



AGENDA

Ordinary Council Meeting Wednesday, 3 February 2021

Date: Wednesday, 3 February 2021

Time: 10.30 am

**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 Central Otago District Council will be held in Ngā Hau e Whā, William Fraser Building, 1 Dunorling Street, Alexandra on
Wednesday, 3 February 2021 at 10.30 am

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Members His Worship the Mayor T Cadogan (Chairperson), Cr N Gillespie, Cr T Alley, Cr S Calvert, Cr L Claridge, Cr I Cooney, Cr S Duncan, Cr S Jeffery, Cr C Laws, Cr N McKinlay, Cr M McPherson, Cr T Paterson

In Attendance 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

Ordinary Council Meeting - 9 December 2020

21.1.1 CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING

Doc ID: 521709

1. Purpose

To consider the minutes of the previous meeting.

Recommendations

That the minutes of the meeting of the Central Otago District Council held on 9 December 2020 be confirmed as a true and correct record.

2. Attachments

Appendix 1 - Unconfirmed Public Minutes of the 9 December Council Meeting [↓](#)

Report author:



Rebecca Williams
Governance Manager
26/01/2021

CENTRAL OTAGO DISTRICT COUNCIL

MINUTES of a meeting of Central Otago District Council held in Ngā Hau e Whā, William Fraser Building, 1 Dunorling Street, Alexandra on Wednesday, 9 December 2020 commencing at 10.33 am.

PRESENT: His Worship the Mayor T Cadogan, Councillor N Gillespie (Deputy), Councillors I Claridge, I Cooney, S Duncan, S Jeffery, C Laws, N McKinlay, M McPherson and T Paterson. Councillors T Alley and S Calvert via Microsoft Teams.

APOLOGIES: An apology had been received from Cr Calvert for early departure.

It was moved (Cooney/Claridge):

That the apology be accepted.

Motion carried

IN ATTENDANCE: 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), J Kasibante (Finance Manager), L Webster (Regulatory Services Manager), M De Cort (Communications Coordinator), L Stronach (Property Officer - Statutory), G Bailey (Parks and Recreation Manager) and R Williams (Governance Manager)

Public Forum**School Strike 4 Climate – Proposed Tarras Airport**

Liam Scaife, Sophie Davison and Hailey Xavier spoke on behalf of School Strike 4 Climate against the proposed airport at Tarras.

They noted that the Government had recently announced a climate emergency and submitted that any airport development would be contrary to that. They spoke about the increase in emissions that would result in the development and its harm to the environment. They asked for the Council to oppose any plans to build a new airport.

The Deputy Mayor, in his capacity as Chair of the Hearings Panel and lead for the Planning and Regulatory portfolio, noted that at this stage there was no proposal for the Council to consider and explained that the Christchurch International Airport Ltd were giving a presentation only. He further noted that the role that the Central Otago District Council would have in any process was yet to be determined.

The Mayor thanked the delegation for taking the time to present their views.

Environmental Justice Ōtepoti – Proposed Tarras Airport

Fiona Clements spoke on behalf of Environmental Justice Ōtepoti against the proposed airport at Tarras. In her opening comments, she acknowledged mana whenua and asked what engagement had taken place with them on the proposal.

She spoke about Environmental Justice Ōtepoti's opposition to the proposed airport, noting the Government's declaration of a climate emergency. She discussed alternative models to increasing tourist capacity and referenced Susan Krumdieck's (Canterbury University) work on the energy downshift required to participate in the future.

Fiona submitted that there should be a moratorium on all airport extensions and new airports until there is at least a solid, measurable plan in place by the aviation industry to become carbon neutral or better.

20.10.1 Confirmation of Minutes

It was moved (Jeffery/Duncan):

That the Council:

Confirms the minutes of the Council meeting held on 18 November 2020 as a true and correct record.

Motion carried

20.10.2 Declarations of Interest

Members were reminded of the need to be vigilant and to stand aside from decision making when a conflict arises.

Note:

Michael Singleton (Project Director) and Rhys Boswell (General Manager Strategy and Sustainability) from Christchurch International Airport Ltd and Anna Harrison, Chair of the Cromwell Community Board joined the meeting for item 20.10.3.

20.10.3 Christchurch International Airport Ltd Tarras Airport Update

Mr Singleton and Mr Boswell spoke to a presentation about the proposed greenfield airport development at Tarras.

Mr Singleton acknowledged the speakers in the public forum and noted that Christchurch Airport were considering how they managed connectivity for communities and meet climate expectations.

Mr Singleton provided an overview of the engagement process taking place in the community, noting that they were at the beginning of a very long journey. He also provided an overview of the process into the future.

Mr Boswell spoke about Christchurch Airport's existing environmental philosophy, discussing how airports can form a meaningful part of a low emissions future.

They then responded to questions from the Council.

It was moved (Gillespie/Laws):

That the Council **receives** the report.

Motion carried

Note: The meeting adjourned from 11.21am until 11.25am.

Note: Cr Jeffery assumed the Chair as the Economic Development and Community Facilities portfolio lead.

