



NOTICE OF MEETING

**Notice is hereby given of the Meeting of the
Community and Regulatory Committee to be
held in the Council Chamber,
First Floor, Civic Theatre, 88 Tay Street,
Invercargill on Tuesday 13 October 2026
at 2.00 PM**

Cr D J Ludlow (Chair)
Mayor T Campbell
Cr A J Arnold
Cr R I D Bond
Cr P M Boyle
Cr S J Broad
Cr A H Crackett
Cr A L de Vries
Cr G M Dermody
Cr M Lush
Cr I R Pottinger
Cr B R Stewart
Cr L Tou-McNaughton
Matua M Bain

MICHAEL DAY
CHIEF EXECUTIVE

Community and Regulatory Committee - Public

13 October 2026 02:00 PM

Agenda Topic	Page
1. Apologies	
2. Declaration of Interest	
a. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.	
b. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.	
3. Public Forum	
3.1 Southland Student Volunteer Army - Jacob Wilkinson-Hall	
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Public Excluded Session

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

- a) Minutes of the Public Excluded Session of the Community and Regulatory Committee Meeting held on 8 September 2026
- b) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Meeting held on 24 September 2026

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
a) Minutes of the Public Excluded Session of the Community and Regulatory Committee Meeting held on 8 September 2026	Section 7(2)(C)(i) and (ii) protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information - would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or (ii) would be likely otherwise to damage the public interest Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7
b) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Meeting held on 24 September 2026	Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

**MINUTES OF COMMUNITY AND REGULATORY COMMITTEE, HELD IN THE COUNCIL
CHAMBERS, FIRST FLOOR, CIVIC THEATRE, 88 TAY STREET, INVERCARGILL ON TUESDAY 8
SEPTEMBER 2026 AT 2.00 PM**

Present:

Cr D J Ludlow (Chair)
Mayor T Campbell
Cr P M Boyle
Cr S J Broad
Cr A L de Vries
Cr G M Dermody
Cr M Lush
Cr I R Pottinger (up to 4.10)
Cr B R Stewart
Cr L Tou-McNaughton
Matua M Bain – Pou Manawhenua – Waihōpai Rūnaka

In Attendance:

Mrs P Christie – Group Manager – Finance and Assurance
Mr R Capil – Group Manager – Community Spaces and Places
Mr J Shaw – Group Manager - Consenting and Environment
Mr J Garnett – Group Manager – Capital Portfolio
Mr M Morris – Manager – Governance and Legal
Mrs C Sullivan – Senior Governance Specialist
Ms R Suter – Manager – Strategy and Policy
Mrs C Rain – Manager – Parks and Reserves
Ms C Horton – Interim Manager – Strategy Parks and Recreation
Mr C Bowen – Manager – Strategic Asset Planning
Mr N Hamlin – Project Director
Ms E Wallace – Director Te Unua Museum of Southland
Ms G Crawford – Engagement and Partnerships Officer
Ms L Knight – Manager – Communications and Marketing
Mr A Eng – Team Leader – Communications
Ms G Nind – Social Media Advisor
Ms L Matua Kuresa – Executive Support

1. Apologies

Cr R I D Bond, Cr A H Crackett and Cr A J Arnold.

Moved Cr Stewart, seconded Cr Broad and **RESOLVED** that the apologies be accepted.

2. Declaration of Interest

Matua Mike Bain informed the Committee that the Waihōpai Rūnaka had an interest in relation to the Newfield Park item.

3. Public Forum

Nil.

4. Minutes of the Community and Regulatory Committee Meeting held on Tuesday 11 August 2026

Moved Cr Broad, seconded Cr Dermody and **RESOLVED** that the Minutes of the Community and Regulatory Committee meeting held on Tuesday 11 August 2026 be confirmed.

5. Minutes of the Creative Communities Scheme Invercargill Fund Committee Meeting held on Thursday 20 August 2026

Moved Cr Boyle, seconded Cr de Vries and **RESOLVED** that the Minutes of the Creative Communities Scheme Invercargill Fund Committee Meeting held on Thursday 20 August 2026 be received.

6. Minutes of the District Licensing Committee - August 2026 Meetings

Moved Cr Ludlow, seconded Mayor Campbell that the Minutes of the District Licensing Committee - August 2026 Meetings be received.

A query was raised as to whether the delays for the transition through to a new programme were temporary and by nature going to be an extended timeframe. It was explained that the delay was for one week, but timeframes were still met. The delay was not ongoing.

A correction was identified on Page 25, that Squash City Invercargill was not approved on 27 September, but on 27 August.

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

7. 2025-2026 Dog Control Annual Report

Mr Jonathan Show spoke to the report.

A query was raised, as to how many barking dog complaints were resolved to the complainants satisfaction. It was explained that Council did not keep a register of resolved to the complainants, satisfaction as a term, but it was something that Council was receiving some feedback around.

In response to a question, that barking was seen as 'nuisance' behaviour, staff explained that there was a clear definition with regard to barking, which was loud and persistent.

A query was raised, as to whether there was any correlation between the dogs that were non-compliant and registrations. It was explained that there were, people seldom did anything once and if people were unwilling to register their dog/s then they were possibly unwilling to comply in other areas as well.

A query was raised for further clarity around the increase in miscellaneous complaints and enquiries. It was explained that it was due to the high workload; and given Council's efforts to retain a high level of registration, staff were dealing with a number of complaints around that.

In response to a question, as to what happened to the owner and their dog when Council received a dog attack complaint. It was explained that the complaints were investigated and there were a range of options staff could take, including classification of the dog. In serious incidents, staff could seize the dog, but it depended on the situation.

Moved Cr Tou-McNaughton, seconded Cr de Vries and **RESOLVED** that the Community and Regulatory Committee:

1. Receives the report "2025-2026 Dog control Annual Report".
2. Adopts the 2025-2026 Dog Control Annual Report.

8. Community Wellbeing Fund 2025/2026 End of Year Analysis

Ms Rhiannon Suter and Ms G Crawford spoke to the report.

A query was raised, that this Committee had significant independent involvement, with the new rules regarding the ability for independence, was there any special case for this one. It was explained that the incoming rule would impact voting members in this sub-committee, which meant they would not be able to vote. Council would work through what that meant, but as the legislation was coming through the house shortly, the intention was to end all voting rights for appointed members. This Committee would be impacted by that.

In response to a question, as to whether that was expected to pass before the upcoming elections, staff replied that it was intended that it would be passed at the end of this parliamentary term. When it would take effect or when it was operative from, was not known, because Council had not seen those provisions yet.

The Committee acknowledged Ms Gemma Crawford for the work she had undertaken in this space. She was the backbone of this fund and made Councillors job a lot easier by providing the correct information and there was positive feedback from the community in their dealings with Ms Crawford.

Moved Cr Broad, seconded Cr Tou-McNaughton and **RESOLVED** that the Community and Regulator Committee:

1. Receives the report "Community Wellbeing Fund 2025/2026 End of Year Analysis".

2. Notes the increased Community Wellbeing Fund availability for the 2026/2027 Financial Year to \$500,000.

9. Hearings for the JG Ward and Newfield Park Submissions

Ms Cassie Horton and Ms C Rain spoke to the report.

A query was raised, around the volume of feedback, and whether a lot of feedback was received more so on one or the other. It was explained that a lot more feedback was received on Newfield Park than JG Ward, but they both received a number of responses.

A query was raised as to whether one week was sufficient turnaround time to notify the submitters. Staff commented that people had already been contacted and it was currently being collated into a table.

The Chairman asked for expressions of interest from Councillors to be part of the Hearings Panel and Councillors, de Vries, Boyle and Tou-McNaughton were appointed, with the Chairman being Cr Boyle. All details for the hearing along with the meeting papers would be distributed to the panel this Thursday.

Moved Cr Dermody, seconded Mayor Campbell and **RESOLVED** that the Community and Regulatory Committee:

1. Receives the report "Hearings for the JG Ward and Newfield Park Submissions".
2. Appoint Councillors de Vries, Boyle and Tou-McNaughton for the Newfield Park Hearings.
3. Appoint the same three Councillors and Bluff Community Board member for the JG Ward Hearings.

10. Invercargill City Council Tree Plan 2026 Approval

Ms Cassie Horton and Ms Rain spoke to the report.

A query was raised around the issue of public safety with regard to the trees that had fallen opposite Mitre 10, and the tree incident that happened last week. It was explained that the tree plan was a policy document, so the risk was managed through operational procedures. Since the original tree plan, staff had collated information on approximately 15,000 trees, increasing use of GIS, LIDAR and tools to improve that assessment and monitoring. The plan also included risk base inspection programmes and proactive management.

A query was raised, as to whether staff had changed their thinking around risk in the areas that had always been the same in relation to the events that had happened this year. It was explained that the tree plan and the way risk was managed articulated it more clearly for staff. Council was undertaking more monitoring than in previous years and using those more frequently in those high-risk areas. Following any storm events

were reactive, but monitoring of those exact areas to identify other issues that staff could foresee in the immediate vicinities.

It was requested that from a water perspective, there was an awareness of the impact of trees had on the water network and footpaths, it would be good to see that reflected in the report.

A query was raised, as to whether the plan would need to be reviewed, due to concerns around climate change and the higher water table, and also in light of what had happened with trees having their roots being more unstable. It was commented that the climate change had been taken into consideration with the species used, so the diversification of those species was being undertaken to try and mitigate that risk

A query was raised, as to how far off the 30% canopy principle was now, and how much did Council need to factor that in. It was explained that following a University of Canterbury Canopy report, working on that GIS and building and gathering the data. Staff were starting to gather some reasonable baseline in terms of our coverage, which they were starting to highlight within this review, that was the percentages across Bluff, Queens Park and Invercargill. Staff were aiming for about 30-years for the planting programme moving forward and revision of that would need to continue, but this would be reviewed in five years with annual reviews carried out as well.

A query was raised with regard to 2.4.4.2, was the replacement of trees, that for every tree removed, the applicant must replace with at least two trees, what was the reasoning around that. It was explained that it was a good deed and it was recognised in the trees and asset, replacing it more than once.

A query was raised, as to whether the changes to the tree plan would be brought back to the next Committee meeting including the requests that Councillors had put forward. It was explained that Councillors could make recommendations or changes to be made to the document, if nothing was done, the recommendation would be approved. Officers could decide based on the feedback and remove recommendation two.

The Committee discussed how to move forward on this matter with regard to the requests put forward for the tree plan and it was confirmed that at the next Committee meeting, the draft updated tree plan would include the following:

- A risk section,
- The issues around two for one or one for one,
- It would be in tracked form and those would be the only changes that would come back for confirmation.

It was also agreed that the word, draft be added to recommendation one.

Moved Mayor Campbell, seconded Cr Boyle and **RESOLVED** that the Community and Regulatory Committee:

1. Receives the report "Invercargill City Council Draft Tree Plan 2026 Approval".
2. Approves the draft updated Tree Plan 2026, with any further changes or additions as identified by this Committee.

11. Activity Planning Direction – Museums and Galleries, Recreational and Sport Facilities, Community and Heritage Halls, Events and Festivals and Libraries

Ms Rhiannon Suter and Ms A McDowell spoke to the report.

Moved Cr Boyle, seconded Mayor Campbell and **RESOLVED** that the Community and Regulatory Committee:

1. Receives the report "Activity Planning Direction – Museums and Galleries, Recreational and Sport Facilities, Community and Heritage Halls, Events and Festivals and Libraries".
2. Notes the background appended information on planning for the Museums and Galleries, Recreational and Sport Facilities, Community and Heritage Halls, Events and Festivals and Libraries, including proposed changes to operational expenditure.
3. Notes that no direct operational expenditure changes are proposed for the Community and Heritage Halls Activity.
4. Notes that the Museum and Galleries activity is a new activity and that with the return of Te Unua – Museum of Southland into operation, there may be the opportunity that this be excluded from rates capping which can be confirmed following further rates capping implementation guidance becoming available.
5. Notes the review and restructure of aqua classes to reduce operating costs.
6. Notes that the City Centre Activation Contract is in place until 30 June 2027 and any contractual arrangements beyond this date are subject to decisions regarding the ongoing funding of the activity.
7. Notes the longer-term opportunities for improved levels of service at the Invercargill and Bluff libraries which could be considered as part of a future Long-term plan.

A query was raised with regard to the estimated operational budget for the Museum, Art Gallery of \$5.961 million. It noted all the other costs were still to be finalised, but what figure was used in the Long-term Plan? It was explained that operational costs excluding depreciation of \$4.1 million was the number that was in the last long-term plan for the 2027 financial year, which would be the first year of operation of the Museum. It would follow through from using inflation on that base, understating that at that point, Council did not know exactly how big it was going to be and how it was going to operate. That was Council's estimate at the time.

A query was raised as to how the number was different from the 2024 estimate. It was explained that inflation was a significant component in that, and Council was working off an estimate and not knowing how many people would be needed to operate it and how many other activities Council was going to have. This was the whole activity and not just the Museum. At that time, the assumption was that He Waka Tuia would close

when the Museum opened, things had changed significantly in that three-year period, and the size was determined at that point.

Moved Cr de Vries, seconded Cr Dermody and **RESOLVED** that the Community and Regulatory Committee:

Recommend to Council:

8.

- a. Museums and Galleries Activity – Inclusion of provisional operational costs of delivering the activity, estimated at \$5.961 million per annum, noting that cost of centralised corporate function support, asset maintenance and insurance (property), cafe related operational costs, depreciation, debt servicing, capex and revenue are still to be finalised.

A query was raised, as to whether the scaffold at Splash Place was being paid by insurance. It was explained that scaffold was part of the rood renewal, which was partially covered by insurance.

A query was raised, as to whether these items were additional costs to what was in the long-term plan. It was confirmed that they were additional costs.

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

- b. Recreation and Sport Facilities Activity – Splash Palace maintenance and painting work:
 - i. Hydroslide maintenance – \$120,000 in 2027/2028, \$100,000 in 2031/2032 and \$100,000 in 2036/2037 direct operational expenditure
 - ii. Internal Painting – \$70,000 in 2027/2028, \$80,000 in 2029/2030, \$80,000 in 2032/2033 and \$25,000 in 2035/2036 direct operational expenditure
 - iii. Exterior Painting and Maintenance Program – \$200,000 direct operational expenditure in 2030/2031
 - iv. Repairs and maintenance – additional budget for building and property services – additional \$50,000 direct operational expenditure per annum from 2027/2028.

A query was raised, that it seemed to be the same conversations happening around the Events and Festivals activities, with the ongoing additions of activities with the hope that the rates would not increase. Why could this not be applied through a grant to the Community Wellbeing fund for a particular event? It was explained that they did not fit the criteria.

A query was raised, that if the city centre activation role was noted that the contract finished after 2027, could that funding be used for this? It was explained that the complication was that it was funded from a city centre targeted rate. It was specified for city centre activation, because it was those businesses who paid that rate.

Moved Cr Broad, seconded Cr Tou-McNaughton and **RESOLVED** that the Community and Regulatory Committee:

- c. Events and Festivals Activity – \$75,000 annual operational expenditure for attraction of events to Invercargill City Council venues and facilities from 2027/2028 (Option 1).

Note: Cr Pottinger and Cr Boyle voted against the recommendation.

Moved Cr de Vries, seconded Cr Tou-McNaughton and **RESOLVED** that the Community and Regulatory Committee:

- d. Libraries Activity – Community internet access - Increase of subscription service costs due to reduction in Central Government/ National Library of New Zealand funding - \$10,000 operational expenditure per annum 2027/2028 – 2032/2033 (Option 1).

12. Te Unua Museum of Southland – Establishment Phase Admissions, Access and Revenue

Ms Eloise Wallace spoke to the report.

A query was raised, as to what would active encouragement of visitor contributions look like. It was explained that a lot of museums we visit, you could donate, but it was not visible, or easy and it was not taking up those opportunities for those people who were willing to make a donation to make it more accessible.

A query was raised, as to how Council was going to measure the number of national visitors coming to the Museum. It was explained that it was a dilemma within New Zealand around facilities that did not charge. Museums generally did it in a variety of ways and often it was regulatory interfacing with visitors by doing it different times of the day and different times of the year, and then project from there.

A query was raised, with regard to recommendation 5, as to whether other Museums were able to charge, when they did not charge before. It was explained that Museums had shifted to charging and then back to not charging. A lot of it depends on what type of charging regime was brought in or taking away.

Moved Mayor Campbell, seconded Cr Boyle and **RESOLVED** that the Community and Regulatory Committee:

1. Receives the report "Te Unua Museum of Southland – establishment phase admissions, access and revenue approach".

Moved Cr Tou-McNaughton, seconded Cr Stewart and **RESOLVED** that the Community and Regulatory Committee:

Recommend to Council:

2. Approves a 'free admission with voluntary visitor contributions' (Active Giving) model for general admission to Te Unua Museum of Southland upon opening (being Option A).

3. Confirms that charges may be applied to special or touring exhibitions, public programmes and events, guided tours, education programmes and other premium experiences where appropriate.
4. Endorses the development of a diversified revenue strategy for Te Unua including philanthropy, grants, sponsorship, retail, food and beverage, venue hire and events, membership programmes, premium products (as described in recommendation three) and commercial partnerships.
5. Directs the Chief Executive to complete a review of admissions settings following the establishment phase of Te Unua (Years 1-3 of the 2027-2037 LTP), informed by visitor behaviour, financial performance and operational data.

Note: Cr de Vries voted against the recommendations.

13. Te Unua Museum of Southland Project Update Report

Mr Nick Hamlin and Ms Eloise Wallace spoke to the report.

The Chairman acknowledged that as the project the lead for Version 1, 18 years ago, he thanked Cr Dermody for his role as Project Lead for the current project. There were a lot of challenges and time spent, and it was unfortunate that it took closing a facility to force the issue. He also recognised former Councillor Nigel Skelt, who served as the project lead through its initial stages. Anyone who had dealt with him, could feel his passion for this project.

Moved Cr de Vries, seconded Cr Dermody and **RESOLVED** that the Community and Regulatory Committee:

1. Receives the report "Te Unua Museum of Southland Project Update Report".
2. Notes the project status, budget overview, and key programme risks.

14. Public Excluded Session

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

- a. Minutes of the Public Excluded Session of the Community and Regulatory Committee Meeting held on 11 August 2026
- b. Minutes of the Public Excluded Session of the Creative Communities Scheme Invercargill Fund Committee Meeting held on 20 August 2026
- c. Proposal to Transfer Ownership of Bowmans Bush to Council

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
a. Minutes of the Public Excluded Session of the Community and Regulatory Committee Meeting held on 11 August 2026	Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7
b. Minutes of the Public Excluded Session of the Creative Communities Scheme Invercargill Fund Committee Meeting held on 20 August 2026	Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7
c. Proposal to Transfer Ownership of Bowmans Bush to Council	Section 7(2)(C)(i) and (ii) protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information - would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or (ii) would be likely otherwise to damage the public interest;	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

Note: Cr Pottinger left the meeting at 4.10pm.

There being no further business, the meeting finished at 4.20 pm.

**MINUTES OF COMMUNITY WELLBEING FUND SUBCOMMITTEE, HELD IN THE COUNCIL
CHAMBER, FIRST FLOOR, CIVIC THEATRE, 88 TAY STREET, INVERCARGILL ON
THURSDAY 24 SEPTEMBER 2026 AT 1.00 PM**

Present:

Cr S J Broad (Chair)
Cr A L de Vries
Cr M Lush
Cr L Tou-McNaughton
Mr N Burdon
Ms A Nikora-Wilson

In Attendance:

Ms G Crawford – Engagement and Partnerships Officer
Ms R Suter – Manager – Strategy and Policy
Ms C Sullivan – Senior Governance Specialist
Ms M Gray – Governance Specialist
Ms D Hallas – Executive Support

1. Apologies

Miss T Willis

Moved Cr Tou-McNaughton, seconded Cr Lush and **RESOLVED** that the apologies be accepted.

2. Declarations of Interest

The Subcommittee were asked if they had any conflicts of interest and advised the following:

- Cr Broad declared a conflict of interest with Funding Application 18 – Catalytic Foundation – Christmas Shoebox Project 2026 and would not take part in the deliberations.
- Mr Burdon declared a perceived conflict of interest with Accountability 27 – Tutuki Harnessing Potential Charitable Trust, as the founder was a family friend.

Moved Cr Broad seconded Miss Nikora-Wilson and **RESOLVED** that the declarations of interest be confirmed.

Ms Sullivan spoke to the Subcommittee and said that last week on 18 September 2026 System Improvement Amendment Act was updated to no longer allow voting rights for appointed independent members on Committees of Council. Cr Broad highlighted the value that community representatives bring for the Community Wellbeing Fund, it was also good to bring in new people into these governance roles.

3. Late Item

3.1 Acceptance of the Minor Late Item - Community Wellbeing Fund 2025/2026 End of Year Analysis

Moved Cr Tou-McNaughton, seconded Mr Burdon and **RESOLVED** that the 'Minor Late Item - Community Wellbeing Fund 2025/2026 End of Year Analysis' be accepted.

The reason that the item was not in the agenda: The cover report was not ready at the time of the publication of the agenda.

The reason why the discussion of the item could not be delayed: Matters could be progressed in a timely manner.

4. Minutes of the Community Wellbeing Fund Subcommittee Meeting Held on 30 July 2026

Moved Cr de Vries, seconded Cr Broad and **RESOLVED** that the Minutes of the Community Wellbeing Fund Subcommittee meeting held on 30 July 2026 be confirmed.

5. Financial Report for the Community Wellbeing Fund

Cr Broad spoke to the report. It was noted multi-year commitments allocated were \$124,500. Total grants allocated in Round One were \$76,000, with \$299,500 remaining for the four funding rounds left for the financial year 2026/2027.

It was noted historical Accountability Reports were coming back to the committee. It was queried how this was managed and how many were outstanding. Ms Suter said that this was an ongoing process and is currently being managed according to Council's financial risk framework.

Moved Cr de Vries seconded Cr Tou-McNaughton and **RESOLVED** that the Community Wellbeing Fund Subcommittee:

1. Receives the report "Financial Report for the Community Wellbeing Fund".
2. Receives Appendix 1 – Financial Report Detail as at 31 August 2026.

6. Minor Late Item - Community Wellbeing Fund 2025/2026 End of Year Analysis

Ms Crawford spoke to the report. It was noted the positive feedback engaging with community groups for making the process smooth and transparent with a welcoming atmosphere. The analysis showed funding allocations for financial year 2025/2026, with 10 multi-year allocations and 26 events planned in 2026.

It was asked if there was a breakdown on the types of events and projects funded, such as sports, arts, etc., Ms Crawford confirmed there was a breakdown of sectors, and this was included in the analysis detail.

Moved Miss Nikora-Wilson, seconded Cr de Vries and **RESOLVED** that the Community Wellbeing Fund Subcommittee:

1. Receives the report "Community Wellbeing Fund 2025/2026 End of Year Analysis".
2. Notes the Appendix 1 - Community Wellbeing Fund 2025/2026 End of Year Analysis Report, Appendix 2 - Community Wellbeing Fund Applications and Funding Allocations 2025/2026, Appendix 3 - Community Wellbeing Fund 2025/2026 End of Year Analysis and Appendix 4 - Detail of 2025/2026 Community Wellbeing Fund End of Year Survey Results, which were presented to the Community and Regulatory Committee on 8 September 2026.

