



AGENDA

Vincent Community Board Meeting Tuesday, 19 January 2021

Date: Tuesday, 19 January 2021

Time: 2.00 pm

**Location: Ngā Hau e Whā, William Fraser Building,
1 Dunorling Street, Alexandra**

**Sanchia Jacobs
Chief Executive Officer**

Notice is hereby given that an ordinary meeting of the Vincent Community Board will be held in Ngā Hau e Whā, William Fraser Building, 1 Dunorling Street, Alexandra on
Tuesday, 19 January 2021 at 2.00 pm

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Members Cr M McPherson (Chairperson), Mr R Garbutt (Deputy Chair), Dr R Browne, Cr Claridge, Cr I Cooney, Ms A Robinson, Ms S Stirling-Lindsay

In Attendance T Cadogan (Mayor), S Jacobs (Chief Executive Officer), L Macdonald (Executive Manager - Corporate Services), J Muir (Executive Manager - Infrastructure Services), L van der Voort (Executive Manager - Planning and Environment), S Righarts (Chief Advisor), R Williams (Governance Manager), W McEnteer (Governance Support Officer)

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Vincent Community Board meeting - 3 November 2020

CENTRAL OTAGO DISTRICT COUNCIL**VINCENT COMMUNITY BOARD**

MINUTES of a meeting of the Vincent Community Board held in Ngā Hau e Whā, 1 Dunorling Street, Alexandra on Tuesday, 3 November 2020, commencing at 2.05 pm.

PRESENT: M McPherson (Chair), R Garbutt (Deputy Chair), R Browne, L Claridge, I Cooney, A Robinson and S Stirling-Lindsay

IN ATTENDANCE: His Worship the Mayor T Cadogan, S Jacobs (Chief Executive Officer), L Macdonald (Executive Manager – Corporate Services), S Righarts (Chief Advisor), J Kasibante (Finance Manager), A Mason (Media and Marketing Manager), C Martin (Property and Facilities Officer – Vincent and Teviot Valley), L Stronach (Property Officer – Statutory), F Somerville (Roading Administration Assistant), R Williams (Governance Manager) and W McEnteer (Governance Support Officer)

20.6.1 **Public Forum**

David Ritchie (Clyde Redevelopment)

Mr Ritchie spoke about two projects in Clyde. The first project focussed on the riverbank and increasing its desirability by including a walkway to the Clyde historical precinct and removing scrub and dead trees and replanting with native trees. The second project regarded St Michaels and All Angels church. The parish is selling the property and a group is attempting to purchase it for the community. Mr Ritchie then responded to questions from the Board.

Julie Howard (Stakeholder Engagement Manager) and **Geoff Wishart** (Stakeholder Engagement Manager) (Transpower - Clutha / Upper Waitaki Project)

Ms Howard and Mr Wishart spoke to the current Transpower project of power line refurbishment and upgrade. They outlined the two parts of the project, including work on lines from Roxburgh to Livingstone and lines from Cromwell to Twizel. Ms Howard and Mr Wishart then responded to questions from the Board.

20.6.2 **Confirmation of Minutes**

A correction was noted to the 15 September 2020 minutes on item 20.5.1. The Omakau Trotting Club race meeting will remain at Omakau and will not move to Cromwell.

It was moved (Stirling-Lindsay/Garbutt):

That, subject to the amendment above, the Board **confirms and receives** the minutes of the meeting of the Vincent Community Board held on 15 September 2020 as a true and correct record.

Motion carried

20.6.3 Declaration of Interest

Members were reminded of their obligations in respect of declaring any interests. Councillor McPherson declared that his daughter is an employee of the Central Otago District Council.

Note: Ms Clair Higginson and Ms Andy Ritchie from Clyde Historical Museum Incorporated joined the meeting for item 20.6.4.

20.6.4 Clyde Museum Redevelopment Project – Design Brief (Doc ID 509999)

A report from the Property and Facilities Officer - Vincent and Teviot Valley to consider approving the design brief and give further direction on the Clyde Museum Redevelopment Project had been circulated.

Ms Higginson and Ms Ritchie spoke about how the museum got to its present position and the groups' vision for the museum.

The Board queried whether it was too early to consider a draft when there is a museum strategy being worked on at present. It was mentioned that this was a concept and that there would be consultation with the community as part of the Long-term Plan.

It was noted that electricity should be included in the lessor's outgoings and not the lessee as stated in the report.

It was moved (McPherson/Garbutt):

That the Board:

A. **Receives** the report and accepts the level of significance.

Motion carried

It was moved (Claridge/Robinson):

That the Board:

B. **Approves** the Clyde Museum Redevelopment Design Brief.

C. **Agrees** to the renewal of the Clyde Historical Museum Incorporated Leases for the Blyth Street Museum (1-3 Blyth Street, Clyde), and Briar and Herb Museum together with the addition of the museum room at the Clyde Railway Station (12 Fraser Street, Clyde) on the following terms and conditions:

Term	Ongoing periodic tenancy with six months notice of termination by either party
Annual Rent	\$1.65 per annum
Rent Reviews	Rent reviews shall occur every 5 years and will apply the formula of 2.5% of

	subscription income less any affiliation fees. This will be calculated as an average based on the tenants most recent 5 years of financial statements
Lessee's Outgoings:	Telephone, gas, phone, public liability insurance, cleaning, provisioning of toilets, general property maintenance
Lessor's Outgoings:	Electricity, rates, water, building insurance
Permitted Use	Public museum and storage of artifacts

D. **Approves** the draft Long Term Plan 2021/31 project placeholder figures for this project to be updated to:

- 1) \$400,000 in year three to allow for the preparation of the Briar Herb Museum site for development. Site preparation work to include demolishing the buildings identified as not being reused, shifting the Clyde Jail House to the site, and temporarily fencing the site
- 2) \$4,000,000 in year five for the building construction, to be 2/3 externally funded

E. **Approves** the ring-fencing of the money generated from the sale of the Briar Herb Museum caretakers cottage, and the lease/or sale of the Blyth Street Museum for the Clyde Museum Redevelopment Project. A report back to the Board to consider whether to lease or sell the Blyth Street property will be provided.

Motion carried

Note: Councillor Cooney left the meeting at 3.05pm

20.6.5 **Easement over Lot 1 DP 27327 in Favour of Aurora Energy Limited (Doc ID: 508765)**

A report from the Property Officer - Statutory to consider granting an easement in gross over Lot 1 DP 27327 (Clyde Lookout) had been circulated.

It was moved (Lindsay-Stirling/Browne):

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to grant an easement in gross to Aurora Energy Limited for \$1 over record of title OT19A/502, to provide for the upgrading and extension of the network, subject to the applicant meeting all costs associated with preparing and registering the easement.
- C. **Authorises** the Chief Executive to do all that is necessary to give effect to the resolution.

Motion carried

20.6.6 Application for Easement in Favour of Aurora Energy Limited (Doc ID 509229)

A report from the Property Officer - Statutory to consider granting an easement in gross over Part Section 115 Block VII Leaning Rock Survey District and Sections 2 – 3 Survey Office 524226 to Aurora Energy Limited had been circulated.

It was moved (McPherson/Garbutt):

That the Board:

A. **Receives** the report and accepts the level of significance.

Motion carried

It was moved (Claridge/Stirling-Lindsay):

That the Board:

B. **Agrees** to grant an easement in gross to Aurora Energy Limited for \$1 over Part Section 115 Leaning Rock Survey District and Sections 2 and 3 Survey Office 524226, to provide for network extensions and enhancements subject to:

- Pole 7, as shown in figure 4, becoming the new termination point;
- All costs associated with preparing and registering the easement being met by Aurora Energy Limited;
- The works being undertaken at a time suitable to all parties, and;
- The Minister of Conservation's consent.

C. **Authorises** the Chief Executive to do all that is necessary to give effect to the resolution.

Motion carried

20.6.7 Application for Road Name Approval – McArthur Ridge Development, Springvale (Doc ID 507934)

A report from the Roading Administration Assistant to consider a request to name two private right of ways in the McArthur Ridge development, Springvale had been circulated.

It was moved (Claridge/Robinson):

That the Board:

A. **Receives** the report and accepts the level of significance.

B. **Agree** that the first private right of way be named Southern Tor Lane.

C. **Agree** that the second private right of way be named Lilico Lane.

Motion carried

Note: Mr Phil Oliver from The Prospector MTB Event and Ms Helena Raymond from the St Bathans Multi Arts Festival joined the meeting for item 20.6.8.

20.6.8 **Vincent Promotions Grant Applications 2020-21 Financial Year (Doc ID 511048)**

A report from the Media and Marketing Manager for the Vincent Community Board to receive and evaluate applications received to the balance of the 2020-21 financial year Vincent Promotions Grant cost centre 2033 2460 and to determine the grant allocation to each applicant had been circulated.

Mr Oliver and Ms Raymond spoke to their individual applications and responded to questions from the Board.

It was moved (McPherson/Browne):

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Approve** a grant of \$1,500 to St Bathans Area Community Association Inc. for the St Bathans Multi Arts Festival January 2021. The grant to be used for event operational costs including kidzone area, Public Address system, traffic management, crowd management, rubbish removal as specified in the application.

Requested \$3,000

Approved \$ 1,500

- C. **Approve** a grant of \$10,000 to The Prospector Event Ltd for the Prospector MTB Stage Race event 4 – 7 March 2021. The grant to be applied to event costs as identified in the application – event timing system, signage, website, advertising and promotion, toilets and sanitation.

Requested \$10,000

Approved \$ 10,000

Motion carried

20.6.9 **2021 Meeting Schedule (Doc ID 510878)**

A report from the Governance Manager to approve a schedule of Vincent Community Board meetings for 2021 had been circulated.

It was moved (Stirling-Lindsay/Garbutt):

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Adopts** the proposed 2021 meeting schedule for the Vincent Community Board.

Motion carried

Note: Councillor Claridge left the meeting at 3.39 pm.

20.6.10 **Financial Report Period Ending 30 September 2020 (Doc ID 510204)**

A report from the Accountant to provide the financial performance overview as at 30 September 2020 had been circulated.

It was moved (McPherson/Garbutt):

That the Board **receives** the report.

Motion carried

Note: Councillor Claridge returned to the meeting at 3.45 pm

20.6.11 **Mayor's Report**

His Worship the Mayor reported on the following:

- Discussed the current shortage of fruit pickers.
- Mentioned a recent dinner with the Board of Air New Zealand, together with Mayor Boulton and tourism representatives. Reflected on the opportunity that this presented, and the work done by the Tourism Central Otago team.
- Noted a recent visit of the Board of Tourism New Zealand which included a walk around Clyde.
- Mentioned the Lake Dunstan bike trail which will open soon.
- Attended the seminar given by and introduced Nigel Latta when he came to speak in Alexandra recently.
- Noted his attendance at the Local Government New Zealand Zone 5 & 6 meeting held recently in Ashburton.
- Reflected on a visit to Lake Ohau Village to inspect damage caused by the recent fire.
- Offered congratulations to the organisers of the Blossom Festival for a great event.

It was moved (McPherson/Garbutt):

That the Board **receives** the report.

Motion carried

20.6.12 **Chair's Report**

Councillor McPherson reported on the following:

- Attended Long-term Plan meetings as part of Council.
- Attended a Council meeting.
- Attended several Hearings Panel meetings.
- Mentioned the Plan Change 15 hearings that are approaching.
- Reflected on the success of the Blossom Festival.
- Reflected on the recent developments in the application for a Countdown supermarket in Alexandra.

It was moved (McPherson/Garbutt):

That the Board **receives** the report.

Motion carried

20.6.13 **Members' Reports**

Dr Browne reported on the following:

- Attended the recent Clyde Museum information session.
- Attended a 'meet the candidates' session organised by Grey Power.
- Attended the opening of the Arts Society exhibition and the opening of Blossom Festival.
- Attended several Alexandra and Districts Museum Incorporated Board meetings and also the AGM.
- Attended the Business Group breakfast meeting.
- Attended a workshop for the Long-term Plan.
- Took part in musical performances in Bannockburn and Ranfurly.
- Met with Otago Regional Councillors Alexa Forbes and Gary Kelleher to discuss rabbit control and water.
- Attended a REAP Board meeting.
- Attended a CODAT Board meeting.
- Attended the AGM of Last Chance Irrigation Company.
- Mentioned that Brian Budd is the new manager of Central Stories.

Ms Stirling-Lindsay reported on the following:

- Reflected on the success of Blossom Festival.
- Attended a community plan meeting in Alexandra.
- Attended an Inspiring Communities workshop.
- Attended the AGM of the Central Otago Districts Arts Council.
- Attended interagency training on family harm.
- Noted Pink Shirt Day in October.

Ms Robinson reported on the following:

- Visited the Haehaeata plant nursery in Clyde
- Attended a meeting with the Project Manager for Haehaeata.
- Attended the Blossom Festival mardi gras.
- Reflected on holiday recently spent on the West Coast. Noted that operators were positive about visitor numbers.

Councillor Claridge reported on the following:

- Attended the Long-term Plan sessions for Council.
- Attended Blossom Festival.
- Reflected on some large funerals held in Alexandra recently.
- Reflected on the community of Millers Flat.

Mr Garbutt reported on the following:

- Attended the Clyde museum familiarisation visit.
- Attended several U3A sessions.
- Attended the Blossom Festival and worked on the gate.
- Attended the Long-term Plan workshop about Central Stories.
- Attended meetings of the Central Otago Heritage Trust and participated in interviews for a coordinator.
- Reflected on the fund raising dinner for Central Otago Hospice. He mentioned that it was a success with \$15,000 raised. Recognised Pioneer Energy for their help.
- Attended the meeting of Clyde Museum committee.
- Attended the community meeting about Chorus fibre.
- Participated in the Lord Clyde parade.

It was moved (McPherson/Stirling-Lindsay):

That the Board **receives** the reports.

Motion carried

20.6.14 **Governance Report (Doc ID 510740)**

A report from the Governance Support Officer for the Board to receive updates on ongoing projects not captured in status reports had been circulated.

It was moved (McPherson/Garbutt):

That the Board **receives** the report.

Motion carried

20.6.15 **Status Report on Resolutions**

A report from the Governance Support Officer to provide an update on resolutions had been circulated.

It was moved (McPherson/Browne):

That the Board **receives** the report.

Motion carried

20.6.16 **Date of the Next Meeting**

The date of the next scheduled meeting is Tuesday, 19 January 2021.

THE BOARD IN CLOSED MEETING

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is

It was moved (McPherson/Garbutt):

That the public be excluded from:

- The following parts of the proceedings of this meeting, namely: item 20.6.17

The general subject of the matters to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds for excluding the public, as specified by s 48(1) of the Local Government Official Information and Meetings Act 1987, are set out below:

Meeting Item No. and subject	Reason for excluding the public	Grounds for excluding the public
20.6.17 Status Report	The premature disclosure of the financial information would detrimentally affect the Council's position in the negotiations.	To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).

Motion carried

The public were excluded at 4.19 pm.

The public were readmitted at 4.25 pm and the meeting closed.

.....
CHAIRPERSON

4 DECLARATION OF INTEREST

21.1.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 519789

1. Purpose

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

2. Attachments

Appendix 1 - Vincent Community Board Declarations of Interest [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Roger Browne	Central Otago REAP (Chair) Creative Writers Circle (Chair) Dunstan Friendship Club (member) University of the Third Age (U3A) (member) Central Cinema Incorporated Central Otago Regional Orchestra (member) Last Chance Irrigation Co (shareholder) Alexandra Clyde and Districts Business Group (member)	Dunstan Friendship Club (member) University of the Third Age (U3A) (member) Central Cinema Incorporated Central Otago Regional Orchestra (member) Last Chance Irrigation Co (shareholder)	Manorburn Recreation Reserve Committee Alexandra District Museum Inc. (Central Stories) Keep Alexandra Clyde Beautiful Society
Lynley Claridge	Affinity Funerals (Director) Central Otago Chamber of Commerce (Advisory Panel)	Affinity Funerals (Shareholder)	Alexandra Council for Social Services
Ian Cooney	Castlewood Nursing Home (Employee)		Omakau Recreation Reserve Committee Promote Alexandra
Russell Garbutt	Garbutt family Trust (Trustee) Dunstan Golf Club (member) Central Lakes Districts Heating Trust (Trustee)		Clyde Community Centre Committee Clyde Community Plan Group Clyde Historical Museum Committee
Martin McPherson	Alexandra Blossom Festival	CODC (employee) CODC (employee) (Daughter)	
Anna Robinson	Mountain Bikers of Alexandra – member Central Otago REAP – Employee Enviroschools – facilitator Thyme Festival – committee member Last Chance Irrigation Scheme – shareholder Clyde Primary School – family member attends Making a Difference for Central Otago (MAD4CO) – committee member Alexandra United Football Club – member Central Otago Football Association - member	Dunstan High School – employee Central Rock-climbing Club – treasurer LANDSAR – member Mountain Bikers of Alexandra – member	Alexandra Community House Trust Keep Alexandra Clyde Beautiful Society St Bathans Area Community Association Inc.

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Sharleen Stirling-Lindsay	Project Adapt (member) Alexandra Newcomers Network Blossom Festival Committee Inc (Chair) Alexandra BMX Souths Club (committee member) Alexandra and District Youth Trust (staff) Molyneux Stadium Upgrade Committee Woolon Committee Member	Alexandra BMX Club (board member) Alexandra BMX Souths Committee	Alexandra and Districts Youth Trust Blossom Festival - Chair

5 REPORTS FOR DECISIONS

21.1.2 CLYDE CEMETERY DEVELOPMENT PLAN

Doc ID: 519915

1. Purpose of Report

To consider the Clyde Cemetery Development Plan.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the Clyde Cemetery Development Plan.
- C. Notes that the draft 2021 – 2031 Long Term Plan provides for the developed design and costing phases for plan implementation in future years.

2. Background

Funding was set aside in the 2018 – 2028 Long Term Plan to complete a development plan for the Clyde Cemetery extension area to provide for future demand.

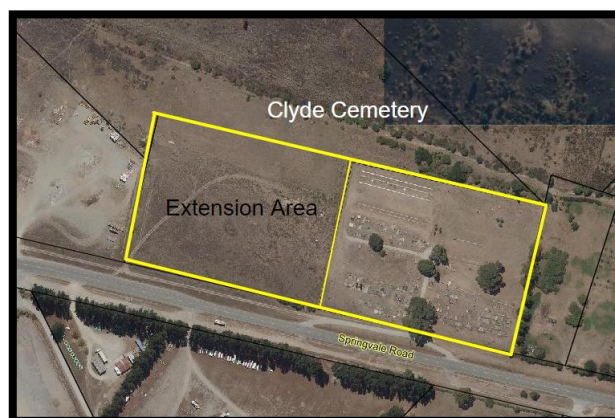


Figure 1: Showing extension area

Boffa Miskell Limited were engaged to complete a concept Clyde Cemetery Development Plan (**Appendix 1**). The design of the extension has been produced in line with the historic character of the operational cemetery.

The design has been influenced by site-specific factors such as current and predicted burial trends, cultural requirements, the geography of the site, the need to provide for workable pedestrian and vehicular circulation, and the arid environment of Central Otago.

The design also takes cues from the materials, layout, and tree species in the existing operational site which ensures a sound connection between the cemetery's past and its future.



Figure 2: Development Plan Perspective

The concept, if approved, will provide the framework for a second phase of work to develop the design for costing and implementation, as demand and resources permit, through future long term plans.

3. Discussion

Established in 1865, the Clyde cemetery has had several design iterations in its life and many variations in burial practice. This has created the existing layout which includes a large area of unmarked graves.

With an average of 14 burials per year and over 300 empty burial and ashes plots available, the development of the extension area is not urgent; however, planning for and commencing with the structural planting will ensure the extension is available with a pleasant level of amenity when it is required to be opened up.

Provision is also made for unexpected events such as a pandemic or a large natural disaster along with population growth and an aging population which will affect burial averages.

Committing or approving this plan at this point, ahead of when the site is required, simply cements the structure for the site. It will guide the planning and decision making in the future, including when long term plans are developed.

Approving the concept allows for implementation in a timely and planned way, but crucially does not bind Council to future budgets or timing – plans such as these can only be implemented to the extent that the Council resources permit.

4. Options

Option 1 – (Recommended)

Approve the concept design

Advantages:

- Allows meaningful planning and budgeting for the development in the future, particularly in future long-term plans, without necessitating commitment at this stage.
- Allows potential to establish strong amenity values before the site is required for burials.
- Reflects the direction contained in the Cemetery Strategy 2010.

Disadvantages:

- No disadvantages to this option.

Option 2

Do not approve the concept design

Advantages:

- No advantage to this option

Disadvantages:

- Does not allow for resources to be allocated to the project in future long-term plans.
- Limits the potential to establish strong amenity values before the site is required for burials.
- Does not reflect the direction contained in the Cemetery Strategy 2010.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social, cultural, and environmental wellbeing of communities, in the present and for the future by planning and providing for future burial needs in the community.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Yes. Funding is proposed to be included in the Draft 2021 – 2031 Long Term Plan to develop the design for costing and implementation in a staged fashion.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes. Expanding the cemetery aligns with the provisions of the Cemetery Strategy 2010.
Considerations as to sustainability, the environment and climate change impacts	No implications through this decision.
Risks Analysis	Risk associated with this decision is negligible.
Significance, Consultation and Engagement (internal and external)	As the design aligns with legislative requirements and best practice for cemetery layout, it is considered not necessary to consult on this concept plan nor the expansion of cemetery activities into the site. It is well-known in the community that this area of land is set aside for the Clyde cemetery future expansion.

	<p>Internally, Council's Infrastructure department is a key partner for consultation in the project and roadway design, due to the extension requiring access off Springvale Road.</p> <p>Advice has been received that the additional access onto the road is appropriate with a preference for no more than three points of entry. In the future, input and advice will be required from Heritage New Zealand, Council's Planning Department, consulting archaeologists, and Tangata Whenua in the developed design and construction phases of the project.</p> <p>The public are likely to have an interest, which can be accommodated in the implementation part of the project.</p>
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6. Next Steps

The next step, to develop the design, is subject to funding confirmation in the 2021 – 2031 Long Term Plan.

7. Attachments

Appendix 1 - Clyde Cemetery Development Plan [↓](#)

Report author:



Marie Gordon
Parks Officer - Projects

16/12/2020

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and
Environment
6/01/2021



CLYDE CEMETERY EXTENSION
DEVELOPMENT PLAN

17 NOVEMBER 2020



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INTRODUCTION

BACKGROUND

Clyde Cemetery is located on Springvale Road, east of the main Clyde settlement. Refer to **Figure 1** opposite. The land designated as the cemetery is split into two distinct areas - the existing walled cemetery to the east and undeveloped field to the west - the 'Development Area', which is the main focus of the development plan. **Figure 2** illustrates this divide and the 'Development Area'.

A development plan is required by the Central Otago District Council (CODC) for the 'Development Area' at Clyde Cemetery.

With an average of 14 burials per year and over 300 empty plots, new beams have recently been installed in the northwestern quadrant of the existing developed area of the cemetery to guide plot management and sales.

The remaining southwest, south east and northeast quadrants of the existing cemetery are near or at capacity, with graves dating back to the 1860s when the cemetery was established. Many graves are unmarked and some ground penetration radar has been undertaken recently to improve burial records and ensure appropriate maintenance and management. Significant work has also been carried out to identify notable figures from Clyde's past and those buried in unmarked graves. Interpretation panels with information about these people can be found in the cemetery grounds.

Figure 3 provides an overview of burials within the existing cemetery. Red represents occupied plots, green is empty plots, yellow is reserved, and purple are those that have missing information.

Archaeology advice provided for the new beams and removal of poplar trees on the outside of the west and north cemetery walls indicates the possibility of further unmarked graves in the 'Development Area' adjacent to the west stone wall.

Maintenance and sexton duties are contracted through Delta Infrastructure Services Ltd with Council managing the allocation of plots and compliance with the requirements of the Burial and Cremation Act.

PURPOSE

The purpose of the development plan is to enable the early establishment of a tree framework and other infrastructure in the 'Development Area' prior to the implementation of future beams and burial plots. Although the need to use the 'Development Area' for burials is not imminent, the development plan will be key to avoiding clashes, the need for tree removal and maximising future use of space.

This development plan considers and includes:

- Existing burial methods and standards as well as flexibility for burial practices not commonly carried out in the area at present, such as Muslim burials. Due to the existing site conditions and environment, natural burials have not been considered in this development plan.
- Maximising capacity for burials on the site.
- Site security, pest exclusion and management, specifically rabbits
- Access, traffic circulation and parking
- Irrigation and water supply given the site is not irrigated (currently), and there are no existing water connections or water utilities in proximity
- Preservation of the existing stone fencing, and the heritage listing of the site including existing protected trees as per the Central Otago District Plan.
- Screening of the adjacent property to the west of the cemetery
- Shelter, shade and rest spaces
- Cultural requirements
- The requirements of the CODC Cemeteries Strategy 2009:
 - This development plan is an identified action from the Cemeteries Strategy
 - Part 1.5 What Matters** of the Cemetery Strategy, outlines key elements that CODC cemeteries should incorporate:
 - Tidy open space
 - Reflective spaces, shade, seating and shelter
 - Access with no trip hazards
 - Peace and quiet
 - Information available concerning people interred
 - Water available for users to keep plants and flowers fresh
 - Know which areas are available for use
 - Litter free



Figure 1: Location of the Cemetery within Clyde Township



Figure 2: Clyde Cemetery Boundary



Figure 3: Existing Cemetery Burials

SITE HISTORY

The cemetery was established in 1865 on the outskirts of the historic gold mining town of Clyde. Its original Victorian design was an intricate layout, divided along horizontal and vertical axis as shown in **Figure 4** opposite, with the eight main sections organised according to religious denomination. As other cemeteries were opened in the new gold mining centres around the district, Clyde cemetery was not developed to the full area originally proposed and reduced to the eastern half of the designated land. The original intricate design layout was followed for a short time before burial plots were arranged in a more linear pattern.

Throughout the mid 20th century management and maintenance of the cemetery diminished - headstones were damaged and graves overgrown sheep introduced for grazing and rabbits became and continue to be a pest problem. Restoration and preservation of the site gained momentum in the 1990s.

Due to the age of the site some headstones have degraded and are missing or in a poor state. The northeastern quadrant of the cemetery includes a vast number of unmarked graves.

A stone cairn, built on the highest point of the cemetery, was unveiled in December 2012 and serves as a memorial to early European and Chinese miners who are buried in unmarked graves. A memorial to Servicemen and women is located next to this, and a memorial to unborn children is also located near the main gates into the existing cemetery.

The site's history and heritage is recognised with the cemetery and schist walls registered as a Heritage Place in the Central Otago District Plan. Three trees within the existing cemetery - an Umbrella/Stone Pine (*Pinus pinea*) Maritime Pine (*Pinus pinaster*) and Scots Pine (*Pinus sylvestris*) are also listed as Notable Trees in the district plan.

As part of preservation works in the 1990's, the stacked schist stone wall was repaired. An access gate through the wall linking the undeveloped cemetery land to the west has also been previously removed and filled with additional stone work.

A former agricultural water race is also situated adjacent to the northern boundary of the site. It is no longer in use, but is a prominent feature visible in the landscape next to the cemetery.

