



NOTICE OF MEETING

**Notice is hereby given of the Extraordinary Meeting
of the Infrastructure and Projects Committee
to be held in the Council Chamber, First Floor, Civic
Theatre, 88 Tay Street, Invercargill on
Tuesday 12 November 2024 at the Conclusion of
the Community Wellbeing and Regulatory
Committee Meeting**

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

MICHAEL DAY
CHIEF EXECUTIVE

Extraordinary Infrastructure and Projects Committee - Public

12 November 2024 04:00 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. Temporary Road Closures – Southland Santa Parade 2024 (A5619619)	3
3.1 Appendix 1 - Road Closure Request – Southland Christmas Parade Charitable Trust (A5619881)	6
4. Temporary Road Closures – Bluff Santa Parade 2024 (A5619620)	7
5. Temporary Road Closure – Great South – New Year’s Eve on Don Street – 31 December 2024 (A5617310)	10
5.1 Appendix 1 – Temporary Road Closure Request – Great South – New Year’s Eve on Don Street (A5617309)	13

TEMPORARY ROAD CLOSURES – SOUTHLAND SANTA PARADE

To:	Infrastructure and Projects Committee
Meeting Date:	Tuesday 12 November 2024
From:	Strategic Asset Planning
Approved:	Erin Moogan - Group Manager - Infrastructure Services
Approved Date:	Thursday 7 November 2024
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

Council has received a request for temporary road closures for the Southland Santa Parade 2024, to be held on Saturday, 30 November 2024 with an alternative date of Sunday, 1 December 2024 if the weather is unsuitable.

This is a yearly event in Invercargill city, and with well organised traffic management will not unreasonably impede traffic in these areas.

Council is being asked to consider utilising its powers under Local Government Act 1974 (Section 342 and Schedule 10). This Act allows Council to close a road for an event (after consultation with the NZ Police and Waka Kotahi) which it decides will not unreasonably impede traffic.

Recommendations

That the Infrastructure and Projects Committee:

1. Receives the report 'Temporary Road Closures – Southland Santa Parade 2024'.
2. Resolve that the proposed event outlined in the report will not impede traffic unreasonably.
3. Approves the temporary road closures for:
 - Gala Street - from Doon Street to Dee Street from 11.00am until 3.00pm on Saturday, 30 November 2024 weather permitting with the alternative date of Sunday, 1 December 2024as permitted under the Local Government Act 1974 (Section 342 and Schedule 10).

Background

On 24 October Council received a request from the Southland Christmas Parade Charitable Trust for the following road closures:

Gala Street	From Doon Street to Dee Street	Saturday, 30 November 2024	11.00am until 3.00pm
Kelvin Street	Victoria Avenue to Yarrow Street	Saturday, 30 November 2024	12.00pm until 3.00pm
Yarrow Street	Kelvin Street to Dee Street	Saturday, 30 November 2024	12.00pm until 3.00pm
Spey Street	Leven Street and Dee Street	Saturday, 30 November 2024	12.00pm until 3.00pm

The Local Government Act 1974 Section 342 allows Council to close a road for an event (after consultation with the NZ Police and Waka Kotahi New Zealand Transport Agency), which it decides will not unreasonably impede traffic. Consultation with the public under this legislation is not required.

This event will have minor impact on traffic movements for approximately 4 hours, but is a premier event for Invercargill.

Good traffic management will be provided. With the location of these events, there are no options of alternative routes available.

A request has been made to the NZ Police and Waka Kotahi and they have no objection to this event.

Issues and Options

Analysis

This event will create disruption to traffic flows. The event organisers have proposed an amended parade route for the 2024 event, using Gala Street, Kelvin Street, Yarrow Street, Dee Street (SH6), and return to avoid a council 3 Waters worksite at Leet Street and Dee Street intersection. As per the 2023 event, this parade route will allow the prompt opening of Trooper Memorial roundabout to allow SH1 traffic to return to normal as soon as possible.

The closing of the street is necessary to allow the event site to be set-up on the day of the event. The closure will also assist the event organisers to provide appropriate safety of the set-up staff, participants and general public at this event.

Significance

This request is not significant in terms of Council policy.

Options

The options which exist are to approve or decline the request. The street planned to be closed is seen as appropriate to effect a safe area for the activities.

Community Views

This legislation does not require community views to be sought however this is a public event which has been held in Invercargill for approx 25 years.

Implications and Risks

Strategic Consistency

This report is consistent with good governance of our roads.

Financial Implications

No direct financial implications.

Legal Implications

This report looks to ensure that the legal process of temporarily stopping a road for an event is followed.

Council is considering how it manages its obligations under health and safety legislation.

Climate Change

This report does not have a direct Climate Change impact.

Risk

Council will be seeking that the Event Manager provide an Event Management Plan which considers the risks and methods to mitigate them. These plans will form part of the approval.

The key risk noted is to ensure that good traffic management is delivered by experienced contractors.

The NZ Police and Waka Kotahi are being consulted on this closure and expected to be supportive. Waka Kotahi also has to have temporary closures to allow this event to occur and has recently advertised this planned closure.