7. Public Excluded Session

Moved Cr Broad, seconded Cr Tou-McNaughton and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, namely:

- (a) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 30 July 2026
- (b) Correspondence 1 - Invercargill Community Connections Charitable Trust – Grace Street Research Project - Extension Request
- (c) Accountability Report 1 - Waihopai Runaka Inc. - Murihiku Marae Community Day 2026
- (d) Accountability Report 6 - Invercargill Public Art Trail Charitable Trust - Two Dogs Project Funding
- (e) Accountability Report 27 - Tutuki Harnessing Potential Charitable Trust – Education with Therapeutic Benefits
- (f) Accountability Report 29 - Southland Christmas Parade Charitable Trust – Southland Santa Parade 2025
- (g) Accountability Report 30 - Hospitality New Zealand - Savour the South 2023
- (h) Accountability Report 31 - Foveaux Pearls Leisure Marching Team - National Leisure Marching Event 2024
- (i) Accountability Report 32 - New Zealand Choral Federation - The Big Sing Southland Regional Festival 2026
- (j) Accountability Report 33 - Southland Warm Homes Trust - Improving Living Conditions for People in Invercargill Through Insulation and Heating
- (k) Accountability Report 34 - Lemon Creative - Wee Magazine Issue #2
- (l) Accountability Report 35 - Multiyear 1/3 - Southland Motorcycle Club - Burt Munro Challenge 2026
- (m) Accountability Report 36 - Invercargill Garrison Band Society - IGB 150 Year History
- (n) Accountability Report 37 - Southern Queens Boxing - Kakano
- (o) Accountability Report 38 - Te Ara a Kewa Waka Ama Trust - Club Refurbishment
- (p) Accountability Report 39 - Southland Free Kindergarten Association – Kindergartens South Matariki Art Exhibition
- (q) Accountability Report 40 - City of Invercargill 12 Squadron - Bush Craft and Leadership Camps
- (r) Accountability Report 41 - Invercargill Police - Orange Parade 2025
- (s) Accountability Report 42 - SplashSave Education - SplashSave Activation
- (t) Accountability Report 43 - Great South - Southland Regional Development Agency - ILT Kidzone 2024
- (u) Ranked Summary of Incoming Applications – 2026/27 – Round 2

- (v) Assessment Scoring of Applications
- (w) Hearing Timetable
- (x) Funding Application 24 - Southland Riding for the Disabled Association Inc - Supporting Safe Sustainable RDA Operations
- (y) Funding Application 22 - Tangata Tiriti – Treaty People Incorporated - 2x Full-day Free Te Tiriti Workshops for Invercargill Ethnic Communities
- (z) Funding Application 27- Southern Steam Train Charitable Trust – Restoration of Locomotive F150 Boiler
- (aa) Funding Application 21 - Heritage South Charitable Trust – Southland Heritage Month 2027
- (bb) Funding Application 18 - Catalytic Foundation - Christmas Shoebox Project 2026
- (cc) Funding Application 19 - Southland Chamber of Commerce Inc. - Welcoming Communities Leadership Scholarship – Southland Leadership Academy
- (dd) Funding Application 20 - Southern Grass Kart Club - NZ Grass Kart Champs 2027
- (ee) Funding Application 23 - GrandFriends NZ / Chatty Cafe NZ - Establishing Chatty Tables in Invercargill & Surrounding Area
- (ff) Funding Application 25 - Hospice Southland Charitable Trust - Hospice South Community Mural
- (gg) Funding Application 26 - English Language Partners Southland - ESOL Literacy Classes for Former Refugees
- (hh) Deliberations and Resolutions

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) Minutes of the Public Excluded Session of the Community Wellbeing Fund Subcommittee Held on 30 July 2026	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(b) Correspondence 1 - Invercargill Community Connections Charitable Trust – Grace Street Research Project - Extension Request	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(c) Accountability Report 1 - Waihopai Runaka Inc. - Murihiku Marae Community Day 2026	Section 7(2)(i) To enable any local organisation holding the information to carry on,	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure

	without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	of information for which good reason for withholding would exist under Section 7.
(d) Accountability Report 6 - Invercargill Public Art Trail Charitable Trust - Two Dogs Project Funding	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(e) Accountability Report 27 - Tutuki Harnessing Potential Charitable Trust – Education with Therapeutic Benefits	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(f) Accountability Report 29 - Southland Christmas Parade Charitable Trust – Southland Santa Parade 2025	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(g) Accountability Report 30 - Hospitality New Zealand - Savour the South 2023	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(h) Accountability Report 31 - Foveaux Pearls Leisure Marching Team - National Leisure Marching Event 2024	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage,	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for

	negotiations (including commercial and industrial negotiations).	withholding would exist under Section 7.
(i) Accountability Report 32 - New Zealand Choral Federation - The Big Sing Southland Regional Festival 2026	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(j) Accountability Report 33 - Southland Warm Homes Trust - Improving Living Conditions for People in Invercargill Through Insulation and Heating	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(k) Accountability Report 34 - Lemon Creative - Wee Magazine Issue #2	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(l) Accountability Report 35 - Multiyear 1/3 - Southland Motorcycle Club - Burt Munro Challenge 2026	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(m) Accountability Report 36 - Invercargill Garrison Band Society - IGB 150 Year History	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

	commercial and industrial negotiations).	
(n) Accountability Report 37 - Southern Queens Boxing - Kakano	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(o) Accountability Report 38 - Te Ara a Kewa Waka Ama Trust - Club Refurbishment	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(p) Accountability Report 39 - Southland Free Kindergarten Association - Kindergartens South Matariki Art Exhibition	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(q) Accountability Report 40 - City of Invercargill 12 Squadron - Bush Craft and Leadership Camps	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(r) Accountability Report 41 - Invercargill Police - Orange Parade 2025	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

(s) Accountability Report 42 - SplashSave Education - SplashSave Activation	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(t) Accountability Report 43 - Great South - Southland Regional Development Agency - ILT Kidzone 2024	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(u) Ranked Summary of Incoming Applications – 2026/27 – Round 2	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(v) Assessment Scoring of Applications	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(w) Hearing Timetable	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

(x) Funding Application 24 - Southland Riding for the Disabled Association Inc - Supporting Safe Sustainable RDA Operations	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(y) Funding Application 22 - Tangata Tiriti – Treaty People Incorporated - 2x Full-day Free Te Tiriti Workshops for Invercargill Ethnic Communities	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(z) Funding Application 27- Southern Steam Train Charitable Trust – Restoration of Locomotive F150 Boiler	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(aa) Funding Application 21 - Heritage South Charitable Trust – Southland Heritage Month 2027	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(bb) Funding Application 18 - Catalytic Foundation - Christmas Shoebox Project 2026	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(cc) Funding Application 19 - Southland Chamber of	Section 7(2)(i)	Section 48(1)(a)

Commerce Inc. - Welcoming Communities Leadership Scholarship – Southland Leadership Academy	To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(dd) Funding Application 20 - Southern Grass Kart Club - NZ Grass Kart Champs 2027	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(ee) Funding Application 23 - GrandFriends NZ / Chatty Cafe NZ - Establishing Chatty Tables in Invercargill & Surrounding Area	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(ff) Funding Application 25 - Hospice Southland Charitable Trust - Hospice South Community Mural	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(gg) Funding Application 26 - English Language Partners Southland - ESOL Literacy Classes for Former Refugees	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
(hh) Deliberations and Resolutions	Section 7(2)(i) To enable any local organisation holding the	Section 48(1)(a) That the public conduct of this item would be likely

information to carry on,
without prejudice or
disadvantage,
negotiations (including
commercial and
industrial negotiations).

to result in the disclosure
of information for which
good reason for
withholding would exist
under Section 7.

There being no further business, the meeting finished at 3.53 pm.

MINUTES OF THE DISTRICT LICENSING COMMITTEE – SEPTEMBER 2026 MEETINGS

Present: Cr Darren Ludlow
Ms Catherine Howard

1. Manager - New Certificate - Approved by DLC Chair Cr Ludlow

- 1.1 **INVDLC 2026/104** – Approved 10 September 2026
- 1.2 **INVDLC 2026/200** - Approved 10 September 2026
- 1.3 **INVDLC 2026/149** – Approved 17 September 2026
- 1.4 **INVDLC 2026/225** - Approved 23 September 2026
- 1.5 **INVDLC 2026/219** - Approved 23 September 2026
- 1.6 **INVDLC 2026/220** - Approved 23 September 2026

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

- 2.1 **INVDLC 2026/181/2025** – Approved 03 September 2026
- 2.2 **INVDLC 2026/154/2025** – Approved 03 September 2026
- 2.3 **INVDLC 2026/126/2022** – Approved 03 September 2026
- 2.4 **INVDLC 2026/187/2025** - Approved 10 September 2026
- 2.5 **INVDLC 2026/188/2014** - Approved 10 September 2026
- 2.6 **INVDLC 2026/120/2022** - Approved 17 September 2026
- 2.7 **INVDLC 2026/151/2025** – Approved 23 September 2026
- 2.8 **INVDLC 2026/167/2019** – Approved 23 September 2026
- 2.9 **INVDLC 2026/152/2020** - Approved 23 September 2026

3. Special Licences - Approved by DLC Chair Cr Ludlow

- 3.1 Bluff Drama Club Inc. – Theatre Restaurant “Mayhem at the Manor” on 1, 2 & 3 October 2026 – INVDLC 2026/222 – Approved 10 September 2026
- 3.2 Club Southland Inc. – Late Special Licence for Funeral on 23 September 2026 – INVDLC 2026/223 - Approved 17 September 2026

- 3.3** Southland Racing Club Inc. – Late Special Licence for Funeral on 19 September 2026 - INVDLC 2026/233 - Approved 17 September 2026
- 3.4** Club Southland Inc. – LATE Special Licence for funeral on 22 September 2026 - INVDLC 2026/238 – Approved 22 September 2026.
- 3.5** Southland Softball Association Inc. – Wyndale Softball Club 50th Jubilee on 25 September 2026 - INVDLC 2026/224 – Approved 23 September 2026
- 3.6** Gadoochi Brewing Limited – special licence for multi events INVDLC 2026/201 – Approved 23 September 2026
 Event 1: 50th Birthday on 26 September 2026
 Event 2: 50th Birthday on 9 October 2026
 Event 3: 40th Birthday on 10 October 2026
 Event 4: Railton Contracting on 16 October 2026
 Event 5: JHS Reunion on 17 October 2026
 Event 6: Ollies Contracting on 23 October 2026
 Event 7: Jock McGilvray Hot Rod Car Run on 24 October 2026
 Event 8: Art Trail on 30 October 2026
 Event 9: Art Trail Afters on 31 October 2026
 Event 10: Finance Now on 6 November 2026
 Event 11: Naylor Love on 7 November 2026
 Event 12: Engagement Party on 13 November 2026
 Event 13: Engagement Party on 14 November 2026
 Event 14: Alliance Work on 20 November 2026
 Event 15: SBS Band on 21 November 2026
 Event 16: McAulay Motors on 27 November 2026
 Event 17: AWS Legal event on 28 November 2026
 Event 18: Dave Wooley Book Launch on 4 December 2026
 Event 19: Left or Right Band on 5 December 2026
 Event 20: Alliance Christmas on 11 December 2026
 Event 21: Open Country Christmas on 12 December 2026
 Event 22: Weldtech Work do on 18 December 2026
 Event 23: MRC Global on 19 December 2026
- 3.7** Club Southland Inc. – Special licence for multi events INVDLC 2026/231 – Approved 23 September 2026
 Event 1 – 90th Birthday on 10 October 2026
 Event 2 – Rotary Quiz Fundraiser on 16 October 2026
 Event 3 – Car Club Social on 17 October 2026
 Event 4 – 50th Birthday on 24 October 2026
 Event 5 – Surprise 60th on 31 October 2026
- 3.8** Invercargill Licensing Trust t/a The Shack – Son & Water on 23 October 2026 – INVDLC 2026/226 – Approved 23 September 2026

4. Licence Renewal - Approved by DLC Chair Cr Ludlow

- 4.1** Southland Musicians Club Inc. – renewal of On-licence - INV DLC 2026/68/2022 - Approved 3 September 2026
- 4.2** Balibu Limited – Renewal of On-licence - INV DLC 2026/98/2025 - Approved 17 September 2026
- 4.3** McWatts Investments Limited t/a Foveaux Hotel - On-licence renewal - INV DLC 2026/48/2019 – Approved 23 September 2026
- 4.4** Vitthal Enterprises Ltd t/a Bottle-O Bluff – renewal of Off-licence INV DLC 2026/153/2022 – Approved 10 September 2026
- 4.5** Chamber of Commerce Southland Inc. t/a SIT Centrestage – renewal of On-licence INV DLC 2026/158/2016 - Approved 10 September 2026
- 4.6** Distinction Hotel Invercargill Limited t/a Distinction Retreat Restaurant & Bar – renewal of On-licence INV DLC 2026/93/2025 – Approved 10 September 2026

5. Other Business

03 September 2026

- Special licence application for Ascot Park Christmas at the Races received. FENZ have advised they will conduct site visits during the period of the marquees going up and crews will conduct site familiarisations.
- Manager's Certificate 73/CERT/75/2025 is withdrawn.
- Seven special licence applications have been withdrawn for the Southbound event on 12 September 2026, and the event will run under the existing On-licence. Refunds are currently being processed.
- Manager's Certificate application 73/CERT/104/2026 deadline for payment is 10 September 2026.
- The Chair directed that a follow-up call be made to Bluff Distillery to ascertain the progress of the fire evacuation scheme.
- Discussion took place regarding recent Father's Day advertising. Taking into account the Advertising Standards Authority guidelines and section 237 of the Sale and Supply of Alcohol Act 2012 (Irresponsible Promotion of Alcohol), advertisements promoting alcohol discounts of 25% or more, or offering free alcohol outside licensed premises, including on social media platforms such as Facebook, are prohibited.

10 September 2026

- The Committee discussed the requirement for premises in a trust area to continue operating in a manner consistent with its restaurant licence. It was noted that premises located within a trust area are subject to the monopoly provisions of section 350 of the Sale and Supply of Alcohol Act 2012. Discussion highlighted that an On-licence does not authorise operation as a tavern, and that the

principal purpose of premises must remain the provision of alcohol as a complement to a dining experience. Any operation that places primary emphasis on the sale and consumption of alcohol, rather than dining, would be inconsistent with the nature of the licence and may result in a breach of the Act.

- Discussion regarding On-licence application for 250 Ocean Beach Road. Applicant has requested an additional 6 weeks to sort Fire Evacuation Scheme. The application remains on hold.
- Temporary Alcohol Ban signage at 117 Racecourse Road. Southland Racing Club have been contacted regarding install/removal of temporary alcohol ban signage for Christmas at the Races 2026.

17 September 2026

- Discussion regarding On-Licence 73/ON/7483/2024, which has been in liquidation since 2 June 2026. The liquidators have been contacted to ascertain whether they intend to surrender the licence.
- Discussion on the available licensing options for an On-Licence endorsed as a Caterer under section 38 of the Act.
- The Government has accepted 8 recommendations from the Hospitality Sector Review as follows:
 1. Reform alcohol licensing fees
 - Remove annual fees.
 - Reduce renewal fees.
 - Introduce inspection fees.
 2. Simplify licence applications and renewals
 - Streamline application processes.
 - Make renewals less burdensome and more efficient.
 3. Extend renewal periods for some licences
 - Longer renewal cycles for appropriate licence holders.
 4. Simplify first-time licensing
 - Clarify requirements.
 - Make licensing criteria more specific.
 - Introduce a simpler application form.
 5. Reform District Licensing Committees (DLCs)
 - Allow DLCs to merge.
 - Establish specific membership requirements.
 - Introduce training requirements for DLC members.
 6. Replace current licence categories with a risk-based framework
 - Remove the existing licence types over time.
 - Introduce a single risk-based alcohol licensing framework.
 7. Create a national alcohol licensing information system
A nationwide database covering:
 - Licences
 - Manager's certificates
 - Compliance activity
 - Performance information
 - Alcohol-related crime
 - Alcohol-related incidents
 - Health effects data
 8. Make one agency responsible for alcohol licensing regulation
 - One government agency and one Minister would have overall responsibility for alcohol licensing regulation.

Issues likely to interest DLCs

From a DLC perspective, the most significant proposals are likely to be:

- DLC mergers.
- Mandatory training and membership requirements for DLC members.
- Longer licence renewal periods.
- Simplified renewals.
- A national licensing database.
- Potential replacement of the current on, off and club licence structure with a new risk-based licensing framework.

23 September 2026

- On-licence 73/ON/7483/2024 remains active and is currently subject to a timeline. The landlord has advised that, should the premises not be leased in the near future, the licence is likely to be surrendered.
- Suspension of On-licence 73/ON/7499/2025 was avoided following payment of the annual fee.

FEEDBACK ON THE ILLUSTRATIVE NATIONAL POLICY DIRECTION

To:	Community and Regulatory Committee
Meeting Date:	Tuesday 13 October 2026
From:	Shannon Baxter – Senior Policy Planner and Lisa Thorne – Planning Consultant
Approved:	Jonathan Shaw - Group Manager - Consenting and Environment
Approved Date:	Wednesday 7 October 2026
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

This report provides an update on the Central Government's Illustrative National Policy Direction (NPD), a summary of draft feedback and associated recommended next steps.

Recommendations

That the Community and Regulatory Committee:

1. Receives the report "Feedback on the Illustrative National Policy Direction".
2. Approves the Group Manager - Consenting and Environment to provide feedback to the Ministry for Cities, Environment, Regions and Transport on the Illustrative NPD.

Background

Central Government is seeking feedback on the Illustrative National Policy Direction (NPD), which is intended to be a key component of New Zealand's proposed planning system. The NPD will set out the Government's national planning priorities and provide direction to councils when preparing regional spatial plans and the subsequent land use plans and environment plans – together forming what will become regional combined plans. It is intended to create a more consistent approach to planning across New Zealand, provide greater certainty for councils, communities and developers, and help achieve the outcomes sought by the new planning system.

The Illustrative NPD has been released to test the proposed approach to national direction and to obtain feedback from councils, stakeholders and the wider community before a statutory NPD is developed. Feedback received through this engagement process will inform the preparation of a draft statutory NPD following the enactment of the proposed Planning Act and Natural Environment Act. This report recommends providing high level feedback to

the Illustrative Draft NPD, there will be another opportunity to provide more targeted feedback on the subsequent draft NPD when it is released next year.

Issues

Overview

The Illustrative NPD is structured around the following themes that reflect the Government's key priorities for the new planning system:

- Theme 1: Housing and Development
- Theme 2: Infrastructure
- Theme 3: Primary production and the rural economy
- Theme 4: Resources – quarrying, mining and waste
- Theme 5: Public values

Within each theme are directives that describe how the goals of the planning system should be put into practice. In addition to the directives, the document includes a number of system-wide and cross-cutting directives that apply across all areas of the planning system and overviews of the national standards that may be used to implement the NPD in the future.

The recommended approach to feedback is that Council supports a greater level of national direction and consistency of planning approach that reflects local outcomes, unlocks growth, streamlines consenting and protects our environmental, social and cultural values. This is grouped under the following key themes:

- **Using what works:** Utilising existing information and supporting existing good practice – to best leverage existing evidential data and reduce the administrative and cost burden of redoing work that is already largely fit for purpose;
- **Clarity and consistency:** Improving clarity within the NPD and removing ambiguity – for the NPD to be helpful to Council clear nationally consistent direction is needed; and
- **Supporting local approaches:** Support changes that unlock potential for Invercargill to grow and develop, such as the intended approach to High Value Growing Areas.

Recommended feedback is summarised in the table below. Staff are currently collaborating with Te Ao Mārama and Environment Southland on this feedback, and delegation to the Consenting and Environment Group Manager to make additions, consistent with the above themes is sought, as this collaboration is on-going.

Topic / Section / Provision	Feedback
General feedback across all directives – utilisation of existing work	A number of the directives and explanatory text indicate new but unspecified tests and thresholds for Public Values and other Cross Cutting Directives. Existing practice and existing evidence for the identification of cultural heritage, landscape, biodiversity and other important values, is often already fit for purpose, and could be translatable within the new system without the need to redo existing work. It is requested that the NPD acknowledge and accept this existing evidence within its framework, so that the administrative and cost burden does not fall to Council to repeat work that is fit for purpose. The NDP could then be applied to any additional/new values.

General feedback across all directives – scope for local based approaches where appropriate	Where the NPD specifies there will be new methodology and criteria for identifying significant values (such as those listed above, including SASM), these must recognise local context and relationships, and the significance of these values at a regional and district scale.
HD-Directives 1.1-1.3 regarding competitive urban land markets, housing growth targets, housing/business capacity requirements, and the monitoring of land efficiency indicators, and Urban Land Market Statutory Officer.	Invercargill City is a Tier 3 authority under the current system, and does not have the same obligations as other councils under the NPSUD. While the policy intent is supported, there are a number of new terms, concepts, and targets that are ambiguous and require clarification. The directive requires housing and business capacity requirements and growth targets to be met for specified urban councils. This is supported in principal if lower growth authorities will not require these interventions. It is not supported if monitoring and intervention requirements impose administrative costs to lower growth councils.
HD Directive 1.4 regarding temporary or future provisions to avoid the need for plan changes, and HD Directive 1.5 regarding the removal of urban growth boundaries.	Directive 1.4 is supported as a more efficient way of enabling development of greenfield sites identified for future urban growth once infrastructure constraints can be addressed. More specific direction as to how Councils achieve Directive 1.4 is sought, so Councils are applying these approaches with consistency. There does appear to remain an inherent tension between the removal of growth management tools and the requirement to ensure infrastructure cost efficiency. The long-term cost burden of unconstrained urban sprawl falls to councils and impacts rate payers. Council seeks more clarity on how this tension can be addressed in the draft NPD.
Requirement to identify adaptation priority areas	Whilst Council supports the identification of developed areas exposed to climate-related hazards where adaptation planning should be prioritised, there is significant work in this. National Direction is required urgently if this is expected within the first iteration of regional spatial planning.
HD-Directive 1.6 where land use plans may allow urban development in high value growing areas, and the explanation of High Value Growing Areas to provide flexibility and consider the contribution of such areas for food supply and/or primary production VS urban development.	The existing framework in the NPSHPL limits the ability to utilise class II soils for urban development if land is needed for this purpose due to contains in other greenfield areas. Much of the land surrounding Invercargill City comprises class II soils and this is an existing constraint to urban expansion. Invercargill City Council (ICC) supports a more flexible approach that considers the values of the retention of such rural land against the need for urban development. Clear nationally consistent direction, supported by robust nationally consistent data will be required for Council to be able to implement the relevant directions effectively.
HD-Directive 4.1 supporting housing and development by ensuring land use plans must use a proportionate approach	While ICC supports the avoidance of 'very high' risk, and a nationally consistent risk-based framework for assessing natural hazard risk, the directive lacks strong direction to protect people and property from natural hazard risk and 'high' risk should also be included in the directive.

to assess risk and avoid 'very-high' risk.	There is a discrepancy between HD-Directive 4.1, which avoids housing in high-risk areas, and INFR-Directive 3.1, which prohibits councils from restricting infrastructure in those same areas. This risks stranding and impacting assets needed to function in emergencies such as critical infrastructure.
INFR-Directive 2.3 requiring spatial plans to map the diverse range of renewable energy sources available in the region and nationally and regionally strategic opportunities to increase capacity.	Nationally consistent data is needed to map renewable energy opportunities and there would be a disproportionate cost burden on smaller councils to fund such work. The signalled national standard on infrastructure capacity that will require councils to monitor and report on the capacity of development infrastructure could create a similar issue, particularly for infrastructure that Council does not control.
SW-Directive 2.3 enabling foreseeable emergency response and recovery	ICC supports this directive as it will ensure that should a natural hazard event occur; emergency responses and recovery efforts will not be unreasonably curtailed by resource consent requirements.
System-wide directives and cross cutting directions	It is unclear why 'system-wide directives' and 'cross cutting directives' are separated out, as both set of directions operate in the same way. ICC requests that the architecture of the NPD be simplified so these are grouped together.

Next Steps

The following is recommended:

- The Group Manager - Consenting and Environment to provide feedback on the Illustrative NPD (which closes on 16 October) in general accordance with the recommendations above.

Furthermore:

- It is expected there will be opportunity to formally submit on the draft statutory NPD next year, following the enactment of the proposed Planning Act and Natural Environment Act – anticipated to receive royal assent in the coming weeks.

GAMBLING VENUES POLICY REVIEW

To:	Community and Regulatory Committee
Meeting Date:	Tuesday 13 October 2026
From:	Rhiannon Suter - Manager – Strategy, Policy and Engagement Gillian Cavanagh - Manager – Consenting and Applications
Approved:	Jonathan Shaw - Group Manager - Consenting and Environment
Approved Date:	Thursday 1 October 2026
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

This report presents a draft Gambling Venues Policy for approval and to recommend to Council that it be adopted for consultation.

Recommendations

That the Community and Regulatory Committee:

1. Receives the report "Gambling Venues Policy review".
2. Notes that the draft Gambling Venues Policy would combine and replace the existing Class 4 Gambling Venues Policy and the Board (TAB) Venues Policy.
3. Approves the draft Gambling Venues Policy for consultation *EITHER*
 - a. Option 1 (cap) *OR*
 - b. Option 2 (sinking lid).
4. Approves the Statement of Proposal, noting it will be finalised in line with the option chosen in recommendation 3.
5. Agrees that the draft policy be consulted on between 28 October – 29 November 2026.
6. Nominates a hearing panel to hear submissions and deliberate to include:
 - a. **[name to be inserted]**
 - b. **[name to be inserted]**
 - c. **[name to be inserted]**

Recommends to Council:

7. To adopt the draft Gambling Venues Policy (option as approved by the Community and Regulatory Committee) for consultation.

Background

Council is required under the Gambling Act 2003 and the Racing Industry Act 2020 to adopt a policy on class 4 gambling venues and TAB venues, respectively. These must be reviewed every three years.

Council currently has a Class 4 Gambling Venues Policy and a Board (TAB) Venues Policy, both of which were last reviewed in December 2023.

Issues and Options

Analysis – Current Context

Current Venues and Policies

Council has a cap on the number of pokies or electronic gaming machines (EGMs) in Invercargill of 226. No new class 4 venues are permitted, except by means of relocation of an existing venue, and Council will not consent to any increases in the number of EGMs in an existing venue except by way of transfer of machines (between venues owned by the same organisation) or merger of two or more existing venues. Relocations, transfers and mergers are only allowed where the venue is in (or moving into) the Central Business District (CBD).