Note: Lauren Smith (LINZ), Marcus Girvan and Brent Rohloff (Boffa Miskell) and Rose Quirk (Colliers) joined the meeting for item 20.10.4 via Microsoft Teams.

20.10.4 **Lake Dunstan Management Report**

A report from the Parks and Recreation Manager to inform members on matters relating to Lake Dunstan had been circulated.

During the presentations, it was noted the additional toilets at Lowburn were due to open from 21 December.

Boffa Miskell noted that native broom had been mistaken for Scottish broom and discussed the remedies that would be put in place to rectify the situation. The presenters then responded to questions.

It was agreed that regular reports should continue to be presented in person.

It was moved (Paterson/Duncan):

That the Council **receives** the report.

Motion carried

Note: Cr Gillespie assumed the Chair as the Planning and Regulatory Portfolio lead.

20.10.5 **Dog Control Bylaw and Policy 2020**

A report from the Regulatory Services Manager to adopt the proposed Dog Control Bylaw and Dog Control Policy 2020 as recommended by the Hearings Panel had been circulated.

It was moved (Alley/Cadogan):

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** that Dog Control Bylaw 2020 is consistent with the New Zealand Bill of Rights Act 1990.
- C. **Adopts** the Dog Control Bylaw 2020 and Dog Control Policy 2020, to be implemented on 18 December 2020.

Motion carried

Note: Cr Duncan assumed the Chair as the Roading Portfolio Lead.

Note: Cr Alley left the meeting at 11.55am

20.10.6 **Proposed Road Stopping – Part Oven Hill Road, Millers Flat**

A report from the Property Officer – Statutory to consider a proposal to stop an unformed portion of Oven Hill Road in accordance with the Public Works Act 1981 had been circulated.

It was moved (McPherson/Jeffery):

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Approves** the proposal to stop an unformed portion of Oven Hill (legal) Road, being approximately 6,730 square metres, subject to the applicants:
 - meeting all costs
 - purchasing the land at valuations, and:
 - the land being amalgamated with the adjoining record of title 278088.
- C. **Authorise** the Chief Executive Officer to do all that is necessary to give effect to the resolution.

Motion carried

Note: The Mayor assumed the Chair.

20.10.7 **Minister of Conservation's Consent – Easement over Recreation Reserve**

A report from the Property Officer – Statutory to consider granting consent (under delegated authority), on behalf of the Minister of Conservation, to the granting an easement in favour of Aurora Energy, over Part Section 115 Block VII Leaning Rock Survey District and Sections 2 – 3 Survey Office 524226, being Recreation Reserve had been circulated.

It was moved (McPherson/Jeffery):

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to grant consent (under delegated authority), on behalf of the Minister of Conservation, to the granting of an easement in favour of Aurora Energy, over Part Section 115 Block VII Leaning Rock Survey District and Sections 2 – 3 Survey Office 524226, being Recreation Reserve.
- C. **Authorise** the Chief Executive to do all that is necessary to give effect to the resolution.

Motion carried

20.10.8 **Minister of Conservation's Consent – Easement over Scenic Reserve**

A report from the Property Officer – Statutory to consider granting consent (under delegated authority), on behalf of the Minister of Conservation, to the granting an easement in favour of Swann Road Farm, over Lot 206 DP 404040 and Lots 6 – 7 DP 433991 being the Sugarloaf Scenic Reserve had been circulated.

It was moved (Duncan/Laws):

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to grant consent (under delegated authority), on behalf of the Minister of Conservation, to the granting an easement (the right to convey water) over Lot 206 DP 404040 and Lots 6 – 7 DP 433991 (scenic reserve), in favour of Swann Road Farm.
- C. **Authorise** the Chief Executive to do all that is necessary to give effect to the resolution.

Motion carried

20.10.9 Update on the Work on Council's Role in Housing

A report from the Chief Advisor to provide an update on progress on the work on council's role in housing had been circulated.

It was moved (Jeffery/Cooney):

That the Council **receives** the report and notes the update.

Motion carried

Note: Cr Alley rejoined the meeting at 12.06pm.

20.10.10 Financial Performance for the Period Ending 31 October 2020

A report from the Finance Manager to present the Financial Performance overview as at 31 October 2020 had been circulated.

It was moved (Cadogan/Gillespie):

That the Council **receives** the report.

Motion carried

20.10.11 Mayor's Report

A report from His Worship the Mayor had been circulated. In speaking to the report, the Deputy Mayor acknowledged the Mayor's leadership over the year.

It was moved (Cadogan/Gillespie):

That the Council **receives** the report.

Motion carried

20.10.12 Governance Report

A report from the Governance Manager to report on items of general interest and receive minutes and updates from key organisations had been circulated.

It was moved (McPherson/Claridge):

That the Council **receives** the report.

Motion carried

20.10.13 Community Board Minutes

It was moved (McPherson/Cooney):

That the unconfirmed minutes of the following Community Board meeting be received:

Teviot Valley Community Board 12 November 2020

Motion carried

20.10.14 Committee Minutes

It was moved (Alley/Jeffery):

That the minutes of the Assessment Committee meeting held on 7 November 2019 be received.

