



NOTICE OF MEETING

**Notice is hereby given of the Meeting of the
Invercargill City Council
to be held in the Council Chamber,
First Floor, Civic Administration Building,
101 Esk Street, Invercargill on
Tuesday 3 March 2020 at 3.00 pm**

Sir T R Shadbolt, KNZM JP
Cr T M Biddle (Deputy Mayor)
Cr R R Amundsen
Cr R L Abbott
Cr A J Arnold
Cr W S Clark
Cr A H Crackett
Cr P W Kett
Cr G D Lewis
Cr D J Ludlow
Cr I R Pottinger
Cr N D Skelt
Cr L F Soper

CLARE HADLEY
CHIEF EXECUTIVE

AGENDA

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2. APOLOGIES	
3. PUBLIC FORUM	
3.1 ILT STADIUM SOUTHLAND FUNDING A2937518 & A2937519	8
Mel Montgomery will be in attendance to speak to this item.	
3.2 ASSISTANCE FOR PURCHASE OF PROPERTY WITH SIGNIFICANT NATURAL FEATURES IN OTATARA A2937517 & A2937755	13
Mr Tim Oliver, Chairman of the Trust and Mr Geoff Davidson, Trustee of the NZ Native Forests Restoration Trust will be in attendance to speak to this item.	
4. INTEREST REGISTER A2279220	17
5. REPORT OF THE INVERCARGILL YOUTH COUNCIL A2919994	22
6. MINUTES OF THE MEETING OF COUNCIL HELD ON 28 JANUARY 2020 A2906649	24
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9. MINUTES OF THE MEETING OF THE BLUFF COMMUNITY BOARD HELD ON 3 FEBRUARY 2020 A2913084	42
10. MINUTES OF THE COMMUNITY SERVICES COMMITTEE HELD 10 FEBRUARY 2020 A2918498	47

RECOMMENDED RESOLUTION

10.1 **APPLICATION FOR GRANT FUNDING TOWARDS 2020 ILT LEARN TO SWIM PROGRAMME AT SPLASH PALACE**

That Council:

Approves: that the Aquatic Services Manager is authorised to apply to the Invercargill Licensing Trust and ILT Foundation for grant funding of \$158,908 for the 2020 ILT Learn to Swim programme at Splash Palace.

11. **MINUTES OF THE REGULATORY SERVICES COMMITTEE HELD 11 FEBRUARY 2020** **50**
A2920363

RECOMMENDED RESOLUTION

11.1 **PARKING EXEMPTIONS POLICY REVIEW FOR ELECTED REPRESENTATIVES AND SPECIAL CIRCUMSTANCES (WORKSHOP)**

That Council:

Approves: that the Policies be reviewed and presented to Regulatory Services Committee for adoption, based on the key messages provided from the Workshops.

12. **MINUTES OF THE INFRASTRUCTURE AND SERVICES COMMITTEE HELD 17 FEBRUARY 2020** **53**
A2926485

RECOMMENDED RESOLUTION

12.1 **SOUTHLAND REGIONAL SPACES AND PLACES UPDATE (RUGBY PARK STADIUM AND SURREY PARK GRANDSTAND)**

That Council:

Approves: that –

1. Council commits to the next stage of investigation to develop a detailed business case for each facility before committing to any significant redevelopment; including consultation with the Invercargill Charitable Trust in the case of Rugby Park; and
2. Further discussion be held with Sport Southland regarding their offer to support the detailed business case process.

13. **MINUTES OF THE FINANCE AND POLICY COMMITTEE HELD 18 FEBRUARY 2020** **56**
A2927845

- 13.1 **MEMORANDUM - SOUTHLAND INDOOR LEISURE CENTRE CHARITABLE TRUST – REQUEST FOR FUNDING** 62
A2935405

RECOMMENDED RESOLUTION

13.2 **ENGAGEMENT PLAN – ANNUAL PLAN AND LONG TERM PLAN**

That Council:

Approves: that Council –

1. Determines to consult on the 2020/ 2021 Annual Plan, in line with legislative requirements and the Council's Significance and Engagement Policy; and
2. Note the intended timetable for delivery of key Annual Plan and Long Term Plan processes for the period until June 2020, which will be brought to full Council.

13.3 **SOUTHLAND INDOOR LEISURE CENTRE CHARITABLE TRUST – REQUEST FOR FUNDING**

That Council:

1. **Approves:** that Council:
2. Notes that this matter was consulted on as part of the 2018 – 2028 Long-term Plan process. Council's preferred option in the Long-term Plan consultation was not to increase funding. At this time 52% of the public were opposed to any additional funding. Following deliberation Council determined to provide a one off funding amount of \$300,000 at an extraordinary meeting of Council held on 15 May 2018; and
3. Notes that to provide the additional \$300,000 funding requested by SILCCT in their letter dated 17 January 2020 would require a 0.5% increase in general rates.
4. Determines to consult on this matter as part of the 2020 – 2021 Long-term plan process.
5. The Committee's preferred option is Option 1.

13.4 **ADOPTION OF TRIENNIAL AGREEMENT**

That Council:

Approves: that Council adopt the Triennial Agreement for the 2019-2022 Triennium.

- 14 **MINUTES OF THE WASTE ADVISORY GROUP COMMITTEE HELD 27 JANUARY 2020** 63
A2905087

15. **LOCAL ALCOHOL POLICY OPERATIONAL** 68
A2896905

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| 16. | FUTURE GOVERNANCE – SOUTHLAND MUSEUM AND ART GALLERY
A2925326 | 70 |
| 17. | ADMINISTRATION MATTERS
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| 18. | ENGAGEMENT PLAN – ANNUAL PLAN LONG TERM PLAN PROCESS
A29363339 | 81 |
| 19. | MAYOR’S REPORT
To be tabled. | |
| 20. | URGENT BUSINESS | |
| 21. | PUBLIC EXCLUDED SESSION | |

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

- (a) *Confirming of Minutes of the Public Excluded Session of Council 28 January 2020.*
- (b) *Confirmation of the Public Excluded Session of the Extraordinary Council Meeting 11 February 2020.*
- (c) *Receiving of Minutes of the Public Excluded Session of the Bluff Community Board 3 February 2020.*
- (d) *Receiving of Minutes of the Public Excluded Session of the Finance and Policy Committee 18 February 2020.*
- (e) *Receiving of Minutes of the Public Excluded Session of the Waste Advisory Group 27 January 2020.*
- (f) *Appointment of Independent Member to Risk and Assurance Committee.*
- (g) *Regional Recyclables Acceptance Services.*
- (h) *Possible Sale of Land at Awarua.*
- (i) *Invercargill Central Limited Investments – Design.*

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) Confirming of Minutes – Council 28 January 2020	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)
(b) Confirmation of the Extraordinary Council Meeting 11 February 2020	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)
(c) Receiving of the Bluff Community Board Minutes 3 February 2020	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)
(d) Receiving of the Finance and Policy Committee Minutes 18 February 2020	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)
(e) Receiving of the Waste Advisory Group Minutes 27 January 2020	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)
(f) Appointment of Independent Member to Risk and Assurance Committee	Protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)

- | | | |
|---|--|------------------------|
| (g) Regional
Recyclables
Acceptance Services | Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) | Section 7(2)(i) |
| (h) Possible Sale of
Land at Awarua | Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) | Section 7(2)(i) |
| (i) Invercargill Central
Limited Investments
– Design | Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) | Section 7(2)(i) |

Southland
Indoor Leisure Centre
Charitable Trust

P O Box 208
INVERCARGILL 9840

23 February 2020

Ms Clare Hadley
Chief Executive Officer
Invercargill City Council
Private Bay
INVERCARGILL

Dear Clare

RE: ILT STADIUM SOUTHLAND FUNDING – LETTER DATED 17 JANUARY 2020

It has been brought to my attention that there was an error in my letter dated 17 January 2020 (copy attached for referral).

The Southland Indoor Leisure Centre Charitable Trust is requesting renewal of funding at the level of \$700,000 for the coming year and **two** subsequent years. For clarification, for the years ended 30 June 2021, 2022 and 2023.

I apologise for this oversight and thank you for your consideration.

Yours faithfully

Mel Montgomery
Financial Manager
Southland Indoor Leisure Centre Charitable Trust

P: 021 455992
E: melmontgomery05@yahoo.co.nz

Enclosed:

- Letter dated 17 January 2020

Southland Indoor Leisure Centre Charitable Trust

P O Box 208
INVERCARGILL 9840

17 January 2020

Ms Clare Hadley
Chief Executive Officer
Invercargill City Council
Private Bay
INVERCARGILL

cc. Mr Nobby Clark – Chair of Finance Committee
Mr Ian Pottinger – Chair of Infrastructure Services Committee

Dear Clare

RE: ILT STADIUM SOUTHLAND SERVICE AGREEMENT

We wish to apply for renewal of the Service Agreement we have with the Council for the year commencing 1 July 2020.

Total funding received from Council for the years ending 30 June 2018 and 2019 has been \$700,000, and we ask that this same level of funding be agreed to for the upcoming year, and for subsequent years.

We are proud to say that the ILT Stadium Southland has again provided significant sporting, cultural, educational, art and entertainment opportunities that add to the health and wellbeing of our residents and city. Every week, the ILT Stadium Southland and SIT Velodrome attract over 12,000 sports and community users, plus a multitude of spectators.

In the year ended 31 March 2020, the venue will host over 70 events. It is the largest multi-purpose/multi-functional venue in New Zealand, hosting a mix of community, national and international events.

As you can appreciate, a venue of this magnitude comes with significant cost. I attach our cashflow forecast which assumes continued funding of \$700,000 from the Council. This forecast illustrates that we are budgeting for a cash deficit for each of the next three years, however we expect to maintain cash reserves over this period to enable us to meet any unforeseen maintenance. To date this year, the following has been spent on repairs and capital upgrades:

• Recarpeting of areas in Velodrome	\$5,484.94
• Testing of Welds in Velodrome	\$9,967.00
• Lighting repairs	\$20,191.51
• Plant repairs including security, forklift, rubbish bins, scoreboards, hoists, etc	\$26,189.62
• Plumbing	\$5,205.43
• Preventative maintenance incl fire protection	\$47,133.67
• Minor plant and tools	\$5,590.27
• Miscellaneous repairs and maintenance	\$25,008.14
• Replacement of one VESDA	\$8,191.88
• Clip n Climb – new climbs	\$67,154.61
• Replacement tables	\$32,451.50
• New partitions	\$18,800.00
• Theatre lighting and staging	\$47,301.40
• Minor assets – incl computers, chillers, vacuums, phones etc	\$36,396.71
• Total spend year to date	\$355,066.68

Further major repairs and maintenance are scheduled to be completed in the coming months:

- Maintenance (including sanding and repainting of lines) of the velodrome track was scheduled to take place in April 2020, but is now likely to take place in November 2020 due to availability issues of specialists – this comes at a cost of \$180,000
- Maintenance on welds of Velodrome roof to bring the structure up to 95-100% of the building code – this is estimated to cost \$100,000
- Replacement of faulty forklift – quoted \$14,735

I have attached to this letter, a copy of our detailed 18 year maintenance plan for the ILT Stadium Southland and SIT Velodrome. Whilst this is the plan we are currently working to, this plan is regularly reviewed and adjusted where necessary. Some projects may be pushed out or brought forward depending on funding availability, urgency, or unforeseen issues coming to light.

We are very fortunate to have the support of our community funders, and in fact it would be impossible to maintain these facilities to such a high standard without this continued support. For the year ended 31 March 2020, support received is as follows:

• Community Trust South	\$250,000
• Invercargill City Council	\$700,000

• Southland District Council	\$75,000
• Invercargill Licensing Trust	\$150,000
• ILT Foundation	\$400,000
• SBS and SIT – naming rights	\$67,500
• ILT – loan reduction	\$250,000
• Total Community Support	\$1,892,500

In considering our request for continued support, we would also draw your attention to the fact that the ILT Stadium Southland and SIT Velodrome are the only buildings within Invercargill that have been identified by Emergency Management Southland as being suitable for use as an emergency shelter or emergency centre. We attach a copy of a letter received from Simon Tonkin of the Invercargill City Council.

We would also ask that in making this funding decision you take into consideration the funding provided by the Invercargill City Council for other venues in Invercargill. According to the Long-Term Plan, planned spending is as follows:

• Library and archives	\$4,333,000
• Splash Palace	\$2,420,000
• Theatres	\$1,215,000
• Southland Museum and Art Gallery	\$972,179
• ICC Public Art Gallery Trust	\$187,554
• IVEM	\$112,750

We consider that many of these offer similar outcomes with regard to health and wellbeing to those offered by the Stadium, with the key difference being that the Council does not own the Stadium. However, this is a positive from the Council's perspective. If the Council were the owner of the Stadium it is unlikely that community funders would continue to fund operations as they currently do. Also, ICC wage rates do not correlate to the Stadium wage rates which is another significant saving.

In closing, we would like to thank Cr Clark for taking the time to have a thorough on-site tour with our Chair, Mr Alan Dennis, and the Stadium Operations Manager, Mr Ryan Sycamore.

We would appreciate the Council's renewal of our Service Agreement at the level of \$700,000 as requested. This would guarantee our position going forward and enable us to maintain the venues to the exacting standards experienced to date.

We are available at any time to answer any questions you may have or to clarify any of the points made above.

Thank you for your consideration.

Yours faithfully

Mel Montgomery
Financial Manager
Southland Indoor Leisure Centre Charitable Trust

P: 021 455992
E: melmontgomery05@yahoo.co.nz

Enclosed:

- Cashflow Forecast
- 18 year maintenance plan
- Letter from Simon Tonkin

Submission to Invercargill City Council
March 3 2020
By the NZ Native Forests Restoration Trust
Represented by Tim Oliver (Chairman)
Geoff Davidson (Founding Trustee)

In the 40 years we have been operating the NZ Native Forests Restoration Trust (NFRT) have secured nearly 8,000 hectares around the country with the two South Island properties at Mangarakau (a 160 Hectare wetland in NW Nelson) and the 190 Ha ridge line farm above Akaroa and adjacent to Hinewai Reserve. All our reserves are open to the public, and protected in perpetuity by QEII covenants.

Despite a strong interest in expanding further south, the right properties/opportunities have not turned up.

Three properties we have seriously considered in the past were located at:

- 1/ Mt Watson, north of Dunedin,
- 2/ adjacent to Waituna Lagoon
- 3/ Paterson Inlet, Stewart Island.

So you can understand our keenness to investigate the land for sale in Southland.

As time before the deadline sale was so short, we had to ask Brian Rance & Maurice Rodway to appear before the Finance Committee on our behalf.

Now we wish to discuss the issues directly with you all.

The land at 344 Oreti Rd Otatara is 81 hectares and has 40 hectares which is the remnant of what was a much larger forest covering much of the Southland Ecological District. But this portion is distinctly different in that it is growing on the sand dunes formed by the Oreti River.

Of course the price is the all-important thing, and we can say we offered the vendors the Government Valuation for the property. The real estate agent in calling us to tell us the vendors required \$300,000 more than our offer, also said there were other substantially higher bids, but the vendors preferred our bid for the environmental benefits we were proposing. It had been our intention to restore the whole 81 hectare property, but in view of the higher price we have agreed to pay we will need outside financial assistance and/or we may be required to subdivide some sections to raise the additional funds.

However we will endeavour to maintain and restore the existing forest and over time convert the maximum area of pasture back into forest or the original sand dune plant communities that once existed there.