The situation is similar for Board (TAB) venues. Although not stated explicitly, it is clear from context (and referring to the deliberations held during the adoption of the current policy) that there is also a cap on the number of Board (TAB) venues, and again existing venues may apply to relocate, merge or transfer to or within the CBD.

The number of EGMs and class 4 venues in Invercargill has remained steady since September 2020, at 226 and 15 respectively. There have been no applications for relocation, transfer or merger in that time either. Nationally, there has been a steady decrease in the number of EGMs (by 7.9%) and class 4 venues (by 11.2%) over the same time period.¹

TAB NZ currently operates 11 venues in the Invercargill District (all of which are also class 4 venues), but only one of these is a standalone venue. Under the Racing Industry Act 2020, Council consent is only required when TAB wish to establish a standalone venue. This means that TAB does not need to apply to Council if it wishes to establish an outlet within a bar or club.

Of the 15 class 4 venues in the district (which includes the TAB venues), eight are located in areas of high deprivation, 6 in areas of medium-high deprivation, and one in an area of medium deprivation.² This means 93% of gambling venues in the Invercargill district are in areas of high or medium-high deprivation.

¹ [Gaming Machine Profits \(GMP\) Quarterly Report – June 2026](#), Gambling Group Regulatory Services

² *Ibid.*

Nationally, class 4 venues are also disproportionately located in areas of higher deprivation, with 61% located in areas of high or medium-high deprivation.

Social Impact of Gambling within the District

Under both the Gambling Act 2003 and the Racing Industry Act 2020, Council must have regard to the social impact of gambling in the district when adopting its policy on gambling venues.

Participation

The New Zealand Gambling Survey 2023/2024 (NZGS 23/24)³ found that 64.1% of adults participated in some form of gambling in the past year. Further, 31.1% gambled online, 11.9% played an EGM in a class 4 venue, and 12.1% placed a bet with TAB. These numbers are higher for the Māori population, with 69.9% participating in any form of gambling, 36.5% gambling online, 23.8% playing an EGM, and 13.8% placing a bet with TAB.

Expenditure

Data provided by the Department for Internal Affairs (DIA) shows that nationwide, total nominal gambling expenditure (or net player losses) in the 2024/2025 year for the four regulated gambling sectors (Lotto NZ, TAB NZ, casinos and class 4 gaming machines) totalled \$2.71 billion. Of this, 14.4% was attributable to TAB NZ and 37.5% to class 4 gaming.⁴

In the three years to June 2026 there has been a small increase in annual nominal EGM profits (also referred to as the amount of money lost by players on gaming machines) in Invercargill, of around 8.1% (from \$17.5 million to \$18.9million). Adjusted for inflation, this represents an increase of 2.1%. Nationally, for the same time period, there has been a nominal increase of 1.4% in annual gaming machine profits (or a decrease of 4.1%, adjusted for inflation).⁵

Problem Gambling and Harm

Gambling harm is defined in the Gambling Act 2003 as "harm or distress of any kind arising from, or caused or exacerbated by, a person's gambling".⁶ The Ministry of Health reports that approximately one in five people in New Zealand experiences gambling harm in their lifetime⁷, and the NZGS 23/24 found that approximately 1 in every 11 adults had experienced at least one form of household-level gambling harm in the last 12 months⁸. Harm was nearly three times as likely to be experienced by Māori and Pacific communities compared to non-Māori and non-Pacific peoples. 55.4% of adults reported being concerned about the level of gambling in the community.⁹

³ [New Zealand Gambling Survey 2023/24. Wellington: Ministry of Health – Participation, frequency, and expenditure](#)

⁴ [Annual Gambling Expenditure Statistics Report](#), Gambling Group Regulatory Services

⁵ [Gaming Machine Profits \(GMP\) Quarterly Report – June 2026](#), Gambling Group Regulatory Services

⁶ [Gambling Act 2003](#) s4

⁷ [Measuring gambling harm | Ministry of Health NZ](#)

⁸ [New Zealand Gambling Survey 2023/24. Wellington: Ministry of Health – Experienced household level harm](#)

⁹ [New Zealand Gambling Survey 2023/24. Wellington: Ministry of Health – Concerned about the level of gambling in the community](#)

A report published in August 2025 for the Ministry of Health estimated the total social cost of gambling problems in Aotearoa New Zealand for the period 2023 to 2024 at \$4.219 billion.¹⁰ The largest portion of this cost was in health impacts, physical and psychological, followed by financial impacts, predominantly the opportunity cost of excess gambling expenditure. The burden of harm again falls disproportionately on Māori and Pacific communities.

That report also attributed estimated gambling harm costs to different forms of gambling. Nearly two thirds of costs (63.5%) are attributable to EGMs, comprising offshore online EGMs (39%) and class 4 pokies (24.5%). Costs attributable to race betting via TAB are estimated at 4%.

Data published by the Ministry of Health¹¹ shows that in the year ending June 2023, 111 clients were assisted by gambling harm intervention services in the Invercargill district. There has been a steady decline in the number of gambling harm clients assisted in Invercargill from a high of 217 in the year ending June 2017.

Community Grants

By law, corporate societies who operate class 4 gambling must only apply the net proceeds from gaming machines for "authorised purposes". These include charitable purposes, and non-commercial purposes of benefit to society.

In 2025, \$5,910,715 was distributed to the Invercargill community, to over 200 organisations including \$600,000 granted to Council. Grants went towards sport (\$2,408,886), research and education (\$990,259), community (\$952,182), arts and culture (\$874,335), health/welfare/rescue services (\$665,303) and environment and animals (\$19,750). The total amount distributed in 2025 was down from 2024, when grants totalled \$7,146,112 for the Invercargill City district, and 2023, which saw grants of \$6,660,839.¹²

Nationally, \$340.38 million in pokie grants was distributed in 2025¹³, representing an estimated rate of return to the community from the class 4 sector of 42.9%.¹⁴

The NZGS 23/24 found that 46.2% of adults believe that raising money through gambling does more harm than good in their community, with only 8.3% believing it does more good than harm.¹⁵

Pre-consultation Feedback

Staff have contacted a large number of stakeholders to ask for any preliminary input to help inform this policy review. Stakeholders included gambling venue licence holders and operators, gambling harm prevention and treatment providers, and community groups. Some feedback was received, including from the National Public Health Service, the Gaming Machine Association of New Zealand, the Aotearoa Gaming Trust, Asian Family Services, Clubs New Zealand, Glasines Cafe, PGF Services (on behalf of the Prevention Minimisation of

¹⁰ [Browne M, Tulloch C, Delloso G, et al. \(2025\). *Economic and Social Costing of Gambling in Aotearoa New Zealand 2023-24*. Wellington: Ministry of Health](#)

¹¹ [Gambling harm intervention services data | Ministry of Health NZ](#)

¹² [Granted](#) (accessed 8 September 2026)

¹³ *Ibid.*

¹⁴ [Class 4 Gambling Key Performance Indicators, Gambling Group Regulatory Services](#)

¹⁵ [New Zealand Gambling Survey 2023/24. Wellington: Ministry of Health – Community harm](#)

Gambling Harm Territorial Local Authority Policy Working Group, representing six South Island community gambling harm treatment providers), TAB NZ and the ILT Foundation.

Analysis – Potential Changes

Combined Policy

It is recommended that the two existing policies on gambling venues be combined into one single policy. The existing policies are substantially very similar, with a significant degree of overlap. They are also always reviewed and consulted on simultaneously. For efficiency and ease of use, it is suggested that the two policies be combined into a single document. This approach is taken by a number of other councils around the country and has been supported by the National Public Health Service¹⁶.

Option 1 – Retain a Cap on Numbers and Re-word Relocation Provisions

Council's current policies prevent any increases in the number of EGMs or gambling venues but allow for existing venues to relocate to or within the CBD. Venues are also permitted to transfer EGMs to another venue owned by the same organisation within the CBD, and two or more venues may apply to merge, if the merger location is within the CBD.

The original driver for allowing relocation, transfer and merger of venues and machines in this way was based on the desirability of encouraging venues to move away from the suburbs/residential areas and more deprived areas.

The way the current relocation provisions are written in the existing policies means it is not completely clear if all of the criteria need to apply before Council will consider an application. This section has therefore been re-written to make it clear that an applicant must satisfy all the listed factors. In other words, it is not enough to be applying to move into the CBD. An applicant must also show that the CBD location has a lower deprivation rating than their current location, is more suitable, is further away from residential/suburban areas, and is not within 100 metres of a sensitive premises unless their informed consent has been obtained. In this way, the policy clearly supports the rationale for allowing relocation in the first place.

Currently, the lower deprivation criterion could not be met by five existing gambling venues. This could change in the future depending on how levels of deprivation may alter.

The reference to automatic teller machines (ATMs) has been deleted since this is redundant.

Various other sections have been rewritten for improved clarity, in particular the Applications section. The matters to be considered when reviewing an application, including the contents of the required social impact assessment, are more prominent and clearly apply to all applications. It is recommended to use this approach, rather than risk creating uncertainty or differences of approach for different types of application.

Retaining a relocation policy is supported by the Gaming Machine Association of New Zealand (GMANZ)¹⁷, which argues that venue relocation is a harm reduction tool, particularly where it allows venues to relocate to less deprived areas and away from suburban/residential areas.

¹⁶ As provided to Christchurch City Council (2026 gambling policies review)

¹⁷ Feedback provided to staff via email, 14/09/26

Similarly, the ILT Foundation¹⁸ argued against removing relocation provisions which it sees as a harm limitation tool, especially given the requirement to carry out a social impact assessment. The Aotearoa Gaming Trust¹⁹ also advocates for retaining a relocation policy, suggesting that a comprehensive sinking lid, which would reduce the availability of class 4 gambling machines, could encourage players to move to online platforms, which give much less back to the community in terms of distribution of profits. Feedback from Clubs New Zealand²⁰ also supported allowing relocation for clubs in specified circumstances, and TAB NZ²¹ argued that comprehensive sinking lids can lead to venues being forced to close due to circumstances outside their control, advocating for relocation provisions with appropriate criteria, so applications can be assessed on their merits.

Glasines Cafe, a Class 4 venue licence holder, supports retaining a relocation policy but suggested amending it to only allow relocation within close proximity of the existing venue, and only when relocation is required due to circumstances outside the operator's control. This, it was argued, would enable continued access to gambling within communities rather than restricting access for those residents, without allowing venues to establish in completely new areas.²²

Option 2 – Introduce a Comprehensive Sinking Lid

Whilst the suggested amendments to the relocation provisions as outlined for Option 1 above reinforce the rationale for moving gambling venues to the CBD, potential issues still exist.

There is some concern that by only allowing relocations, mergers, and transfers into the CBD, there is a risk of unintended negative consequences arising from a potential over-concentration of gambling venues within a relatively small area. For example, patrons would have multiple venues which it would be easier to walk between, and a chance that someone at risk of gambling harm could have some anonymity rather than being a "local" who is known to a venue operator.

Additionally, a sinking lid policy is recommended as the best available policy tool to reduce gambling harm. This includes by organisations such as the Problem Gambling Foundation²³ as well as in technical advice from the National Public Health Service²⁴, who note New Zealand research showing that territorial authorities who implement a sinking lid experience reductions in overall gambling expenditure. The National Public Health Service also provided feedback²⁵ strongly supporting policy that results in a reduction in the number of class 4 gaming machines in particular. Feedback from Asian Family Services²⁶ and PGF Services on behalf of the Prevention Minimisation of Gambling Harm Territorial Local Authority Policy Working Group²⁷ also strongly supported a comprehensive sinking lid as a means of reducing gambling harm and proactively protecting community wellbeing.

¹⁸ Feedback provided to staff via email, 23/09/26

¹⁹ Feedback provided to staff via email, 18/09/26

²⁰ Feedback provided to staff via email, 23/09/26

²¹ Feedback provided to staff via email, 23/09/26

²² Feedback provided to staff via email, 23/09/26

²³ [Your Guide to Sinking Lids](#), PGF Services, last updated 7 April 2025 (accessed 15/09/26)

²⁴ Including as provided to Christchurch City Council (2026 gambling policies review), Waitaki District Council (2026), and Buller District Council (2023)

²⁵ Feedback provided to staff via email, 24/09/26

²⁶ Feedback provided to staff via email, 23/09/26

²⁷ Feedback provided to staff via email, 23/09/26

With the latter noting that Invercargill continues to experience a consistent upward trend in gambling losses through EGMs, despite a stable number of venues and machines.

This Council has previously used a sinking lid approach, and the option to return to this was considered (though ultimately rejected) during the last review of these policies. Part of the rationale for rejecting a sinking lid at that time included concerns about access to gambling via online gambling as a growing issue, which does not have the same harm minimisation protections as venue-based gambling activities. Arguments can also be made about the benefits of grant distributions, which would inevitably be reduced as the number of gambling venues reduced over time under a sinking lid. Both of these points were also raised by a number of industry stakeholders in their pre-engagement feedback. Regarding the benefits of grant distributions however, the National Public Health Service have argued²⁸ that the community benefits of gambling through grants funding are limited and may not offset the harms caused.

The option to move to a sinking lid policy is being presented for consideration by this Committee. Both a cap on venues and EGMs (the current approach) and a sinking lid achieve harm minimisation, with the sinking lid option arguably going further to reduce the risk of harm. Neither option would allow venues to proliferate in the suburbs.

This "sinking lid" version of the draft policy removes all relocation, merger and transfer provisions to create a comprehensive sinking lid. In other words, the status quo as at the date of adoption of an updated policy would remain in place, with the only possible changes in gambling venues and EGMs being reductions in numbers as venues closed over time. As a consequence, the section on applications has also been removed from this version of the policy, as it would not be needed under a sinking lid.

Significance

This policy is considered significant. Consultation in accordance with the special consultative procedure is required by both the Gambling Act 2003 and the Racing Industry Act 2020.

Options

This Committee has been presented with two options for the draft policy to be consulted on. It is recommended that one version is chosen for consultation, noting that the draft Statement of Proposal (attached) covers both a cap and a sinking lid policy regardless of which version of the policy is approved, with a question in the submission form as to the preferred approach.

This Committee can of course direct any further changes to the draft policy, noting that this could require further work by staff.

No advantages have been identified for retaining two separate policies for class 4 and Board (TAB) venues. As noted, the policies are broadly similar with a significant degree of overlap and combining them is recommended for efficiency.

It is not recommended to not proceed with the review of the gambling policies, as review every three years is required by law. However, both the Gambling Act 2003 and the Racing Industry Act 2020 specify that a gambling policy does not cease to have effect because it is due for review or being reviewed.

²⁸ Including as provided to Christchurch City Council (2026 gambling policies review), Waitaki District Council (2026), and Buller District Council (2023)

Community Views

As noted, informal feedback has already been sought from stakeholders. Legislation requires that the policy be consulted on using the special consultative procedure, and that notice of the proposed new policy be given to each corporate society holding a class 4 venue licence within Invercargill, as well as organisations representing Māori. Consultation is therefore recommended to be carried out between 28 October and 20 November, and notice will be given to those mandated societies and organisations directly.

A draft Statement of Proposal is attached to this report, with optional sections depending on whether this Committee chooses to consult on a sinking lid approach or retaining the cap on numbers of venues and EGMs. The submission form will ask for feedback on both options in order to present a full view to inform the final decision.

Implications and Risks

Strategic Consistency

Both versions of the policy are consistent with wider Council strategy.

Financial Implications

There are no particular financial implications. No applications relating to gambling have been received since the last review of these policies. Any future applications would be covered by existing operational budgets.

Legal Implications

There are no particular legal implications. The review of these policies is being carried out in accordance with legislation.

Climate Change

There are no particular climate change implications.

Risk

Source of risk	Mitigations	Residual risk
Reputational risk from certain parts of the community not agreeing with the policy.	Full and thorough consultation in accordance with the special consultative procedure.	Low and acceptable
Confusion arising from the two existing policies being combined and renamed.	Explanation provided in consultation materials, and new policy will note that it supersedes the previous two policies.	Low and acceptable

Next Steps

If Council adopts a draft policy for consultation, this will be carried out between 28 October and 29 November 2026.

Followed by hearings and deliberations by the nominated hearings panel. A finalised version of the policy will then be presented to Council for adoption at its December 2026 meeting.

Attachments

1. Draft Gambling Venues Policy – Option 1 (cap) – ID 11286372
2. Draft Gambling Venues Policy – Option 2 (sinking lid) – ID 10998845
3. Draft Invercargill City Council Gambling Policies Review 2026 Statement of Proposal – ID 11286370



Gambling Venues Policy

DRAFT FOR CONSULTATION – OCTOBER 2026
OPTION 1 – CAP ONLY





Purpose

This policy applies to all Class 4 gambling venues and Board (TAB) venues within the Invercargill City District, and is made in accordance with section 101 of the Gambling Act 2003 and section 96 of the Racing Industry Act 2020.

This policy aims to:

- Assist in limiting the harms of problem gambling in the community.
- Encourage responsible gambling practices and attitudes in Class 4 gambling venues and stand-alone Board (TAB) venues.
- Reduce the number of electronic gaming machines (commonly known as pokies) in the community over time.

Definitions

Terms used in this policy have the meaning defined in the Gambling Act 2003 or the Racing Industry Act 2020. Additionally, the following terms are defined for the purposes of this policy:

Council: means Invercargill City Council.

DIA: means the Department of Internal Affairs.

District: means the Invercargill City District.

EGM: means an Electronic Gaming Machine.

Gambling Venue: means a Class 4 Gambling venue or a stand-alone Board (TAB) venue.

Informed consent: means that the owner and occupier of the sensitive premises have been fully consulted, informed of the proposal, and have freely given their consent. This includes any affected person's approval that may be required as part of a consent.

Merger: means the combining of two or more existing Class 4 gambling venues, thereby increasing the number of EGMs in the merged gambling venue, but without increasing the overall number of EGMs in the district.





New Venue: means any venue that has not held a Class 4 gambling venue licence or a Board (TAB) venue licence for six months or more or that has never held a Class 4 gambling venue consent or a Board (TAB) venue consent.

Relocation: means an existing gambling venue moves to a new location, creating a new venue which replaces that existing venue, without increasing the overall number of gambling venues in the district.

Sensitive premises: means any of the following:

- any school, child care facility, preschool or facility providing for education or care of children, or
- any place of religious gathering or assembly, or
- any residential activity, apartments or dwellings, or
- any community facility.

Social impact assessment: means a study assessing the impact on the community of any proposed relocation or merger of gambling venues or transfer of EGMs.

Transfer: means the moving of EGMs from one existing Class 4 gambling venue to another existing Class 4 gambling venue owned by the same organisation, thereby increasing the number of EGMs in the receiving gambling venue, but without increasing the overall number of EGMs in the district.

Policies

Number of Venues

Council has adopted a cap on the number of gambling venues in the district. No additional gambling venues shall be permitted, and consent will not be given for new venues, except by means of relocation of an existing venue as outlined below.

Gambling venue consents are granted for a single venue (premises) and are not transferable to another venue. Consents are granted to a specific address, not to a person or business.

It is acknowledged that in some cases moving existing electronic gaming machines from one site to another under the same ownership will not create a new venue, and Council's consent may not be required in such cases.





Maximum Number of Electronic Gaming Machines

The maximum number of EGMs which may be operated in the district is 226. Council will not consent to any application by corporate societies with Class 4 licences seeking Ministerial discretion to increase the number of EGMs permitted at a venue, except by way of transfer of EGMs between existing venues, or merger of two or more existing venues, as outlined below.

Once a gambling venue ceases to operate, any EGMs will not be allocated to any new or existing venue except by means of relocation, transfer, or merger, as outlined below.

Change of Ownership

In the event that the ownership of a gambling venue changes, the new owner will not be required to obtain Council consent pursuant to this policy. Council's consent remains allocated to the licensed venue. However, the new owner may be required to apply for a new licence from DIA.

Relocation

Any proposed relocation of an existing gambling venue requires an application to Council. Council will only consider an application for a relocation if:

- the relocation is disestablishing an existing gambling venue; and
- the proposed new location is within the CBD; and
- the proposed new location (in the CBD) has a lower deprivation rating than the existing location, is more suitable, and is further away from a residential or suburban area; and
- the proposed new location is not within 100 metres of a sensitive premises unless informed consent has been obtained; and
- there is no increase in the overall number of gambling venues and EGMs in the district as a consequence. For clarity, the operator would be able to take any existing EGMs to the new premises in accordance with s97A of the Gambling Act.

Merger

Any proposed merger of two or more existing gambling venues requires an application to Council. Council will only consider an application for a merger if:

- the merger location is within the CBD; and





- the maximum number of EGMs in the merger location does not exceed the sum total of the number of EGMs that both existing venues had prior to the merger; and
- there is no increase in the overall number of EGMs in the district as a consequence.

Transfer

Any proposed transfer of EGMs between existing gambling venues requires an application to Council. Council will only consider an application for a transfer if:

- the transfer is from one existing gambling venue to another existing gambling venue owned by the same society, trust, or organisation; and
- the total number of machines in the receiving venue does not exceed 9 (unless the venue was established before 2001, in which case the maximum number is 18); and
- the receiving venue is located in the CBD; and
- there is no increase in the overall number of EGMs in the district as a consequence.

Applications

All applications will incur a fee which must be paid in full before the application will be considered. Refer to Council's Fees and Charges Schedule for current fees.

Applications must include the following:

- name and contact details for the applicant;
- names of venue management staff;
- street address of existing premises being relocated or merged, or from which EGMs are to be transferred, and the street address of the proposed new premises, merger location, or receiving venue;
- a social impact assessment; and
- confirmation of informed consent of any sensitive premises, where relevant; and
- any other information which may be reasonably required to allow proper consideration of the application, including how the applicant will encourage responsible gambling practices.

The social impact assessment must cover, at a minimum, the following matters:

- socio-economic factors of the proposed new premises, merger location, or receiving venue; and
- the community response; and





- other facilities in the area; and
- environmental impacts; and
- health and wellbeing of the community; and
- the impact of the additional opportunities for people to engage in gambling as a result of the proposed relocation, merger, or transfer, including from the increase in the number of EGMs in a venue where relevant.

When considering an application, Council will take into account the matters referred to in s101 of the Gambling Act and/or s96 of the Racing Industry Act.

Council will publicly notify applications for relocation or merger of gambling venues and/or transfer of EGMs and allow for public submissions to be lodged and heard.

Monitoring and Review

Primary monitoring responsibilities for gambling activities lie with the DIA. Council encourages licensees to adopt and adhere to a best practice code of conduct (Appendix 1) pursuant to DIA's Gambling Harm Prevention and Minimisation Guidelines. Council will invite licensees to submit evidence of action taken to comply with the best practice code of conduct as part of the monitoring and review process. Council's Request for Service (RFS) function on gambling will allow the public to report any potential breaches of the best practice code of conduct to Council. Council will forward the RFS details to the appropriate enforcement agency.

Harm Minimisation and Help

Further information relating to best practice and harm minimisation will be displayed on Council's website to ensure that this is always up to date. Information relating to Gambling Help and support services will also be provided there and updated regularly.

Self-excluded patrons are supported and shall be invited to bar themselves from all gambling venues in the district.



Appendix 1

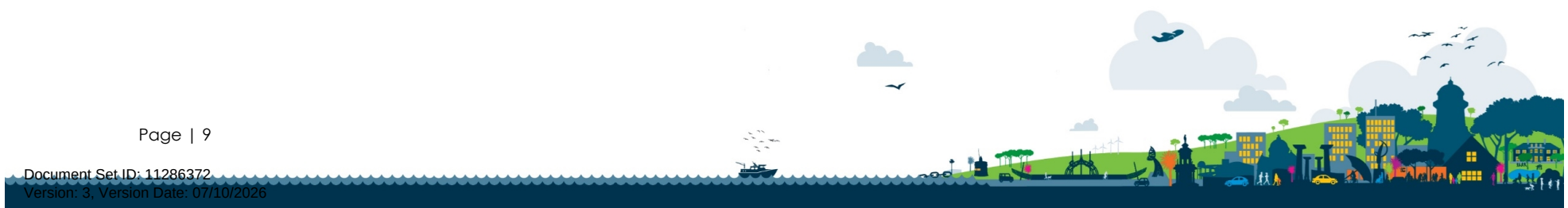
The best practice code of conduct is a voluntary code of conduct developed to promote and reaffirm the mandatory host responsibilities practiced within licensed venues. This supplementary harm minimisation tool will inform the public of the different harm minimisation measures practised in licensed gambling venues.