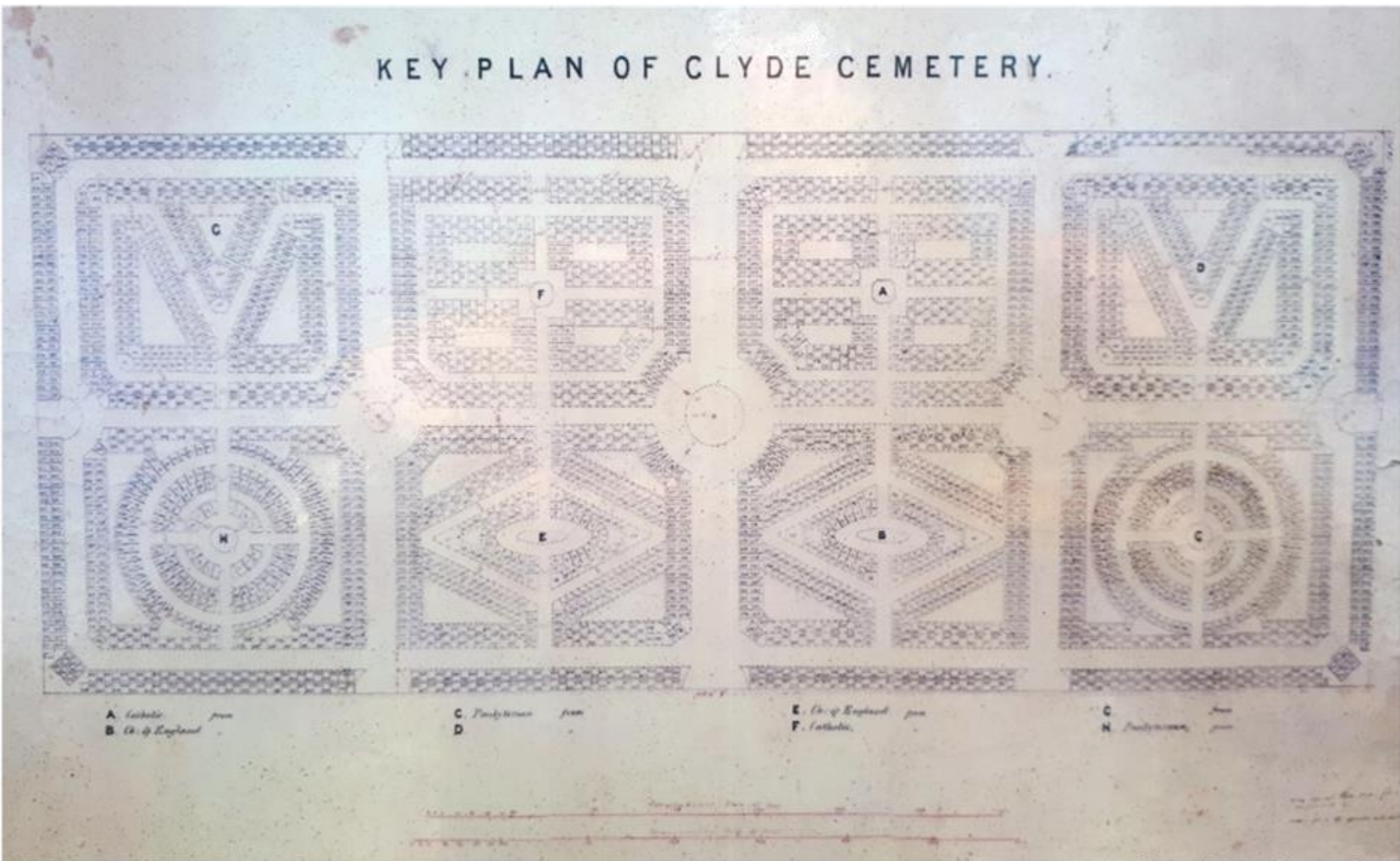


Figure 4: Original Cemetery Design



Figure 5: View over the Cemetery from the Northern Boundary

DEVELOPMENT PLAN PROPOSAL LAYOUT



Figure 6: Development Plan Proposed Layout

DEVELOPMENT PLAN LAYOUT

The proposed development plan layout addresses the unique heritage and management aspects of the existing Clyde Cemetery, while planning for the new cemetery development area adjacent. The proposed layout references the original cemetery design from the 1860's, while providing dedicated areas for new burials based on current trends and flexibility for burials that are not common practice. For example, a section of the new development area could easily be allocated for Muslim burials if they were to become more prevalent in the Clyde area.

Other elements of the layout that are integral to the development plan include burial plot layout, access and car parking, walling / fencing and integration between the old and new cemetery areas, planting strategy, and the provision of amenity and utility features.

LEGEND

- EXISTING & EXTENDED VEHICLE AND PEDESTRIAN ACCESS LINK
- PROPOSED BEAMS / BURIAL PLOTS
- EXISTING TREES
- PROPOSED TREES
- CEMETERY INTERFACE GROUND COVER PLANTING
- GAZEBO / SHELTER
- PROPOSED CAR PARKING

KEY

- 1. Maintenance/Storage/Utility Enclosure, Rainwater Collection Storage Tank Central, Litter Bin and Shelter with Information Board
- 2. Existing Heritage Wall
- 3. Proposed Stacked Stone Schist Wall
- 4. Proposed Open Style Post and Wire Fence
- 5. Existing Gate
- 6. Proposed Vehicle Access Gate
- 7. Proposed Cemetery Link Gate
- 8. Existing Returned Services Monument
- 9. Existing Chinese Miner Memorial
- 10. Existing Memorial
- 11. Existing Seat / Bench
- 12. Proposed Bench Seat
- 13. Existing Shelter Gazebo and Bench
- 14. Proposed Shelter Gazebo and Bench
- 15. Existing Information Board
- 16. Existing Burial Information Board
- 17. Adjacent Existing Screen Planting
- 18. Proposed Screen Planting
- 19. Existing / Proposed Cemetery Link Path and Lawn with Shelter Tree Planting and Bench Seats

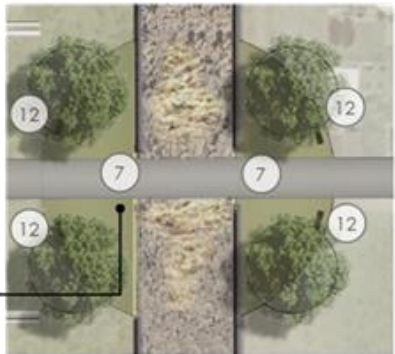


Figure 7: Cemetery Link Lawn and Gates

DEVELOPMENT PLAN PROPOSAL PERSPECTIVE



Figure 8: Development Plan Proposed Layout Perspective

DEVELOPMENT PLAN LAYOUT

The perspective image above illustrates the proposal to maintain the existing cemetery in a largely unchanged state and the development of the new cemetery area in a way that complements the heritage and landscape / amenity values of the existing cemetery.

Key elements in the new development area include designated parking spaces and a dedicated utility / storage shelter which would provided for maintenance storage needs, provide a larger water collection and storage facility and visitor shelter with space for information and interpretation panels.

It also shows the central planted strip that provides the interface between the existing cemetery and development area.



Figure 9: Proposed Utility Structure / Shelter

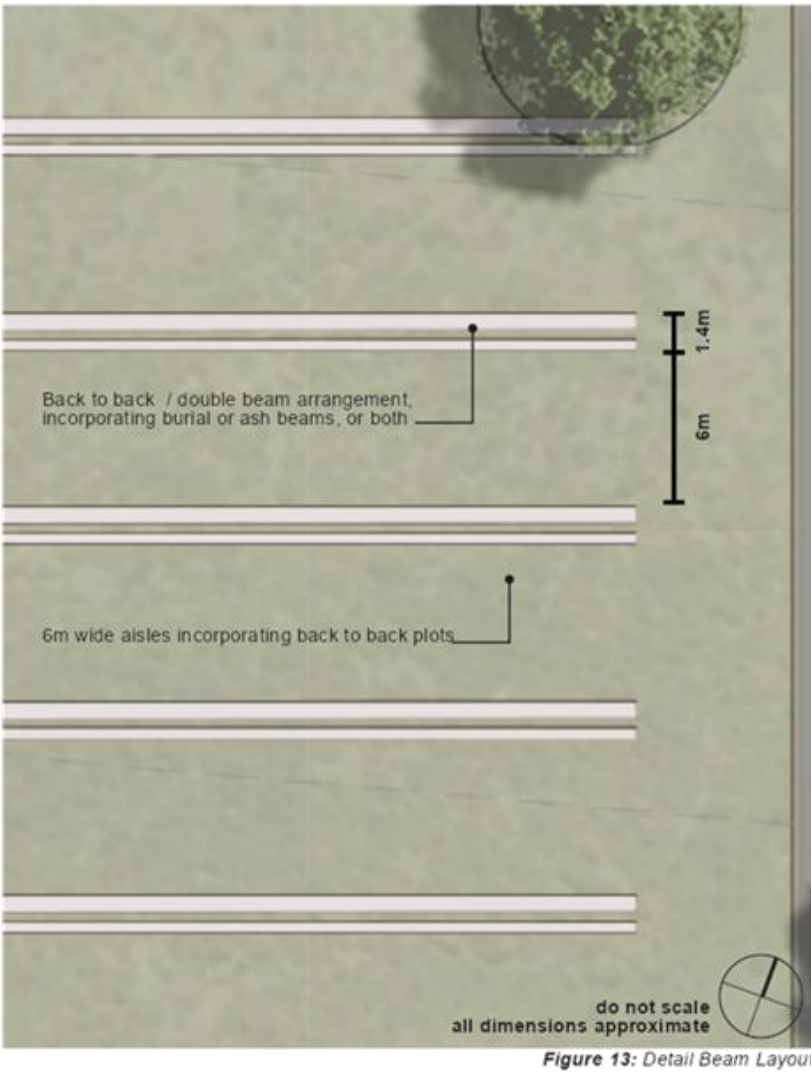


Figure 10: Proposed Utility Structure / Shelter



Figure 11: Cemetery Link Lawn and Gates, Shelter Trees and Seating

PROPOSED BEAM AND BURIAL PLOT ARRANGEMENT



BEAM AND BURIAL PLOT LAYOUT

Building on the basic hierarchy of the original Clyde Cemetery plan, the development area can be split into four quarters.

This provides flexibility for full burial plot beams or ash beams. For the purposes of the development plan, beams are shown as back to back burial plots.

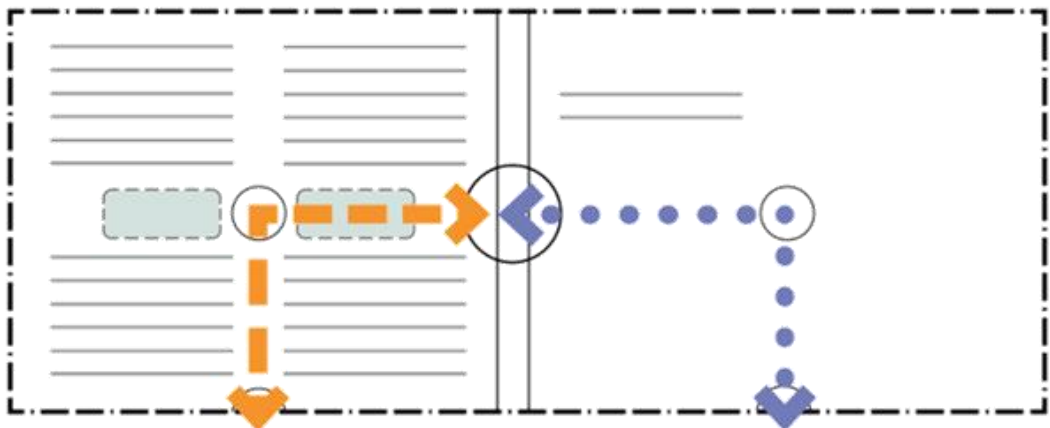
The layout of the development area also provides flexibility for future changes in interment trends or future cultural needs such as a specific Urupa for Iwi or dedicated Muslim burial area.

The four quarter layout, along with defined vehicle access and parking spaces enable a simpler division of where maintenance vehicles can access grassed areas, which won't be accessible to public vehicles.

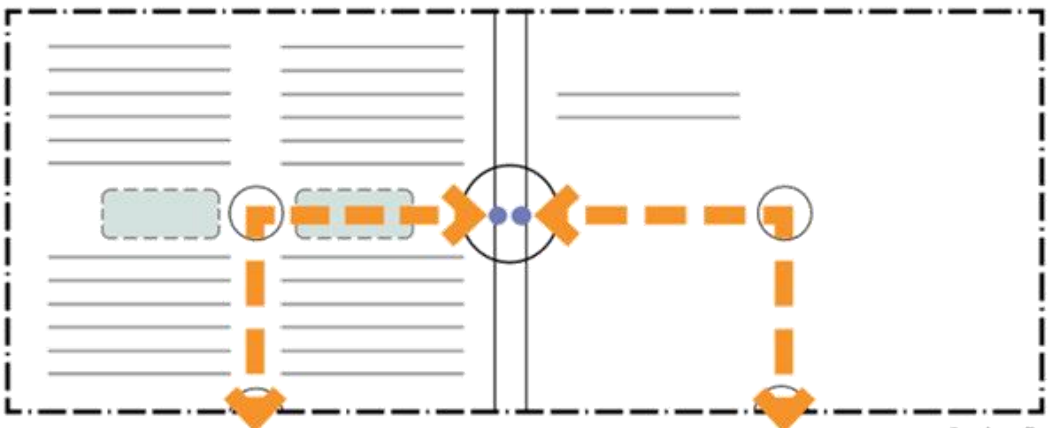
Public vehicle access should be maintained into the existing cemetery while interments continue. Once this part of the cemetery is effectively 'closed' for new burials in the future, the proposed development plan provides a range of options for access that include maintenance vehicle access only to the 'old' cemetery, with all public access and parking in the new development area.



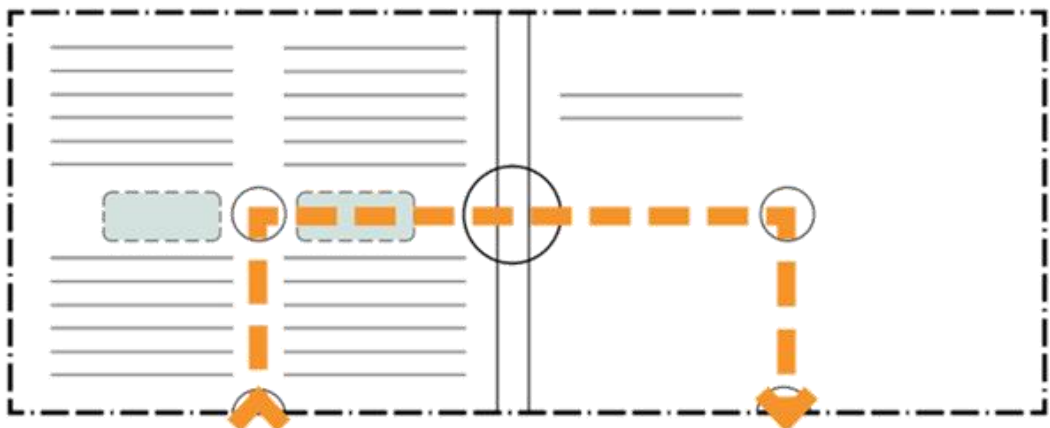
PROPOSED ACCESS AND VEHICLE PARKING



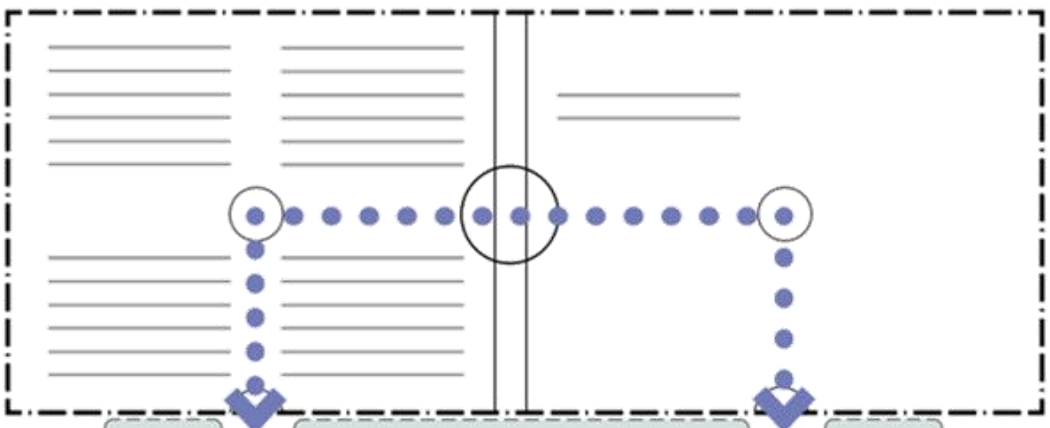
Option A:
Vehicle access into and car parking located in newly developed cemetery area, pedestrian access through central link, pedestrian and maintenance vehicle access only to existing cemetery area



Option B:
Vehicle access to both newly developed and existing cemetery areas, pedestrian access only at central link, formal car parking in newly developed cemetery only with existing informal parking in the existing cemetery. Additional parking located in the central west area.



Option C:
Vehicle access to both the newly developed and existing cemetery areas, including through the central link, formal parking within the newly developed cemetery area



Option D:
Pedestrian access to both the newly developed and existing cemetery areas only, with formal located outside the cemetery on the berm of Springvale Road

ACCESS OPTIONS

The proposed development plan layout provides a range of options for public vehicle access in the existing cemetery and development area, which are show above.

Vehicle access between the two areas will require more significant alternations to the existing stone wall on the west side of the existing cemetery, whereas a pedestrian link can be accommodated by reinstating the former gate illustrated in Figure 18.

Option A or B above are preferable, with a progression from Option B to Option A over time as the existing cemetery is closed to new burials. This will assist with maintaining the heritage status of the existing cemetery and limiting vehicle access for maintenance and servicing only. Alternatively, Option C a a safe 1 way system with access retained to all of the cemetery.

LEGEND

- VEHICLE ACCESS
- TRAFFIC DIRECTION
- PROPOSED PARKING
- PEDESTRIAN ACCESS



Figure 16:
Entry Road to Existing Cemetery



Figure 17:
Access Road within Existing Cemetery



Figure 18:
Former gate location to be reintroduced as central gate link to new cemetery area

PROPOSED AND EXISTING HERITAGE STONE WALLING

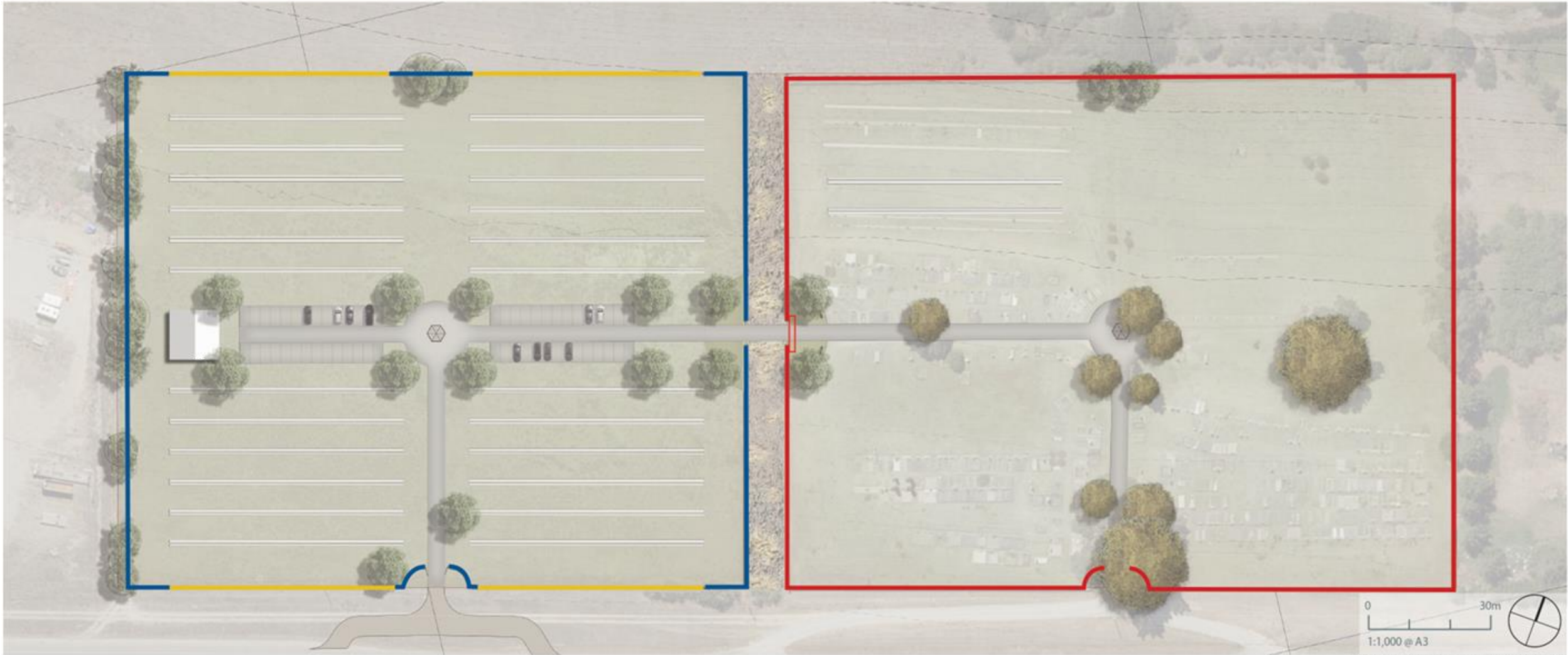


Figure 19: Proposed Stone Wall Layout

WALLING, GATES AND FENCING

The stone walls to the perimeter of the existing cemetery should be maintained in their current condition with the exception of reinstating the gate through the western wall to the development area. This will likely require a resource consent and HNZ consultation.

New stacked schist walls would define the east and west boundaries of the new cemetery area, along with key sections on the north boundary and at the vehicle entrance to the development area. Stacked schist stone walling is a key element to tie the 'new' to the 'old' cemetery and visually define the whole cemetery area.

Open style post and wire, with rabbit / pest protection barriers are proposed as infill on the north and south boundaries and provide visibility into the new cemetery area, as well as a visual cue that the development are differs from the existing cemetery.

LEGEND	
	EXISTING HERITAGE STONE WALL
	EXISTING STONE WALL TO BE REINSTATED AS A GATE
	PROPOSED STONE WALL
	PROPOSED OPEN STYLE POST AND WIRE FENCING (INCLUDES RABBIT / PEST PROTECTION)



Figure 20: Former gate location to be reintroduced as central gate link to new cemetery area



Figure 21: Existing western stone wall, looking north



Figure 22: Existing stone wall to Springvale Road frontage

LANDSCAPE PLANTING STRATEGY



Figure 23: Proposed Tree Planting Layout

PLANTING STRATEGY

The planting strategy has been developed to complement the existing 'lawn cemetery' aesthetic. The proposed exotic trees in development area have been placed to reflect the random, informal locations of those in the existing cemetery and are species that will suit the site conditions. Likewise, screen planting species at the west end of the site have been selected for their suitability at this site.

A ten metre wide planted space between the 'old' and 'new' cemetery areas is proposed. Previous archaeology advice indicates there are likely to be unmarked graves on the outside of the existing cemetery wall and the planted strip provides a space that with minimal ground interference in this area. A 'dry' garden spaces incorporating schist gravel and rocks as well as endemic grass species are proposed, referencing the types of


plants that would have grown in the area before modification and 'tying' the existing and new development cemetery areas back to the land.


Two trees, for shelter, are proposed adjacent to the north boundary of the existing cemetery area close to the two memorials. This location provides good views back down over the entire cemetery.

Existing stumps adjacent to the existing west wall should be removed. Archaeological advice and observation should be sought when undertaking this work.

All planting, including trees, will require watering for two to three years after planting as they establish. This will need to be incorporated in to maintenance works and also relies on the installation of water storage on site.

LEGEND

-  EXISTING TREES
- Includes three notable trees listed in the CODC District Plan within the existing cemetery - an Umbrella/ Stone Pine (*Pinus pinea*) Maritime Pine (*Pinus pinaster*) and Scots Pine (*Pinus sylvestris*)
-  CEMETERY INTERFACE 'DRY' GARDEN
- 30% coverage native grasses amongst 70% schist gravel and rock coverage, including Hard Tussock (*Festuca novae-zelandiae*), dwarf Toe toe (*Chionochloa flavicans*) and Silver Tussock (*Poa cita*)

-  PROPOSED TREES
1. Screen planting including Mikimiki (*Coprosma crassifolia*), Kāpuka / Broadleaf (*Griselinia littoralis*), Tarata / Lemonwood (*Pittosporum eugenoides*), Kānuka / Dryland Kanuka (*Kunzea serotina*), Kōhūhū / Black Matipo (*Pittosporum tenuifolium*)
2. Freeman's Maple (*Acer x freemanii*)
3. Scots Pine (*Pinus sylvestris*)
4. Maritime Pine (*Pinus pinaster*)
5. Stone Pine (*Pinus pinea*)

CULTURAL, AMENITY AND UTILITY FEATURES - EXISTING AND PROPOSED



Figure 24: Cultural, Amenity and Utility Features Layouts

CULTURAL, AMENITY AND UTILITY FEATURES

Proposed amenity and utility features in the new development include a dedicated utility / storage shelter for maintenance storage needs, water collection and storage and visitor shelter with space for information and interpretation panels.

Seating and shade, provided by gazebo structures and trees are proposed at key locations in the development area, as well as the existing cemetery. These should be provided, with vehicle access being limited to access roads and parking areas.

Facilities that recognise and cater for Māori cultural values should also be incorporated. The concept of wahi tapu and ability for visitors to wash their hands when leaving an urupa or cemetery is an important Māori

custom. Washing facilities should be provided at the main access points into the existing cemetery and development area. Water to the locations will need to be supplied from the on site collection and storage areas.

- KEY
- 1. Maintenance/Storage/Utility Enclosure, Rainwater Collection Storage Tank Central, Litter Bin and Shelter with Information Board
 - 2. Existing Shelter Gazebo and Bench
 - 3. Proposed Shelter Gazebo and Bench
 - 4. Shade Trees and Seating / Rest Area
 - 5. Existing Seat / Bench
 - 6. Proposed Bench Seat
 - 7. Existing Information Board
 - 8. Existing Burial Information Board
 - 9. Urupa Hand Washing Facilities



Figure 25
Existing gazebo shelter, seat and water tank

PEST CONTROL

Given the open nature of the existing cemetery and development area, pest control, particularly rabbits, will continue to be a challenge in the management and maintenance of Clyde Cemetery.

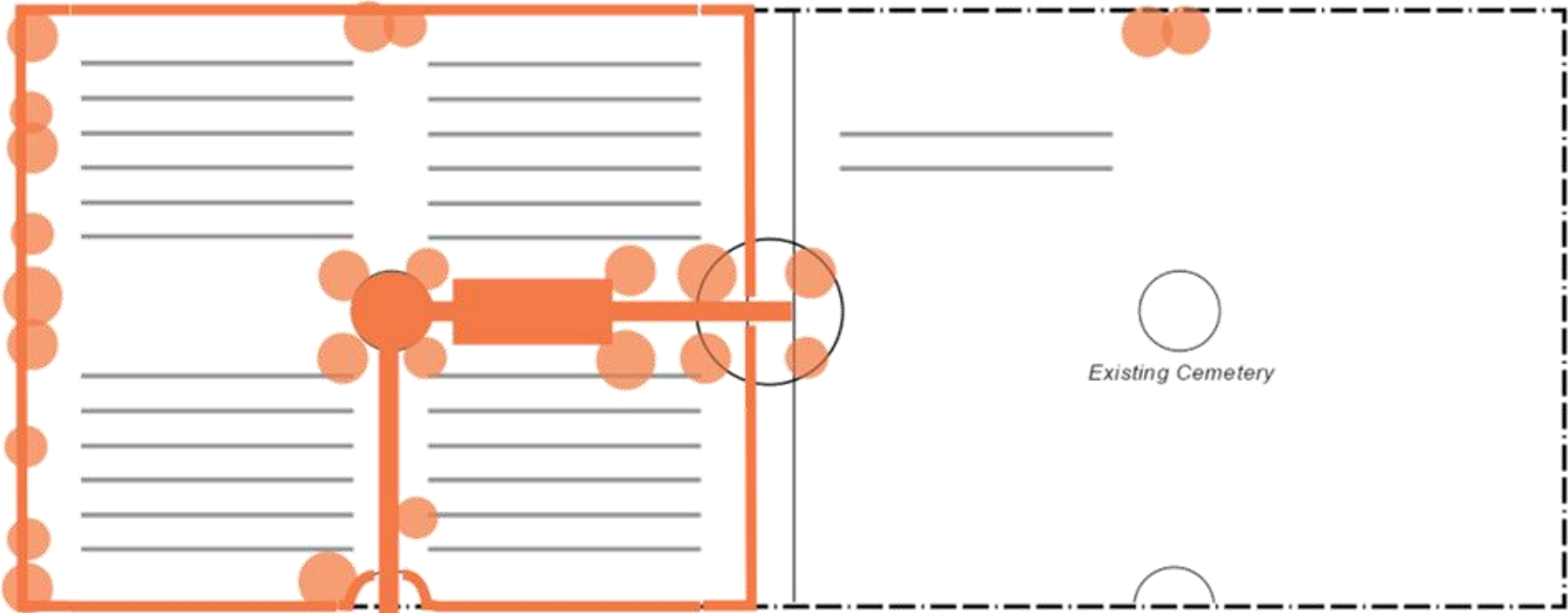
The current use of Pindone Pellets is effective and should be continued.