Council staff are working through the health and safety risks that may arise as a result of overlapping PCBU duties.

Next Steps

If these closures are approved, the event organisers will be advised and a traffic management contractor engaged by the organiser. A public notice would be published in a local newspaper and information posted on the ICC website.

Attachments

1. Road Closure Request – Southland Christmas Parade Charitable Trust (A5619881).

A5619881

Southland Christmas Parade Charitable Trust
C/- PO Box 454
Invercargill

24 October 2024

Nathan Gill
Invercargill City Council
Esk Street
Invercargill 9840

Dear Nathan,

This is to advise that the Southland Christmas Parade Charitable Trust would like the following road closures to enable our annual Santa Parade to take place on 30 November 2024, with a rain delay option of 1 December 2024.

Gala Street from Doon to Dee Street

11am-3pm

The following times apply 12noon -3pm for:

Kelvin Street from Victoria Avenue to Yarrow Street.

Yarrow Street from Kelvin Street to Dee Street.

Spey Street between Levin Street and Dee Street.

Kind regards

Paul Searancke
Event Manager
Southland Christmas Parade Charitable Trust

TEMPORARY ROAD CLOSURES – BLUFF SANTA PARADE

To:	Infrastructure and Projects Committee
Meeting Date:	Tuesday 12 November 2024
From:	Strategic Asset Planning
Approved:	Erin Moogan - Group Manager - Infrastructure Services
Approved Date:	Thursday 7 November 2024
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

Council has become aware that temporary road closures are required for the Bluff Santa Parade 2024, to be held on Sunday, 8 December 2024.

This is a yearly event in Bluff, and with well organised traffic management will not unreasonably impede traffic in these areas.

Council is being asked to consider utilising its powers under Local Government Act 1974 (Section 342 and Schedule 10). This Act allows Council to close a road for an event (after consultation with the NZ Police and NZTA) which it decides will not unreasonably impede traffic. Support from NZ Police and NZTA for this closure is anticipated.

Recommendations

That the Infrastructure and Projects Committee:

1. Receives the report 'Temporary Road Closures – Bluff Santa Parade 2024'.
2. Resolve that the proposed event outlined in the report will not impede traffic unreasonably.
3. Approves the temporary road closures 11.30am to 3.30pm for:
 - Liffey Street - from Barrow Street to Gore Street.
 - Palmer Street – from Gore Street to Barrow Street.
 - Barrow Street from Palmer Street to Lee Street.as permitted under the Local Government Act 1974 (Section 342 and Schedule 10).

Background

Council has become aware that Bluff Promotions require the following road closures on Sunday, 8 December 2024 from 11.30am until 3.30pm.

Liffey Street	Barrow Street to Gore Street.
Palmer Street	Gore Street to Barrow Street.
Barrow Street	Palmer Street to Lee Street.

The Local Government Act 1974 Section 342 allows Council to close a road for an event (after consultation with the NZ Police and NZTA), which it decides will not unreasonably impede traffic. Consultation with the public under this legislation is not required.

This event will have minor impact on traffic movements but is a premier event for Invercargill.

Good traffic management will be provided, with alternative routes available.

A request has been made to the NZ Police and NZTA, and no objections are anticipated.

Issues and Options

Analysis

This event will create only minor disruption to traffic flows for up to 4 hours. The affected streets are the same streets as per previous years this event has run.

The closing of the street is necessary to allow the event site to be set-up on the day of the event. The closure will also assist the event organisers to provide appropriate safety of the set-up staff, participants and general public at this event.

Significance

This request is not significant in terms of Council policy.

Options

The options which exist are to approve or decline the request. The street planned to be closed is seen as appropriate to effect a safe area for the activities.

Community Views

This legislation does not require community views to be sought however this is a public event which has been held in Bluff for a number of years. The parade is followed by a Gala Day in Bluff.

Implications and Risks

Strategic Consistency

This report is consistent with good governance of our roads.

Financial Implications

No direct financial implications.

Legal Implications

This report looks to ensure that the legal process of temporarily stopping a road for an event is followed.

Council is considering how it manages its obligations under health and safety legislation.

Climate Change

This report does not have a direct Climate Change impact.

Risk

Council will be seeking that the Event Manager provide an Event Management Plan which considers the risks and methods to mitigate them. These plans will form part of the approval.

The key risk noted is to ensure that good traffic management is delivered by experienced contractors.

The NZ Police and NZTA are being consulted on this closure and expected to be supportive. NZTA will also have temporary closures on the State Highway network to allow this event to occur.

Council staff are working through the health and safety risks that may arise as a result of overlapping PCBU duties.

Next Steps

If these closures are approved, the event organisers will be advised and a traffic management contractor engaged by the organiser. A public notice would be published in a local newspaper and information posted on the ICC website.

Attachments

None.

TEMPORARY ROAD CLOSURE – GREAT SOUTH – NEW YEAR’S EVE ON DON STREET – 31 DECEMBER 2024

To:	Infrastructure and Projects Committee
Meeting Date:	Tuesday 12 November 2024
From:	Strategic Asset Planning
Approved:	Erin Moogan - Group Manager - Infrastructure Services
Approved Date:	Thursday 7 November 2024
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

Council has received a request for a temporary road closure for the Great South – New Year’s Eve on Don Street to be held in Don Street on Tuesday, 31 December 2024, 4.30pm – 12.00am.

