



NOTICE OF MEETING

**Notice is hereby given of the Meeting of the
Infrastructure and Projects Committee
to be held in the Council Chamber, First Floor,
Civic Theatre, 88 Tay Street, Invercargill on
Tuesday 13 May 2025 at 1.00 pm**

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 Pottfenger
Cr L F Soper
Cr B R Stewart
Rev E Cook - Māngai - Waihōpai
Mrs P Coote - Kaikaunihera Māori - Awarua

MICHAEL DAY
CHIEF EXECUTIVE

Infrastructure and Projects Committee - Public

13 May 2025 01:00 PM

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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	
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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 Infrastructure and Projects Committee Meeting Held on 1 April 2025

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 Infrastructure and Projects Committee Meeting Held on 1 April 2025	<p>Section 7(2)(a) Protect the privacy of natural persons, including that of deceased natural persons</p> <p>Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>Section 7(2)(b) (ii) Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>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>



Minutes of a meeting of the Waste Advisory Group (WasteNet), held in the Gore District Council Chambers, 29 Bowler Avenue, Gore on Monday 17 February 2025, at 10.05am

Present

Gore District Council

Cr Keith Hovell (Chair) and Cr Neville Phillips.

Southland District Council

Mayor Mr Rob Scott and Cr Christine Menzies (online from 10.15am)

Invercargill City Council

Cr Ian Pottinger

In attendance

Ms Fiona Walker, Director of WasteNet, General Manager Critical Services (Mr Jason Domigan, Gore District Council), Group Manager Infrastructure (Ms Erin Moogan, Invercargill City Council), Strategic Manager Water and Waste (Mr Grant Isaacs, Southland District Council), Mark Simpson, WasteNet Contracts Manager and Sustainability and Waste Project Officer (Mr Craig Sinclair, Gore District Council).

Apology

Cr Barry Stewart apologised for absence, accepted on the motion of Cr Pottinger, seconded by Mayor Scott.

1. CONFIRMATION OF MINUTES

RESOLVED on the motion of Cr Phillips, seconded by Cr Pottinger, THAT the minutes of the Waste Advisory Group meeting held on Monday 18 November 2024, as presented, be confirmed as a true and complete record.

2. WASTENET STRATEGIC PLAN EXECUTION AND ACTIVITY UPDATE

A report had been received from the Director providing an update on progress with executing the WasteNet 2024/2025 Strategic Plan and providing an overview of associated activities up until 31 January 2025.

The Director highlighted a recent announcement by the Government to previous waste minimisation initiatives, some of which would no longer be progressed.

Cr Hovell noted the date on point 2 on page 13 of the agenda that read, inter alia, "... occurring from November 2026" should have read "... occurring from November 2025."

In response to Cr Hovell, referring to a formal Section 17A review and cost analysis for the various governance model options, the Director advised there were workshops scheduled in March with each of the territorial Councils. It was intended that WasteNet staff would provide the Group with an update on the deliberations at its April 2025 meeting.

Cr Menzies now joined the meeting online via Mayor Scott's mobile phone.

Cr Pottinger felt the announcement from the Government was like Ground Hog day. There had been variable options proposed by central Government since 2010. He thought there were two choices but he was keen to continue.

Discussion ensued about the options available and the consensus was to keep progressing this year. It would ensure there was a draft available that set out WasteNet's thoughts and considerations so the incoming governance group that would be appointed following the October elections had a starting point.

RESOLVED on the motion of Cr Hovell, seconded by Mayor Scott, THAT the report be received, and direct that the regional Waste Management and Minimisation Plan programme be advanced with a target draft date of 30 July 2025.

3. WASTENET EDUCATION AND COMMUNICATION ACTIVITY UPDATE

A report had been received from the Director providing an update on the education and communication activities that had been undertaken by WasteNet staff until the end of January 2025. The purpose of the education and communications activities was to deliver a collaborative education programme across the Southland region to change behaviour, minimise waste and increase awareness.

Cr Pottinger said educating young people was the best approach, particularly with schools participating in recycling initiatives.

RESOLVED on the motion of Cr Pottinger, seconded by Cr Phillips, THAT the waste education and communication activity update report be received.

4. WASTENET KEY PERFORMANCE INDICATORS UPDATE

A report had been received from the Director that presented data on key performance indicators including materials discarded rate, waste volumes to landfill and diversion rates and recycling data. The report also provided an update in relation to WasteNet's

waste performance for the first six months of the FY2024/2025 year. The Director advised the calculation of contamination rate had been revised which would provide greater clarity in the future.

Cr Pottinger noted there was less choice about what beverages were available in glass and many were now in aluminium cans. The Director said it had been noticed on a national level.

Cr Hovell questioned if the contamination target was too high. The Director would like to think the contamination rate would reduce now that regular inspections had been recommenced. In response to Cr Hovell, the Southland area was at the higher end of the scale with contamination when compared to other areas in New Zealand.

RESOLVED on the motion of Cr Pottinger, seconded by Mayor Scott, THAT WasteNet key performance indicators update report be received,

AND THAT the WasteNet Advisory Group note the clarification and calculation basis for the Council service recycling contamination key performance indicator and note the materials discarded, waste to landfill and diversion data and trends.

5. WASTENET HALF YEARLY FINANCIAL REPORT FY 2024/25

A report with an update on WasteNet's financial performance for the first six months of the 2024-2025 financial year had been circulated with the agenda.

RESOLVED on the motion of Cr Pottinger, seconded by Mayor Scott, THAT the WasteNet half yearly financial report FY2024/25 be received.

6. AGED DEBTOR PROCESS IMPROVEMENTS OVERVIEW

A report had been received from the Director providing the Group with an overview of improvements made to processes to manage aged debtors recorded by WasteNet. The workstream had been undertaken to minimise financial risk to WasteNet and the responsive Councils, as well as to improve WasteNet's cashflow. The Director added the member Councils had been notified of the change to the process in January and following this meeting, the changes would be implemented.

Cr Hovell asked if overdue account holders were charged interest. The Director advised they were not. Cr Pottinger said WasteNet was effectively acting as a bank and providing funds interest free. Mayor Scott said there were some debtors well in excess of what would be deemed of an acceptable timeframe. He suggested there should be interest charged and perhaps a suspension of service. He thought the change in process would assist with WasteNet's cashflow.

Cr Hovell asked if there was a willingness to provide staff with direction to charge interest. Cr Phillips thought it should be left to the staff to determine if interest was charged. Cr Menzies supported adding interest similar to what a rates penalty was.

Mayor Scott said there was additional costs incurred with staff time chasing overdue debtors.

RESOLVED on the motion of Cr Phillips, seconded by Cr Pottinger, THAT the Waste Advisory Group receive and note the aged debtors process improvements overview report.

7. RECYCLING BIN INSPECTIONS AND ENFORCEMENT PROGRAMME REINTRODUCTION UPDATE

A report had been received from the Director providing the Group with an update on the reintroduction of recycling bin inspections and the supporting enforcement programme. Bin inspections were intended to encourage positive behaviour change and minimise contamination in the recycling bins, thereby improving environmental outcomes and minimising costs incurred with disposing of contaminated recyclables. The reintroduction of bin inspections had been endorsed by the Waste Advisory Group in September 2024 and the activity was scheduled to commence in February 2025.

Mayor Scott supported the introduction of a three-strike system. The Strategic Manager Water and Waste Manager for Southland District Council added that Southland District had a type of three strike process which was not enforceable. Letters had been sent to offenders and once they received the first one they rarely breached again. Some had been sent a second letter but nothing further. Once they received the education they tended to comply.

Cr Pottinger said solid waste was a targeted rate and if ratepayers were “struck out” did they receive rates relief for not having the service provided? Cr Hovell said they still received the service but only via the red bin, not the yellow one. The Director advised the legal advice received was that as long as a service was provided, there was no issue. The proposed three strike system did not have any financial penalty.

RESOLVED on the motion of Cr Pottinger, seconded by Mayor Sott, THAT the Waste Advisory Group receive and note the recycling bin inspections ad enforcement programme reintroduction update and endorse the recommendation to proceed with implementing a three-strike system from 31 March 2025.