Best Practice Criteria	Supporting Action
Host responsibility and gambling harm minimisation and prevention guidelines	The applicant has in place a host responsibility and harm minimisation policy. The programme conforms to best practice has set out by national guidelines or standards should these become available.
Mandatory staff training programme or activities	The applicant demonstrates that all staff and management are familiar with its host responsibility and gambling harm minimisation and prevention responsibilities and receive problem gambling awareness training. The training provides information on: • The potential effects of gambling on customers; • The identification of problem gambling traits; • The processes for approach, intervention and follow up for patrons with suspected problem gambling; • Identification practices for patrons appearing under 25 and actions to be followed; • Recognition of intoxicated patrons and steps to be followed to prevent intoxicated patrons from gambling; • First-hand accounts (which may be pre-recorded) from people who have experienced or been affected by harm; • Systems to be followed if children are left unattended on premises or nearby premises; • Local and national problem gambling services and other organisations that can provide support to people affected by harmful gambling; and • The procedure for self-exclusion and venue-initiated exclusion, including when it is appropriate for the venue manager or a person acting on their behalf to consider excluding a patron. Training must also provide guidance on conducting gambling sweeps and maintaining records in compliance with the Privacy Act 2020.

Best Practice Criteria	Supporting Action
Policy on underage access to gambling machines	The venue manager must ensure that appropriate signage is in place indicating age restrictions so that this is visible at every gambling machine and at the point(s) of entry into the gambling area. Policy on identification checks for patrons appearing under 25. Staff training on identification of patrons under 25 and actions to be followed.
Display of problem gambling information	The venue manager must ensure that patrons have access to appropriate information on problem gambling and problem gambling help services. Gambling helpline number information is placed on or near all gambling machines. Additional material on problem gambling and help services are displayed in at least one other area within the premises, situated near gambling machines.
Clocks are visible in premise	The venue manager ensures that clocks are visible from the other side of the room from gambling machines.
There is good visibility where gambling machines are located	Natural or artificial light illuminates the area where gambling machines are located at all times when machines are in operation.
Self-exclusion, venue-initiated exclusion, and multi-venues exclusion	The venue manager and staff ensure that systems to support problem gamblers through appropriate exclusion processes are put in place. Managers and staff training on systems to support appropriate exclusion of problem gamblers in accordance to the exclusion order (problem gambling) guidelines.
Children are not left unattended while gambling is undertaken	The venue manager will take active steps to prevent parents leaving their children unattended without adult supervision, including: • Requiring employees to report incidents where a child has been left unattended, either inside the premises or immediately outside the premises; and • Where a child has been left unattended, the licensee will take steps to locate an adult responsible for the child. If this attempt is unsuccessful, the licensee will contact the police.
Intoxicated patrons are prevented from gambling	Staff training is provided on identification of intoxicated patrons and actions to be followed if intoxicated patrons attempt to gamble. The venue manager takes all practicable steps to ensure that no person who appears to be intoxicated is allowed to gamble.



Best Practice Criteria	Supporting Action
	It is an offence if a licensee or a venue manager of any alcohol-licensed premises allows an intoxicated patron to remain in the licensed premises under section 252 of the Sale and Supply of Alcohol Act 2021.



Document Control

Revision History:

Effective Date: [tbc]

Review Period: This Policy will be reviewed every three (3) years as required by legislation, unless earlier review is required due to legislative changes, or is warranted by another reason requested by Council.

New Review Date: [tbc]

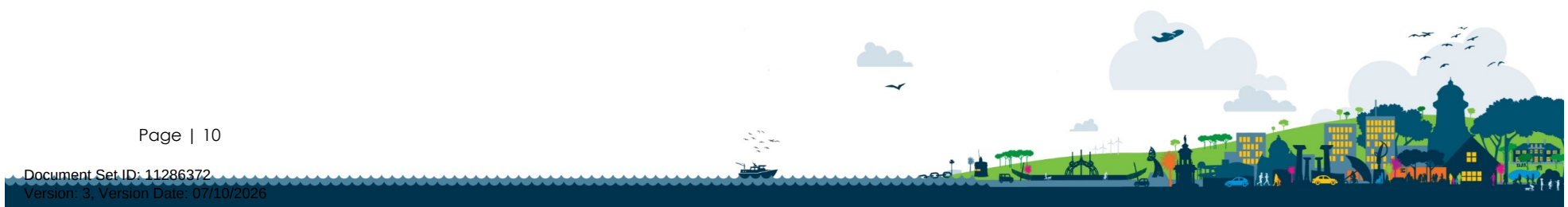
**Associated Documents /
References:**

Supersedes: Board (TAB) Venues Policy 2023 (A5006415), Class 4 Gambling Venues Policy 2023 (A5006294)

Reference Number: 11286372

Policy Owner: Manager – Consenting and Applications

Policy Training:





Gambling Venues Policy

DRAFT FOR CONSULTATION – OCTOBER 2026
OPTION 2 – SINKING LID





Purpose

This policy applies to all Class 4 gambling venues and Board (TAB) venues within the Invercargill City District, and is made in accordance with section 101 of the Gambling Act 2003 and section 96 of the Racing Industry Act 2020.

This policy aims to:

- Assist in limiting the harms of problem gambling in the community.
- Encourage responsible gambling practices and attitudes in Class 4 gambling venues and stand-alone Board (TAB) venues.
- Reduce the number of electronic gaming machines (commonly known as pokies) in the community over time.

Definitions

Terms used in this policy have the meaning defined in the Gambling Act 2003 or the Racing Industry Act 2020. Additionally, the following terms are defined for the purposes of this policy:

Council: means Invercargill City Council.

DIA: means the Department of Internal Affairs.

Gambling Venue: means a Class 4 Gambling venue or a stand-alone Board (TAB) venue.

New Venue: means any venue that has not held a Class 4 gambling venue licence or a Board (TAB) **venue licence** for six months or more or that has never held a Class 4 gambling venue consent or a Board (TAB) venue consent.

Policies

Number of Venues

Council has adopted a sinking lid on the number of gambling venues in the Invercargill City District. No additional gambling venues shall be permitted, and consent will not be given for new venues.





Gambling venue consents are granted for a single venue (premises) and are not transferable to another venue. Consents are granted to a specific address, not to a person or business.

It is acknowledged that in some cases moving existing electronic gaming machines from one site to another under the same ownership will not create a new venue, and Council's consent may not be required in such cases.

Maximum Number of Electronic Gaming Machines

The maximum number of electronic gaming machines which may be operated in the Invercargill City District is 226. Council will not consent to any application by corporate societies with Class 4 licences seeking Ministerial discretion to increase the number of electronic gaming machines permitted at a venue.

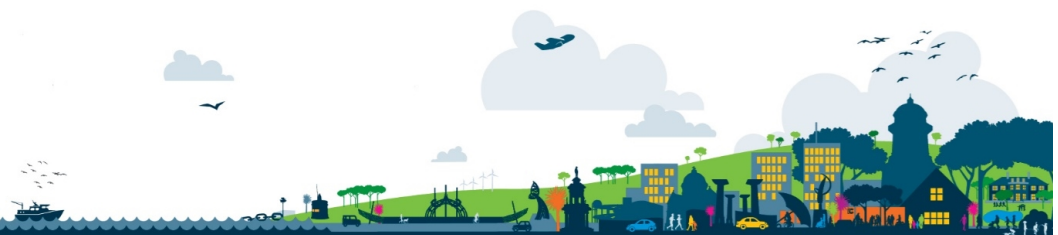
Once a gambling venue ceases to operate, any electronic gaming machines will not be allocated to any new or existing venue.

Change of Ownership

In the event that the ownership of a gambling venue changes, the new owner will not be required to obtain Council consent pursuant to this policy. Council's consent remains allocated to the licensed venue. However, the new owner may be required to apply for a new licence from DIA.

Relocation, Transfer or Merger

Council will not consent to any request for relocation of a gambling venue, transfer of existing electronic gaming machines, or merger of two or more Class 4 venues.





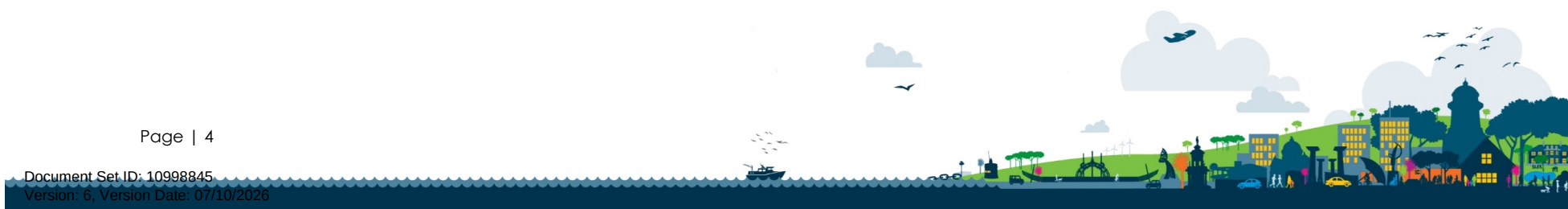
Monitoring and Review

Primary monitoring responsibilities for gambling activities lie with the DIA. Council encourages licensed venues to adopt a best practice code of conduct (Appendix 1) pursuant to DIA's Gambling Harm Prevention and Minimisation Guidelines. Council's Request for Service (RFS) function on gambling will allow the public to report any potential breaches of the best practice code of conduct to Council.

Other Issues

All gambling venues are encouraged to adhere to the best practice code of conduct (Appendix 1). Further information will be displayed on Council's website to ensure that they are always up to date. Information relating to Gambling Help and support services will also be provided there and updated regularly.

Self-excluded patrons are supported and shall be invited to bar themselves from all gambling venues in the Invercargill City District.



Appendix 1

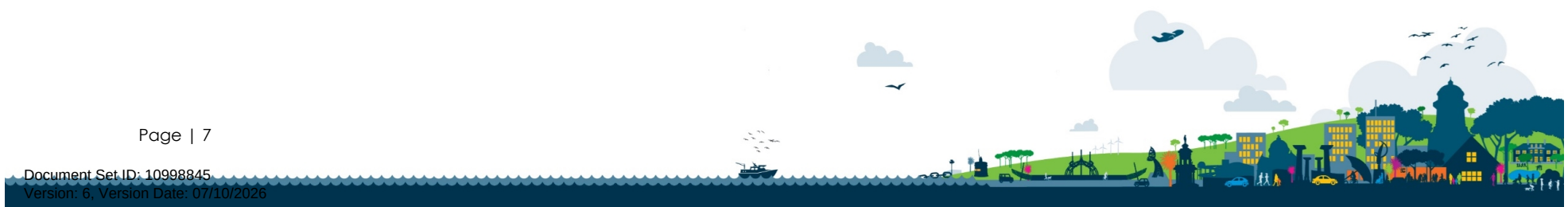
The best practice code of conduct is a voluntary code of conduct developed to promote and reaffirm the mandatory host responsibilities practiced within licensed venues. This supplementary harm minimisation tool will inform the public of the different harm minimisation measures practised in licensed gambling venues.

Best Practice Criteria	Supporting Action
Host responsibility and gambling harm minimisation and prevention guidelines	The applicant has in place a host responsibility and harm minimisation policy. The programme conforms to best practice has set out by national guidelines or standards should these become available.
Mandatory staff training programme or activities	The applicant demonstrates that all staff and management are familiar with its host responsibility and gambling harm minimisation and prevention responsibilities and receive problem gambling awareness training. The training provides information on: • The potential effects of gambling on customers; • The identification of problem gambling traits; • The processes for approach, intervention and follow up for patrons with suspected problem gambling; • Identification practices for patrons appearing under 25 and actions to be followed; • Recognition of intoxicated patrons and steps to be followed to prevent intoxicated patrons from gambling; • First-hand accounts (which may be pre-recorded) from people who have experienced or been affected by harm; • Systems to be followed if children are left unattended on premises or nearby premises; • Local and national problem gambling services and other organisations that can provide support to people affected by harmful gambling; and • The procedure for self-exclusion and venue-initiated exclusion, including when it is appropriate for the venue manager or a person acting on their behalf to consider excluding a patron. Training must also provide guidance on conducting gambling sweeps and maintaining records in compliance with the Privacy Act 2020.

Best Practice Criteria	Supporting Action
Policy on underage access to gambling machines	The venue manager must ensure that appropriate signage is in place indicating age restrictions so that this is visible at every gambling machine and at the point(s) of entry into the gambling area. Policy on identification checks for patrons appearing under 25. Staff training on identification of patrons under 25 and actions to be followed.
Display of problem gambling information	The venue manager must ensure that patrons have access to appropriate information on problem gambling and problem gambling help services. Gambling helpline number information is placed on or near all gambling machines. Additional material on problem gambling and help services are displayed in at least one other area within the premises, situated near gambling machines.
Clocks are visible in premise	The venue manager ensures that clocks are visible from the other side of the room from gambling machines.
There is good visibility where gambling machines are located	Natural or artificial light illuminates the area where gambling machines are located at all times when machines are in operation.
Self-exclusion, venue-initiated exclusion, and multi-venues exclusion	The venue manager and staff ensure that systems to support problem gamblers through appropriate exclusion processes are put in place. Managers and staff training on systems to support appropriate exclusion of problem gamblers in accordance to the exclusion order (problem gambling) guidelines.
Children are not left unattended while gambling is undertaken	The venue manager will take active steps to prevent parents leaving their children unattended without adult supervision, including: • Requiring employees to report incidents where a child has been left unattended, either inside the premises or immediately outside the premises; and • Where a child has been left unattended, the licensee will take steps to locate an adult responsible for the child. If this attempt is unsuccessful, the licensee will contact the police.
Intoxicated patrons are prevented from gambling	Staff training is provided on identification of intoxicated patrons and actions to be followed if intoxicated patrons attempt to gamble. The venue manager takes all practicable steps to ensure that no person who appears to be intoxicated is allowed to gamble.



Best Practice Criteria	Supporting Action
	It is an offence if a licensee or a venue manager of any alcohol-licensed premises allows an intoxicated patron to remain in the licensed premises under section 252 of the Sale and Supply of Alcohol Act 2021.



Document Control

Revision History:

Effective Date: [tbc]

Review Period: This Policy will be reviewed every three (3) years as required by legislation, unless earlier review is required due to legislative changes, or is warranted by another reason requested by Council.

New Review Date: [tbc]

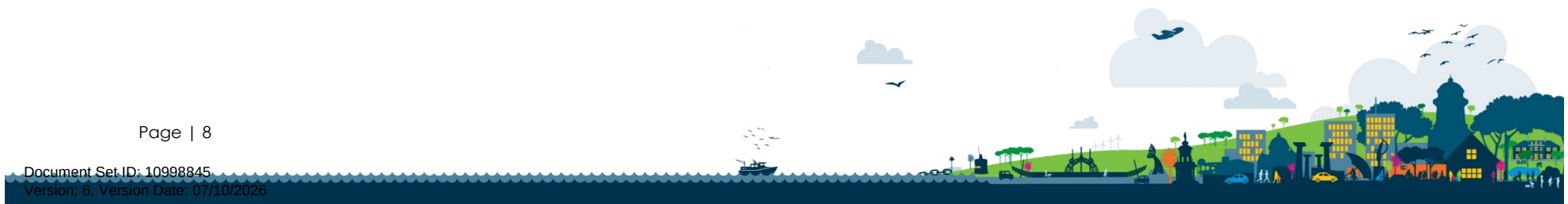
**Associated Documents /
References:**

Supersedes: Board (TAB) Venues Policy, Class 4 Gambling Venues Policy

Reference Number: 10998845

Policy Owner:

Policy Training:



Invercargill City Council Gambling Policies Review 2026

Statement of Proposal

Invercargill City Council is reviewing its gambling policies, which we are required to do by law every three years.

This is a chance for the community to have their say on how pokies and TAB venues operate in our district. Although Council isn't responsible for licensing or regulating gambling venues, gambling venue operators have to get Council's approval before they can establish new venues, move existing venues, or transfer their licensed pokie machines.

Currently Council has a cap on the number of licensed gambling venues and pokie machines, and won't give approval for any increase in those numbers. However, in certain circumstances, Council will consider an application for an existing venue to relocate, or for two venues to merge, or for a corporate society to transfer its pokie machines from one licensed venue to another.

Council has two policies relating to gambling: one for Class 4 venues (pokies) and one for standalone TAB venues. The actual rules in both policies are very similar for both types of venue.

What is being Proposed to Change?

The first suggested change is to combine our two existing policies into one single policy. The rules for both TABs and Class 4 venues are very similar, and we always consult on both policies at the same time. There is no particular reason to maintain two separate documents. By combining them in a single "gambling venues" policy, it should also be more straightforward for members of the public to find and understand our rules around gambling.

Council considered two main options for the revised draft policy. First, to keep the current approach of having a cap on the number of venues and pokie machines, and to continue to consider applications to relocate or merge venues or to transfer machines from one venue to another. Second, to move to a sinking lid policy, which would mean that in addition to not allowing any new venues, Council would also no longer allow applications for relocations, mergers or transfers. This would mean that over time the number of venues and machines would naturally decline.

As part of its initial review, Council considered relevant information including the current data and statistics about gambling in the district, historic and national gambling trends, grants made by corporate societies from pokie revenue, and the rates and impact of gambling harm in our community. We also had some informal feedback from stakeholders including those in the gambling industry and those involved in harm reduction. See the report to the Community and Regulatory Committee on 13 October 2026 for more detail, and you can watch the Councillors' discussion in the recording of that meeting.

[OPTION 1: Following this initial review, Council has opted to consult on keeping our cap on the number of venues and pokie machines, as well as retaining the ability for operators to apply to relocate or merge existing venues or transfer pokie machines between venues. Other amendments have been made to the draft policy to provide clarity around application

requirements. In effect though, this policy would maintain the status quo approach to gambling venues in Invercargill.]

OR

[OPTION 2: Following this initial review, Council has opted to consult on moving to a sinking lid approach. This would mean no applications would be considered for relocation or merger of existing gambling venues, and machines could not be transferred between venues. As noted, this would mean that the number of gambling venues and pokie machines in Invercargill would naturally decline over time as venues ceased operating.]

What do you think? Although Council has chosen an option for consultation, no final decision has been made. It is really important that we hear from the community, to help inform the right choice for Invercargill.

How can I make a Submission?

Consultation is open from 28 October to 29 November 2026. The easiest way to make a submission is through our Let's Talk website: <https://letstalk.icc.govt.nz>. Alternatively you can pick up a submission form from Te Hīnaki Civic Building on Esk Street, the Bluff Service Centre, the Invercargill Public Library or Murihiku Marae, or you can email us at policy@icc.govt.nz or call us on 03 211 1777.

INVERCARGILL CITY COUNCIL TREE PLAN 2026 AMENDMENTS

To:	Community and Regulatory Committee
Meeting Date:	Tuesday 13 October 2026
From:	Caroline Rain – Manager – Parks and Recreation
Approved:	Rex Capil - Group Manager - Community Spaces and Places
Approved Date:	Tuesday 22 September 2026
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

The purpose of this report is to seek the Committee's approval of the reviewed Invercargill City Council Tree Plan 2026 (the Plan), incorporating the amendments raised during the Community and Regulatory Committee meeting on 8 September 2026.

Recommendations

That the Community and Regulatory Committee:

1. Receives the report "Invercargill City Council Tree Plan 2026 Amendments".

Recommend to Council:

2. That Council approves the updated Tree Plan 2026, with amendments.
 - a. context added within the challenges, risk, and opportunities section - highlighting the risks
 - b. tree replacement policy to say a minimum of one tree / minimum of two trees (*delete one*)
3. That Council acknowledges clarifications and rationale to the questions raised at the 8 September 2026 covered in this report, including budget, risk, climate change and infrastructure.

Background

At the Community and Regulatory Committee Meeting held on 8 September 2026, Council staff were requested to bring the Plan back to the Committee with amendments raised by Elected Members. These amendments are represented as track changes within the attached document. Questions raised during the meeting seeking clarification or rationale are addressed within this report.

Issues and Options

Removal and Replacement

A query was raised on what was the rationale behind the replacement policy with replacing one tree with two for a resident, and was it fair to charge them for one tree removal and replace with two?

"2.4.4.2 For every tree removed a minimum of two new trees will be planted at the applicant's cost, with the projected canopy cover replacing that which is lost within 30 years (additional planting may be required)."

The reasoning for including wording in the policy 2.4.4.2 (page 38) is to ensure Council attains a 30% canopy coverage, accounts for failure mortality rate and environmental net gain. Best practice across other New Zealand Council's was also considered when developing this policy.

- **Canopy Loss Mitigation:** A single mature tree provides a large volume of leaves and shade. Two or more young trees are needed so that, as they grow over a period, their combined projected canopy matches what was lost.
- **Failure/Mortality Rate:** Planting multiple replacements ensures that even if one tree dies, overall urban greening targets are still met.
- **Environmental Net Gain:** It compensates for the temporary drop in carbon storage, stormwater interception, and wildlife habitat while the new trees mature.

Budget to afford trees to meet 30% canopy cover.

The Plan adopts an aspirational target of achieving 30% urban tree canopy cover across Invercargill over the long term. This target recognises the significant environmental, social and economic benefits that trees provide, including shade, biodiversity, climate resilience, amenity and community wellbeing. Achievement of the target will occur progressively through a combination of strategic new planting, replacement planting, retention of healthy mature trees, partnerships with landowners and community groups, and integration of canopy objectives into Council planning and development processes. The target is intended to guide decision-making and investment over time rather than represent a short-term commitment requiring additional budget allocations.

As canopy cover increases and trees mature, associated maintenance and renewal costs will also increase. This reinforces the importance of strategic planning for tree establishment, replacement and removal, ensuring resources are directed to areas of greatest need and value while maximising the long-term benefits of the urban forest.

Risk

Risk to public was raised, with the request to ensure this was included in the Plan. The attached amendment illustrates a more prominent risk part to the Risks, Challenges and Opportunities section. See the attachment (Section 1.7 pages 12-13) for track changes showing the following inserted context relating to risk.

While residual risks remain, particularly in relation to public safety, ageing trees, environmental change and infrastructure interactions, these risks are managed through ongoing monitoring, maintenance, renewal programmes and continuous improvement activities.

Key risks associated with the management of the tree network include:

- Failure of trees or branches resulting in injury to members of the public, damage to property, or damage to Council assets.
- Tree growth affecting Invercargill Airport obstacle limitation surfaces and associated aviation safety requirements.
- Insufficient funding or resources to maintain, monitor, remove and replace ageing trees.
- Community concern or opposition regarding tree removals and replacements, resulting in reputational impacts and reduced public confidence.
- Loss of tree diversity, canopy cover and environmental resilience due to climate change, pests, disease, or ageing tree stock.
- Conflicts between trees and infrastructure including roads, footpaths, underground services, and other Council assets.

Climate Change

Replacement programmes and operational guidelines – considering species that evolve with changes in temperatures, wetter and windier conditions. Looking well ahead into the future to address these within planting programmes.

Operational Infrastructure

A query was raised with the concern of the impact trees have near water infrastructure and footpaths.

The Plan includes cross-Council actions to guide the growth and management of Invercargill's urban forest while balancing the needs of infrastructure services. The Infrastructure Group was actively involved in the review process, and the Plan has been developed as a Council-wide document rather than a Parks and Recreation-only strategy.

Existing policies within the Plan address public utilities and infrastructure. Considerations are required to ensure trees are not planted on top of infrastructure pipes (2.2.7.4) and root guards are considered to minimise effects when planting close to infrastructure (2.2.7.5). Policies are also applied to ensure trees do not impede on footpaths when planting (see 2.2.5.3). When selecting species, consideration is required to understand what maturity size the tree will grow to so that it doesn't impede on footpaths and roads.

Next Steps

If Council chooses to adopt the Tree Plan, it will continue to be implemented, alongside operational guidelines and an action plan.

Attachments

Attachment 1 – ICC Tree Plan 2026 (Doc Set ID - 2225390)

ICC Tree Plan

2026



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PREFACE

Aoraki and Tū Te Rakiwhanoa

According to Ngāi Tahu tradition, the South Island is formed from the wreckage of Te Waka o Aoraki – the canoe of Aoraki. Aoraki and his brothers came down from the heavens where they lived with their father Raki (Sky father) in their waka to visit their step mother Papatūānuku (earth mother). After all their tasks had been performed, they wished to return to their home in the sky. A karakia (prayer) was performed to return them safely but unfortunately an error was made and the waka crashed back to earth.

Aoraki and his brothers climbed onto the upturned waka where they turned to stone. They can now be seen as the Principal Mountains of the Southern Alps, of which Aoraki (Mt Cook) is the greatest.

After the incident, Raki sent a number of his mokopuna (offspring) from the heavens to transform the waka into a beautiful landscape that would sustain life and mankind. Among these were Tū Te Rakiwhanoa, whose job was to carve the keel of the upturned waka into mountains and valleys, Kahukura had the job to forest bare landscape and fill it with animals, and Marokura carved the bays, inlets and estuaries and populated them with fish of many varieties.

Proceeding south, Tu te Rakiwhanoa found the taurapa (Stern) sitting up in an awkward position. He saw that water had flooded into the stern of the waka, the area that we now call Bluff Hill and Awarua. The great swampland was formed.

Te Taurapa o te waka a Aoraki

Some say the most tapu or sacred part of the waka is the Taurapa or carved stern post. This is where the chiefs steer the waka from.

