500.00	500.00
s362F(4) Failing to have a written contract as prescribed	500.00	500.00
S362T(4) Failing to provide prescribed information or documentation to specified persons	500.00	500.00
s363 - Using, or permitting use of building having no consent or code compliance certificate or certificate for public use for premises for public use	1,500.00	1,500.00

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LEGAL PROCESSES*	2023/2024 \$	2024/2025 \$
s367 - Wilfully obstructing, hindering, or resisting a person executing powers conferred under the Act or its regulations.	500.00	500.00
s368 - Wilfully removing or defacing a notice published under the Act or inciting another person to do so.	500.00	500.00
RESTRICTED BUILDING WORK*	2023/2024 \$	2024/2025 \$
s85(1) - Person who is not licensed building practitioner carrying out restricted building work without supervision of licensed building practitioner with appropriate licence.	750.00	750.00
s85(2)(a) - Licensed building practitioner carrying out restricted building work without appropriate licence.	500.00	500.00
s85(2)(b) - Licensed building practitioner supervising restricted building work without appropriate licence.	500.00	500.00
s314(1) - Person holding himself or herself out as being licensed to do or supervise building work or building inspection work while not being so licensed.	500.00	500.00

\*GST not applicable

**Notes:**

- 1) Further details can be found at [www.building.govt.nz/building-officials/building-levy/](http://www.building.govt.nz/building-officials/building-levy/)
- 2) All Dam Safety Offences will be removed in 2024/2025 as dam management lies outside ICC jurisdiction.
- 3) A new fee will be introduced in 2024/2025 to replace the previous fees per system.
- 4) Building consent file review: a new fee will be introduced in 2024/2025 for the time taken to review historical consents.



# Compliance

## Tūtohunga

PARKING COMPLIANCE FEES*	2023/2024 \$	2024/2025 \$
<b>Pursuant to:</b> <ul style="list-style-type: none"> <li>▪ Land Transport Act 1998</li> <li>▪ Invercargill City Council Bylaws</li> <li>▪ Transport (towage fees) Notice 2004</li> </ul>		
<b>Any parking offence involving parking on a road in breach of a Local Authority Bylaw, in excess of a period fixed by a meter or otherwise, where the excess time is:</b>		
▪ Not more than 30 minutes	12.00	20.00
▪ More than 30 minutes but not more than one hour	15.00	25.00
▪ More than one hour but not more than two hours	21.00	36.00
▪ More than two hours but not more than four hours	30.00	51.00
▪ More than four hours but not more than six hours	42.00	71.00
▪ More than six hours	57.00	97.00
<b>Offence: Other Infringements</b>		
Parked within six metres of an intersection	60.00	100.00
Parked near corner, bend, rise or intersection	40.00	70.00
Parked on or near a pedestrian crossing	60.00	100.00
Parked in a prohibited area	40.00	70.00
Parked on broken yellow line	60.00	100.00
Parked in area reserved for hire or reward vehicles	40.00	70.00
Parked within six metres of an indicated bus stop	40.00	70.00

\*GST not applicable

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PARKING COMPLIANCE FEES*	2023/2024 \$	2024/2025 \$
Parked obstructing a vehicle entrance	40.00	70.00
Parked within 500mm of a fire hydrant	40.00	70.00
Double parked	60.00	100.00
Incorrect kerb parking	40.00	70.00
Parked on a footpath or cycle path	40.00	70.00
Parked a trailer on a road over seven days	40.00	70.00
Inconsiderate parking	60.00	100.00
Parked in a (non GSV) loading zone - over the time limit	40.00	70.00
Incorrect angle parking	40.00	70.00
Parked facing wrong way	40.00	70.00
Parked on a level crossing	150.00	255.00
Parked near a level crossing	150.00	255.00
Operated vehicle with a damaged tyre	150.00	255.00
Operated vehicle with a smooth tyre	150.00	255.00
Parked in area reserved for disabled persons	150.00	750.00
Failed to park entirely in marked parking area	40.00	70.00
Failed to pay for parking at carparks using pay and display, pay by space or pay by plate method	40.00	70.00



# Compliance continued

## Tūtohunga

PARKING COMPLIANCE FEES**	2023/2024 \$	2024/2025 \$
Parked in parking space exceeding time paid for at a pay and display, pay by space or pay by plate method	Between 12.00 - 57.00 as above	Between 20.00 - 97.00 as above
Operated an unlicensed vehicle	200.00	200.00
Obscured or indistinguishable registration label	200.00	200.00
Obscured or indistinguishable registration plate	200.00	200.00
Used a vehicle with exemption from continuous licensing	200.00	200.00
Failed to display registration plates	200.00	200.00
Displayed other than appropriate label	200.00	200.00
Used unauthorised registration plate (not on registry)	200.00	200.00
Failed to display current Warrant of Fitness	200.00	200.00
No Certificate of Fitness - commercial vehicle	600.00	600.00
Towage - 3500kg or less, between the hours of 7am and 6pm, Monday to Friday (not including public holidays)	53.67	90.20
Towage - 3500kg or less, any other time (eg Saturday, Sunday or a public holiday)	71.56	120.30
Towage - more than 3,500kg, between the hours of 7am and 6pm, Monday to Friday (not including public holidays)	132.89	233.40
Towage - more than 3500kg, any other time (eg Saturday, Sunday or a public holiday)	204.44	343.70
Abandoned vehicle towage fee including storage	Actual Cost	Actual Cost
LITTER*	2023/2024 \$	2024/2025 \$
Litter fine	400.00	400.00

**Note:** Parking infringement and towage fees have been updated on 1 October 2024 as a result of national legislative changes.

\*GST not applicable

\*\*GST not applicable unless stated otherwise

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# Environmental Health

## Hauora ā-Taiao

FOOD BUSINESSES OPERATING UNDER THE FOOD ACT 2014	2023/2024 \$	2024/2025 \$
<b>Registration and Verification Under the Food Act 2014</b>		
<b>1. Registration</b>		
<b>New Business or Initial Registration Fee for a Food Control Plan or National Programme</b>	208.00	225.00
Multi-Site Business - in addition to above – Additional fee per site	71.00	75.00
<b>Renewal of a Food Control Plan or National Programme Registration</b>		
Food Control Plan - Minimum Registration Period - 12 months	146.00	160.00
National Programme 3 – Minimum Registration Period - 2 Years	146.00	160.00
Registration National Programme 1 - Minimum Registration Period - 2 Years	146.00	160.00
Registration National Programme 2 - Minimum Registration Period - 2 Years	146.00	160.00
Multi-Site Business - in addition to above – Additional fee per site	54.00	60.00
Amendment to a Food Control Plan or National Programme Registration	54.00	60.00
<b>2. Verification, Compliance and Monitoring</b>		
Verification Fee for Food Control Plans and National Programmes (including follow ups)	Hourly fee of 188.00 PLUS disbursements which includes mileage outside the City boundary	Hourly fee of 205.00 PLUS disbursements which includes mileage outside the City boundary
Travel time for staff outside of City Boundary	Half the hourly rate 94.00 charged to the nearest half hour	Half the hourly rate 110.00 charged to the nearest half hour
Mileage	0.83/kilometre	0.95/kilometre



# Environmental Health

## Hauora ā-Taiao

OTHER HEALTH LICENCES	2023/2024 \$	2024/2025 \$
Camping Grounds	485.00	530.00
Hairdressers	271.00	295.00
Funeral Directors	271.00	295.00
Offensive Trades	271.00	295.00
Change of ownership	54.00	60.00
Late Fee charges	88.00	95.00
BYLAW FEES	2023/2024 \$	2024/2025 \$
Health and Hygiene Bylaw registration fee	296.00	325.00
Environmental Health Bylaw Mobile Trading	104.00	113.00
Environmental Health Bylaw Untidy Buildings, Sections and Abandoned Vehicles	530.00	580.00
Bylaw Hearing fee Note: This is a new fee introduced in 2024/2025 to ensure alignment with Keeping of Animals, Bees and Poultry Bylaw	-	750.00
Environmental Health Bylaw investigation fee	188.00/hr	205.00
HAZARDOUS SUBSTANCES (HAZARDOUS SUBSTANCES AND NEW ORGANISM ACT 1996)	2023/2024 \$	2024/2025 \$
Inspection and/or Report under HSNO - per hour or part thereof if outside normal working hours	188.00 per hour	205.00
Clean up, sampling, testing, seizure or removal of material / disposal or transfer to holding site/other agency	Actual and reasonable costs	Actual and reasonable costs
GAMBLING VENUE CONSENT (GAMBLING ACT 2003)	2023/2024 \$	2024/2025 \$
Venue consent application	537.00	585.00
Hearings lodgment fee payable on lodgment of application (for hearings that last up to 2 hours)	1,605.00	1750.00
Monitoring of venue premises (per hour or part thereof)	188.00 per hour	205.00 per hour