8. REGIONAL SOLID WASTE BYLAW DEVELOPMENT DRIVERS

A report had been received from the Director advising that development and implementation of a Solid Waste Bylaw was provided for by Section 146 of the Local Government Act 2002 (LGA). In alignment with LGA Section 145, solid waste bylaws were primarily intended to protect the public from nuisance and for protecting, promoting and maintaining public health and safety. LGA Section 155 stipulated that a local authority must, before commencing the process for making a bylaw, determine whether a bylaw was the most appropriate way of addressing the perceived problem.

Development of a regional solid waste bylaw had been nominated as a priority workstream for WasteNet in FY2024/2025. It was understood that the WasteNet workstream would be to develop a bylaw template for the WasteNet Councils, so as to support regional cohesion and consistency. The template would then be utilised by each individual Council with minor amendments only.

Cr Hovell questioned why event management plans were not listed to be included in a bylaw. The Director said they were appropriate to be included. Mayor Scott said the key word was “regional” and ensuring there was consistency applied across the province with events and fly tipping issues that impacted each Council area.

RESOLVED on the motion of Mayor Scott, seconded by Cr Pottinger, THAT the regional solid waste bylaw development drivers report be received,

AND THAT WasteNet staff be directed to initiate the bylaw development process on the basis of the following problem areas being addressed through the development and implementation of a Solid Waste Bylaw, being:

- i) The promotion and delivery of effective and efficient waste management and minimisation, and/or**
- ii) The implementation of the regional Southland Waste Management and Minimisation Plan, and/or**
- iii) To support the purpose of the Waste Minimisation Act 2008, and/or**
- iv) The regulation of the collection, transport and processing of waste, and/or**
- v) The protection of the health and safety of waste collectors, waste operators and the public, and/or**
- vi) The management of litter and nuisance in public places, and/or**
- vii) Other specific matters.**

The meeting concluded at 10.49am

MINUTES OF INFRASTRUCTURE AND PROJECTS COMMITTEE, HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC THEATRE, 88 TAY STREET, INVERCARGILL ON TUESDAY, 1 APRIL 2025 AT 2.00 PM

Present:

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 D J Ludlow
Cr I R Pottinger
Cr L F Soper
Cr B R Stewart
Mrs P Coote – Kaikaunihera Māori – Awarua

In Attendance:

Mrs T Hurst – Acting Chief Executive
Ms E Moogan – Group Manager – Infrastructure
Mrs P Christie – Group Manager – Finance and Assurance
Mr R Capil – Group Manager – Community Spaces and Places
Mr J Shaw – Group Manager – Consenting and Environment
Mr R Hutton – Acting Group Manager – Community Engagement and Corporate Services
Mrs H Guise – Strategic Property Manager
Mr D Rodgers – Manager – Strategic Asset Planning
Mr R Hayes – Manager – Engineering Services
Ms C Rain – Manager – Parks and Recreation
Mr M Morris – Manager – Governance and Legal
Ms L Knight – Manager – Communications and Marketing
Mr M Butler – Digital and Communications Advisor
Mrs L Williams – Team Leader - Executive Support

1. Apologies

Cr P W Kett, Rev Cook, and Cr D J Ludlow for lateness

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

2. Declaration of Interest

Nil.

3. Public Forum

3.1 Mr Victor West - Volume of Sound on Pedestrian Crossings

Mr West spoke to an issue around safety for partially sighted and blind people with respect to locator beacons on pedestrian poles that beeped constantly to warn people. He had noticed that there were inconsistencies in volume and had hoped that this could be addressed. He added that the beeps gave direction to people. He added that he had put in an RFS and received a reply that there would be something done about the sound, this was about safety and needed to be higher in the day time and understood that may be turned down at night. He was making a request for a standard volume setting. He noted the crossing at the Kelvin Hotel and also Tay and Kelvin by the old H&J Smith site were working well but many were not. He felt that the large majority of them were not working well.

The Chair thanked Mr West and noted it was an important issue for the public.

A query was raised around equipment for the deaf and if anyone had instructed Mr West on the regulations around decibels etc. Mr West advised that he was not aware of this.

A query was raised if this was a problem that had gotten worse over time, Mr West advised that he did not believe so. It was further queried if had always been poor. Mr West noted that were now battling with greater traffic noise and added that he had himself ended up on the road a couple of times.

A question was asked which crossings Mr West felt were the worst, Mr West noted that there were so many and difficult for him to answer, he added the one outside the library to the left was one and that had difficulty hearing and could not hear at all at times.

A query was raised if Mr West would want devices that would be helpful for the blind at all places in the CBD or if there were some that were more immediate. It was noted that the beacons were on all posts but the volume was not loud enough.

Note: Cr Ludlow arrived at 2.11 pm.

4. Major Late Item

4.1 Acceptance of the Major Late Item - Temporary Road Closures – Great South – NoTA 25 – Night of The Arts – 16 May 2025

A5841081

Moved Cr Soper, seconded Cr Stewart and **RESOLVED** that the 'Major Late Item - Temporary Road Closures – Great South – NoTA 25 – Night of The Arts – 16 May 2025' be accepted.

The reason that the item was not in the agenda: The item 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.

5. Minutes of the Infrastructure and Projects Committee Meeting held on Tuesday 4 March 2025

A5794577

It was noted that on page 8 of the minutes regarding Māori names for streets it was clarified that it had been proposed that a list of names be prepared, it was noted that Iwi would not be able to provide a list of names, however they would provide names relating to specific sites in a timely manner, when requested of them.

With respect to recycling bins, it was noted that the Chair had his bin inspected last week and had received a tag and that it was well worded and positive.

Moved Cr Boyle, seconded Cr Broad and **RESOLVED** that the Minutes of the Infrastructure and Projects Committee meeting held on Tuesday 4 March 2025 be confirmed.

6. Seal Extension – Staunton Road

A5805346

Mr Doug Rodgers spoke to the report and noted it covered a request for a report in response to a petition and noted that any expenditure would be unbudgeted.

The Chair advised that he would like to gauge from the Committee whether members would want to do something or not, and if yes, then would address options.

It was noted that it may not be the year to do it, there was no money and needed to be done and done properly. There was a comment that the work should be done within existing budgets. It was noted that the submitter had talked of using a different 'seal' to gravel, it was added that there were a number of roads that had this same issue. It was added that the road was not heavily used and that only one house had been built in recent times.

A query was raised if using a different aggregate if that would be cheaper and offer a short term solution. Mr Rodgers advised that could investigate those options.

It was reaffirmed that felt addressing one road at this time was not a solution and should address all the roads.

The Chair then noted that in terms of options in the paper that the feeling was that maintain the current seal.

It was queried if the road could be placed on a list for further priority. It was further queried if this could be brought into the next Long-term Plan and also look at a share model for funding.

Mr Rodgers noted that the next round of NLTP funding would not be for another two years.

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

1. Receives the report "Seal Extension –Staunton Road".

Recommendations to Council:

2. To maintain the current unsealed road surfaces on Staunton and Fowler Roads and looks to place the roads on the list for consideration at the next LTP review/NLTP funding round.

7. Three Waters Pipeline Renewals Update Report

A5815475

Ms Erin Moogan spoke to the report and noted a key update was around the size of the programme for this year given a number of councils had reduced their programme and this allowed Council to get critical work done and also keeping resources in Southland. She added would deliver around \$12 million of work this year.

A query was raised if the \$17 million was funded through depreciation, it was noted it was a mixture of rates, loan funding and depreciation. It was queried what would happen to the \$5 million not spent. It was noted that did not rate for the full amount and this would be at the edge of the delivery factor. It was further queried what happened to the rate funding portion, it was noted that any leftover would be used to offset and reduce net debt.

It was noted that in the financing policy and strategy it covered renewal functions and had expected to only fund 80% of capital projects. A further explanation of this could be brought back to the Finance and Policy Committee in May.

Mrs Christie gave the Committee members an example:

- Council only rated to fund \$80 if the project was planned as \$100 and did not rate again in the following year however if \$80 was delivered.
- If \$90 was delivered Council would need to borrow an additional \$10 so would rate for that.
- If \$70 was spent then the \$10 that was rated for would rollover into the next financial year planning, as already had the \$10 so there was no need to rate again.