Today the District of Invercargill city from Bluff to Waihōpai sits on the taurapa of this ancient waka. The gods who planned and undertook the great task of clothing Papatūānuku must have been extremely pleased with what they had accomplished. For such a sacred part of the waka the planning and application must be at its best.

When humans laid their eyes on this landscape, they too must have marvelled at what they saw, the great achievements of the Atua (gods). The Oreti estuary filled with flounders, Oreti beach and Omaui to Bluff peninsula teeming with sea life, and the forest filled with insects, reptiles and wondrous plants.



Artist: Cliff Whiting

Tāne Mahuta (The Māori origin of trees)

Tāne Mahuta is the Maori god of the forest and creatures. He is symbolised in the great forest of Tāne, Te wao whānui a Tāne, as our great tree. Tāne, wishing to find a wife for himself, searched high and low and, coupled with many female elements, some of which had off spring like the totara, Tāne, after separating his parents Rangi and Papa, used trees to prop up and hold them apart.

A truly well designed and implemented plan

The Maori gods created a great space for their children. Through planning and hard labour the task was achieved. Tane fought his brothers of the wind, war and sea. He then created his realm, the great forests and trees. Then he created man and allowed them to gather and consume the fruits and resources of his domain. Tane's plan was a great plan.

Today humans find ourselves with fewer trees, we want and need more, and we need the services that trees provide. The oxygen, the carbon and air cleaning properties, the properties that Tane used to keep his parents separated and atmosphere.

Whakatauki

A great tree falls in the forest and leaves a great hole. However new light reaches the forest floor to allow the new life to prosper and flourish.

Likened to a chief who, through their death, allows others to shine.

Whatungarongaro te tangata toitū te whenua. As man disappears from sight, the land remains.

1.0 THE STRATEGY/ TE RAUTAKI

1.1 Vision / Statement

***A tree network that inspires the vision of Tane!
He whatunga rakau e whakaaweoho ana i te tirohanga a Tane!***

- ***Connectivity to earth, sky and everything surrounding them***
- ***Te hono ki te whenua, te rangi me nga mea katoa e karapoti ana ia ratou***

1.2 Purpose of the Tree Plan

Invercargill City Council (ICC) looks after trees located on Council land, including 5000+ street trees and trees located across 3000ha of parks and cemeteries land. These trees are some of Southland's most important natural assets. They are crucial to creating and maintaining high quality public spaces and the liveability of our neighbourhoods.

ICC's long term priority is to have an appealing and sustainable network of diverse tree species and tree ages and stages documented for current and future management. This will ensure tree maintenance and renewal programmes are consistent and that the tree network is best equipped in the event of significant environmental challenges and changes. Tree diversity also provides a range of habitats for wildlife and can support a greater number of fauna species.

ICC has developed a Tree Plan which includes Parks, Cemeteries and Street Trees to help achieve this vision. The Tree Plan is in the following two parts:

Part 1: The Strategy – Provides a clear strategic direction on where ICC wants to be with trees as a City.

Part 2: Policy Guidance – Provides policy guidance and a consistent approach to the propagation, planting, maintenance, protection and removal of trees on Council owned land. It shows how ICC's tree stock should be sustainably and responsibly managed. It also provides guidance on how to inform the public on tree related matters and on their rights and responsibilities.

1.3 Scope

This Tree Plan considers the lifecycle of trees¹ in Invercargill and Bluff on Council land that ICC has the responsibility to manage. This includes planting, maintenance, protection and removal/replacement.

The Tree Plan also provides guidance for others managing trees on other land.

In scope	Out of scope
All ICC parks, reserves and cemetery trees	Shrubs²
Street trees on road reserve (includes roads and highways)	Annuals
Shelter trees/hedges	Perennials
Encroachments from reserves onto private property and vice versa	Private trees not protected
Community trees, e.g. fruit and nut	Acknowledge 'billion trees' contribution of other organisations / initiatives to mass planting
Planting, maintenance and removal	Commercial forestry (covered by Forestry Management Plan)
Sourcing of trees, eco-sourcing	
Subdivision guidance	
Response to climate change	
Ornamental/Amenity trees³	
Donated trees (guided by Donations Guidelines document)	
Identification and protection of notable/significant trees (any trees identified as important will go through the District Plan review)	

Trees on private property are not ICC responsibility and are only covered in this Plan to the extent that they encroach (intrude) on Council land or are impacting the safety of others. Notable/significant trees that are on private land are out of scope of this document and are also not ICC responsibility. They are however considered for Council land as inclusions in the next District Plan review.

Community tree planting initiatives are included in the plan with regard to acceptable uses of trees and how communities can be involved with tree planting and maintenance.

¹ A woody plant, typically having a trunk growing to a considerable height and bearing lateral branches at some distance from the ground.

² A woody plant which is smaller than a tree and has several main stems growing from the ground.

³ Refers to the overall look of the tree including flower, texture, shape, form, size and other aesthetic characteristics and value. Includes fruit and nut trees planted by ICC

1.4 Context

Through this Tree Plan, the District will continue to build on the existing network and maintain a diverse park, cemetery and street tree network which will enhance our urban environment today and become a legacy for future generations.

Since 2020, following the development of the Tree Plan, ICC has captured data on approximately 15,000 trees on streets and high use spaces. This data is invaluable to the safety of the public, the living assets of the park, but lacks the ability to provide more quantitative, complex values required for modern data expectations, due to the method of capture being human based. Over the past couple of years, Tree Management Software and AI has been applied using Lidar and AI functionality to improve data across high use areas in specific parks (e.g. Queens Park, Town Belt, and Anderson Park) and streets.

This recent collection of data has helped ICC to understand the various ages, species, heights, carbon sequestration, canopy coverage and various oxygen production and carbon removals within the urban forest network.

Although ICC is progressing with data collection, there is still limited documentation recorded of its tree network with knowledge limited to that held by ICC Parks and Recreation Officers and some condition assessment work. Furthermore, there are no notable or protected trees listed in the District Plan. If the opportunity arises, there is a list collated of trees that would be suitable to include. ICC is continuing to collect information through Lidar, GIS and AI software to better understand the network spatially so that in the future, trees are well managed and presented in accordance with best practise.

A good understanding of the tree network is essential to maintaining and planning for our current and future tree diversity. As more trees are planted and trees mature there is an increasing associated cost with maintenance and upkeep. This reinforces the need for good planning for new and replacement tree planting and removal, ensuring maintenance is prioritised where it is most needed.

Total number of trees:



1.5 Responses to trends and changes

1.5.1 Climate Change

By managing the urban forest⁴ appropriately, we can build resilience to climate change. A changing climate presents both benefits and risks to and by trees themselves.

⁴ a forest, or the collection of trees, that grow within a city, town or urban environment

Trees deliver multiple adaptation benefits such as improving urban air quality, providing direct and indirect urban cooling effects, as well as providing places for nature. Trees help to manage climate change through shelter from harmful radiation and reducing energy consumption from urban buildings, thereby improving health and wellbeing for us all. The Regional Climate Change Strategy for Murihiku Southland Phase One notes that increasing the removal of greenhouse gases can be mitigated by growing new trees to absorb carbon from the atmosphere. It also identifies that trees can help reduce heat in urban areas or support stormwater and flood management as nature based solutions.

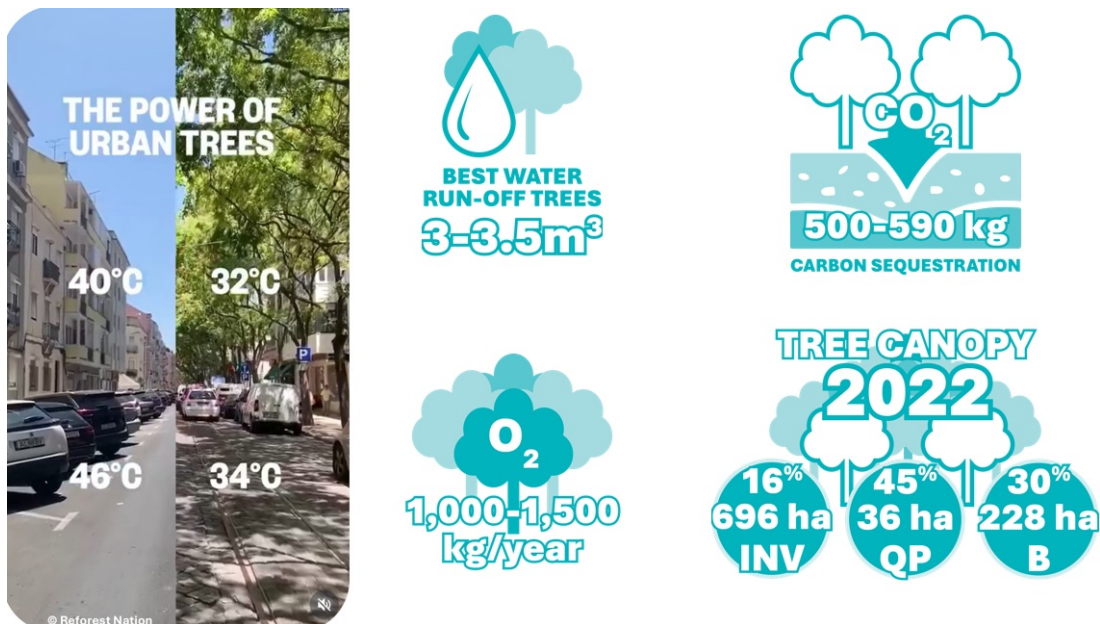
Climate changes to trees include an increase in carbon dioxide and warmer temperatures, which may lead to improved growth rates and longer growing seasons. A warmer climate can also bring on new pests and diseases. Urban regeneration is also important in building genetic resistance to disease in native and exotic tree species. Indigenous species play a key role in supporting climate change adaptation and resilience, including long-term ecosystem stability and urban resilience.

Canopy cover helps trees cool the surrounding air and shades the footpath, while roots help soak up water after storms and hold up to 40% of the rainwater that hits them.⁵ As we increase tree canopy cover across our District, we will need to prioritise neighbourhoods which are lacking trees and support businesses and communities to take stewardship of their role in contributing to urban forest growth. Urban forest is measured as a percentage of canopy cover of the total area and an appropriate tree canopy density is necessary for significant benefits to accrue. Replacement and new tree plantings need to take place to offset the gradual loss of the urban forest canopy. A baseline assessment report was undertaken by Christchurch University in 2022. It reports Invercargill as having 15.1% urban tree canopy cover. This now provides the opportunity to better inform this plan, by establishing a canopy cover target of 30% over 30 years and using as justification for allocating investments into tree plantings

Conversely, an increase in storm frequencies and summer drought will lead to tree losses and added pressure on existing stormwater systems across the district. Trees can help absorb and retain water during rainfall, reduce strain on stormwater networks and decrease the risk and duration of surface water flooding. Through careful infrastructure design of rain gardens and basins, trees can be incorporated into stormwater management systems and contribute to addressing a range of climate change impacts. Safety needs considered where climate change is more severe.

Diversifying tree species and age structure, as well as planting the right trees in the right spaces, transplanting semi-mature/mature trees, protecting trees through feed/fertilising, pruning and mulching may help to mitigate these risks noted above through creating more resilient urban forests.

⁵ <https://gca.org/global-commission-on-adaptation/solutions/how-trees-can-help-us-adapt-to-the-effects-of-climate-change>



1.5.2 Ageing Trees

ICC currently manages its population of ageing trees reactively and undertakes spot checks. ICC recognises the need to ensure staff resources are adequate in order to meet maintenance requirements and sustain trees. This includes regular auditing assessments to determine which (hazardous) trees increase risk to the public. Assessors then determine what trees are to be treated or removed and ensure they are added to the programme of works to take place according to priority.

Renewal may not just be replacing trees like for like but by identifying the most resilient and appropriate through the replacement plan.

The condition of many of the City's existing mature trees are declining due to ageing and environmental factors, as well as increased urban development. This decline contributes to the loss of biodiversity through habitat loss and places increased pressures on the City's natural ecosystems. Good age diversity is essential to maximise the benefits of urban trees. Diversity of age also provides a greater ability to normalise budgetary requirements.

By maintaining a healthy mixture of age classes, tree removal and replacement programmes become a more evenly paced process as new trees replace the mature. Extremes, such as those associated with the loss of a large number of even aged trees over a short period are minimised, allowing for budgets to be more easily managed and regulated, whilst providing a more complex habitat for wildlife and can support a greater number of species.

Ageing trees are likely to be the least tolerant of environmental changes. Management plans should focus on providing a stable environment. Failure to provide a stable environment and physical structure will lead to weakened defence systems, reduced health and vigour resulting in reduced lifespan, decreased amenity value, and fewer environmental and ecological benefits.

1.5.3 Government and Legislation

Changes in Government decisions and legislation may have subsequent effects on this plan and therefore a review may be required to align with these changes.

1.6 Benefits

Trees have multiple benefits and ways in which they contribute to improving the condition of our environment including environmental and ecological, economic and social and cultural factors.

Environmental and Ecological

- Processes are fundamental to human existence and the continuity of the food web.
- Tree canopy decreases environmental temperature and slows the rate at which water reaches the ground.
- Reduce the build-up of greenhouse gases, air pollution and greenhouse gas emissions.
- Reduce carbon footprints and stores carbon.
- Ecological health and sustainability of our urban built environments.
- Moderate effects of wind, alter air temperature and filter sunlight.⁶
- Ecological corridor and habitats for our indigenous and exotic fauna.
- Natural and cultural heritage values.
- Reduce energy needs and material consumption.
- Healthy tree network.

Social and Cultural

- Trees people love and are proud of.
- Enjoyment and amenity.
- Enhance our beautiful city through embracing wind, climate and coast.
- Improve safety – Crime Prevention through Environmental Design.
- Lighting of trees, pleasant environments
- Local identity and character of a place, provide visual unity, pleasant urban experience.
- Streetscapes and livable streets.
- Shade and wind shelter.
- Improve health and wellbeing.^{7 8}
- Support education.
- Provide play and fun.
- Are repositories for Mātauranga.
- Are significant for spiritual domains.
- Are significant for sustainable cultural harvests.

Economic

⁶ <https://www.bookstore.ksre.ksu.edu/pubs/MF632.pdf>

⁷ Ulrich RS (1984) *View Through a Window May Influence Recovery from Surgery*, Science Journal 224 : 420- 421 Park, Seong-Hyun & Mattson, Richard. (2009). Therapeutic Influences of Plants in Hospital Rooms on Surgical Recovery. HortScience: a publication of the American Society for Horticultural Science. 44. 10.21273/HORTSCI.44.1.102

<https://www.cityoftrees.org.uk/why-trees-health-wellbeing>

<http://www.urbanreleaf.org/get-educated/benefits-of-trees>

⁸ <https://www.sportsouthland.co.nz/Programmes/Green-Prescription/Green-Prescription-1>

- Reduce health care costs.⁹
- Well matured and appropriate trees are shown to increase property values.¹⁰
- Reduced temperature and energy use by shading and wind impact reduction.¹¹
- Reduces impacts of water quality losses and flooding impacts.¹²
- Helps with storm water management and erosion control.
- Encourages economic activity in retail and commercial areas.
- Income from harvest and sale goes back into reserves.

1.7 Our environment, challenges, risks and opportunities

Trees also pose a risk to the public particularly if they are not well maintained and this risk factor needs to be balanced against the benefits shown.

ICC is faced with the following main challenges / risks:

- Tree health, habitat destruction, pollution, damage to roots, branches and tree trunks, and poor cultural practises.
- Public expectations of ICC's management of trees and different views on what "pretty" looks like.
- To fit the right tree in the right place for the right purpose.

Challenges

- Climate.
- Flooding.
- Urban development.
- Ageing trees.
- Salt laden cold winds.
- Changing generations, demographics and cultures (ethnic groups).
- Loss of wetland habitats.
- Damage to utilities, services and infrastructure.
- Blocking sightlines for public safety.
- Limiting infrastructure locations.
- Leaf litter in sumps and gutters.
- Associated machinery around trees.
- Still unknown data.

Risks

⁹ https://www.iucn.org/sites/dev/files/content/documents/improving-health-and-well-being-stream-report_0.pdf

¹⁰ Wolf, K, 1998(c) Urban Forest Values: Economic Benefits of Trees in Cities, University of Washington College of Forest Resources, Factsheet #29.

¹¹ Abdel-Aziz, Dania & Shboul, Abdulsalam & Al-Kurdi, Nabeel. (2015). Effects of Tree Shading on Building's Energy Consumption - The Case of Residential Buildings in a Mediterranean Climate. 2015. 131-140. 10.5923/j.ajee.20150505.01.
<https://www.mnn.com/earth-matters/wilderness-resources/stories/how-trees-combat-urban-heat-island-effect>

¹² <https://www.epa.gov/soakuptherain/soak-rain-trees-help-reduce-runoff>

While residual risks remain, particularly in relation to public safety, ageing trees, environmental change and infrastructure interactions, these risks are managed through ongoing monitoring, maintenance, renewal programmes and continuous improvement activities.

Key risks associated with the management of the tree network include:

- Failure of trees or branches resulting in injury to members of the public, damage to property, or damage to Council assets.
- Tree growth affecting Invercargill Airport obstacle limitation surfaces and associated aviation safety requirements.
- Insufficient funding or resources to maintain, monitor, remove and replace ageing trees.
- Community concern or opposition regarding tree removals and replacements, resulting in reputational impacts and reduced public confidence.
- Loss of tree diversity, canopy cover and environmental resilience due to climate change, pests, disease, or ageing tree stock.
- Conflicts between trees and infrastructure including roads, footpaths, underground services, and other Council assets

Opportunities

- Eco-sourcing tree species.
- Embracing what trees ICC has and prioritises the retention and protection of existing trees.
- Plans and processes.
- Proactive Monitoring and Data Analysis.
- Tree technology and Lidar.
- Improve staff knowledge.
- Collaborate with iwi and stakeholders.
- Tree canopies as shelter and shade.
- The right species are planted in the right spaces.
- Opportunities for trees as play and food resources.
- Sourcing trees normally found in warmer, windier climates as future plantings as climate change adaptation.

1.8 Tree Plan Objectives and Key Moves

The Tree Plan vision aligns with Our City with Heart He Ngakau Aroha / Waihōpai to leave in good order and to the four community outcomes via the following objectives and key moves: one community, cultural diversity, economy, and environmental values. ICC's objectives and key moves for its tree network to achieve the vision are:

1. A sustainable, thriving tree network that is interconnected.

Key moves:

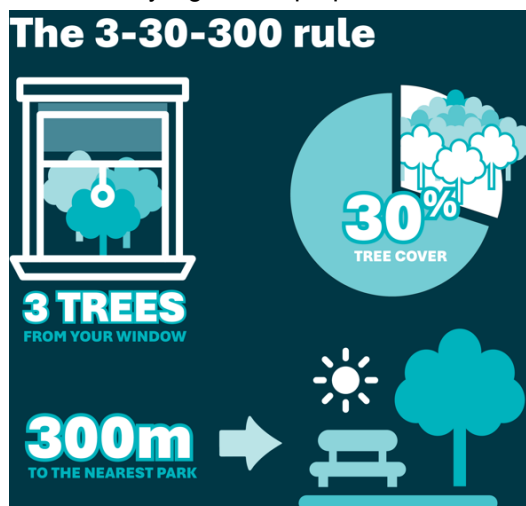
- Prioritise use of tikanga principles (traditional practices) to achieve a healthy tree network.
- Identify zones or corridors in streets that provide opportunities for improved ecological linkages, habitats and community trees.
- Promote further biodiversity opportunities through future planning (e.g. reserve management plans, overall site development plans, future master plans). Ensure a suitably qualified professional has considered the proposed works particularly if a proposal might offer ecological connectivity.

- Supporting the establishment of ecological corridors through street plantings and developer/subdivision requirements.
- Increase canopy cover in urban areas to 30% over 30 years.
- Review every 5 years in line with the Tree Plan review.
- Ensuring diversity continues across age and species of trees.
- Appropriate financial planning to enable maintenance, data collection, tree planting and renewals.
- Pursue maintenance efficiencies through partnerships and combining resources, driving initiatives/schemes that promote and achieve sustainability.
- Continue to be aware and keep well-informed of sustainable development guided by national and global trends (e.g. threats, initiatives, connections) and issues.
- A more comprehensive risk assessment of the threats to Invercargill's urban forest, their potential impact, and the resources currently allocated to them, is required to better inform prioritisation, targeted action and future expenditure.

2. The right trees are in the right place for the right purpose.

Key moves:

- Prior to tree planting when planning, consider the direction set by site specific reserve management plans, strategies and overall site development plans, future master plans. In absence of planning guidance, consider any significant proposed works.
- Incorporate trees as a layer within ICC Spatial Planning Documents to identify gaps and opportunities.
- Identifying the proportion of exotics and natives will help to provide a goal on the proportion of natives going in after exotic trees are removed (e.g. kahikatea/podocarp species). These have a longer life in the right locations. We will consider 30% of native species to be selected when planting on Council land.
- Consider the 3-30-300 rule as guidance for future plantings: view 3 trees from your window, 300m to the nearest park, 30% tree cover.



3. Our urban trees are valued and looked after as critical infrastructure

Key moves:

- Ensure existing ICC's infrastructure assets and other network providers are not at undue risk from the effects of trees on Council property. Consider infrastructure needs when assessing the cost/benefit of tree placement.
- Retain inventory on a mapping software that enables visibility of infrastructure and associated forward planning to avoid inappropriate planting.
- Early engagement within ICC departments and/or service providers on infrastructure and tree plantings where they are in close proximity to each other.
- Retain an ongoing maintenance and tree planting programme.

- Proactively manage key risk trees through monitoring systems and data collection.
- Provide green infrastructure to ensure the built environment benefits, improving livability within communities and neighbourhoods.
- Trees considered as a critical infrastructure with equal consideration and priority to other urban infrastructure.
- Use tree protection mechanisms to improve tree retention on both public and private land.
- Consider use of trees as alternatives to hard infrastructure (e.g. trees as shade and shelter).

4. Trees are managed in accordance with best practice.

Key moves:

- Ongoing upkeep of an accurate, up to date inventory to monitor and understand trends in tree growth, health and performance (e.g. what is thriving or declining).
- All tree care practices are undertaken in accordance with legislation and industry standards.
- Appropriate tree care qualifications are identified and people working on tree maintenance remain upskilled accordingly.
- Management of trees are in alignment with Recreation Aotearoa Standards.
- Ongoing maintenance and tree planting programme as part of overall urban forest management (as opposed to individual tree maintenance).

5. Community values are preserved and enhanced, contributing to spiritual and physical wellbeing for all.

Key moves:

- Part 4 of the Ngāi Tahu ki Murihiku Natural Resource and Environmental Iwi Management Plan 2008 will be a key goal of ICC when considering cultural views of importance to work with iwi.
- Seek iwi and hapū mātauranga (knowledge)
- Partner with agencies, community groups, developers and private land owners to help protect and plant trees across the District.
- Encourage food sovereignty and cultural plantings.
- Identify trees of cultural significance and those that have associations/tell stories of people, times and places.
- Clear guidelines are implemented for planning and decision making for trees on public land so it is clear for the public and users to understand.
- Identify opportunities for trees suitable for harvest and play resources. Align tree planning and management with Play Strategy outcomes to support community aspirations for natural play experiences.

1.9 Legislative Links

The following legislation and documents (including subsequent versions) will inform the direction of this Plan:

External	Internal
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• Resource Management Act 1991 (part 2, purpose and principles)	• Invercargill City District Plan 2019
• Te Tangi a Tauria 2008: Wāhi Rākau – areas of important trees	• ICC Environmental Health Bylaw 2017
• Reserves Act 1977	• ICC Long Term Plan
• Biosecurity Act 1993	• ICC Rooding and Traffic Bylaw 2015
• Te Mana o te Taiao – Aotearoa New Zealand Biodiversity Strategy 2020	• ICC Reserve Management Plans
• Local Government Act 1974 and 2002	• ICC Activity/Asset Management Plans
• NPS Biodiversity Statement	• Southland District and Invercargill City Council Subdivision, Land Use and Development Code of Practice 2023
• Fencing Act 1978	• ICC Donations Guidelines
• Southland Flood Control and Drainage Management Bylaw 2020	• ICC Cemeteries and Crematorium Plan 2019, Bylaw and Operational Guidelines
• Climate Change Response Act 2002	• ICC Beautification Strategy
• Southland Regional Pest Management Plan	• ICC Play Strategy

1.10 Implementation and Funding

A detailed action plan has been developed as a separate document to set out ongoing, immediate and longer-term actions to maintain our urban forest and increase the amount of tree canopy cover. The actions to achieve each of our five goals are set out sequentially, taking a strategic approach to maintaining and growing out urban forest over time.