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# Elderly Persons Housing

## Ngā mātāpuputu whare

ELDERLY PERSONS HOUSING*	2023/2024 \$	2024/2025 \$
Studio units (per week)	Up to 169.00	Up to 174.00
One bedroom units (per week)	Up to 197.00	Up to 210.00
One bedroom units with carport (per week)	Up to 207.00	Up to 213.00

\*GST not applicable



# Venues and Events Services

## Ngā wāhi ratonga

CIVIC THEATRE COMPLEX	2023/2024 \$	2024/2025 \$
<b>Civic entire complex</b>		
Hire (12 hours maximum)	3,750.00	3,900.00
<b>Civic Theatre (seating capacity 1,015)</b>		
Hire charge per performance	3,300.00	3,460.00
Matinee or rehearsals with an audience / second performance	2,200.00	2,300.00
Dark days pack in/out rehearsals	1,360.00	1,430.00
Security deposit per performance	600.00	600.00
<b>Grand Foyer Piano Lounge</b>		
"Cocktail function Exclusive nighttime hire (4 hours maximum)"	260.00	270.00
"Trade show/ exhibition/ display/ registrations non exclusive use (8 hours maximum)"	370.00	390.00
<b>Drawing Room (Standard setup options)</b>		
Day booking	320.00	340.00
Half day booking (maximum four hours)	150.00	160.00
Express Meeting per hour (Conditions apply)	65.00	70.00

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CIVIC THEATRE COMPLEX	2023/2024 \$	2024/2025 \$
<b>Wikitoria Room</b>		
Day booking- Meeting	370.00	390.00
Half day booking - meeting (maximum four hours)	190.00	200.00
Express Meeting per hour (Conditions apply)	65.00	70.00
Performance	500.00	525.00
Dark days pack in/out rehearsals/ Vacant hires	230.00	240.00
<b>Victoria Room</b>		
Day booking	370.00	390.00
Half day booking (maximum four hours)	190.00	200.00
<b>The Snug</b>		
Day booking	-	Price by negotiation
Half day booking (maximum four hours)	-	Price by negotiation
RUGBY PARK	2023/2024 \$	2024/2025 \$
Venue Hire	Price by negotiation	Price by negotiation



# Venues and Events Services continued

## Ngā wāhi ratonga

SCOTTISH HALL	2023/2024 \$	2024/2025 \$
Hall Only Community Classes (per hour) (Dance, Yoga, martial arts etc)	55.00	60.00
Hall (full complex)	410.00	430.00
Supper Room	100.00	105.00
Kitchen	100.00	105.00
Dark days pack in/out rehearsals/ Vacant hires	100.00	105.00
Commercially Ticketed Events	600.00	600.00

**Notes**

\*Additional specialist services/setup and equipment are available, for more information please refer to website

\*For hire inclusions, seasonal promotional offers and packages please refer to website

\* Community rates of up to 40% discount for Civic Theatre Hire can be applied for by approved community groups, refer to the website for more information and conditions

\* Regular, Long-term hires may be eligible for loyalty discounts

**Alteration of Fees**

Fees and charges may be refunded, remitted or waived by the Manager, Invercargill Venue and Events Services. The fees and charges listed were correct at the time of going to print. The Council reserves the right to alter fees and charges during the year. Any changes will be publicly notified for submissions. All fees and charges are GST inclusive unless otherwise stated.

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# Libraries and Archives

Ngā whare pukapuka me ngā puranga

	2023/2024 \$	2024/2025 \$
3D Print	0.40 per gram	0.40 per gram
Book Bag	3.00	3.00
Book covering	6.00	7.00
Book mending/book repair (minimum)	25.00	To be removed
Digital image (minimum) - apply to Archives	25.00	25.00
Disc Resurfacing	3.00	4.00
DVD (including Bluray)	0.00	0.00
Holds – (Note: These are free for Children)	1.00	1.00
Hot Pick Books/Magazines/DVDs	3.00	3.00
Interloans (minimum)	6.00	7.00
Interloans (urgent)	30.00	30.00
Internet/Wi-Fi - public access provided through APNK.	0.00	0.00
Library Card replacement	2.00	2.00
<b>Meeting Room Hire – Hourly by Arrangement</b>		
Non - Commercial Rate	0.00	0.00



# Libraries and Archives continued

## Ngā whare pukapuka me ngā puranga

	2023/2024 \$	2024/2025 \$
<b>Commercial Rate</b>		
Meeting Room Half day	80.00	85.00
Meeting Room Full day	140.00	150.00
Overdues non-chargeable items (per day)	0.00	0.00
Overdues chargeable items (per day)	0.00	0.00
Replacement of lost items	Replacement cost + 5.00 administrative fee	Replacement cost + \$5.00 administrative fee
<b>Printing (per copy)</b>		
A4 Black and white	0.25	0.30
A3 Black and white	0.45	0.50
A4 Colour	0.50	0.60
A3 Colour	1.00	1.00
Research (first 30 minutes free)	28.00/half hr	28.00/half hr
Research – Commercial rate	188.00/hr	205.00/hr
Scanning – staff assistance (Council also provides a free option using APNK)	2.50	2.50
USB stick (8GB)	10.00	10.00
Videogames (PS / Xbox / Wii)	3.00	3.00

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# Miscellaneous

<b>BANK FEES AND CHARGES*</b>	<b>2023/2024</b>	<b>2024/2025</b>
	\$	\$
Credit card and electronic transfer charges*	Actual charge	Actual charge
<b>OFFICIAL INFORMATION REQUESTS AND COMPLIANCE INVESTIGATIONS</b>	<b>2023/2024</b>	<b>2024/2025</b>
	\$	\$
Executive Staff (per hour)	250.00	275.00
Managers and Team Leaders (per hour)	219.00	240.00
Professional and Technical Staff (per hour)	188.00	205.00
Administrative Staff (per hour)	101.00	110.00
<b>RATES POSTPONEMENT POLICY FEES</b>	<b>2023/2024</b>	<b>2024/2025</b>
	\$	\$
Administration fee	200.00	Cost recovery
Interest rate*	3.5%	in line with current bank rates
<b>SERVICES PROVIDED TO OTHER LOCAL AUTHORITIES</b>	<b>2023/2024</b>	<b>2024/2025</b>
	\$	\$
Charge for services provided to other Local Authorities (per hour)	188.00	205.00
<b>STREET BANNERS</b>	<b>2023/2024</b>	<b>2024/2025</b>
	\$	\$
Street Banners	Price available on application	Price available on application
<b>PROPERTY DATABASE</b>	<b>2023/2024</b>	<b>2024/2025</b>
	\$	\$
Renumbering a property or other significant property database changes (as requested by property owner)	150.00	150.00