It was further queried if would be rating again in the next year if a project carried over, it was confirmed that would not.

A further question was raised around if money 'saved' could be used to offset rates instead of being 'put in the bank' and needed to look at this option.

It was added that did not over rate for projects and also that this Council had moved away from the old style of having "small pockets of reserves" and the finance policy was set up very differently now.

It was queried around the soil site investigation in Spey Street, it was noted and staff were to come back to the Committee with a presentation to take them through the types of contamination etc.

A query was raised around Mersey Street and if this had moved along, it was noted still working with consultants on this issue.

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

1. Receives the report "Three Waters Pipeline Renewals Update Report".
2. Receives the "ICC Engineering Services Programme Dashboard" attached.
3. Notes the current status of the projects.

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

A5809766

Ms Erin Moogan spoke to the report and noted this was an update on where the consenting process was sitting and that with Bluff staff were continuing to prepare a consent application for a short term consent, discussion had taken place with Environment Southland, and the next steps would be around cultural needs. With regard to Clifton, this was a watch and wait process at this stage, she added that had had a workshop around alternative water and would bring an update back to Council.

A question was asked around the Bluff consent and the legal advice, Mrs Moogan noted that would discuss that later in the agenda.

Note: Mrs Coote raised concern around the extension to five years and requested this be noted.

Moved Cr Stewart, seconded Cr Boyle and **RESOLVED** that the Infrastructure and Projects Committee:

1. Receives the report 'Primary Infrastructure Consenting Programme: Bluff Wastewater Consent, Alternate Water Supply and Clifton Wastewater Consent Update'.
2. Notes that Project Working Group continues to prepare the "Status Quo: application with a 2 year duration".
3. Notes the legal advice recommendation that the duration of the Bluff Wastewater Application be extended to 5 years to allow sufficient time for the Water Services Bill to be implemented as an act, and complete optioneering, procurement and implementation to meet all consent requirements.

9. Speed Limit Review – New Rule Settings

A5806416

Clarification was sought around Ōtātara Road and if this also included Bay Road, it was confirmed that only Ōtātara Road. Curran Road was raised and it was noted that some councillors felt the low speed limit made the road dangerous. Another area being Dunns Road from the bridge to the beach was added to be reviewed.

Mr Rodgers noted that the roads identified had been in response to feedback received. He added that wanted to review and talk to the public and do whatever could to reduce risk.

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

1. Receives the report "Speed Limit Review – New Rule Settings".

Recommendations to Council:

2. That the certified speed management plan is reviewed and findings be brought back to Council.
3. That staff consult with the public as part of the review.

10. Total Mobility Funding and Use

A5769242

Mr Doug Rodgers spoke to the report and noted that would like to see go back to 50% subsidy, he added that the growth was uncontrollable and that there was no simple way to limit the service, it needed to be sustainable for Council and users.

A query was raised if Council had the ability given it was a nationwide scheme to limit the number of trips, it was confirmed that Council could set its own rules. He added NZTA were working on this issue and aware of the funding issues and cost issues.

It was added that a number of councils had this issue and would expect central government to be doing this work and that concerned that taking pre-emptive action may disadvantage members of the community.

A query was raised if Council had a method by which could limit the number of times people travelled and if could get data around the number of trips people were making, it was noted that currently did not have that data, and added that would have to get the data from the operators.

In relation to the drive in demand, it was noted that the pricing point was more attractive, since the subsidy was increased to 75%.

It was queried if could go to 50% on our own, it was noted would need to follow a process and give three months' notice.

It was queried when would come back to the Committee, it was confirmed at the next meeting. It was added that would require a consultation process.

A further query was raised that Council could not identify the number of trips being taken by a person, it was reaffirmed that could not currently get that data.

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

1. Receives the report "Total Mobility Funding and Use".

Recommendations to Council:

2. That staff are requested to:
 - a. Develop and implement processes to limit the number of trips undertaken by individual Total Mobility customers and/or consider reducing the subsidy to 50%.
 - b. Develop a communications strategy to clarify the rationale behind the decision and inform users; and
 - c. Develop policy for exceptional circumstances to address high needs some individual users may have.
3. Advocates to Central Government for a reduction in subsidy to 50%.

11. Local Water Done Well Update – Environmental Performance Standards

A5830884

Ms Erin Moogan spoke to the report and noted that had been awaiting the new performance standards and that they were received in late February, and noted that it appeared that did not provide the benefits that had hoped for. The legal advice attached was recommending that rather than look for a short term consent for Bluff that proceed with a five year consent and the concern was that that would coincide with Clifton and would be challenging both for delivery and funding.

Ms Moogan added that the advice was that Council prepare a late submission to the Water Services Bill and staff had prepared that.

It was queried that the advice received was not in fact translating into legislation, it was noted that that was correct and that there would be more coming through. It was added that there was no legislation in place currently.

A query was raised what the benefit of five years would provide and that currently did not know how the rules would be applied to Bluff, it was felt that in a two year timeframe would not have the time to do what was needed, that was confirmed as a challenge. It was queried if the application would have to substantially change if altered from two to five it was advised that not substantially, but that would allow time to sit back and allow the rules to settle and review what happened with others. However the concern would be that Clifton and Bluff would be at the same time and Clifton was not likely to

receive an extension and this would mean significant work. It was added that could go to three but not five, and staff would look at the options and bring back to Council to make that decision.

A query was raised if had a chance to go back to the original Option one. The Chair noted this was an update paper and would not require staff to respond, the Chair noted would be given consideration as part of the work being done by staff and then would come back to this Committee with further recommendations with the knowledge as progress through the legislation process. It was confirmed by Ms Moogan that staff would do this. It was also confirmed there was now not the time to lodge a different consent option. The intention of Taumata Arowai was that future options had to meet the new standards and that if the standards came through as expected then Option One would no longer be an option.

It was queried if proceeded with a five year extension could Council halt at three years, it was noted that could do that but would need to ensure not to delay and not to fall into the same timeframe as Clifton. It was added that there could be impacts from the new RMA reforms as well.

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

1. Receives the report "Local Water Done Well Update – Environmental Performance Standards".

12. Major Late item – Temporary Road Closures – Great South – NoTA 25 – Night of The Arts – 16 May 2025

A5841081

A query was raised around this being a repeat event and what Council's policy was on notifying Temporary Road Closures and if there was stipulation that the public only be notified in the Southland Times, the reason for the query was the cost of this and the impact on small groups.

It was confirmed that the method to notify the public was the one that reached the most people. Mr Morris added that this was part of the 1974 Act and that had not been modernised since then. It was not a policy that could be changed by Council, and that other platforms were available but formal notification was required in the major daily in the area. It was added that Southland District Council used The Southland Express and that did try to work with the community where could.

A query was raised if could be non-compliant, it was noted there would be a risk in doing that. It was added that Council used as many mechanisms as possible to advertise.

It was queried if road closure information was on the Council website. Ms Knight noted that with the new website this information would be available, it was not currently available. and where that was located. It was added that the Antenno App also provided updated information.

Note: Cr Pottinger left the meeting at 3.44 pm.

It was queried if an event had been held previously if could bypass this, it was noted that would need a policy change, it was added that it was also a high risk environment and the need to ensure the community was aware.

It was queried if could raise as part of the electoral reform work to be done, Mr Morris noted he would add this to the workshop content.

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

1. Receives the report "Temporary Road Closures – Arts Murihiku – NoTA 25 – Night of The Arts – 16 May 2025".
2. Resolves 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 Friday, 16 May 2025 from 4.30 pm to 10.00 pm, as permitted under the Local Government Act 1974 (Section 342 and Schedule 10). Please note that the event starts at 3.00 pm with initial activities being undertaken which do not require a road closure.

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

13. Public Excluded Session

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

- a. Elderly Persons Housing – Tenant Income
- b. Stead Street Wharf
- c. Public Transport Tender – Contract CC1768

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. Elderly Housing – Tenant Income	Section 7(2)(a) Protect the privacy of natural persons, including that of deceased natural persons	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

b. Stead Street Wharf	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. Public Transport Tender – Contract CC1768	Section 7(2)(b) (ii) Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

There being no further business, the meeting finished at 5.20 pm.