Motion carried

20.10.15 Status Reports

It was moved (Jeffery/Duncan):

That the following status reports be received:

- Planning and Environment
- Infrastructure Services
- Corporate Services
- Chief Executive Officer

Motion carried

20.10.16 Date of Next Meeting

The date of the next scheduled meeting is Wednesday, 3 February 2021.

THE COUNCIL IN CLOSED MEETING

In accordance with s 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by s 6 or s 7 of that Act it is recommended:

It was moved (Duncan/Jeffery)

1. That the public is excluded from:

- The following parts of the proceedings of this meeting, namely, items 20.10.17 – 20.10.19

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
20.10.17 Clyde Heritage Precinct Land Purchase – Holloway Street, Clyde	The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	To enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i))
20.10.18 Boundary Adjustment and Alteration to Cromwell Shelter Belt	The premature disclosure of the financial information would detrimentally affect the Council's position in the negotiations.	To enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i))
20.10.19 Non-Public Status Reports	The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	To enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i))

Motion carried

The public were excluded at 12.24 pm and the meeting adjourned until 12.26 pm. The meeting closed at 12.46 pm.

4 DECLARATION OF INTEREST

21.1.2 DECLARATIONS OF INTEREST REGISTER

Doc ID: 521679

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 - Register of Interests [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Tamah Alley	Tiger Hill Water Supply Company (shareholder) Cromwell Youth Trust (Chair) Blue Light Central Lakes (Chair) NZ Police (Sworn Constable) Oamaru Landing Service (OLS) (family connection) Cliff Care Ltd (family connection)	Tiger Hill Water Supply Company (shareholder) Emergency Management Otago (employee)	
Tim Cadogan	Alexandra Musical Society (member) Otago Chamber of Commerce Central Otago Advisory Group member Dunstan Golf Club (member)	Victim Support Worker Blossom Festival Committee member FarmFresh (Family member sells for this entity)	Airport Reference Group Maniototo Curling International Inc Eden Hore Steering Group Tourism Central Otago Advisory Board Ministerial Working Group on Responsible Camping LGNZ Governance and Strategy Group
Shirley Calvert	Central Otago Health Services Ltd (Employee) Cromwell Rotary (member) Cromwell and District Community Trust Old Cromwell Town (subscription member)		Central Otago Wilding Conifer Group
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

Stuart Duncan	<p>Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (shareholder)</p> <p>Penvose Investments - Dairy Farm at Patearoa (shareholder)</p> <p>Fire and Emergency New Zealand (member)</p> <p>JD Pat Ltd (Shareholder and Director)</p>	<p>Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (shareholder)</p> <p>Penvose Investments - Dairy Farm at Patearoa (shareholder)</p>	<p>Otago Regional Transport Committee</p> <p>Patearoa Recreation Reserve Committee</p> <p>Design and Location of the Sun for the Interplanetary Cycle Trail Working Group</p>
Neil Gillespie	<p>Contact Energy (Project Manager)</p> <p>Clyde & Districts Emergency Rescue Trust (Secretary and Trustee)</p> <p>Cromwell Volunteer Fire Brigade (Deputy Chief Fire Officer)</p> <p>Cromwell Bowling Club (patron)</p> <p>Otago Local Advisory Committee - Fire Emergency New Zealand</p>		<p>Lowburn Hall Committee</p> <p>Tarras Community Plan Group</p> <p>Tarras Hall Committee</p>
Stephen Jeffery	<p>G & S Smith family Trust (Trustee)</p> <p>K & EM Bennett's family Trust (Trustee)</p> <p>Roxburgh Gorge Trail Charitable Trust (Chair)</p> <p>Roxburgh and District Medical Services Trust (Trustee)</p> <p>Central Otago Clutha Trails Ltd (Director)</p> <p>Teviot Prospects (Trustee)</p> <p>Teviot Valley Community Development Scheme Governance Group</p> <p>Central Otago Queenstown Network Trust</p>		

Cheryl Laws	Fine Thyme Theatre Company (Committee) The Message (Director) Wishart Family Trust (Trustee) Wooing Tree (part-time, occasional employee) Daffodil Day Area Coordinator	Otago Regional Council (Councillor) The Message (Director)	Cromwell Resource Centre Cromwell Historical Precinct
Nigel McKinlay	Transition To Work Trust (Board member) Gate 22 Vineyard Ltd (Director) Everyday Gourmet (Director) Central Otago Wine Association (member) Long Gully Irrigation Scheme (member)		
Martin McPherson	Alexandra Blossom Festival	CODC (employee) CODC (employee) (Daughter)	
Tracy Paterson	Matakanui Station (Director and shareholder) Matakanui Development Co (Director and shareholder) A and T Paterson Family Trust (trustee) A Paterson Family Trust (trustee) Central Otago Health Inc (Chair) Bob Turnbull Trust (Trustee / Chair) John McGlashan Board of Trustees (member) New Zealand Wool Classers Association (board member) Primary Industry Training Organisation, Industry Partner Group for wool classing and harvesting (member) Central Otago A&P Association (member)	Matakanui Station (director and shareholder) Matakanui Development Co (director and shareholder) A Paterson Family Trust (trustee) A and T Paterson Family Trust (trustee) Federated Farmers (on the executive team) Omakau Irrigation Co (director) Matakanui Combined Rugby Football Club (President) Manuherikia Catchment Group (member) Omakau Domain Board	Central Otago Health Inc Manuherikia River Group

5 REPORTS FOR DECISIONS

21.1.3 COMMUNITY LEASING AND LICENSING POLICY

Doc ID: 519359

1. Purpose of Report

To consider the further feedback gathered on the amended Community Leasing and Licensing Policy.