If you require any further information about the NFRT could you please call me,
Geoff Davidson 09) 8130229
Or email at geoff.bev.davidson@gmail.com

Presentation to Invercargill City Council re Assistance to purchase property with significant natural features in Otatara

A property of 80 ha on Oreti Road Otatara, is for sale by deadline sale on 25th Feb. The property contains significant natural features, including lowland coastal dune totara/matai/kahikatea forest and dune systems. The forest area of about 40ha has had a High Value Assessment completed which recognised the importance of the area. A Protected Natural Areas assessment was also completed and it recommended that this area be protected.

The natural features that occur on this property are recognised in the district plan. The Plan is very protective of the native forest and sand dune systems in Otatara. It provides for the City Council to contribute to the protection of these features. There are objectives, policies and rules to protect these features but we know that private landowners can incrementally reduce their values.

A report dated December 2008 by Wildlands Consultants for the ICC on the indigenous forests in Otatara concluded that there had been a loss of significant vegetation since 1999. The report included the following issues:

- Resource consent conditions were not adequately compensating for the loss.
- Major threats were residential development, weeds and grazing.
- Only a small area of privately owned forest was legally protected.
- Residents generally had a poor understanding of or lack of resources to maintain significant indigenous vegetation.

Generally the report painted a dismal picture of the protection and maintenance of native forest and significant natural features in the Otatara area.

We are not aware that the situation has changed since 2008. In particular weeds such as sycamore, narrow leaved lacebark, Darwin's barberry and cotoneaster are spreading and adversely affecting the native forest remnants in the city boundaries.

The 2019 ICC District Plan has strong policies and rules to protect significant natural features but given that people's attitudes are overriding drivers of the loss it is clear that the city must take every opportunity to ensure that significant native forest remnants are formally protected and managed in order for the Plan's objectives to be achieved. Assistance with the purchase of this property, which is one of the largest areas of unprotected forest in the city, and its formal protection and management, presents an excellent opportunity for the council to meet its obligations and aspirations under the Plan, and national initiatives to protect and enhance indigenous biodiversity.

Relevant excerpts from the Plan include:

Policies

ECO-P5 Otatara:

To protect and enhance areas of significant indigenous vegetation and significant habitats of indigenous fauna within the Otatara Zone recognising the nationally significant ecological and intrinsic values and the high amenity values of ancient sand dune landscape of that area.

Explanation:

The areas of significant indigenous vegetation among the ancient sand dune remnants in the Otatara Zone have been identified as having nationally significant ecological and intrinsic values. The District Plan manages the effects of activities within these areas.

ECO-P7 Biodiversity Initiatives:

To encourage and support biodiversity initiatives to maintain, restore and/or enhance:

1. Coastal features, ecosystems and habitats
2. Aquatic ecosystems and habitats
3. Indigenous species, ecosystems and habitats.

Explanation:

This policy recognises the importance of various initiatives in achieving sustainable management of Invercargill's indigenous ecosystems and biodiversity values. Such initiatives are essential if the full range of Invercargill's ecosystem functions is to be maintained, restored or enhanced. The Council is well placed to be able to support and co-ordinate efforts with the land owners, the community and land management agencies to work together to maintain, enhance or restore a range of ecosystems and habitats throughout the District.

Methods

ECO-M5 Financial incentives to assist with costs associated with the voluntary and permanent protection of areas of indigenous biodiversity on private land.

Objectives for Otatara area

NFL-O3 The special outstanding natural features and landscapes of the Otatara area are protected from inappropriate subdivision, use and development.

NFL-P8 Policies Specific to Otatara:

1. Recognition:

To recognise within the Otatara Zone:

1. Areas of significant indigenous biodiversity as delineated on the District Planning Maps as outstanding natural features and landscapes.
 2. Other areas containing remnants of the ancient sand dune landscape, including such land that is elevated or depressed and areas between as being locally distinctive and valued natural features or landscapes (**for example the sand dunes within the south-west corner of the Otatara Zone**).
- 2. Protection:**
To protect areas of outstanding natural features and landscapes from those activities and practices that could adversely affect their intrinsic value and integrity, and associated vegetation and habitats.

Methods of Implementation

NFL-M9 Use of financial incentives to assist property owners where protection is undertaken.

Other issues relating specifically to the Otatara Zone

OTAZ-I1 The amenity values of the Otatara Zone can be adversely affected by clearing and altering areas of indigenous biodiversity.

OTAZ-I2 The character of Otatara's landscapes is at risk from inappropriate subdivision, use and development.

OTAZ-I3 Subdivision and non-residential development can adversely affect the amenity values of the Otatara Zone.

Rules in the Plan make it onerous and difficult to alter significant natural features where these are identified in the Plan. Nevertheless it is possible and as the Wildlands report shows incremental losses on private land has occurred even with these rules in place.

The forest area of about 40ha has had a High Value Assessment completed which recognised the importance of the area. A Protected Natural Areas assessment was also completed and it recommended that this area be protected.

The area offers potential for passive recreation such as walking and nature appreciation over a relatively large area. The Otatara School Principal has advised that this area would be ideal for the school's science programme, helping its students learn about and appreciate native forest areas and the enhancement of these. Other schools in the City would also likely find this area ideal for its programmes. Access is easy being off a sealed road, compared to other areas, especially in Sandy Point.

Protection of this area and its restoration would be consistent with the Government's proposed Biosecurity Strategy. The area is particularly suited to forest restoration by the removal of cattle and allowing the area to revegetate naturally with some careful intervention.

Members of the Otatara Landcare group have been working with the [NZ Native Forest Restoration Trust](#) (NZNFRT) to purchase the property. The Trust has expressed strong interest.

The ability for the Trust to purchase and protect this land would be significantly assisted by support of the Invercargill City Council, either by a cash contribution, and or, support with administrative matters such as legal, surveying, and access costs that will help to get the purchase over the line.

Environment Southland and QEII trust representatives have indicated that they could provide support for matters such as fencing, pest control and revegetation programmes.

The Otatara Landcare group and Southland Forest and Bird Society would be able to provide some support with the management of the area including restoration planting and maintenance of a walking track.

Fish and Game may be able to assist with wetland enhancement and restoration.

Ongoing costs to the ICC would be minimal.

A request is made for the ICC to work with the NZNFRT to facilitate the purchase of the property so that its significant natural features can be protected and the area made available for the public to enjoy and appreciate.

Contacts: Geoff Davidson (NZNFRT) oratia@oratiadavidsons.onmicrosoft.com
Brian Rance 027 408 3418 rances@southlandcommunitynursery.org.nz
Maurice Rodway 021 221 5801 maurice.rodway@gmail.com

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS
INTEREST REGISTER**

A2279220

ELECTED MEMBERS			
NAME	ENTITY	INTERESTS	PROPERTY
RONALD LINDSAY ABBOTT	Invercargill City Council	Councillor	
	Kiwi-Pie Radio 88FM Invercargill	Director / Broadcaster	
REBECCA RAE AMUNDSEN	Invercargill City Council	Councillor	
	Arch Draught Ltd	Director	
	BP Orr Ltd	Director	
	Task Ltd	Director	
	Arts Murihiku	Trustee	
	Dan Davin Literary Foundation	Trustee/Chair	
	Heritage South	Contractor	
	Glengarry Community Action Group	Events Co-ordinator (Volunteer)	
SMAG Board	Council Representative		

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS
INTEREST REGISTER**

A2279220

ALLAN JAMES ARNOLD	Invercargill City Council Ziff's Café Bar Ltd Buster Crabb Ltd Ziff's HR Ltd Ziff's Trust Southland Aero Club Invercargill Club Invercargill East Rotary	Councillor Executive Director Executive Director Executive Director Trustee Administrator Member Member Member	
TONI MARIE BIDDLE	Invercargill City Council Southland Museum and Art Gallery Trust Board McIntyre and Dick	Councillor Trustee Husband (Kris MacLellan) – Chief Executive Officer	
WILLIAM STUART CLARK	Invercargill City Council Invercargill Ratepayers Advocacy Group	Councillor Member	

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS
INTEREST REGISTER**

A2279220

ALEX HOLLY CRACKETT	Invercargill City Council Ride Southland Southland Youth Futures Advisory Board Sport Southland McIntyre Dick	Councillor Chair Chair Trustee Marketing Manager	High Street Invercargill
PETER WARREN KETT	Invercargill City Council Age Concern Southland Kite Investments Limited Invercargill Harness Racing Club Board Member Ascot Consortium	Councillor Board Member Director Vice President and Life Member Member	
GRAHAM DAVID LEWIS	Invercargill City Council Bluff 2024 Rejuvenation Hospice Southland City Centre Heritage Steering Group	Councillor Officer Trustee Member	
DARREN JAMES LUDLOW	Invercargill City Council Radio Southland Healthy Families Invercargill Murihiku Maori Wardens Southland Community Law Centre Thrive Community Trust Environment Southland	Councillor Manager Board Member Board Member Board Member Trustee Lyndal Ludlow (wife) – Councillor	770 Queens Drive Invercargill

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS
INTEREST REGISTER**

A2279220

IAN REAY POTTINGER	Invercargill City Council Southland Electronics Limited Santa Parade Organiser	Councillor Director Alice Pottinger (Wife)	171 Terrace Street Invercargill 9810
TIMOTHY RICHARD SHADBOLT	Invercargill City Council Kiwi Speakers Limited SIT Ambassador	Mayor Director Member	
NIGEL DEAN SKELT	Invercargill City Council Badminton New Zealand Badminton Oceania Badminton World Federation ILT Stadium Southland	Councillor Board Member Vice President Council Member (Chair of Communications and Media) General Manager	
LESLEY FRANCES SOPER	Invercargill City Council Breathing Space Southland Trust (Emergency Housing) Omaui Tracks Trust National Council of Women (NCW) Citizens Advice Bureau Southland ACC Advocacy Trust Southern District Health Board Southland Warm Homes Trust	Councillor Chair Director Secretary / Treasurer Member Board Member Employee Member Member	137 Morton Street Strathern Invercargill 24 Margaret Street Glengarry Invercargill

**INVERCARGILL CITY COUNCIL ELECTED MEMBERS
INTEREST REGISTER**

A2279220

EXECUTIVE STAFF			
NAME	ENTITY	INTERESTS	PROPERTY
CLARE HADLEY	Invercargill City Council Hadley Family Trust	Chief Executive Trustee	
CAMERON MCINTOSH	Invercargill City Council	Group Manager - Works and Services	
DAVID FOSTER	Invercargill City Council	Acting Group Manager - Finance and Corporate Services Executive Director Foster and Associates Ltd	
DARREN EDWARDS	Invercargill City Council	Group Manager - Environmental and Planning Services	

TO: COUNCIL

**FROM: MARY NAPPER, COMMUNITY DEVELOPMENT
MANAGER**

MEETING DATE: TUESDAY 3 MARCH 2020

INVERCARGILL YOUTH COUNCIL

SUMMARY

The 2020 Invercargill Youth Council has held two meetings. The Co-Chairpersons will attend the Council meeting to introduce themselves.

RECOMMENDATIONS

That the report "Invercargill Youth Council" be received.

IMPLICATIONS

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> Yes
2.	<i>Is a budget amendment required?</i> No
3.	<i>Is this matter significant in terms of Council's Policy on Significance?</i> No
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> N/A
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> N/A
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Yes

FINANCIAL IMPLICATIONS

No implications.

INVERCARGILL YOUTH COUNCIL 2020

The Invercargill Youth Council is developing its committee structure and plans for 2020. The first term includes a focus on civics, with an activity being undertaken at each meeting.

The Co-Chairpersons were elected at the meeting held on 26 February 2020, and plan to introduce themselves at the Council meeting. The Chairperson's are Madison Flannery and Wilson Ludlow from the Overs Group with deputy being Liam Barnes, and Dominic Buckby and Brooke Brown-Ogilvy from the Unders Group with Ryan Frost as deputy.

The Aotearoa Youth Declaration group are holding a Civics Regional Hui - Aotearoa Youth Declaration 2020 in Invercargill on Wednesday 4 March 2020. The Invercargill Youth Council are co-hosting this opportunity for Years 11-13 students.

MINUTES OF THE MEETING OF THE INVERCARGILL CITY COUNCIL HELD IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION BUILDING, 101 ESK STREET, INVERCARGILL, ON TUESDAY 28 JANUARY 2020 AT 3.00 PM

PRESENT: Sir T R Shadbolt, KNZM JP
Cr R R Amundsen
Cr A J Arnold
Cr W S Clark
Cr A H Crackett
Cr P W Kett
Cr G D Lewis
Cr D J Ludlow
Cr I R Pottinger
Cr N D Skelt
Cr L F Soper

IN ATTENDANCE: Mrs C Hadley – Chief Executive
Mr C A McIntosh – Group Manager - Works and Services
Mrs P Gare – Group Manager - Environmental and Planning Services
Mr D Foster – Interim Group Manager – Finance
Mr R Pearson – Roading Manager
Mr P Horner – Building Assets Manager
Mr A Cameron – Strategic Advisor
Ms J Conway – Manager – Governance and Administration
Ms R Suter – Manager – Strategy and Policy
Mrs T Amarasingha – Governance Advisor
Mrs H Guise – Council Land Advisor
Ms H McLeod - Interim Team Leader Communication Services
Ms L Kuresa – Governance Officer

2. **APOLOGIES**

Cr Biddle and Cr Abbott.

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

3. **NOTICE OF MAJOR LATE ITEMS**

Moved His Worship the Mayor, seconded Cr Pottinger and **RESOLVED** that late items, “Delegation to Finance and Policy Committee - Triennial Agreement” and “Rugby Park – Remediation of the West End” be accepted as major late items. Both reports relate to matters which have time constraints.

4. **PUBLIC FORUM**

4.1 **South Alive – Upcoming Projects / Events in South Invercargill**

Margaret Cook was in attendance to speak to this item. Mrs Cook tabled a copy of her presentation and took the meeting through it. (A2931305)

His Worship the Mayor thanked Mrs Cook for taking the time to update the Council on this matter.

4.2 **Invercargill Super City**

Ray McLeod was in attendance to speak to this item. Mr McLeod's presentation had been circulated and he took the meeting through it. (A2894234 & A2894235)

His Worship the Mayor thanked Mr McLeod for taking the time to present to Council.

4.3 **Petition on the City Block**

Mr Rikkerink was in attendance to speak to this item. He took the meeting through the details of his petition in relation to the City Block.

His Worship the Mayor thanked Mr Rikkerink for taking the time to present to Council.

5. **INTEREST REGISTER**

Nil.

6. **66 DEE STREET DEMOLITION**

A2895322

Mr Horner took the meeting through the report.

In response to a question, Mr Horner explained that the property was purchased for Archives ten years ago with an expectation of quite an increase in the volume of storage required, which has not eventuated.

In response to a question, Mr Horner explained that the insanitary notice meant that the building either needed to be demolished or repaired.

Mrs Hadley explained that Council was unable to delegate the sale of property to any other Committee but she would have a discussion with Mr Thompson in the next ten days to get feedback as to whether he wished to negotiate with Council, with a report being brought back to the next Council meeting. If Mr Thompson determined that he had no further interest in the property, Council would be able to implement the recommendations if they are passed today.

In response to a question, Mrs Hadley explained that if the item was to lie on the table, there would be no further actions taken to progress this item within the next six week period.