\*GST not applicable



# Parks and Recreation

## Ngā papa rēhia me ngā whenua tāpui

GENERAL CASUAL USE PARK CHARGE (PLUS ANY SPECIAL REQUIREMENT CHARGES)	2023/2024 \$	2024/2025 \$
Any area of any park or reserve for a wedding, picnic or non-commercial event. Please contact Parks and Recreation to book a space.	Free	Free
SPECIAL LOCATIONS (PLUS ANY SPECIAL REQUIREMENTS)	2023/2024 \$	2024/2025 \$
Queens Park Band Rotunda (includes power)	55.00	60.00
Queens Park Feldwick Gates (includes power)	55.00	60.00
Queens Park Winter Gardens (Mon-Fri 8am-4.30pm)	100.00	110.00
Queens Park Tennis Pavilion (includes power)	75.00	80.00
Anderson Park Pavilion/Kitchen and BBQ (includes power)	105.00	115.00
Anderson Park Pavillion/ Kitchen and BBQ (includes power) and access to Marquee site	465.00	505.00
Anderson Park Second Picnic Area	45.00	50.00
Otepunī Gardens Band Rotunda (includes power)	55.00	60.00
Sandy Point Oreti Sands Golf Building plus \$250 bond	175.00	190.00
Otatara Scenic Reserve (ex Guide Camp Area)	45.00	50.00
SPECIAL REQUIREMENTS	2023/2024 \$	2024/2025 \$
<b>Queens Park</b>		
Gates – to have gates opened for official vehicles (2 hours maximum)	120.00	130.00



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SPECIAL REQUIREMENTS	2023/2024 \$	2024/2025 \$
<b>Gala Street Reserve</b>		
Fair, Carnival, Circus and Commercial Events per day (non performing and performing days)	340.00	370.00
Power – Fair, Carnival and Circus Area and Commercial Events	Connection fee PLUS cost of power used based on actual reading - organised by hirer	Connection fee PLUS cost of power used based on actual reading - organised by hirer
<b>General Reserves</b>		
Other reserves and activities per day (including concerts or similar)	145.00	160.00
Final cost to be determined by the Manager - Parks and Recreation, based on size, duration, location and nature of event		
Power – where available	30.00	35.00
Access to reserves through gates and barriers (key fee)	120.00	130.00
Park access after dusk	225.00	245.00
Commercial concession (Final cost determined by the Manager - Parks and Recreation based on size, duration, location and nature of concession)	Price on application Dependent upon number of days of week used	Price on application Dependent upon number of days of week used
<b>Bonds (per event regardless of location)</b>		
Marquee site (Note: 100 square metres or more requires a resource consent, including a fire evacuation plan)	630.00	685.00
Commercial activities (including fairs and carnivals)	630.00	685.00
Circuses	1,330.00	1,450.00
Where not defined above, bond to be determined by Manager - Parks and Recreation		

\*GST not applicable



# Parks and Recreation continued

## Ngā papa rēhia me ngā whenua tāpui

<b>SPORTS CLUBS OCCUPYING COUNCIL RESERVES (BUILDINGS CHARGED AS EXTRA)</b>	<b>2023/2024</b> \$	<b>2024/2025</b> \$
Bowling Green	480.00	525.00
Croquet Greens	450.00	490.00
Dog Obedience Club	375.00	410.00
Model Engineers	690.00	750.00
<b>SURREY PARK GRANDSTAND AND ATHLETICS TRACK</b>		
<b>School sports (50% paid to Athletics Southland) per day</b>		
Year 7 and over	645.00	705.00
Years 1 to 6 (inclusive)	520.00	565.00
<b>SPORTSFIELD AND PARK FACILITY CHARGES (PER FIELD, PER SEASON, UNLESS SPECIFIED)</b>		
<b>SUMMER SPORTS YEAR 0 TO 6 (INCLUSIVE NO CHARGE) EFFECTIVE FROM 1 SEPTEMBER - 31 MAY</b>		
Touch Rugby	300.00	325.00
5-a-side Soccer	300.00	325.00
<b>Cricket (per wicket)</b>		
Prepared wicket (per season)	Price on Application	Price on Application
<b>Artificial wicket</b>		
Per season	505.00	550.00
Per day	80.00	85.00
<b>Unprepared wicket (evenings only)</b>		
Per season	180.00	195.00
Per evening/day/game	50.00	55.00

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<b>SPORTSFIELD AND PARK FACILITY CHARGES (PER FIELD, PER SEASON, UNLESS SPECIFIED)</b>	<b>2023/2024 \$</b>	<b>2024/2025 \$</b>
<b>Softball</b>		
Enclosure (per year)	1,105.00	1,205.00
<b>Grass diamond</b>		
Per season	505.00	550.00
Per evening/day/game	50.00	55.00
<b>Practice area</b>		
Per season	385.00	420.00
Tennis – court per season	200.00	220.00
Marching (reservations of practice area) per season, per team	100.00	110.00
<b>WINTER SPORTS - NOTE: EFFECTIVE FROM 1 APRIL - 31 AUGUST</b>		
<b>Field rent (per field)</b>		
<b>Rugby, football and rugby league</b>		
Per season	915.00	995.00
Single game (per evening / day / game)	90.00	100.00
Practice field	615.00	670.00
<b>Netball Court rental (per court)</b>		
Per season	190.00	205.00
Hockey – artificial turf (enclosure)	1,050.00	1,145.00
Football – artificial turf (enclosure)	1,050.00	1,145.00



# Parks and Recreation continued

## Ngā papa rēhia me ngā whenua tāpui

SANDY POINT DOMAIN	2023/2024 \$	2024/2025 \$
<b>Clubs occupying Sandy Point Domain</b>		
Club buildings	470.00	510.00
Annual charge to be assessed on the area of land occupied per hectare or part thereof, minimum charge 1 ha. Where a building is also on the site, the charge shall be the land area plus the building rate.	220.00	240.00
Crib sites. Sandy Point Domain – per annum	Market Appraisal per m <sup>2</sup>	To be determined
<b>BUILDINGS OTHER THAN SANDY POINT</b>		
Buildings other than Sandy Point	Current market value	Current market value
<b>FENCING CONTRIBUTION</b>		
For reserves boundary fences Half cost of materials, up to a yearly set fee per lineal meter	As per Fencing Act Requirements (see brochure online for more information)	As per Fencing Act Requirements (see brochure online for more information)
<b>RESERVES GENERAL</b>		
Shipping Container (per container per annum)	105.00	115.00
<b>APPLICATIONS REQUIRING MANAGEMENT PLAN CHANGE</b>		
Associated costs of application including but not limited to advertising, Minister of Conservation fee, survey fees, legal fees etc.	Recovery of actual cost incurred by Council	Recovery of actual cost incurred by Council

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PARKS AND SERVICES - CEMETERIES AND CREMATORIUM	2023/2024 \$	2024/2025 \$
<b>BURIAL FEES</b>		
<b>Monday to Saturday, excluding Sundays and public holidays, including pre-purchase of right of burial. Hours 8am to 4pm weekdays (summer months); 8am to 3.30pm weekdays (winter months); 8am to 12pm Saturdays.</b>		
Person over five years of age	1,770.00	1930.00
Child five years of age or under (children’s burial area)	605.00	660.00
Stillborn and child up to one year	360.00	390.00
Breaking concrete	Actual time taken and disposal costs	Actual time taken and disposal costs
Second burials – and subsequent burial/s (excluding maintenance costs which apply to first burial)	1,240.00	1,350.00
<b>Landfill</b>		
- Using existing material	No charge	No charge
- Using new material brought in	215.00	235.00
<b>Burial of ashes</b>		
Burial of ashes	420.00	460.00
Second burials – and subsequent burial/s and/or internments	140.00	155.00
Recording fee for scattered ashes	50.00	55.00
<b>EX-SERVICEMEN’S BURIAL IN SERVICEMEN’S AREA OF CEMETERY</b>		
<b>For burials</b>		
Monday to Saturday	1,065.00	1,160.00
Maintenance Fee - on spouse burial	1,170.00	1,275.00
Ash burial fee	150.00	165.00