TEMPORARY ROAD CLOSURE – BLUFF OYSTER AND FOOD FESTIVAL 2025

To:	Infrastructure and Projects Committee
Meeting Date:	Tuesday 13 May 2025
From:	Doug Rodgers – Manager – Strategic Asset Planning
Approved:	Erin Moogan - Group Manager - Infrastructure Services
Approved Date:	Thursday 8 May 2025
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

Council has received a request for a temporary road closure for the Bluff Oyster and Food Festival event on Saturday, 24 May 2025.

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 Closure – "Bluff Oyster and Food Festival 2025".
2. Resolves that the proposed event outlined in the report will not impede traffic unreasonably.
3. Approves the temporary road closure for Barrow Street, between Lee Street and Palmer Street and Lee Street between Gore Street (SH1) and Barrow Street from 8.00 am until 6.00 pm on Saturday, 24 May 2025.

Background

On Tuesday, 8 April 2025 Council received a request from the Bluff Oyster and Food Festival Committee requesting the temporary road closure of Barrow Street, between Lee Street and

Palmer Street and Lee Street between Gore Street (SH1) and Barrow Street from 8.00am until 6.00pm. This is to allow for safe set up and pack down for the event which is to be held from 10.30am till approximately 5.00pm.

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.

Good traffic management will be provided. With the location of this event, there are alternative routes available.

A request has been made to the NZ Police and Waka Kotahi and no objections to this event are anticipated.

Issues and Options

Analysis

This event will create only minor disruption to traffic flows.

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.

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 traffic management on their 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 this 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 on the ICC website.

Attachments

1. Road closure request from the Bluff Oyster and Food Festival Committee (A5857829).

A5857829

To Whom It May Concern

As a representative of the Bluff Oyster and Food Festival I would like to notify you of our upcoming event and our contractors intent to lodge a Traffic Management Plan in relation to it.

Our event, the Bluff Oyster and Food Festival, will take place on our site, corner of Lee and Barrow Street, on 24 May 2025. It will take place from 10.30am - 5pm (approx.). The planned road closures are expected to be from 8am on the day of the event until 6pm. We will be applying for the same road closures as in the past.

- Barrow Street - between Lee Street and Palmer Street
- Lee Street - between Gore Street (SH1) and Barrow Street

We look forward to you providing permission for these road closures to go ahead in support of this iconic Southland event.

Regards
Kylie Fowler

TEMPORARY ROAD CLOSURE – FLAMES ON ESK, GREAT SOUTH

To:	Infrastructure and Projects Committee
Meeting Date:	Tuesday 13 May 2025
From:	Doug Rodgers – Manager - Strategic Asset Planning
Approved:	Erin Moogan - Group Manager - Infrastructure Services
Approved Date:	Thursday 8 May 2025
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

Council has received a request for a temporary road closure for Flames on Esk, Great South event on Wednesday, 18 June 2025.

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 Closure – Flames on Esk, Great South".
2. Resolves that the proposed event outlined in the report will not impede traffic unreasonably.
3. Approves the temporary road closure for Esk Street between Dee Street and Kelvin Street between the hours of 4.30pm and 10.00pm on Wednesday 18 June 2025.

Background

On Thursday, 17 April 2025 Council received a request from Great South requesting for the temporary road closure for Esk Street between Dee Street and Kelvin Street on Wednesday, 18 June 2025 from 4.30pm until 10.00pm to allow for the safe set up, delivery and pack down for the event which is to be held from 6.00pm until 8.30pm.

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 minor impact on traffic movements.

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

A request has been made to the NZ Police and Waka Kotahi and no objections to this event are anticipated.

Issues and Options

Analysis

This event will create only minor disruption to traffic flows.

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.

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 traffic management on their 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 this 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 on the ICC website.

Attachments

1. Road closure request from Great South – Flames on Esk (A5883989).

A5883989



17/04/2025

REQUEST FOR ROAD CLOSURE

Event: Flames on Esk

Date: Wednesday 18 June 2025

Event Time: 6:00pm – 8:30pm

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

Requested Road Closure Timings:

Closed: 4:30pm

Reopened: 10:00pm

Great South and Invercargill City Council are repeating their 'Flames on Esk' activation on Esk Street on Wednesday 18 June 2025, from 6:00pm until 8:30pm. This will require the closure of Esk Street between Dee Street and Kelvin Street between the hours of 4:30pm and 10:00pm 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 Fire and Flow performances from Flame Entertainment Ltd.
- This is an alcohol-free event.
- A robust health and safety plan and waste management plan will be implemented.
- Between 4:30pm and 5:30pm, vehicles parked on Esk Street will be allowed to safely exit the closed section of road, to limit disruption of normal road usage. All vehicle movement on site will cease at this point, to ensure public safety.
- Alternative parking arrangements in Invercargill Central's carpark will be made for affected Esk Street residents, businesses, and their staff and tenants.
- Traffic Management to be planned and implemented by RTMNZ.

Retailer/Business Communication

- Notification of this proposed road closure will be made in the May and June City Centre Update newsletters. A specific notification will be distributed to affected businesses and stakeholders by Tuesday 4 February 2025, offering free alternative parking arrangements if required.

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, with a large initial "O".

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

Southland Regional Development Agency

143 Spey Street, PO Box 1306, Invercargill 9840, Southland, New Zealand
Phone +64 3 211 1400 Email info@greatsouth.nz

greatsouth.nz

PARKING EXEMPTIONS POLICY

To:	Infrastructure and Projects Committee
Meeting Date:	Tuesday 13 May 2025
From:	Rhiannon Suter, Manager – Strategy, Policy and Engagement Gillian Cavanagh, Manager – Environmental Services
Approved:	Jonathan Shaw - Group Manager - Consenting and Environment
Approved Date:	Thursday 8 May 2025
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

This report presents a draft Parking Exemptions Policy and recommends its adoption for consultation.

Recommendations

That the Infrastructure and Projects Committee:

1. Receives the report "Parking Exemptions Policy".
2. Adopts the draft Parking Exemptions Policy for consultation.

Background

Council currently has two policies which outline parking exemptions: the Parking Exemptions – Drivers over the Age of 80 Years Policy, and the Parking Exemptions – Special Circumstances Policy, both of which are due for review. As part of the policy review process, it is suggested that these policies be combined into a new single Parking Exemptions Policy, for the sake of clarity and efficiency.

The current policies are also out of alignment with the ePermit system used by officers to record parking permits, and there are issues related to parking exemptions not currently properly covered by our policies. This draft Policy is intended to address all of these matters.

Issues and Options

Analysis

People Over 80 Years Old

Our records show that currently there are approximately 1,153 individuals who benefit from an over 80s parking exemption, although there are over 1,600 ePermits loaded under this category. The data indicates that this is due in part to duplication of records, as well as there being a number of individuals who have registered multiple cars for an exemption. Record duplication seems to arise when individuals come in annually to reapply for their exemption, and a new exemption is loaded without the current one being removed. This will be addressed as part of the rollout of the new Policy.

Staff and permit holders can be reminded of the duration of the permit and how to avoid duplicate records. Alternatively, the duration of the permit could be reduced to one year which would also guard against the risk of abuse if a vehicle is sold or a permit holder passes away. This is not currently thought to be a serious issue however, so the advice of officers is to retain a two-year exemption period.

This data entry issue may also explain some of the individuals who have more than one car registered. Additionally, while drivers are currently entitled to one exemption only in the existing policy, it is arguably slightly ambiguous whether this means they may only nominate one vehicle per person. There is also a risk of abuse when multiple cars carry an exemption meant for one person. Overall, the risk of abuse is thought to be small, and the policy aim of enabling older people to easily access the city centre is, it is argued, more important. Therefore, it is proposed to formally allow two cars to be registered per person.

At this stage it is proposed to keep the age requirement for this exemption to 80 years. As at the 2023 census there were 2,739 people in the Invercargill District aged over 80, representing 4.9% of the population. Population forecasts suggest that number is likely to climb to 4,815 by 2,035, which would be 7.6% of the population. Given this increasing proportion, it is possible that Council may wish to revisit the age threshold in the future. However, no change to the age requirement is proposed at present.