Most of the funding required to meet the targets of the Tree Plan will go into planting trees. Studies have shown that for every \$1 spent on tree planting a return of \$3.39 per year can be achieved through benefits such as supporting stormwater management and sequestering carbon.¹³

Some of the actions are already funded under existing projects and ICC operations. Actions that require additional investment in new projects or operations are identified and will need to be considered as part of long term and annual budgets planning processes.

To be successful, a large-scale tree planting programme across the City is required.

Ongoing maintenance such as pruning throughout the life of the tree also incurs additional costs.

Planting in existing suitable locations can be relatively inexpensive and complement outcomes such as increasing safety and managing stormwater. When it comes to planting in road corridors without sufficient grass berms, the cost can be higher but the benefits also much greater.

Cross Council actions will lead the growth and management of our urban forest, and how departments can work together to best balance trees with infrastructure services. The Tree

¹³ <https://ir.canterbury.ac.nz/server/api/core/bitstreams/f74809eb-fb12-41ca-85f2-77e860d71e3a/content>

Plan's success also crucially requires collaboration and partnership with mana whenua, community groups and land owners. Volunteer support will be a valuable contribution to us delivering some of the actions required.

Growing and nurturing our trees will require continued support from developers, property and business owners and through mechanisms such as the proposed collection of financial contributions for tree planting from land owners who do not replace felled trees as part of the site developments.

1.11 Monitoring and review

The Tree Plan shall be kept under continuous review and shall be operative from when it is adopted by ICC for at least five years.

Policy guidance has been developed with the primary purpose of achieving these objectives and key moves.

2.0 POLICIES / NGĀ KAUPAPAHERE

The following policies provide guidance and a consistent approach to the propagation, planting, maintenance, protection and removal of trees on Council owned land.

They show how ICC's own tree stock should be sustainably and responsibly managed.

They also provide guidance on how to inform the public on tree related matters and on their rights and responsibilities.

2.1 Council Tree Inventory

Objectives:

- To provide tree asset data for the effective management of ICC's tree resources.
- To ensure maintenance works are implemented for long term management.

Policies:

- 2.1.1 ICC (or Council approved contractor) will compile and maintain a current inventory of the trees on its land that will provide asset information to enable the effective management of ICC's tree resources.
- 2.1.2 The asset data will include the following:
- Tree Risk Category
 - Tree location – reserve or street
 - Species
 - Expected mature height and width
 - Arboricultural work history
 - Recreation Aotearoa Classification
 - Whether the tree was planted to commemorate a special occasion or person and if it has a plaque with it – plaque wording
 - Photo
- 2.1.3 Cyclic works inspections will be undertaken for maintenance and tree risk. The inventory information will be used to determine maintenance schedules and for advanced planning, projected work programming and budgeting purposes.

2.2 Planting Trees on Council Land

2.2.1 Right Tree, Right Place, Right Purpose

- 2.2.1.1 When choosing the right tree, factors' including soil type, climate, access ways, nearby buildings and structures, and the amount of space the tree requires underground and overhead will be considered.
- 2.2.1.2 Tree planting within parks and open spaces will be guided by Reserve Management Plans and future streetscape and landscape plans as required.

- 2.2.1.3 Plant locations must comply with the legal overhead and underground clearance requirements of the network operators, with allowance made for the natural growth of the plants to maturity.
- 2.2.1.4 Indigenous plantings will be carried out in locations that are considered appropriate and of a sufficient size to function effectively as an ecosystem or as part of a corridor to other such areas.
- 2.2.1.5 Potential impacts on flood banks will be considered in compliance with Environment Southland Bylaws when planning for planting.
- 2.2.1.6 Preferences for 30% of native species will be selected when planting on reserve land.
- 2.2.1.7 ICC will consider the 3-30-300 rule as guidance for future plantings: view 3 trees from your window, 300m to the nearest park, 30% tree cover.

2.2.2 Basis of plant species selection

- 2.2.2.1 Tree selection must be appropriate for the conditions at the planting site, such as soil type, drainage and local climate, to ensure healthy, attractive, well-formed, mature plants. Plants with characteristics listed in Policy 2.3.6 - Undesirable Trees will not be included.
- 2.2.2.2 The selection of trees for planting will be based on the following characteristics:

- Known ability to grow to the required ultimate size in existing conditions and withstand the climatic conditions (shade, wind) of the particular area.
- Good resistance to common pests and diseases.
- Low littering effect (near adjacent properties and on paths and roads).
- Produce any required summer or autumn foliage colour.
- The production of flowers and pollen to attract bees, birds and insects.
- Dense foliage, evergreen trees are not to be planted where heavy shade (or winter icing) may present a problem to adjacent properties, roads, footpaths or reserve use.
- Whether the plantings are also required to perform any engineering, erosion or flood control function.
- The general amenity and environmental values of the site as set or identified through legislation, Regional and City Councils.
- As a means to address play through climbing and natural play features.
- Whether some shading of the waterway is desirable to control water weed growth and moderate high water temperature levels and provide habitat for aquatic fauna.
- Whether tree planting is to be based on ecological and biodiversity principles and therefore should consist purely of (locally sourced) native plants.
- Whether the site has any strong links or character intrinsically associated with historic buildings or events, or early settler plantings of exotic trees that needs to be preserved or enhanced.
- Species known to be low risk* in generating allergic effects as well as female individuals of dioecious plants.

* *Numerous plant species produce allergenic pollen. For the purposes of this policy, highly allergenic species are those defined by American researcher, Tom Ogren, as plants with an Ogren Plant Allergy Index Scale (OPALS) scores of 7 and above and low risk species scoring 1-5. Ogren Plant Allergy Index Scale (OPALS)¹⁴*

- 2.2.2.4 Trees will be eco-sourced so they are in keeping with the natural and surrounding vegetation most appropriate to the park/cemetery's ecological zone and character of the area.

¹⁴ <http://www.allergyfree-gardening.com/opals.html>
<https://www.allergyfriendlyplants.co.uk/opals/>

2.2.3 Cemetery and Crematorium Plantings

2.2.3.1 In addition to policies above, the following matters will also need to be taken into consideration when planting trees in cemeteries:

- Good access to the graveside for funeral vehicles and maintenance including when the plantings are mature.
- Good shelter for those visiting the cemetery.
- Distance from burial sites to avoid roots disrupting graves and damaging berms and headstones, and road infrastructure, as well as the risk of damage from falling branches.
- Tree species planted in the vicinity of graves should be selected for their low litter deposits and resistance to insects that secrete sticky honey dew that will lead to headstones, plaques etc. being covered with unsightly black mould.
- Trees should be clear of the graves that it will not encroach over them when mature.
- Natural burial area should have trees.
- Plantings shall not be established in locations that will create a visibility and safety hazard for road users, including pedestrians and cyclists unless traffic calming purposes have been agreed along with an approved management regime.

2.2.3.2 Planting under trees at the cemeteries and crematorium is to be undertaken by ICC or ICC approved contractors only.

2.2.4 Memorial tree plantings

2.2.4.1 Prior approval from the Parks and Recreation Manager is required for commemorative tree planting in parks and reserves which will be subject to the ICC Donations Guidelines.

2.2.4.2 Cemetery and Crematorium memorial trees will be regulated and managed through the ICC Cemeteries and Crematorium Planning documents.

2.2.5 Street Tree Plantings

2.2.5.a In considering new plantings in established streets ICC will have regard for:

- Tree size and form in relation to footpath and berm width
- Any proposals to install utilities and services.
- Replacement of sewer /storm water and water reticulation.
- Any alternations to carriageway width, footpaths and curb channels.
- Changes to road levels in cross section.
- Any changes to the function of the street.
- Traffic movement.
- Refuse and recycle collection bin placement consideration along the street to allow for a 4.2 metre height clearance under the canopy of trees.

2.2.5.b Planting and landscaping opportunities should also be considered as part of road reconstruction works as this is the most opportune time to do so.

2.2.5.c Views of adjacent property owners will be considered when plantings across frontages are proposed. The ICC nominated delegate will make the final decision as ICC is the owner of the frontage.

2.2.5.1 Street Tree Planting Plans to be approved by Council

2.2.5.1.1 As part of the streetscape activity, landscape planting plans must be submitted for approval to ICC with the subdivision/development application plans. The plans should include:

- Planting design
- Plant species (type of tree, including mature height and width) as provided by ICC
- Ownership
- Programme of Maintenance
- Location and spacing distances from services, utilities and structures
- Means of irrigation where necessary
- Plant support/staking
- Rubbish and recycle collection bin placement consideration along the street to allow for a 4.2 metre height clearance under the canopy of trees.

2.2.5.1.2 Root control barriers are to be installed where underground services or curbs are likely to get damaged. Plans should show all existing and proposed services, both above and below ground.

2.2.5.1.3 The proposed plan will be required to be signed off by the Infrastructure Manager and approved by the Parks and Recreation Manager, stating what trees will be planted or landscape plan proposed.

2.2.5.2 Planting in the Central Business District (CBD)

2.2.5.2.1 ICC will plant new trees in accordance with existing masterplan approaches and guidance.

2.2.5.2.2 When planting new trees in the CBD (particularly in front of shops) ICC will look to plant trees that are aesthetically pleasing. ICC will consider Crime Prevention through Environmental Design (CPTED), Play Opportunities through environmental design (POPTED), climate control, shelter from sun, wind and rain, and air quality as part of the approval process before planting.

2.2.5.2.3 Trees suited to being planted amongst footpaths and minimal litter deposits will be advised by ICC. Tree grates and other structures may be required to protect trees.

2.2.5.2.4 Businesses are encouraged to maintain footpaths where trees are planted in front of them from tree litter.

2.2.5.3 Street Tree Planting Locations

2.2.5.3.1 In designing street tree planting, closely planted groups of trees will only be approved for suitable road reserve areas or where footpaths or landscape plots have been specifically designed to satisfactorily accommodate a closely spaced tree group effect.

2.2.5.3.2 No undergrowth that blocks driver sightlines should be planted in centre plots and roundabouts to allow for better visibility.

2.2.5.3.3 In standard linear footpath designs, trees may be in straight lines, staggered or sinuous but will have enough space between them to develop full crown forms in maturity and be a sufficient distance apart to provide good pedestrian and vehicle sightlines between the stems.

The Infrastructure Manager will give final signoff once approved by the Parks and Recreation Manager or approved delegate.

2.2.5.3.4 Trees will not be planted in numbers, planting distances or positions that will create an undue amount of shade for residents or result in high maintenance costs for the ICC and clear from all road operations and infrastructure.

2.2.5.3.5 In selecting tree species for street planting, consideration will be given to the following size and growth characteristics and distances:

- The diameter of the base of the trunk at maturity and whether it is likely to cause damage to footpaths, curb channels or services.
- Whether the tree has the potential to grow to a height clear of pedestrian and tall road vehicles and the natural crown form and branch structure is such it can be satisfactorily pruned to clear them without the appearance of the tree being rendered unstable, unshapely or ugly.
- In footpath planting situations where the grass berm is very narrow and only suitable for smaller trees, trees with smaller diameter trunks and narrow, columnar or fastigiated crown forms are to be planted. Alternatively, bulbous curbs may be created in areas where the footpath is too narrow and trees are scarce.

2.2.5.6 Other street planting locations

2.2.5.6.1 Trees may be planted in the following street locations provided they do not inhibit or obstruct pedestrian and active transport movement or vehicular traffic, block sightlines, or create a safety hazard, now or into the future:

- Raised planter boxes and containers.
- Road medians and islands.
- Edges of drainage swales.
- Grassed road carriageway shoulders (older streets).
- Wide sealed/paved areas and forecourts.
- Road reserves.
- Landscape plots.
- Curb build-outs.
- Ends of parking bays.

2.2.5.7 Planting in sealed/paved carriageway shoulder

2.2.5.7.1 ICC's Roding and Traffic Bylaw does not permit tree planting in the sealed/paved shoulders of road carriageways (without prior written permission from ICC). Exceptions may be considered such as streets that have been specifically designed as a cul-de-sac.

2.2.5.7.2 National Roding Guidelines for place making and form will be utilised and considered by the ICC Infrastructure Manager (or nominated delegate) when tree planting is requested. Streets with slower speeds are likely to be more desirable. Arterials and Primary collectors (OWRC) are less likely to have trees unless for a specific roding plan. Streets on thoroughfares specifically designed as esplanades or boulevards with slow traffic speeds of 20-30kph may also be considered suitable for road shoulder planting.

2.2.5.8 Planting in State Highway

2.2.5.8.1 For all state highway landscape projects, State Highway NZTA P39 Standard Specification for Highway Landscape Treatments document will be followed by NZTA and ICC.

2.2.5.9 Rural Roads – Tree Planting

Objective:

- *To ensure tree planting on rural roads meets ICC requirements.*

Policies:

2.2.5.9.1 Tree planting on a standard 20-metre wide rural road reserve is generally not supported by ICC for reasons of road safety and the maintenance costs involved. The Infrastructure Manager (or nominated delegate), together with the Parks and Recreation Manager, may in certain circumstances approve rural road planting having regard to the following:

- Whether the roads and surroundings are lacking in trees and need to be visually improved. Particularly on the approaches to suburbs or entrances to Invercargill, with consideration made to the ICC Beautification Strategy.
- Whether the road is an important tourist route.
- The cost in relation to the amount of people likely to benefit from the plantings.
- Whether safe planting distance from street structures and structures on other land are maintained.
- The ongoing maintenance costs.
- Whether the plantings will prevent or restrict machinery access for the maintenance of hedges, shelterbelts, drains, water-race services, etc.
- Whether there is sufficient space to allow vehicles to pull off the carriageway.
- Whether the planting would cause icy patches to form.
- The provision of sufficient room for the droving of farm animals.
- Wind shelter for specific human activities.

2.2.5.9.2 The establishment of new shelter belts on road reserve will not be permitted.

2.2.5.10 Unformed Legal Roads / Paper Roads

Objective:

- *To ensure plantings on unformed legal roads and paper roads are managed through the Roding and Traffic Bylaw or approved by ICC.*

Policies:

2.2.5.10.1 ICC may approve the planting of trees on unformed legal roads subject to the following provisions/considerations and the Roding and Traffic Bylaw:

- “Paper roads” although unformed are still in every other respect a legal road and must still be able to function as such.
- Reasonable access for vehicles and pedestrians must be maintained over the whole length of the road.
- Adjacent landowners still have the legal right of access over paper roads to their properties and to maintain boundary shelterbelts areas, etc. Any planting must allow for this and machinery access to maintain boundary assets.
- At some time in the future a paper road may be required to be fully constructed as a normal public road, particularly those in the vicinity of townships.
- Any establishment and ongoing maintenance costs to be met by ICC.
- Any opportunities to carry out indigenous/biodiversity plantings without jeopardizing the above functions.

2.2.6 Acquisition of New Council Land Containing Trees

Objective:

- To ensure plantings on new reserve land meets ICC good practice.

Policies:

2.2.6.1 Planting of trees in newly acquired reserve land

2.2.6.1.1 When acquiring vested reserve land for any ICC purpose or use as part of a subdivision of land development process, ICC will endeavor to preserve, in a good condition, such existing trees that it considers are of significant amenity or functional value to the general public for reasons of:

- Enhancing the landscape values of the site and surrounding land.
- Providing shelter and the moderation of extreme climatic events.
- Screening unsightly views.
- Atmospheric purification effects and capture of airborne particles.
- Soil / ground stabilisation or moderating storm water run-off or treatment.
- The historical, cultural or scientific values of the trees and the site itself.
- The desirability of preserving areas of indigenous vegetation and to encourage biodiversity.
- Providing a habitat for wildlife.
- Reducing noise.
- Any need to compartmentalise reserves into areas relating to particular public use and purpose.

2.2.6.1.2 Where land is to be acquired by ICC for any reserve purpose, ICC may require all trees and plants listed by Ministry for Primary Industries and / or Environment Southland as pest plants to be removed from the land before date of possession.

2.2.6.1.3 The applicant is required to comply with the Southland District and Invercargill City Council Subdivision, Land Use and Development Code of Practice 2023 and any subsequent versions. Special consideration will be made to those sections that specifically mention trees.

2.2.6.1.4 Generally, planting of newly acquired parks and cemeteries will be carried out in accordance with a landscape plan prepared for the whole site, using ICC approved species. The plans should include the planting design, plant species / type, location and means of irrigation.

2.2.6.1.5 Developers will be required to pay the cost to install and maintain the proposed trees for two years after which time ICC takes over responsibility (provided they are in good health and form), including maintenance, replacements and audits/inspections.

2.2.7 Tree Planting near Public Services, Utilities or Structures

2.2.7.1 Planting and replanting designs must include allowance for engineered planting pits as deemed necessary.

2.2.7.2 ICC has a legal obligation to comply with the Electricity (hazards from trees) Regulations 2003 and accordingly will, when planning and undertaking new plantings in and around electricity lines, ensure that the location and species selection for trees will ensure that the tree at mature height will comply with relevant growth limit zones as specified in those regulations (including recognition of both vertical and horizontal separation distances for electrical line spans over 150m) and therefore avoid the need for trimming.

- 2.2.7.3 ICC recognises the importance of protecting telecommunication lines from damage and service breakdown. In planting and managing trees on Council land, ICC will plant trees a safe distance¹⁵ from underground and overhead lines in line with the planting rules and procedures outlined in the Tree Plan.
- 2.2.7.4 In planting trees in the vicinity of existing drainage systems, water mains pipe system, core infrastructure, sewer, storm water and other utilities publicly or privately owned, ICC will have regard to the location of pipes as shown on service plans and plant a safe distance from them. Safe distance will be determined by ICC with delegated authority.
- 2.2.7.5 Root guards will be considered to minimise effects when planting close to infrastructure.
- 2.2.7.6 Cross Council collaboration will ensure information on locations of pipes is communicated so as to avoid trees being planted on top of utility services.
- 2.2.7.7 Trees will be planted so mature height and canopy should be 1.5m away from lights and pruned at timely intervals to minimise light obstruction.
- 2.2.7.8 In planting new trees, ICC will ensure that they are planted at a distance and in a position that obstruction of traffic signs / signals does not become a problem.
- 2.2.7.9 Trees planted in the vicinity of traffic and street signs will be of a species, form and structure that can easily be pruned to clear traffic signage without spoiling the appearance of the tree.
- 2.2.7.10 When planting trees near fixed structures, ICC will allow sufficient space for the tree to grow to a mature size without causing damage to a structure or object (or the structure or object causing damage to the tree).

2.2.8 Tree Planting on Council Land by the Public

Objective:

- To support individuals or groups in the community that are permitted by ICC to plant trees on Council land under the set requirements in accordance with the Tree Plan.

Policies:

- 2.2.8.1 Individual members of the public or community groups require ICC approval and in accordance with the Tree Plan to plant trees on any Council land.
- 2.2.8.2 Where conditions are suitable, consideration will be given to the planting of crop trees that can be harvested by the local community.
- 2.2.8.2 This will be subject to the provision that such plantings will not require excessive maintenance or pest control, and therefore will not be approved for planting.
- 2.2.8.3 ICC will support members of the public and community groups who wish to be actively involved in tree plantings on Council roads and reserve land, provided this is carried out in accordance with the following process:
 - Applicants are to submit a brief application statement together with a (simple) drawing or plan indicating where the trees are proposed to be planted.
 - In street planting situations, planting will only be considered if the application is to plant the whole or a major part of the street. This may be specifically designed to accommodate planting as part of road reconstruction work or upgrade project. The majority of residents on the street will have to be in support of the planting and ICC will need some confirmation of this with the application.
 - ICC will carry out an inspection of the site noting the location of services, structures, width of footpath berms and any other site features that may present an impediment to planting.

¹⁵ Outside of the tree protection zone (drip line)

- If found to be suitable for planting, ICC will have a planting plan prepared showing the planting positions and tree species in relation to the adjacent properties, street structures and services. Consideration will be made regarding soil conditions, wind, sun exposure and drainage to ensure the species thrives in that site.
- The landscape plan will be forwarded to affected residents for approval.
- If agreed to proceed and funding is available, a formal documented agreement will be developed with members or groups the operation, scheduled and either advice provided on or the supply of suitable plants and planting materials arranged.
- Immediately prior to the planting taking place ICC will mark the planting positions in readiness for the resident's planting operation under ICC supervision.
- Plantings outside individual applicant properties on a one off basis will not be approved.
- Replacement plantings in streets will be of the same species shown on the landscape plans for the street or, in the bases of a plan, consist of similar species to the existing trees provided they have not proved to be unsuitable or problematic in any way.

2.2.8.4 The public is encouraged to assist with the maintenance of street trees by watering plants near them in times of drought. The public may also assist by hand cultivating and maintaining weed free the ground below the base of trees, picking up berries, fruit and leaf litter.

2.2.8.5 The planting of low growing plants or spraying around the base of trees in streets is not permitted. Pruning trees is also not permitted by members of the public without prior approval from ICC through a documented agreement. Harvesting of plant species for cultural purposes (e.g. Tī kouka, harakeke, pingao and toetoe for raranga/weaving) is an exception to this requirement as it is recognised as a customary activity for Māori.

2.3 Maintenance of Trees on Council land

2.3.1 Operations Standard Specifications

Objective:

- *To ensure trees on Council owned land are maintained to the required operations standard specifications set by Council.*

Policies:

- 2.3.1.1 ICC is responsible for maintaining trees on Council owned land and in public places, including Invercargill's roads and roadsides.
- 2.3.1.2 Property owners are responsible for the upkeep of their own property, which includes land and dwellings. The Property Law Amendment Act 1975 states that property owners are responsible for any nuisance or damage that their tree(s) cause(s) to neighbouring properties.
- 2.3.1.3 Where trees are included as part of subdivision the developer is to provide a tree maintenance specification for tree maintenance period.
- 2.3.1.4 ICC has the opportunity to create a long term programme or plan to proactively plant, maintain and remove trees.
- 2.3.1.5 Any works proposed to be undertaken around or near trees requires an application to ICC (see 2.4.). Guidance will be provided to ICC approved workers to ensure the safety of the tree is retained within the dripline.

2.3.1.1 Pruning of trees

- 2.3.2.1 Any tree pruning required during the construction operation will require the prior approval of the engineer and be carried out by qualified / competent ICC arborists or horticulturists, or ICC approved contractor to established industry standards.
- 2.3.2.2 ICC will use a benefit–risk assessment approach when managing trees that are known or intended to provide play value, ensuring that both safety and developmental benefits are considered. Where appropriate, tree form may be managed to retain or enhance play opportunities.

2.3.1.2 Maintenance considerations for trees by waterbodies and water courses

- 2.3.3.1 The lower branches of trees will be progressively pruned to a height above the high water mark of any waterways to avoid waterborne debris collecting in them and obstructing the flow.
- 2.3.3.2 Watercourse trees will be pruned in a manner that will leave them in an attractive, healthy and safe condition while also taking into account the need to create and maintain vistas and sightlines for the public across waterways.
- 2.3.3.3 Tree roots growing along vertical waterway banks will not be cut off or removed unless they are causing a significant obstruction to the waterway. Major root loss will detrimentally affect the health and stability of the trees which could leave the banks more prone to erosion and slumping.

2.3.2 Trees Affecting Public Services, Utilities or Structures

Objective:

- *To ensure Council complies with the relevant legislation when working with planting or maintenance of trees in relation to public services, utilities or structures for the safety of the public.*

Policies:

ICC will maintain trees on Council land in a manner that gives effect to the following:

2.3.2.1 Trees near power lines

2.3.2.1.1 ICC will manage existing trees to give effect to the regulations.

2.3.2.1.2 ICC will ensure that wherever possible good specimen trees are retained and pruned as attractively as possible given the safety considerations and requirements of the line clearance work.

2.3.2.1.3 The Electricity (Hazards from Trees) Regulations 2003 (Tree Regulations) impose restrictions on tree trimming within 4m of network lines. In situations where an ICC specimen tree encroaches within the regulatory “notice zone” (but not the “growth limit zone”) from the power lines and to prune clear of the “notice zone” would result in its destruction or disfigurement; ICC may apply to the owner of the lines for a dispensation to allow the tree to encroach into the “notice zone”. Suggested plantings can be found here:

https://www.thelinescompany.co.nz/site/uploads/2019/09/Species-Selection_Planting-Tips_September-2019.pdf

2.3.2.1.4 If a dispensation is granted, it will be ICC’s responsibility to ensure that the tree does not encroach into the “growth limit zone” (beyond the “notice zone”).

2.3.2.2 Trees endangering telecommunication lines

2.3.2.2.1 Existing trees will be pruned at timely intervals to ensure they are kept at a legal and safe separation distance from the lines (no person or piece of equipment is permitted within 4m of lines: <https://www.thelinescompany.co.nz/our-network/electricity-safety/>).

2.3.2.2.2 In pruning trees, the work will be carried out in a manner that preserves as much of the natural attractive form of the tree as possible and provides a visual balance. All pruning shall be undertaken by, or under the supervision of a works arborist¹⁶ employed or contracted by ICC or a network utility operator and in accordance to minimum industry standards.