Boundary fencing and gates can be considered a deterrent and pest protection should be incorporated into open style wire fencing and steel access gates, however effectiveness as a control is limited.

Gates could be closed to attempt to limit pest access, but this is largely reliant on the public closing gates after visiting the cemetery. There is also anecdotal evidence that rabbits are able to scale and jump the existing stone walls

Due to the location of the cemetery, controlling rabbit numbers by shooting is not recommended

IMPLEMENTATION RECOMMENDATIONS/
STAGING



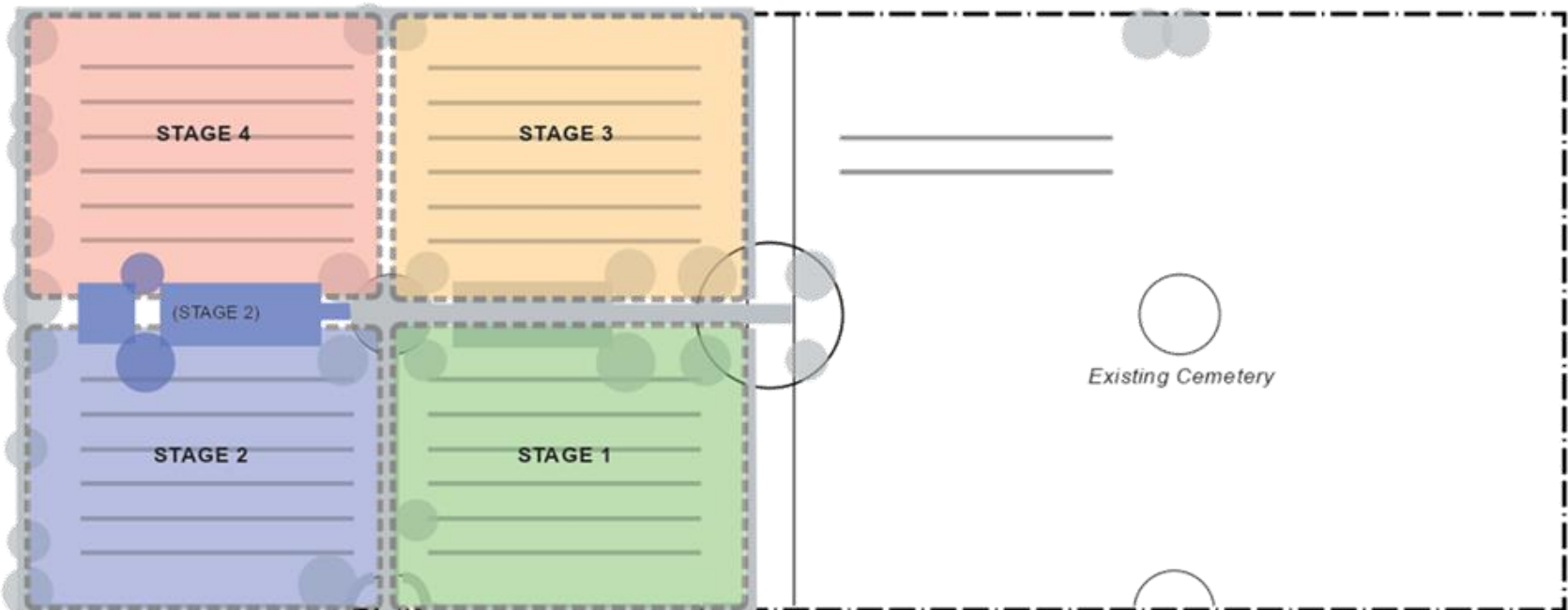
Initial Implementation Works
Establish the main frame of the cemetery extension by building the additional wall sections, fences, access road and eastern car park area.,
Specimen trees, screen planting and dry garden between cemetery areas implemented.



Figure 26
Rabbit burrows in grave enclosure



Figure 27
Rabbit droppings visible within the cemetery grounds



Burial Plot and Beam Staging

About Boffa Miskell

Boffa Miskell is a leading New Zealand professional services consultancy with offices in Auckland, Hamilton, Tauranga, Wellington, Christchurch, Dunedin and Queenstown. We work with a wide range of local and international private and public sector clients in the areas of planning, urban design, landscape architecture, landscape planning, ecology, biosecurity, cultural heritage, graphics and mapping. Over the past four decades we have built a reputation for professionalism, innovation and excellence. During this time we have been associated with a significant number of projects that have shaped New Zealand's environment.

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21.1.3 APPLICATION FOR EASEMENT IN FAVOUR OF AURORA ENERGY LIMITED

Doc ID: 519922

1. Purpose of Report

To consider granting an easement in gross over Lot 1 Deposited Plan 355061 (recreation reserve) to Aurora Energy Limited.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
 - B. Agrees to grant an easement in gross to Aurora Energy Limited for \$1 over Lot 1 DP 355061 (recreation reserve), to provide for the undergrounding of a section of their existing network, subject to:
 - All costs associated with preparing and registering the easement being met by Aurora Energy Limited, and;
 - The Minister of Conservation's consent.
 - C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.
-

2. Background

Transpower New Zealand (Transpower) are upgrading the Roxburgh to Islington 220kV overhead (pylon-based) network. Upgrading the network will enable Transpower to transmit more power from the Manapouri Power Station into the wider National Grid. This is to mitigate the effect of the Tiwai Aluminium Smelter closing its operation at Bluff which has resulted in a surplus of power in the south.

To upgrade the 220kV network Transpower will add an extra conductor to each overhead line. This is called duplexing.

In some locations Transpower's 220kV overhead network passes over Aurora Energy Limited's (Aurora's) 33kV overhead lines.

Where this occurs, the Aurora overhead lines will be re-routed and/or undergrounded. This will allow Transpower to upgrade their network safely. It will also reduce the possibility of outages to Aurora Energy customers while this work takes place.

Transpower have a 220kV overhead network which runs through Alexandra. The lines come across the Clutha River Mata-Au into Alexandra from Earnscleugh. They run up the northern side of the Pines and Molyneux Estate subdivisions, across Dunstan Road, and out of town toward Galloway. The 220 kV network as it runs through Alexandra is shown in red below in Figure 1.



Figure 1 – Extract of Transpower's 220kV network shown (in red) and Aurora's 33kV network (shown in green)

Aurora have a 33kV overhead network that runs through the pine plantation on the western side of the Clyde-Alexandra Road. The 33kV overhead network is shown in green in Figure 1. It runs from a transformer on Boundary Road through several parcels of reserve land toward Clyde.

As shown below in Figure 2, a crossing of the two networks occurs on Lot 1 Deposited Plan (DP) 355061. To enable Transpower to upgrade their network, Aurora must now underground the section of their 33kV network that crosses under the 220kV lines.

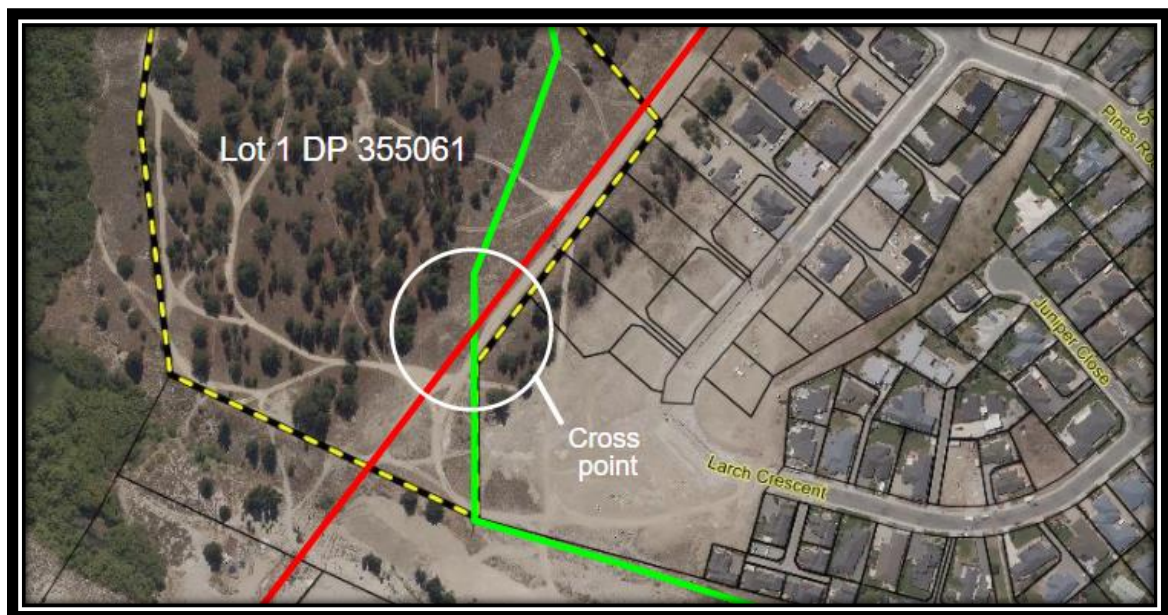


Figure 2 – Cross point of overhead networks on Lot 1 DP 355061 (recreation reserve)

A plan of the proposed works is shown below in Figure 3. These include removing and replacing two poles and installing approximately 67 metres of underground cable on Lot 1 DP 355061.

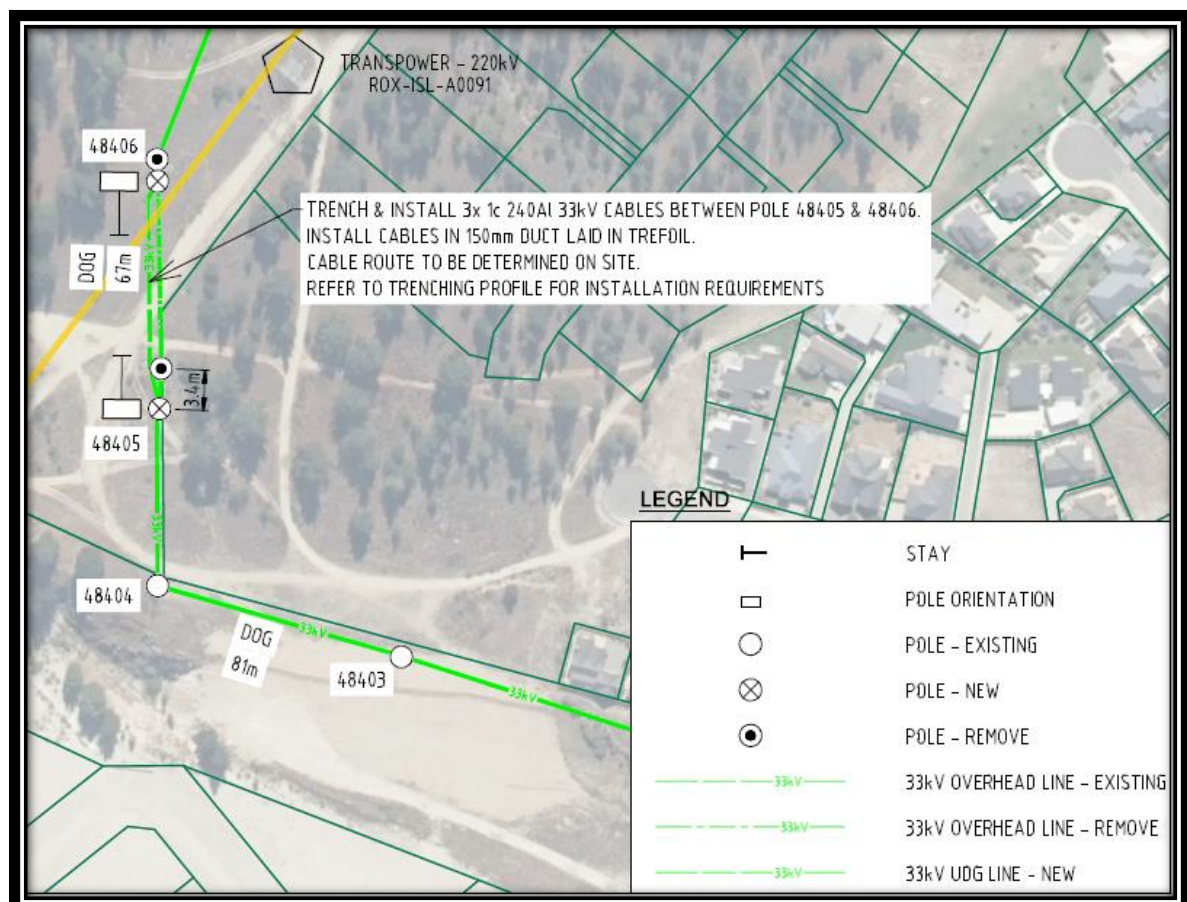


Figure 3 – Plan of proposed works (to underground a section of Aurora's 33kV lines)

Lot 1 DP 355061 is a crown derived recreation reserve which is vested in Council. As the proposed works are not covered by Aurora's existing use rights, they have now applied to Council for an easement.

3. Discussion

Legal

Section 48 of the Reserves Act 1977 states that in the case of reserves vested in an administering body, the administering body, may with the consent of the Minister (of Conservation) and on such conditions as the Minister thinks fit, grant easements over any part of a reserve for an electrical installation or work, as defined in section 2 of the Electricity Act 1992.

Section 2 of the Electricity Act 1992 defines an electrical installation as “all fittings beyond the point of supply that form part of a system that is used to convey electricity to a point of consumption”. The cable, switch and transformer meet this definition.

The purpose of the Reserves Act 1977 is to provide for and to protect reserves for the benefit of the community. Therefore, the issuing of rights over a reserve is generally accepted as being a last resort in the absence of other practical alternatives, particularly where there is likely to be a material effect on the reserve.

The granting of an easement to remove and replace two poles and to lay underground cable will not materially alter the land, nor compromise its use.

Council Policy

Lot 1 DP 355061 is identified on District Plan Map 1 of Council's Operative District Plan. It is designated a business resource area.

The electrical works are permitted under rule 13.7.7 of the Operational District Plan as shown below:

13.7.7 Operation, maintenance, repair, upgrading and removal of network utilities

(i) The operation, maintenance, repair, replacement, reconstruction and upgrading of network utilities including the transmission network (including existing network utilities and earthworks to maintain the utility's function) is a permitted activity.

Financial

Historically, easements of this nature are exchanged for a nominal rate of \$1, with all costs associated with preparing and registering the easement being payable by the grantee.

As Aurora are required to undertake the works at the direction of a third party it not proposed that a fee be charged in this instance.

4. Options

Option 1 – (Recommended)

To grant an easement in gross to Aurora Energy Limited for \$1 over Lot 1 DP 355061 (recreation reserve), to provide for the undergrounding of a section of their existing network, subject to:

- All costs associated with preparing and registering the easement being met by Aurora Energy Limited, and;
- The Minister of Conservation's consent.

Advantages:

- Aurora will be able to underground a section of their existing network.
- Transpower will be able to upgrade their 220kV network and transmit more power to the National Grid.
- An easement for electrical installations is permitted under the Reserves Act 1977.

Disadvantages:

- None.

Option 2

To not grant an easement in gross to Aurora Energy Limited over Lot 1 DP 355061.

Advantages:

- None.

Disadvantages:

- Aurora will not be able to underground a portion of their existing network.
- Transpower will not be able to upgrade their 220kV network.
- Does not recognise the provisions of the Reserves Act 1977.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the economic wellbeing of the community by enabling Aurora to underground a section of their network. This will provide protection from outages. It will also enable Transpower upgrade their network safely and to transmit more power to the National Grid.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	There are no financial implications for Council relating to this decision as all costs associated with the works and the creation of the easement will be met by Aurora Energy Limited.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The electrical works are a permitted activity under rule 13.7.7 of Council's Operative District Plan, with the recommended option also being consistent with the Electricity Act 1992.
Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the decision as the associated works will have no material effect on the land.
Risks Analysis	There are no risks to Council associated with the recommended option.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.

6. Next Steps

The following steps will be undertaken in association with having the easement registered:

- | | |
|--|------------------|
| 1. Community Board Approval | 19 January 2021 |
| 2. Consent of the Minister of Conservation | 03 February 2021 |
| 3. Applicant advised works approved | February 2021 |

7. Attachments

Nil

Report author:



Linda Stronach
Property Officer - Statutory

16/12/2020

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and
Environment
6/01/2021

21.1.4 APPLICATION FOR ROAD NAME APPROVAL - NORTH RIDGE DEVELOPMENT, WAIKERIKERI VALLEY

Doc ID: 519818

1. Purpose of Report

To consider a request to name one public road in the North Ridge development, Waikerikeri Valley.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
 - B. Agree that the public road be named Pickett Road.
-

2. Background

One new public road to be vested in Council needs to be named in the sub-division in the North Ridge development off Waikerikeri Valley Road.

3. Discussion

The road to be named runs off Northridge Road and is shown on the attached map (Appendix 1). The name requested has been selected off the list of approved names. The preferred name for this road is Pickett Road after Private George Henry Pickett from Clyde who was a soldier that died in World War I.

4. Options

Option 1 – (Recommended)

Approve the name Pickett Road.

Advantages:

- Name is the preferred name provided by the applicant.
- Name is a war memorial name selected off the approved names list.
- Name meets council policy.

Disadvantages:

- None identified.

Option 2

Decline the name requested and select an alternative name provided by the applicant:

- Keith – Alexander William Keith was a soldier killed in World War 1.
- Williams – Trooper James Francis Williams was a soldier killed in World War 1.

Advantages:

- Names are selected from the approved names list.
- Names comply with council policy.

Disadvantages:

- None identified.

5. Compliance

Local Government Act 2002 Purpose Provisions	<p>This decision enables efficient decision making and action on behalf of the community.</p> <p>The Local Government Act 1974 Section 319A, Initial Naming of Roads, states:</p> <p><i>“If the council names any road for the first time, or alters the name of a road, the council must as soon as practicable send a copy of the relevant resolution to the Registrar-General of Land and the Surveyor-General”.</i></p>
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Costs for road signs will be met by the developer.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes.
Considerations as to sustainability, the environment and climate change impacts	Managing change while protecting and enhancing our culture, heritage and landscape is one of council’s sustainability goals. Road naming has the ability to celebrate cultural and heritage aspects of the area. Road naming has no environmental or climate change impacts or benefits.
Risks Analysis	Approval of these road names presents no discernible risk.
Significance, Consultation and Engagement (internal and external)	<p>Consultation with the public is not required when naming a new road.</p> <p>The road name suggestions are not derived from the Māori language; therefore, consultation with Aukaha is not required.</p> <p>This decision does not trigger the Significance and Engagement Policy.</p>

6. Next Steps

Following resolution by the Vincent Community Board, Council will notify Land Information New Zealand of the new road name and the location.

7. Attachments**Appendix 1 - Plan indicating road to be named [↓](#)**

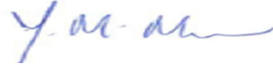
Report author:



Faye Somerville
Roading Administration Assistant

5/01/2021

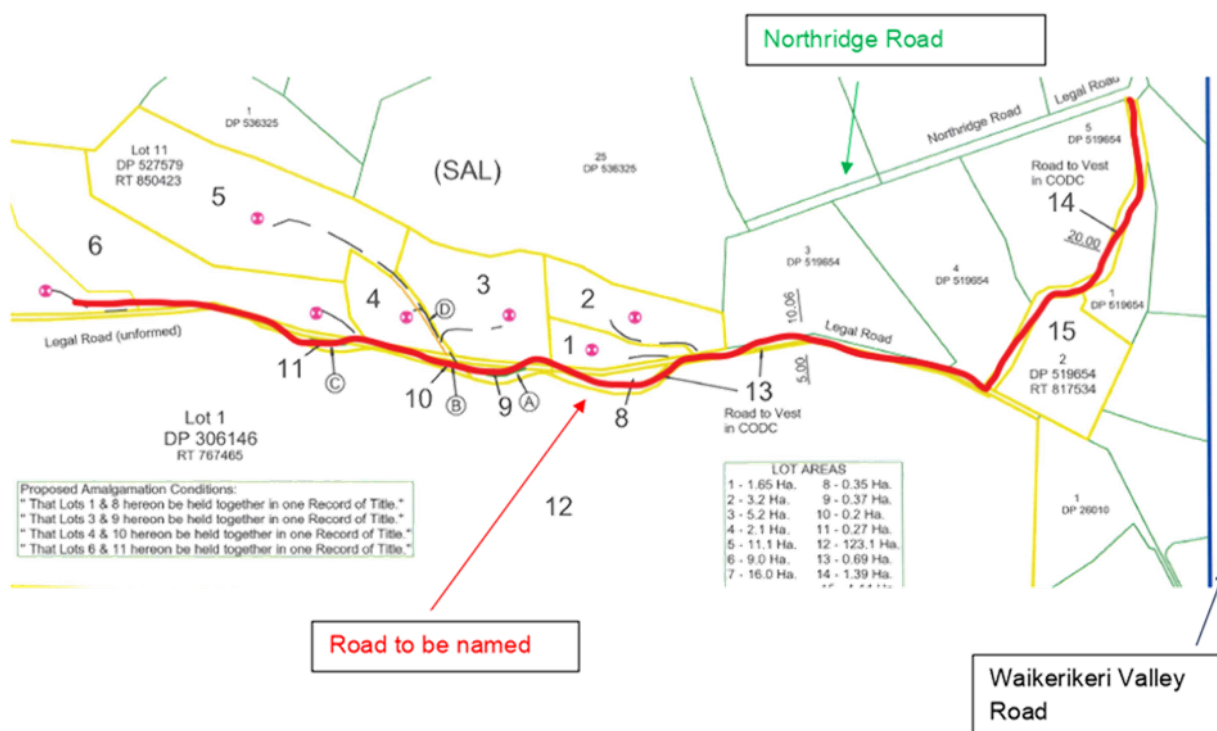
Reviewed and authorised by:



Julie Muir
Executive Manager - Infrastructure
Services

5/01/2021

Appendix 1



21.1.5 APPLICATION FOR ROAD NAME APPROVAL - ROLLING RIDGES DEVELOPMENT, WAIKERIKERI VALLEY

Doc ID: 519817

1. Purpose of Report

To consider a request to name two private right of ways in the Rolling Ridges development, Waikerikeri Valley.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
 - B. Agree that the first private right of way be named Porter Lane.
 - C. Agree that the second private right of way be named Patterson Lane.
-

2. Background

Two roads need to be named in the new sub-division in the Rolling Ridges development.

3. Discussion

Right of way one is shown in green on the attached map (Appendix 1). The name requested for this right of way is Porter Way. Private John Porter was from Clyde and a soldier who died in WWI.

Right of way two is shown in pink on the attached map. The name requested for this right of way is Patterson Way. George Patterson was also from Clyde. He was a rifleman who died in WWI.

4. Options

Option 1 – (Recommended)

Approve the names Porter Way and Patterson Way.

Advantages:

- Names are the preferred names provided by the applicant.
- Names are war memorial names off the Vincent Community Board's approved names list.
- Names meet council policy.

Disadvantages:

- None identified.

Option 2

Decline the names requested and select alternative names provided by the applicant being:

- Barker - Private Robert Stanley Barker was a soldier killed in World War 1.
- McNeil – Private Benjamin Stanley McNeil was a soldier killed in World War 1.

Advantages:

- Names are selected from the approved names list.
- Names comply with council policy.

Disadvantages:

- None identified.

5. Compliance

Local Government Act 2002 Purpose Provisions	<p>This decision enables efficient decision making and action on behalf of the community.</p> <p>The Local Government Act 1974 Section 319A, Initial Naming of Roads, states:</p> <p><i>“If the council names any road for the first time, or alters the name of a road, the council must as soon as practicable send a copy of the relevant resolution to the Registrar-General of Land and the Surveyor-General”.</i></p>
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Costs for road signs will be met by the developer.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes.
Considerations as to sustainability, the environment and climate change impacts	Managing change while protecting and enhancing our culture, heritage and landscape is one of council’s sustainability goals. Road naming has the ability to celebrate cultural and heritage aspects of the area. Road naming has no environmental or climate change impacts or benefits.
Risks Analysis	Approval of these road names presents no discernible risk.
Significance, Consultation and Engagement (internal and external)	<p>Consultation with the public is not required when naming a new road.</p> <p>The road name suggestions are not derived from the Māori language; therefore, consultation with Aukaha is not required.</p>

	This decision does not trigger the Significance and Engagement Policy.
--	--

6. Next Steps

Following resolution by the Vincent Community Board, Council will notify Land Information New Zealand of the new road name and the location.

7. Attachments

Appendix 1 - Plan indicating roads to be named [↓](#)

Report author:



Faye Somerville
Roading Administration Assistant

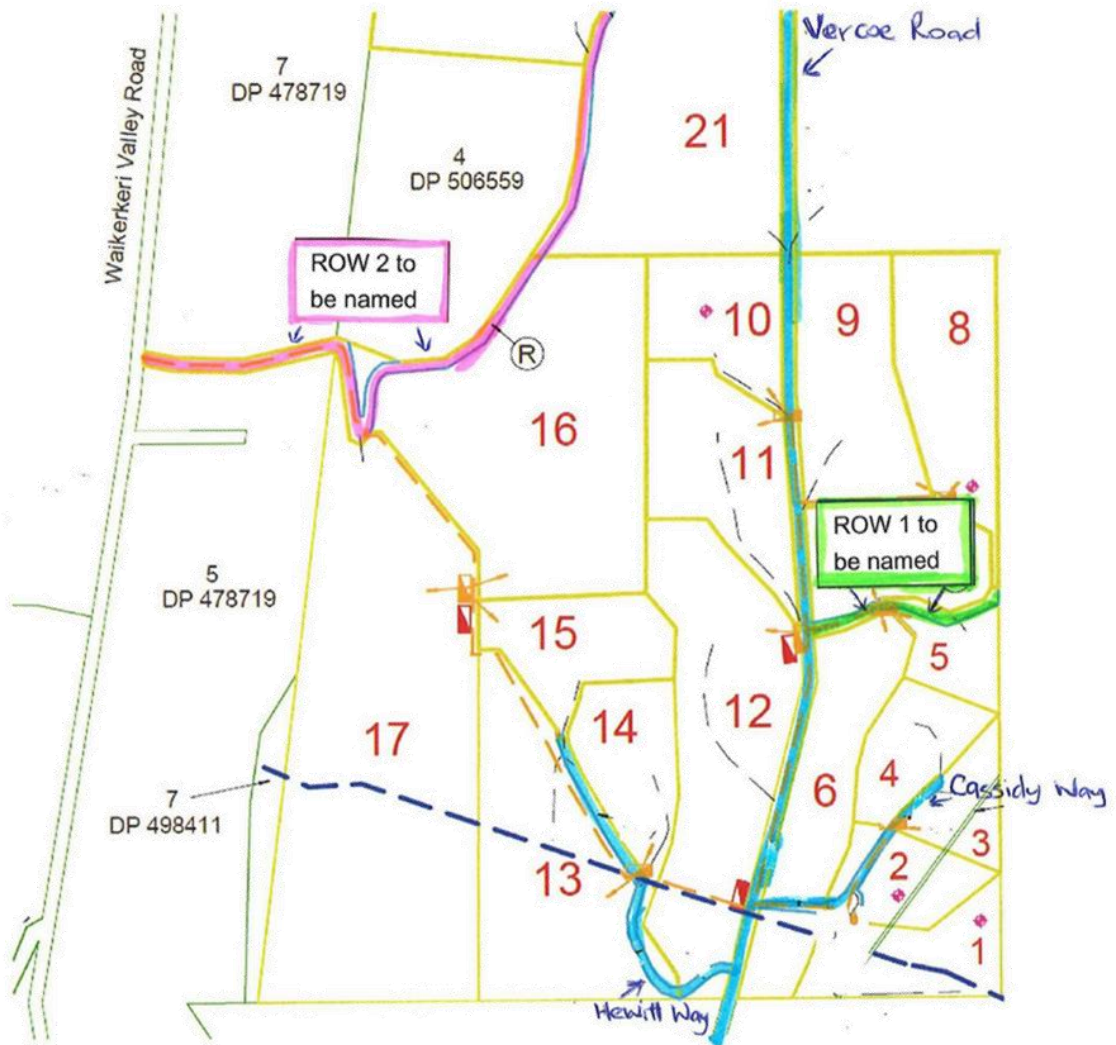
5/01/2021

Reviewed and authorised by:



Julie Muir
Executive Manager - Infrastructure
Services
5/01/2021

Appendix 1



21.1.6 LOCAL GOVERNMENT NEW ZEALAND COMMUNITY BOARD CONFERENCE 2021

Doc ID: 519627

1. Purpose of Report

To consider whether the Board would like to send representatives to the Local Government New Zealand Community Board conference in Gore, 22 to 24 April 2021.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves up to two Vincent Community Board members' attendance at the Local Government New Zealand Community Board conference in Gore, 22 to 24 April 2021.
- C. Nominate up to two Vincent Community Board members to attend.