# Parks and Recreation continued

## Ngā papa rēhia me ngā whenua tāpui

PARKS AND SERVICES - CEMETERIES AND CREMATORIUM	2023/2024 \$	2024/2025 \$
<b>SATURDAY BURIALS</b>		
Out of hours fee, subject to special approval, in addition to normal fees	595.00	650.00
<b>PURCHASE OF BURIAL ALLOTMENTS (INCLUDING PERMIT AND RECORDING FEES)</b>		
<b>(Including the right to pre-purchase of neighbouring allotment for right of burial)</b>		
Single one burials	905.00	985.00
Children's plot, in children's area, 1.8m x 0.75m	460.00	500.00
Standard width plot (2 capacity), 2.75m x 1.2m	1,245.00	1,355.00
Double width plot (4 capacity), 2.75m x 2.4m	2,460.00	2,680.00
Family plots – fee to be determined by size of plot requested (based on multiples of two-capacity plots)	Fee based on size of plot	Fee based on size of plot
Plot for burial of ashes (60cm x 60cm)	330.00	360.00
<b>OTHER FEES</b>		
<b>Memorial beam (including lost Seamen)</b>		
Permit and monumental fee	135.00	145.00
Beam and maintenance	315.00	345.00
Free ground plaques	50.00	55.00
Memorial Grove (Internment and maintenance fee)	820.00	895.00

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PARKS AND SERVICES - CEMETERIES AND CREMATORIUM	2023/2024 \$	2024/2025 \$
<b>MISCELLANEOUS</b>		
Discount for early payment of Funeral Directors fees*	8.00%	8.00%
<b>Permit fee for the installation of memorials</b>		
Prior to installation, includes monumental permit fee	50.00	55.00
Non-notified - Monumental fee (retrospective)	165.00	180.00
<b>Genealogical search fee</b>		
Search (correspondence including email - minimum)	First hour free. 50.00 per hour thereafter	First hour free. 55.00 per hour thereafter
<b>Disinterment and Reinterment</b>		
Disinterment fee, adult over five years old	2,780.00	3,030.00
Disinterment fee, child under five years old	1,325.00	1,445.00
Reinterment fee (same plot)	980.00	1,070.00
Disinterment of ashes	200.00	220.00
<b>FOR CREMATIONS (INCLUDING PRE-PURCHASE)</b>		
<b>Monday to Saturday, excluding Sundays and public holidays, including pre-purchase a right of burial. Hours 8am to 4pm weekdays (summer months); 8am to 3.30pm weekdays (winter months); 8am to 12pm Saturdays.</b>		
Persons over 10 years of age	1,035.00	1,130.00
Child 1 to 10 years of age	615.00	670.00
20 weeks gestation or child up to one year old	265.00	290.00
Under 20 weeks gestation	55.00	60.00

Notes for 2024/25:

\* Discount for early payment of Funeral Directors fees

The discount will remain in place for 2024/2025, while Council assesses the impact of removing the discount.



# Parks and Recreation continued

## Ngā papa rēhia me ngā whenua tāpui

PARKS AND SERVICES - CEMETERIES AND CREMATORIUM	2023/2024 \$	2024/2025 \$
MISCELLANEOUS		
FOR CREMATIONS (INCLUDING PRE-PURCHASE)		
Monday to Saturday, excluding Sundays and public holidays, including pre-purchase of right of burial. Hours 8am to 4pm weekdays (summer months); 8am to 3.30pm weekdays (winter months); 8am to 12pm Saturdays.		
<b>Additional Fees</b>		
Out of hours fee, subject to special approval, in addition to normal fees	585.00	640.00
Use of chapel for funeral service per booking (minimum booking 3 hours)	420.00	460.00
Storage of ashes more than 14 days after cremation, per calendar month or part thereof	55.00	60.00
<b>CREMATORIUM</b>	<b>2023/2024 \$</b>	<b>2024/2025 \$</b>
PURCHASE OF ALLOTMENTS		
Kerb plot	195.00	215.00
Garden Wall of Memorial	195.00	215.00
Koru Garden of Roses	445.00	485.00
Garden of Rest	445.00	485.00
Children's Garden	195.00	215.00
Avenue of Tranquility	445.00	485.00



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MISCELLANEOUS	2023/2024 \$	2024/2025 \$
<b>Maintenance</b>		
Book of Remembrance	15.00 per line	16.00 per line
<b>BLUFF BOAT RAMP</b>		
<b>Bluff Boat Ramp Fees</b>		
Annual Permit per year (per boat under 6m)	130.00	140.00
Annual Permit per year (per boat 6m and over)	180.00	195.00
Joining Fee (one off)	50.00	55.00
Casual Use (per use)	20.00	25.00
Commerical Use (per use)	315.00	345.00
Admin Recovery Fee (if not paid within 7 days via an online payment)	30.00	35.00
<b>SANDY POINT BOAT RAMP</b>		
<b>Sandy Point Boat Ramp Fees</b>		
Annual Permit per year (Recreational)	105.00	115.00
Annual Permit per year (Commercial)	210.00	230.00



# Passenger Transport

## Ngā waka

PASSENGER TRANSPORT FEES*	FROM 1 FEBRUARY 2024 \$	2024/2025 (FROM 1 JULY 2024) \$
Travel including Adults, Child, School or Tertiary Student, Senior Citizen – Per trip - All times and all trips (to Hub)	Paid By	Paid By
A trip completed by a Tag Off	Bee Card 2.20	Bee Card 2.20
A trip not completed by a Tag Off	Bee Card 3.00	Bee Card 3.00
Any other trip	Cash Payment 3.00	Cash Payment 3.00
Transfer within 30 minutes of trip start time when paying with Bus Smart Card only (no cash trip transfers)	0.00	0.00
Under Five Years Old – All travel times	Free	Free
Super Gold Travel Trip (The Bee Card must be registered (including the MSD connection to the card) to access the concession for free travel between 8.55 am and 3.00 pm, and all trips on Saturdays)	0.00	0.00
Bee Card (Off Bus purchase, including online)	5.00	5.00
Bee Card (On Bus purchase including \$5.00 top up)	10.00	10.00
Minimum Bee Card On Bus Top Up	5.00	5.00

### Notes:

\*As a result of the withdrawal of the Government subsidy, further consultation of Passenger Transport fees will be held in the 2024/2025 financial year.

- Terms and Conditions will apply to the Bee card and can be accessed via [www.bee.co.nz](http://www.bee.co.nz) or via Council's website.
- A trip is inclusive of travel which can start anywhere within a route but concludes at the CBD Hub.
- Payments made by Bee cards are a specific fare type and are not considered as a discount fare as it does not require cash handling or driver assistance costs within the fare.
- A tag off action is defined within the RITS Implementation Schema as having completed a Tag On when entering the bus and also a Tag Off (swipe) when leaving the bus. Council may select not to exercise the fare option if the tag off does not occur.
- Maximum fares shown. Council may select not to implement this level of fare if other strategies are agreed. Actual fares will be confirmed on Council's website.
- There are no peak or off peak times and fares are a flat fare per trip as shown above.
- Supergold card holders must register and validate their Bee card via the Bee website to be eligible for the travel concession fare (free 9am to 3pm, incl all Saturdays) and must also complete a Tag Off on concluding the trip. Failure to complete the Tag Off may result in the suspension of the card being eligible for that fare. The registration process will require entering the card holders Ministry of Social Development Number (MSD) for validating the concession.
- Supergold travel is between the hours shown above unless amended by Waka Kotahi NZTA and travel must be compliant with the rules set by Council to be eligible for the fare.
- Any other concession card holders must register and validate their Bee card via the Bee website or at Council to be eligible for a travel concession fare.