Mobility Parking

There are currently 71 designated mobility parks within the Invercargill District. These parks are for use exclusively by people who hold and display a valid Mobility Parking Permit, a scheme which is managed by CCS Disability Action. There are currently around 2,460 mobility pass holders living within the district.¹

In the past, Parking Compliance Officers would allow extra time for such vehicles, before issuing them an infringement notice. This was on the basis that mobility pass holders may need more time to reach their vehicle, and Officers used their discretion to allow some accommodation in these circumstances.

¹ Data obtained from CCS Disability Action

Consideration has been given to how best to formalise this practice and offer an appropriate exemption to mobility pass holders. Of note, some other Councils including Dunedin City Council provide one hour of free parking in their paid parks and parks with time limits above 30 minutes, for mobility pass holders. There is consequently occasionally confusion amongst mobility pass holders about whether a similar exemption applies here.

For the sake of consistency, transparency and fairness, it is proposed to formalise this Council's approach to simply allow an extra 30 minutes of parking (whether in paid or time restricted parking spaces) for anyone displaying a mobility pass. Users will still need to have paid for some amount of parking (or activated any free parking) for paid spaces, as this is designed to serve as an extension. In effect, mobility pass holders would be able to enjoy an hour of free parking in on street paid spaces (using the 30 minutes free parking currently provided, and the 30 minute extension).

Special Circumstances

Council has had a Parking Exemptions – Special Circumstances Policy in place for a number of years. That policy described the types of circumstances which might justify providing a parking exemption, based on matters such as the likely benefit to Invercargill of a certain project, and how long it will last. The new draft Policy makes no changes to these considerations, but updates the procedural matters in line with current practice.

Whilst not frequently used, parking exemptions have been extended in recent years to support events such as the Rotary Book Club and the Health Bus.

- Recognition of Service

This part of the Policy would allow Council to grant a parking exemption as a gesture of goodwill, as a way of recognising a person's significant service to the City or to Council. It is suggested that the discretion be left to the Chief Executive. It is not expected that exemptions would be given out frequently for this reason, but provides the option.

- Vehicles on Council business

The Parking Control Bylaw exempts Council Vehicles being used by officers on Council business from parking fees. The draft policy formally extends this exemption to private vehicles used by officers on Council business, to reflect current practice, as well as formalising the exemption offered to current Elected Members who are on Council business. Currently there are approximately 38 private vehicles used by officers which have exemptions, primarily for attending Te Hīnaki Civic Building. There are also 24 exemptions for Elected Member vehicles, primarily used when attending Council or Committee meetings.

Formalising these arrangements in a public facing policy is appropriate for the sake of transparency.

- Guest parking at Council premises

Members of the public who are invited to a meeting with the Mayor, Chief Executive or a Group Manager are currently able to request a parking permit for the duration of that meeting, typically through the Governance and Legal team who organise such meetings. Occasionally they are issued at the front desk.

However, since this is not a formal policy, such exemptions are provided inconsistently. It is therefore proposed that, if we are to continue providing complimentary guest parking, that this is formalised in the policy to provide consistency and transparency.

Sign-in data for visitors to Te Hīnaki indicates that approximately 2919 people came there within the one-year period from March 2024 - March 2025. Of these, around 1626 specifically stated they were attending a meeting, and of these 393 met with the Mayor, Chief Executive or a Group Manager.² Fewer than 50 special circumstances parking permits were created for visitors during the same period.

The suggestion from Officers is to make a limited number of guest parking permits available at any one time, to be applied for in advance, with priority given to people attending a meeting or workshop with the Mayor, Executive Leadership Team or Corporate Management Team (i.e. Department Heads). The policy is worded to apply to "Council venues" to future-proof against the upcoming move from Te Hīnaki.

The nature of the available data makes it hard to accurately calculate the potential financial impact of this Policy suggestion, but a reasonable estimate can be made as follows:

Visitor type	Number of visitors	Potential lost revenue
"Priority": attending Council premises to meet with the Mayor, ELT Member or Department Head	652	\$1,825.60
Attending a meeting with any Member of Staff	1,626	\$4,552.80
All Visitors (includes those ineligible under draft Policy)	2,919	\$8120

Assumptions: Zone 1 On Street parking, at proposed 2025/2026 Fees and Charges rate, based on an average 90 minutes parking and assuming each guest got their own permit.

Alternatively, Council could remove the provision of complimentary parking in favour of a focus on maintaining revenue. If this is Council's preference, it is the suggestion of Officers that provision still be made for some limited parking exemptions for guests, depending on who they are meeting and what the subject matter is. Based on the above assumptions, the potential cost of providing parking to visitors having a meeting with just the Mayor, Chief Executive or a Group Manager would be \$1,100.40.

Significance

The subject of parking exemptions is significant, and consultation is recommended.

Community Views

It is proposed that this draft Policy be consulted on between 19 May – 15 June.

² This is an estimate only. Number includes those whose host was a member of Governance and Legal, as they organise meetings for ELT Members.

Implications and Risks

Strategic Consistency

As detailed above, the draft Policy makes little deviation from current Policy, and codifies some existing informal practice. The types and nature of available exemptions have been carefully considered to support accessibility to the City for older people and disabled people, to support events or people of significance to Invercargill, to support attendance at Council for members of the public who are invited here, and to enable officers to conduct Council business.

Financial Implications

The potential impact of formalising complimentary guest parking has been detailed above. The remainder of the policy largely codifies existing practice (both formal policy and informal practice) so no additional financial impact is anticipated.

Legal Implications

There are no particular legal implications. The Parking Control Bylaw remains the superior document, and the draft Policy sets out the parameters within which Officer discretion is to be exercised in accordance with the Delegations Register.

Climate Change

Car emissions contribute to climate change. It is possible that aspects of this Policy might encourage people to drive rather than use other more environmentally friendly means of travel. This is to be balanced with the benefits of offering parking exemptions.

Risk

The current parking exemption policies are outdated, which makes them difficult to implement. Not providing any parking exemptions risks making the city less accessible, particularly for older people. It also removes the option to provide free parking as a means of supporting significant events which may benefit the city. Revoking types of exemptions would likely face opposition from affected members of the public, and could be considered unfair.

Failing to formalise informal policy and practice risks confusion and frustration for the public. Having a clear public facing policy supported by internal guidelines and training reduces the risks of parking infringements being needed, or challenged.

Next Steps

If approved, this draft Policy will be open for consultation between 19 May – 15 June, with hearings and deliberations to be held in time for the Policy to be adopted before the pre-election period.

Attachments

1. Draft Parking Exemptions Policy (A3661428)

A3661428



Parking Exemptions Policy



Purpose

Invercargill City Council ("Council") wishes to exempt certain groups of people from paying parking charges, for various reasons. This Policy sets out the circumstances in which such exemptions will apply.

Scope

This Policy applies to all Council controlled parking spaces within the Invercargill City District. The Parking Control Bylaw 2024 is the superior document for Council's parking operations and this Policy should be read in conjunction with the Bylaw (or its successor).

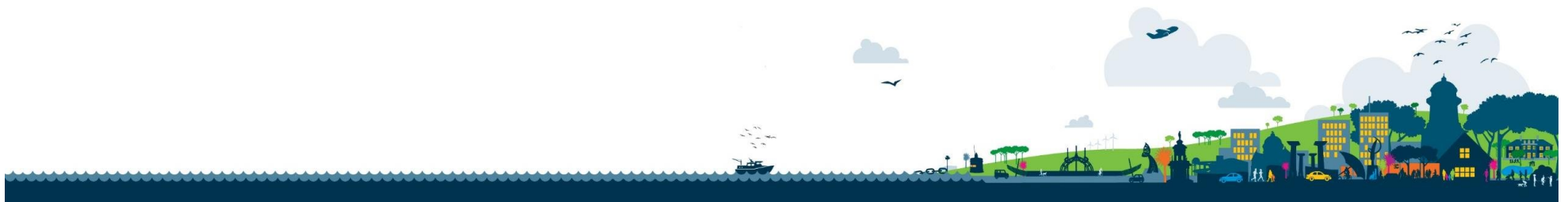
Definitions

Parking Space Any parking space so designated by Council within the Invercargill City District (as defined in the Parking Control Bylaw 2024) provided that, with the exception of payment of the fee, the vehicle is otherwise legally parked.