2. Background

The New Zealand Community Board Conference takes place every two years. The biennial conference was introduced in 1997 to bring together the Community Boards of New Zealand to share practice and to help improve the understanding and work of community boards.

The budget for 2020/21 includes up to \$2,500 per community board to attend this conference. This will allow up to two representatives from each board to attend. The dates for the 2021 conference are Thursday, 22 April to Saturday, 24 April inclusive.

Annabel Blaikie from Cromwell Community Board, Sally Feinerman from Teviot Valley Community Board and Sharleen Stirling-Lindsay from the Vincent Community Board were nominated to attend the last conference in New Plymouth.

A copy of the programme is attached as appendix one and can be found at www.nzcbconference.nz.

3. Options

Option 1 – (Recommended)

Send up to two community board members to the conference.

Advantages:

- An opportunity to learn more about the challenges facing community boards now and in the future.
- An opportunity to meet community board members from other parts of New Zealand and share ideas.

Disadvantages:

- None

Option 2

Decline to send up to two community board members to the conference.

Advantages:

- None.

Disadvantages:

- The opportunities to learn and to network would be lost.

4. Compliance

Local Government Act 2002 Purpose Provisions	The LGA purpose provisions (s10) states, "The purpose of local government is to enable democratic local decision-making and action by, and on behalf of, communities". If attendance at the conference is a useful learning experience, then it will strengthen the ability to perform that role of the community board member who attends. If that member then shares what they learned with the rest of the board, then it will enhance the whole board's ability to support their communities.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Yes. Attendance at this conference is a budgeted item.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	There are no plans or policies that relate directly to this topic.
Considerations as to sustainability, the environment and climate change impacts	There are no implications to sustainability, environmental and climate change.
Risks Analysis	There are no risks associated with this decision.
Significance, Consultation and Engagement (internal and external)	In terms of the Council's Significance and Engagement Policy, this decision does not meet any of the thresholds for consultation identified in item 2.1. Therefore, it is not necessary to consult with the public on this matter.

5. Next Steps

The Governance Support Officer will make the necessary travel arrangements for the nominated Members.

6. Attachments

Appendix 1 - LGNZ Community Board Conference 2021 Programme [↓](#)

Report author:

Reviewed and authorised by:



Wayne McEnteer
Governance Support Officer
23/12/2020



Louise van der Voort
Acting Chief Executive Officer
7/01/2021

Programme for 2021 Community Board Conference (from the conference website)

DAY 1	DAY 2	DAY 3
Thursday 22 April 2021	Friday 23 April 2021	Saturday 24 April 2021
Time	Session	
3:00pm	Registration open <i>Venue: Heartland Hotel Croydon</i>	
6:00pm	Welcome function <i>Venue: Heartland Hotel Croydon</i>	
7:30pm	Free evening	

DAY 1	DAY 2	DAY 3
Thursday 22 April 2021	Friday 23 April 2021	Saturday 24 April 2021
Time	Session	
8:00am	Registration open <i>Venue: Heartland Hotel Croydon</i>	
8:00am	Māori caucus breakfast <i>Venue: Heartland Hotel Croydon</i>	
9:00am	Conference opening <i>Tracy Hicks, Gore Mayor</i>	
9:30am	School Strike 4 Climate NZ <i>Sophie Handford, Councillor</i>	
10:15am	From 'inconvenient truths' to disastrous misconceptions - whistle blowing on the meaning of 'sustainability' <i>Ken Ross</i>	
11:00am	Morning tea	
11:30am	Hokonui Huanui <i>Lisa McKenzie, Project Lead, Hokonui Huanui</i>	
12:15pm	Waka Kotahi update <i>Jim Harland, Director, Waka Kotahi NZ Transport Agency</i>	
1:00pm	Lunch ZONE Meetings	
1:45pm	Snap shot presentations	
3:00pm	Engaging iwi <i>Matu-Taera Coleman-Clarke</i>	

3.45pm	Afternoon tea		
4.15pm	Concurrent session		
	Safer Communities <i>Mike Mills</i>	Engaging Iwi <i>Matu-Taera Coleman-Clarke</i>	Connecting Communities <i>Jo Seddon, Nathan Beaumont, Steve Pettigrew</i>
5.15pm	Close		
7:00pm - 11:00pm	Conference Dinner <i>Venue: Heartland Hotel Croydon</i>		

DAY 1
Thursday 22 April 2021

DAY 2
Friday 23 April 2021

DAY 3
Saturday 24 April 2021

Time	Session
8.00am	Registration open
9.00am	NZCBC update Alexandra Davids, Chair of NZ Community Boards
9.15am	LGNZ update Stuart Crosby, President of LGNZ
9.45am	Bead and Proceed Bridget Williams, Founder, Bead and Proceed
10.45am	Morning tea
11.15am	Localism Malcolm Alexander
12.00pm	Concurrent session
	<div>Session one</div> <div>Session two</div> <div>Connecting Communities</div> <div>Jo Seddon, Nathan Beaumont, Steve Pettigrew</div>
1.00pm	Lunch
1.30pm	Sarah Colcord
2.15pm	Taste of Gore Jim Geddes, District Curator, Eastern Southland Gallery
3.00pm	Conference wrap up
4.30pm	Taste of Gore Venue: Eastern Southland Gallery
5.30pm	Farewell dinner Venue: Thomas Green Public House and Dining Room

21.1.7 GRANTS PROGRAMME 2021-22

Doc ID: 519329

1. Purpose of Report

To consider the process for grant applications following the adoption of the 2021-31 Long Term Plan, and to establish a one-off hardship grant.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
 - B. Notes that the Grants Policy 2019 established that grant applications would no longer be accepted as submissions to the long-term plan process.
 - C. Notes that transitioning to a fully contestable process may create a one-off funding gap for some groups, potentially causing financial hardship.
 - D. Agrees to establish a temporary hardship fund for the first quarter of the 2021-22 financial year, to be funded from the agreed Vincent grant allocation for the 2021-31 Long-term Plan.
-

2. Background

Council adopted a new grants policy in 2019. This policy had the endorsement of community boards and established a requirement for all grants to be awarded in a contestable manner.

Previously, the long-term plan process had provided an avenue for some groups to apply for funding by way of a submission made during the formal consultation process. Many of the funding arrangements that emerged from this resulted in funds being allocated on a recurring basis for several years.

In an effort to create a more transparent process and align the practices of the Council grants programme with other New Zealand councils, twice yearly contestable funding rounds in April and October were implemented following the policy.

This had the effect of ending the allocation of grants through Long Term Plan submissions and restricted the long-term plan process to setting the total amount of funding available for contestable grants in a given year.

3. Discussion

Under a fully contestable grants programme, individual applications cannot be heard until after the final amount of funding available is confirmed. This would occur when the 2021-31 Long-term Plan is adopted in late June 2021.

To allow for grant applications to be called for and processed, decisions on applications for grants cannot be made until late August.

This may cause some groups, who have been receiving annual grants for critical operating costs such as staff wages, to experience financial hardship. This might occur for those groups who had been uplifting 12 months of funding in July of each year. These groups could see a gap in funding for the first quarter of the 2021-22 financial year (1 July – 30 September).

This issue was discussed with councillors at a workshop on 25 November where several options were considered. The preferred option was to establish a one-off hardship fund to cover the first quarter of the 2021-22 financial year.

This fund would be open to groups who received a grant from the Council or community boards in the 2020-21 financial year and applied it to critical operating costs such as staff wages. Groups would be expected to be able demonstrate financial hardship which threatens their ability to continue operating. A simple application form has been prepared (Appendix 1).

The fund would be available for costs a group expects to incur in the first quarter of the 2021-22 financial year. The rationale for this is that groups should be able to apply for the first funding round and access funds in September 2021.

It is proposed that this one-off hardship fund be made available from the agreed contestable grant allocation for Vincent and be available for uplift from 1 July 2021. It is anticipated that applications for these one-off grants would be called for in April 2021 to be decided before the end of the 2020-21 financial year. It is estimated that a maximum of \$30,000 would be required for this fund based on the grants awarded in the 2020-21 financial year.

4. Options

Option 1 (recommended)

Establish a one-off hardship fund to cover the first quarter of the 2021-22 financial year and fund it through offsetting the 2021-22 contestable grants budgets.

Advantages:

- Reduces the risk of community groups facing financial hardship through changes to the grants programme
- Provides a gesture of good faith for those groups who may have been unaware of the transition to a fully contestable process
- Does not reduce the balance of the Vincent General Reserves account.

Disadvantages:

- Reduces the amount of contestable grants available in the 2021-22 financial year.

Option 2

Establish a one-off hardship fund to cover the first quarter of the 2021-22 financial year, with any money allocated through this fund to be drawn from Vincent General Reserves.

Advantages:

- Reduces the risk of community groups facing financial hardship through changes in the grants programme

- Provides a gesture of good faith for those groups who may have been unaware of the transition to a fully contestable process
- Does not reduce the amount of the 2021-22 contestable grant budget.

Disadvantages:

- Reduces the balance of the Vincent General Reserves account.

Option 3

Automatically extend all 2020-21 grants through the first quarter of the 2021-22 financial year, with the funds to be drawn from Vincent General Reserves.

Advantages:

- Provides greater financial security to current grant recipients
- Ensures all groups currently receiving a grant have time to respond to the changes in grants following the implementation of the 2019 Grants Policy.
- Does not reduce the 2021-22 contestable grants budget.

Disadvantages:

- Reduces the balance of the Vincent General Reserves account.

Option 4

Automatically extend all 2020-21 grants through the first quarter of the 2021-22 financial year and fund it through offsetting the 2021-22 contestable grants budgets.

Advantages:

- Provides greater financial security to current grant recipients
- Ensures all groups currently receiving a grant have time to respond to the changes in grants following the implementation of the 2019 Grants Policy.
- Does not reduce the balance of the Vincent General Reserves account.

Disadvantages:

- Reduces the contestable grants budget in the 2021-22 financial year.

Option 5

Do not offer additional funding to manage the transition.

Advantages:

- Would not reduce the contestable grants budget nor the Vincent General Reserves account.

Disadvantages:

- May result in some groups facing financial hardship
- Job losses could result for those staff employed through grants.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social and cultural wellbeing of the community, in the present and for the future. It does this by assisting groups who are likely to face financial hardship following the transition to a different way of allocating grants.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	The recommended option is inconsistent with current budgets. Staff estimate that it could require as much as \$30,000 to be off-set from the agreed contestable grant allocation for the 2021-31 Long-term Plan.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes. Decision is consistent with the new Grants Policy introduced in 2019 which signalled this change was to occur.
Considerations as to sustainability, the environment and climate change impacts	Nil.
Risks Analysis	There is a reputational risk to Council if groups are allowed to fail or face serious hardship because of this change.
Significance, Consultation and Engagement (internal and external)	This decision is an implication of the Grants Policy 2019. The Significance and Engagement Policy has been considered and the matter does not need further consultation.

6. Next Steps

- February 2021 – Applications called for
- 1 April 2021 – Applications close
- May – June 2021 – Applications decided by Community Board.

7. Attachments

Appendix 1 - Hardship Grant Application [↓](#)

Report author:

Reviewed and authorised by:



Matthew Adamson
Policy Advisor
21/12/2020



Saskia Righarts
Chief Advisor
8/01/2021



Hardship Grant Application

The Central Otago District Council is transitioning its grants programme to a fully contestable process. This ends the practice of allowing grants to be awarded through submissions to the Long Term Plan. Instead, grant applications, including those for multi-year funding arrangements will be considered after the 2021-31 Long Term Plan is adopted. This means that normal applications will not be decided until late August 2021.

This grant is only open to groups who have been receiving a grant from the Council on an annual basis and who use their grant to cover staffing or other critical costs. This grant will be available for costs a group expects to incur the first quarter of the 2021/22 financial year (1 July 2021 – 30 September 2021). Grants will be awarded based on demonstrated financial need where it is clear that the gap in funding will severely threaten the applicant's ability to operate.

Applications close 1 April 2021

Name of organisation:

Contact person:

Phone number:

Email:

Address:

Please provide a brief description of the activities or services your group has organised in the last 12 months:



Please provide a brief description of the activities or services your group has planned in the first quarter of the 2021/22 financial year (1 July 2021 – 30 September 2021)?

What is your budget for the first quarter of the 2021/22 financial year (1 July 2021 – 30 September 2021)?

How much grant funding has your group received from other funders in the last 12 months?

How much are you applying for?

\$

Please attach your groups most recent financial statement as evidence of financial hardship to this application.

Declaration:

By completing this application, you acknowledge that:

- All information you have provided is true and correct
- You have read and acknowledged the standard Central Otago Terms and Conditions of Grant Funding
- You acknowledge that your application will be assessed in accordance with the principles and objectives of the Grants Policy 2019 as well as on demonstrated financial need. The decision of the Council or the relevant Community Board decision is final.
- Information about your application and any approved funding may be made publicly available by the Council.

Name:

Date:

Signature:

21.1.8 DRAFT 2021/31 LONG-TERM PLAN COMMUNITY BOARD BUDGETS

Doc ID: 519388

1. Purpose of Report

To approve the draft budgets for inclusion in Council's 2021/31 Long-term Plan Consultation Document and supporting documentation.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
 - B. Adopts the draft 2021/31 Long-term Plan budgets.
 - C. Recommends to Council that the draft 2021/31 Long-term Plan budgets be accepted.
-

2. Background

The 2021/31 draft budgets for the Vincent Ward have been finalised after council staff met with the Board to present provisional figures in November 2020. Council staff advised the Board of factors affecting the budgets and made adjustments to the budgets based on the Boards recommendations. The key changes were:

- Reviewing the depreciation calculation for the Alexandra Pool
- Reduce the Grants budget Year 1 of the LTP
- Phase out the use of reserves to offset rates

The 2021/31 Long-term Plan draft budget figures result in a total increase to the Vincent Ward rates of \$207,871 (6.7%).

- I. Details of the changes to income and expenditure comparing the current 2020/21 Annual Plan to year one of the proposed Vincent Community Board 2021/31 Long-term Plan budgets can be found in Appendix One;
- II. Details of the capital expenditure programme can be found in Appendix Two;
- III. Sample rate payers for the Vincent community can be found in Appendix Three.

3. Discussion

Council staff are presenting draft budgets to each community board for consideration at their January 2021 meetings. Once adopted, the community board budgets will be provided to Council to include in the proposed 2021/31 Consultation Document and supporting documentation for community consultation during March/April 2021.

4. Options

Option 1 – (Recommended)

To accept the draft budget and recommend it to Council for inclusion in the 2021/31 Long-term Plan Consultation Documents and supporting documentation.

Advantages:

- Meets statutory requirements
- Demonstrates financially prudent budgets to the community
- The Vincent Ward proposed budget will feed into Council's proposed 2021/31 Long-term Plan budgets
- Meets the ratepayers' expectations

Disadvantages:

- None

Option 2

Decline the draft budget and do not recommend it to Council for inclusion in the proposed 2021/31 Long-term Plan budgets.

Advantages:

- None

Disadvantages:

- Delay in the 2021/31 Long-term Plan process
- Unable to set rates for 2021/22
- Run the risk of not meeting legislative deadlines
- Potential exposure to legal challenges.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of the community by involving community board members in robust and transparent financial decision making.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Yes, the community ward budgets, if accepted by Council, will form part of the public consultation. If accepted by the community and adopted into the 2021/31 Long-term Plan in June 2021, it will be used as the basis for financial management during 2021/22 and as a basis to be considered upon the preparation of subsequent annual plans.

Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, consistent with all council plans and policies.
Considerations as to sustainability, the environment and climate change impacts	The community board budgets do not feed into the sustainability and climate change as such however, the overall 2021/31 Long-term Plan assumptions and strategies consider the impact of climate change.
Risks Analysis	<p>The risk of not accepting this report is that the Council may form a budget and consultation document that does not reflect the views of the community. Council may also lose the ability to adopt the 2021/31 Long-term Plan and set the rates for the income required to meet the activities Council is required to carry out.</p> <p>Furthermore, Council will not meet legislative requirements and may be exposed to legal challenges.</p>
Significance, Consultation and Engagement (internal and external)	<p>As per Council will carry out a one-month consultation period to the public, scheduled to commence in March 2021.</p> <p>This is a significant step in the 2021/31 Long-term Plan process, as it ensures the Community Board is across its ward-specific budget and is part of the consultation process.</p>

6. Next Steps

Once this report is accepted and changes made (if necessary), it will be submitted to Council in January 2021. This will form part of the overall Council proposed budgets for recommendation to agree to go to Audit New Zealand to audit during the month of February 2021. Once an audit opinion has been granted, Council will adopt in March 2021, the proposed Long-term Plan Consultation Document, budgets, and any supporting information to go to the community for consultation.

7. Attachments

Appendix 1 - Appendix 1 - Draft 2021-31 LTP Budget - Income and Expenditure [↓](#)

Appendix 2 - Appendix 2 - Draft 2021-31 LTP Budget - Capital Expenditure [↓](#)

Appendix 3 - Appendix 3 - Draft 2021-31 LTP Budget – Sample Rates [↓](#)

Report author:

Reviewed and authorised by:



Leanne Macdonald
Executive Manager - Corporate Services
21/12/2020



Louise van der Voort
Acting Chief Executive Officer
8/01/2021



Vincent Community Board

19 January 2021

Appendix One

Vincent Community Board – Draft 2021-31 LTP Budget - Income and Expenditure

Long-term Plan 2021-31 Budget	Annual Plan 2020/21	LTP Year 1 2021/22	AP 20/21 vs LTP 2021/22 \$ Change	AP 20/21 vs LTP 2021/22 % Change
Income				
Rates	3,114,994	3,322,865	207,871	6.7%
Other Capital Contributions	0	52,833	52,833	0.0%
User Fees & Other	875,454	836,633	(38,821)	(4.4%)
Internal Interest Revenue	92,213	78,122	(14,091)	(15.3%)
Land Sales	-	9,000,000	9,000,000	-
TOTAL INCOME	4,082,661	13,290,453	9,207,792	225.5%
Expenditure				
Staff	900,292	643,771	(256,521)	(28.5%)
Insurance Premiums	97,224	0	(97,224)	(100.0%)
Other Costs	328,491	252,928	(75,563)	(23.0%)
Overhead Costs	795,725	749,823	(45,903)	(5.8%)
Buildings Repairs & Maintenance	235,797	211,583	(24,214)	(10.3%)
Internal Interest Expense	90,773	73,325	(17,448)	(19.2%)
Electricity & Fuel	232,575	221,000	(11,575)	(5.0%)
Vehicles	7,250	6,050	(1,200)	(16.6%)
Office Expenses	12,200	11,400	(800)	(6.6%)
Bank Fees	330	330	-	-
Health & Safety	2,185	2,185	-	-
Members Remuneration	45,978	46,295	317	0.7%
Conferences & Courses	14,700	16,618	1,918	13.0%
Rates Expense	71,085	76,772	5,687	8.0%
Technology Costs	-	8,475	8,475	0.0%
Professional Fees	30,000	61,550	31,550	105.2%
Grants	128,368	162,900	34,532	26.9%
Contracts	621,001	819,867	198,866	32.0%
Depreciation	631,894	1,051,337	419,444	66.4%
Cost of Sales	-	6,290,000	6,290,000	0.0%
TOTAL EXPENDITURE	4,245,868	10,706,209	6,460,340	152.2%
OPERATING SURPLUS/(DEFICIT)	(163,207)	2,584,245	(2,747,452)	(1,683.4%)



Income

The main variances are:

- Land sales relate to the Alexandra Pines subdivision developments.
- User fees have dropped due to low admissions at the pool.
- Interest revenue has decreased due to the drop in interest rate percentages as seen across the country. This drop will also be reflected in interest expenses.
- Other capital contributions of \$52k relates to external funding for the Alexandra Stage Upgrade project and theatre seating replacement of \$45k.

Expenditure

The main variances are:

- Resourcing costs have decreased by \$256k as costs have been more evenly spread across the four wards.
- Insurance costs have decreased overall, however these costs have been moved to overhead costs in order to better manage insurance premiums.
- Interest expense has decreased as a result of a drop in interest rate percentages as seen across the country.
- Grants budget has increased compared to 2020/21 Annual Plan. The Grants budget has been reinstated to its original amount; before COVID-19 budget changes.
- Contract costs increased for maintenance work as a result of growth in areas to maintenance in the Vincent ward. This increase in costs is slightly offset by the drop in Building repair & maintenance costs and Other costs.
- Depreciation costs have increased, in particular the parks and reserves area, as a result of the 2019/2020 parks and reserve revaluation which showed an increase in our green reserve assets resulting in higher depreciation costs.
- Cost of sales relates to the development costs for the Alexandra Pines subdivision.



Rates for the 2021-31 Long-term Plan comparison to Annual Plan 2020-21

Promotion Rate		AP 2020/21	LTP Year 1 2021/22	AP 20/21 vs LTP 2021/22 \$ Change	AP 20/21 vs LTP 2021/22 % Change
2033	Promotions Vincent	6,500	41,750	(35,250)	(84.4%)
		6,500	41,750	(35,250)	(84.4%)

Targeted rate for promotion within each community board based on the use to which the rating unit is placed. The targeted rates are based on the capital value

Recreation and Culture Charge		AP 2020/21	LTP Year 1 2021/22	AP 20/21 vs LTP 2021/22 \$ Change	AP 20/21 vs LTP 2021/22 % Change
2153	Vallance Cottage	-	11,575	11,575	100.0%
2411	Alexandra Community Centre	104,410	54,771	(49,639)	(90.6%)
2412	Molyneux Stadium	52,817	23,483	(29,333)	(124.9%)
2461	Molyneux Park	374,428	274,582	(99,846)	(36.4%)
2462	Other Reserves Vincent	282,467	1,040,919	758,452	72.9%
2463	Pioneer Park	220,878	49,820	(171,058)	(343.4%)
2492	Molyneux Pool	1,126,137	1,014,357	(111,779)	(11.0%)
4410	Becks Hall	41,393	62,826	21,433	34.1%
4411	Clyde Hall	34,043	7,859	(26,184)	(333.2%)
4412	Omakau Hall	7,129	5,197	(1,932)	(37.2%)
4413	Ophir Community Centre	16,568	20,165	3,597	17.8%
4414	Poolburn Hall	9,004	25,253	16,248	64.3%
4415	Clyde Museums	(11,952)	8,002	19,955	249.4%
4461	Clyde & Fraser Domains	177,151	111,504	(65,647)	(58.9%)
4463	Clyde - Alexandra Walkway	24,471	-	(24,471)	-
		2,458,942	2,710,313	251,371	9.3%

Targeted rate for recreation and culture based on a uniform charge per rating unit. Recreation and culture charges fund the operations and maintenance of parks and reserves, swimming pools, museums, sports club loan assistance, community halls and other recreation facilities and amenities.

Ward Services Charge		AP 2020/21	LTP Year 1 2021/22	AP 20/21 vs LTP 2021/22 \$ Change	AP 20/21 vs LTP 2021/22 % Change
2111	General Reserves Vincent	(16,201)	(12,000)	(4,201)	35.0%
2341	Joint Afforestation (QLDC)	0	337	(337)	(100.0%)
2351	Property General Vincent	191,461	177,248	14,213	8.0%
2352	37 Tarbert St	(34,620)	(32,368)	(2,252)	7.0%
2353	39-43 Tarbert St	(7,619)	62,803	(70,422)	(112.1%)
2354	Central Stories	84,866	33,436	51,431	153.8%
2431	Grants Vincent	106,555	138,947	(32,392)	(23.3%)
2434	Blossom Festival	31,433	0	31,433	
2451	Manorburn Recreation Reserve Comm	2,625	4,660	(2,035)	(43.7%)
2757	Alexandra Town Centre	72,174	4,532	67,642	1,492.5%
		430,674	377,595	53,079	14.1%

Targeted rate for ward services based on capital value for each rating unit. For housing & property, grants, recreation reserve committees and other works.



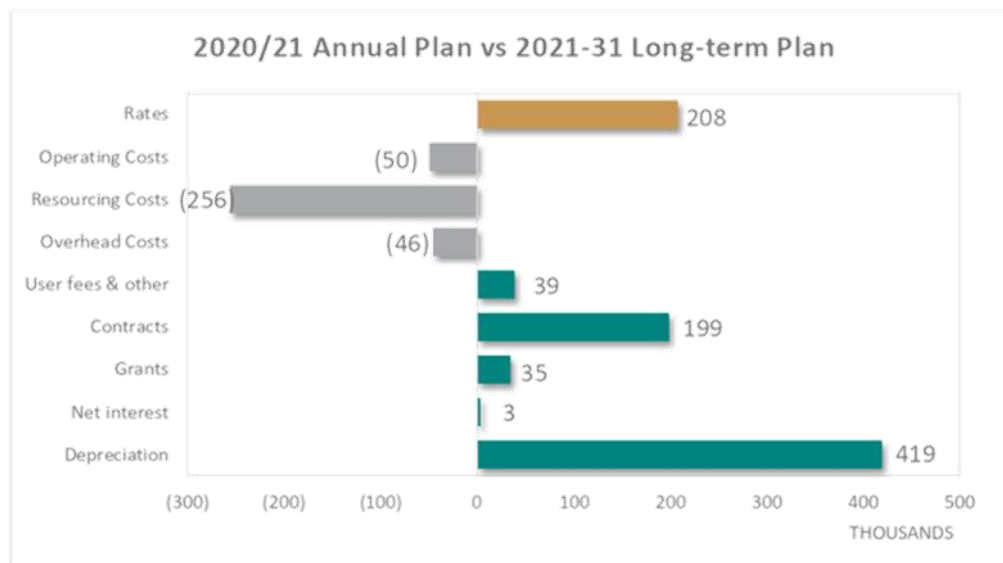
Ward Services Rate		AP 2020/21	LTP Year 1 2021/22	AP 20/21 vs LTP 2021/22 \$ Change	AP 20/21 vs LTP 2021/22 % Change
2211	Elected Members Vincent	137,036	134,631	2,406	1.8%
2831	Alexandra Cemetery	51,808	60,577	(8,769)	(14.5%)
4831	Clyde Cemetery	12,872	(9,621)	22,493	(233.8%)
4832	Omakau Cemetery	17,162	7,620	9,542	125.2%
		218,878	193,207	25,671	13.3%

Targeted rates for ward services based on a uniform charge for each rating unit. Ward services charges are used to fund Community Board elected members costs and other works for each respective ward

	AP 2020/21	LTP Year 1 2021/22	AP 20/21 vs LTP 2021/22 \$ Change	AP 20/21 vs LTP 2021/22 % Change
Planned LTP Rate Movement	3,114,994	3,322,865	(207,871)	(6.7%)

Effect on the Rates for Year 1 of the 2021-31 LTP

The Long-term Plan draft figures result in a rate increase for the community board rates of \$208k compared to Annual Plan 2020/21. The main increase is due to higher contract costs and depreciation. This graph shows the total rates increase in brown and the major contributors to the increase/decrease of rates. Lines in grey show factors that reduce the rates required while the green lines show factors that will increase the rate requirement.