In response to a question, Mr Horner explained that the contractor had advised that the timeframe for demolition was six months from now, if the recommendations were approved today.

Moved Cr Soper, seconded Cr Crackett and **RESOLVED** that the report, "66 Dee Street Demolition" be received.

A2906649

Moved Cr Ludlow, seconded Cr Soper that the Chief Executive be authorised to continue negotiations with interested parties on the site, if the negotiations are unsuccessful, the recommendations in the report will be implemented, as follows:

1. That a budget of \$1.4M be set for the demolition project which includes a contingency sum of \$250,000 for support works for the adjacent building at 68 Dee Street and allowances for fees, project management, surveying and other unmeasured works; and
2. Council agrees that a tender for demolition be awarded for the sum of \$714,642; and
3. That a tender for demolition in accordance with the lowest price confirming tender be awarded.

In response to a question, Mrs Hadley explained that Mr Thompson was familiar with the exterior of the building but until 10.30 am this morning he had not viewed the interior of the building. Part of the research to this report was that there was a walk-through with another party in the city who was fond of remediating old buildings and after his assessment, it was understood that remediation would be extensive and more costly than demolition.

In response to a question, Cr Ludlow explained that the zone where the building was situated was within an area that was in the middle of the CBD Council deems that it was responsible for carparks, so there would be no additional carparks required.

The motion, now being put, was **RESOLVED** in the **affirmative**.

7. **TEMPORARY ROAD CLOSURES**
A2884650

Mr Pearson took the meeting through the report.

Moved Cr Soper, seconded Cr Lewis and **RESOLVED** that the report, "Temporary Road Closures" be received; and

1. That Council agrees that this proposed event will not impede traffic unreasonably; and
2. As permitted under the Local Government Act 1974 (Section 342 and Schedule 10) Council approves the temporary closure of Leet Street (Kelvin Street to Dee Street), Kelvin Street (Yarrow Street to Victoria Avenue) and Gala Street (Dee Street to Jed Street) for the Pipe Band Competitions Street March event on Saturday 14 March 2020 from 8.30 am to 12.00 pm.

8. **TEMPORARY CAMPING**
A2891342

Ms McCoy took the meeting through the report.

Moved Cr Soper, seconded Cr Lewis and **RESOLVED** that the report, "Temporary Camping" be received; and

That Council's approval is given for fully self-contained camping in the Te Rangi Bowling Club carpark (located on the Town Belt Reserve) and Pipe Band carpark (located on Turnbull Thompson Reserve) for the New Zealand Pipe Band Championship 2020 from 10-15 March 2020.

A2906649

9. **ADMINISTRATIVE MATTERS**
A2892042

Mrs Hadley took the meeting through the report.

It was agreed that Council submits to Environment Southland in relation to the consultation on vehicles on Oreti Beach.

Moved Cr Amundsen, seconded Cr Soper and **RESOLVED** that the report, "Administrative Matters" be received; and

1. That Council receive the petition from Mr John Rikkerink regarding demolition of Cambridge Arcade and Investment in City Block; and
2. That Council wishes to submit to Environment Southland on its consultation on vehicles on Oreti Beach; and
3. That Council confirms the Chair of Risk and Assurance Committee (Bruce Robertson), the previous Chair of Risk and Assurance Committee (Cr Pottinger) and the Chief Executive or her nominee be the interview panel to make recommendations to Council on an independent member to the Risk and Assurance Committee; and
4. That Council receives the information on the approach LGNZ has taken on its submission on behalf of the sector to Fire and Emergency New Zealand Funding Review.

10. **APPLICATION FOR INJUNCTION AND JUDICIAL REVIEW CIV-2019-425-144**
A2896715

Mrs Hadley took the meeting through the report.

Moved Cr Soper, seconded Cr Lewis and **RESOLVED** that the report, "Application for Injunction and Judicial Review CIV-2019-425-144" be received.

11. **ENVIRONMENT SOUTHLAND – TOHEROA CONSULTATION**

Rob Phillip, Nicol Horrell and Eric Roy from Environment Southland were in attendance to speak to this item. The following points were made:

1. No decisions have been made on this matter and some options were out for consultation.
2. There needs to be more interaction between the councils at governance level going forward.
3. A National Policy Statement will be released that declares there needed to be consideration for indigenous species in their habitat.
4. There was a need to assess what the plan was before progressing with this matter and it could be two years before a plan was in place.
5. A public survey was released on 13 January and closes 21 February 2020. A planning process will start after that, which councils will be kept informed about.

In response to questions, the following answers were given:

A2906649

1. The matter of whether Toheroas are indigenous or introduced will be dealt with as part of the process. There are alternative views and a determination would not be made until the process was underway.
2. The status quo is not included and Environment Southland will come up with three or four options but they want genuine feedback from the public.
3. Some comprehensive work was carried out in 2014, which was the basis around progressing this. That research will need to be peer reviewed but there is a science factor that will be available as part of the consultation process.
4. There is a two year monitoring plan and a repeat of the comprehensive work that was done in 2014. We want to get feedback from the public and then look at what else is required after that.

His Worship the Mayor thanked the representatives from Environment Southland for taking the time to present to Council.

12. **SOUTHLAND REGIONAL DEVELOPMENT AGENCY TRANSITION – EXTENSION OF VENTURE SOUTHLAND**
A2894477

Mrs Hadley took the meeting through the report.

Moved Cr Lewis, seconded Cr Soper and **RESOLVED** that:

1. The report, “Southland Regional Development Agency Transition – Extension of Venture Southland” dated 10 January 2020 be received.
2. Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
3. Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 9 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages prior to making a decision on this matter.
4. Notes the progress that has been made with the transfer of Venture Southland assets to Great South and that there is a need to extend the operation of Venture Southland to enable the remaining contracts to be transferred and for a decision to be made on the future of the Venture Southland Trust.
5. Subject to an agreement being reached with Southland District Council and Gore District Council agrees to formally extend the Venture Southland Joint Venture arrangement until 31 December 2020, subject to no funding being required to be paid.
6. Delegate authority to the Chief Executive to agree any terms and conditions on which the extension of the Venture Southland Joint Venture arrangement might need to be agreed between the three councils should that prove necessary.
7. Appoints Cr Biddle to the Joint Committee for Venture Southland (to 31 December 2020).

13. **ADDENDUM TO THE GOVERNANCE STATEMENT 2019-2022**
A2509518

Ms Conway and Mrs Amarasingha were in attendance to speak to the report.

A2906649

Moved Cr Ludlow, seconded Cr Soper that the report, "Addendum to the Governance Statement 2019-2022" be received; and

1. That Council incorporates these amendments in the Governance Statement; and
2. That Council adopts the Governance Statement for the 2019-2020 triennium as set out in Appendix 1 (A2902076).

Cr Amundsen recalled that for the City Centre Heritage Steering Group, she was still a member of the Committee and Cr Soper was to be added as a fourth member of the Group.

Cr Ludlow said that as Cr Soper was being added to the Group, rather than replacing Cr Amundsen, he wanted to move an additional recommendation that allowed the Chief Executive to make any non-governance related alterations as required.

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

3. With the alteration around the addition of Cr Soper to the City Centre Heritage Steering Group rather than the replacing Cr Amundsen, Council authorised the Chief Executive to make any non-governance related alterations to the Governance Statement as required; and
4. That Council's preference for the Community Grants Fund Committee is Option 1: *According to the Clause 23, Clause 7, Local Government Act 2002; the quorum at a meeting consists of half of the members if the number of members is even or a majority of members, if the number of members is odd.*

The motion, now being put, was **RESOLVED** in the **affirmative**.

14. **GREAT SOUTH – LETTER OF EXPECTATION 2020-2021**
A2903040

Ms Suter took the meeting through the report.

Moved Cr Soper, seconded Cr Amundsen and **RESOLVED** that the report, "Great South – Letter of Expectation 2020-2021" be received; and

That Council determines to continue the same total level of contract funding.

15. **MINUTES OF THE MEETING OF COUNCIL HELD ON 10 DECEMBER 2019**
A2861211

Moved His Worship the Mayor, seconded Cr Lewis and **RESOLVED** that the minutes be approved.

16. **MINUTES OF THE WASTE ADVISORY GROUP MEETING OF COUNCIL HELD ON 18 DECEMBER 2019**
A2871351

Moved Cr Crackett, seconded Cr Clark and **RESOLVED** that the minutes be received.

A2906649

17. **NOTICE OF MOTION – STRUCTURAL ENGINEERING AND QUANTITY SURVEY REPORT – AND ACCOMPANYING REPORT**

Mr Horner took the meeting through the report, “Notice of Motion – Strengthening Museum Structure” (A2894292 and A2873300).

Cr Ludlow said that a lot of what Tim Walker proposed in his report was beyond what Mr Horner outlined from an engineer’s perspective, which was planned for discussion in a workshop between the joint councils in February/March 2020. This Council had asked that the Tim Walker report be held back until it had a chance to go through it, so he was wondering why there was no summation as part of the report. He reminded Council that the SMAG Board was keen to release the report. Council did not close the Museum, but withdrew its staff for safety reasons, it was the SMAG Board which agreed to close the building. Once the workshop was held, there would be a better understanding going forward.

Cr Soper noted from Mr Horner’s report that in 2017 Opus was engaged to provide a review that was after the enactment of the Earthquake Building Amendment Act. Opus’s view at that stage was that the Amendment Act would not affect the result of the detailed engineering evaluation. She emphasised that SMAG commissioned a report, which had been peer reviewed after the Amendment Act was passed.

Moved Cr Soper, seconded Cr Amundsen that the report, “Notice of Motion – Strengthen Museum Structure” be received; and

1. That Council note the cost estimate in 2014 for the building work, excluding any other costs, was approximately \$9.97 million; and
2. That Council give consideration to reviewing all the relevant strategic planning reports about a future museum before commencing further engineering assessments because the costs that will also be incurred during an upgrade, such as relocation, collection storage and exhibition redevelopment, are a significant part of any project for the future museum.

Cr Pottinger said that the priority needed to be on the storage facility. Council should not look at building something brand new without exhausting the possibility of fixing the existing building. Council owned the Museum building and SMAG owned the collection, so Council needed to decide what it was going to do.

Cr Crackett stated that the community was crying out for action on the Museum. There was no need for Council to spend more money on something it already knew the answer to, when it had not decided or looked at the opportunities that Council was presented with in the Tim Walker report.

Mrs Hadley said that the major inhibitor to progressing the Museum was the issue of governance of SMAG and the Council was close to getting a resolution on that issue. The Trust Board had supported a change in the governance structure by bringing that governance back in-house and asked for consultation on some minor matters. A report which sets out a proposal on the new governance structure would be brought back to the next Council meeting. She suggested that it be consulted on in the Annual Plan because it was an appropriate step to take to ensure that everyone was on the same page. That would be the first step in giving Council the power to determine the future of the Museum.

A2906649

The advice that Council had received was that a Museum should be visitor-centric. Council would need to consider how it was to be visitor-centric and would this impact on the design of the building, which in turn would impact on the structure of the building. Council could then see the difference between the first redevelopment proposed, the second, and now the third. Council needed to know what it wanted to achieve, to get an assessment from an engineering perspective and get the right price for its strengthening. If there were any views about a peer review, the motion that was part of Cr Clark's Notice of Motion would need to be amended.

Cr Clark moved that Council seek a peer review that identified the cost of re-strengthening the Museum building and the report looks at the different percentage options available for strengthening. He was mindful that the storage facility needed to be fast tracked, so that when Council consulted on the contract, all the facts needed to be available.

Note: Cr Soper raised a Point of Order and said that there was already a motion on the table and asked if Cr Clark was adding an amendment to that motion.

Cr Clark responded that the Chief Executive had suggested that an amendment to his Notice of Motion would be helpful going forward.

Mrs Hadley explained that the motion on the table needed to be dealt with before any other motion could be referred to.

Note: Cr Pottinger raised a Point of Order and said that Cr Clark's Notice of Motion was contradicted by the motion on the table. The motion inhibited the report being done.

His Worship the Mayor ruled that Cr Clark's motion was a contradiction to the original motion.

There were further discussions on the motion on the table and it was agreed that the motion be put.

Note: A show of hands was carried out - six Councillors voted for the motion and five Councillors voted against the motion.

The motion, now being put, was **RESOLVED** in the **affirmative**.

18. **MAJOR LATE ITEMS**

18.1 **Delegation to Finance and Policy Committee – Triennial Agreement**
A2906318

Moved Cr Amundsen, seconded Cr Pottinger and **RESOLVED** that the report, "Delegation to Finance and Policy Committee – Triennial Agreement" be received.

18.2 **Rugby Park – Remediation of West End**
A2906180

Mrs Hadley took the meeting through the report.

Cr Clark said that the issue was the blurred make-up of the trustees versus the Chief Executive. The Chief Executive should not be on the Charitable Trust because it put her in a difficult position.

Mrs Hadley explained that Rugby Southland and the associated bodies were understanding of the fact that it was not possible to complete the required works in a timeframe that would see them back at the Stadium this season.

Cr Kett said that the issues at Rugby Park had been sorted since Council took over the Stadium in 2015, but ongoing issues were not the fault of the Rugby Southland Supporters Club or the Referees Association. Somewhere between Council taking ownership of the Stadium in 2015 and August 2016, Council staff employed contractors to clean the seating area of the grandstand. They had high powered water blasters to clean the grandstand, which blew all the sealants out between the bleachers and this caused leakage to the interior of the offices of Rugby Southland and the Supporters Club rooms. That was identified at an on-site meeting and it was agreed that they would put in new sealant, which was done, but the internal damage was ignored by Council staff.

Cr Clark said he had seen a report that was commissioned by the City and one that was commissioned by the Supporters Club in a peer review, which was released in the middle of this month. It was clear about the issues and included the damage to the bleachers. The issue was that once you got a reservoir of water inside a building, mould was created. It was not a problem in its wet stages, it was when it dried that it became a health issue. Council had known about this for years but nothing had been done about it.

Mrs Hadley explained that there were issues with the structural strength of the area of the stand at the west-end with the old bleachers. Council had already been advised that there would be no approval for a temporary fix for that next year. That also affected the roof-line of the Southland Supporters Club and the Rugby Southland area. It was not just a toxic mould issue.

Cr Clark responded that he was staggered that the Chief Executive had made a commitment to Rugby Southland that they would be back in those facilities on 1 July 2020, without understanding the issues.

Mrs Hadley said she did give that commitment to Cr Clark and she met with the Chair and deputy Chair of Rugby Southland on Thursday and agreed that they would work together in getting them into the premises by 30 July 2020. She had advised Rugby Southland that she would ask Council for approval for direct procurement for services that would rectify the issues. The deputy Chair made contact with Brent Henderson to have a look and give feedback on what was required. It was Mr Henderson's concern that led to the meeting yesterday with Mr Kensington onsite. The advice that she received from two people involved in that industry was that there was a considerable amount of work that needed to take place before people could access that area.

Moved Cr Soper, seconded Cr Lewis and **RESOLVED** that:

1. The report, "Rugby Park – Remediation of West End" be received; and
2. Council approve the direct procurement of Kensington Consulting; and
3. Council request officers to commence investigation into the pros and cons of transferring ownership of Rugby Park to Council

19. **MAYOR'S REPORT**
A2907564

The report was tabled.

Moved His Worship the Mayor, seconded Cr Lewis and **RESOLVED** that the report be received.

20. **URGENT BUSINESS**

Nil.