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# Pools

## Ngā puna kaukau

SPLASH PALACE FEES	2023/2024 \$	2024/2025 \$
Adult	7.00	7.20
Adult Community Services Card	5.60	5.80
Senior (60 years or over)	5.00	5.10
Student (Full time tertiary)	5.00	5.10
Child	5.00	5.10
Child/Student/Senior Community Services Card Senior/Student/Child	4.00	4.10
Standard Lane Hire	20.00	21.00
Club Lane Hire discount	60%	60%
Schools Lane Hire discount	50%	50%
Local Business Lane Hire discount (within Southland)	25%	25%
Half Main Pool Hire	300.00 per hour	315.00 per hour
Full Main Pool Hire	600.00	630.00
Full Learners Pool Hire	60.00	63.00
Hydroslide single	6.50	6.70
Hydroslide Family group 1+1	10.40	10.70
Hydroslide Family group 2+1	15.60	16.10
Hydroslide Family group 2+2 or 3+1	19.50	20.10
Hydroslide additional child	4.90	5.00

# Pools continued

## Ngā puna kaukau

SPLASH PALACE FEES	2023/2024 \$	2024/2025 \$
Hydroslide group booking 6 or more up to 19	4.90	5.00
Hydroslide group booking 19 or more	3.90	4.00
Discount cards (10-100 swims, for children, students, adults and seniors)	Range between 42.50 - 490.00	Range between 43.40 - 504.00
Community service discount cards (10-100 swims, for children, students, adults, seniors)	Range between 34.00 - 392.00	Range between 34.90 - 406.00
Group memberships (300-500 swims, child and adult)	Range between 1,005.00 - 2,725.00	Range between 1,025.10 - 2,340.00
Flexi Membership (child, student, adult, senior) - Fortnightly payments	-	Range between 24.00 - 32.00
Flexi Community Service membership (child, student, adult, senior) - Fortnightly payments	-	Range between 19.20 - 25.60
Memberships 3, 6 and 12 months (child, student, adult, senior)	Range between 22.00 - 525.00	Range between 119.50 - 540.00
Community Service Membership 3, 6 and 12 months (child, student, adult, senior)	Range between 17.60 - 420.00	Range between 96.10 - 435.00
Aqua classes (single entry to 100 concession, adult and senior)	Range between 9.20 - 736.00	Range between 7.20 - 744.00
Swim club entry (child)	3.30	3.50
Swim Club entry - 10 concession (child)	33.00	35.00
Swim Club entry - 25 concession (child)	82.50	87.50
Swim school charges	Range between 55.00 - 165.00	Range between 32.00 - 160.00
Swim school Community services card charges	Range between 44.00 - 132.00	Range between 25.60 - 120.00
Boating (per two hour class)	35.00	40.00
Pre Schooler (parent free)	5.00	5.10
Spectator	2.00	2.50
Family (Parent/s + school age children)	19.00	19.50
Family Community Services Card	15.20	15.60

**Notes:** Conditions of entry apply. Aquatic Services Manager has the ability to discount fees and charges at their discretion.

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# Public Toilets

## Wharepaku Tūmatanui

FEES AND CHARGES	2023/2024 \$	2024/2025 \$
Wachner Place Public Toilets		
Showers	3.50	3.50
Soap / shampoo	1.50	1.50
Towels	10.00	10.00
Locker	2.50 for initial hire plus 1.00 per day for up to 7 days plus 2.50 per day thereafter	2.50 for initial hire plus 1.00 per day for up to 7 days plus 2.50 per day thereafter



# Resource Management

## Penapena rawa

APPLICATIONS*	2023/2024 \$	2024/2025 \$
<b>Non-notified:</b>		
Land Use	2,000.00	1,600.00
Deemed Permitted Boundary Activity	1,000.00	560.00
Deemed permitted (Section 87BB)	-	285.00
Demolition (Rule DERE-R2)	1,000.00	1,100.00
Subdivision	3,000.00	2,000.00
Combined landuse and subdivision	2,500.00	2,500.00
Limited notified	4,500.00	4,500.00
Notified	6,000.00	6,000.00
<b>Outline Plans:</b>		
Application	1,100.00	1,100.00
Request to waive requirement for application	750.00	775.00
Other applications (Amendment or change or cancellation of resource consent conditions, requests for extensions of time and objections to fees charged.)	750.00	775.00
Additional fee for consents applied for retrospectively	Up to 500.00 to be applied at Manager's discretion	Up to 500.00 to be applied at Manager's discretion
<b>HEARING FEES</b>	<b>2023/2024 \$</b>	<b>2024/2025 \$</b>
Deposit to be paid prior to a hearing date being set	3,000.00	3,000.00
Commissioner Fees	Actual Cost	Actual cost
Hearings Panel	670.00/hr after the first two hours	680.00/hr after the first two hours

\* These fees relate to the minimum charge only as an initial fixed deposit. Actual fee payable includes the cost of time taken to process each application, memorandum, consent, notice, certificate or schedule. Fixed fees are specified.

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DESIGNATIONS, HERITAGE ORDERS AND PLAN CHANGES	2023/2024 \$	2024/2025 \$
Designation and Heritage Order	6,800.00	6,800.00
Alteration or removal of Designation or Heritage Order	1,050.00	1,100.00
Plan Change (Deposit may be negotiated, depending on complexity)	15,000.00	15,000.00
OTHER SERVICES		
Monitoring and/or enforcement activities	180.00/hr (can be utilised at manager's discretion for compliance)	205.00/hr
Bond Administrating fee	250.00	300.00 per bond
Peer review of decision to return an application	Actual fee if Council's decision is upheld	Actual fee if Council's decision is upheld
Council document signing/sealing fee	521.00	560.00
Section 139A Existing Use Certificate	521.00	775.00
Section 139 Certificate of Compliance	521.00	775.00
Section 348 Right of Way Approval	781.00	775.00
Section 327A Revocation of a building line restriction.	781.00	775.00
Section 100(f) Sale and Supply of Alcohol Act	521.00	560.00
Transfer or surrender resource consent	-	285.00
Right of way certification	-	285.00
Overseas investment certificate	-	285.00
Dispensation under Council bylaw	-	560.00
SURVEY CERTIFICATION		
Section 221	281.00	285.00
Section 223	260.50	285.00
Section 224	300.00, plus 210.00 if a bond is requested to satisfy condition(s) of consent and agreed on by Council	380.00



# Resource Management continued

## Penapena rawa

SURVEY CERTIFICATION	2023/2024 \$	2024/2025 \$
Combined 223 and 224	417.00	475.00
Section 226 (including certification)	600.00	625.00
Section 241		285.00
Section 243		560.00
Additional monitoring required relating to certification	188.00/hr	205.00
APPLICATIONS BY COUNCIL BUSINESS UNITS, COUNCIL CONTROLLED ORGANISATIONS AND COUNCIL ORGANISATIONS		
All applications	Actual costs for processing, hearing and decision-making, including the cost of Hearings Commissioners and External Professionals when required	To be removed
ENGINEERING PLANS		
Fee for the lodgment of engineering plans and specifications of subdivision including checking and inspection as required under the Council's Code of Land Development Bylaw.	1.5% of the estimated cost of the Engineering Works or \$1,500.00, whichever is the greater. (Estimated cost to be acceptable to Council)	To be removed
Hourly re-inspection fees – additional inspections other than those required by the Code of Practice for Land Development.	188.00	205.00
Fee for lodgement of engineering plans and specifications including review and approval of plans	Actual costs for reviewing and approval of plans and specifications	Actual costs for reviewing and approval of plans and specifications
Fee for hold point inspections and signoff of engineering works as required under the Council's Code of Practice for Land Development and Subdivision Infrastructure	1.5% of the estimate cost of the Engineering Works or \$1,500.00, whichever is greater (estimated cost to be acceptable to Council)	1.5% of the estimate cost of the Engineering Works or \$1,500.00, whichever is greater (estimated cost to be acceptable to Council)



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INFRINGEMENT FEES – RESOURCE MANAGEMENT (INFRINGEMENT OFFENCES) REGULATIONS 1999*	2023/2024 \$	2024/2025 \$
Section 338(1)(a) – Contravention of Section 9 (restrictions on use of land)	300.00	300.00
Section 338(1)(c) – Contravention of an abatement notice (other than a notice under 322(1)(c))	750.00	750.00
Section 338(2)(a) – Contravention of Section 22 (failure to provide certain information to an enforcement officer)	300.00	300.00
Section 338(2)(c) – Contravention of an excessive noise direction under Section 327.	500.00	500.00
Section 338(2)(d) – Contravention of an abatement notice for unreasonable noise under Section 322(1)(c).	750.00	750.00
<b>DISTRICT PLAN</b>		
Within Southland	735.00	735.00
Remainder of New Zealand (including postage and packaging)	840.00	840.00
<b>RAPID SIGNS AND AERIAL PHOTOS</b>		
<b>RAPID Number Sign Charges</b>		
Single Flat Sign	47.00	51.50
Range Sign	57.50	63.00
Right of Way Signs (each)	15.50	17.00
Installation	187.50	204.00
<b>Supply of Aerial Photo</b>		
Customised projects (per hour)	188.00	205.00