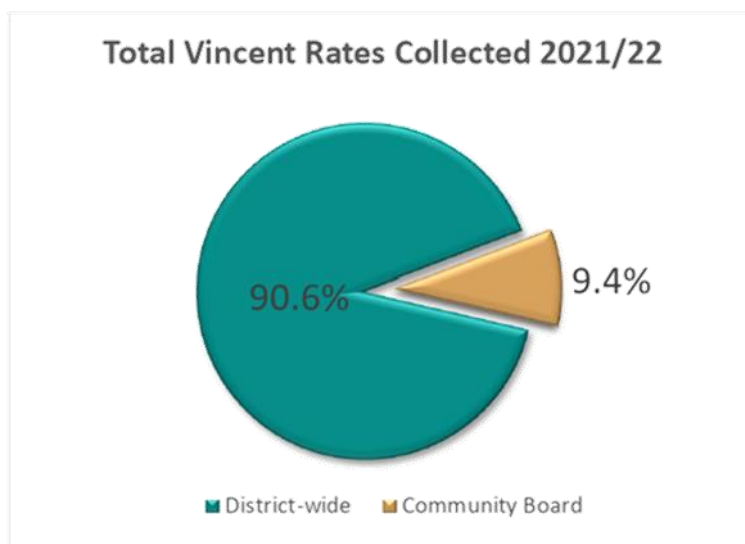
10 Year Rates Increase

This graph shows the makeup of rates that will be collected in the Vincent Ward over a 10-year period.



Vincent Rates Collected

This graph shows the makeup of rates collected in the Vincent Ward in terms of the Community Board rates and Districtwide rates. The Community Board rates make up 9.4% of the rates collected in the district. The main driver of the rate movements comes from the District-wide rates.





Vincent Community Board

19 January 2021

Appendix Two

Vincent Community Board – Draft 2021-31 LTP Budget – Capital Expenditure

CAPITAL EXPENDITURE	LTP Year 1 2021/22	LTP Year 2 2022/23	LTP Year 3 2023/24	LTP Years 4 - 10
Pools Parks and Cemeteries				
Parks and Recreation - Omakau	-	-	1,000,000	7,500
Molyneux Pool	91,720	145,613	127,878	518,342
Alexandra Town Centre	96,500	335,500	323,500	86,500
Clyde Fraser Domain	21,500	49,523	6,134	481,640
Pioneer Park	28,315	49,470	122,500	308,500
Molyneux Park	208,400	48,800	15,450	116,550
Omakau Recreation Reserve	53,000	214,000	40,000	34,000
Alexandra Cemetery	50,000	50,000	26,000	128,000
Other Reserves Alexandra	51,925	33,050	28,200	81,050
Clyde Recreation Reserve	54,500	47,900	11,500	77,501
Parks and Recreation - Clyde	5,000	5,000	5,000	35,000
Clyde Cemetery	-	-	-	36,000
Omakau Cemetery	5,000	-	-	15,000
Total Pools Parks and Cemeteries	665,860	978,856	1,706,162	1,925,584
Property and Community Facilities				
Clyde Museum	-	71,500	400,000	4,010,000
Molyneux Stadium	-	-	1,380,000	-
Alexandra Community Centre	258,500	-	-	198,000
Tarbert Street Building	220,000	-	-	-
Poolburn Hall	15,000	-	57,000	5,000
Property General Vincent	5,000	5,000	5,000	35,000
Clyde Hall	-	10,000	40,000	-
Ophir Hall	-	12,000	-	15,000
Becks Hall	-	-	-	15,000
Total Property and Community Facilities	498,500	98,500	1,882,000	4,278,000
TOTAL CAPITAL EXPENDITURE	1,164,360	1,077,356	3,588,162	6,203,584

Capital Expenditure

A total cost of \$1.16M for year one has been included in the capital expenditure programme.

The largest cost being attributed to the Alexandra Community Centre of \$258k for the earthquake strengthening, upgrades to the Tarbert Street Office building of \$220k and upgrades to the Molyneux Park playground matting, cricket nets, drinking fountain and fence of \$208k.



Project Grouping	Project Description	LTP Year 1 2021/22	LTP Year 2 2022/23	LTP Year 3 2023/24	LTP Years 4 - 10
Pools Parks and Cemeteries					
Parks and Recreation - OMAKAU	Power Points for camp	-	-	-	7,500
	Omakau rec reserve capital contribution	-	-	1,000,000	-
Molyneux Pool	Main pool floors	-	50,000	-	-
	Main pool liner	-	-	-	120,000
	Celling acoustic panels	15,000	-	-	-
	Toilet partitions	-	-	-	6,000
	Changing room tiles	18,000	-	-	-
	Pool tiles	-	-	-	30,000
	Air filters	7,150	-	-	7,400
	Starting blocks	-	-	-	14,500
	Heatpump Replacement done 2018 now good till year 10	-	-	-	150,000
	Moly Pool - Paint Renewal	-	57,000	-	30,000
	Carpet Molyneux Pool	3,732	-	-	-
	Lane ropes replacement Molyneux Pool	-	-	-	6,000
	Recreation Equipment Molyneux Pool	2,500	5,000	-	10,000
	Machinery & Plant Molyneux Pool	25,838	23,513	17,138	99,957
	Main doors	3,000	-	-	-
	LED lights	4,000	-	-	-
	Inflatable	12,500	-	-	25,000
	Cover winder	-	-	-	8,600
	Shelving	-	3,000	-	3,000
	Washing machines	-	-	740	785
	Pool Lux	-	7,100	-	7,100
	Main pool liner	-	-	110,000	-
Alexandra Town Centre	Alexandra River Park	50,000	300,000	300,000	-
	Cenotaph assessment	3,000	-	-	-
	Underground services data capture and mapping	6,000	6,000	6,000	6,000
	Signs, bins and structures - Alex Town Centre 17/18	4,500	4,500	4,500	34,500
	Sprinkler replacements	5,000	5,000	5,000	30,000
	Irrigation controller, valve, controller box replacements	8,000	-	8,000	16,000
	Street and reserve garden renewals	20,000	20,000	-	-
Clyde Fraser Domain	Fache Street playground - Install rubber soft fall matting to replace the bark 150m2	-	34,000	-	-
	Cenotaph assessment	1,000	-	-	-
	Clyde River Park Development	-	-	-	450,000
	Signs, bins and structures Clyde / Fraser Domain	4,000	4,023	4,134	17,640



Project Grouping	Project Description	LTP Year 1 2021/22	LTP Year 2 2022/23	LTP Year 3 2023/24	LTP Years 4 - 10
Molyneux Park	Fencing	2,000	2,000	2,000	14,000
	Replace irrigation Whitby to Orchard St	9,500	9,500	-	-
	Greenway shared use signage	5,000	-	-	-
	Molyneux Stadium Boiler	4,000	-	-	-
	Rail trail fencing on Dunstan Rd	9,000	-	-	-
	Replacement of Cricket Nets	33,000	-	-	-
	Development plan for Pines area	-	30,000	-	0
	Rubber playground matting	140,000	-	-	10,000
	Fencing contributions Molyneux Park	5,900	6,050	6,200	26,300
	Park signs bins and structures Molyneux Park	2,500	2,500	2,500	10,000
	Molyneux Park - Residence: Internal Finish	-	-	-	10,000
	Replace irrigation controllers	5,000	5,000	5,000	35,000
	Drinking fountain	9,000	-	-	-
	Molyneux Park - toilets at BMX: gutters, spouting, fences	-	-	1,750	9,250
	Wicket covers	-	-	-	10,000
Pioneer Park	Replace mesh fence around No. 1 ground	-	5,250	-	6,000
	Banners for McArthur Gardens	1,815	-	-	2,000
	Replace senior swing set	-	22,970	-	20,000
	Replace synthetic surface on The Rec	-	-	97,000	200,600
	Replace modular senior playground unit	-	-	-	12,400
	Outdoor exercise equipment	10,000	10,000	10,000	10,000
	Park, signs and structures Pioneer Park	6,000	6,000	5,000	14,000
	Irrigation sprinkler replacement	2,000	2,000	2,000	12,000
	Garden renewals	5,000	5,000	5,000	20,000
	Irrigation renewals	3,500	3,500	3,500	17,500
Omakau Recreation Reserve	Cabins	-	-	35,000	-
	Omakau tennis courts renewal of artificial surface	-	140,000	-	-
	New irrigation sprinklers Omakau Rec	48,000	-	-	-
	Playground Upgrade	5,000	70,000	5,000	20,000
	New washing machines	-	4,000	-	4,000
	New ovens	-	-	-	10,000
Alexandra Cemetery	Planting shelterbelt of amenity trees including the installation of drip- line irrigation around base of each tree along Fulton Hogan boundary	50,000	50,000	-	-
	Planting of amenity trees behind Poplar shelterbelt to eventually replace the Poplars	-	-	26,000	-
	Beam Construction, Alexandra Cemetery	-	-	-	26,000



Project Grouping	Project Description	LTP Year 1 2021/22	LTP Year 2 2022/23	LTP Year 3 2023/24	LTP Years 4 - 10
Other Reserves Alexandra	Alexandra Cemetery kiosk	-	-	-	10,000
	Construct memorial pillars	-	-	-	18,000
	Clearing of poplars and levelling out Cemetery land	-	-	-	15,000
	Relocation of fence and instal irrigation for blocks O and P	-	-	-	19,000
	Extension of roadway.	-	-	-	40,000
	Vallance Cottage Gardens	10,000	-	-	-
	Additional play equipment Blackmore Park	10,000	-	-	2,000
	Playground safety bark - Other reserves Alexandra	3,025	-	-	6,750
	Park, signs bins and structures - Other reserves Alexandra	3,000	3,000	3,000	12,000
	Fencing contributions - Other reserves Alexandra 17/18	5,900	6,050	6,200	26,300
Clyde Recreation Reserve	Replace irrigation controllers	-	5,000	-	10,000
	Replace sprinklers	5,000	4,000	4,000	24,000
	Reserve and street garden renewals	15,000	15,000	15,000	-
	Clyde Camping Ground - Ablutions Block No 2: Internal Finish	1,500	1,500	1,500	10,500
	Clyde Camping Ground - Cabin No 2: Internal Finish	-	1,200	-	59,000
	Clyde Camping Ground - Cabin No 3: Internal Finish	-	1,200	-	0
	Clyde Camping Ground - Managers Residence: Internal Finish	13,000	13,000	10,000	2,000
	Clyde Camping Ground - ex Swimming Pool buildings: Internal Finish	-	6,000	-	6,000
	Renewal of water line - Clyde Rec Reserve	40,000	25,000	-	-
	Additional power points for camp	5,000	5,000	5,000	35,000
Parks and Recreation CLYDE	Clyde Cemetery Extension	-	-	-	15,000
Clyde Cemetery	New kiosk	-	-	-	8,000
	Beam construction	-	-	-	13,000
	Kiosk Omakau cemetery	5,000	-	-	-
Omakau Cemetery	New beams	-	-	-	15,000
Total Pools Parks and Cemeteries		665,860	978,856	1,706,162	1,925,584
Property and Community Facilities					
Clyde Museum	Railway Station - asphalt replacement	-	-	-	10,000
	Railway Station - Earthquake Strengthening	-	71,500	-	-
	Clyde Museum Redevelopment	-	-	400,000	4,000,000
Molyneux Stadium	Molyneux Stadium - Earthquake Strengthening	-	-	1,380,000	-
Alexandra Community Centre	Alexandra Theatre	-	-	-	3,000
	Alexandra Community Centre - LED lighting upgrade	-	-	-	15,000
	Alexandra Theatre - ceiling fan replacement	-	-	-	5,000
	Alexandra Theatre - replace theatre seating	-	-	-	150,000



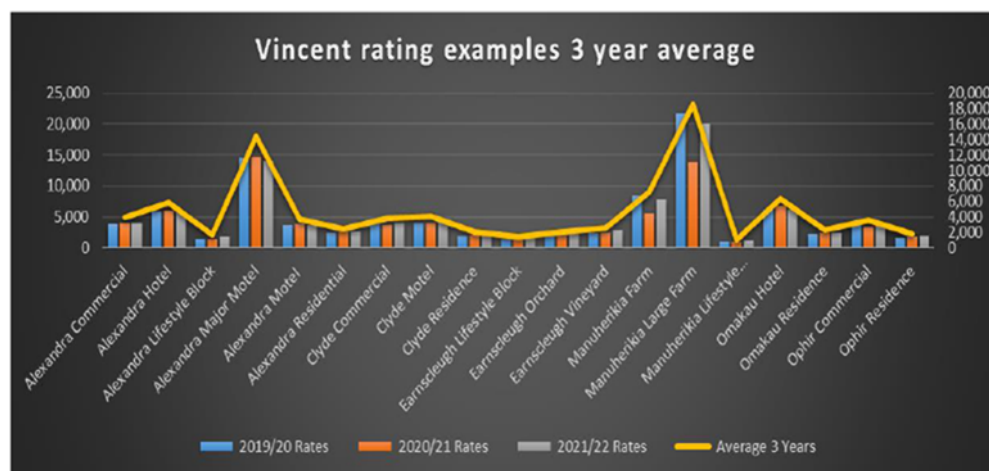
Project Grouping	Project Description	LTP Year 1 2021/22	LTP Year 2 2022/23	LTP Year 3 2023/24	LTP Years 4 - 10
Tarbert Street Building	Alexandra Community Centre - replace entrance heaters	3,000	-	-	-
	Alexandra Community Centre - carpet replacement	-	-	-	25,000
	Alexandra Hall - lighting	3,000	-	-	-
	Earthquake strengthening Alex Community Centre	184,500	-	-	-
	Alexandra Memorial Theatre - lighting/rigging structure	68,000	-	-	-
	Tarbert Street Arcade - concrete replacement	9,000	-	-	-
	Tarbert Street Office - replace doors	2,500	-	-	-
	Tarbert Street Building Office - carpet replacement	102,500	-	-	-
	Tarbert Street Building Shop 1 - upgrade to LED lighting	2,000	-	-	-
	Tarbert Street Building Shop 1 - replace entrance doors	2,500	-	-	-
	Tarbert Street Building Shop 2 - upgrade to LED lighting	3,000	-	-	-
	Tarbert Street Shop 2 - replace entrance doors	5,000	-	-	-
	Tarbert Street Building Library - Upgrade to LED lighting	93,500	-	-	-
Poolburn Hall	Poolburn Hall - Men's toilet renovation	15,000	-	-	-
	Poolburn Hall - Earthquake strengthening	-	-	57,000	-
	Poolburn Hall - Vinyl replacement	-	-	-	5,000
Property General Vincent Clyde Hall	Vincent Fencing Contributions	5,000	5,000	5,000	35,000
	Clyde Hall - Spouting replacement	-	7,500	-	-
	Clyde Hall - ATC rooms refurbishment	-	-	30,000	-
	Clyde Hall - Curtain replacement	-	-	10,000	-
Ophir Hall	Clyde Hall - Replace entrance carpet	-	2,500	-	-
	Ophir Hall - ceiling replacement	-	-	-	15,000
	Ophir Hall - supper room heat pumps	-	12,000	-	-
Becks Hall	Becks Hall - Lighting replacement	-	-	-	15,000
Total Property and Community Facilities		498,500	98,500	1,882,000	4,278,000
TOTAL CAPITAL EXPENDITURE		1,164,360	1,077,356	3,588,162	6,203,584

Vincent Community Board 19 January 2021

Appendix Three

Vincent Community Board – Draft 2021-31 LTP Budget – Sample Rates

Vincent Ward	AP 2019/20 Rates	AP 2020/21 Rates	LTP 2021/22 Rates	3 Year Average
Alexandra Residential	2,382.12	2,574.43	2,576.74	2,511.09
Clyde Residence	1,913.59	2,082.78	2,234.29	2,076.89
Omakau Residence	2,248.55	2,457.80	2,391.70	2,366.01
Ophir Residence	1,689.43	1,855.51	1,936.15	1,827.03
Alexandra Lifestyle Block	1,538.01	1,536.13	1,857.02	1,643.72
Manuherikia Lifestyle Block	1,029.79	1,038.36	1,148.30	1,072.15
Earnsclough Lifestyle Block	1,359.07	1,347.75	1,578.60	1,428.47
Manuherikia Farm	8,439.66	5,547.85	7,802.74	7,263.42
Manuherikia Large Farm	21,826.98	13,863.18	20,034.79	18,574.98
Earnsclough Orchard	1,936.77	1,905.03	2,284.00	2,041.93
Earnsclough Vineyard	2,429.17	2,388.96	2,948.16	2,588.76
Alexandra Hotel	5,865.99	6,016.22	5,716.43	5,866.21
Omakau Hotel	6,151.98	6,819.50	6,201.44	6,390.97
Alexandra Major Motel	14,561.43	14,748.79	14,028.03	14,446.08
Alexandra Motel	3,703.23	3,806.91	3,728.20	3,746.11
Clyde Motel	3,975.82	3,945.84	4,251.00	4,057.55
Clyde Commercial	3,872.57	3,689.85	3,977.31	3,846.58
Alexandra Commercial	3,830.12	4,057.26	4,079.83	3,989.07
Ophir Commercial	3,815.16	3,388.83	3,677.45	3,627.15



Swings in the district rate have a major impact on the rural sector rates which is apparent when we look at the last three years. In the Annual Plan 2020/21, to help alleviate the impact of COVID-19, Council funded from reserves \$2.2m of the district rates which caused the dip in rates for rural rate payers from 2019/2020 to 2020/21. This has been removed in 2021/22 causing a bow wave and bringing the rural rate payers in line with 2019/2020 rates.

6 REPORTS FOR INFORMATION

21.1.9 ALEXANDRA DISTRICT MUSEUM INC ANNUAL GRANT REPORT

Doc ID: 519613

1. Purpose

To provide elected members with a report and presentation on the objectives and actions of Alexandra District Museum Inc. over the past financial year.

Recommendations

That the report be received.

2. Discussion

Alexandra District Museum Inc. (ADMI), operating as Central Stories Museum and Art Gallery, received \$73,451.52 plus GST from the Vincent Community Board for the 2019/2020 financial year. This grant contributed to operational costs of the museum and art gallery, and is in addition to a grant from Council of \$48,967.80 plus GST. ADMI's financial report demonstrates that they have also generated income from other sources to enable them to carry out their activities.

As a condition of funding, ADMI is required to provide an annual report to the community board on objectives and outcomes for the year. The information supplied by ADMI and attached to this report demonstrates a focus on activities that cater for Alexandra and the wider community, as stipulated in the service level agreement (Appendix 4). This service level agreement expired in 2018, and renewal has been stalled pending reviews of the grants policy, the future use of the Central Stories building, and the development of a district museum strategy.

3. Attachments

Appendix 1 - ADMI Financial Statement 2019-2020.pdf [↓](#)

Appendix 2 - ADMI Board Chair Report to 2020 AGM.pdf [↓](#)

Appendix 3 - ADMI Strategic Plan 2020 to 2022.pdf [↓](#)

Appendix 4 - Service Level Agreement between ADMI and VCB.pdf [↓](#)

Report author:

Reviewed and authorised by:



Nikki Aaron
Community Development Officer
23/12/2020



Louise van der Voort
Acting Chief Executive Officer
8/01/2021



Performance Report

Alexandra District Museum Incorporated
For the year ended 30 June 2020

Prepared by Flannery Tait Limited



FLANNERY TAIT
CHARTERED ACCOUNTANTS

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3	Entity Information
5	Approval of Financial Report
6	Statement of Service Performance
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8	Statement of Financial Position
9	Statement of Cash Flows
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12	Notes to the Performance Report
16	Depreciation Schedule
18	Review Report



FLANNERY TAIT
CHARTERED ACCOUNTANTS

Entity Information

Alexandra District Museum Incorporated For the year ended 30 June 2020

'Who are we?', 'Why do we exist?'

Legal Name of Entity

Alexandra District Museum Incorporated

Other Name of Entity

Central Stories Museum and Art Gallery

Entity Type and Legal Basis

Incorporated Society and Registered Charity

Registration Number

CC32070

Entity's Purpose or Mission

To provide and maintain a public museum and art gallery

Entity Structure

Governance is provided by a Board elected from the Museum's members. Local government appoint two additional Board members.

Main Sources of Entity's Cash and Resources

Revenue from local government to provide Museum & Gallery services to the Central Otago region. Revenue from donations and grants. Revenue from goods sold and commissions earned from art sales. Revenue from members subscriptions.

Main Methods Used by Entity to Raise Funds

Grants and donations are applied for as and when required for exhibitions and fixed asset purchases.

Entity's Reliance on Volunteers and Donated Goods or Services

The entity relies on gifts of volunteer time and expertise to complete work in many areas such as board governance, research, exhibitions, and visitor hosting.

Physical Address

21 Centennial Avenue, Alexandra, New Zealand, 9320

Postal Address

P O Box 308, Alexandra, 9340

Entity Information**FLANNERY TAIT**
CHARTERED ACCOUNTANTS**Officers**

President	Ross Naylor
Secretary	Nola Hambleton

Board Members

Jan Bean

Dianne Duncan

Barry Hambleton

Helena Heydelaar

Jillian Jopp

Barrie Wills

Roger Browne (VCB)

Nigel McKinlay (CODC)



FLANNERY TAIT
CHARTERED ACCOUNTANTS

Approval of Financial Report

Alexandra District Museum Incorporated
For the year ended 30 June 2020

The board members are pleased to present the approved financial report including the historical financial statements of Alexandra District Museum Incorporated for year ended 30 June 2020.

APPROVED

Dianne Duncan

Vice President

Date 23/9/20

Barry Hambleton

Board Member

Date 23/9/20



FLANNERY TAIT
CHARTERED ACCOUNTANTS

Statement of Service Performance

Alexandra District Museum Incorporated
For the year ended 30 June 2020

'What did we do?', 'When did we do it?'

Description of Entity's Outcomes

All policies and strategic plan have been reviewed, revised and changes adopted.

The strategy broadly continues to aim to:

1. Live within our means, which this last financial year, meant the need for Government assistance during Covid-19 lockdown. That assistance enables us to retain museum staff on 100% of their wages;
2. Be outward looking and relevant to a range of audiences in part by registering with CODC an interest in supplying visitor information to fill the gap left by the closing of the i-site;
3. Be a forum and a hub for the region, which since the i-site closed, has included temporarily providing visitor information;
4. Be visible and increase its sphere of influence; and
5. Continue to give to our collections, which included the engagement of a part-time collections manager to complete a review of all the collections.

Description and Quantification of the Entity's Outputs

During the year Central Stories achieved the following outputs :

- Four significant exhibitions all of which generated some income. These were Dick Frizzell (for a second time), Arts Gold - national competition, Linley Van Alphen and the Secondary School NCEA Art Portfolios - national selection. The exhibition schedule was interrupted by the effects of the Covid 19 pandemic.
- Other significant but small book launches and exhibitions, giving some small financial return, included launches for Louise Joyce's book "Take me to the Nevis" and Donald Gordon's book "Matakanui". A launch for Anne-Marie Hope-Cross and Eric Schusser's book "Intrusion" had to be cancelled as it was due to be held during lock-down. There was an exhibition of items illustrating "Ice Skating from the Past".
- Numerous public programme events delivered including: Oral History courses which are on-going as part of our collaboration with Central Otago Heritage Trust, volunteer training and courses for volunteers on improving the museum's retail sales.
- Extensive work continues to be undertaken by the museum's volunteers and the Central Otago Heritage Trust Regional Oral History Project for which Central Stories continues to be the repository for the district.



FLANNERY TAIT
CHARTERED ACCOUNTANTS

Statement of Financial Performance

Alexandra District Museum Incorporated
For the year ended 30 June 2020

'How was it funded?' and 'What did it cost?'

	NOTES	2020	2019
Revenue			
Donations, fundraising and other similar revenue	1	28,081	8,663
Fees, subscriptions and other revenue from members	1	2,975	5,415
Revenue from providing goods or services	1	184,575	158,809
Interest, dividends and other investment revenue	1	4,443	4,569
Total Revenue		220,074	177,457
Expenses			
Volunteer and employee related costs	2	99,596	116,239
Costs related to providing goods or services	2	81,522	51,762
Other expenses	2	12,274	12,789
Total Expenses		193,392	180,789
Surplus/(Deficit) for the Year		26,682	(3,333)

This Statement is to be read in conjunction with the accompanying Notes and Review Report.

Performance Report | Alexandra District Museum Incorporated

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FLANNERY TAIT
CHARTERED ACCOUNTANTS

Statement of Financial Position

Alexandra District Museum Incorporated

As at 30 June 2020

'What the entity owns?' and 'What the entity owes?'

	NOTES	30 JUN 2020	30 JUN 2019
Assets			
Current Assets			
Bank and cash			
Kiwibank Business Banking		6,154	51,333
Kiwibank Online Call Account		328	10,249
SBS		1,157	227
Westpac 025		80	-
Westpac 00		158,323	-
Cash on Hand		272	346
Total Bank and cash		166,313	62,156
Debtors and prepayments	3	1,301	2,949
Inventory		11,594	14,133
Kiwibank Term Deposits		25,000	87,500
SBS Bank - Term Deposit		51,141	50,417
Total Current Assets		255,350	217,155
Non-Current Assets			
Property, Plant and Equipment	6	139,218	145,657
Total Non-Current Assets		139,218	145,657
Total Assets		394,568	362,813
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	24,237	8,647
Unused donations and grants with conditions	5	-	8,849
GST Due		6,524	8,191
Total Current Liabilities		30,761	25,687
Total Liabilities		30,761	25,687
Total Assets less Total Liabilities (Net Assets)		363,807	337,125
Accumulated Funds			
Accumulated surpluses or (deficits)	8	363,807	337,125
Total Accumulated Funds		363,807	337,125

This Statement is to be read in conjunction with the accompanying Notes and Review Report.



FLANNERY TAIT
CHARTERED ACCOUNTANTS

Statement of Cash Flows

Alexandra District Museum Incorporated
For the year ended 30 June 2020

'How the entity has received and used cash'

	2020	2019
Cash Flows from Operating Activities		
Donations, fundraising and other similar receipts	19,232	17,602
Fees, subscriptions and other receipts from members	2,975	5,415
Receipts from providing goods or services	185,217	158,962
Interest, dividends and other investment receipts	5,545	5,250
Cash receipts from other operating activities	4,000	-
GST	(262)	787
Payments to suppliers and employees	(168,773)	(179,393)
Total Cash Flows from Operating Activities	47,934	8,623
Cash Flows from Investing and Financing Activities		
Receipts from sale of investments	62,500	25,000
Payments to acquire property, plant and equipment	(5,478)	(1,189)
Payments to purchase investments	(723)	(756)
Total Cash Flows from Investing and Financing Activities	56,298	23,055
Net Increase/ (Decrease) in Cash	104,233	31,678
Cash Balances		
Cash and cash equivalents at beginning of period	61,809	30,131
Cash and cash equivalents at end of period	166,042	61,809
Net change in cash for period	104,233	31,678

This Statement is to be read in conjunction with the accompanying Notes and Review Report.

Performance Report | Alexandra District Museum Incorporated

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FLANNERY TAIT
CHARTERED ACCOUNTANTS

Statement of Accounting Policies

Alexandra District Museum Incorporated
For the year ended 30 June 2020

'How did we do our accounting?'

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Revenue

Revenue is accounted for as follows:

Donations are accounted for depending on whether they have been provided with a "use or return" condition attached or not. Where no use or return conditions are attached to the donation, revenue is recorded as income when the cash is received. Where donations include a use or return condition, the donation is recorded as a liability on receipt. The donation is subsequently recognised within the Statement of Financial Performance as the performance conditions are met. Donated goods or services and donated items for the Museum Collection are not recognised in the Financial Statements.

Grant income is accounted for depending on whether or not it has a "use or return" condition attached. Where no use or return conditions are attached, the revenue is recorded as income when the cash is received. Where income includes a use or return condition, it is recorded as a liability on receipt. The income is then subsequently recognised within the Statement of Financial Performance as the performance conditions are met.

Interest income is recognised on an accruals basis.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Alexandra District Museum Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Fixed Assets & Depreciation

Since 01 July 2003 the Museum capitalises items purchased for more than \$500 that are expected to have an enduring benefit as Fixed Assets. Subsequent to initial recognition fixed assets are stated at cost less aggregate depreciation.

Fixed assets purchased prior to 01 July 2003 were recognised in the Statement of Financial Performance and not in the Balance Sheet. Because there was no reliable asset schedule or valuation available at that time a decision was made not to bring these fixed assets into the Balance Sheet when the situation was corrected.