This event is a repeat of the 2023 New Year’s Eve family friendly event which was supported by the community, with well organised traffic management that does not unreasonably impede traffic around the closure area.

Council is being asked to consider utilising its powers under Local Government Act 1974 (Section 342 and Schedule 10).

This Act allows Council to close a road for an event (after consultation with the NZ Police and NZTA) which it decides will not unreasonably impede traffic.

Recommendations

That the Infrastructure and Projects Committee:

1. Receives the report titled “Temporary Road Closure – Great South – New Year’s Eve on Don Street – 31 December 2024”.
2. Resolve that the proposed event outlined in the report will not impede traffic unreasonably.
3. Approves the temporary road closure for Don Street, from Dee Street to Kelvin Street, on Tuesday, 31 December 2024 from 11.00am to 12.00am, as permitted under the Local Government Act 1974 (Section 342 and Schedule 10).

Background

On 1 November 2024 Council received a request from the City Centre Coordinator at Great South for a road closure of Don Street between Kelvin Street and Dee Street on Tuesday, 31 December 2024 from 11.00am until 12.00am for the event to be held from 4.30pm until 10.30pm.

The Local Government Act 1974 Section 342 allows Council to close a road for an event (after consultation with the NZ Police and Waka Kotahi New Zealand Transport Agency), which it decides will not unreasonably impede traffic. Consultation with the public under this legislation is not required.

This event will have minimal impact on traffic movement.

Good traffic management will be provided and the city grid roading network, there are alternative routes available.

A request has been made to the NZ Police and NZTA for support of this closure, and we are not expecting any objections. The event does not impact State Highway 6 – Dee Street.

Issues and Options

Analysis

This event will create only minor disruption to traffic flows. Business access will be managed by the event organisers. The closing of the street is necessary to ensure appropriate safety of participants in this community event.

Significance

This request is not significant in terms of Council policy.

Options

The options which exist are to approve or decline the request. The street planned to be closed is seen as appropriate to effect a safe area for the activities.

Community Views

This legislation does not require community views to be sought however this is a public event which is being organised to activate the CBD.

Implications and Risks

Strategic Consistency

This report is consistent with good governance of our roads.

Financial Implications

No direct financial implications.

Legal Implications

This report looks to ensure that the legal process of temporarily stopping a road for an event is followed.

Council is considering how it manages its obligations under health and safety legislation.

Climate Change

This report does not have a direct climate change impact.

Risk

The key risk noted is to ensure that good traffic management is delivered by experienced contractors.

The NZ Police and Waka Kotahi are being consulted on this closure and expected to be supportive.

Council staff are working through the health and safety risks that may arise as a result of overlapping PCBU duties.

Next Steps

If the closure is approved, the event organisers will be advised and a traffic management contractor engaged by the organiser. A public notice would be published in a local newspaper and information posted using various media outlets promoting the event.

Attachments

Appendix 1 – Temporary Road Closure Request – Great South – New Year’s Eve on Don Street (A5617309).

A5617309



1/11/2024

REQUEST FOR ROAD CLOSURE

Event: New Year’s Eve on Don Street

Date: Tuesday 31 December 2024

Event Time: 4:30pm – 10:30pm

Main Event Area: Don Street (between Dee Street and Kelvin Street)

Requested Road Closure Timings:

Closed: 11:00am

Reopened: 12:00am

Great South and Invercargill City Council are partnering with Nightlife DJs to create a New Year’s Eve event on Don Street on Tuesday 31 December 2024, from 4:30pm until 10:30pm. This will require the closure of Don Street between Dee Street and Kelvin Street between the hours of 11:00am and 12:00am midnight to allow for the safe set up, delivery and pack down of the event.

This activation provides an opportunity for the public to gather and be entertained in the Invercargill city centre, creating a vibrant atmosphere, and encouraging the use and enjoyment of the recent city centre upgrades.

Event Details

- Entertainment will include live music, DJ’s and a variety of family friendly activities.
- Food vendors will be set up along Don Street to serve the public.
- This is an alcohol-free, family-friendly event.
- A robust health and safety plan and waste management plan will be implemented.
- Between 11:00am and 2:00pm vehicles parked on Don Street will be allowed to safely exit the closed section of road to limit disruption of normal road usage.
- Traffic Management to be planned and implemented by RTMNZ.

Retailer/Business Communication

- Notification of this proposed road closure will be made in the City Centre Update newsletters for November and December. A specific notification will be distributed to affected businesses and stakeholders by Wednesday 4 December 2024.

Key Point of Contact

Oli Cameron is the key contact person regarding this road closure request. Please do reach out if you have any questions. Best contact is oli.cameron@greatsouth.nz

Yours faithfully,

A handwritten signature in black ink that reads "Oli Cameron". The signature is fluid and cursive.

Oli Cameron – City Centre Coordinator
020 410 88602
oli.cameron@greatsouth.nz



Southland Regional Development Agency

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