21. **COUNCIL IN PUBLIC EXCLUDED SESSION**

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

- (a) *Confirming of Minutes of the Public Excluded Session of Council – 10 December 2019.*
- (b) *Receiving of Minutes of the Public Excluded Session of the Waste Advisory Group – 18 December 2019.*
- (c) *Stead Street Lease.*
- (d) *Expansion of Sewer Connection from Awarua to Clifton.*
- (e) *Advance HWCP for City Block.*

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) Confirming of Minutes – Council 10 December 2019	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)

- | | | | |
|-----|--|--|------------------------|
| (b) | Receiving of Minutes – Waste Advisory Group 18 December 2019 | Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) | Section 7(2)(i) |
| (c) | Stead Street Lease | Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) | Section 7(2)(i) |
| (d) | Expansion of Sewer Connection from Awarua to Clifton | Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) | Section 7(2)(i) |
| (e) | Advance HWCP for City Block | Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) | Section 7(2)(i) |

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

**MINUTES OF THE EXTRAORDINARY MEETING OF THE INVERCARGILL CITY
COUNCIL HELD IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION
BUILDING, 101 ESK STREET, INVERCARGILL ON TUESDAY 11 FEBRUARY 2020
AT 3.00 PM**

PRESENT: Sir T R Shadbolt, KNZM JP
Cr R Amundsen
Cr A J Arnold
Cr T M Biddle
Cr W S Clark
Cr A H Crackett
Cr P W Kett
Cr G D Lewis
Cr D J Ludlow
Cr I R Pottinger
Cr N D Skelt
Cr L F Soper

IN ATTENDANCE: Mrs C Hadley – Chief Executive
Mr C McIntosh – Group Manager - Works and Services
Mr D Edwards – Group Manager - Environmental and Planning Services
Mr D Foster – Interim Group Manager – Finance Services and Corporate Services
Mrs P Gare – Senior Planner
Mr A Cameron – Strategic Advisor
Ms J Conway – Manager – Governance and Administration
Ms R Suter – Manager – Strategy and Policy
Ms H McLeod – Interim Team Leader – Communications
Ms L Kuresa – Governance Officer

2. **APOLOGIES**

Cr R L Abbott; and Cr A Crackett for lateness.

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

3. **INTEREST REGISTER**

A2279220

Nil.

4. **NOTICE OF MAJOR LATE ITEMS**

Moved Cr Abbott, seconded Cr Soper and **RESOLVED** that:

The late report in Public, entitled:

- ICC Donation to Southland Mayoral Relief Trust;
- And the late item report in Public Excluded Session, entitled:
- Judicial Review Proceedings by Gaire Thompson;

A2920373

be received at this meeting as major late items, as both reports relate to matters which have time constraints.

4. **MAJOR LATE ITEM – DONATION TO SOUTHLAND FLOOD RELIEF**
A2920089

Mr Foster took the meeting through the report.

Note: Cr Crackett joined the meeting at 3.06 pm.

Moved Cr Abbott, seconded His Worship the Mayor that:

1. The report "Donation to the Southland Flood Relief" be received; and
2. That a donation of \$100,000 exclusive of GST be made to Southland flood relief.

In response to a question, His Worship the Mayor explained that he had not heard if the other councils had contributed to this fund.

In response to a question, Mr Foster explained that he had not had time to research the GST obligations around this grant, but he would be looking into it before the donation was made.

The motion, now being put, was **RESOLVED** in the **affirmative**.

5. **PUBLIC EXCLUDED SESSION**

Moved His Worship the Mayor, seconded Cr Biddle and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, with the exception of Mr Riki Donnelly, Legal Counsel, namely:

(a) *Judicial Review Proceedings by Gaire Thompson.*

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) Judicial Review Proceedings by Gaire Thompson	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)

A2920373

There being no further business, the meeting finished at 3.34 pm.

**MINUTES OF THE EXTRAORDINARY MEETING OF THE INVERCARGILL CITY
COUNCIL HELD IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION
BUILDING, 101 ESK STREET, INVERCARGILL ON MONDAY 17 FEBRUARY 2020
AT 3.00 PM**

PRESENT: Sir T R Shadbolt, KNZM JP
Cr R R Amundsen
Cr A J Arnold
Cr T M Biddle
Cr W S Clark
Cr A H Crackett
Cr P W Kett
Cr G D Lewis
Cr D J Ludlow
Cr I R Pottinger
Cr L F Soper

IN ATTENDANCE: Mrs C Hadley – Chief Executive
Mrs G Henderson – Bluff Community Board
Mr R Pearson – Roading Manager
Mr D Edwards – Group Manager – Environmental and Planning Services
Mr D Foster – Interim Group Manager – Finance and Corporate Services
Mr A Cameron – Strategic Advisor
Ms J Conway - Manager Governance and Administration
Ms R Suter – Manager Strategy and Policy
Mr P Horner – Assets Manager
Ms M Frey – Interim Parks Manager
Mrs C Horton – Parks and Recreation Planner
Ms H McLeod – Interim Team Leader – Communication Services
Mr R Keen – Manager 3 Waters Operation
Mrs H Guise - Council Land Advisor
Ms L Kuresa – Governance Officer

2. **APOLOGIES**

Cr Skelt and Cr Abbott, and Cr Arnold for lateness.

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

3. **NOTICE OF A MAJOR LATE ITEM**

Moved Cr Pottinger, seconded Cr Soper and **RESOLVED** that the report in public, entitled:

- Council's Submission to Environment Southland re Proposed Vehicle Restrictions on Oreti Beach to Protect Toheroa; be received at the meeting as a major late item as the closing date for Environment Southland submissions is 21 February 2020.

3. **PUBLIC FORUM**

3.1 **Proposed Vehicle Restrictions on Oreti Beach to Protect Toheroa**

Cr Esler was in attendance to speak to this item, he tabled a copy of his presentation and took the meeting through it. (A2931282).

Note: Cr Arnold joined the meeting at 3.06 pm.

In response to questions, the following answers were given:

1. Environment Southland did not offer Councillors input into the consultation process. I am concerned that unless this Council has these facts, it could opt for one of Environment Southland's four proposals without considering how extensive it would be and what a big change that would be for Invercargill.
2. Toheroa are indigenous but there is no reason why an extensive consultation process is needed, with regard to the way we access the beach.

His Worship the Mayor thanked Cr Esler for taking the time to present to Council.

4. **INTEREST REGISTER**

A2279220

Nil.

5. **REMEDIAL WORK FOR RUGBY PARK**

A4221239

Cr Clark took the meeting through a visual presentation on this item.

Mr Horner explained that having anyone in the area beneath the bleachers was a risk, because they had rapidly deteriorated. A structural engineer would no longer certify the structure, even with extra props.

The report from Kensington Consulting was required for continued use of the bleachers. It was implicit that if the raker steel beams were compromised, so too was the structure of the steel frames.

The letter of May 2019 was sent to Invercargill Venue and Events Management (IVEM). IVEM was disestablished in June 2019. The initial focus was on the matter of toxic mould. It seemed the symptom – toxic mould – was the problem. At that time, it was not recognised that structural issues have allowed moisture ingress which caused the toxic mould.

In response to a question on liability, it was pointed out that New Zealand legislation does not allow individuals to make a claim against council. Council still had responsibility to ensure it was a safe premise.

The earthquake prone status of the building had not been reviewed since 2011 when it was carried out by its then owners, Southland Outdoor Stadium Trust. At that time the new structure was greater than 100% but the bleachers are the lower west-end were less than 10% new building standard. That calculation would be reviewed and updated.

The removal of any matter from the Supporters Clubrooms or Rugby Southland would need to be carried out in accordance with any approved safety plan on how to manage the hazard.

Cr Soper moved that the report be received and recommendations 1-7 of the additional recommendations, which covered what council was trying to achieve.

Note: Cr Pottinger raised a Point of Order and said if this motion was passed, it did not align with what Cr Clark was trying to achieve. It also included the reinstatement of Rugby Southland staff, but it was purely to be inhabited by the Supporters Club. He wanted some clarity around what motion Council would be voting on.

His Worship the Mayor said the Point of Order contradicted the full context of the debate. He preferred a shorter version to debate all the points raised by Councillors.

Moved Cr Clark, seconded Cr Kett that:

1. That the report '*Remedial Work for Rugby Park*' be received'; and
2. That the material within this report be considered within the context of Cr Clark's Notice of Motion: *That the Chief Executive be instructed to undertake immediate remedial work at the Rugby Park stadium, to be completed by no later than June 2020. The work required is to decontaminate the toxic mould damage, to retest the environment and to complete restoration work that permits usage of the facilities by Rugby Southland staff and the Rugby Southland Supporters club;* and
3. That Council note the additional information and alternatives set out in the report.

Cr Biddle asked how often the Supporter Club used the premises, Cr Kett said that the Supporters Club used the premises 22.5 hours per season.

Mr Cameron took the meeting through an explanation on the "liability" matter that Cr Pottinger asked about earlier.

The motion was put and a show of hands was held: six councillors voted for the motion, and five councillors voted against the motion.

Note: Councillors Crackett, Soper, Amundsen, Ludlow and Lewis voted against the motion, and asked for this to be recorded.

The motion was **RESOLVED** in the **affirmative**.

6. **MAJOR LATE ITEM - COUNCIL'S SUBMISSION TO ENVIRONMENT SOUTHLAND RE PROPOSED VEHICLE RESTRICTIONS ON ORETI BEACH TO PROTECT TOHEROA**
A2925850

Mr Edwards took the meeting through the report.

In response to a question, Mrs Hadley explained that good practice would suggest including the 'status quo' as an option. There may be situations where the status quo is not a possible option, and that could be good reason not to include it.

Moved Cr Ludlow, seconded Cr Amundsen that:

1. The report, "Council's Submission to Environment Southland regarding Proposed Vehicle Restrictions on Oreti Beach to Protect Toheroa"; and
2. That Council adopt the Submission and authorise it be delivered to Environment Southland.

The motion, now being put, was **RESOLVED** in the **affirmative**.

There being no further business, the meeting closed at 5.00 pm.

MINUTES OF A MEETING OF THE BLUFF COMMUNITY BOARD HELD IN THE BLUFF MUNICIPAL CHAMBERS, GORE STREET, BLUFF ON MONDAY 3 FEBRUARY 2020 AT 7.00 PM

PRESENT: Mr R Fife (Chair)
Mrs G Henderson (Deputy Chair)
Mr G Laidlaw
Mr N Peterson
Miss T Topi
Cr A J Arnold

IN ATTENDANCE: His Worship the Mayor
Mr R Pearson – Roading Manager
Mrs D Fife – Assistant Manager - Bluff Service Centre
Ms M Frey – Interim Parks and Reserves Manager
Mr L Beer – Bluff Publicity/Promotions Officer
Ms L Kuresa – Committee Secretary

2. **APOLOGIES**

Nil.

3. **PUBLIC FORUM**

3.1 **10 Year Plan and the New Trust Set-up**

Cherie Chapman was in attendance to speak to this item.

Ms Chapman spoke about how the 10 Year Plan could be improved. She took the Board through a visual presentation with ideas on how to progress the Plan. She suggested having someone from outside Bluff, who would be keen to be a member of the new Bluff Enterprise Arts Trust to be part of a collaborative approach that could be led by the Murihiku Arts Trust.

The Board was impressed with the ideas presented by Ms Chapman and agreed that there would be a need to access funding to develop the ideas.

In response to a question, Ms Chapman explained that it was a five year plan and some taskforce groups could be approached to carry out the work. She said that there was a gentleman from the Arts Trust who could be approached to lead this project as it was good to have an outside person to lead it.

The Chairman thanked Ms Chapman for taking the time to present to the Board.

4. **INTEREST REGISTER**

Moved N Peterson, seconded G Henderson and **RESOLVED** that the Interest Register be received.

5. **MINUTES OF MEETING HELD 18 NOVEMBER 2019**

Moved G Henderson, seconded T Topi and **RESOLVED** that the minutes be approved with the correction on Page 7 of the agenda that it should be N Peterson and not N Patterson.

6. **REPORT OF THE BLUFF PUBLICITY/PROMOTIONS OFFICER**

Moved Cr Arnold, seconded G Laidlaw that the report be received.

The report had been circulated and Mr Beer took the meeting through it.

It was confirmed that the Southland Annual Cheeseroll event that was to be held 16 February had been postponed due to the low number of entries.

The motion, now being put, was **RESOLVED** in the **affirmative**.

7. **ACTION SHEET**

Moved T Topi, seconded G Laidlaw that the report be received.

Mr Pearson and Ms Frey took the meeting through the report.

Mr Pearson reported on the following items not on the report:

1. An intrusive investigation work of the Ocean Beach site would be carried out on 17 February, which would involve diggers at a number of places to identify the extent of the landfilling of that site. A beach pick up was carried out pre-Christmas with another one planned to determine the materials that had been deposited across that site.
2. Not much work was being done to the Cycle Track as there was an Archaeological Authority process being undertaken and they were 22% through the assessment.

Ms Frey reported that Parks Week was planned from 7 March to 14 March. She noted that the Summer Sounds would be held 8 March and she would contact Mr Beer and propose that it be promoted through Invercargill City Council website. There were a series of initiatives for Parks Week with a big focus to tie it in with local events happening in the community. She informed the Board that the water fountain had arrived which would be installed soon.

The Chairman reported that the Board had received some emails with regard to cutting down some of the big pine trees on Bluff Hill. N Peterson commented that it was wrong to cut down 150 year old tree and he would submit to the next Board meeting evidence to show that. It was agreed that he would liaise with Ms Frey and provide more information about it.

In response to a question, Mr Pearson explained that they would follow up with the electrical contractor as to why the lights on the Christmas tree were not working on Christmas day.

The Chairman said that a number of people had commented that there was a lack of Christmas decorations put up last year with some looking "tatty". Mr Pearson explained that some of the decorations did not sustain the wind very well. He would be putting a report to the Executive Team outlining the budget for Christmas trees and decorations. There was a need to review what needed to be done and when it would be done to ensure that the budget was consistent and appropriate.

The Chairman raised the issue of sump cleaning and street sweeping and what progress had been made. Mr Pearson explained he had received some information on other areas that he was not satisfied with the contractor performance as they needed to keep going back to do the work. There was a need to demonstrate that they were here every two months carrying out the work.

G Henderson raised the issue of the spraying along the main street, which had not been done for a long time. Mr Pearson explained that spraying in Bluff would be happening soon. He had asked that GPS be installed in the trucks, so that he was aware when the work was being carried out.

G Henderson noted that there was no signage at the dog park and there was no parking area. She also wondered if the owners were using the park because rocks were an issue when accessing the dog park. She suggested that this item be include in the Tour of Inspection as it was not user-friendly.

The motion, now being put, was **RESOLVED** in the **affirmative**.

8. **BLUFF COMMUNITY BOARD CHAIRMAN'S REPORT**

The report was tabled and the Chairman took the meeting through it.

8.1 **Community Board Bursaries**

The Chairman reported that the Committee interviewed four applicants for the Community Board Bursaries and awarded:

- Rachel Ryan who was studying Early Childhood at the Otago College of Education in Invercargill.
- Shayla Habberfield who would be studying Pre-professional Social Work at the University of Otago.

A good range of applications were received and the Board wished everyone best wishes for future studies.

8.2 **Tour of Inspection**

The Chairman said that a date in March would be confirmed for the Tour of Inspection.