Recommendations

That the Central Otago District Council

- A. Receives the report and accepts the level of significance.
 - B. Notes the further feedback gathered on the subscription income definition.
 - C. Adopts the amended Community Leasing and Licensing Policy.
-

2. Background

The Council considered written and oral submissions on the draft Community Leasing and Licensing Policy at its meeting on 18 November 2020. One submitter spoke at the meeting and several minor amendments to the draft were made following the feedback received both in submissions and from Councillors. A revised draft of the policy is attached as appendix 1.

One of these amendments concerned the definition of subscription income to be used in assessing rents. Council acknowledged this amendment and directed staff to gather further feedback on this aspect of the policy. This occurred because the amendment was not a part of the consultation process, and because it was likely to have a distinct impact on certain groups holding leases with the Council.

3. Discussion

Golf clubs holding leases with the Council were invited to provide additional feedback on the proposal for subscription income following the Council meeting on 18 November 2020. The submission period ran from 23 November 2020 to 5 January 2021. One submission was received.

The Cromwell Golf Club provided feedback against the proposal (Appendix 2). The submission stated that green fees were incompatible with the usual definition of subscription income. It also referenced the costs associated generating green fee income and asserted that levying this extra amount in rent has no real benefit.

Staff have analysed the further feedback received. It is recommended that Council proceeds with the expanded definition of subscription income and adopt the policy. This approach is recommended to allow an assessment of subscription income that is both fairer and presents a more accurate picture of income gathered from people using a groups services.

4. Options

Option 1 – (Recommended)

Adopt the amended Community Leasing and Licensing Policy.

Advantages:

- Creates a consistent framework for future agreements
- Responds to the feedback gathered through consultation.

Disadvantages:

- Some groups may see an increase in their annual rent under the proposed model.

Option 2

Decline to adopt the amended Community Leasing and Licensing Policy.

Advantages:

- Avoids unintended consequence from changing how community leases and licenses are administered.

Disadvantages:

- Ad hoc arrangements are likely to continue
- An opportunity to create a more equitable scheme would be lost.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables local decision making by and on behalf of the community by presenting public feedback directly to Council. It also promotes the social and cultural well-being of community in the present and for the future by offering land and buildings equitably and at below market rate to a range of community groups.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	This decision is consistent with current budgets. Any changes to rental fees will only affect new agreements and are minor in nature.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The policy is consistent with existing Council plans and policies. Reserve management plans will be applied in conjunction with the policy where appropriate.
Considerations as to sustainability, the environment and climate change impacts	Applicants for community leasing and licencing agreements must be able to show that their proposed activities do not have the potential to cause environmental harm.

Risks Analysis	There are no significant risks to the Council associated with this decision.
Significance, Consultation and Engagement (internal and external)	This decision is of medium significance under the Council's significance and engagement policy. The policy was the subject of public consultation following the special consultative procedure under section 83 of the Local Government Act 2002.

6. Next Steps

All parties holding a community lease or licence will be notified of the new policy being adopted.

7. Attachments

Appendix 1 - Community Leasing and Licensing Policy [↓](#)

Appendix 2 - Cromwell Golf Club Submission [↓](#)

Report author:



Matthew Adamson
Policy Advisor
12/01/2021

Reviewed and authorised by:



Saskia Righarts
Chief Advisor
26/01/2021

Community Leasing and Licensing Policy

Department:	Property and Facilities, Planning and Environment
Document ID:	454614
Approved by:	Council resolution:
Effective date:	February 2021
Next review:	February 2024

Purpose:

To provide a consistent and equitable framework for community leases and licences of council-managed property and facilities to eligible community groups.

Objectives:

This policy has been established to achieve the following aims:

- To ensure that the granting of occupancy is fair, accessible, and responsive to community needs
- To establish consistent guidelines by which community groups may occupy council land and buildings for sporting, recreational, community services and educational purposes
- To strengthen communities through offering land and buildings at concessional rentals (e.g. less than market rate).

Scope:

This policy applies to all community leases and licences over council owned land and buildings. The provisions of this policy will be applied to existing agreements where they allow, at rent review or where aspects of the existing agreement are silent or ambiguous.

Where an agreement made before this policy came into effect provides for a right(s) of renewal, the lease renewal will reflect the terms of the original lease.

Where a lease provides for rent reviews, new rental fees will be assessed according to the formula in this policy, commencing from the next right of renewal.

This policy does not apply to the following:

- Residential tenancies
- Commercial leases and licences
- Easements

- Short term hiring of council facilities (Note: These are covered by the Council's Fees and Charges).

Definitions:

Affiliation fees

Any money paid by a group to belong to a regional or national association.