\*GST not applicable



# Resource Management continued

## Penapena rawa

REQUESTS FOR REMITTANCE OF FEES AND CHARGES	2023/2024 \$	2024/2025 \$
Requests for remittance of fees and charges under Section 36(5) of the Resource Management Act 1991.	Written requests to the Group Manager - Customer and Environment, Invercargill City Council	Written requests to the Group Manager Consenting and Environment
GENERAL RESOURCE MANAGEMENT INQUIRIES		
Pre application meetings (first hour free)	-	Actual cost
NESCS property record search	-	285.00
Reports or advice commissioned by Council	-	Actual cost
Commissioner	-	Actual cost
Site sign	-	Actual cost
Public notices	-	Actual cost

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# Roading

## Ngā rori

ROADING FEES	2023/2024 \$	2024/2025 \$
<b>License to occupy road – Footpath Management Policy activities (No Alcohol Permitted) – Annual Charge</b> Retail displays, outdoor seating areas, street furniture		
Up to 15 square metres	200.00	225.00
Per additional square metre	15.00	15.00
Special designated area of footpath for Alcohol License or similar (Annual Charge)	1,150.00	1200.00
Footpath Management Policy Activities - Event Charge	101.00/hr (first hour free)	110.00/hr (first hour free)
Restricted use of footpath, e.g. scaffolding permit or similar (monthly fee – also requires CAR permit)	Minimum of 100.00 (for up to 30 days) then 10.00 per calendar day thereafter	Minimum of 100.00 (for up to 30 days) then 10.00 per calendar day thereafter
Overweight permit	Set by legislation	Set by legislation
Vehicle crossing application per crossing	101.00/hr* <sup>3</sup> (minimum 100.00)	110.00/hr* <sup>3</sup> (minimum 1hr charge)
Corridor Access Request	101.00/hr plus software overheads* <sup>3</sup>	110.00/hr plus software overheads* <sup>3</sup>
Excavation or Similar	(minimum 250.00)	(minimum 250.00)
*Urgent Permit Process	(minimum 350.00)	(minimum 350.00)
Re-inspections	(minimum 90.00)	(minimum 90.00)
No Dig or minor event or similar approval (eg NGA)	101.00/hr plus software overheads* <sup>3</sup> (minimum 100.00)	110.00/hr plus software overheads* <sup>3</sup> (minimum 100.00)
Digging in Road Corridor without an approved Works Access Permit.	500.00	500.00

\*GST not applicable

# Roading continued

## Ngā rori

ROADING FEES	2023/2024 \$	2024/2025 \$
Coordinating repair or other activity using contractors or technical review and advice due to an event which is recoverable under legislation or upon request.	101.00/hr plus software overheads* <sup>3</sup>	110.00/hr
Processing Annual Generic Traffic Management Plans	101.00/hr plus software overheads* <sup>3</sup> (minimum 250.00)	110.00/hr plus software overheads* <sup>3</sup> (minimum 250.00)
Approval for a permit such as Roadside Grazing or Dust Suppressant application or Demolition or Removal of Property or Placing of Shipping Container of Frontage or Approval for use of any Road Space or Investigation for damage of ICC assets (Fault or liability Established) or similiar.	101.00/hr plus software overheads* <sup>3</sup> (minimum 100.00)	110.00/hr plus software overheads* <sup>3</sup> (minimum 100.00)
PARKING 1.2		
On street parking (per hour) - Parking Equipment (New Pay by Plate Kiosks)	First 30 minutes 0.00 per hour	First 30 minutes 0.00 per hour
	Second 30 minutes 2.00 per hour	Second 30 minutes 2.50 per hour
	Second Hour 2.00 per hour	Second Hour 2.50 per hour
	Third Hour and each thereafter 4.00 per hour	Third Hour and each thereafter 5.00 per hour
On street Coach parking (Casual per hour)	2.50	2.50
Esk Street Number 1 off street car park (Casual per hour)	1.50	1.50
Esk Street Number 2 off street car park (Casual per hour)	1.50	1.50
67-69 Don Street off street car park (Casual per hour)	1.50	1.50

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PARKING 1.2	2023/2024 \$	2024/2025 \$
19 Don Street off street car park (Casual per hour)	1.50	2.00
Esk Street Number 2 - off street car park, Reserved Permit Parking (per month)	100.00	125.00
Esk Street Number 2 off street car park, Early Bird Parking (per day)	8.00	8.50
Deveron Street off street carpark Reserved Permit Parking (per month)	120.00	125.00
Permit Parking (where available) at any Carpark not specified (per month)	100.00 – 150.00	150.00 - 200.00
19 Don Street Off Street Permit Parking (where available) at any car park not specified ( per month)	100.00 - 150.00	150.00 - 200.00
<b>Park Zone Car Park Building (Leven Street):</b>		
▪ Casual parking (per hour)	1.50	2.00
▪ Reserved Permit Space (Red Zone) (per month)	120.00	140.00
▪ Reserved Space (Level 7 – Red Zone) (per month) (limited numbers)	100.00	120.00
Tradie - E Permits Per day	20.00	20.00

**Note:**

1. Car parking approach changed to include an App, Pay by Plate and On Street kiosk equipment. Variable rate charges used within new pay equipment.
2. See Council's Website for Terms and Conditions of Parking, including recover of Credit Card payment costs. Conditions may vary during year.
3. New CAR software will require usage and access charges on a cost recovery basis.
4. Recover of cost of repair incurs a 15% surcharge for administration and coordination.
5. It is noted that the technical charge will be the review of the submitted plan and will depend on the suitability and level of planning developed and presented.



# Sewerage

## Parakaingaki

TRADE WASTE BYLAW FEES	2023/2024 \$	2024/2025 \$
Volume Charge (C <sub>v</sub> )	58.50 c/m <sup>3</sup>	99.00 c/m <sup>3</sup>
Biochemical Oxygen Demand Charge / Organic Loading (C <sub>b</sub> )	47.40 c/Kg BOD	80.00 c/Kg BOD
Suspended Solids Charge (C <sub>s</sub> )	47.60 c/Kg SS	80.00 c/Kg SS
TANKERED WASTE (CLIFTON)		
Tanker waste to the Clifton Waste Water Treatment Plant	21.50 Tonne	33.56/Tonne
CONNECTION FEE		
Kennington Connection - Homeowner organised	7,000.00	7,000.00

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# Solid Waste

## Te penapena para tūmārō

KERBSIDE COLLECTION	2023/2024 \$	2024/2025 \$
Additional Bin Set (red for waste and yellow for recycling)	292.70	371.60
INVERCARGILL TRANSFER STATION		
Cash minimum	10.00	10.60
Account minimum	20.00	21.20
General waste per tonne	359.75	381.80
Mixed waste less than 80% green waste per tonne	359.75	381.80
Mixed waste greater than 80% green waste per tonne	257.00	272.80
Green waste only per tonne	82.86	87.90
Cleanfill only per tonne	92.54	98.20
Hazardous waste per tonne	92.54	98.20
Car tyres, each (weight charges also apply)	6.00	6.00
Truck tyres, each (weight charges also apply)	18.00	18.00

# Solid Waste continued

## Te penapena para tūmārō

BLUFF TRANSFER STATION	2023/2024 \$	2024/2025 \$
<b>Rubbish</b>		
Car	16.74	17.80
Station wagon	26.79	28.40
Ute/large van	43.53	46.20
Trailer – single axle	68.64	72.85
Trailer – tandem axle	115.52	122.60
Tyres – car, each (no bulk loads)	6.00	6.00
Tyres – truck, each (no bulk loads)	18.00	18.00
<b>Greenwaste</b>		
Car	6.27	6.65
Station wagon	9.12	9.70
Ute/large van	14.82	15.70
Trailer – single axle	23.37	24.80
Trailer – tandem axle	39.33	41.70



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# Arts, Culture and Heritage - Heritage Collections\*

## Taonga tuku iko kohikohinga

DIGITAL SERVICES	2023/2024 \$	2024/2025 \$
Photo emailed/printed (personal use)	25.00	25.00
Photo emailed (portrait - personal use)	Cost only	Cost only
Photo digitised	10.00	10.00
Photo emailed/printed to be published	50.00	150.00
Request for photo of collection item	75.00	75.00
Photo to be used on front cover	To be negotiated	To be negotiated
Filming by prior arrangement per hour	250.00	120.00
Other Southland Museums and Historical Societies	Cost only	Cost only
RESEARCH		
Commercial Rate (per hour)	188.00/hr	205.00/hr
Non-Commercial (initial half hour free)	28.00/half hr	55.00/half hr
PHOTOCOPYING		
A4 Black and white	0.25	0.30
A4 Colour	0.50	0.60
A3 Black and white	0.45	0.50
A3 Colour	1.00	1.00

**Note:**

\*Fees apply to services provided in relation to heritage collections managed by Council.