2.3.2.3 Trees and drainage systems

2.3.2.3.1 Sewer and storm water systems are damaged by tree root intrusion, particularly older ceramic pipe structures and pipelines with damaged / defective jointing seals. In dealing to damage to pipes by trees, ICC will explore all reasonable solutions to abate the problem avoiding removing good quality specimen trees wherever practicable.

2.3.2.3.2 Pursuant to UTIL-R2 of the Invercargill City District Plan 2019 (part three utilities, page 10) the operation, maintenance and replacement, and upgrading of existing utilities is a permitted activity and not required to comply with other rules of standards in the Plan. This includes

¹⁶ Person with arb degree or diploma, on the job experience and that has level 4 NZQA Cert in Hort Services (Arboriculture)

open stormwater and sewer infrastructure, ditches and pipes infrastructure. This may include maintenance or removal to Areas of Outstanding Indigenous Biodiversity within zones such as Otatara. It is however silent on street trees and reserve land so all correspondence relating to these areas will need to be collective with Parks and Recreation.

2.3.2.4 Trees and lights

Having adequately lit areas is important for traffic and pedestrian safety, and for providing a sense of security for residents.

- 2.3.2.4.1 All pruning will be carried out in a manner that preserves as much of the natural attractive form of the tree as possible.

2.3.2.5 Obstruction of traffic and street signs

Traffic and pedestrian sightlines is a key road safety issue and it is important that traffic signs and signals are not obstructed and that the signs can be clearly seen from a safe reaction and stopping distance away.

- 2.3.2.5.1 Trees will be inspected by Parks and Recreation Staff for sightline obstruction at regular intervals with priority given to removing any obstructing foliage.

2.3.2.6 Trees and Rail Corridors

Refer to **Appendix 2** for more information on KiwiRail guidelines for standards for off track zones.

2.3.3 Pests / Diseases Potentially of Importance to Invercargill City

Objectives:

- *To manage and mitigate any new pests and diseases that emerge within Invercargill City and that procedures are in line with internal and external strategies and plans.*
- *To work with iwi and other Councils and agencies to utilise processes for mitigating and managing new pests and diseases that emerge in the area.*

Policy:

- 2.3.3.1 Pests / Diseases of national importance that could eventually threaten trees and have a large scale impact on the landscape of the City are:

- Armillaria spp has in the past caused mortality at Sandy Point. This will always be present at some level in this forest but if stress on the trees is minimised, then the disease is unlikely to cause major areas of mortality.
- Myrtle rust – potential significant impact on members of the Myrtaceae family.
- Kauri dieback.
- Marmorated stink bug – future concern.
- Cordylines sudden decline – threat to cabbage trees, likely to have recently arrived in Southland.
- Diseases such as Dothistroma can sometimes cause problems with radiata pine. There is no evidence to suggest that diseases such as this are excessive in this region, however forests may be inspected on a regular basis and, where appropriate, action will be taken.

- 2.3.3.2 ICC will monitor and inspect trees for potential pest damage as per monitoring procedures. Anything new will be recorded and noted with the appropriate authority for further investigation if required.
- 2.3.3.3 Response measures will be followed in alignment with ICC procedures and Policy 2.4.8 – Biosecurity Measures, if relevant. Public will be warned through appropriate forms of communication where it may potentially affect animals and humans.
- 2.3.3.4 Hares, rabbits and rats have caused problems and there is a considerable number of possums. It is essential that regular animal control is carried out to prevent damage to young seedlings and adult trees.
- 2.3.3.5 ICC should collaborate with iwi, Environment Southland, Ministry of Primary Industries/Biosecurity NZ, Department of Conservation and other groups to work on processes in mitigating and managing any new pest / diseases that emerge in the area.

2.3.4 Use of Agricultural Chemicals / Pesticides

Objective:

- *To consider the environmental and social implications of using pesticides in accordance with legislation relating to general wellbeing.*

Policies:

- 2.3.4.1 In the application of agricultural chemicals, herbicides or pesticides on its land, ICC and its contractors will ensure that the selection and use of any products shall be based on the principle of minimising any risk or hazard within and beyond the contact areas to people, property, livestock and the environment in general. Public will be warned through appropriate forms of communication where it may potentially affect animals and humans.
- 2.3.4.2 Wherever practicable, non-chemical means of controlling unwanted trees or pests will be used.
- 2.3.4.3 The use and application of all chemicals shall be in accordance with all relevant acts, regulations and bylaws including NZS 8409:2004 Code of Practice for the Management of Agrichemicals.
- 2.3.4.4 Agricultural chemicals / pesticides shall only be applied by a Growsafe certified applicator or person under the control of a certified applicator.

2.3.5 Trees on Council Leased or Rented Land

Objective:

- *To ensure conditions are met through lease and rental agreements with requests for tree work.*

Policies:

- 2.3.5.1 In entering into lease and rental agreements involving Council land, ICC may impose conditions as to the control of any pest species mentioned in Policy 2.3.6 - Undesirable Trees.

2.3.6 Undesirable Trees

Objective:

- To ensure undesirable trees are not included when planting on Council land.

Policies:

2.3.6.1 Undesirable trees

2.3.6.1.1 Various plant species must not be planted in Invercargill streets or reserves due to undesirable characteristics such as their:

- Known potential to become weeds.
- Invasive traits such as root systems and potential to sucker.
- Heavy production of seeds and quick germination.
- Heavy production of pollen and / or allergenic pollen.
- Poor form and weak branch structure.
- Susceptibility to disease and pests.
- Poisonous bark, leaves, seeds or fruit.
- Dense, shrub-like features that will obscure traffic or pedestrian sightlines (except in safe locations specifically designed for these).
- Long tough leaves that will wrap round mower or street sweeping machinery
- Excessive shading, particularly during winter.
- Potential seed dispersal via waterways, humans and into neighbouring properties

2.3.6.1.2 In planting and managing trees on its land, ICC will be guided by the Landcare Research publications on Poisonous Plants in New Zealand¹⁷. In the case of certain species that are otherwise ornamentally or environmentally desirable, care will be taken to locate them clear of playgrounds or other areas where children are likely to congregate.

2.3.6.1.3 In planting and managing trees on its land, ICC will not plant and will endeavor to eradicate all pest or pest plants documented or listed as such by the [Ministry for Primary Industries, Environment Southland](#), DOC and national weed lists, and ICC's Environmental Health Bylaw.

2.3.6.1.4 The following trees have prolific, viable seeding or suckering habits that are known to be invasive or too prolific in environmental areas or other naturalistic sites and should not be planted:

- Sycamore: problem seedling production
- Holly: problem seedling production
- Elderberry: problem invasive seedling production
- Rowan: problem seedling production
- Cotoneaster: problem seedling production
- Embotrium: problem suckering
- Wilding conifers, Darwin's barberry, privet and buddleia

2.3.7 Preservation of Existing Hedges, Live Fences¹⁶ and Shelterbelts

Objective:

¹⁷ (<https://www.landcareresearch.co.nz/publications/poisonous-plants>)

- *To implement relevant information surrounding the preservation of existing hedges, live fences and shelterbelts as required under the Fencing Act 1978*

Policies:

2.3.7.1 ICC may require certain existing hedges, live fences and shelterbelts to be preserved as a condition of subdivision consent by way of a covenant registered on the computer freehold register of the land. In considering any such preservation, ICC will have regard for the following:

- Whether any hedge, live fence or shelterbelt consists of a species classed as undesirable as stated in Policy 2.3.6 – Undesirable Trees.
- Whether any hedge, live fence or shelterbelt and its location comply with the rules in the Invercargill City Council District Plan.
- The access and feasibility of trimming and generally maintaining the hedge, live fence or shelterbelt, satisfactorily once the site has been developed taking into account that there may be different properties and owners along its length.
- In the case of residential land, whether the hedge, live fence or shelterbelt would create any undue interference with the use or enjoyment of the property it is situated on or neighbouring land.
- Any sheltering effect of the hedge, live fence or noise amelioration.
- Any screening or unsightly views.
- The need to maintain safe distances from street structures.

2.3.8 Permitted Uses of Trees

Objective:

- *To consider the different uses of trees when the need arises or requests are made with surplus tree material.*

Policy:

2.3.8.1 The following activities are permitted on Council land subject to prior ICC approval:

- Fruit and nut trees
- Used to support lighting features
- Sculptured trees
- Fallen trees as furniture
- As play features
- Taking of small amounts of material for Māori medicine (Rongoā) and weaving
- Taking of small amounts of material for educational purposes
- Firewood collection through conditions set by ICC.

2.4 Removal / Replacement of Trees on Council land

Objectives:

- To support the retention of trees on Council owned land.
- To follow good management principles when removing trees on Council land, while considering benefits, costs and legal requirements.

Policies:

2.4.1 Legal considerations

2.4.1.1 In dealing with applications from the general public to remove trees on Council land, ICC will also have regard to and be guided by the provisions within 1.9 legislative links.

2.4.2 Removal of trees

2.4.2.A A request to remove a tree from land actively managed by the ICC must be submitted using the Application for Tree Works Form. This includes situations where a street tree is proposed to be removed as a consequence of subdivision or development.

2.4.2.B Where Council land is proposed to be leased or rented, ICC will include in the lease or rental agreement conditions that prevent trees being removed or pruned to the extent that their values are significantly compromised, unless that work has first been approved in writing by ICC.

2.4.2.C Requests to prune or remove a tree where any threat to safety or property is null or minor, ICC will consider the request in terms of the public value of the tree and the level of effect to the person against the following criteria:

i Value of the tree: ICC will follow an approved tree valuation method which considers the tree's condition (health), amenity (community benefit) and notability. Greater weight will be given to protecting trees native to the area and those that reinforce any ICC spatial plans or reserve management plans. Greater weight will be given to protecting prominent or notable trees, and trees with good form and health.

ii Effect on Resident: ICC will consider whether any nuisance or inconvenience on an individual property is significant or minor. ICC will not prune or remove trees for views or minor nuisance effects. Discretion may be exercised where the level of effects is great e.g. shading is severe that it causes major hazards on roads.

iii A tree may be removed if it is:

- Dead, or incurably declining to a point of removal.
- Causing a major traffic issue or reducing visibility of a road or footpath that pruning cannot resolve.
- Needed to preserve other trees.
- Assessed by a qualified arborist as needing to be removed.
- Causing major infrastructure damage.

2.4.2.D Before proceeding to remove any tree, whether causing damage to public or private property, ICC will firstly assess whether there is a cost effective arboricultural or engineering solution to the problem. Failure in this respect may mean that the tree has to be removed.

- 2.4.2.E Trees which constitute a nuisance value because of leaf fall, tree size, and loss of vision or shading will first undertake periodic pruning before other options are considered.
- 2.4.2.F The procedures to enable removal or relocation shall be determined by the ICC Parks and Recreation Manager or nominated delegate.
- 2.4.2.G Approved requests to prune or remove trees for other than safety reasons will be programmed into routine maintenance work.
- 2.4.2.H Trees earmarked to be removed or relocated shall be identified and shown on the construction plans, or be identified and marked for removal during a joint inspection by the qualified staff¹⁸, engineer and / or contractor. A replacement planting plan is required to be presented.
- 2.4.2.I Trees found to be conflicting with the works when an operation is in progress shall not be removed without the consent of the ICC Parks and Recreation Manager.
- 2.4.2.J Trees identified as impeding consented legal access shall be determined to be removed by both the ICC Infrastructure, and Parks and Recreation Managers or nominated delegates, only when all other alternatives have been explored and are not viable.
- 2.4.2.K Where tree removal (including removal of stumps) an archaeological authority may be required at the applicants cost.
- 2.4.2.L Tree removals must be undertaken by, or under the supervision of, a works arborist¹⁹ employed or contracted by ICC.
- 2.4.2.M Trees growing on Council land may not be removed where access is required for infill subdivision or house removals without prior written permission from ICC.

2.4.2.1 Removal of allergenic plant specimens from council administered land

- 2.4.2.1.1 There will generally be no active removal of highly allergenic* tree and shrub species but rather natural attrition of such species will occur through replacement with a non-allergenic species.
- 2.4.2.1.2 If discretionary tree removal is requested due to a resident's poor health, these may be assessed on a case by case basis with due consideration to the following matters:
 - Proof of allergic reaction to specific tree species, e.g. doctor's certificate.
 - Likely effects of tree removal on resident's health.
 - Distance from property that trees have been requested to be removed.
 - Other possible source of allergenic pollen in vicinity of resident's (adjoining resident's) property.
 - Whether the trees in question were planted prior to the resident purchasing their property.
 - Whether the tree is a notable or significant tree as listed in the ICC District Plan.
 - Applicant to contribute 100% of costs of removal and replacement.

¹⁸ Requires minimum level 4 NZQA

¹⁹ a person who has a recognised arboricultural degree, diploma or certificate and on the job experience, is familiar with the tasks, equipment and hazards involved in arboricultural operations and has demonstrated competency to level NZQA Certificate in Horticulture Services (Arboriculture) standard (or be of an equivalent arboricultural standard).

2.4.2.2 Applicants will bear cost of work

2.4.2.2.1 Where ICC approves the removal of individual trees for private benefits such as adjoining property development, the value of the existing tree and costs of removal and replanting in a suitable location will be charged to the person(s) or entity benefitting from the tree's removal. The invoiced costs will be paid prior to work being carried out. A bond may be required for any contractor work issued through the applicant should any remedial works not be carried out successfully, or damage occurs.

2.4.2.3 Emergencies on Council owned land

2.4.2.3.1 ICC will only accept tree removal in emergency situations where the removal is considered absolutely necessary for immediate access to critical infrastructure. This will only be undertaken where no alternative options are available and where failure to access the critical infrastructure will lead to an unacceptable risk²⁰ to public health, or significant property damage or harm to personnel.

2.4.2.3.2 If a tree emergency occurs due to reasons outside of ICC's control (e.g. storms, high winds, flooding) the following tasks could be considered:

- A report may come through as a request for service from a member of the public, or a staff member has come across the incident and reported it.
- Risk Management - Immediate assessment of trees and the best approach to take to remove or save trees in the cluster. There is a clear and defined safety responsibility to have trees removed and all consideration on leaving them is taken seriously.
- All emergency services and ICC may be required to set up a temporary traffic management site and close off portions off road or other services if required.
- Health and safety process for all those who are required to assist are to be undertaken with a hazard form to be signed before proceeding onto the site.
- Assessment will be required for those trees directly affected and immediate surrounding trees.
- If the works are too large a task, or further resources are required for ICC to undertake alone, Contractors will be required to help.
- Any insurance claims to be made will go through ICC's insurance process if it is proven to have come from a tree on Council land and they are proven to be liable.

2.4.3 Operational Guidelines and Standards for Tree Work

2.4.3.1 Access

2.4.3.1.1 Staff require safe and easy access to be able to assess, maintain, plant or remove trees. This may also include plant and machinery access.

2.4.3.2 Auditing and Monitoring of Trees

2.4.3.2.1 Street Tree audits should be undertaken by a suitably qualified assessor annually.

2.4.3.2.2 Any maintenance or removal will be included into a programme of works to be undertaken.

2.4.3.2.3 Trends and changes should continuously be monitored and reviewed to ensure improvement when auditing and maintaining tree stock.

²⁰ A level of risk determined through a recognised council approved method e.g. Quantified tree risk assessment (QTRA) or tree risk assessment qualification (TRAQ) which is elevated beyond what the council considers acceptable

2.4.3.3 Qualification

2.4.6.3.1 Any person dealing with ICC owned trees is to be a suitably qualified ICC worker or ICC approved person.

2.4.3.4 Contract specifications

2.4.3.4.1 In drawing up contract specifications for ICC tree work, ICC may require that the work is generally to be carried out in accordance with best industry practice.

2.4.3.5 Health and Safety

2.4.3.5.1 All contractors and ICC staff shall comply with the provisions of the Health and Safety at Work Act 2015 and any approved codes of practice or regulations relating to the particular operation concerned.

2.4.3.5.2 Contractors must have gone through ICC's pre-approval application and be approved prior to undertaking works on Council land.

2.4.3.6 Protected trees on Council land

2.4.6.1 Protection of other ICC trees from any damage that may result from construction operations shall be in accordance with any ICC related documentation, except where specifically prescribed in Policy 2.4.2 – Removal of Council Trees and Policy 2.3.1.1 – Pruning of Trees

2.4.4 Replacement Planting

2.4.4.1 Tree replacement requires approval from the ICC Managers with Delegated Authority via a request application (see Policy 2.4.12).

2.4.4.2 For every tree removed a minimum of **one/two** new trees will be planted at the applicant's cost, with the projected canopy cover replacing that which is lost within 30 years (additional planting may be required).

2.4.4.3 If a replacement tree is not a viable option, compensation for the tree will be required at the applicants cost. The stump will be removed and ground reinstated so as not to become a hazard for people or property.

2.4.4.4 Replacement planting will be in accordance with the planting design of the original landscape management plan; unless approved changes have been made to the plan or a particular species has been found to be unsuitable.

2.4.4.5 Engineered planting pits and/or root guards will be included if deemed necessary at the applicants cost.

2.4.4.6 For removals within or outside the road corridor, the location of any replacement trees will be based on the following:

- In the same road corridor in as close proximity to the tree removed; or
- If no further planting in the road corridor is required or possible then in the closest road corridor that requires either new or additional planting; or
- Within the urban forest²¹

²¹ a forest, or the collection of trees, that grow within a city, town or urban environment

- 2.4.4.7 Semi-mature or mature tree transplants will be considered as replacement trees where canopy cover is lacking or is below the canopy cover target.

2.4.5 Construction Operations near Council Trees

Objective:

- *To ensure construction operations²² are ICC approved and qualified when carrying out tree works on Council owned land.*

Policies:

- 2.4.5.A A Tree Protection Management Plan (TPMP) is to be submitted to ICC for any activity or work proposed near ICC trees where works are likely to impact on the tree or its root zone.
- 2.4.5.B TPMPs are to be developed by the person(s) undertaking/managing the works and be in accordance with the any ICC construction standard specifications. ICC must approve a TPMP prior to work commencing.
- 2.4.5.C Development projects on Council land will prioritise the retention of mature trees through all aspects of the project.
- 2.4.5.D Where appropriate, pruning of tree roots will be approved to facilitate the installation, repair, renewal or maintenance of assets adjacent to the tree.
- 2.4.5.E ICC reserves the right to seek compensation and/or remediation for loss or damage to ICC trees and their immediate environment as a result of the works being carried out.
Damage or loss will include but is not limited to:
- Death or decline of tree health
 - Physical damage to the tree
 - Damage to the tree roots and or rooting environment including compaction or contamination of the soil
 - Loss of environmental and ecological benefits provided by the tree.
- 2.4.5.F ICC will determine the value through either the cost of replacement/repair of loss/damage or through an approved tree valuation method, whichever deem to be most appropriate.

2.4.5.1 Oversized loads – trees

- 2.4.5.1.1 Where trees have been identified as being likely to cause an obstruction to the transport of oversized loads, it will be at the ICC Parks and Recreation Manager discretion as to whether removal of trimming can be carried out to provide sufficient clearance for the load.
- 2.4.5.1.2 Any tree work required to provide clear passage or provide access to properties shall be carried out by ICC or approved contractors.
- 2.4.5.1.3 The cost of any trimming or felling work or restoration will be at the applicant's expense.

2.4.5.2 Tree roots

²² Trenching digging underground excavation

- 2.4.5.2.1 Caution must be taken when digging near trees, to ensure roots are not damaged. Parks and Recreation must be notified if there is potential for any harm to the tree before digging is undertaken. Parks and Recreation will be compensated for any tree root damages.

2.4.6 Restoration of Council Owned Destroyed or Damaged Shelter Belts / Plantation Trees

Objective:

- *To contribute to the long term sustainability of shelter belts through restoration (if viable) to benefit the community.*

Policies:

- 2.4.6.1 Where shelterbelts or plantation blocks have been destroyed or substantially damaged by fire, severe climatic events, or biological factors on Council land, consideration will be given to the following:
- Any revenue value to be gained from the salvage of the damaged trees.
 - Whether it is desirable to reinstate trees on the land to provide some sort of sheltering or commercial plantation function, or whether the land would be better used for other purposes.
 - Having regard for the climatic, soil conditions and risk potential factors of the site, whether replanting with tree species with the same or similar characteristics (e.g. controlling storm water run-off or soil stabilisation) is likely to be financially viable or sustainable.
 - Whether it would be of greater benefit to the community that the land be planted with trees of amenity or landscape values, given any current or potential changes to land use in the vicinity.
 - Any other public recreational use opportunities, environmental or biodiversity benefits afforded by changing the tree cover on the site.
 - Any relevant Master Plans, Strategies, or Reserve Management Plans.

2.4.7 District Plan Rules

Objective:

- *To ensure the Tree Plan and the Invercargill City District Plan complement each other and are considered in future reviews.*

Policy:

- 2.4.7.1 The Tree plan and the Invercargill City District Plan complement each other and should be considered together. Referencing the Tree Plan in the Invercargill City District Plan may be considered in future reviews of the District Plan, especially significant trees.
- 2.4.7.2 A tree or trees may be removed where felling of the tree(s) is required to comply with the rules within the district plan for Invercargill Airport's airspace zone and obstacle limitation surfaces which have height requirements to ensure safe airspace operations.

2.4.8 Biosecurity Measures

These organisms can be formed into three main groups:

- Plants that are pests themselves.

- Pests (insects) that can damage or destroy trees.
- Diseases (pathogenic fungi, bacteria) that may debilitate or destroy trees.

Objectives:

- *To comply with relevant legislation around biosecurity.*
- *To manage suspect organisms accordingly for the long term sustainability of Council land.*

Policies:

- 2.4.8.1 ICC will ensure that pest or undesirable plants or animals are controlled on its land and do not spread to neighbouring properties.
- 2.4.8.2 In managing its tree assets, ICC will be vigilant in looking out for new introduced problem plants and tree pests and diseases; particularly any that are noted as spreading rapidly. ICC will take timely action if any are discovered.
- 2.4.8.3 Samples of suspect organisms will be sent to the Ministry of Primary Industries Plant Health and Environment Laboratory for diagnosis or Biosecurity New Zealand will be contacted on their hotline on 0800 80 99 66.
- 2.4.8.4 The implementation of any required control of pests and diseases will be carried out in accordance with the provisions of the Biosecurity Act 1993 which is administered by the Ministry for Primary Industries.
- 2.4.8.5 Compliance will be required with any Regional Pest Management Plan that may be administered by the territorial authority, Environment Southland, or by complying with any National Pest Management Strategy (NPMS) that may have been notified by an 'affected' or responsible Minister (MP).
- 2.4.8.6 Public will be warned through appropriate forms of communication where it may potentially affect animals and humans.

2.4.9 Conservation Covenants

Objective:

- *To preserve the long term management of land of value.*

Policy:

- 2.4.9.1 ICC may enter into an agreement with a private landowner, sub divider or developer to create a conservation covenant to preserve an area of land containing trees considered to be of exceptional landscape amenity, historical, botanical or ecological value to the general public (See Reserves Act 1977, Section 77 – Conservation Covenants).

2.4.10 QEII National Trust Act 1977

Objective:

- *To aid conservation on private land.*

Policy:

2.4.10.1 ICC may enter into a covenant under the QEII National Trust Act 1977, to secure the long term protection, preservation and enhancement of open space (including areas containing trees) and the preservation of natural and cultural features.

2.4.11 Private Ownership Trees – Powers of Council

Objective:

- To ensure Council requirements are met with regards to private property.

Policies:

2.4.11.1 Private trees Impacting Council land boundaries

2.4.11.1.1 It is the responsibility of the owners of private trees growing over / overhanging legal road or reserve boundaries to carry out trimming or removal set by the Roading and Traffic Bylaw.

2.4.11.1.2 Where trees on private land are obstructing drains, drainage channels or watercourses, ICC may, by notice in writing, require the tree owner to remove the obstruction (Local Government Act 2002, Sections 468 and 511).

2.4.11.1.3 ICC will notify owners in writing of the obstructions their trees are causing requiring them to carry out whatever remedial work is deemed necessary, including not leaving aftermath of the remedial work on Council land.

2.4.11.1.4 In the event of the remedial work not being carried out to ICC's satisfaction, ICC may, after giving verbal notice, carry out the work itself at the owner's expense.

2.4.11.1.5 Where a tree owner fails to carry out remedial tree work for any reason and ICC decides to carry out the work itself, ICC may, having regard to the circumstances, charge the tree owner for the costs of any preventative, remedial or damage repair work required.

2.4.11.1.6 ICC will not enter upon private land or property to carry out non urgent tree work unless a notice in writing has been served or this has been previously agreed with the tree owner.

2.4.11.1.7 ICC is authorised to deal with situations involving – encroaching private trees by the provisions of Sections 173, 355 and 511 of the Local Government Act 2002.

2.4.11.1.8 Where residents have planted their own tree on Council owned road reserves without prior permission from ICC, ICC reserves the right of removal.