The Museum has not recorded its collection of donated heritage assets as it would be impractical to attempt to place a value on such assets due to their rarity and local historical significance.

Statement of Accounting Policies**FLANNERY TAIT**
CHARTERED ACCOUNTANTS

Depreciation has been calculated using the maximum rates permitted by the Income Tax Act 2007 with the exception of Artwork which is not depreciated.

Changes In Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.



FLANNERY TAIT
CHARTERED ACCOUNTANTS

Notes to the Performance Report

Alexandra District Museum Incorporated
For the year ended 30 June 2020

	2020	2019
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Arts Gold Donations	18,209	600
Donations to Research Room	5,112	865
Donations (Boxes & Other)	4,083	3,758
Fundraising Activities	677	3,440
Total Donations, fundraising and other similar revenue	28,081	8,663
Fees, subscriptions and other revenue from members		
Membership Subscriptions	2,465	2,565
Donations from Members	510	2,850
Total Fees, subscriptions and other revenue from members	2,975	5,415
Revenue from providing goods or services		
Arts Gold Grant - CODC	4,000	-
Arts Gold Entry fees	4,174	183
Arts Gold Ticket Income	1,715	-
CODC Grant	48,968	48,968
Commissions on Good Art Shop Sales	3,137	7,075
Commissions on sale of Exhibition Artworks	4,674	1,575
Counter & Book Sales	18,516	17,774
Covid 19 Wage Subsidies Received	15,430	-
Exhibition & Programmes Income	257	1,485
ODT Theatre income	8,095	5,288
Photograph & Research Room income	241	155
Room Hire	1,895	2,855
Sundry Income	22	-
Vincent Community Board	73,452	73,452
Total Revenue from providing goods or services	184,575	158,809
Interest, dividends and other investment revenue		
Interest Received - Bank	95	151
Interest Received - Investments	4,348	4,419
Total Interest, dividends and other investment revenue	4,443	4,569
	2020	2019

2. Analysis of Expenses

Volunteer and employee related costs		
ACC Levies	402	429
Staff Training & Recruitment	232	1,801
Wages	98,962	114,009
Total Volunteer and employee related costs	99,596	116,239

Notes to the Performance Report


FLANNERY TAIT
 CHARTERED ACCOUNTANTS

	2020	2019
Costs related to providing goods or services		
Accountancy Fees & Software	2,445	2,964
Advertising	578	551
Arts Gold Expenses	8,714	-
Arts Gold Prizes	13,000	-
Asset Repairs & Replacement	985	824
Bank Fees & Charges	1,098	1,284
Cleaning	3,224	3,203
Collection costs	1,755	269
Computer Expenses	894	232
Consultants and Technical support	13,338	-
Gallery Programmes & Expenses	4,465	5,656
General Expenses & Supplies	1,943	2,156
Insurance	-	3,117
Energy use	7,169	11,876
Plant & Equipment Hire (Eftpos & Copier)	2,545	2,706
Postage Printing & Stationery	1,413	1,943
Purchases - Stock		
Opening Stock	14,133	15,108
Purchases - Stock	10,882	9,663
Closing Stock	(11,594)	(14,136)
Total Purchases - Stock	13,421	10,635
Repairs & Maintenance	715	345
Review Fees	1,300	1,250
Security Expenses	145	196
Subscriptions & Levies	567	-
Telephone, Tolls & Internet Charges	1,809	2,442
Travelling Expenses	-	113
Total Costs related to providing goods or services	81,522	51,762
Other expenses		
Depreciation	11,917	12,789
Legal expenses	356	-
Total Other expenses	12,274	12,789

3. Accounts Receivable

	2020	2019
Trade Receivables	191	736
Accrued Interest	1,110	2,213
Total	1,301	2,949

Notes to the Performance Report


FLANNERY TAIT
 CHARTERED ACCOUNTANTS

4. Accounts Payable

	2020	2019
Trade Creditors	22,575	5,586
Employee Costs Payable	1,662	3,061
Total	24,237	8,647

5. Unused Donations and Grants with conditions that are recorded as a liability

	2020	2019
Pub Charity Grant (Arts Gold)	Nil	8,849
Total	Nil	8,849

6. Property, Plant & Equipment

This Year

Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Building Fitout	84,745	0	0.00	7,537	77,208
Plant & Equipment	60,913	5,478	0.00	4,381	62,010
Total	145,658	5,478	0.00	11,917	139,218

Last Year

Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Building Fitout	93,137	0	0	8,392	84,745
Plant & Equipment	64,785	525	0	4,397	60,913
Total	157,922	525	0	12,789	145,658

7. Significant Grants and Donations with conditions which have not been recorded as a liability

Rotary Club of Alexandra donation:

Amount Received \$7,669

Amount Unspent at 30 June 2020 \$4,500

A condition of the Rotary donation was for the funds to be spent on projects related to the historic Waterwheel situated near the main entrance to Central Stories. The Board and Staff continue to look for the best possible project to utilise these funds.

Notes to the Performance Report


FLANNERY TAIT
 CHARTERED ACCOUNTANTS

	2020	2019
8. Accumulated Funds		
Elizabeth Heafey Reserve	3,542	3,542
Accumulated Funds		
Opening Balance	333,583	336,916
Accumulated surpluses or (deficits)		
Current year earnings	26,682	(3,333)
Total Accumulated surpluses or (deficits)	26,682	(3,333)
Total Accumulated Funds	360,265	333,583
Total Accumulated Funds	363,807	337,125

9. Elizabeth Heafey Reserve

In 2007 the Elizabeth Heafey Reserve was created by the Board to set aside funds for the purchase of collection items. No funds have been expended from the reserve during the year.

10. Commitments

There are no commitments as at 30 June 2020. (Last year - nil).

11. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 30 June 2020. (Last year - nil).

12. Related Parties

Helena Heydelaar (Board Member) supplies locally made craft to sell in the Museum Shop. A commercial return is earned by the Museum on these sales.

Nigel McKinlay (CODC), and Roger Browne (VCB) are Council/Community Board representatives who are appointed to the Museum Board.

13. Events After the Balance Date

There were no significant events after the Balance Date

14. Ability to Continue Operating

The Covid-19 lockdown saw the Museum close to the public for a 3 month period from March 2020. The closure resulted in the Museum losing revenue from a planned Owaka artist exhibition that was cancelled, with further revenue lost from art sales commissions, shop sales, Central Cinema revenue and room hire when the entire building was closed. The Museum Board applied successfully for the Government wage subsidy which enabled staff to be retained and paid throughout the period of closure. The Museum is now fully staffed and back operating and will re-open for weekends commencing 26 September. The Museum has sufficient funding support and financial reserves to enable it to continue operating for the foreseeable future.



FLANNERY TAIT
CHARTERED ACCOUNTANTS

Depreciation Schedule

Alexandra District Museum Incorporated For the year ended 30 June 2020

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	RATE	DEPRECIATION	CLOSING VALUE
Building Fitout							
2nd Gallery	27,085	19,132	-	-	3.00%	574	18,558
Hydestore Art Storage System	68,332	48,569	-	-	10.00%	4,857	43,712
Addition to Entrance Sign	8,019	2,144	-	-	12.00%	257	1,887
Entrance Sign	36,497	8,655	-	-	12.00%	1,063	7,793
Reception Desk	9,489	6,046	-	-	13.00%	786	5,260
Total Building Fitout	149,423	84,746	-	-		7,537	77,209
Plant & Equipment							
Artwork - A long way to Cambrian	832	832	-	-		-	832
Artwork - Differing Realities	2,209	2,209	-	-		-	2,209
Artwork - Marilyn Webb Maniototo River Print	1,120	1,120	-	-		-	1,120
Artwork - Michael Rooney	590	590	-	-		-	590
Artwork - Russell Clark Exhibition Panels	11,860	11,860	-	-		-	11,860
Artwork - Stuart Elms	8,889	8,889	-	-		-	8,889
Artwork - Stuart Elms	5,333	5,333	-	-		-	5,333
Oamaru Stone Sculpture	1,778	1,778	-	-		-	1,778
Flagpole & Flags	4,945	2,403	-	-	8.00%	192	2,210
Exhibition Panels	2,190	1,250	-	-	10.00%	125	1,125
Exhibition Partitions	929	485	-	-	10.00%	49	437
Gallery Panels - "Behind the Name"	939	491	-	-	10.00%	49	442
Hydestor Shelving System	33,024	17,258	-	-	10.00%	1,726	15,532
Shelving - Research Room	3,439	-	3,439	-	10.00%	344	3,095
Shelving	2,905	837	-	-	12.00%	100	736
4 x Acrylic Tops for Display Cabinets	1,840	770	-	-	16.00%	123	646
Counter Top Lockable Jewellery Cabinet	525	504	-	-	16.00%	81	423
Upright Display Cabinet	1,059	619	-	-	16.00%	99	520
Upright Display Cabinet	1,059	619	-	-	16.00%	99	520
2 Acrylic Tops for Display Cabinet	731	85	-	-	19.20%	16	69
Cabinet for Clare Cup	1,251	132	-	-	19.20%	25	107
Display Screens	2,890	282	-	-	19.20%	54	228
Lighting Boxes	1,222	304	-	-	24.00%	73	231
Mannequins x 15	7,327	795	-	-	25.00%	199	596
Camera	695	264	-	-	40.00%	106	158
Mobile Whiteboard	664	385	-	-	40.00%	154	231
Recording Equipment	1,359	680	-	-	40.00%	272	408
Canon Scanner	429	-	-	-	48.00%	-	-

This Statement is to be read in conjunction with the accompanying Notes and Review Report.

Depreciation Schedule



FLANNERY TAIT
CHARTERED ACCOUNTANTS

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	RATE	DEPRECIATION	CLOSING VALUE
Past Perfect Software	2,511	-	-	-	48.00%	-	-
Acer Computer & Monitor	557	17	-	-	50.00%	9	9
Adobe Design Software	1,046	7	-	-	50.00%	3	3
Dell Optiplex 955	566	10	-	-	50.00%	5	5
HP6200 Pro PC	1,585	10	-	-	50.00%	5	5
iMac 27" Computer	2,601	17	-	-	50.00%	8	8
Paste Perfect Software	707	77	-	-	50.00%	39	39
PC ex CODC	343	-	343	-	50.00%	71	271
PC ex CODC	343	-	343	-	50.00%	71	271
PC ex CODC	343	-	343	-	50.00%	71	271
PC ex CODC	343	-	343	-	50.00%	71	271
Surface Pro ex CODC	669	-	669	-	50.00%	139	529
Climate Station	6,846	1	-	-	60.00%	1	-
Total Plant & Equipment	120,491	60,913	5,478	-		4,381	62,010
Total	269,913	145,658	5,478	-		11,917	139,219

This Statement is to be read in conjunction with the accompanying Notes and Review Report.



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INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT

To the Stakeholders of Alexandra District Museum Incorporated

Report on the Financial Statements

We have reviewed the financial information contained in the Performance Report of Alexandra District Museum Incorporated for the year ended 30 June 2020, which comprises the statement of financial position as at 30 June 2020, the statements of financial performance and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

The Committees Responsibility for the Financial Statements

The committee are responsible for the preparation and fair presentation of the financial information in accordance with PBE SFR-A (NFP) Public Benefit Simple Format Reporting – Accrual (Not-For-Profit), and for such internal control as they deem necessary to enable the presentation of financial information that is free from material misstatement, whether due to fraud or error.

Assurance Practitioner's Responsibility

Our responsibility is to express a conclusion on the financial information included in the accompanying Performance Report. We conducted our review in accordance with International Standard on Review Engagements (New Zealand) (ISRE (NZ)) 2400, *Review of Historical Financial Statements Performed by an Assurance Practitioner who is not the Auditor of the Entity*. ISRE (NZ) 2400 requires us to conclude whether anything has come to our attention that causes us to believe that the financial information, taken as a whole, is not prepared in all material respects in accordance with the applicable financial reporting framework. This Standard also requires us to comply with relevant ethical requirements.

A review of financial information in accordance with ISRE (NZ) 2400 is a limited assurance engagement. The assurance practitioner performs procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained. The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand). Accordingly, we do not express an audit opinion on the financial information contained in the Performance Report.

Other than our capacity as the reviewer, ICL Partners has no relationship with or interests in Alexandra District Museum Incorporated.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe the financial information contained in the accompanying Performance Report does not fairly present, in all material respects, the financial position of Alexandra District Museum Incorporated as at 30 June 2020, and its financial performance and cash flows for the year then ended, in accordance with PBE SFR-A (NFP) Public Benefit Simple Format Reporting – Accrual (Not-For-Profit).

ICL Partners

ICL Partners
Chartered Accountants
Alexandra

24 September 2020

Focus on your future
Page 18 of 18

**Report from the Board to Members of ADMI at the Annual General Meeting Held on Thursday
24 September 2020**

Good evening and welcome to the Central Stories Museum and Art Gallery Annual General Meeting of 2020. It's a pleasure to have the opportunity to present the Chairs report.

Like 2019, this last year and, as I'm sure you will all appreciate, the last 6 months in particular, has had its challenges for Central Stories and Art Gallery.

Shortly after the last AGM Chair Russell Garbutt resigned. Russell was concerned he had a conflict of interest due to his position on the Clyde Museum Board. Russell was succeeded by vice chair Ross Naylor. Ross' calm patience and hard work serving on the Board over a number of years was much appreciated so that his resignation as chair of the Board in July this year, came as another blow.

As most of you will remember, following on from our restructure we appointed a Rachel Taylor Art Gallery Co-ordinator. Unfortunately for Central Stories, due to a change in her personal circumstances Rachel was only able to continue in the role for 5 months before she had to leave. We were sorry to see Rachel go as she had contributed so much to museum programmes and art exhibitions.

2020 also saw the resignation of board member Jan Bean and administrative assistant Sue Tait. Sue had been with us a number of years and we were sorry to lose her experience and hard work. We were very lucky in that Mike Rooney, a past board member agreed to step in and be co-opted to the board.

I'm not sure how the other members of the Board felt but for me at this point, it felt like we had dominoes falling faster than we could stand them back up. Unsure how best to move forward, the Board decided to approach Ian Griffin from the Otago Museum in Dunedin. Ian arranged for Teresa Foggarty from the museum to meet with the Board to discuss how she might be able to assist us in identifying the most pressing issues facing Central Stories and the Board and from that, the skills we would need in a manager to move Central Stories forward.

Ian and the Board agreed that Teresa would come from Dunedin to spend 3 days a week for 3 months to assist the Board. Within a month of Teresa coming to Central Stories Covid-19 arrived in NZ. However, once lockdown was lifted and she was able to return, we pressed on and as a result we were able to employ Brian Budd as our new manager. Brian is our guest speaker tonight so I'll leave it up to him to enlighten you with his interesting background and past experiences. Teresa also assisted us with the employment of Mandy Clearwater, who has had extensive experience in office administration and the travel industry, to replace Sue and take on the duties of day to day finances and administrative support to Brian.

Teresa's assistance and support to the Board during this year has been invaluable and we are grateful to Otago Museum that it was able to spare her to help us.

Working alongside Brian and Mandy, we have Rosanna Ottaway and Sheridan Easdale. Rosanna helps out on the front desk and cheerfully and willingly assists the other staff with whatever is required. Sheridan our Collections Manager is currently reviewing and recording Central Stories collections. What she has managed to achieve so far this year is nothing short of spectacular. We are so lucky to have both these women on our team. And of course, thank you to Paul Checketts who has looks after our finances.

Supporting our staff and the Board are the many fantastic volunteers without whom we wouldn't be able to keep Central Stories and the gallery open. To Rosanna and Jean, who volunteer regularly each the week, Esmae on weekends and catering and all the others who give up precious time on weekends and Sue in the Research Room, the Board thanks you.

In spite of the earlier upheaval brought about by losing valuable staff and board members and a global pandemic, Central Stories still managed to stage a number of exhibitions, although sadly the launch Annemarie Hope-Cross and Eric Schusser's book "Still Intrusion" had to be postponed until October. Lynley Van Alpen's exhibition was already curated but because it was "Covid locked down" like the rest of us, it was not seen by as many visitors as it deserved.

As planned though, we did manage to host the NZQA Top Art Road Show showcasing the extraordinary talent of our senior secondary school students.

Following immediately was the Winter Interstellar exhibition of time-lapse photography of our night sky and then Denis Kent's 80th birthday retrospective exhibition of his works. Both these exhibitions were and in Denis' case still are, well attended and appreciated by all who saw them. This Saturday Bridget Auchmuty will be launching her new book of poetry "Unmooring". So, in spite of different levels of lockdown we are continuing with our programme of exhibitions and book launches.

A major change for Central Stories is that we entered into a lease of the Bodkin, Henderson and Heafy galleries, office, research room, retail, front of house and backroom storage space with CODC. The terms of the lease, briefly, are that the term is a periodic tenancy terminable upon 6 months written notice by either party. The rental is \$1.00 plus GST per annum if demanded. The periodic tenancy is an interim measure until the outcomes of the Museums Review and the Better Business Review are known, at which point a definite term of the lease, with renewals of the term, can be negotiated.

You will have noticed that excluded from the lease is the SBS meeting room. We share the use of this room with Central Cinema and the conditions of that shared use have, in the past, been contentious. A compromise was for us to hand over control and management of the bookings for the meeting room to CODC. Although we no longer control the use of the room, we have negotiated the right to use it every Thursday at no extra charge. We have our monthly Board meetings on a Thursday but more importantly, the Oral History co-ordinator knows she has a quiet space for her use each week. Any other time we need to use the meeting room we will have to book it.

A big disappointment for us and for the whole town, was the closing of the i-site. However, we did see that the loss of the i-site could be an opportunity for us to pick up a visitor information service in addition to the service we provide to the community. This would also enable us to generate income in these financially difficult times. We felt with some rearrangement of our front of house space, an extra computer at the front desk, utilising Rosanna's experience as a previous i-site part-timer and Mandy's previous experience in the travel industry we could be in a good position to provide a visitor information service. We also thought the high profile of our building, the fact we are open 7 days, the public toilets, the park surrounding us and the bus stop at our front door would be advantages in our bid to have our expression interest accepted by CODC.

Unfortunately, we missed out to Unichem Pharmacy. We were advised the pharmacy had the advantage of ownership of their building and a 5-year business and marketing plan. I couldn't understand why the fact that ownership of a building was an advantage, particularly when the "operator" of the services was our landlord and thereby had control over our tenancy of this space. Perhaps, given our tenancy as opposed to ownership of this building was viewed as a disadvantage, we need to bear in mind that, in the long term, CODC may not see our tenancy as permanent. However, we were advised there was nothing to stop us from also providing information services and at our monthly meeting this afternoon the Board decided we would work towards providing visitor information. We think we are well placed to do that, and we think it will give us the option to generate additional funds.

It has been indicated to us that, in the current economic climate, we should not take for granted the current level of funding provided by CODC and VCB and unlike in previous years, we are going to have to formally apply for funding in 2021/2022. Evidence I think of the times we are operating in.

Regarding the i-site space, we have formally expressed an interest in taking it over. We know that REAP have also expressed an interest and we think their proposal would work well with us and our proposal. No decision has been made on the future of this space, at this stage.

Something I would like to say, which is not strictly a report on the Board's performance over the last year but which I still think is important to have on the record. And it is this, the members of this Board are mindful of the commitment Alexandra and the wider community have to its museum and art gallery. We appreciate that to have a cultural centre of this quality in a small community is impressive and says a lot about the priorities of those folk who worked so hard to make sure this purpose-built complex was realised. The tangible items in our collections reflect the history and people of this area. But our collections do more than that. The photographic collection and oral history collection record the collective memory of the area, the images, places and memories those who have died and those who still live here.

Consequently, this board is committed to maintaining and to building on all the museum's collections as best we can in the difficult uncertain times we live in. We can only take each day as it comes at the moment, but we will continue to do our best to maintain the high standard of our museum and gallery.

Finally, I would like to thank our board members Helena, Barrie Wills our vice Chair, Jillian, Mike, and in particular, Nola our secretary and Barry Hambleton, for their commitment to this special museum and gallery. As a volunteer, I get to meet and talk with our visitors and I routinely hear people say, "this is the best small museum and gallery we have ever been to". This is testament to the hard work of this and previous, board members, staff and fantastic volunteers. We would not have this wonderful place and be able to put on the high-quality exhibitions and events without the efforts of each and every one of them.

Paul Checketts will report on our current financial position.

Thank you.

I move the adoption of my report.

Dianne Duncan
Chair
Alexandra District Museum Inc.

Strategic Plan ADMI 2020/2022 Focussing on the Future

Vision (Previous, taken from our rules) To protect the heritage and art culture of this region, making use of contemporary technology present and maintain artefacts and artworks to our community.

Strategic Planning Committee of the ADMI Board:

Ross Naylor - Committee Chair, Board Chair. Dianne Duncan - Vice Chair, Nola Hambleton - Secretary, Teresa Fogarty - Acting Manager. Financial aspects approved by Barry Hambleton - Finance Committee Chair.

Strategy/Year	Resource	Action Steps	Finance 2020	Evaluation2020
1. Museum Updates 2020/2022 <i>It has been several years since the Museum underwent future planning or development.</i> <i>Some areas have been identified as needing maintenance, others need major attention. These include:</i> <ul style="list-style-type: none"> – Addition of a children's area – Completion of the 'bugs' display – Development of a climate display 	<ul style="list-style-type: none"> ○ Staff Time/Salary ○ Budget and timeframe ○ Working resources ○ Development, design, fabrication and delivery assistance (both paid and unpaid) 	<ul style="list-style-type: none"> ○ Research ideas ○ Plan changes - some permanent some temporary displays ○ Inform ADMI Board ○ Seek Funding ○ Select /inform Volunteers ○ Update technology as needed ○ Celebrate openings ○ Involve schools and the public 	\$2,000 - \$4,000 required per display area \$4,000 requested for the 2020/21 year	Assessment against planned outcomes, budget and timeline. Visitor feedback
2. Art/Museum Exhibitions 2020 <i>It has been decided there will be 4 major art exhibitions per year.</i> <i>The gallery will be used to display Art and/or artefacts from our collections between exhibitions.</i> <i>Staff to be available to set up and plan exhibitions, and to work with artists/organisers as needed</i>	<ul style="list-style-type: none"> ○ Staff time/salary ○ Budget for exhibitions ○ Project ideas that combine Gallery and Museum themes and collections ○ Clear policy parameters including charging for spaces and openings ○ Help with liaison, planning and hanging ○ Openings and events to be hosted by staff and volunteers 	<ul style="list-style-type: none"> ○ Gain understanding of collection themes and objects ○ Share ideas between staff and board for exhibitions ○ Select /inform Volunteers 	\$200 - \$500 per exhibition \$2,400 budgeted for the 2020/21 year (Exhibition Expenses)	Debrief feedback and assessment against planned outcomes, budget and timeline. Visitor feedback. Sales of works
3. Developing Working Relationships. 2020/22 <i>The work of the Manager must assist development of good relationships with and between staff, Board, and all groups and individuals aligned with Central Stories.</i> <i>Efforts to be made to grow membership of the supporters group. Regular communication and clear expectations will be key.</i>	<ul style="list-style-type: none"> ○ Staff time/salary ○ Open, clear communication at all levels ○ Budget for membership activity ○ Clear delegation for key relationships and 9 projects ○ Board committees available to work with staff as required ○ Volunteers to be part of the Central Stories team 	<ul style="list-style-type: none"> ○ Develop communication schedule including social networking and regular newsletters ○ Board reports delivered at regular meetings with additional discussion as appropriate ○ Plan member's activities and events ○ Develop opportunities with other museums, galleries and community organisations ○ Volunteers use established, welcomed. Training, meetings and events scheduled 	\$20 - \$100 per session \$1,200 budgeted for the 2020/21 year (Staff Training and Recruitment)	Smooth working relationships exist between staff, volunteers, board and stakeholders Central Stories is involved with groups and individuals in a range of capacities and projects CS has an engaged and growing membership base
4. Staff 2020/2021 <i>Staffing at Central Stories is restricted and dependent on financial assistance.</i> <i>Staff and volunteers are answerable to the Manager who sets the frame work and work schedules. Accountability of the Manager will be by contract and appraisals annually organised by the Chair.</i>	<ul style="list-style-type: none"> ○ Staff 2020; <ul style="list-style-type: none"> – Manager: full time 40 hrs p/week – FOH Officer: part time 20 hrs p/week – FOH Assistant: part time 6 hrs p/week – Collection Manager: part time 16.5hrs p/week ○ Volunteers to assist with the work of Central Stories ○ Budget for appropriate training ○ Maintenance officers from Landlord COCD ensure safety and security of staff, visitors and buildings 	<ul style="list-style-type: none"> ○ Set Budget annually ○ Staffing organised by the Manager in consultation with the Board ○ Staff to have signed contracts, time sheets and timetabled evaluations ○ Work harmoniously with CODC and VCB for maintenance and Public relations matters especially for security, safety, heating and environmental controls 	\$112,000 budgeted for the 2020/21 year (Wages) See 'Confidential' file for salary breakdowns and proposed increases.	Appropriately trained and experienced staff in place, engaged in meaning work schedules and motivated towards the best outcomes for Central Stories. Project outcomes. Staff feedback
5. IT Upgrade <i>IT Hardware was upgraded in 2019/2020. The next step to streamline the systems and applications used.</i> <i>IT has been managed in an ad-hoc way by a variety of individuals and organisations. Bringing systems together coherently will facilitate understanding, avoid double-ups, ensure security, usefulness and ability for in-house updates.</i>	<ul style="list-style-type: none"> ○ Budget for IT provider ○ Staff training ○ Consolidation of current IT systems, and/or institution of new systems 	<ul style="list-style-type: none"> ○ Engage a single IT provider to audit and manage systems ○ Review of in-house and external systems and applications ○ Consolidation of current IT systems, and/or institution of new systems ○ Engage website designer to create a site that can be managed and updated by staff ○ Staff training 	\$1,550 is budgeted for general computer expenses and software for the year.	Staff can manage, update and trouble-shoot IT systems and applications IT works and issues can be quickly rectified Information is secure and accessible to staff

Strategy/Year	Resource	Action Steps	Finance 2020	Evaluation2020
5. Collection Management 2020/2022 <i>Collection Management has been lacking in the Museum for many years. Staff and volunteers to be engaged in identifying, researching, recording and properly housing collection items. Collection care, management and records to be planned and implemented across current collections, new donations and research room materials.</i>	<ul style="list-style-type: none"> Staff Time/Salary for Collection Manager Work stations and appropriate resources including technology, equipment, materials, training and support Appropriately trained volunteers 	<ul style="list-style-type: none"> Develop and implement policies and systems Set priority lists for activities Select /inform Volunteers Training and work plans put in place for volunteers 	\$1,400 budgeted for the 2020/21 year (Collection Expenses)	Progress made in collection documentation and housing Appropriate donations encouraged Appropriately trained volunteers engaged in meaning work schedules
6. Fundraising and revenue generation <i>Funding at Central Stories is restricted. Revenue generation through retail and commission, and fundraising will be key to the ability to maintain staffing and progress planned activities.</i>	<ul style="list-style-type: none"> Staff Time Help with identifying and bidding for appropriate fundraising sources Retail budget Appropriate furniture, equipment and technology Appropriately trained volunteers 	<ul style="list-style-type: none"> Plan retail activities and stock management Regular reviews of retail movements and margins On-line retail activities to be enhanced Identify appropriate projects and sources of funds. Plan fundraising activities Fundraising reports given at board meetings 		<i>Retail margins managed</i> <i>Appropriate stock and stock levels managed</i> <i>Sources of funding established and pursued</i>



Service Level Agreement

Between

Alexandra District Museum Incorporated (ADMI)

And

Vincent Community Board (VCB)

1 July 2015 to 30 June 2018

Background

The Manuhierikia Dunstan Historical Association was established in 1959 by a group of local residents – they became an incorporated society later that year. They were inspired by the region's history and people and wanting to establish a collection of local treasures and mementoes that represented Alexandra and its history. Once the collection began to evolve it was clear to the Association that they needed a facility to hold these artefacts so that they could be displayed and preserved for future generations.