8.3 **Community Board Induction Workshop**

The Chairman reported that this workshop was carried out with Mike Reid from Local Government New Zealand. It was good way to keep up with what was happening around the country.

8.4 **Meeting with Local Police**

The Chairman said that the Board met with the local Police before Christmas regarding the lawlessness around Bluff.

N Peterson informed the Board that there was a community support programme available that he would like to bring a report to the next Board Meeting, which the Board agreed to.

Moved R Fife, seconded G Henderson and **RESOLVED** that the report be received.

9. **FINANCIAL STATEMENT**

The report had been circulated.

Moved G Laidlaw, seconded N Peterson and **RESOLVED** that the report be received.

9. **URGENT BUSINESS**

9.1 **Coronavirus**

His Worship the Mayor asked if there had been an update to the Coronavirus.

The Chairman said that there had been some concern around Bluff being an international port with regard to ships that travel the world with multiple stops in China. There were also ships that stopped off in Bluff that were manned by Chinese crew. Concerns had been raised with Nigel Gear, the Chief Executive Officer of South Port and they were awaiting the outcome of that.

After discussions, it was agreed that the situation was being viewed closely and the Chairman would keep in touch with the appropriate people to stay up to date with what was happening.

10. **PUBLIC EXCLUDED SESSION**

Moved N Peterson, seconded G Henderson and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, namely:

- (a) *Confirmation of Minutes held 18 November 2019.*
- (b) *Action Sheet – In Committee Items.*

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) Action Sheet – In Committee Items	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)
(b) Confirmation of Minutes – 18 November 2019	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)

MINUTES OF A MEETING OF THE COMMUNITY SERVICES COMMITTEE HELD IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION BUILDING, 101 ESK STREET, INVERCARGILL ON MONDAY 10 FEBRUARY 2020 AT 3.00 PM

PRESENT: Sir T R Shadbolt, KNZM JP
Cr R L Abbott (Chair)
Cr G D Lewis (Deputy Chair)
Cr W S Clark
Cr P W Kett
Cr N D Skelt
Cr L F Soper

IN ATTENDANCE: Cr T M Biddle
Mrs G Henderson – Bluff Community Board
Mr C McIntosh – Group Manager - Works and Services
Mr D Edwards – Group Manager – Environmental and Planning Services
Mr R Pearson – Manager Roothing
Mr P Thompson – Aquatic Services Manager
Ms M Napper – Community Development Manager
Mrs C Smith - Manager – Library Customer Experience
Ms L Kuresa – Committee Secretary

2. **APOLOGIES**

His Worship the Mayor, T R Shadbolt for lateness.

Moved Cr Abbott, seconded Cr Kett and **RESOLVED** that the apology be accepted.

3. **PUBLIC FORUM**

Nil.

4. **INTEREST REGISTER**

A2279220

Nil.

5. **APPLICATION FOR GRANT FUNDING TOWARDS 2020 ILT LEARN TO SWIM PROGRAMME AT SPLASH PALACE**

A2888336

Mr Thompson took the meeting through the report.

Moved Cr Soper, seconded Cr Lewis and **RESOLVED** that the report, "Application for grant funding towards 2020 ILT Learn to Swim programme at Splash Palace" be received; and

That it be **RECOMMENDED** to Council that the Aquatic Services Manager is authorised to apply to the Invercargill Licensing Trust and ILT Foundation for grant funding of \$158,908 for the 2020 ILT Learn to Swim programme at Splash Palace.

Note: Cr Biddle joined the meeting at 3.03 pm.

5. **SPLASH PALACE HYDROSLIDE PROJECT PROGRESS**
A2910986

Mr Thompson took the meeting through the report.

Moved Cr Lewis, seconded Cr Soper and **RESOLVED** that the report, "Splash Palace Hydroslide Project Progress" be received.

Note: His Worship the Mayor joined the meeting at 3.05 pm.

6. **MANAGER'S REPORTS**

The Pools Manager, Peter Thompson, Manager Library Customer Experience, Cynthia Smith, Roading Manager, Russell Pearson and Community Development Manager, Mary Napper took the Committee through a verbal report to update the Committee on their department's operations.

The comment was made that there needed to be better 'smokefree' signage in the CBD and Ms Napper explained that the matter did not come under Community Development, although the Youth Council started the campaign. This was now sitting with the Communications Department and staff were working closely with a cross-agency group that was working towards a Smokefree New Zealand. That involved a number of agencies but she was unsure as to where the responsibility sat for that programme.

Further discussions were had and it was identified that there was no Bylaw to enforce this issue. It was also clarified that this was an acceptable nationwide design. If Council wanted to review this, Council would need to do so with the idea of contributing funding to alter the signage and its design.

Moved Cr Skelt, seconded Cr Lewis and **RESOLVED** that a report be prepared to review the Smokefree Policy for the Finance and Policy Committee.

7. **GENERAL BUSINESS**

7.1 **State of Current Pensioner Housing**

Cr Abbott informed the meeting that a report by Dave Foster would be brought back to the next Committee Meeting for discussion on this matter.

7.2 **Coronavirus**

His Worship the Mayor informed the meeting of the challenges on this matter, which was discussed at a meeting that he and the Deputy Mayor attended earlier in the day.

7.3 Donation to Southland Flood Relief

His Worship the Mayor said that an Extraordinary Council Meeting would be held next week to discuss the prospect of this Council donating \$100,000 to the Southland Flood Relief.

The Committee commended Emergency Southland on the work carried out during the flooding in Southland over the last couple of weeks.

7.4 Workload between the Infrastructure and Services Committee and Community Services Committee

Cr Clark asked if there had been any further discussions with regard to the need to align the workload between the Infrastructure and Services Committee and the Community Services Committee, which was raised at a previous Chairs meeting. It was suggested that maybe Rugby Park Stadium and Andersons Park could come under this Committee.

Cr Abbott explained that it had been discussed, but it would be best for Rugby Park Stadium to stay with Infrastructure and Services Committee.

7.5 Dross at Maitava

Cr Clark said that this issue had gone on for a long time and wanted an update on this matter. Mr McIntosh explained it was a matter at Council level and Council was engaging with a regional response to this issue.

There being no further business the meeting closed at 3.37 pm.

**MINUTES OF A MEETING OF THE REGULATORY SERVICES COMMITTEE HELD IN
THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION BUILDING,
101 ESK STREET INVERCARGILL ON TUESDAY 11 FEBRUARY 2020 AT 3.00 PM**

- PRESENT:** His Worship the Mayor Sir T R Shadbolt, KNZM JP
Cr R A J Arnold – Chairperson
Cr T M Biddle – Deputy Chairperson
Cr A H Crackett
Cr G D Lewis
Cr D J Ludlow
- IN ATTENDANCE:** Cr L F Soper
Cr R L Abbott
Cr C W Clark
Cr N D Skelt
Cr P W Kett
Mrs G Henderson – Bluff Community Board
Mrs C Hadley – Chief Executive
Mr D Edwards – Group Manager - Environmental and Planning Services
Mr C McIntosh – Group Manager – Works and Services
Mr D Foster – Interim Group Manager – Finance
Mrs P Gare – Senior Planner
Mr A Cameron – Strategic Advisor
Ms J Conway - Manager Governance and Administration
Ms R Suter – Manager Strategy and Policy
Ms E Dickson - Team Leader - Compliance
Ms B Holden - Manager - Environmental Services
Ms H McLeod - Interim Team Leader - Communication Services
Ms L Kuresa – Governance Officer

1. **APOLOGIES**

Cr Crackett for lateness.

Note: Moved Cr Biddle, seconded Cr Lewis and **RESOLVED** that the meeting be adjourned at 3.01 pm and resumed at 3.35 pm.

2. **PUBLIC FORUM**

Nil.

3. **INTEREST REGISTER**

A2279220

Nil.

A2920363

4. **PARKING EXEMPTIONS POLICY REVIEW FOR ELECTED REPRESENTATIVES, FORMER ELECTED REPRESENTATIVES AND SPECIAL CIRCUMSTANCES (WORKSHOP)**
A2857375

Ms Dickson took the meeting through the report.

Moved Cr Crackett, seconded Cr Ludlow that it be **RECOMMENDED** to Council that:

1. The Parking Exemptions Policy Review for Elected Representatives, Former Elected Representatives and Special Circumstances (Workshop) report be received; and
2. That the Policies be reviewed and presented to Regulatory Services Committee for adoption, based on the key messages provided from the Workshops.

In response to a question, Mr Edwards explained that a report would be brought back to the next Committee Meeting with recommendations for consideration on this item.

The motion, now being put, was **RESOLVED** in the **affirmative**.

5. **TOHEROA SURVEY – ENVIRONMENT SOUTHLAND**
A2912878

Cr Clark noted that the status quo was not included as one of the options in the consultation document.

Cr Lewis asked if local Iwi had been consulted on this matter. Cr Ludlow explained that Environment Southland had involved Iwi as part of the consultation and that was mentioned at the presentation at the last Council Meeting.

Moved Cr Biddle, seconded Cr Ludlow that:

1. The report, "Toheroa Survey – Environment Southland" be received; and
2. The Committee recommends that a submission be lodged with Environment Southland; to include the following:
 - (i) To explain in detail why the status quo is not an option;
 - (ii) To make it clear to Invercargill City Council that there is an absolute need to clarify, which organisation will be responsible for the provision, maintenance and enforcement of whatever the outcome is.
3. The preferred Option is Option A.

This matter was discussed further and the Committee agreed that its preferred option was Option A. It was also agreed that this Council needed to carry out some promotion around the community being able to access the submission forms, so that the feedback could be directed in the correct place. It was also integral that an education piece from this Council's perspective be done to highlight that this Council was not proposing that there would be no driving on the beach altogether.

A2920363

It was agreed that due to time constrictions, a report would be presented to the Extraordinary Council Meeting scheduled to be held 17 February 2020.

The motion, now being put, was **RESOLVED** in the **affirmative**.

6. **URGENT BUSINESS**

Nil.

There being no further business, the meeting finished at 4.08 pm.

**MINUTES OF A MEETING OF THE INFRASTRUCTURE AND SERVICES COMMITTEE
HELD IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION
BUILDING, 101 ESK STREET, INVERCARGILL ON MONDAY 17 FEBRUARY 2019 AT
3.00 PM**

PRESENT: Sir T R Shadbolt, KNZM JP
Cr I R Pottinger – Chairperson
Cr A H Crackett – Deputy Chairperson
Cr R R Amundsen
Cr D J Ludlow
Cr L F Soper

IN ATTENDANCE: Cr T M Biddle
Cr G D Lewis
Cr A J Arnold
Cr C W Clark
Mrs G Henderson – Bluff Community Board
Mrs C Hadley – Chief Executive
Mr R Pearson – Roading Manager
Ms J Conway - Manager Governance and Administration
Ms M Frey – Interim Parks Manager
Mr A Murray – Water Manager
Mrs C Horton – Parks and Recreation Planner
Mrs H Guise – Council Land Advisor
Mr P Horner – Building Assets Manager
Ms L Kuresa – Governance Officer

Note: Moved Cr Pottinger, seconded Cr Amundsen and **RESOLVED** that the meeting be adjourned at 3.00 pm and resumed at 5.06 pm.

2. **APOLOGIES**

Cr N D Skelt and Cr Crackett as she will need to leave at 5.20 pm.

Moved Cr Amundsen, seconded Cr Crackett and **RESOLVED** that the apology be accepted

3. **PUBLIC FORUM**

Nil.

4. **INTEREST REGISTER**

Cr Crackett informed the meeting that she was a Trustee for Sport Southland and wanted it noted that she did not have a conflict of interest with regard to Item 5, Southland Regional Spaces and Places Plan Update (Rugby Park Stadium and Surrey Park Grandstand).

4. **SPEED LIMIT REVIEW PROCESS**

Mr Pearson took the meeting through the report.

Moved Cr Amundsen, seconded Cr Soper and **RESOLVED** that the report, 'Speed Limit Review Process' be received.

5. **SOUTHLAND REGIONAL SPACES AND PLACES PLAN UPDATE (RUGBY PARK STADIUM AND SURREY PARK GRANDSTAND)**

Ms Frey took the meeting through the report.

In response to a question, Mrs Hadley explained that there had been a link between Rugby Park and Southland Indoor Leisure Charitable Trust, but Ms Frey had picked up in her report the resolution from the previous Council when the Southland Indoor Leisure Centre Charitable Trust had an increase in funding. At that time Council requested that the matter be deferred to Spaces and Places for consideration as part of the Strategic Review.

In response to a question, Ms Frey explained that the master plan was developed but it was not formally adopted. There was no intention of reinventing previous work that had already been completed.

Moved Cr Soper, seconded Cr Amundsen and **RESOLVED** that the report, 'Southland Regional Spaces and Places Plan Update (Rugby Park Stadium and Surry Park Grandstand' be received; and

That it be **RECOMMENDED** to Council that:

1. Council commits to the next stage of investigation to develop a detailed business case for each facility before committing to any significant redevelopment; including consultation with the Invercargill Charitable Trust in the case of Rugby Park; and
2. Further discussion be held with Sport Southland regarding their offer to support the detailed business case process.

6. **RECYCLING SERVICES**

Cr Pottinger said that he agreed with the first recommendation, for the report to be received but not the second recommendation. He was concerned that Council did not have enough information and the process described in Appendix 1 was inconsistent with Council's Waste Plan. In Section 44 of the Waste Minimisation Act, it would require an amendment to that plan that would trigger special consultation procedures. He wanted to talk to WasteNet and find out more about the process and bring it back to this Committee's April meeting.

Cr Amundsen asked if Cr Pottinger was wanting to delay the work by waiting for another WasteNet meeting or Committee meeting, Cr Pottinger explained that Appendix 1 outlined the process but the process was not adequate and did not answer the questions around being consistent around this Council's Waste Minimisation Plan.

Cr Soper asked for clarification as where that was in Standing Orders and Cr Pottinger explained that as Chair of this Committee, he had the power to rule that Recommendation 2 not be voted on.

A2926485

After further discussion, Cr Crackett said that as Chair of WasteNet, she did not believe that moving the second recommendation delayed the process for WasteNet, until further discussion and clarification was sought as per Cr Pottinger's previous comments.

Moved Cr Pottinger, seconded Cr Crackett and **RESOLVED** that the report, 'Recycling Services' be received.

7. **URGENT BUSINESS**

Nil.

There being no further business, the meeting closed at 5.27 pm.

MINUTES OF A MEETING OF THE FINANCE AND POLICY COMMITTEE HELD IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION BUILDING, 101 ESK STREET INVERCARGILL ON TUESDAY 18 FEBRUARY 2020 AT 3.00 PM

PRESENT: Sir T R Shadbolt, KNZM JP
Cr W S Clark – Chairperson
Cr I R Pottinger – Deputy Chairperson
Cr R L Abbott
Cr A J Arnold
Cr T M Biddle
Cr P W Kett

IN ATTENDANCE: Cr L F Soper
Cr G D Lewis
Cr R R Amundsen
Mrs C Hadley – Chief Executive
Mr D Foster – Interim Group Manager – Finance
Mr D Edwards – Group Manager – Environmental and Planning Services
Ms J Conway – Manager Governance and Administration
Ms R Suter – Manager Strategy and Policy
Mr T O'Connor – Financial Accountant
Mr R Pearson – Roading Manager
Ms M Frey – Interim Parks Manager
Mr P Horner – Building Assets Manager
Mrs H Guise – Council Land Advisor
Ms H McLeod – Interim Team Leader Communication Services
Ms L Kuresa – Governance Officer

2. **APOLOGIES**

Cr Abbott and His Worship the Mayor for lateness.