2.4.11.2 Council authorised persons – trees on private land

2.4.11.2.1 In the case of sudden emergency situations that involve private trees, in accordance with Section 173 of the Local Government Act 2002, ICC may enter occupied land or buildings to carry out any necessary safety related work to prevent:

- Loss of life or injury to a person.
- Damage to property.
- Damage to the environment.
- Damage to Council infrastructure.
- A danger to any work or adjoining property.

2.4.11.2.2 Where such emergency action has to be taken and the owner has been unable to be contacted beforehand, as soon as practicable afterwards, ICC must inform the owner of the works and the reason for them.

2.4.11.2.3 Where the removal or trimming of overhanging trees obstructing public right of way is required to clear footpaths and road carriageway according to the Roding and Traffic Bylaw above the public right of way, certain named persons, whilst they are the employee of ICC, are delegated the powers and authority vested in the principal administration officer by Section 335 of the LGA 1974 and Section 5.3 of the Environmental Health Bylaw, to deal with and prescribe action to be taken with such problems.

2.4.11.3 Authority for rural plantations, amenity plantings and shelterbelts

2.4.11.3.1 Compliance with any activity involving the planting, management or felling of trees on Council land is under the authority of ICC delegated officers.

2.4.11.4 Protected trees

2.4.11.4.1 Certain work to individually protect trees on private land is currently not documented in the ICC District Plan, unless the trees are mapped as significant indigenous vegetation, then the District Plan rules apply. See Appendix 1 for a list of proposed trees to be included in the next District Plan review. One may therefore require an application to be made to ICC for resource consent regardless of any other laws or regulations that may also be relevant.

2.4.11.5 Tree disputes between neighbours

2.4.11.5.1 ICC has no authority or responsibility in law to become involved in disputes between neighbours about trees on private land. This is entirely a matter for the respective property owners to resolve in accordance with the legal remedies available to them.

2.4.12 Council Tree Applications and Requests

Objectives:

- To ensure requests are streamlined through the same process as other requests for service.
- To ensure a process is in place for applications and reaches the relevant ICC department to follow up.

Policies:

2.4.12.1 Requests for services of Council trees

2.4.12.1 All requests for services on Council trees will be managed through ICC customer services by phone 2111 777 or via the online request form: <https://icc.govt.nz/online-services/>.

2.4.12.2 Any applications will be assessed and documented on a case by case basis (refer to **Appendix 3** for decision making process flow chart). Special cases may be escalated to ICC for permissions required.

2.4.12.3 All requests will be kept on ICC files.

APPENDIX 1 - NOTABLE TREES PROPOSED TO BE SCHEDULED FOR PROTECTION IN THE DISTRICT PLAN

Section 76 Rules of the RMA [Resource Management Act 1991 No 69 \(as at 05 April 2025\)](#),
[Public Act 76 District rules – New Zealand Legislation](#)

- (4A) A rule may prohibit or restrict the felling, trimming, damaging, or removal of a **tree** or **trees** on a single urban environment allotment only if, in a schedule to the plan,—
- the **tree** or **trees** are described; and
 - the allotment is specifically identified by street address or legal description of the land, or both.
- (4B) A rule may prohibit or restrict the felling, trimming, damaging, or removal of **trees** on 2 or more urban environment allotments only if—
- the allotments are adjacent to each other; and
 - the **trees** on the allotments together form a group of **trees**; and
 - in a schedule to the plan,—
 - the group of **trees** is described; and
 - the allotments are specifically identified by street address or legal description of the land, or both.
- (4C) In subsections (4A) and (4B),—
- group of trees** means a cluster, grove, or line of **trees**
- urban environment allotment** or **allotment** means an allotment within the meaning of [section 218](#)—
- that is no greater than 4 000 m²; and
 - that is connected to a reticulated water supply system and a reticulated sewerage system; and
 - on which there is a building used for industrial or commercial purposes or as a dwellinghouse; and
 - that is not reserve (within the meaning of [section 2\(1\)](#) of the Reserves Act 1977) or subject to a conservation management plan or conservation management strategy prepared in accordance with the [Conservation Act 1987](#) or the [Reserves Act 1977](#).
- (4D) To avoid doubt, subsections (4A) and (4B) apply—
- regardless of whether the **tree**, **trees**, or group of **trees** is, or the allotment or allotments are, also identified on a map in the plan; and
 - regardless of whether the allotment or allotments are also clad with bush or other vegetation.
- (5) A rule may exempt from its coverage an area or class of contaminated land if the rule—
- provides how the significant adverse effects on the environment that the hazardous substance has are to be remedied or mitigated; or
 - provides how the significant adverse effects on the environment that the hazardous substance is reasonably likely to have are to be avoided; or
 - treats the land as not contaminated for purposes stated in the rule.

Result	Identifier	Tree Type	Botanical Name	City / Suburb	Height	Girth	Diameter	Av. Spread	Verified	Actions
1	SR/P1211	single	Podocarpus totara	Otatara Invercargill	15	690	219.6	19.00	No	View
2	SR/1209	single	Cordyline australis	Invercargill	8	700	222.8	4.00	Yes	View
3	SR/0498	single	Eucalyptus globulus	Invercargill	32.5	430	136.9	21.00	Yes	View
4	SR/0351	single	Araucaria araucana	Waihopa Invercargill	21.6	446	142	22.40	Yes	View
5	SR/0495	single	Tilia x europaea	Invercargill	26	356	113.3	15.00	Yes	View
6	SR/0523	single	Podocarpus totara	Invercargill	12.8	400	127.3	12.00	Yes	View
7	SR/1225	single	Metasequoia glyptostroboides	Invercargill	19.8	319	101.5	12.50	Yes	View
8	SR/0521	single	Castanea sativa	Waikiwi Invercargill	12.8	347	110.5	18.50	Yes	View
9	SR/0512	single	Juglans regia	Invercargill	8.7	380	121	15.40	Yes	View
10	SR/1931	single	Ulmus glabra 'Horizontalis'	Waikiwi Invercargill	9.8	298	94.9	20.50	Yes	View
11	SR/1922	single	Ulmus glabra 'Horizontalis'	Waikiwi Invercargill	7.6	299	95.2	24.40	Yes	View
12	SR/0534	single	Banksia integrifolia	Invercargill	14.3	270	85.9	11.30	Yes	View
13	SR/0536	single	Ulmus procera	Invercargill	13	245	78	16.00	Yes	View
14	SR/1945	single	Ulmus glabra 'Horizontalis'	Invercargill	8	262	83.4	23.50	Yes	View
15	SR/1920	single	Ulmus glabra 'Horizontalis'	Invercargill	9	257	81.8	19.50	Yes	View
16	SR/1941	single	Ulmus glabra 'Horizontalis'	Waikiwi Invercargill	8.8	261	83.1	17.50	Yes	View
17	SR/1921	single	Ulmus glabra 'Horizontalis'	Invercargill	5.8	268	85.3	20.00	Yes	View
18	SR/0502	single	Ulmus glabra 'Horizontalis'	Invercargill	8.2	231	73.5	20.50	Yes	View
19	SR/1942	single	Ulmus glabra 'Camperdownii'	Invercargill	6.4	208	66.2	7.00	Yes	View
20	SR/0494	single	Parrotia persica	Invercargill	9	140	44.6	13.60	Yes	View
21	SR/1940	single	Ulmus glabra 'Camperdownii'	Waikiwi Invercargill	5	131	41.7	6.50	Yes	View
22	SR/0522	single	Magnolia campbellii	Invercargill	22	150	47.7	12.50	Yes	View

Result	Identifier	Botanical Name	Notes (search result)
1	SR/P1211	Podocarpus totara	Possibly the largest totara in Invercargill City. Large girth but stunted as it has grown in exposed coastal scrub (Esler, L. 2014). Note: measurements need confirmation.
2	SR/1209	Cordyline australis	Very large cabbage tree about 7m girth. It has been suggested that the tree might have been planted as a Maori way point or burial marker (Esler, L. 2014).
3	SR/0498	Eucalyptus globulus	'Located to the north of the park. This tree is in very good condition. The form is as good as any of those shown in the book by Burstall & Sale - 'Great Trees of New Zealand'. 1984; p.271. 'Anderson Park Art Gallery is a handsome Georgian style residence which is the Invercargill City gallery. It is set in 24 hectares of landscaped gardens and is 7 km. north of the city centre. There are collections of exotic trees and a very good bush walk.' Baird 1992. Reference. Burstall & Sale - 'Great Trees of New Zealand'. 1984; p.271.
4	SR/0351	Araucaria araucana	This was the first tree registered in Southland in 1989 (Watson, W. 1991). The tree is reported to have been planted in 1924 by W.D. Lennie, a local nurseryman and landscape gardener. The tree has shown remarkable growth (Baird, D. 1989). Reference. Burstall SW. FM. Report no.23. 1970; p.32.
5	SR/0495	Tilia x europaea	A very well formed specimen situated on the western side of Kelvin Street and near the South west corner of Victoria Park (Baird, 1992).
6	SR/0523	Podocarpus totara	'One of two large Totara in Kilmock Bush. Easily seen from the walking track. They are ecologically significant for their siting on sandhills. The Parks Division Invercargill state that Kilmock Bush, after being reduced to it's present proportions by European settlement logging operations, is now predominantly regenerating as Totara forest'. Baird 1993.
7	SR/1225	Metasequoia glyptostroboides	A large tree for Southland and likely to be one of the trees that Anderson supplied from the Timaru Botanic Garden; see notes on tree record @692@ (Cadwallader, B.G. 2014)
8	SR/0521	Castanea sativa	This tree stands on the site of the old Karitane Hospital established in 1927. This is the only sweet chestnut that I know of this far south (Baird, 1993).
9	SR/0512	Juglans regia	The tree is located next to St. John's Girls' School. This is a large tree for this species and is in good condition and shape. Of all the Walnuts I have seen so far, this would be the largest and the furthest South. (Baird 1992).
10	SR/1931	Ulmus glabra 'Horizontalis'	The largest of 3 very fine specimens at Anderson Park. See historical notes on tree record @1922@.
11	SR/1922	Ulmus glabra 'Horizontalis'	A fine example of the cultivar situated at the rear of Anderson House in what was formerly known as Victoria Park. In 1910, prominent businessman Robert Anderson (later Sir Robert) and his wife Elizabeth Walker bought this 300-acre neglected block of land, attracted by the 50 acres of native bush on the property. The couple had a passion for horticulture and before long, extensive flower gardens were soon developed. The magnificent homestead, which was built in 1925 at a cost of £10,000. Sir Robert Anderson died in 1942, at the age of 78 and Lady Anderson in 1951, at the age of 86. The children carried out their parents' wishes by donating the home and grounds to the city of Invercargill. In recognition of the gift, the City Council decided to rename the property Anderson Park. References: 1. Invercargill Public Art Gallery, www.invercargillpublicartgallery.nz/the-house. Accessed 19 Oct, 2023. 2. Invercargill City Council, Visit our Parks, Anderson Park www.icc.govt.nz. Accessed 19 Oct 2023
12	SR/0534	Banksia integrifolia	'A large tree of this species. An important part of the Southland Girls High School Quadrangle. When flowering tui birds feed on the flowers. These can be easily viewed from the second floor library windows'. Baird 1994.
13	SR/0536	Ulmus procera	'Situated on Tay Street SH.1. beside the First Church. The Church is an historic place and is featured on many of the local postcards. The tree is one of the few large trees in the city centre and is very important in the setting'. Baird 1993.
14	SR/1945	Ulmus glabra 'Horizontalis'	A very fine tree with a short grafted stem for the cultivar. The canopy spread is quite impressive (Cadwallader, B.G., 2013).
15	SR/1920	Ulmus glabra 'Horizontalis'	A good tree taking centre stage just west of the winter garden (Cadwallader, B., 2014).
16	SR/1941	Ulmus glabra 'Horizontalis'	Another good tree in Anderson Park. See historical notes on tree record @1922@ (Cadwallader, B.G., 2023).
17	SR/1921	Ulmus glabra 'Horizontalis'	These gardens were once the main city park, complete with a nursery, display houses and aviaries, but those have now gone. This horizontal elm is one of the better specimens on the gardens (Cadwallader, B., 2014).
18	SR/0502	Ulmus glabra 'Horizontalis'	An important tree in the middle of the park. It is not the biggest in the city but is perhaps the most noticed (Baird, 1992). The tree was transplanted in 1958 under the direction of Mr. Ron Petrie, who was then the Director of Parks Invercargill (Duthie, 1993).
19	SR/1942	Ulmus glabra 'Camperdownii'	A very large specimen for Invercargill where they appear to be quite rare (Cadwallader, B.G., 2023).
20	SR/0494	Parrotia persica	This was the first recorded sale in New Zealand of this tree species, which was first imported into New Zealand by Duncan and Davies Nurserymen. The garden at 'Lennel' has a very important collection of plants dating from 1880. The tree was planted by F.G. Hall-Jones c1941 (Baird, D. 1992).
21	SR/1940	Ulmus glabra 'Camperdownii'	A good developing tree near the entrance to the rose garden (Cadwallader, B.G., 2023).
22	SR/0522	Magnolia campbellii	'This large Magnolia is visible from State Highway 6. The tree is well known in Invercargill and was planted by Frank Saunders. Within the grounds are many more trees including elm, matai, Sequoiadendron and tracts of native bush'. Baird 1993

A draft rule framework has been developed that covers the following activities relating to notable trees identified in the schedule, these include:

Activity	Resource consent requirements
Maintenance Pruning	Permitted - no resource consent required
Works within a Dripline	Restricted Discretionary - resource consent required
Attach a sign, object or structure to a notable tree	Restricted Discretionary - resource consent required
Destruction or Removal of notable tree	Permitted (no resource consent required) if for safety reasons; otherwise Discretionary (resource consent required)

APPENDIX 2 – KIWI RAIL VEGETATION MANAGEMENT AND STANDARDS FOR ON AND OFF TRACK ZONES

2.1 Trees and Vegetation near the Rail Corridor

1. Key Risks

The three primary risks posed by neighbouring trees and vegetation to the rail network include:

- Trees or branches falling onto trains, railway tracks, or overhead line equipment
- Leaf litter accumulating on the rail
- Obstruction of line-of-sight for signals and crossings

2. Tree Fall Risk

Tall trees next to the railway pose safety risks if they fall onto tracks or overhead traction lines. Such incidents can derail trains, cause fires, and disrupt services.

3. Leaf Litter on the Rail

Deciduous trees near railways shed leaves that bond to the rail under train pressure, forming a slippery layer. This affects train acceleration and braking, causes delays, and interferes with track-based train detection systems.

4. Line-of-Sight Encroachment

Vegetation growth can obstruct visibility of signals and crossings, especially on curved tracks. KiwiRail conducts annual sightline assessments to ensure safety.

5. Landowner Obligations

KiwiRail manages vegetation within the railway corridor. Adjacent landowners are responsible for trees on their property and must ensure they do not pose safety risks. KiwiRail may contact landowners to request pruning or removal.

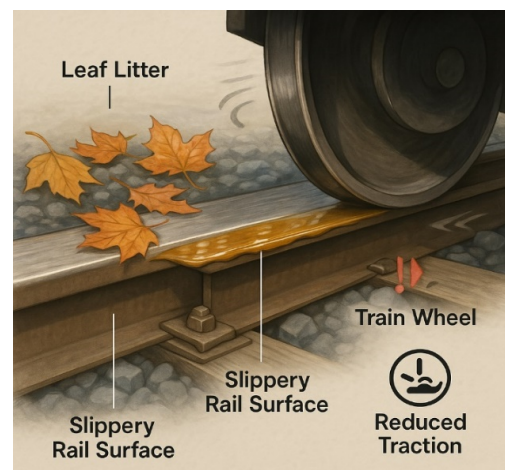
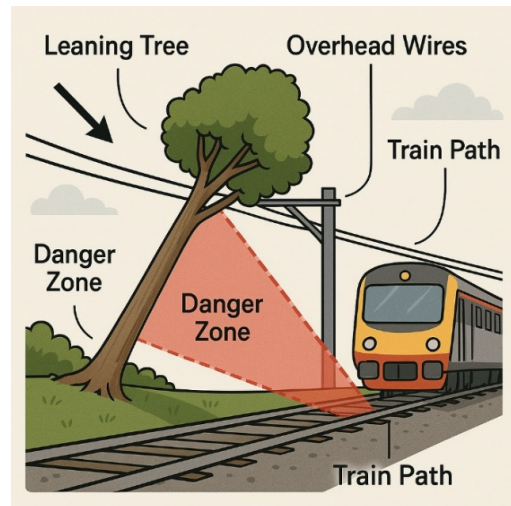
6. Hazard Notices

Under the Railways Act 2005, KiwiRail can mandate removal of hazardous vegetation. If landowners fail to act, KiwiRail may perform the work and recover costs.

7. Undertaking Tree Work near the Rail Corridor

Tree felling within two tree lengths of the rail requires a corridor access permit and rail protection. Sectional dismantling may reduce permit requirements.

8. Safety Rules for Working near or In the Rail Corridor



A Permit to Enter (PTE) and safety induction are required for work near KiwiRail land. Activities within five meters of the track require permits and protection. Digging requires a permit due to underground utilities.

Permit and protection process: <https://www.kiwirail.co.nz/how-can-we-help/access-the-rail-corridor/>

9. Plant Selection near the Rail Corridor

Guidelines for planting near rail:

- Maintain a minimum 2-meter clear zone from the outer edge of the rail ballast
- Consider mature plant size when planting near crossings to not obscure motorists' views of approaching trains or hirail vehicles
- Avoid deciduous trees, pines, conifers, and highly flammable species
- Recommended setback: one full tree length from the rail boundary

10. Flammability of NZ Native Plant Species

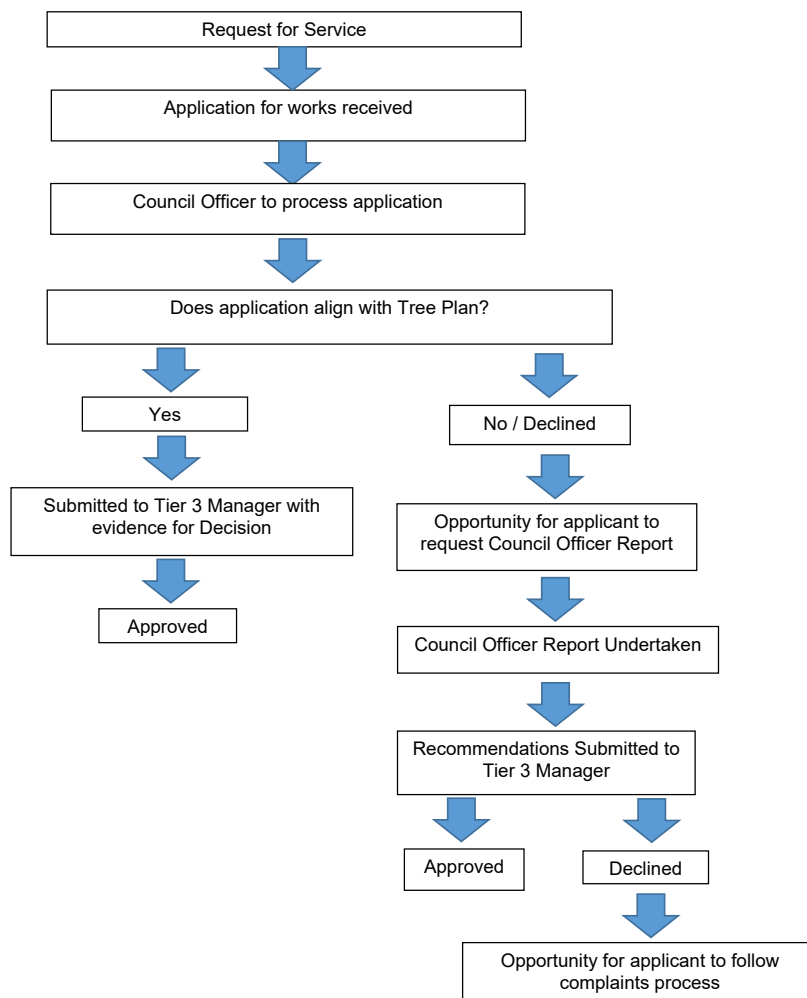
Scion Rural Fire Research identifies low-flammability native species suitable for planting near rail. Maintain 3-4 metre crown spacing to reduce fire risk.

- Fuchsia excorticata (Tree fuchsia)
- Pseudopanax crassifolius (Lancewood)
- Pseudopanax arboreus (Five fingers)
- Coprosma robusta (Karamu)
- Coprosma grandifolia (Kanono)
- Geniostoma ligustrifolium (Hangehange)
- Coprosma australis (Kanono)
- Coprosma repens (Mirror bush)
- Carpodetus serratus (Marbleleaf)
- Corynocarpus laevigatus (Karaka)
- Griselinia littoralis (Kapuka)
- Griselinia lucida (Puka)
- Macropiper excelsum (Kawakawa)
- Solanum aviculare (Poroporo)

11. Contact Information

KiwiRail Website: <https://www.kiwirail.co.nz/>

Email: contactus@kiwirail.co.nz

APPENDIX 3 – DECISION MAKING PROCESS

INVERCARGILL CITY YOUTH COUNCIL UPDATE

To:	Community and Regulatory Committee
Meeting Date:	Tuesday 13 October 2026
From:	Rhiannon Suter - Manager – Strategy, Policy and Engagement
Approved:	Jamie Garnett – Group Manager – Capital Portfolio
Approved Date:	Tuesday 6 October 2026
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

Youth Council have undertaken a range of civic learnings over the last two months. The group have spoken to Council on their Newfield Park Revocation submission and are working on their Smokefree/Vapefree Policy submission. Two Youth Councillors will be in attendance to speak to this report.

Recommendations

That the Community and Regulatory Committee:

1. Receives the report "Invercargill City Youth Council Update".

Background

The Invercargill City Youth Council (ICYC) has 21 members for the remainder of the 2026/2027 term. Current members are made up of community representatives from high schools in Invercargill. Youth Council meet fortnightly on a Wednesday afternoon between February and October 2026, excluding school holidays. Meetings alternate between formal meetings in the Council Chamber and informal workshop-style meetings. The current Youth Council is piloting a two-year term through to October 2027.

Update

Youth Council members recently had a short workshop with the regional Youth Advocates for the Electoral Commission, learning about how MMP works, and political neutrality.

They also heard from the Grace Street Project about the proposed layout of their new building and the flexibility around the use for the community and the possible utilization by rangatahi.

Youth Council spoke to their Newfield Park Reserve Revocation submission through the hearing process held on 15 September. It was great to see two new youth councillors giving this a go.

Staff from the following departments have supported Youth Council by providing information at their meetings since the last report:

- Information Management.
- 3 Waters.
- Communications and Marketing.
- Parks – Play.
- Planning and Building Services.
- Strategy, Policy and Engagement.

Youth Council members have been enjoying getting to know staff and their day-to-day jobs across Council. Two particularly engaging workshops were held during the last two informal meetings.

With two staff from the Communications and Marketing Team, Youth Council worked through two different “real-life” Council scenarios, such as a weather event and information sharing, and promotion of a new museum. They were then thrown a “curve-ball” for each scenario, requiring them to work as a team to resolve the issues together.

The Spatial Plan Engagement was another that was enjoyed by the group. The team broke into three groups and provided ideas and solutions for future-proofing the city. The rangatahi really thought outside the box with proposals such as flying cars, enablement of high rise and underground builds, combined sports zone, and bullet trains under the sea to Stewart Island.

The Youth Council's Social Media Committee have implemented a fun fact Friday segment on their social media pages, sharing historical and civic facts about Invercargill. The last few posts have been performing well, with new followers and lots of “hits”. The team are also planning to make some posts encouraging young people to get enrolled to vote and exercise their civic rights for the 2026 General Election.

Youth Council got involved in the Welcome Week video, which was a lot of fun, with being filmed in the mall and asked to yell out “welcome” loudly in such a public space. <https://www.facebook.com/share/r/1DsReilq73/> Six of them also attended the Southland Migrant Walking Together Organisations' Meet Your Emergency Services Event held on Saturday 19 September 2026 at the Playdium, helping stallholders and encouraging public to download the Antenno app so that they can have access to alerts that come from ICC.

Members have also learned about how Policies and Bylaws work at ICC ahead of the Smokefree/Vapefree Policy consultation going live. Two Youth Councillors attended the Smokefree Murihiku Hui at Public Health South last week. The discussions around the table helped inform their submission on the Smokefree/Vapefree Policy consultation.



Figure 1 – Youth Councillors on the steps at Invercargill Central (Screenshot from their Welcome Message video)

Next Steps

Youth Council have only one formal meeting left for the year. They have formed a Summer Committee to take on any mahi related to the Long-term Plan or engagements that come up over November and December 2026. It is expected that they will begin 2027 with a slightly smaller group of young people, as some of the seniors move away to study or for work. As the current Youth Council is trialling a two-year term, no recruitment for new Youth Councillors will be undertaken at the end of 2026.

Attachments

Nil.