Other terms used in this Policy should be interpreted in line with the Parking Control Bylaw 2024 (or its successor).

Background

Council has extended parking exemptions under previous policies, including the Parking Exemptions – Drivers over the Age of 80 Years Policy; Parking Exemptions – Special Circumstances Policy; and Parking Exemptions – Elected Representatives Policy. This Parking Exemption Policy replaces all previous parking exemption policies.



The Parking Control Bylaw 2024 provides the framework for Parking Spaces and how they are managed. This bylaw provides for certain specific vehicles to be exempted from paying to use Parking Spaces, as follows:

- A vehicle used as an ambulance and which is at the time being used on urgent ambulance service.
- A vehicle used by Fire and Emergency New Zealand for attendance at fires, and which is at the time attending a fire or responding to a fire alarm, medical events, motor vehicle events, and/or other emergencies.
- A vehicle used by the police service and which is at the time being used for urgent police business.
- A vehicle used by a medical practitioner and at the time being used on urgent medical service.
- A Council vehicle used by any officer engaged in work for the Council.

This Policy provides details of additional circumstances in which certain specific vehicles may be exempted from paying to use Parking Spaces. In all cases, ultimate discretion whether to extend any form of parking exemption rests with the Group Manager – Consenting and Environment or their delegate.

Exemptions

People over 80 years old

Council invites drivers who are aged 80 or older to apply for free parking in metered parking areas within Zone 1 (On Street). Exemptions will be issued for two years and must be reapplied for on expiry.

To apply for a parking exemption, the following conditions apply:

- Drivers over the age of 80 need to apply to Council to be exempted from parking charges and must supply their vehicle registration, driving licencing details and proof of address.
- Two vehicles may be registered per eligible driver.



- The parking exemption only applies to on street metered parking areas designated as Zone 1, not to other Council or privately operated parking buildings or spaces.
- The exemption applies to the nominated driver only and is not transferable. The permit holder must have travelled in the vehicle in order to use the exemption.
- Those eligible must be residents of the Invercargill City District. If the exemption holder moves out of the City or District, they must advise Council.
- The exemption becomes invalid on the expiry of the holder's driver's licence or the expiry of two years, whichever is the sooner.
- If the exemption holder sells or replaces their car they must notify Council.
- Exemptions only apply if the vehicle is parked legally. For example, if they are parked partially over a driveway, on yellow lines or too close to an intersection, they may still receive an infringement notice.
- When the exemption expires, the holder will need to renew it by reapplying in the above manner, including providing up to date documentation.

Mobility parking permit holders

On the basis that mobility parking permit holders may need more time than others to travel to and from their car, Council offers an extension of the time of valid parking beyond what has been paid for or otherwise granted, for those drivers who hold a valid mobility parking permit.

Cars displaying a valid mobility parking permit will be granted an automatic 30 minute extension before they are considered to be illegally parked.

This applies to all time restricted parking areas and to metered parking areas, provided that some amount of parking has been paid for (including by activating any period of free parking granted by Council).



Special circumstances

On occasion special projects or events will be established in Invercargill. These special projects or events are for a limited time period and will have a significant benefit, be it economic or otherwise, to Invercargill. Those parties managing the project or event may apply for a parking permit for the duration of their project or event. All applications will be considered on a case by case basis.

Council has delegated to the Group Manager - Consenting and Environment the authority to:

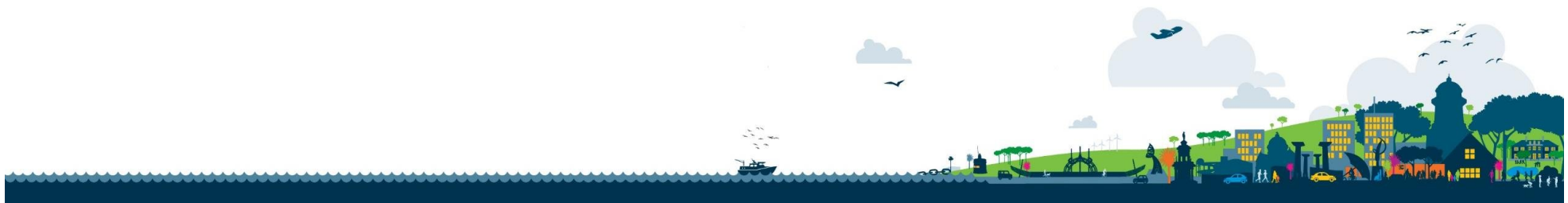
- Determine that special circumstances exist for which a parking permit may be granted; and
- Grant the permit subject to any conditions they deem necessary.

The following factors will be used when exercising this discretion:

- The time period that the project or event will be based in Invercargill;
- The likely benefit to Invercargill of having the project or event take place within the city;
- The number of permits requested; and
- Whether any conditions are necessary to ensure that the permit is used in the manner anticipated by Council.

A permitted vehicle will be allowed free parking at specified Parking Spaces within specified times provided that, with the exception of payment of the fee, the vehicle is parked legally. When a permit is granted the following conditions will apply:

- The nominated driver must provide full contact details and the registration number for their vehicle so it can be added to the permit database;
- The permit applies to the nominated driver only and is not transferable; and
- The permit becomes invalid at the conclusion of the project or event.



Recognition of service

From time to time Council may wish to provide a parking exemption as a gesture of goodwill towards a person who has provided significant service to Invercargill City or Council. This will be at the discretion of the Chief Executive and may be applied to a nominated vehicle or vehicles in the same manner as detailed for people aged over 80 outlined above.

Vehicles on Council business

In addition to Council vehicles being used by any officer engaged in work for Council (which are exempted from parking charges under the Parking Control Bylaw 2024), authorised private vehicles which are being used by Council officers engaged in work for Council are also exempted from all parking charges, while they are conducting Council business. Such vehicles need to be registered on Council's database.

During their term of office, Councillors who are conducting Council business (including attendance at Council meetings or Council organised engagement events) are also exempted from parking charges for the duration of those activities. Councillors' vehicles must be registered on Council's permit database.

Guest parking at Council premises

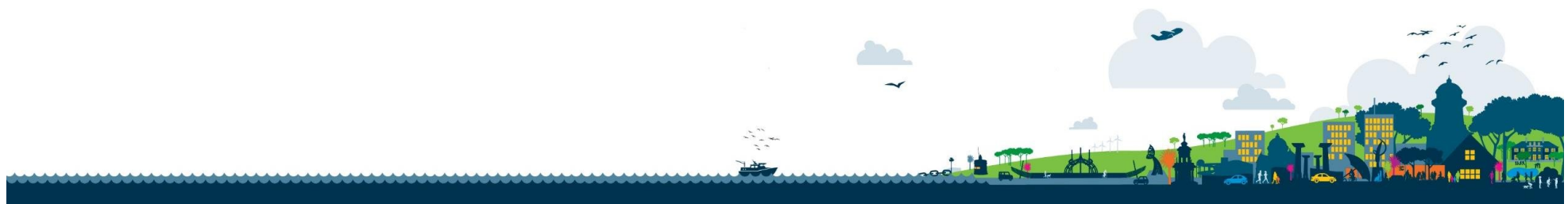
Where free parking is not otherwise available, complimentary guest parking may be provided by Council for Zone 1 (On Street) parking, for members of the public invited to Council premises for a meeting or workshop, or attending a Council or Committee meeting for a specific purpose such as presenting a petition or speaking in the public forum. The following parameters apply:

- All such permits must be arranged in advance.
- Permits will last only for the duration of the meeting or event being attended.
- A limited number of permits will be available at any one time. If no permits are available, guests must pay for parking if parking in a paid zone to avoid infringement.
- Priority will be given to visitors meeting with the Mayor, or a member of the Executive Leadership Team or Corporate Management Team.



Monitoring, auditing and compliance

Ongoing monitoring of the policy will be undertaken by the Manager - Environmental Services and Council Compliance Officers. The conditions set out in this Policy are required to ensure the benefits reach those who are properly entitled to them. If a breach of the Policy is found to have occurred, this may result in an infringement notice being issued, or in the event of repeated or significant breaches of the policy, parking exemptions may be voided.