Commercial lease/licence

A lease/licence with a person or group carrying out activities for the primary purpose of generating funds for profit or who occupy the land for the purposes of private use or private gain.

Community lease/licence

A lease/licence to a group carrying out activities on a not-for-profit basis who use their funds to develop and maintain the group or invest them for the betterment of the local community. Community leases are made according to the terms set out in this policy.

Lease

An agreement where the Council grants the tenant the right to exclusive use of a defined area ('leased area') as set out in the lease, which may include the whole or part of a council-owned building and/or land.

Licence

An agreement where the Council grants the tenant the non-exclusive right to use a defined area ('licensed area') as set out in the licence, which may include the whole or part of a council-owned building and/or land.

Open membership

Membership is open to all persons able to use a group's services and willing to accept the responsibilities of membership.

Subscription income

Money paid by permanent or casual members of a group on a periodic basis to belong to the group. This includes types of income such as casual memberships and green fees.

Tenant

A person or group to which an agreement is made.

Policy:

Eligibility

Community lease and licence agreements may be granted to community groups undertaking community activities. In order to be eligible, groups must be able to demonstrate the following:

- Groups must be non-profit organisations or associations of people who have the primary aim of working to provide services, benefits and recreation to the community;
- Any funds a group generates must be used to maintain and develop the organisation to support community services and activities;
- Groups must have open membership criteria; and
- Membership or participation fees reflect the reasonable costs of providing the activity.

A group can apply for ground or premises agreement. Ground agreements are applicable where the Council owns the land and the group owns the building. Premises agreements are applicable where the Council owns the land and buildings.

Assessment Criteria

The following assessment criteria will be applied when assessing applications and renewals in order to determine suitability for granting community leases and licences

- The group's purpose and activities must be consistent with the Council's strategic direction
 - Key questions: What is the group's purpose? What additional benefits will the proposal bring to the community?
- It is desirable for groups to be an incorporated society or trust
 - Key questions: How does the group spend the money it raises and what happens to any surplus? What additional benefits will the proposal bring to the community?
- The group must be able to demonstrate that they are sustainable in terms of membership and/or users for the term of agreement
 - Key questions: Is there evidence that the group's membership numbers and trends justify the proposal? Is there an open membership policy?
- The group must be in a financial position to fulfil its obligations under the agreement
 - Key questions: How does the group fund its activities? Is there evidence that the group is able to afford to meet the obligations of occupying the land/building?
- The land and buildings should be utilised to the fullest extent possible
 - Key questions: How often will the building be used and what activities are planned? What alternatives have been considered by the group and why have they been rejected? Is there potential for the group to share facilities with other groups?
- The activity must not have the potential to adversely affect open space values or cause environmental harm
 - Key questions: Is the activity consistent with relevant legislation and any applicable reserve management plans? Is there a potential for adverse environmental effects to be caused by the activity? If yes, how will these be mitigated?
- There must be demonstrated support and need within the community for the activity
 - Key questions: Is there demonstrated support from the wider community and those expected to benefit from the activity? Are similar activities to the one being proposed, delivered by other facilities that are accessible to the group and the wider community?

Each application will be considered on its merits by council staff who will make recommendations to the relevant Community Board or the Council for approval.

In the case of lease renewals, the assessment criteria will be used to check that the:

- Lease will continue to be consistent with the Council's objectives as defined in key strategic documents such as the Long Term Plan; and
- Terms and conditions of the previous lease were met.

Unless there is evidence that the above are not met to a significant extent, a renewed lease will be offered to the lessee. If the activity that the lease was originally granted for has changed significantly, the Council may require an application for a new lease.

Expressions of Interest

Generally for council owned or controlled land available for tenure, an Expression of Interest (EOI) process is conducted to determine the most suitable occupant or user of the land. In some instances, the Council may target EOIs to particular community organisations that meet specific community needs.

The Council will assess all applications against this policy and any additional eligibility and assessment criteria specified in the EOI documentation to select a suitable occupant or user. If a suitable occupant or user is not identified the Council may determine not to grant tenure to any applicant.

Where applications are made outside of an EOI process, the Council will publicly notify the availability of the land in question if it is considered to be in the public interest to do so.

Public Notification

The Reserves Act 1977 contains exceptions to the public notification requirements set out in sections 119 and 120 of the Act. The exception applies if the proposed agreement conforms with the approved management plan for the reserve, or if the proposed agreement is subject to a resource consent that was notified under section 93(2) of the Resource Management Act 1991.

The availability of a site not classified as a reserve may be publicly notified where it is considered that the occupation of the site is of broader public interest.

Fee Determination

Community leases will be offered at concessional rates which are, by their very nature, set significantly below the potential market rent. The difference between these rates is effectively a subsidy provided by the Council to groups which assists the Council in achieving its desired community outcomes.

Annual rentals will be calculated at 2.5% of the tenants subscription income less any affiliation fees. This will be calculated over the most recent 5 years the group has filed a financial statement. Where a group does not have 5 years of financial statements, the rental fee will be calculated as an average over the financial statements that are available. This rental fee shall apply for the first 5 years of an agreement or until a rent review is completed.