Moved Cr Biddle, seconded Cr Kett and **RESOLVED** that the apologies be accepted.

3. **PUBLIC FORUM**

Note: His Worship the Mayor joined the meeting at 3.01 pm.

3.1 **Presentation of the Otago Landcare Committee**

Mr Maurice Rodway and Mr Brian Rance were in attendance to speak to this item. A copy of their submission had been circulated.
(A2927385)

In response to questions, the following answers were given:

1. We are aware about the timeframes but the Forest Restoration Trust is the organisation that plans to make a bid for the property. The Trust was wanting an indication that Council was interested in supporting this project, that would give them confidence to make a bid that was competitive.

2. We have approached Environment Southland and they are in the same situation with timeframes as well.
3. The Trust currently own a number of properties throughout New Zealand and manage them, so they often work with other local community groups that have funding. That would be the same situation in this instance. There are local agencies or local organisations that help in the management of those properties, so its early days how this would progress and it would also depend on the level of support they receive.
4. We are going through the options to see which option would be beneficial long term. The Trust is confident that they will be able to purchase the property but we are not sur who else will be bidding for it, so they need a competitive bid.
5. The Trust is looking at options on how they could deflate the costs, but this property might be a top option because of the timing issue. They have taken the view that the more the area they can protect, the great for the long term, in terms of restoration. It depends if they are successful or if they can work with others to protect the core areas.
6. They are looking at what they could recoup in the funding and what would be the extra ongoing management as well.
7. The plan is protective of these areas but the surveys that had been carried out in the past showed that despite those rules, there is incremental loss. The way to protect it is for an organisation like this to buy it and protect it from perpetuity. For them to do that, they need support from local people, councils and other bodies to support it.
8. We have discussed the process of the sale with the agent and he has indicated that if we are interested we should put a tender in on the due date, but there was no possible discussion before that due date.

Cr Clark thanked Mr Rodway and Mr Rance for taking the time to present to this Committee.

3.2 **Southland Charity Hospital**

Mr Boyd Wilson and Ms Melissa Vining were in attendance to speak to this item. They tabled a copy of their submission and took the meeting through it. (A2931305)

In response to questions, the following answers were given:

1. The building is good and off-scale as well. The retrofit is a relatively easy process and the biggest cost is the theatre because it's a specialised building with specialised equipment within. The indication is that a building within the building will be built because of the heavy infrastructure that needs to be installed in the theatre roof. We are working through costings plus we have an architectural team who had been involved in the Christchurch Charitable Hospital who are expert in this field. Their brief overview was the ability to save time and money by having this as a starting point, which is crucial.
2. We are hoping to have a design workshop in the next two weeks with the architectural firm and health professionals. We should have a concept plan within six weeks with more definitive costings against it.
3. We have been given \$250,000 from an anonymous donation and we were given a pledge of \$80,000 to \$100,000 from a local family who have sold their business. The person making that donation was diagnosed here in Southland with bowel cancer, so these are positive contributors to our community.

There are a lot of fundraising projects that have started in rural areas so the generation is continuing and we will be working hard to raise funds.

4. The hospital will only provide day services and no overnight stays or procedures that relate to overnight stays.
5. We will not be seeking any government money for this project. We need to be able to provide the services as cost effectively as possible and given the current performance by the Sothern DHB and the lack of funding, we will be separate.
6. There is additional compliance involved with overnight stay procedures. There is a huge amount of cost involved and because the labour is volunteer, we run the hospital around those medical professionals availability. They have four of these facilities in Canterbury and they started with one. They now provide assistance to over 16,000 with day procedures.
7. There are extreme delays in people getting procedures done.

Cr Clark thanked Mr Wilson and Ms Vining for taking the time to present to this Committee.

4. **NOTICE OF MAJOR LATE ITEMS**

Moved Cr Biddle, seconded Cr Pottinger and **RESOLVED** that the late reports in Public, entitled:

- Triennial Agreement; and
- Southland Indoor Leisure Centre Charitable Trust; be received at this meeting as major late items, as both reports have time constraints”.

5. **INTEREST REGISTER**

A2279220

Nil.

6. **QUARTERLY FINANCIAL REPORT – 31 DECEMBER 2020**

A2906321

Mr O'Connor took the meeting through the report.

Mr Foster took the meeting through a power point presentation in relation to the Financial Analysis report.

Moved Cr Biddle, seconded Cr Pottinger and **RESOLVED** that the report, 'Quarterly Financial Report – 31 December 2020' be received.

7. **ENGAGEMENT PLAN – ANNUAL PLAN AND LONG TERM PLAN**

A2911961

Ms Suter took the meeting through the report.

In response to a question, Ms Suter explained that the matters outlined in the report are the discreet matters for the Annual Plan and that was why she had indicated that there could be a cost, but that was still to be finalised.

Moved Cr Biddle, seconded Cr Pottinger and **RESOLVED** that:

1. The report, "Engagement Plan – Annual Plan and Long Term Plan", be received; and that it be **RECOMMENDED** to Council that:
2. Determines to consult on the 2020/ 2021 Annual Plan, in line with legislative requirements and the Council's Significance and Engagement Policy; and
3. Note the intended timetable for delivery of key Annual Plan and Long Term Plan processes for the period until June 2020, which will be brought to full Council.

8. **MAJOR LATE ITEMS**

8.1 **Southland Indoor Leisure Centre Charitable Trust – Request for Funding**
A2912014

Ms Suter took the meeting through the report.

The Committee discussed this matter and it was commented that the Indoor Stadium was a one of the key pieces of infrastructure in this city. Funding the Indoor Stadium was Council's responsibility and the Trust should not have to keep coming back to Council each year requesting funding.

The comment was made that after hearing today's discussions, Council needed to look at its priorities for the next five to ten years. It was not an issue of contributing \$700,000 to the Indoor Stadium, it was about the big picture that Council needed to consider for the city as a whole. These funding requests should not be decided at a Finance and Policy Committee meeting or Council meeting, but some genuine consultation with the public needed to be carried out.

After further discussions the Committee agreed that to vote for Recommendations 1, 2, 3 and 5 as set out in the report, including its preferred option being Option 1.

Moved Cr Biddle, seconded Cr Arnold and **RESOLVED** that:

1. The report titled "Southland Indoor Leisure Centre Charitable Trust – Request for Funding"; be received; and that it be **RECOMMENDED** to Council that Council:
2. Notes that this matter was consulted on as part of the 2018 – 2028 Long-term Plan process. Council's preferred option in the Long-term Plan consultation was not to increase funding. At this time 52% of the public were opposed to any additional funding. Following deliberation Council determined to provide a one off funding amount of \$300,000 at an extraordinary meeting of Council held on 15 May 2018; and
3. Notes that to provide the additional \$300,000 funding requested by SILCCT in their letter dated 17 January 2020 would require a 0.5% increase in general rates.
4. Determines to consult on this matter as part of the 2020 – 2021 Long-term plan process.
5. The Committee's preferred option is Option 1.

8.2 **Adoption of Triennial Agreement**
A2913099

Moved Cr Pottinger, seconded Cr Arnold and **RESOLVED** that:

1. The report "Adoption of Triennial Agreement" be received; and that it be **RECOMMENDED** to Council that:
2. Council adopt the Triennial Agreement for the 2019-2022 triennium.

9. **URGENT BUSINESS**

9.1 **Otatara Community Meeting**

Cr Clark informed the meeting that he and Cr Arnold facilitated the Otatara Community Meeting last week with regard to the Derek Gostelow legacy (\$90,000), to benefit the Otatara community. He had some recommendations from that meeting and asked what Committee it would come under.

After discussions, it was agreed that it would sit under the Infrastructure and Services Committee. Councillors Clark and Arnold were congratulated for taking the initiative to facilitate this meeting.

9. **PUBLIC EXCLUDED SESSION**

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

- (a) *11-15 Clyde Street Boundary Adjustment and Disposal of Land.*
- (b) *Disposal of Land – Otepunu Avenue.*

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

General subject matter of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) 11-15 Clyde Street Boundary Adjustment and Disposal of Land	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)

- | | | |
|---|--|------------------------|
| (b) Disposal of Land
– Otepuni
Avenue | Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) | Section 7(2)(i) |
|---|--|------------------------|

There being no further business, the meeting closed 5.16 pm.



3 March 2020

MEMO TO: His Worship the Mayor
All Councillors

MEMO FROM: Jodi Conway, Manager – Governance and Administration

RECOMMENDATIONS FOR COUNCIL

The Finance and Policy Committee meeting considered a report – “Southland Indoor Leisure Centre Charitable Trust – Request for Funding”

The report did not make clear those recommendations within the terms of reference for the Committee and those that were recommendations to Council.

The recommendations to:

1. Receives the report titled “Southland Indoor Leisure Centre Charitable Trust – Request for Funding”
2. Notes that this matter was consulted on as part of the 2018 – 2028 Long-term Plan process. Council’s preferred option in the Long-term Plan consultation was not to increase funding. At this time 52% of the public were opposed to any additional funding. Following deliberation Council determined to provide a one off funding amount of \$300,000 at an extraordinary meeting of Council held on 15 May 2018.
3. Notes that to provide the additional \$300,000 funding requested by SILCCT in their letter dated 17 January 2020 would require a 0.5% increase in general rates.

are all within the terms of reference for the Finance and Policy Committee and require no further action.

The following are **Recommendations to Council:**

- Determines to consult on this matter as part of the 2021 Long Term Plan process; and in addition.
- Chooses Option 1 – to consult on the matter as part of the 2020/21 Annual Plan process.

**MINUTES OF THE WASTE ADVISORY GROUP COMMITTEE
HELD IN THE COUNCIL CHAMBERS, INVERCARGILL CITY COUNCIL
101 ESK STREET, INVERCARGILL ON MONDAY 27 JANUARY 2020 AT 2.00 PM**

PRESENT: Cr A Crackett (Chair)
Mayor G Tong
Cr E Kremer
Cr N Davis
Cr C Bolger
Cr W Clark

IN ATTENDANCE: Mrs C Hadley
Mr C McIntosh
Ms D Peterson
Mr R Sharma
Mr I Evans
Mr M Russell
Mrs J Affleck (Committee Secretary)

1. **APOLOGIES**

Nil.

2. **MINUTES OF MEETING HELD ON 18 DECEMBER 2019**

Moved Cr Bolger, seconded Mayor Tong and **RESOLVED** that the minutes be confirmed as a true and correct record.

3. **BUDGET 2019-2020**

A2874276

Mr McIntosh spoke to the report. As this is the first WasteNet meeting where ordinary business is being conducted, this financial budget is for the year we are already in.

Moved Cr Kremer, seconded Cr Bolger and **RESOLVED** that the report "Budget 2019-2020" be received; and that

1. The Waste Advisory Group approves the 2019-2020 budget; and that
2. Invercargill City Council continues to be contracted to provide the deliverables for WasteNet Southland.

4. **PROCURING SERVICES FOR WASTE MANAGEMENT AND MINIMISATION PLAN REVIEW**

A2887597

Mr McIntosh spoke to the report. The Waste Management and Minimisation Plan (WMMP) is a statutory requirement for all Territorial Authorities to have. Our Plan has expired as it was started but put on hold while other work was progressed. Now that the central government is progressing waste and recycles, it is important that work recommence on this Plan. Ideally WasteNet (WN) would do this work on

behalf of the three councils, however they do not have the resources so will seek external help.

Mayor Tong asked if any funds will come from central government so the \$100,000 in the budget could be spent elsewhere, to which Ms Hadley said the officers could stage the work, so it is an investment of work and not an expense, which will accommodate possible changes coming from the Ministry for the Environment (MfE) that have not yet been announced.

Cr Bolger agreed with staging the work but asked for separate sections for Gore and Southland in case a long term solution for regional recycling does not eventuate. To which Mr McIntosh said he is not an expert on how this Plan intersects with each Council's Long Term Plan but can say, there is scope for local variation within a Master Plan for the province which records where waste originates from and where it goes to. Ms Peterson said the WMMP is referenced in the Long Term Plan by way of a summary, and it can be broken down into regional sections, as each area has separate issues anyway.

Cr Kremer said his expectation was that the Scope of Work given to the external agent will be clearly defined so we achieve both overarching and separation.

Cr Davis asked how this work will be staged, to which Ms Hadley referred to the timeframe detailed in the report and said that in April 2020, when the consultant is reviewing the draft Waste Assessment, they can look at it geographically. This is also a good time for Councillors to ask the LGNZ for clarity and an update from MfE.

Moved Cr Bolger, seconded Cr Davis that the report "Procuring Services for Waste Management and Minimisation Plan Review" be received; and that

1. The Waste Advisory Group recommends that the WasteNet Councils agree to review and/or amend the joint Waste Management and Minimisation Plan as permitted by section 45 of the Waste Minimisation Act 2008, and that WasteNet Southland carries out the review on behalf of the WasteNet Councils; and that
2. The Waste Advisory Group delegates authority and budget of \$100,000 (excluding GST) to the Waste Management Group to procure the necessary services to review and/or amend the joint Southland Waste Management and Minimisation Plan.

5. **DRAFT LANDFILL LEVY SUBMISSION**

A2891229

Ms Peterson spoke to this report. This is the next stage of work that has come from the MfE. They wish to increase the revenue they receive into their Waste Minimisation Fund so a portion can go into a Levy Investment Plan and are asking for feedback on the rates increase and start date. They are proposing that rates are increased by July 2021.

This will have a significant impact on households and businesses. An extra \$10 per tonne applied to our Southland Regional Landfill is manageable, however 89% of landfills are not being charged at all. Ms Peterson instead suggested that the levy be spread over all sites (categories 1-4), effectively treating everyone fairly.

The Ministry would like to increase their data collection, so may ask us to have weighbridges at all facilities. Of the 9-10 sites in the region, we only have two weighbridges (Invercargill and Gore), yet some areas have a significant amount of

waste coming through (e.g. Te Anau), and other areas have added expense due to their remote locations (e.g. Stewart Island and Chatham Islands).

Unfortunately there wasn't enough time to workshop this submission as it was received just before Christmas and is due on 3 February 2020.

Mayor Tong said the submission had been very well put together.

Cr Crackett asked if the proposed increase in landfill levy would help fund on-shore recycling through new ideas or process facilities, to which Ms Peterson confirmed that this is a new work programme called on-shore resilience, as MfE are aware that the majority of our recyclables are not reprocessed in New Zealand.

Cr Crackett thanked the staff for pulling this submission together in such a timely fashion.

Cr Clark asked if commercial were exempt, to which Ms Peterson clarified that they were not.

Moved Cr Crackett, seconded Cr Kremer and **RESOLVED** that the report "Draft Landfill Levy Submission" be received; and that

1. The Waste Advisory Group receive the draft Landfill Levy submission (A2884771); and that
2. The Waste Advisory Group approves the WasteNet Landfill levy submission.

6. **RECYCLING ACCEPTANCE SERVICES**
A2888127

Mr McIntosh took the meeting through the report. The existing recycling contract ends in June 2020 and there isn't presently a plan forward. A process was entered into, to go to the market to procure services, and that has ended with no award being made. The recycling commodity situation is a lot more complicated and uncertain than what it was, and the information from MfE indicates how dynamic that has become.