In 1963 the association was renamed the Alexandra Historical Association (ADHA) to reflect the move by Clyde residents to establish their own museum. The ADHA opened Alexandra's first museum at Walton Street, opposite the public swimming pool (prior to its relocation), in 1967. The Sir William Bodkin Memorial Museum and Art Gallery was purpose-built upon Council-owned land.

The 1990's proved challenging for ADHA – their shift from voluntary staff to a paid project coordinator put financial strain on the organisation. In addition, the major floods during the 1990s identified that the museum site was unsuitable and the collection was put into storage until an alternative solution could be found.

The group further changed its name in 2005 to the Alexandra District Museum Incorporated (ADMI) – a not-for-profit registered charity – to better reflect their purpose, but began trading as *Central Stories Museum and Art Gallery* after the opening of a new complex in December of that year.

ADMI began as a volunteer run organisation and continues to rely heavily on volunteer time for a variety of tasks such as undertaking research, administering collections and fielding public enquiries. The board, responsible for the strategic direction of ADMI, also continues to be volunteer-based. As at March 2015, the ADMI also has an FTE equivalent of 2.75 staff – it employs a Manager, a Project Coordinator (Arts), an Exhibition Technician, an Administrative Manager and two weekend Visitor Hosts to assist with the running of Central Stories and Art Gallery.



The Vincent Community Board (VCB) has provided financial assistance to Alexandra's museum since 1993. ADMI receives funding from both the Central Otago District Council and VCB for the various services it provides. It also seeks additional funding as required through national and community organisations for grants to assist with one-off projects and activities.

The rationale for the VCB to provide funding to ADMI is so the museum can:

- a. Provide public information on the people, landscape and lifestyles of past and present Alexandra and surrounding communities;
- b. Preserve, research and curate collections which are held in trust for the Vincent community, and make these collections accessible in actual or virtual environments;
- c. Provide educational experiences for schools, community groups and visitors throughout the Ward;
- d. Highlight the Ward and surrounding environment as a living place with its own stories;
- e. Educate and inform the Ward of significant landmark events and cultural activities, and assist with the celebration of significant local festivities;
- f. Provide expert museology advice for the local community;
- g. Provide an engaging facility that contributes to the long term value and cultural well-being of the residents of and visitors to the Ward;
- h. Uphold our obligations as per the *Museums Aotearoa Code of Ethical Practice* and the Treaty of Waitangi.

Purpose of Document:

The purpose of this agreement is to specify the outcomes that are to be provided by ADMI, trading as Central Stories Museum and Art Gallery, in return for investment by the VCB. This document forms the Service Level Agreement (SLA) for the delivery of the intended services, listed in Schedule A, by ADMI to the Vincent community.

Term:

Funding levels are set on a three-yearly programme, and will be set in sufficient time to be reflected in annual budgets. Annual funding levels will be CPI-adjusted. The term of this agreement will be from 1 July 2015 through 30 June 2018.

Funding:

The level of funding provided to Alexandra District Museum Incorporated by the Vincent Community Board for the 2015/16 financial year is: \$ 77,180.00

Review:



ADMI and the VCB agree to review Schedule A of this document on an annual basis, in line with Council's annual planning process, and may amend the content of this Schedule, upon agreement from both parties.

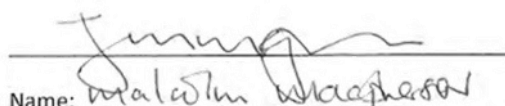
The annual allocation of funds by the VCB will be subject to:

- a. The satisfactory delivery of services (listed in Schedule A) for the previous financial year, as demonstrated to the VCB by ADMI; and
- b. Feedback from stakeholders of the museum, as assessed by Council staff reporting back to the Vincent Community Board.

The parties have the right to renew this Service Level Agreement for a three-year term, commencing 1 July 2018.


Signatures:

Signed for and on behalf of **Alexandra District Museum Incorporated**


Name: Malcolm Macpherson
Chairperson, Alexandra District Museum Incorporated

10 July 2015
Date

Signed for and on behalf of **Vincent Community Board**


Name:
Leanne Mash
Chief Executive Officer, Central Otago District Council

Date



Schedule A: Service Level Agreement Delivery Standards

Deliverables

Central Stories will provide the following services to the Vincent Ward:

1. Funding
 - a. Secure additional funding as required, through grants and sponsorship, to develop resources and initiatives that benefit the Vincent Ward.
2. Service Delivery
 - a. Ensure the facility is open to the public seven days per week between 10.00am and 4.00pm, other than when work-related issues/events require short-term closures, or for Christmas Day (closed all day) or ANZAC Day (closed until 12pm).
 - b. Provide supervision and customer support during opening hours (may be paid or unpaid).
 - c. Provide mentoring and advice on specialised areas such as collection management, inventorying, loan of exhibits and exhibition display to the community museums.
3. Public Displays
 - a. Provide permanent displays in the Sir William Bodkin Memorial Gallery on the history of the Alexandra area – including the natural environment (e.g. skinks, landscape, etc.), gold discovery and dredging, local personalities, and significant local festivals and celebrations (e.g. the Alexandra Blossom Festival).
 - b. Coordinate at least two art exhibitions per annum in the Russell Henderson Gallery and/or Gillian Grant Room.
 - c. Coordinate at least one in-house art or historical exhibition each year.
 - d. Subject to securing grants/sponsorship, coordinate and run one 'blockbuster' exhibition each year.
 - e. Provide at least six different opportunities per annum that provide continuous artistic displays for visitors.
 - f. Hold at least one artistic competition per annum (e.g. a photographic competition) for participants who either reside in Central Otago or have created a product that depicts Central Otago.
4. Collection Management
 - a. Manage the collection as per the Collections Policy.
 - b. Establish a Collection Plan and subsequently implement.
 - c. Provide a research facility that enables the access and utility of records such as genealogy, local families, photo collections, etc.
5. Educational Delivery
 - a. Work with, and host, schools located within the Vincent Ward, to deliver learning experiences that meet the schools' needs.
 - b. Develop and circulate education packs to schools, within the Vincent Ward, for at least two major museum displays/exhibitions per year.
6. Community Involvement
 - a. Run at least one public-participation activity in line with the Alexandra Blossom Festival and Thyme Festival.



- b. Coordinate and run a public programme alongside each feature exhibition (e.g., a workshop, presentation, floor talk, or tour of interest points) as appropriate and where is available.
- c. Provide expert museology advice for the local community.
- d. Facilitate and run at least one school holiday activity for each of the four term holidays.
- e. Promote activities that profile Central Stories Museum and Art Gallery exhibits and/or programmes to the Vincent community.
- f. Promote the available volunteer opportunities to the Ward and aim to increase participation throughout the year.

Performance Measures / Evaluation Standards

The parties agree evaluation of this SLA will be based on ADMI providing the following performance measures to VCB, taking into account factors beyond ADMI's control and/or reasonable deviations:

1. Funding
 - a. Report on the level of third party funding achieved, the projects that attracted the funding and how these projects related to and impacted upon the district.
 - b. Provide a detailed breakdown of sales made and revenue gained through exhibition charges and retail sales.
2. Service Delivery
 - a. Report on opening hours and the level of service offered.
3. Public Displays
 - a. Report on displays and exhibitions held within the museum throughout the financial year – include information on the number and type of temporary exhibitions hosted, as well as any changes / developments made to temporary and permanent displays.
4. Collection Management
 - a. Report on activities undertaken relating to the management of the museum collection, in accordance with the Collection Policy and Collection Plan.
5. Educational Delivery
 - a. Report on the production and effectiveness of education packages offered to schools located within the Vincent Ward.
 - b. Using feedback from schools, report on the effectiveness of visits to the museum from schools/classes located within the Vincent Ward.
6. Community Involvement
 - a. Report on public-participation activities coordinated and run throughout the financial year – including detail on attendance, desired objectives and achieved outcomes.
 - b. Report on the attendance and effectiveness of the school holiday activities.
 - c. Provide evidence of promotional activities that profiled the exhibits and/or activities to Vincent Ward.
 - d. Demonstrate and report on volunteer projects and level of involvement throughout the year.
 - e. Demonstrate the level of professional assistance offered to the community throughout the year.



7. Accurate budgeting and reporting
 - a. Provide a copy of the approved minutes and financial report for each meeting of ADML, to be attached to VCB meeting agendas.
 - b. Prepare and present an annual report to the VCB, by October following financial year-end (June 30th).
 - c. Provide with the report a presentation to the VCB on performance levels achieved for that financial year.

21.1.10 GOVERNANCE REPORT

Doc ID: 519799

1. Purpose

To provide updates on ongoing projects and legacy status reports.

Recommendations

- A. That the report be received.
 - B. That the changes to the 2021 Meeting Schedule be noted.
-

2. Discussion

Minutes from recent Keep Alexandra/Clyde Beautiful meetings

Minutes from the October and November meetings of Keep Alexandra/Clyde Beautiful. The minutes have previously been circulated to Members.

Minutes from the Alexandra and Districts Museum Inc meeting

Minutes from the November meeting of the Alexandra and Districts Museum Inc. The minutes have previously been circulated to Members.

Changes to the Meeting Schedule

The meeting schedule for 2021 has had to be amended due to changes to the dates that Audit New Zealand are able to schedule site visit for the Central Otago District Council.

This means that the Community Board hearings and deliberations, scheduled for 11-14 May will now take place the following week, with Cromwell on 18 May, Vincent on 19 May and both Teviot Valley and Maniototo to be held on 20 May. Calendar appointments will be updated following the January Community Board meeting round.

Legacy Status Reports

The legacy status reports have been updated with any actions since the previous meeting.

3. Attachments

Appendix 1 - KACB October 2020 Minutes [↓](#)

Appendix 2 - KACB November 2020 Minutes [↓](#)

Appendix 3 - ADMI November 2020 Minutes [↓](#)

Appendix 4 - Vincent Community Board Legacy Status Reports [↓](#)

Report author:

Reviewed and authorised by:



Wayne McEnteer
Governance Support Officer
5/01/2021



Louise van der Voort
Acting Chief Executive Officer
8/01/2021

**President
David Beer**

Phone: 03 4493017
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130A McArthur Road, Alexandra 9391



**Secretary
Sue Mort**

Phone: 03 4487450
Email: torridon9@gmail.com
Chance House, 5 Lanes Rd, Alexandra 9320

**MINUTES OF KEEP ALEXANDRA CLYDE BEAUTIFUL MEETING HELD AT 19 TOHILL COURT
on Monday 19th October 2020**

PRESENT: David Beer, Allan Johnston, Sue Mort, Barrie & Ann Wills, Bev Thomson

APOLOGIES: Karin Bowen, Anna Robinson, Roger Browne

MINUTES OF PREVIOUS MEETING

Correction Date for Farewell Brunch should have read Wednesday 30th September

Secretary moved that the minutes, having been emailed, be accepted as a true and correct record.

Seconded

Barrie Wills

Carried

BUSINESS ARISING FROM THE MINUTES.

David requested Volunteer South place an Advert in their Looking for Volunteers column in CO News to find us a Treasurer.

Barrie mentioned Mike Cook a retired police officer who is active in volunteer work for the community. He may be able to help.

Email/ contact details to David.

CORRESPONDENCE/ EMAILS:

IN

Acknowledgement from Maureen & Brian. Overwhelmed by their Brunch Party, leaving gift, Ann's photos and precis of their 46 years combined Service to KACB.

Joe Sherriff and Jo Wilson's thank you to the KACB Committee and especially Bev, for their nomination for KNZB's Local Heroes Award. Comment from Joe "We represent a big cohort (of Volunteers) who have not yet been recognized".

Anna Robinson suggests a tree is planted in recognition of the Davies' work for KACB.

Discussion – perhaps a seat with a plaque (which would not need watering)

Karen offering to do more investigations and irrigation repairs on the Rail Trail. Leaks very evident, causes unknown (See Rail trail Report

OUT

Secretary moved that the correspondence be accepted.

Seconded

Allan

Carried

FINANCE:

Cheque Account:	\$1979.82
Term Deposit:	\$9254.04
ANZ Serious Saver	\$7205.02

ACCOUNTS TO BE PAID

Ann Wills M&B Leaving Gift	\$ 150.00
Ann Wills P.O. Café lunch	\$ 29.50
Bev Thomson Volunteers coffee	\$ 5.00
Sue Mort Plants Lookout R.	\$ 20.00
	<u>\$ 204.50</u>

Sue moved that finances be accepted as a true and correct record.

Seconded David

Carried

REPORTS:

1. RAIL TRAIL PROJECT - Karin Bowen

Irrigation issues. Confusion over responsibilities. From DOC a Memorandum of Understanding states that 'Maintenance and care of the planted areas surrounding Alexandra Station on the Central Otago Rail Trail and bordering the Trail along Dunstan Road. This includes irrigation, weeding and/or spraying, infill planting as required and mulching. Any repairs or modifications to the irrigation system are the responsibility of the group (KACB)'

We need to sort out the problems and do the maintenance with the minimum of people power.

Leaks or no water to a tree

Dead trees – mostly between Chicago St. and Industry Café, 2 or 3 in Heritage Orchard

Weed competition. Barrie's recommendation Reglone Knockdown + glyphosate+ wetting agent

Fertilize

David asked Barrie McCall if he could assist with irrigation. Not available

Karin asked Tim Holvey if he could help. Not available. Now working full time

Action plan required.

Replacement trees advise DOC on quantity and species. Missed optimum time, plan for Autumn or Spring 2021.

Allan Graveyard Gully apple trees could be lifted at appropriate time and planted in the Heritage Orchard.

Working Bee proposed for Saturday October 31 at 9am

2. KAMAKA WALKWAY – Ann Wills/ Sue Mort

3 working bees have been held at Kamaka over the recent week. After checking the track then returning with irrigation materials to solve problems, gleaned a new supporter Aynsley Harding. The next day Ann & Aynsley returned for a morning's work followed up with another session together. Top entrance towards the Bamboo flight of steps tackled.

Tuesday October 27th Junior Youth Council are coming to paint the 2 red seats and members invited to help or continue with weeding, removing stranglers of unwanted vegetation etc

3. HANGING BASKETS – Allan Johnston

Looking good. No watering issues

4. BEST STREET & CUL DE SAC COMPETITION –**5. LINGER AND DIE; DUNSTAN GOLD PLANTINGS –**

Kowhais have flowered profusely

6. CLEAN-UPS - David Beer**7. VINCENT COMMUNITY BOARD –**

Neither member present

8. WORLD ENVIRONMENT DAY/MAD4CO – Bev**9. LOOKOUT RESERVE – Beverley Thomson**

16th October a Working Bee concentrating on weeding ready for bark mulch to be spread by School group.

12 students from Alex. Primary due for a Working Bee on Wednesday October 21st 11.30am

Bark has been delivered by Delta and schist from Fulton Hogan due on 20th.

Kids to mulch and weed.

10. ART IN THE COMMUNITY – Ann Wills

River Plantings continue to flourish and when time available they will be added to.

Letter from Anna Robinson 19 Oct. informing KACB has won the Colour Plus paint competition for 100 litres of paint

There are 2 weeks to decide on a design. Tracy Richan is the artist, adept at working with students and on a large scale.

Tracy is meeting with Junior Youth Council to create a concept design using Matariki as the theme.

A wall is needed and Breens building backing onto the Rail Trail adjoining Industry Café is the preferred site.

Failing a readily available empty wall panels can be painted and installed at a later date.

Tracy providing a quote for her input. Expect 50 hour at \$50.

Discussion on subject matter

Allan GROTESQUE it has to be a Central Otago theme

Ann Matariki suggests dark, forbidding colours. Wants life in the image, perhaps associated legends or colours to frame the picture.

David There is little Maori culture displayed in Alex.

Barrie Remember the Solar System is already represented on the Rail Trail so the theme is appropriate.

Ann replying to Anna. KACB very interested in the principle but need to see more of the proposal before committing finances

11. SEND DELEGATE TO KNZB NATIONAL CONFERENCE

David's report on KACBs activities, Zone 5 South Island Branch Reports from KNZB reads well. We sound to be a very active, Nimble crew – if only they knew!

12. JOLENDAL PARK ARONUI DAM - Barrie Wills

Rob Wardle works with the QE2 Trust and does an annual survey of indigenous species in Jolendale

13. ALEXANDRA GARDEN - Karin Bowen

14. ALEXANDRA ENTRANCE SIGNS -

David not happy with the look of Manuherikia Sign. Will weed/ spray.

GENERAL:

New Member Aynsley Harding who lives in Kamaka Crescent enthusiastic to be involved in maintaining Kamaka Walkway. Welcome Aynsley.

Bev working on our Facebook Page. High School pupils are available to give technical assistance to community Groups.

David, Sue, Ann and Bev met at Westpac to arrange signatory rights for KACBs bank accounts and online banking.

Maureen & Bryan's Brunch celebration Details of their service sent to Co News Central App and KNZB, each of which said they would follow up with an article.

**The next meeting will be on 23rd November at 42 Ventry Street (Ann & Barrie's)
5.30pm for business, followed at 6.30pm with our end of year Pot Luck Supper**

Please bring a plate with savouries/ main course, your favoured drinks.

Desserts are coming from New World

Please advise Sue Mort if unable to attend – Tel.448 7450

**President
David Beer**

Phone: 03 4493017
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130A McArthur Road, Alexandra 9391



**Secretary
Sue Mort**

Phone: 03 4487450
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Chance House, 5 Lanes Rd, Alexandra 9320

**MINUTES OF KEEP ALEXANDRA CLYDE BEAUTIFUL MEETING HELD AT 42 VENTRY STREET, ALEXANDRA
on 23RD November 2020 at 5.30pm**

PRESENT: David Beer, Ann & Barrie Wills, Sue Mort, Bev Thomson, Karin Bowen, Allan Johnston

APOLOGIES: Roger Browne, Dennis Cronin

MINUTES OF PREVIOUS MEETING

Secretary moved that the minutes, having been emailed, be accepted as a true and correct record.

Seconded Ann

Carried

BUSINESS ARISING FROM THE MINUTES.

Dealt with in Reports

CORRESPONDENCE/ EMAILS:

IN

6/11 Alexandra Community Arts Council, a cheque for \$2000 being a grant towards the costs associated with the collaborative mural depicting the clear night sky of Matariki.

26/11 Invitation to the Youth Council's 1st Birthday – sent to Ann

Secretary moved that the correspondence be accepted.

Seconded Barrie

Carried

FINANCE:

Cheque Account:	\$ 6145.92
Term Deposit:	\$ 9259.04
ANZ Serious Saver	\$ 7227.78

ACCOUNTS TO BE PAID

Ann Wills Kamaka Irrigation parts	\$ 11.17
Ann Wills Pot Luck Supper	\$ 40.71
Bev Thomson Lookout Pellets	<u>\$ 10.98</u>
	<u>\$ 62.86</u>

Bev. Requested that the Westpac Business Online Getting Started Guide be circulated to relevant members.
Our Annual Grant from Vincent Community Board is contestable. A check needs to be made re 2021 payment.

Sue moved that finances be accepted as a true and correct record.

Seconded Karin

Carried

REPORTS:

1. RAIL TRAIL PROJECT - Karin Bowen

Karin checked Irrigation tap on Hinton's building. No water. They were told but 2 weeks later still no water affecting Chicago Street to the Station and to main highway, on the north side of the trail. Now resolved.

Dunstan Road Mowing done, leaks fixed.

Orchard and Trees for Babies there were leaks.

Ethan from DOC assisted Karin to do repairs including 2 in Heritage orchard. Problem with timer Geoff King called and replaced two timers with just one. (Need Invoice)

Information - The DOC mowing schedule is October, December and February.

Karin not available for the rest of 2020 but we need to clear dead grass from base of trees and check drippers. A green sward would suggest irrigation is working.

Dunstan Road residents invited to participate (via Facebook) in irrigation checks as they are criticizing our management.

WORKING BEE Saturday 28th November 4pm Meet at Industrial Cafe

2. KAMAKA WALKWAY – Ann Wills/ Sue Mort

Ann with help from Aynsley Harding and Sue Mort had Working Bees on 27 Oct., 3 Nov. and 10 Nov. while the Junior Youth Council painted two seats red on 27 Oct. and 3 Nov.

Article in Central App on 8 October relating to students doing the painting.

Ann on the Walkway 11,12,19 Nov. to check and fix irrigation where necessary. Aynsley & Sue have worked independently at times also.

5 Nov. Ann, Sue and lady with her support person weeded Gillaly Way entrance garden. Unfortunately lady found work not suitable for her to join the group.

3. HANGING BASKETS – Allan Johnston

No Invoice received from Barrie Mackie for supplying the baskets.

We should leave the spring baskets in place for as long as they are looking decent

4. BEST STREET & CUL DE SAC COMPETITION –

Allan, Bill and Lenore Townsend are doing a Street Assessment

5. LINGER AND DIE; DUNSTAN GOLD PLANTINGS –**6. CLEAN-UPS - David Beer****7. VINCENT COMMUNITY BOARD –****8. WORLD ENVIRONMENT DAY/MAD4CO****9. LOOKOUT RESERVE – Beverley Thomson**

21st October 11 Students from Alexandra Primary school: mulching and planting replacements. 29.25 man hours work.

7 plants have been obtained from Haehaeata Natural Heritage Trust.

28th November Jojoes spent 3 hours weeding and a session with a weed eater.

4th December 8 Volunteers weeded. 13.4 hours.

18th December 2 Working Bees to weed and schist mulch 6 volunteers. 8.5hours

Fulton Hogan gifted a second trailer of schist aggregate.

Coming up early 2021 experimental planting of 25 natives at **Shaky Reserve**

10. ART IN THE COMMUNITY

Email sent to Anna Robinson re KACB's support for the Matariki Mural Concept to say we need more information and design ideas.

Tracy Richan withdraws as artist 9 Nov, due to other commitments and priorities. Anna to approach Bruce Potter.

Bruce Potter visited the site with Anna and produced a triptych of C.O photographs from which he would recreate Lake – 2 cyclists and view from Manuhierikia towards Alex. bridge. No mention of Matariki concept.

Ann's opinion not creative art, resembling too much the work in the Clyde Underpass.

Bev suggested Maxine Williams as the artist. She works well with young and old.

Put it to the Community to find an artist?

The \$2000 grant KACB has received from Alexandra Community Arts Council has conditions attached

1. The project will go ahead as outlined in the application (Anna's role)

2. The Alex Community Arts Council and the Central Lakes Trust will be acknowledged in any promotional material for the project.

3. The completed Project evaluation form (on file with Secretary) with evidence of total expenditure incurred, along with copies of invoices and receipts to be returned to Shona Bain, Grants Coordinator.

We can give our opinions on subject and execution but Anna is the lead person making the final decisions.

11. SEND DELEGATE TO KNZB NATIONAL CONFERENCE

12. JOLENDAL PARK ARONUI DAM - Barrie Wills**13. ALEXANDRA GARDEN - Karin Bowen**

Karin, Don & Bev had a Working Bee.

A few failed plants along front wall. Sue to purchase and plant. The ground cover under the Elm looks more promising having put on growth this spring. The plant *Arctostaphylos* is not available from Nurseries until Feb/ March. Might be worth adding more. The *Cotoneaster* needs chopping back. Sue will tackle.

14. ALEXANDRA ENTRANCE SIGNS -

David will follow up with some maintenance he has already done at Manuherikia Sign.

GENERAL:**RIVERSIDE PLANTINGS**

8 additional plants added by Ann & Barrie on 3rd November. Others planted with the Junior Youth Group are growing

ADMIN/ARCHIVES

Ann searching for photos relating to early development of projects – Kamaka, Gillaly Way and Rail Trail.

Selection sent to Mary Hinsen of Central App who is putting together an article on KACB's activities over 30 years.

FACEBOOK

Bev has started setting up a Facebook page for KACB. Still working out administration rights.

Following the Meeting Ann & Barrie hosted our end of year Pot Luck Supper. Disappointingly only 6 of the Committee attended. Apologies from Karin. But a very pleasant evening with wholesome food.

The next meeting will be on the 25th January 2021 7.30pm
At 12C Chapple Street (Bev's)

Do not take your car up the drive, park on street

Please advise Sue Mort if unable to attend – Tel. 448 7450

Have a Merry Christmas !



Alexandra and Districts Museum Board Incorporated
Minutes Thursday 26 November 2020

Administration

Welcome: By Dianne Duncan Chair ADMI Board

Present: Dianne Duncan , Barrie Wills, Nola Hambleton, Barry Hambleton, Helena Heydelaar, Michael Rooney(co-opted), Brian Budd (Manger), Roger Browne (VCB Observer)

Apologies: Jillian Jopp, Nigel McKinlay(CODC Observer)

Moved: Barry/Barrie

Minutes of meeting Thursday 22 October

Moved: Barry/Barrie

Matters Arising: Nil

Correspondence

Moved

Inwards: Hope-Cross/Schusser (to be discussed in Governance Section)

Outwards: Nil

Matters arising: Nil

Moved: That the inwards correspondence be received. Barrie/Barry Agreed

Governance Matters

Topic	Discussion	Action
Staff Xmas function	It was suggested that the Executive take the Staff to a restaurant. After discussion, it was decided that it not be held. Thought was given to the cost and our budget. An alternative was agreed. All Alexandra organisations will have a combined morning tea on December 10. Again Mandy will organise this.	Staff and volunteers will have an afternoon tea at our building on 17 December. Mandy to put out all invitations. Nola to ask Esme to be the caterer.
Kent Book	A long discussion was held. We have some sponsorship but we still require \$7, 909. The idea of a book of his artistic works was to be published and sold for \$50 or \$60. With 200 to be published this could be a profit of approx. \$2,000.	Moved: That the ADMI agree to initially underwrite the money required to publish the Denis Kent Book Barrie/Barry Agreed
Meeting re Heritage/Strategic CODC position	Contestable funding next year is the issue. Brian gave a very good paper and answered questions well. Some mixed messages were given from CODC. We are continuing to be unsure of our position after this meeting. Maintenance is to be done and we do not know when this will be completed. We still believe that the CODC Staff know little about the management, collection and work of Staff,	We need to ensure that we keep informed and ensure we give out this information to members and others interested. Michael/Helena

2020

Review of our Policy on Costs for the Art Gallery	<p>Volunteers and Board. Brian has a meeting with Saskia Righards on November 30 to further discuss this issue. The Board discussed several options to fill this space if the parties withdraw.</p> <p>The letter from Hope-Cross and Schusser regarding our policy was received. They asked for a review of our charges for local artists Room Hire amongst other issues. After a long discussion the issue that was their reference for price was one Gallery in Arrowtown which is a smaller one and we have no indication of what assistance is given to by art conservators etc. It was finally agreed that we would not agree to this change at this time. We believe that doing so would disadvantage the many local artists who have used and paid for our venue. We will look at it as with all of our policies in the new year.</p> <p>The Board discussed several Options to fill the Gallery Space if the parties withdraw.</p>	<p>Moved: That the request for change in costs for local artists would be declined at this time.</p> <p>Barry/Barrie Agreed</p>
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Reports

<p>Manager's Report</p>	<p>In response to a question our Annual Financial report was given to Charities Commission after our Annual Meeting.</p> <p>Grand Piano discussed. It needs considerable upgrading.</p> <p>Arts Gold: Three judges to be used. Rebekah De Jong to be the coordinator and will be paid for this. She will work with Brian who will be the Committee. It is to be a National Competition. At this stage the Prime Minister has been invited.</p> <p>Roger reinforced that ADMI have made a success of a Regional Function ie Arts Gold in contrast with other events in Central Otago this information was pleasing to the Board.</p> <p>The Jazz Concert was amazing and very well attended we have another Gypsy Jazz Concert next year.</p> <p>There is a launch of the REAP/Polytech Hub on December 11.</p> <p>The Cinema asked the Museum if it could sell Movie tickets at the Museum.</p> <p>The manager has attended a Heritage NZ Promotion meeting to discuss the promotion of a historic road trail from Dunedin to Queenstown. This will follow the Route of Maori and will provide detailed directions for participants.</p> <p>Two new information signs are to be attached to poles at the front of the building, with information regarding the information centre.</p> <p>Congratulations were given to Brian for the strength of his work to date.</p> <p>Brian produced a full report.</p> <p>Overall Current financial position at date of reporting is \$9 334.60</p> <p>There was grant from Museum NZ Hardship Grant, of \$24, 000 Will offset our costs for IT upgrade when it is received.</p> <p>The shop commission, sale exhibition works, are currently running ahead of budget.</p>	<p>Moved:</p> <p>That an application of up to \$3000 be made to an appropriate funding source for funds to upgrade the grand piano to get it to a suitable standard for use in concert events.</p> <p>Barry/ Mike Agreed</p> <p>Board accepted that The manager will continue the discussion with the Cinema to gain more details.</p> <p>The staff will have to work on sale of books and how that can be increased.</p> <p>Moved that these two reports</p>
Financial		

2020

Annual Goals	Our Actual figures to date are \$9,344 Our Budget figures to date are \$9. 635	be accepted: Helena/Barry
	Brian read through the Goals set for this year to be completed 2022. The Board found these to be satisfactory to this date.	Manager will note the achievement of the Strategic plan.