In exceptional circumstances, the tenants and the Council may agree to an alternative method of determining rent if it is considered that the standard method will produce an unjust outcome.

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. Rent reviews shall be authorised by the Chief Executive Officer.

The tenant is required to submit a copy of their financial statements to the Council to assist with this.

The Council will consider proposals for community leases and licences of endowment land and will determine rent in a manner consistent with the conditions of the endowment. To mitigate this, the tenant may apply for a grant from the relevant Community Board to subsidise the cost of their agreement to the level of 2.5% of the group's subscription income less affiliation fees.

Tenure Framework

The standard length of lease and licence agreements will generally be 15 years with a further 15 year right of renewal.

The exception to this is where the land or buildings in question have been identified in Council strategic documents or plans as having a potential alternative use. In these cases, the standard length of agreement will be 5 years with a further 5 year right of renewal.

The Council reserves the right to terminate an agreement with six months' notice if it requires part or whole of the occupied area for other activities.

In all cases, a shorter tenure may be granted in circumstances not limited to the following:

- The life expectancy of the building is less than the standard tenure applicable
- A shorter tenure is required by a management plan
- In exceptional circumstances where the Council and the tenant agree that a shorter tenure is necessary

A longer tenure may be granted in circumstances not limited to the following:

- Where groups amalgamate or share facilities
- Where a significant capital investment is planned (e.g. construction of a new club room)
- In exceptional circumstances where the Council and the tenant agree that a longer tenure is necessary.

Standard Terms and Conditions

Allocation of Responsibilities

The following table outlines standard tenant responsibilities in relation to:

- Utilities
- Rates
- Building insurance
- Structural maintenance
- Non-structural maintenance

	Energy and water	Rates	Building Insurance	Structural maintenance	Non-structural maintenance
Council-owned land/buildings	Tenant	Tenant	Council	Council	Tenant
Community-group owned buildings	Tenant	Tenant	Tenant	Tenant	Tenant
Rooms within council building*	Council	Council	Council	Council	Council

* Where a tenant occupies a room in a council building, a service charge will be incurred. The service charge will represent a fair portion of utility costs incurred by the tenant's activities.

The above schedule of responsibilities will apply unless the tenant and the Council otherwise agree.

Subleasing

Tenants may not transfer, sublet, or dispose of their interest in a lease without prior written approval from the Council.

Subleasing will only be considered where the sublessee and its activities comply with the policy, applicable legislative requirements, and management plans. If the land is classified as a reserve, the sublessee's activities must enhance the primary purpose of the land.

If a lessee is given approval to enter into a sublease, the lessee will be responsible for:

- Preparing the sublease and associated costs
- Obtaining approval of the sublease agreement
- Recovery of all fees and charges associated with the sublease
- Providing the Council with an executed copy of the sublease agreement.

Additions and Alterations

Where a tenant wishes to erect any new building or improvement or alter any existing building or improvement, landowner approval must be obtained from council staff whether the building or improvement is council-owned or not. Landowner approval must be obtained prior to seeking any approval from the Council in its regulatory capacity.

Where an agreement is nearing expiry, has expired, or is terminated by either party, and it has been decided that a new lease will not be granted to the existing lessee, any buildings or structures owned by the lessee:

- May be removed by the lessee; or
- May revert to Council ownership if the Council wishes to accept ownership; or
- May be transferred to another community or recreation group.

Maintenance

All buildings and structures must be maintained to a standard that meets the requirements of legislation relating to buildings (such as the Building Act 2004). In addition, all buildings, structures and vegetation should be kept in a tidy condition and must not detract from the environment. Vegetation must not become a hazard to personal safety.

Fees and Charges

Groups are liable for all legal costs and expenses relating to the preparation of a renewal or any variation of lease and any other associated costs including, but not limited to, advertising, surveying and obtaining resource consent. The Council will not charge for the reasonable use of council staff time.

Use of fields, grounds and facilities for sporting competitions, tournaments or other events are provided for separately and are subject to the Council's annual fees and charges and booking processes.

Relevant legislation:

Property Law Act 2007

Reserves Act 1977

Resource Management Act 1991

Related documents:

Grants Policy 2019

Reserve Management Plans

Matthew Adamson

From: Irwin Harvey | Cromwell Golf Club <manager@cromwellgolf.co.nz>
Sent: Wednesday, 25 November 2020 10:10 am
To: Matthew Adamson
Subject: Doc 517521 RE: Additional Feedback Opportunity - Community Leasing and Licensing Policy

Subscription income Money paid by permanent or casual members of a group on a periodic basis to belong to the group. This includes types of income such as casual memberships and green fees.

The Cromwell Golf Club object to the change made to include green fees as a type of subscription income. The definition used above does not fit with a green fee paid by a visitor. A green fee is a one off payment to use the golf course. It does not give that person any other rights in the way a subscription does, it is not a periodic payment being one-off, and it does not give them access to belong to any group.

The current rental calculation states that it is based on subscription income less any affiliation fees. The green fee component does not mention costs associated with generating this income. Green fees do not simply occur without the club investing to attract those green fees (although it does at some clubs). Direct costs include commissions, advertising and discounts to travel wholesalers. Adding another cost to come out of green fees simply leaves the club with less money to operate.