**Alteration of Fees :**

Fees and charges may be refunded, remitted or waived by the Manager - Southland Regional Collections. The fees and charges listed were correct at the time of going to print. The Council reserves the right to alter fees and charges during the year. Any changes will be publicly notified for submissions.

# Water Supply

## Te punawai

SALE OF WATER	2023/2024 \$	2024/2025 \$
Class A: Excess usage by Easement Grantors (by agreement) m <sup>3</sup>	0.0254	0.0254
<b>Class C: Extraordinary Consumers off Reticulation (non-residential rating units) Annual Consumption m<sup>3</sup>:</b>		
0 to 249	0.0	0.0
250 and above	1.00	1.80
Class D: Southland District Council consumers off Branxholme pipelines m <sup>3</sup>	3.50	3.70
Class G: Bulk water ex waterworks to tankers etc (minimum 8m <sup>3</sup> )	3.50	3.70
Class H: Supplied per metered standpipe ex hydrants (minimum 8m <sup>3</sup> )	3.50	To be removed
<b>WATER CONNECTION CHARGES</b>		
<b>Ordinary Connections (Invercargill area)</b>		
20mm service each	2,800.00	3,450.00
25mm service each	2,900.00	3,570.00
Ordinary connections (Bluff area)	Quote	Quote
Renewals (20mm diameter)	1,870.00	To be removed

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WATER CONNECTION CHARGES	2023/2024 \$	2024/2025 \$
Extraordinary connections	Quote	Quote
<b>Disconnection Fee</b>		
Up to and including 50mm each	1,560.00	1,660.00
Above 50mm	Quote	Quote
Reconnection fee	1,690.00	To be removed
Service connection flow test each	970.00	1,030.00
<b>Backflow Preventer Fee</b>		
Registration and installation	170.00	180.00
Annual inspection	100.00	110.00



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# Notes

Mātai

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## UPGRADE TO THE TEMPORARY COUNCIL CHAMBERS

<b>To:</b>	Council
<b>Meeting Date:</b>	Tuesday 24 September 2024
<b>From:</b>	Michael Morris - Manager Governance and Legal
<b>Approved:</b>	Michael Day - Chief Executive
<b>Approved Date:</b>	Tuesday 17 September 2024
<b>Open Agenda:</b>	Yes
<b>Public Excluded Agenda:</b>	No

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### Purpose and Summary

Following the decision to relocate staff from Te Hīnaki - Civic Building it is important to ensure that Council has a fully functioning Chamber fit for purpose for the next few years while decisions are made on the long term home of Council.

This report provides a summary and update and the steps staff are taking to make the Victoria Room fit for purpose, as well as renaming the Victoria Room the Council Chamber.

### Recommendations

That Council:

1. Receive the report "Upgrade to the Temporary Council Chambers".
2. Approve the renaming of the Victoria Room Civic Theatre to be "Council Chambers, Civic Theatre" for the duration of Council's stay.
3. Appoints Cr Pottinger and two other Councillors or Mana Whenua representatives to the Chambers Upgrade Elected Members Reference Group.

### Background

During the recent work being completed on Te Hīnaki - Civic Building (Te Hīnaki) it became necessary to relocate the Council Chamber.

The Chamber was moved to the Victoria Room in the Civic Theatre, this was always the first option to house the Chamber in the event it needed to leave Te Hīnaki.

It was also a good opportunity to explore the facilities and technology to understand what would be required in the event the Chamber needed to be relocated for a longer term.

Following the decision to relocate all Te Hinaki staff to Invercargill Central/HWR Tower the Council Chamber now needs to ensure it is fit for purpose for the coming years until decisions are made and building completed on any future location of the Chamber.

This will require upgrade work on the Chambers.

## **Issues**

### **Renaming**

The Council Chamber is currently in the Victoria Room of the Civic Theatre. However in order to ensure that there is only one Council Chambers and no confusion, it is proposed that Council formally adopt that from 1 October 2024 the Council Chamber be known as:

*Council Chamber, Civic Theatre, Invercargill*

It will then be recorded as such in all public notices and documents relating to Council and Committee meetings. This will mark the formalisation that that room is now the home of the Council Chamber.

### **IT Upgrade**

It will be very clear to all members that the sound quality in the Victoria room is not as good as it could be.

We have identified a number of reasons for that, including that the ceiling speakers were only designed for background music, not the robustness of a Council debate.

It is also clear that our livestream is not of the quality expected of a modern Council and it is also limiting the possible engagement with members of our community who may not be able to take part in our democracy with the current systems.

Therefore there is an opportunity to refresh the sound quality but also how the livestream and zoom works as well as other IT equipment in the Chamber.

We are currently in the scoping stage of this project, but based on current timings a likely upgrade would be completed in around March 2025.

### **Other changes required**

There are number of other changes that will be required to the room. These include moving the refreshment area for tea, coffee and water to ensure better access for Councillors and reducing the size of the table at the front of the room.

Other changes are more cosmetic and include relocating items such as the photographs of the Mayors and having cabinets to display gifts from our Sister Cities, all of which are currently located on the first floor (or would be normally).

We are planning that these changes will all coincide with the IT work.



### **Elected members Reference Group**

We are proposing to have a small Elected Members Reference Group that we can engage with and discuss the options that are being presented to ensure that we have captured feedback from a major group of users of the Chambers and the technology used in it.

Cr Pottinger has offered his expertise in this field to assist and this is a logical step for staff to propose, Council would be invited to appoint two additional members to assist in this project.

### **Budget**

The budget for this work forms part of the budget to move staff from Te Hīnaki as this is a consequence of this move.

At the time of writing this report there is no set budget in place as the project is still in the scoping stage and once we understand some of the solutions available we will be in a better position to advise the budget required and likely costs involved.

It is important to note that with all such upgrades there is a cost, however it is also clear that the technology cannot remain as it stands.

### **Next Steps**

Staff will continue to scope the project and will call for proposals in due course.

The Elected Members Reference Group will be formed and briefed on the project progress and initial discussions.

### **Attachments**

There are no attachments to this report.

## CHIEF EXECUTIVE MANAGEMENT REPORT

<b>To:</b>	Council
<b>Meeting Date:</b>	Tuesday 24 September 2024
<b>From:</b>	Michael Day – Chief Executive
<b>Approved Date:</b>	Monday 16 September 2024
<b>Open Agenda:</b>	Yes
<b>Public Excluded Agenda:</b>	No

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### Purpose and Summary

This report provides an update from the Chief Executive on a wide range of activities across the Council.

### Recommendations

That Council:

1. Receives the report "Chief Executive Management Report".

### Consents and Environment

The Minister of Transport and Minister of Disability Issues recently announced increases in parking infringement and towage fees effective from 1 October 2024.

The most significant increase is the infringement fee for misuse of a mobility parking space, this fee has increased from \$150 to \$750. All other infringement fees have had an inflation increase applied. The impact is: a \$40 infringement (e.g., parked on a loading zone, or footpath) will now be \$70; a \$60 infringement (e.g., parked on yellow lines) will now be \$100; a \$150 infringement (e.g., stop on a level crossing) will now be \$255. Overstaying on a time restricted parked or time paid for will increase from a scale of \$12 - \$57 to \$20 - \$97.