Policies

Health Policy	The Board had been sent the Health and Safety Policy for Review. There were no issues to be changed.	Reviewed in November 2020 Brian to record.
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General Business

1. Car parking	Michael: Outside gate. Do we control it? Nigel bought this issue up at an earlier meeting.	No progress to be made, as believed there was sufficient other parking. The Manager has a key to allow access for deliveries.
2. Issue from A visitor.	Michael: Jane Thompson visited while Michael was on weekend desk duty. She is an archivist from Knox College. There was a Rev Don who was based in Alexandra, his diaries are at Knox College. It was suggested that this archive may be better at this Museum. However this was not agreed to by the proposer at this stage.	Sheridan to be asked to get more information.
3. WH Bodkin book	Michael: As part of group organising the Rotary Book Sale he found a donated book written by Sir W.H. Bodkin who was an early Alexandra Museum promoter and an MP.	
4. Christmas	Helena: wants a Christmas shopping night and wants advertising. It was suggested that she talk with Mandy and Roseanna, about a date and a sale of suitable goods.	Moved that advertisement be approved and date to be decided

Meeting Closure: 3:00

Next meeting: 17 December 2020. Please note this is one week early to avoid Christmas.

Signed: _____ Date _____

2020



Vincent Community Board Status Report on Resolutions

Chief Executive

Resolution 20.6.8 – November 2020

Vincent Promotions Grant Applications 2020-21 Financial Year (Doc ID 511048)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Approve** a grant of \$1,500 to St Bathans Area Community Association Inc. for the St Bathans Multi Arts Festival January 2021. The grant to be used for event operational costs including kidzone area, Public Address system, traffic management, crowd management, rubbish removal as specified in the application.

Requested \$3,000

Approved \$ 1,500

- C. **Approve** a grant of \$10,000 to The Prospector Event Ltd for the Prospector MTB Stage Race event 4 – 7 March 2021. The grant to be applied to event costs as identified in the application – event timing system, signage, website, advertising and promotion, toilets and sanitation.

Requested \$10,000

Approved \$ 10,000

STATUS

January 2021 – applicant advised of Resolution together with purchase order required for uplifting grant.

November 2020 – Action memo sent to the Media and Marketing Manager.

Resolution 19.8.13 – December 2019

Development of a Multi-use Community Hub at the Omakau Recreation Reserve (PRJ 01-2017-01)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to support in principle the development of a purpose-built multi-use community facility for Omakau and surrounding communities, as outlined in Global Leisure Group's feasibility study.
- C. **Approves** the construction of the facility on the Omakau Recreation Reserve, at a location to be determined by the community, subject to project funding and regulatory consent approvals.

- D. **Agrees in principle**, subject to further work, that the rough concept design for the facility be progressed to developed design stage, to enable future funding discussions and consideration by the Board.

STATUS

July-December 2020 – The working group has confirmed the building site and is currently developing draft building designs.

June 2020 - The working group for this project are re-establishing meetings as of 10 June. (Their first meeting is this evening).

April 2020 – The COVID-19 lockdown has temporarily stalled community meetings.

March 2020 – The Omakau Recreation Reserve Committee is progressing community conversations about an appropriate building site and user needs, so that the detailed design will take into account as many potential users as possible.

December 2019 – Action memo sent to Community and Engagement Manager.

Resolution 19.8.15 – December 2019

Vincent Promotions Grant Applications 2020-21 financial year (Doc ID 432782)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Approves** a grant of \$3,000 from the 2020-21 financial year Vincent Promotions cost centre 2033 2460 to Central Otago A & P Show February 2021.

Requested: \$6,000

Approved **\$3,000**

- C. **Approves** a grant of \$3,500 from the 2020-21 financial year Vincent Promotions cost centre 2033 2460 to Waiata Theatre Productions Ltd for costs associated with rights and backing track hire to stage Jesus Christ Superstar shows in Clyde, 2 – 19 July 2020.

Requested: \$7,000

Approved **\$3,500**

- D. **Notes** that Promotions grants are approved subject to meeting the requirements of the Central Otago District Council grants policy dated August 2019 and recipients should ensure that:

- All necessary legal requirements associated with the event or project are the responsibility of and must be met by the grant recipient.
- The event or project adheres to other relevant Council policies e.g. sustainability, smoke-free policy.
- Information on the event is provided in a timely manner to Central Otago Visitor Centres and Tourism Central Otago for promotional and information purposes.
- Grant recipients should acknowledge Council and the relevant Community Board as a funding provider in promotional material as and when appropriate.

STATUS

January 2021 – Staff confirm that as advised in status update April 2020 – Waiata Theatre company event was deferred due to the impact of COVID 19 and will take place in 2021, therefore intention is to uplift grant approximately June 2021 – still within the financial year approved. Should the Board no longer wish to support the event the applicant should be advised as early as possible the approved grant is not available for uplift.

November 2020 – No further update Grants not yet uplifted.

August 2020 – No further update. Grants not yet uplifted.

July 2020 – No further update. Grants not yet uplifted.

June 2020 – No further update expected until grants uplifted in new financial year and following the events being held for report backs.

April 2020 – COVID 19 restrictions have resulted in the Waiata Theatre co. having to defer the shows until July 2021. They will run the same show under the same conditions as the original application and have approval to hold over the rights and backing track hire. They have requested to be able to uplift the approved grant for the deferred event. The approved grant would not be released until Jun / Jul 2021 on confirmation the production will be staged.

March 2019 – Applicants advised of Board decision with details on when and how to draw down approved grants. Purchase orders raised. Grants will not be accessed until after 1 July 2020: new financial year.

December 2019 – Action memo sent to Media and Marketing Manager

Infrastructure Services

Resolution 20.6.7 – November 2020

Application for Road Name Approval – McArthur Ridge Development, Springvale (Doc ID 507934)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agree** that the first private right of way be named Southern Tor Lane.
- C. **Agree** that the second private right of way be named Lilico Lane.

STATUS

CLOSED

January 2021 - Road name information sent to LINZ.

November 2020 – Action memo sent to the Roading Administration Assistant.

Resolution 20.3.6 – June 2020

Vincent Carparking Restrictions (Doc ID 447057)

That the Board:

- A. **Receives** the report and accepts the level of significance.

B. Recommends to Council amendments to Part 8, Schedule 1 of the Roding Bylaw to include parking restrictions at the following locations:

- Dunorling Street: Two 120-minute restriction parks beside Feron Motor Court
- Tarbert Street: One accessibility park beside Tarbert Street Dental Surgery
- Lodge Lane: 120-minute restriction for full length of road
- Holloway Street: 120-minute restriction from Naylor Street to the Eade Gallery

STATUS

CLOSED

January 2021 – Council adopted the Roding Bylaw on 18 November. It came into force on 1 December 2020.

November 2020 – Submissions on the Roding Bylaw closed on 30 September. Written submission are being analysed and will be presented at the 18 November Council meeting.

August 2020 – Council have considered the proposed changes and have approved public consultation on the Roding Bylaw.

July 2020 – Report is going to 26 August Council meeting requesting approval of proposed changes.

June 2020 – Action memo sent to Acting Roding Manager.

Planning and Environment

Resolution 20.6.4 – November 2020

Clyde Museum Redevelopment Project – Design Brief (Doc ID 509999)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Approves** the Clyde Museum Redevelopment Design Brief.
- C. **Agrees** to the renewal of the Clyde Historical Museum Incorporated Leases for the Blyth Street Museum (1-3 Blyth Street, Clyde), and Briar and Herb Museum together with the addition of the museum room at the Clyde Railway Station (12 Fraser Street, Clyde) on the following terms and conditions:

Term	Ongoing periodic tenancy with six months notice of termination by either party
Annual Rent	\$1.65 per annum
Rent Reviews	Rent reviews shall occur every 5 years and will apply the formula of 2.5% of subscription income less any affiliation fees. This will be calculated as an average based on the tenants most recent 5 years of financial statements

Lessee's Outgoings:	Telephone, gas, phone, public liability insurance, cleaning, provisioning of toilets, general property maintenance
Lessor's Outgoings:	Electricity, rates, water, building insurance
Permitted Use	Public museum and storage of artifacts

D. **Approves** the draft Long Term Plan 2021/31 project placeholder figures for this project to be updated to:

- 1) \$400,000 in year three to allow for the preparation of the Briar Herb Museum site for development. Site preparation work to include demolishing the buildings identified as not being reused, shifting the Clyde Jail House to the site, and temporarily fencing the site
- 2) \$4,000,000 in year five for the building construction, to be 2/3 externally funded

E. **Approves** the ring-fencing of the money generated from the sale of the Briar Herb Museum caretakers cottage, and the lease/or sale of the Blyth Street Museum for the Clyde Museum Redevelopment Project. A report back to the Board to consider whether to lease or sell the Blyth Street property will be provided.

STATUS

CLOSED

December 2020 – Draft long-term plan figures updated. New leases executed. Tender for architectural concept plans underway.

November 2020 – Action memo sent to the Property and Facilities Officer – Vincent and Teviot Valley.

Resolution 20.6.5 – November 2020

Easement over Lot 1 DP 27327 in Favour of Aurora Energy Limited (Doc ID: 508765)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to grant an easement in gross to Aurora Energy Limited for \$1 over record of title OT19A/502, to provide for the upgrading and extension of the network, subject to the applicant meeting all costs associated with preparing and registering the easement.
- C. **Authorises** the Chief Executive to do all that is necessary to give effect to the resolution.

STATUS

CLOSED

December 2020 – Applicants notified of terms & conditions and advised they may undertake the requested works.

November 2020 – Action memo sent to the Property Officer – Statutory.

Resolution 20.6.6 – November 2020

Application for Easement in Favour of Aurora Energy Limited (Doc ID 509229)

That the Board:

A. **Receives** the report and accepts the level of significance.

Agrees to grant an easement in gross to Aurora Energy Limited for \$1 over Part Section 115 Leaning Rock Survey District and Sections 2 and 3 Survey Office 524226, to provide for network extensions and enhancements subject to:

- Pole 7, as shown in figure 4, becoming the new termination point;
- All costs associated with preparing and registering the easement being met by Aurora Energy Limited;
- The works being undertaken at a time suitable to all parties, and;
- The Minister of Conservation's consent.

C. **Authorises** the Chief Executive to do all that is necessary to give effect to the resolution.

STATUS

CLOSED

December 2020 – Applicants notified of terms & conditions and advised they may undertake the requested works.

November 2020 – Action memo sent to the Property Officer – Statutory.

Resolution 20.5.5 – September 2020

Alexandra Theatre – Stage Upgrade (Doc ID 501525)

That the Board:

A. **Receives** the report and accepts the level of significance.

B. **Agrees** to proceed with the Alexandra Theatre Stage Upgrade Project at an updated estimate cost at the detailed design stage of \$590,000.

C. **Approves** the updated funding structure of the project to be as follows:

Central Otago District Council	33%
Otago Community Trust	10%
Lotteries Community Facilities	44%
Transpower Community Care Fund	8%
Alexander McMillan Trust	5%

The draft Long Term Plan 2021/31 to be updated once the project tender has been concluded.

D. **Approves** the updated project programme as outlined in the report, and instructs Council staff to start the tendering process.

STATUS

December 2020 – Tender has now closed and assessment is underway.

November 2020 – Drafting of tender documents are underway.

September 2020 – Action memo sent to the Property and Facilities Officer – Vincent and Teviot Valley.

Resolution 20.5.6 – September 2020**Adoption of the Draft Molyneux Park Reserve Management Plan 2020
(COM- 07 - 61-09)**

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to adopt the Draft Molyneux Park Reserve Management Plan 2020 and notify the plan for public submission.
- C. **Agrees** that the Vincent Community Board hear submissions received on the draft plan.

STATUS

December 2020 – Consultation period ended late November 2020. Assessment of submissions underway with report and hearing of submissions scheduled for 2 March meeting of Vincent Community Board.

November 2020 – The Plan is out for public consultation for two months. This will not come back to the Board until early in the new year.

September 2020 – Action memo sent to the Parks and Recreation Manager.

20.4.6 – August 2020**Community Leasing and Licensing Policy (Doc ID 450822)**

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Recommends to Council** that the draft Community Leasing and Licensing Policy be approved for public consultation.

STATUS

December 2020 – Following Council direction on 18 November, further feedback is being gathered on the definition of subscription income. Feedback is due 5 January 2021 and will be reported to the 3 February Council meeting.

November 2020 – Submissions have now closed. Submissions are being analysed and will be presented at the 18 November Council meeting.

September 2020 – The draft Policy was presented to Council on 26 August who authorised public consultation. The consultation period is open until 30 September.

August 2020 – Action Memo sent to the Policy Advisor

Resolution 20.2.10 – May 2020**Easement over Recreation Reserve in favour of Aurora Energy Limited
(PRO 61-2116-00 and 61-2130-00)**

That the Board:

- A. **Receives** the report and accepts the level of significance.

- B. **Agrees** to grant an easement in gross to Aurora Energy Limited for \$1 over Section 120 Block I Fraser Survey District and Lot 47 Deposited Plan 7838, to provide for network extensions, with all costs associated with preparing and registering the easement being met by April Construction Limited.
- C. **Authorises** the Chief Executive Officer to do all that is necessary to give effect to the Board's resolutions.

STATUS**CLOSED**

December 2020 – Works completed.

November 2020 – Works are ongoing.

September 2020 – Works are underway.

July 2020 – Waiting on agent to provide draft easement agreement.

June 2020 – Applicant notified of outcome.

May 2020 – Action memo sent to Property Officer – Statutory.

Resolution 20.2.9 – May 2020**Alexandra Cemetery Arnott Street Boundary Treatment (Doc ID 440203)**

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** that the planting of the Salvation Army community garden screen planting and the fencing and planting of the northern Arnott Street buffer zone proceed as approved in the 2019/2020 Annual Plan.
- C. **Agrees** to the removal of all encroachments on the reserve, and the fencing of the common boundary between Arnott Street East and the reserve, where no common boundary fence exists, by the end of the calendar year.

STATUS

December 2020 – The planting and irrigation components of the project are now complete and plants are thriving. Encroachment removal and boundary fencing discussions with property owners is to commence in January 2021.

November 2020 – Planting, irrigation mains, fencing, and plant protection completed. Temporary irrigation is still in place to establish both the border and the grass cover while the irrigation contractor waited for the planting to be completed. Permanent irrigation completion is imminent. One neighbour to the site has been of great support in keeping the irrigation operating through high wind periods to both control dust and ensure plant survival.

September 2020 – Works stalled due to contractor availability. Issues will be addressed to see planting and fencing completed by the end of September.

July 2020 – Community garden screen planting project commenced 13 July 2020 with the removal of the derelict water race and the installation of irrigation. Fencing will follow with the planting likely to be completed by 31st August 2020.

May 2020 – Letter sent to all Arnott Street property owners who adjoin the reserve advising them of the Board's decision. Project re-costing underway for a June start on implementation of buffer planting works. Removal of the derelict water race reviewed as possible pending agreement from Heritage New Zealand.

May 2020 – Action memo sent to Parks Projects Officer

Resolution 19.8.11 – December 2019

Notification of Intention to Prepare a Reserve Management Plan for Molyneux Park (COM 07-61-009)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to notify its intention to prepare a Reserve Management Plan for Molyneux Park legally described as:

Part Section 1, SO 24662, 10.571 hectares

Part Section 12, Block XXXVII Town of Alexandra, 14.86 hectares

Section 13, Block XXVI Town of Alexandra, 0.1450 hectares

Lots 1 to 5, DP21404, 3.3526 hectares

Part Lot 6, DP 300663, 3.553 hectares approximately

The total area 32.4816 hectares.

STATUS

CLOSED

December 2020 – This resolution has been superseded by Resolution 20.5.6.

November 2020 – The Plan is out for public consultation for two months. It won't come back to the Board until early in the new year.

September 2020 – Draft Reserve Management plan now completed and will be considered by the Board at its September meeting.

July 2020 – Additional assistance has now been engaged. Provisionally, the plan may be available by the next meeting.

May 2020 – Staff have provided updated information for the draft plan. Preparing a final draft version to present to the Board is more complex than originally anticipated. Work on engaging additional assistance in preparing a draft plan is being explored.

April 2020 – Council's Parks and Recreation Team have commenced an internal review of the existing Reserve Management Plan. A report to the Board isn't likely till July/ August 2020.

January 2020 – Work will progress on a draft Reserve Management Plan in April/May as resources allow.

December – Action memo sent to Parks and Recreation Manager

Resolution 19.6.10 – September 2019

Dunstan Golf Club Incorporated – Lease Application (PRO 63-4019-L1)

- A. RESOLVED that the report be received, and the level of significance accepted.
- B. APPROVED the granting of a lease over part of the Clyde Recreation Reserve, to Dunstan Golf Club Incorporated, for:
- their actual area of occupation, being approximately 26.6000 hectares
 - for a term of 33 years
 - at a rental to be determined by the new Community Board following the receipt of additional financial information.
- C. AGREED that the Chief Executive be authorised to do all that is necessary to give effect to the Resolution.

STATUS

December 2020 – Feedback from the Club regarding the new Community Lease Policy is being considered.

November 2020 – Further follow up email sent to AWS Legal – they have received instructions from the Club and are hoping to come back officially by the end of October.

September 2020 – Follow up email sent to AWS Legal for advice on where the Club is at re consideration and execution of the new lease.

July 2020 – AWS Legal are reviewing the lease agreement on behalf of the Club.

June 2020 – No update available at this time.

May 2020 – Drafting of lease finalised. Document is with the Club for execution.

April 2020 – Drafting of lease underway.

March 2020 – Advice taken on defining boundaries and survey. New title to be issued in name of CODC.

January 2020 – Lease can be drafted once advice on survey of boundaries is received. Refer also as per Resolution 19.8.10

November 2019 – Report for further information is going to the next meeting of the Board in December.

October 2019 – Action memo sent to the Property Officer – Statutory.

Resolution 17.7.12 – September 2017

Council Owned Land, Pines Plantation Area North of Molyneux Park Netball Courts Alexandra – Consider Sale/Development of Residential Land (PRO 61-2079-00)

- A. RESOLVED that the report be received and the level of significance accepted.

- B. RESOLVED that the Board agreed to the sale of part of Lot 25 DP 3194 and part of Lot 6 DP 300663, located south of the Transpower corridor at the north end of Alexandra and adjacent to the Central Otago Rail trail.
- C. RESOLVED that the Board agreed to sale of the land by way of a joint venture development and sale of Lots, the minimum terms and conditions including:
- The joint venture partner funding development with no security registered over the land.
 - Council receiving block value.
 - Council receiving 50% of the net profit, with a minimum guaranteed of \$500,000.
 - Priority order of call on sales income:
 - First:** Payment of GST on the relevant sale.
 - Second:** Payment of any commission and selling costs on the relevant sale.
 - Third:** Payment to the Developer of a fixed portion of the estimated Project Development Costs per lot as specified in the Initial Budget Estimate and as updated by the Development Costs Estimate breakdown.
 - Fourth:** Payment of all of the balance settlement monies to Council until it has received a sum equivalent to the agreed block value.
 - Fifth:** Payment of all of the balance settlement monies to Council until it has received an amount equivalent to the agreed minimum profit share to Council
 - Sixth:** Payment of all of the balance to the Developer for actual Project Costs incurred in accordance with this Agreement.
 - Seventh:** Payment of all of the balance amounts (being the Profit Share) to be divided 50 / 50 (after allowance for payment of the Minimum Profit to Council.
- D. RESOLVED that the Board agreed to delegate to the Chief Executive the authority to select the preferred joint venture offer and negotiate “without prejudice” a joint venture agreement.
- E. AGREED that the Chief Executive be authorised to do all necessary to achieve a joint venture agreement.

STATUS

December 2020 – Deed of novation signed by all parties.

November 2020 – Variation to agreement has been drafted to accommodate staging. Currently with developer for consideration. Discussions are also being held about future entity, as one partner has passed away.

September 2020 – Work expected to start on site in October for Stage 1 and some sections will be marketed. Stage 1 completion scheduled for April 2021.

August 2020 – Continuing to await outcome of Shovel Ready Projects application as this may affect how development progresses.

July 2020 – Still awaiting outcome of Shovel Ready Projects application which may affect how development progresses.

May 2020 – Delays with engineering design and construction start date due to Covid 19.

Engineering design mostly complete and work on site expected to start soon with a staged approach. Awaiting outcome of Shovel Ready Projects application which may affect how this development progresses.

February 2020 – The developer is working on engineering design for subdivision to be approved by Council. Work expected to start on site for subdivision in approximately 6 weeks.

January 2019 – Subdivision consent granted 18 December 2019.

November 2019 – Subdivision consent was lodged on 22 November 2019.

October 2019 - The affected party consultation process with NZTA and Transpower is now complete however the process with DOC is still being progressed. Once finalized, the application to connect Dunstan Road to the State Highway will be complete. Subdivision consent will then be lodged.

September 2019 - The affected party consultation process with NZTA, Transpower and DOC for the application to connect Dunstan Road to the State Highway is almost complete. The developer is also close to finalising the subdivision plan to allow for the resource consent to be lodged.

July 2019 – Subdivision consent expected to be lodged in August.

June 2019 – Tree felling complete. Subdivision consent expected to be lodged in July or August.

May 2019 - Tree felling commenced 20 May and is expected to take up to 6 weeks to complete. Subdivision scheme plan close to being finalised before resource consent application.

April 2019 – Security fencing has been completed. Felling of trees expected to commence in the next month. Concept plan is in final draft. Next step is for the surveyor to apply for resource consent.

March 2019 – Concept plan is in final draft. Next step is for the surveyor to convert to a scheme plan and apply for resource consent. The fencer is booked in for March.

January 2019 – Development agreement was signed by AC & JV Holdings before Christmas. Subdivision plan now being developed for resource consent application and removal of trees expected to start mid to late January.

October 2018 – The development agreement is with the developer's accountant for information. Execution imminent.

September 2018 – The development agreement is under final review.

August 2018 – Risk and Procurement Manager finalising development agreement to allow development to proceed.

June 2018 – Preferred developer approved. All interested parties being advised week of 11 June. Agreement still being finalised to enable negotiation to proceed.

April 2018 – No change.

March 2018 – Staff finalising the preferred terms of agreement.

February 2018 – Requests received. Council staff have been finalising the preferred terms of agreement to get the best outcome prior to selecting a party, including understanding tax implications.

December 2017 – Request for Proposals was advertised in major New Zealand newspapers at the end of November 2017 with proposals due by 22 December. Three complying proposals received.

November 2017 – Council solicitor has provided first draft of RFI document for staff review.

September 2017- On agenda for Council approval for the land sale.

September 2017 – Action Memo sent to Property and Facilities Manager.

7 MAYOR'S REPORT

21.1.11 MAYOR'S REPORT

Doc ID: 520243

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Vincent Community Board receives the report.

2021 shapes up to be the biggest and busiest year in recent local government history. It is going to be a challenging time for those of us elected to serve our communities, so I want to start the new year with a personal message to Board members. It's pretty simple. Please look after yourself. You all have busy lives outside of your Board role and the challenges that this year is going to bring will just add to that. It is crucially important that we all check in with ourselves from time to time to make sure we are going OK and not letting life get on top of us.

So, what do we have in store together this year?

Firstly, the Long-Term Plan. LTP years on their own are big beasts to deal with but this time around, the LTP is just one of a number of big things coming our way. This LTP is going to be a particularly difficult one as elected members wrestle with cost increases we have no control over, the wishes of some in the community and the difficulties others will have to pay in these difficult times. Coupled on to that will be the catch-up that will need to be made for increased costs last year that were covered by using reserves, something that cannot continue.

All in all; there will need to be difficult decisions made mid-year by us all.

Secondly of course, COVID-19 has not gone away. If anything, the threat has increased with two new, more virulent strains coming to our shores. Frankly, I think it will be a miracle if these strains are able to be contained in our quarantine facilities and at some stage in the not too distant future, they are going to get loose somewhere in New Zealand. Which leads me to something I am extremely passionate (actually "angry" might be the better word) about. When a variant does get out, one of the things that will decide whether we go back into full lock-down or not will be how quickly the health authorities can track down contacts of those affected. And that will come down in large part to people using the tracing app. This is not rocket science and yet I watch every day as the vast majority of people wander in and out of shops and cafes without taking the few seconds required to sign in. This is complacency, laziness and stupidity of the highest order in my view so can I please ask that all of you make sure you use your tracer app every time you go into a public space that requires it. You are all community leaders and we all need to be seen to be leading by example on this. The life of our people and our economy depends on it.

Thirdly we have the 3 waters reforms to guide our community through. This will be a Council, not a Board decision but it is still crucial that all elected members have a good understanding of what is happening in order to be able to assist the community in its understanding.

Under the current timeframe of the Government, at some stage of this year our people are going to be asked whether a significant part of the water infrastructure that they have paid for over generations will go into the hands of some form of conglomeration. There is a huge amount to consider in this decision and at this stage, so much that is unclear. At this time the best I can say in simple terms is that the Government default position will be a that we do join the conglomeration so

if we don't, there will be a deliberate one to not join. It also appears at this stage that the conglomeration in this part of the world will be one that encompasses most of the South Island (excluding the top part). It remains unclear how local communities would retain influence or any form of control under this plan although some concept of shareholding based on value of assets going into the pool is being looked at. Given our small size (asset-value speaking), that would be of little consolation to us in my view.

For many there will be a knee-jerk reaction that handing over these assets would be the wrong thing to do, and that is entirely understandable. Our communities have spent significant sums on these assets so why would we voluntarily divest ourselves of them? Another fair question being asked is how would it possibly benefit small-town Central Otago to have its water assets managed by a big conglomeration based afar, most likely in Christchurch? In relation to that, I have had not unreasonable comparisons made to the debacle we face with our power transmission infrastructure in most of the district being managed out of Dunedin, which the Maniototo has been fortunate not to be caught up in. The rest of the district has all seen how well that has gone.

On the flipside though is what the consequences will be of not joining the conglomeration, and these are significant and cannot be ignored.

The biggest one of these is currently before Parliament in the form of the Water Services Bill. Under its current form, some failures by drinking water suppliers invoke fines of up to \$600,000. Plainly, that is not a small consequence. We also need to consider how difficult and expensive it may be to find and employ suitably qualified and experienced staff if we do not join the conglomeration, especially if we are an outlier with most others going in.

What I have just written is not meant to be a thorough discussion of what might lie ahead in this space; just a "starter for ten" to get everyone thinking about what lies ahead. The state-of-play is a moving feast as discussions continue in Wellington as to what the final makeup of the decision will look like but whatever it is, it will be the biggest one for local government in New Zealand in the modern era.

So, there we have it, 2021 in a nutshell. But of course, if we learnt anything from 2020, it is to expect the unexpected.

2. Attachments

Nil

Report author:



Tim Cadogan
Mayor
11/01/2021

8 CHAIR'S REPORT

21.1.12 CHAIR'S REPORT

Doc ID: 519790

1. Purpose

To consider an update from the Chair on activities and issues since the last meeting.

Recommendations

That the report be received.

2. Attachments

Nil

9 MEMBERS' REPORTS

21.1.13 MEMBERS' REPORTS

Doc ID: 519791

1. Purpose

To consider updates from Members on activities and issues since the last meeting.

Recommendations

That the report be received.

2. Attachments

Nil

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 2 March 2021.

11 RESOLUTION TO EXCLUDE THE PUBLIC

Recommendations

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 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 for the passing of this resolution
Confirmation of Confidential Minutes of Ordinary Board Meeting	The premature disclosure of the financial information would detrimentally affect the Council's position in the negotiations.	To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).
21.1.14 - Confidential Governance Report	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