Given we are a not-for-profit (registered charity) organisation, all money we receive goes back into managing and improving our asset for the benefit of all users. Taking away this extra amount has no real benefit to anyone. In our case the argument can be made that this rental money is available for our use upon application to the Community Board but we prefer to have the ability to use this income as we see fit rather than have to ask for it at a future date.

Our submission is that green fees should not be included as part of subscription income for rental calculations.

Regards,
Irwin Harvey
Manager



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From: Matthew Adamson <Matthew.Adamson@codc.govt.nz>
Sent: Monday, 23 November 2020 3:44 pm
Subject: Additional Feedback Opportunity - Community Leasing and Licensing Policy

Kia ora,

You are receiving this email as a golf club who holds a lease with the Central Otago District Council. The Council invites your feedback on the amended definition of subscription income in the draft Community Leasing and Licensing Policy

The Council considered submissions from the formal consultation on the Community Leasing and Licensing Policy at its meeting on 18 November. In this meeting Council approved several minor amendments to the draft policy that was consulted on. In doing this, Council directed that additional feedback be sought on one of the suggested amendments that had not formed a part of the consultation. This was the definition of subscription income used in the policy. The relevant section of the Council report explains the suggested change below:

In processing submissions, staff became aware of a potential anomaly in the way golf course rents could be calculated. The definition of subscription income contained in the draft policy would not capture any casual memberships or green fees which form a significant portion of income for most clubs. Staff have amended the definition to cover this and consider this approach to be consistent with the intent of the subscription income model, which examines the income paid by people to access the services or activities offered by the lessee. It is also consistent with the way these leases are treated by several other councils and more accurately reflects the income being gathered.

The potential effect on the rental each club would pay has been re-assessed using the updated definition. The rentals would increase under this model from the advice to community boards however staff consider the potential rental amounts remain fair given the annual revenue brought in by each club. Staff note that the policy still allows for an alternative method of setting the rent to be utilised in exceptional circumstances where it is thought that the standard method would produce an unjust outcome.

This new definition of subscription income was not a part of the policy that went out for consultation. Therefore, in the interests of transparency, staff recommend seeking further feedback on this subject from the golf clubs who lease council land before the final adoption of the policy.

The previous definition of subscription income was: *Money paid by members of a group on a periodic basis to belong to the group.*

The amended definition of subscription income is: *Money paid by permanent or casual members of a group on a periodic basis to belong to the group. This includes types of income such as casual memberships and green fees.*

Feedback on the proposed amendment should be made in writing and can be emailed to matthew.adamson@codc.govt.nz or sent to any council service centre.

The deadline for the submission of feedback is Tuesday 5 January 2021.

Kind regards,



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21.1.4 ECONOMIC RECOVERY PLAN PROGRESS REPORT

Doc ID: 519832

1. Purpose

To provide an update on the implementation of the Economic Recovery Plan.

Recommendations

That the report be received.

2. Background

In June 2020, the Council received and adopted the Economic Recovery Plan for 2020/21. The Plan outlined the likely impact of COVID-19 on Central Otago's Economy and actions that the Council could take to support the district's economic recovery.

As part of the plan's implementation, Council is to be updated on progress every two months. This is the third report back.

3. Discussion

Key updates

New Zealand's domestic economy continues to perform well on the whole with the third quarter (July - September) result released in December showing the economy bouncing back faster and stronger than expected of note GDP is slightly up on the same time last year. Not all sectors are performing equally some sectors of the economy are still down on the previous year, but the effect is being offset by stronger performance elsewhere.

Indicators are looking strong for the fourth quarter (October – December) with consumer confidence buoyed by a combination of house prices increasing, the Government's announced commitment to purchasing vaccines, and commodity prices holding up. However, concerns still remain around how much our national economy can recover without international tourism, and how much of the strong third quarter performance was simply post-lockdown catch up. Whether we will experience a potential recoil will be seen in the fourth quarter 2020 and first quarter 2021 results.

There is a general consensus around the prediction that New Zealand's borders will remain closed to full movement of international tourists until early 2022. Indications are that the border may open in stages as bubbles develop, and an Australian or Pacific Island bubble could be open by mid-2021.

The performance of international economies continues to be mixed. China is performing well, and trade tensions with Australia have not extended to New Zealand to date. However, in

Europe and the US, the inability to get on top of COVID-19 is causing a drag on growth and employment.

Central Otago's economy has continued to perform well in the lead up to Christmas, although card spending data comparing this period with the same period last year shows a softening in early December. This was due in part to noticeably fewer international visitors (including workers) compared to the same time last year. The Central Otago industry snapshots that were conducted over the December quarter are attached.

Our COVID-19 free status is allowing for the movement of people within New Zealand. Anecdotal evidence indicates that the summer months are looking positive for a busy domestic tourism season with Central Otago remaining popular with New Zealanders. The construction sector, another large employer in the district, continues to maintain a steady flow of work.

The Ministry of Social Development's Job Seeker numbers continue to reflect a relatively stable economy since May. While the number of people on Job Seeker support in the district increased from 70 to 273 during lock down, it has been decreasing since then to 198 in November (December data not yet available). However, even with higher numbers of people looking for work in the district, shortages of staff in key areas still exist due to the lack of availability of international workforce and this impacting on tourism, agriculture, and horticulture businesses.