Document Control

Revision History:	N/A
Effective Date:	[xx] 2025
Review Period:	This Policy will be reviewed every six (6) years, unless earlier review is required due to legislative changes, or is warranted by another reason requested by Council.
New Review Date:	[xx] 2031
Associated Documents / References:	Parking Control Bylaw 2024
Supersedes:	A1904097 / A1904098 / A1904099
Reference Number:	A3661428
Policy Owner:	Manager – Environmental Services
Policy Training:	Manager – Strategic Asset Planning, Road Safety and Network Manager, Road Corridor Engineer, Road Corridor Administrator, Team Leader – Environmental and Parking Compliance, Compliance Officer – Parking



WATER SERVICE DELIVERY MODEL OPTIONS DELIBERATIONS

To:	Infrastructure and Projects Committee
Meeting Date:	Tuesday 13 May 2025
From:	Andrew Strahan – Three Waters Advisor Rhiannon Suiter – Manger Strategy, Policy and Engagement
Approved:	Erin Moogan - Group Manager - Infrastructure Services
Approved Date:	Thursday 8 May 2025
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

This report provides the Infrastructure and Projects Committee with the opportunity to determine its chosen option for Water Service Delivery following consultation with the community. The selected option will form the basis of the Water Service Delivery Plan to be prepared and submitted to the Department of Internal Affairs by 3 September.

Recommendations

That the Infrastructure and Projects Committee:

1. Receives the report "Water Service Delivery Model Options Deliberations".

Recommend to Council:

2. That it adopt as the Council's proposed model for delivering water services in accordance with section 13(1)(k) of the Local Government (Water Services Preliminary Arrangements) Act 2024.
 - a. Option 1: Council Operated Enhanced Service; or
 - b. Option 2: Invercargill Council Controlled Organisation; or
 - c. Option 3: Southland Wide Council Controlled Organisation – Phased introduction of a region-wide price.
3. Direct staff to prepare a water services delivery plan for Council's adoption which contains the matters set out in section 13 of the Local Government (Water Services Preliminary Arrangements) Act 2024 and includes Council's chosen option at 2 above as the model for delivering water services.

Background

The Local Government (Water Services Preliminary Arrangements) Act 2024 requires Council to consult on its preferred model to deliver water services and at least one other option. The January 2025 meeting of the Infrastructure and Projects Committee confirmed two options for consultation to be presented to Council. A third option, the Southland-only WSE, was requested to be developed further. Further analysis outcomes were presented to the 25 February 2025 Council meeting.

The Council resolved to consult on the following three water service delivery model options:

- Option 1: Council Operated Enhanced Service
- Option 2: Invercargill Council Controlled Organisation
- Option 3: Southland Wide Council Controlled Organisation – Phased introduction of a region-wide price.

Option 1 was identified as the Council's preferred option.

Consultation on the water service delivery model options occurred in tandem with the ICC 2025/2026 Annual Plan. The combined consultation document was adopted at the 11 March 2025 Council meeting.

Public consultation took place between 13 March – 13 April with a hearing scheduled on 29 April, with 30 April and 5 May reserved, if required.

Submissions were accepted online at letstalk.icc.govt.nz, in person at Te Hīnaki Civic Administration Building, Invercargill Public Library, Bluff Service Centre and Murihiku Marae. Submissions were also accepted via email and post.

A range of engagement events took place over the month of engagement, including at Invercargill Central Ltd (ICL), at the Multicultural Food Festival, at the Esk Street Food Truck event, a Regional Public Transport Hui, Combined Disability Network hui, Bluff Café Drop In event and the Murihiku Marae Community Day. These events provided a range of engagement formats and opportunities for Councillors and Mana Whenua Representatives to meet with the community, answer questions and hear about people's concerns and priorities.

Throughout the month of engagement people visiting ICL had the opportunity to post a sticker for their preferred water service delivery options. In addition, a water wall was used by Youth Councillors at events as a conversation starter to encourage children and families to participate in the debate about how water services should be delivered in the future.

Online, a range of opportunities were provided on social media to encourage participation in the consultation process. These included:

- Ask Me Anything live Q&As with councillors on Annual Plan budget, water service delivery options, urban play options and bus fares.
- Water Service Delivery Options explainer video and vox pops on bus fares, urban play and priorities for the city.
- Event posts for engagement events.
- Social media discussion posts on the main options.
- Posts to drive visits to letstalk from Facebook, Instagram, Tik Tok and Linked In.

The submission form was printed in the Southland Express and Radio spots and Digi screens in ICL were utilised to promote awareness.

Issues and Options

Analysis

188 submissions were received on Water Service Delivery options. 75% agreed with the Council's preferred option – Council Operated Enhanced Service (141 submissions). 14% believed an ICC CCO would be a better option (26 submissions). 11% supported a Southland CCO with phased introduction of region-wide pricing (21 submissions).

Of the 188 submission, 28 postcard submissions were received on this topic – 68% (19) were in favour of Option 1, 11% (3) in favour of Option 2 and 21% (6) in favour of Option 3.

A small group of submitters had further comments. few believed Option 1 presented the best chance for the least disruption and for Council to get on with the job. Independent governance was important to two, with one noting that a CCO gave the best opportunity for Iwi partnership in the future. Two commented that the Southland-wide option was best because it was important to think about what was best for the region.

Cost was mentioned by three and one wanted focus on infrastructure not projects like the Museum. Water meters were mentioned by one, one focused on the need for people to have tank water as an option and another on concerns regarding chlorination.

An overview of the Annual Plan submissions, feedback and a copy of the submissions received was presented to the 29 April 2025 Council Meeting.

Significance

The process to decide upon a water services operating model that will meet the LWDW policy and legislative requirements, is a matter of high significance when assessed against ICC's Significance and Engagement Policy. Significance is considered high on several grounds including, community interest, impact on Councils capability and capacity, cost to council and impact on ratepayers and potential changes to the control of a Strategic Asset.

In addition to ICC's Significance and Engagement Policy, the Local Government (Water Services Preliminary Arrangements) Act 2024 requires Council to consult on its preferred model to deliver water services and at least one other option.

Legal review of the consultation documentation was completed to provide regulatory compliance assurance.

Options

Option	Cost Summary	Advantages	Disadvantages
<p>Option 1 Council Operated Enhanced Service Preferred</p>	<p>Level of Service – No change</p> <p>Establishment Cost No budget increase</p> <p>Operational Cost increase (per annum) \$0.8 million</p> <p>Impact on Council Debt Minor increase in debt related to changes to the programme to meet statutory requirements. Council will continue to hold the debt for both provisions of the water and non-water services and will need to manage this when the existing debt limit.</p> <p>Average Annual Water Services Rate Increase (2027-2034) 6.26% \$149</p>	<ul style="list-style-type: none"> • Represents second least cost option for water services delivery for ratepayers. • Council scale retained including ability to respond to emergency events. • ICC has sufficient debt headroom to provide for forecasted capital works (per current LTP). • Existing workforce in place with minimal changes to staffing. • Provides independent technical 3 Waters and Asset Management advisory role to a dedicated Council Committee to provide focus and advice on 3 Waters activity. • 3 Waters staff training and retention program aims to improve recruitment and retention. • Public consultation outcomes showed strong support for the option (75% of responses). 	<ul style="list-style-type: none"> • Council may still struggle to compete with private sector / new CCOs on pay or career development opportunities. • Lack of scale and geographic isolation makes it difficult to attract contractors. • Requirement for Council to operate 3 Waters differently to other core council functions to meet significant new regulatory requirements. • Significant debt headroom required for 3 Waters activity could constrain investment in other areas. • 3 Waters legislative compliance requires sustained future rate increases. • Risk of Commerce Commission Intervention into Council activities if economic regulation and consumer protection requirements are not met. • Government and DIA expectation for Councils to form joint water organisations may result in difficulties in securing WSDP approval. • May limit access to Regional Deals.
<p>Option 2 Invercargill Council Controlled Organisation</p>	<p>Level of Service – Possible minor improvement</p> <p>Establishment Cost \$3.9m</p> <p>Operational Cost increase (per annum) \$5.2m</p> <p>Impact on Council Debt</p>	<ul style="list-style-type: none"> • 3 Waters focused decision making within the entity. • Council activities not constrained by 3 Waters investment requirements. • Own balance sheet and able to borrow up to 500% of 3 waters revenue and ability to smooth debt profile. • Financially independent from councils, allowing it to more easily meet the future requirements to produce separate financial statements and water services strategies. • Directly accountable to its customers / communities for the setting of water charges. 	<ul style="list-style-type: none"> • Government and DIA expectation for Councils to form joint water organisations may result in difficulties in securing WSDP approval. • May limit access to Regional Deals. • Cost of CCO setup and operation. • Council scale reduced impacting ability to respond to emergency events. • Reduced ability of Council to influence entity decision making. • Potential focus on service delivery at the expense of strategic city objectives.