Mr McIntosh reminded everyone that WN is more than just a recycling contract administrator, as it also looks after collections, transfer stations and landfills for Southland. As there are many options moving forward, the next step is for the WN councils to go back to their respective councils for their view. This report does not propose to procure an alternative arrangement, but rather gives an opportunity to discuss what some of those guiding principles might be. The three Councils working together had been beneficial for the Solid Waste activity, and working on a shared service basis has enabled all three Councils to meet their obligations more easily than if they had been doing it on their own. Staff are now asking WN if we will continue to move forward using a collaborative approach, or not.

Mayor Tong said that due to the world market and where we are at nationally, these are good principles to address. We need a consistent approach across the nation and a level of service provided, regardless of the colour bin used.

Cr Crackett asked if these discussions were being had at a central government level to generate consistency throughout New Zealand, to which Ms Peterson said a national model for kerbside service contracts is one of a number of actions the Ministry is looking at.

Cr Kremer said he was concerned these principles could tie them into certain outcomes, in particular those that referred to contract renewal dates, and asked that the report be noted instead of received. Mr McIntosh said that WN has several contracts with varying renewal dates and the idea of moving towards an alignment might mean that at a future date there could be a service provision that encompassed everything, including collections.

Cr Davis agreed that the report should be only noted until the Councils had a chance to discuss this and report back.

Cr Crackett said the purpose of this report was to outline principles to see if there was an alignment between the Councils, and to see if we can agree to work together. Cr Bolger said these principles are founding principles already employed by WN but believed Invercargill City have departed from them. Mayor Tong said that although we are not here to discuss Contract 650, this contract may have an impact on how some of our members address the regional approach in the future.

Cr Davis abstained from voting, saying it would be better to discuss this at the respective Councils.

Moved Cr Bolger, seconded Mayor Tong and **RESOLVED** that the report "Recycling Acceptance Services" be received; and that

1. The Waste Advisory Group confirm its position on the preferred principles guiding the future provision of recycling services with regard to:
 - A regional approach to service provision
 - Consistent with National initiatives
 - Moving towards aligning contract renewal dates
 - Consistent Levels of Service for all regional users
 - Recognition that there is no economic value in the collection and processing of recyclables which are subsequently landfilled; and that
2. The Waste Advisory Group seek guidance from Invercargill City Council, Southland District Council and Gore District Council on the preferred principles and options for the future procurement and service delivery for recycling processing.

7. COMMITTEE IN PUBLIC EXCLUDED SESSION

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

(a) *Minutes of meeting held on 18 December 2019*

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) <i>Minutes of meeting held on 18 December 2019</i>	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	7(2)(h)

Meeting was moved into public excluded at 2.48 pm

Meeting was moved back into public at 3.18 pm

There being no further business the meeting closed at 3.18 pm

Next meeting: Monday 9 March 2020, 9.30 am at Invercargill City Council

TO: COUNCIL
FROM: MICHAEL MORRIS – LEGAL ADVISOR
MEETING DATE: 3 MARCH 2020

LOCAL ALCOHOL POLICY OPERATIONAL

SUMMARY

The Local Alcohol Policy (LAP) was adopted on 7 December 2019. This report requests that Council resolve to make the LAP operational along with Southland District Council on 31 March 2020.
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RECOMMENDATIONS

1. That the report “*Local Alcohol Policy Operational*” be received; and
2. That Council make the Local Alcohol Policy operative on 31 March 2020.

IMPLICATIONS

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> No
2.	<i>Is a budget amendment required?</i> No
3.	<i>Is this matter significant in terms of Council’s Policy on Significance?</i> No
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> None
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> As part of the development process.
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Yes

FINANCIAL IMPLICATIONS

Costs are limited to a half share of Joint Committee expenses and a half share of the Public Notice advertising.

BACKGROUND

The first LAP became operative on 30 August 2016 and was a joint LAP of Invercargill City, Gore and Southland District Councils.

That LAP included a provision to commence a review of the LAP within two years of the LAP being operational to monitor the effectiveness of the provisions and the LAP as a whole.

A Review of the LAP commenced in 2018. During the process, Gore District Council elected not to continue with the Joint LAP. Both Council and Southland District Council (SDC) committed to a Joint LAP and have worked together on the new LAP.

Decisions were made on submissions and the Proposed LAP (PLAP) was publically notified on 3 November 2019. The PLAP was open for appeal until 6 December 2019.

No Appeals were received and the LAP was adopted (no longer being proposed).

OPTIONS

Council at this time has two options:

- 1) Bring the LAP into operation; or
- 2) Cancel the LAP.

It is recommended that the first option is adopted and the process below will occur.

LOCAL ALCOHOL POLICY TAKES EFFECT

In order for the policy to take effect both Councils now need to make it operational.

Regulation 19 of the Sale and Supply of Alcohol Regulations 2013 requires that Council give notice of the Adoption of the LAP: Staff will be advertising in the following manner:

The Southland Times and Otago Daily Times

Saturday 21 March 2020

Saturday 28 March 2020

Southland Express and Advocate South

Thursday 26 March 2020

SDC will be determining this matter on 4 March 2020

LAP IN OPERATION

On 31 March 2020 the LAP will become operational.

I acknowledge all the staff assistance in working on this project, both Council and SDC and especially the tireless effort of Jane Edwards (SDC Policy Analyst) who ran the project with me.

TO: COUNCIL
FROM: CLARE HADLEY, CHIEF EXECUTIVE
MEETING DATE: TUESDAY 3 MARCH 2020

FUTURE GOVERNANCE – SOUTHLAND MUSEUM AND ART GALLERY

SUMMARY

Council funds the Southland Museum and Art Gallery (SMAG) through the Southland Regional Heritage rate, and also directly. Currently SMAG is governed by an independent Trust Board, and the activities of the museum are delivered by council staff with a contract between Council and the Trust.

The Museum closed to the public in 2018. At that time, Council requested a review of the Museum’s governance structure. The proposal now is that the museum activity be brought in-house to Invercargill City Council, and that the museum collection be governed by an independent trust.

This report updates Council on progress and proposes that Council include its preferred option in its draft Annual Plan 2019/20 for community feedback.

RECOMMENDATIONS

1. **That the report *Future Governance – Southland Museum and Art Gallery* be received; and**
2. **That discussions on future arrangements for the tuatara, involving a licence from Department of Conservation and an Memorandum of Understanding between iwi be noted; and**
3. **That with support from Southland and Gore District Councils, the proposal to bring the governance of the Southland Museum into the core of Invercargill City Council be included in the draft Annual Plan 2020/21 as Council’s preferred option; and**
4. **That an intention to seek the repurposing of the Museum’s Trust Deed to provide for it to be the owner/guardian of the regional collection be noted.**

IMPLICATIONS

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> Not at this stage.
2.	<i>Is a budget amendment required?</i> No.
3.	<i>Is this matter significant in terms of Council’s Policy on Significance?</i> N/A

4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> N/A
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> The views of affected persons have been obtained in development of this position. Further public consultation will take place as part of the Annual Plan process.

BACKGROUND

At its meeting on 5 June 2018, Council resolved:

That a formal review of the governance arrangement best suited to the management of the property and assets of the Southland Museum and Art Gallery Trust Board Inc is undertaken.

Gryphon Consulting undertook the review, and this was completed in the latter part of 2018. Council considered the matter formally in June 2019 and made a series of resolutions, including:

That the governance and management of the activity of the museum for Invercargill be transferred from Southland Museum and Art Gallery Trust to a core department of Invercargill City Council; and

That the views of Southland and Gore District Councils be sought on the recommendations above; and

That this report be shared with the Southland Museum and Art Gallery Trust Board for their input.

Gore and Southland District Councils have both indicated their support for the museum activity to be the responsibility of Invercargill City Council alone. The SMAG Trust Board endorses the recommendation that governance and management of the activity of the museum for Invercargill be transferred from SMAG to a core department of Invercargill City Council.

OWNERSHIP OF MUSEUM BUILDING

It has long been thought that the SMAG Trust Board owned the pyramid building, and Council owned the land on which the building sits. The report to Council in September 2019 referred to SMAG being the owner of the building.

Research on this point suggests this is wrong. The Museum Trust Board wrote to Council 5 August 1960 clarifying *“as you Council is the owner of the building and the Board is responsible only for the internal operations of the museum”*.

In addition, there is nothing in the lease to indicate that (equitable) ownership of the museum building/improvements sits with the SMAG Trust. Clause 22 of the lease shows that a deed of surrender of the lease and cancellation of the leasehold title may be sufficient for the site and building/improvements to revert to ICC as fee simple owner/lessor.

This clarification eases one part of the transition.

OWNERSHIP / GUARDIANSHIP OF THE MUSEUM COLLECTION

The collection has come about through the gifts and funding of the people of the Southland region. To some degree, support for transfer of the activity of the museum is coupled with the concept of ownership of the collection being held by a regional trust.

References to the collection are to those items which the Museum owns without restriction. There are also pieces in the collection that are on loan, or have conditions that apply.

If the collection was to be owned by a trust, there are two options:

- Museum's collection is owned by a new entity; or
- Museum's collection is owned by SMAG Trust, operating under a modified/repurposed and retitled Trust Deed.

If a new entity is established, the consultation requirements of the Local Government Act 2002 (LGA) will apply because a new Council Controlled Organisation will be established.

If the SMAG Trust Deed is modified/repurposed, the consultation requirements of LGA do not apply. This is because it is not a change in the mode of service delivery.

The process for altering the SMAG Trust Deed would sit with the SMAG Trustees. Southland and Gore Districts have both undertaken to fill their vacancies to ensure that the Trust can conduct its business while working through transitional issues. Southland District Council has made an appointment. Gore District Council has yet to do so. All councils would need to be clear with their appointees as to what outcome they were seeking.

TUATARA

The tuatara have become an integral part of the museum experience. Their presence has been valued and enjoyed by Southlanders and tourists alike for many years. The oldest tuatara, Henry, is a known identity in the City. What is less well known is that there are many tuatara in Invercargill, housed at the museum and at least two other locations.

An application has been lodged with the Department of Conservation for a permit to hold 20 tuatara – 15 in the Pyramid building and five offsite. This has the support of local iwi. Reducing the tuatara colony down to 20 animals requires the transfer of approximately 80 to islands in the Marlborough Sounds. For welfare reasons, this transfer is not likely to occur until autumn. DOC is unlikely to issue a permit until the transfer is complete because to do so would mean SMAG was immediately operating outside the permit.

There is no Memorandum of Understanding (MOU) in place and establishment of one was going to follow the issue of a permit. It is understood any MOU would be between Ngati Koata and Ngai Tahu, and then Ngai Tahu would enter into an MOU with Council as providers of care for the tuatara. Discussions are underway for this to become part of the Parks' activity, as this department already has a considerable range of animals under its care.

STAFF

The staff are already employees of Invercargill City Council. There would be no changes to their arrangements.

CONSULTATION

Preliminary legal advice is that consultation is not necessary if the Trust is repurposed, as there is no change in the mode of service delivery; Council is not establishing a significant new activity; and at this stage, the financial consequences for Invercargill City Council are not significant.

However, much of the funding of the museum comes from the regional heritage rate and Council knows that matters relating to the museum is of importance to some in the community.

For these reasons, it would seem appropriate to include this in any draft Annual Plan.

SMAG Trust Board asked that there be consultation with its iwi komiti. The Chair of SMAG and the Chief Executive met with Evelyn Cook, iwi appointee on SMAG, to seek guidance on consulting with iwi. The preliminary advice is that a trust with ownership/guardianship for the collection, which recognises those items not owned by the collection, or on loan from whanau (cared for under the collection principles of the museum) would be acceptable. The clear guidance is that it is critical to everyone that iwi continues to have a voice in decision making, and continuing to have representation on the collection trust would be important.

Further consultation will take place with iwi during the Annual Plan consultation, and the outcome of this would be communicated to Council representatives on the SMAG Trust.

GRYPHON REVIEW

Gryphon Management was commissioned to undertake a Governance Options review in 2019. It recommended the disbanding of SMAG, and the creation of a new Council Controlled Organisation. All councils agreed this was not their preferred option.

However, the report also gave some strong messages:

- The need for a regional arts, heritage and culture strategy (subsequently agreed, although expanded to include natural resources and science)
- Without the ongoing commitment to adequate funding and resource allocation, the ability of any structure of governance to deliver the desired outcomes will be greatly inhibited

The Gryphon report recommended a full analysis of the financial requirements of the entity should be undertaken. This is not required in terms of a separate entity, but remains a valuable point. No entity (not even an activity core to Council) will be successful if its funding is insufficient. The Gryphon review specifically reflected earlier advice from Tim Walker Associates that higher levels of capital and operational funding would be required to ensure SMAG was able to fulfil its purpose.

CONCLUSION

All parties are agreed it is appropriate to transfer governance of the museum activity to Invercargill City Council. It is not proposed that this would encompass the collection.

The ownership and guardianship of the collection could be transferred to a repurposed SMAG Trust, and could continue to play a regional role.

Southlanders are expressed their commitment to SMAG. It is not strictly necessary to consult on this transfer but with the proximity of the annual plan process, it is recommended that consultation is undertaken.

TO: COUNCIL

FROM: JODI CONWAY – MANAGER GOVERNANCE AND ADMINISTRATION

MEETING DATE: TUESDAY 3 MARCH 2020

ADMINISTRATIVE MATTERS

SUMMARY

<p>This report is to provide information on the following items:</p> <ol style="list-style-type: none"> 1. 2020 Local Government Annual General Meeting Remit Process 2. Annual Plan Dates for 2020 3. Updating of the Council Chambers 4. Calling of an extraordinary meeting
--

RECOMMENDATIONS

That the report “Administrative Matters” be received; and

That Council note that His Worship the Mayor has lodged legal proceedings against Council seeking indemnity under s43 Local Government Act 2002 for costs of his defamation proceedings, and that an extraordinary meeting be held on Tuesday 17 March to deal with this matter; and

That the memorandum ‘2020 LGNZ Annual General Meeting Remits’ be received; and

That Council receives the information timeline outlining the ‘2020 key dates for the Annual Plan’; and

That Council receives the information outlining the actions that Council staff are working towards for the updating of the Council Chambers.

IMPLICATIONS

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan? The Annual Plan dates only</i>
2.	<i>Is a budget amendment required? N/A.</i>
3.	<i>Is this matter significant in terms of Council’s Policy on Significance? N/A.</i>
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy? N/A.</i>

5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> No.
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Yes

LEGAL PROCEEDINGS

The Chief Executive has been advised that the Mayor has filed legal proceedings against Council seeking recovery of the costs incurred by the Mayor in defending the defamation claim brought against him by Cr K Arnold, for an indemnity under s43 Local Government Act 2002. At the time of agenda preparation the papers had not been served.

It seems appropriate to have an extraordinary meeting to deal with this issue.

It is proposed to hold this on Tuesday 17 March.

THE 2020: LOCAL GOVERNMENT ANNUAL GENERAL MEETING REMIT PROCESS

LGNZ have drawn to Councils attention for member authorities wishing to submit proposed remits for consideration at the Local Government New Zealand (AGM) to be held on Saturday 18 July 2020 in Blenheim, to do so no later than **5:00pm, Monday 11 May 2020**. The memorandum is attached in appendix 1 (A2937906).