Parking infringements and towage fees are set by central government and territorial authorities do not have ability to set a reduced infringement fee. These changes will impact all road users if they fail to comply with parking rules. Staff are working on communications to highlight these changes with the public.

New National Direction on Natural Hazards is proposed by Central Government which will use a single regulatory instrument to provide direction on how to manage risk from floods, landslides and other natural hazards when planning for new development under the Resource Management Act.

This is expected to be in place by mid-2025 and will involve requirements to identify and map natural hazards in regions and districts. The process will involve testing proposals with local government stakeholders and incorporating their feedback.

Of note in Central Government's forward workplan for Local Government released 23 August is Minister Simeon Brown's interest in exploring if regulatory burdens on councils are justified in the face of rising costs. For example, assessing the cost of the division of regulatory responsibilities between central and local government. Invercargill City Council are likely to want to feed into this when it commences particularly in regard to building compliance activity which has been increasing year on year and can be very challenging to fund and cost-recovery on.

## Community Spaces and Places

### Sport NZ Local Government Forum

Sport NZ recently hosted the annual Local Government Forum and provided good insights and an opportunity for local government officers to share good practice ideas and various case study examples. Key topics included (with links attached for further information).

- Sport NZ Strategic Connection.
- Data and insights for Local Government.
- Sector Funding update - [Senior Funding Update Power Point](#).
- The Value of Play, Active Recreation and Sport [SNZ Multipage Barlow.docx \(sportnz.org.nz\)](#).
- Drivers of Change [navigating-the-future-of-sport-and-recreation.pdf \(sportnz.org.nz\)](#).
- Review of Fees for Wellington Sports Grounds.
- RST Investment and RST Network Project.
- Northland Regional Facility Rate Case Study [The value of the Northland Regional Sporting Facilities Rate \(youtube.com\)](#).
- Sport NZ National Play System and Local Play Workforce.
- Neighbourhood Play Systems [The Neighbourhood Play System | Sport New Zealand - Ihi Aotearoa \(sportnz.org.nz\)](#).
- Sport Pathways Framework: [sport-pathways-framework-document\\_final-0724.pdf \(sportnz.org.nz\)](#).

## Infrastructure

### Land Transport Programme 2024/27

The New Zealand Transport Agency Waka Kotahi (NZTA) is a co-funder for many of Council's Transport activities. Council submitted its draft 2024/27 request for funding via the Land Transport Programme to NZTA in September 2023.

The programme was based on Council's Rooding Activity Management Plan prepared as part of the Long-term Plan process. Submission of the draft programme occurred prior to the national election in October 2023.

The resulting change of Government has resulted in a delay in the announcement of central Government funding and significantly different transport priorities. Council has now received its funding allocation from NZTA for the next 3 years. While Council appears to have received a greater percentage of its requested funding allocation than some other Council's there are some areas including footpath maintenance and renewals and minor safety improvements that have significant funding gaps.

A paper providing a breakdown of the funding allocation and areas of concern will be provided to the next Infrastructure and Projects Committee meeting.

## Council

### Insights into the Local Government – Results of the 2023 Audits

On 20 August the 'Insights into local government: 2023' report was published.

This report sets out the findings from the Office of the Auditor – General Te Mana Arotake audits and other local government-related work from 2021/22 and 2022/23.

The report can be accessed at [Insights into local government: 2023 — Office of the Auditor-General New Zealand \(oag.parliament.nz\)](https://oag.parliament.nz/insights-into-local-government-2023). This is further to the article that was published on July 30 on council's performance with respect to drinking water quality which can be accessed at [Testing the water: How councils report on drinking water quality — Office of the Auditor-General New Zealand \(oag.parliament.nz\)](https://oag.parliament.nz/testing-the-water-how-councils-report-on-drinking-water-quality).

The report acknowledges that councils face a complex range of challenges – and have been responding to these challenges over recent years. Further, they are responding to these challenges through their 2024-34 Long-term plans. Despite these challenges, the sector has continued to deliver core services to their communities. They are to be commended for this. The report on councils covers:

- The operating environment for councils.
- Councils' performance in 2021/22 and 2022/23.
- Auditing councils' greenhouse gas emissions.
- Councils' investment in infrastructure; and
- The audit reports we issued.

### Regional Deals – Strategic Framework

Hon Simeon Brown – Minister of Local Government is excited to be introducing this new opportunity for how central government, local government and the private sector can be working together to deliver for communities.

Central and local government have powerful tools and mechanisms at their disposal to meet these challenges, unlock economic growth and boost productivity. Regional deals will be a practical and enduring way to ensure that these tools and mechanisms are used in a coordinated way to ensure we are doing everything we can to support New Zealanders.

This Strategic Framework is just the beginning to implement an effective and enduring regional deals model for New Zealand to deliver the infrastructure investment and economic growth our communities are asking for - [Regional Deals Strategic Framework - dia.govt.nz](https://dia.govt.nz/regional-deals-strategic-framework).

### Updates on the Latest Work for 2023 Census

While Stats NZ are busy getting everything ready for the next release of 2023 Census data, they wanted to let you know the latest details about what else they've been working on when it comes to 2023 Census.

#### **New Papers Published on the Stats NZ Website:**

- [Field collection strategies for the 2023 Census](#) describes the strategies carried out for the 2023 Census to improve the response rates from key population subgroups, complex geographical areas, and non-private dwellings.
- [Communications, marketing, and engagement strategies for the 2023 Census](#) summarises the work carried out by Stats NZ's 2023 Census Communications and Marketing team to develop a communications programme that would raise awareness of the 2023 Census and encourage participation.
- [Processing and analysing the quality of 2023 Census data](#) describes how the 2023 Census data was processed and evaluated to produce a final dataset for public release.

#### **26 September Updates and Releases:**

- Māori descent and iwi affiliation on Te Whata.
- Data sources and methodology for iwi affiliation in the 2023 Census paper.
- Gender, sex and LGBTIQ+ concepts in the 2023 Census paper.
- Products and services for iwi-Māori from the 2023 Census guide.
- 2023 Census data user guide.

#### **3 October 2024 Releases:**

- Second release of 2023 Census data, including:
  - Population counts by ethnic group, age, and gender.
  - Dwelling counts.
  - Iwi affiliation and Māori descent counts.
  - Totals by topic (national and subnational to SA1).
- Aotearoa New Zealand as a Village of 100.
- Data available from the 2023 Census.
- Map gallery for usually resident population, Māori Descent, Age and Ethnicity (SA2).
- Map gallery for dwellings.

Find out more about what is coming up for 2023 Census releases by browsing the [2023 Census release schedule](#).

If you would like to know even more about the upcoming releases, the [2023 Census product and release finder](#) shows a detailed list of products and when they will be published.

### **National Land Transport Programme (NLTP) Highlights.**

To be included in the NLTP 2024-27, activities needed to clearly meet government expectations set out in the Government Policy Statement on Land Transport 2024. The 2024-27 NLTP details a record \$32.9 billion of investment. This breaks down into \$23.6 billion from the National Land Transport Fund (NLTF) and \$5.8 billion from our co-investment partners, local government. The NLTF contribution includes new Crown financing of \$3.1 billion and Crown capital grants of up to \$4.1 billion, plus additional Crown funding such as for the Rail Network

Investment Programme. New Zealand Land Transport Authority (NZTA) have a demanding programme of investment in state highway improvements through the Roads of National Significance, Roads of Regional Significance, and along with local government partners, NZTA are directly investing \$4.6 billion in better maintenance and \$5.5 billion in fixing potholes on state highways and local roads. \$6.4 billion will be spent on public transport across New Zealand with a focus on Auckland and Wellington. There are always more bids than there is funding available. For the 2024-27 NLTP NZTA, received \$29.7 billion worth of bids on a total forecast income of \$23.6 billion. Inclusion in the NLTP is no guarantee of funding or delivery of a project and the programme of activities and projects will continue to change throughout the next three years - [National Land Transport Programme - All updates | NZ Transport Agency Waka Kotahi \(nzta.govt.nz\)](https://www.nzta.govt.nz/nltp/all-updates).