Option	Cost Summary	Advantages	Disadvantages
	<p>Minor increase in debt related to changes to the programme to meet statutory requirements. Three Waters related debt will pass to the CCO and Council will be required to provide either a guarantee or uncalled capital to the CCO of an amount greater than the financial liabilities of the CCO. Council will continue to be able to borrow for non-water related activities and both will have their own separate debt limits.</p> <p style="text-align: center;">Average Annual Water Services Rate Increase (2027-2034) 6.99% \$169</p>	<ul style="list-style-type: none"> Improved attraction, training and retention of staff versus in house model options. 	<ul style="list-style-type: none"> Public consultation outcomes showed limited support for the option (14% of responses).
<p>Option 3: Southland Wide Council Controlled Organisation – Phased introduction of a region-wide price</p>	<p>Level of Service – Possible minor improvement</p> <p style="text-align: center;">Establishment Cost \$7.9m</p> <p style="text-align: center;">Operational Cost increase (per annum) \$9.0m</p> <p style="text-align: center;">Impact on Council Debt Impact on Council Debt minor increase in debt related to changes to the programme to meet statutory requirements. Three Waters related debt will</p>	<ul style="list-style-type: none"> Aligns with Government expectations that Councils will work together to establish joint water organisations 3 Waters focused decision making within the entity. Scale will allow improved access to specialists and expertise. Own balance sheet and would be able to borrow up to 500% of its three waters revenue Financially independent from councils, allowing it to more easily meet the future requirements to produce separate financial statements and water services strategies Directly accountable to its customers / communities for the setting of water charges Improved attraction, training and retention of staff versus in house and stand-alone CCO model options. Improved focus on regional priorities. Potential greater access to Regional Deals. 	<ul style="list-style-type: none"> Difficult to achieve agreement across all councils – in particular, for a phased introduction of region-wide pricing. In the medium to long term, risk that the entity would adopt a region wide price which would result in highest cost option for Invercargill ratepayers of all short-listed options. Without appropriate processes in place, some communities may receive higher proportionate levels of investment than others and the prioritisation of investment may differ or change in timing vs if delivered via council. The entity will be able to set three waters prices entirely independently from decisions made by councils, and these decisions may have affordability implications for communities. Economic regulation offers some mitigation.

Option	Cost Summary	Advantages	Disadvantages
	<p>pass to the CCO and Council will be required to provide either a guarantee or uncalled capital to the CCO of an amount greater than the financial liabilities of the CCO. Council will continue to be able to borrow for non-water related activities and both will have their own separate debt limits.</p> <p style="text-align: center;">Average Annual Water Services Rate Increase (2027-2034) 5.21% \$121</p>	<ul style="list-style-type: none"> • Consistent with direction of amalgamation discussions. • Phased introduction of a region wide price reduces average household costs in the short & medium term for Invercargill City customers. 	<ul style="list-style-type: none"> • The water services organisation may seek to choose investment options that present the minimum cost to achieve compliance rather than reflecting local community expectations for a higher level of service. • Legacy Council scale reduced impacting ability to respond to emergency events. • Public consultation outcomes showed limited support for the option (11% of responses).

Community Views

As noted earlier, a comprehensive public consultation exercise has been completed. The views of the community are summarised within this paper and the Option Analysis updated to reflect key consultation feedback points.

It is noted that ICC is likely to require amendments to the LTP to give effect to the selected delivery model and may need to consult on those amendments to the LTP. The Local Government (Water Services Preliminary Arrangements) Act 2024 provides that Councils are not required to consult on an LTP amendment if:

- The council has already consulted its community in relation to the proposal;
- The council is satisfied that its community has a good understanding of the implications of the proposal; and
- The council is satisfied that it understands its community's views on the proposal.

Councils may use the alternative requirements set out in Part 3 of the Act to consult on an amendment to their LTP (if required), or the relevant consultation requirements in the Local Government Act 2002.

Implications and Risks

Strategic Consistency

The requirements of LWDW requires the ICC to revisit the Long-Term Plan and associated supporting strategies (including Financial & Asset Management Strategies), to ensure that water service delivery complies with the Local Water Done Well legislation requirements.

The options analysis completed to date includes consideration of impacts on the current 2024-2034 LTP. Impacts of the selected options have been further defined and were included in the Consultation Document for community feedback. Following decision making, amendments to the Annual Plan and LTP (if required) will be made from FY 2026 / 2027.

Financial Implications

The financial implications for ratepayers and impact on overall Council debt and non 3 waters budgets are included within the Morrison Low Report, ICC LWDW Report and were summarised for each option in the consultation material.

Required changes to implement 3 Waters Financial Ringfencing requirements were included in the 25/26 Annual Plan.

Capital and operational costs to implement the selected Water Services delivery model option are not included in the Annual or Long-Term Plan budgets. Following Council's decision, these would need to be provided for via the 2026/2027 Annual Plan and an update to the 2024 - 2034 Long Term Plan.

Legal Implications

The Local Government (Water Services Preliminary Arrangements) Bill places statutory requirements on ICC that are required to be complied with. If a territorial authority struggles to comply with the requirement for a WSDP, the Bill provides for the Minister to appoint either of two new roles:

- Crown facilitators, who may work with Councils to assist, advise, or amend draft WSDPs and;

- Crown water services specialists, who may prepare, direct, or adopt a WSDP in accordance with their notice of appointment.

In addition, the Bill provides that a person who contravenes an obligation to disclose information can be fined up to \$500,000 or, in the case of an entity, \$5 million.

External legal review of the consultation and supporting decision making content has been completed to provide assurance

Climate Change

Changes are administrative in nature. Climate Change impacts would be assessed as part of any change to service provision.

Risk

Risk	Mitigation
Inconsistency of drafting of requirements on consultation for water options in Bill and Draft Bill as outlined in earlier papers to the Infrastructure Committee.	Selection of three options for the avoidance of doubt. Legal review of the consultation materials on this item.
Community confusion over the Southland-CCO option given that other Southland Councils have communicated they are taking other approaches.	Communication that this is a hypothetical option and that no formal discussions have taken place with other Councils on this option.
Pre-determination resulting in judicial review of the Annual Plan impacting Council ability to set rates for 2025/2026.	Reminder to Councillors of the importance of demonstrating an open mind in order to hear submissions and vote as part of the Annual Plan deliberations.
Changes to legislation through Bill 3 may require additional resource commitments and amendments to arrangements.	Cost and time associated with rework Potential increase in project budget Additional Council resource commitments
DIA does not approve the WSDP and requires the document to be revised.	DIA appoints a Crown Facilitator or Water Services Specialist DIA requires ICC to alter the WSDP DIA requires ICC to change the Operating Model Option
Implementation costs are high level estimates based on evolving view and understanding of legislation / standards.	Conservative estimates applied where possible Cost change may impact all options so relative differences between the options remain. Communicate risk of change to decision makers

Next Steps

- Secure Council Committee decision on the Water Service Delivery model to adopt.
- Complete the Water Service Delivery Plan and present to the July 2025 Infrastructure Committee for endorsement and approval to submit.
- Secure ICC Chief Executives Attestation to the WSDP
- Submit the Water Service Delivery Plan to the Department of Internal Affairs by the 3 September 2025 deadline

Attachments

None

Notice of Motion.

“That Council requests the Infrastructure and Projects Committee to provide the necessary time and resource needed to deal with questions that have arisen from the recent release of the “Spend on Consultants with regards to the Museum Project” list, at their May Committee meeting.”

Regards

Cr Ian Pottinger

A handwritten signature in black ink, appearing to read 'I. Pottinger', written in a cursive style.