ANNUAL PLAN DATES FOR 2020

Timeline	
Council approves Annual Plan consultation document	31 March 2020
Consultation period: <ul style="list-style-type: none"> • Draft Annual Plan available on Council website. • Hard copies will be available at I.C.C. Civic Administration building, Invercargill Public Library and the Bluff Service Centre. 	2 April 2020
Annual Plan Submission period	2 April – 30 April 2020
Hearing of Annual Plan submissions	7/8 May
Council considers submissions	11 May 2020
Council adopts 2020 – 2021 Annual Plan with any changes requested	22 May 2020

UPDATING OF THE COUNCIL CHAMBERS

Early in this term, Council agreed it seemed appropriate to review the tables in the Council Chambers, in an effort to make the room more multi-functional.

With the additional objective to live-stream Council Meetings, it seemed appropriate to take a strategic and broader approach to this project. In regards to live-streaming there is a number of factors to consider hence, staff have taken a team approach to utilise our different skill sets across I.T. Building, Communications and Secretarial Services to provide Council with a range of options for determining the best operational options on 31 March.

Progress has been made, with Council staff seeking advice on AV/sound set-up, including altering the screen to enable motions to be projected on the screen, visible to all, as Council meetings move from item to item and to have the amendments to any motions noted straight away.

Officers have reviewed the set-up of other authorities' chambers to understand issues, seek other suppliers, etc. Meetings are scheduled with potential suppliers, and quotes are coming in.

Council officers are aiming to provide a comprehensive report to Council on 31 March with options, to determine the most suitable operational set-up for all stakeholders that utilise the Council Chambers.

MEMORANDUM

Date: 24 February 2020
To: Mayors, Chairs and Chief Executives, Zone Secretaries and Sector Chairs
From: Malcolm Alexander, Chief Executive, Local Government New Zealand
Subject: 2020 Annual General Meeting Remit Process

We invite member authorities wishing to submit proposed remits for consideration at the Local Government New Zealand Annual General Meeting (AGM) to be held on **Saturday 18 July 2020** in Blenheim, to do so no later than **5:00pm, Monday 11 May 2020**. Notice is being provided now to allow members of zones and sectors to gain the required support necessary for their remit (see point three below). The supporting councils do not have to come from the proposing council's zone or sector.

Proposed remits should be sent with the attached form. The full remit policy can be downloaded from the [LGNZ website](#).

Remit policy

Proposed remits, other than those relating to the internal governance and constitution of Local Government New Zealand, should address only major strategic "issues of the moment". They should have a national focus articulating a major interest or concern at the national political level.

The National Council's Remits Screening Policy is as follows:

1. Remits must be relevant to local government as a whole, rather than exclusively relevant to a single zone or sector group, or an individual council;
2. Remits should be of a major policy nature (constitutional and substantive policy) rather than matters that can be dealt with by administrative action;
3. Remits must have formal support from at least one zone or sector group meeting, or five councils, prior to them being submitted, in order for the proposer to assess support and achieve clarity about the ambit of the proposal;
4. Remits defeated at the AGM in two successive years will not be permitted to go forward;
5. Remits will be assessed to determine whether the matters raised can be actioned by alternative, and equally valid, means to achieve the desired outcome;
6. Remits that deal with issues or matters currently being actioned by Local Government New Zealand may also be declined on the grounds that the matters raised are "in-hand". This does not include remits that deal with the same issue but from a different point of view; and
7. Remits must be accompanied by background information and research to show that the matter warrants consideration by delegates. Such background should demonstrate the:
 - Nature of the issue;
 - Background to it being raised;
 - Issue's relationship, if any, to the current Local Government New Zealand Business Plan and its objectives;

- Level of work, if any, already undertaken on the issue by the proposer, and outcomes to date;
- Resolution, outcome and comments of any zone or sector meetings which have discussed the issue; and
- Suggested actions that could be taken by Local Government New Zealand, should the remit be adopted.

Remit process

Local Government New Zealand will take the following steps to finalise remits for the 2020 AGM:

- All proposed remits and accompanying information must be forwarded to Local Government New Zealand no later than **5:00pm, Monday 11 May 2020**, to allow time for the remits committee to properly assess remits;
- A remit screening committee (comprising the President, Vice President and Chief Executive) will review and assess proposed remits against the criteria described in the above policy;
- Prior to their assessment meeting, the remit screening committee will receive analysis from the Local Government New Zealand staff on each remit, assessing each remit against the criteria outlined in the above policy;
- Proposed remits that fail to meet specified criteria will be informed as soon as practicable of the committee's decision, alternative actions available, and the reasons behind the decision;
- Proposers whose remits meet the criteria will be contacted as soon as practicable to arrange the logistics of presenting the remit to the AGM; and
- All accepted remits will be posted to the Local Government New Zealand website, and members will be informed, at least one month prior to the AGM in order to allow members sufficient time to discuss the remits prior to the AGM.

To ensure quality preparation for members' consideration at the AGM, the committee will not consider or take forward proposed remits that do not meet this policy, or are received after **5:00pm, Monday 11 May 2020**.

General

Remits for AGM consideration will also be included formally in the AGM Business Papers that will be distributed to delegates no later than two weeks before the AGM, as required by the Rules (although as noted above, the proposed remits will be available for member consideration before the AGM papers are issued to the membership).

Should you require further clarification of the requirements regarding the remit process, please contact Leanne Brockelbank on 04 924 1212 or leanne.brockelbank@lgnz.co.nz.

Annual General Meeting 2020

Remit application

Council Proposing Remit:	
Contact Name:	
Phone:	
Email:	
Fax:	
Remit passed by: (Zone/sector meeting and/or list five councils as per policy)	
Remit:	

Background information and research:

Please attach separately and include:

- Nature of the issue;
- Background to its being raised;
- New or confirming existing policy;
- How the issue relates to objectives in the current Work Programme;
- What work or action on the issue has been done, and the outcome;
- Any existing relevant legislation, policy or practice;
- Outcome of any prior discussion at a Zone or Sector meeting;
- Evidence of support from a Zone/sector meeting, or five councils; and
- Suggested course of action envisaged.

Please forward to:

Local Government New Zealand
 Leanne Brockelbank, Deputy Chief Executive Operations
 P O Box 1214
 Wellington 6140
leanne.brockelbank@lgnz.co.nz

No later than 5:00pm, Monday 11 May 2020.

TO: COUNCIL

FROM: RHIANNON SUTER, MANAGER – STRATEGY & POLICY

MEETING DATE: TUESDAY 3 MARCH 2020

ENGAGEMENT – ANNUAL PLAN AND LONG TERM PLAN PROCESS
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SUMMARY

<p>This report summarises the engagement approach for the Annual Plan and the Long Term Plan, summarises the recommended issues and indicative options for the Annual Plan consultation and contains key dates for the Annual Plan consultation and Long Term Plan strategic workshops.</p>

RECOMMENDATIONS

That the Council

- 1. Receive the report “Engagement – Annual Plan and Long Term Plan Process”**
- 2. Note the recommended issues and indicative options for the Annual Plan consultation document**
- 3. Note the dates for the Annual Plan consultation process, which have been revised following the report to the Finance and Policy committee to allow inclusion of consultation regarding City Block**
- 4. Note the dates for strategic workshops for the Long Term Plan process**

IMPLICATIONS

1.	<p><i>Has this been provided for in the Long Term Plan/Annual Plan?</i></p> <p>Yes</p>
2.	<p><i>Is a budget amendment required?</i></p> <p>No</p>
3.	<p><i>Is this matter significant in terms of Council’s Policy on Significance?</i></p> <p>No</p>
4.	<p><i>Implications in terms of other Council Strategic Documents or Council Policy?</i></p> <p><i>This engagement is required as part of the Annual Plan and Long Term Plan processes</i></p>
5.	<p><i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i></p> <p>This engagement plan outlines the approach to Annual Plan engagement</p>
6.	<p><i>Has the Child, Youth and Family Friendly Policy been considered?</i></p> <p>Yes</p>

FINANCIAL IMPLICATIONS

The consultation process is a budgeted for item under the Long-term Plan.

BACKGROUND

This year the Long-term Plan process will commence resulting in the adoption of the 2021 – 2031 Long-term Plan by the end of June 2021. There is an opportunity for early engagement in the first half of 2020. Formal consultation on the Long-term Plan will take place in the first half of 2021.

Consultation on the 2020/21 Annual Plan would take place in April for the Plan to be adopted on 22 May or at a later date prior to the last statutorily required date, 30 June 2020. The proposed dates for the Annual Plan consultation period have been revised to allow consultation on the additional requested investment into the City Block project, allowing work to commence in July 2020.

Long-Term Plan

Under Section 93 of the Local Government Act, a local authority must at all times have a Long-term Plan, which must be consulted on and renewed each three year period.

The purpose of a Long-term Plan is to:

- Describe the activities for the local authority, and
- Describe the community outcomes of the local authority's district or region, and
- Provide integrated decision making and coordination of the resources of the local authority, and
- Provide long term focus for the decisions and activities of the local authority, and
- Provide a basis for accountability of the local authority to the community.

The Long-term Plan is one of the most important guiding documents for Council and an opportunity to set a clear strategic vision and outline the detailed ten year delivery plan and budget to achieve that vision.

Annual Plan

Under Section 95 of the Local Government Act, a local authority must prepare and adopt an Annual Plan for each financial year, consulting on those matters where there are variances to the Long-term Plan, which meet the criteria of the Council's Significance and Engagement policy.

No matters were determined to be significant as part of the 2019/20 process and consultation was not undertaken.

The resolution to consult was determined at the 18 February Finance and Policy Committee, in line with legislative requirements.

Alignment of Long-term Plan and Annual Plan Engagement

The requirement to consult on the Annual Plan and to undertake engagement for the Long-term Plan within the same period presents challenges, and associated opportunities.

Consultation on the Annual Plan is restricted to very specific issues where there is a variance from the 2018 – 2028 Long-term Plan. Residents are asked to consider only these issues, and only for the period of the 2020/21 Annual Plan.

Engagement for the Long-term Plan is, in comparison, an opportunity for residents to share their views on a much broader range of topics, with a view to the next ten years of Council operation, and with regard to the infrastructure assets, the next thirty years.

Engagement can be green-field (i.e. undirected in topic) or can be more directive, through the choice of questions asked of residents.

Given the need to balance these two very different conversations with the public over a similar time period, a number of strategies are recommended:

- Alignment through an overarching communications strategy which tells the story of progress since the adoption of the 2018 Long Term Plan, including focus on the high profile capital works where forecast commencement dates have varied with the Long-term Plan
- Given the recommendation to consult on the Capital works programme in the Annual Plan, there is an opportunity to link this to the communications strategy
- Long-term Plan engagement will be more valuable with a clear story on progress on high profile capital works projects, as this is an area of significant public interest. This story will help the conversation to move forward, and incorporate important long-term matters such as climate change, rather than remain focused primarily on concerns regarding delays
- In order to develop the overarching communications story, strategic Council workshop(s) in the first quarter of 2020 will be required to build on the prioritisation work undertaken in April and November 2019
- Active participation from Councillors in Long-term Plan engagement will be essential to raising the profile of these conversations and encouraging meaningful participation from the public. Active participation has the benefit of enabling Councillors to both hear from the public and support communication of the overarching story of progress on the priorities of the 2018 – 2028 Long-term Plan.

ENGAGEMENT STRATEGY

Based on the approach outlined above the following plan has been developed:

1. Communications strategy

It is proposed to develop messages around timing and prioritisation of the capital works programme in order to respond to public requirements for clearer information and to enable a forward looking conversation on Annual Plan and Long Term Plan matters.

2. Channels

The primary delivery strategy will be online, although paper forms will also be available at the administration building, the library and Bluff service centre.

There will be three primary channels used to drive online responses:

- a. Media – General awareness will be raised through:
 - i. Social media – Facebook
 - ii. Print – Limited advertising run in Southland Times and Southland Express
 - iii. Radio TBC
- b. Stakeholder engagement
 - i. Targeted communications (phone and email) to key stakeholders to raise awareness of the opportunity for them to submit

- ii. Utilisation of stakeholder communication channels, including email newsletter lists
- c. Event engagement
 - i. Mix of different engagement styles, hosted by councillors

ANNUAL PLAN ISSUES

The following are the recommended issues and indicative options for consultation:

Consultation issue	Option 1	Option 2
Capital works programme	Increase capital works programme by \$3.2m and smooth funding. ¹	Do not amend capital works programme. No increase in rates would be required.
City block investment	Subject to consultation, invest an additional \$16m in City block redevelopment project to enable the project to commence in July 2020. The increase in rates required would be 0.7%	Do not invest in additional funding meaning building would not commence in July 2020. Developers would need to seek alternative funding, or reduce the project, noting feedback is that this would make it unfeasible or cease the project. No increase in rates would be required.
Solid waste (ETS) and recyclables acceptance	Until the contract is determined the potential increase in funding and rates required is unknown.	Do not increase funding, possibly resulting in a decreased level of service to be determined.
Grants	Confirm grant funding at a level of \$380,000 for 2020/2021 to enable a higher level of funding to the Southland Indoor Leisure Centre Trust for the maintenance of the stadium; additional funding for the transitional museum and additional funding for Invercargill Public Art Gallery. An allowance for waivers of fees and services for the Southland Charity Hospital is also an option but an estimate is not yet available. The increase in rates required may be up to 0.6%	Do not confirm grant funding. Those seeking funding would need to seek alternative sources of funding. The matter could be considered again as part of the 2021 – 2031 Long Term Plan. No increase in rates would be required. No increase in rates would be required.
Southland Museum and Art Gallery Governance	Transfer governance to Invercargill City Council. This option has the support of Southland District Council and Gore District Council. No increase in rates would be required.	Continue regional representative governance, noting this is not supported by Southland District Council and Gore District Council. No increase in rates would be required.

¹ The estimated rates increase will be available at a later date

Rugby Park maintenance	Officers do not yet have information available to advise on cost. At this stage it is proposed to make a provision of an annual grant for the next two years of \$350,000 each year to redevelop Rugby Park to reopen the offices and make the stands safe for the next season in 2021/2022. The increase in rates required would be 0.6%	Do not redevelop Rugby Park meaning the majority of the stand and the Rugby Southland offices are not open for the next season. No increase in rates would be required.
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Other issues on which Council has previously made decisions or are market driven, which will have an impact on rates, include:

- Regional Heritage Strategy
- Southland Heritage increased \$1 rate
- Electricity
- Interest on the City Block investment loans
- Salaries
- Inflation

The total forecast rate increase, incorporating both the matters to be consulted on and the matters which do not require consultation, is likely to be greater than 8.1% noting any increase in rates driven by solid waste (ETS) and recyclables acceptance are not included.

TIMETABLE

Council strategic workshops	2 March 2020 10 March 2020 w/c 23 March 2020 - Option for additional workshop if required 7 April 2020
Council approves Annual Plan consultation document	31 March 2020
Draft Annual Plan on Council website, hard copies available at ICC Civic Administration building, Invercargill Public Library and Bluff Service Centre	2 April 2020
Annual Plan Submission period	2 April – 30 April 2020
Hearing of Annual Plan submissions	7/8 May
Council considers submissions	11 May 2020
Council adopts 2020 – 2021 Annual Plan with any changes requested enabling work to commence on City Block in July 2020	22 May 2020

CONCLUSION

The recommended issues and timetable for Annual Plan consultation have been revised to allow for consultation on the further funding for City Block as part of the same process. This will allow both the public and Council to consider all the significant issues for the 2020/21 planning process together.