Heavy rains have affected this season's cherry crops and significantly impacted on expected harvest quantities. The full impact on crops won't be known until the end of harvest, but the proportion of lost fruit is expected to be significant and will be felt within our economy.

Progress on action plan

Key areas of work to date

Securing seasonal labour for the horticulture sector was a key focus over this period with most employers reaching a position of having enough staff to get them through December and January. There is a higher level of uncertainty from the end of January when students return to study. One of the key outcomes over this period has been the establishment of an industry-employed seasonal labour coordinator to connect employers and employees, and to coordinate with groups or businesses looking to provide social activities. The success of efforts to recruit seasonal labour have not been collated yet, but the rain events in early January will have reduced labour demand for the cherry harvest. The rain event may also pose challenges in the recruitment next year with workers being hesitant to commit to coming to Central Otago.

Council's application to join the Ministry of Business, Innovation and Employment's Welcoming Communities programme was accepted in late December. The establishment of this programme in Central Otago will support attracting migration to the District. The Welcoming Communities programme will provide funding and support for Central Otago District Council to employ someone to help existing groups to best support newcomers to the community.

A funding application was successful to the Mayors Taskforce for Jobs to run an event aimed at increasing youth awareness of the industries and roles available in the District, how these are changing, pathways to gaining employment, and the support and training on offer to enable this. Planning is underway for this event to be run in the first half of 2021.

The Otago Regional Council's Proposed Plan Change 7 is now in the Environment Court. Central Otago District Council is involved through a submission on this Plan Change as both a water user (supplying community drinking water) and in its role (as identified in the Economic Recovery Plan) of continuing to advocate and support sustainable water use reforms. Staff have been working with the other Otago district councils on key issues covered in Plan Change 7, along with agreeing to collective legal and planning representation in the Environment Court on matters relating to community water supply. Research into evidence regarding the likely economic impact on Central Otago communities from the plan change is also underway.

A detailed report on the progress of all individual actions is included as Appendix 1.

The next progress report will be presented on May 5 2021.

4. Attachments

Appendix 1 - Economic Recovery Plan actions and updates [↓](#)

Appendix 2 - Central Otago Industry Snapshots October 2020 [↓](#)

Report author:

Reviewed and authorised by:



Nick Lanham
Economic Development Manager
15/01/2021



Saskia Righarts
Chief Advisor
19/01/2021

Subject	Action	Assigned to	Status	Update
Training and Education				
Start-up support	Facilitate and support the development of a service to foster the creation of new businesses and the adaptation of existing business to a new trading environment.	Partnership	In progress	<p>August: Discussions are underway with a course provider to deliver business start-up courses in Central Otago, starting September.</p> <p>November: The first start-up course begun in October with nine enrolled from Central Otago.</p> <p>February: Additional startup courses will be offered in 2021</p>
Education pathways	Facilitate the establishment of a Central Otago forum to establish and promote transitional pathways (secondary to tertiary, community to vocational) into vocational education.	Partnership	In progress	<p>August: A forum has been established and is meeting fortnightly. Active discussions continue regarding a collective space available for the provision of education, co-working, and delivery of business support services.</p> <p>November: A joint tender by REAP and the Cromwell Otago Polytechnic campus has been successful to establish a space in the Central Stories building in Alexandra</p> <p>February: Community learning hub in Central Stories was opened on 11 December. Council was successful in a funding application to the Mayors Taskforce for Jobs. Funding was secured to provide an event to connect youth with potential employers and education.</p>
Business and employment response centre	Investigate and facilitate partnerships to provide practical support for small and medium businesses.	Partnership	In progress	<p>August: Council staff have supported and taken part in a one-off community-led initiative to connect business owners and managers with a range of professional support. A similar event may be repeated in the future.</p> <p>November: no further update</p> <p>February: no further update. Support is currently being provided through existing providers such as the Regional Business Partners Programme which are meeting the needs.</p>

Council Actions

Council capital works	Review council capital programme to ensure that it is appropriate, minimises impacts to businesses and is accelerated where possible.	Internal	In progress	<p>August: To be delivered as part of the Long-Term Plan.</p> <p>November: Is being considered as part of draft budgets.</p> <p>February: No further update.</p>
Secure external funding to fast track projects	Secure government funding for appropriate capital work to support civil construction.	Partnership	In progress	<p>August: \$4.73 million was secured for three waters services. \$38,000 was secured through the Town Halls and Memorial Funding for maintenance projects. Community groups were supported to put forward environmental projects for funding by the Ministry for the Environment. Awaiting the outcome of the Ministry for Environment funding along with the Crown Infrastructure Partners application for subdivision development.</p> <p>November: Subdivision application to Crown Infrastructure fund have been declined. \$500,000 has been secured from Ministry for the Environment by water catchment group for conservation work in the Manuherekia Catchment. \$270,000 was secured for maintenance work to Ophir Hall and swimming pool.</p> <p>February: No further update due to few government funding announcements made over this period.</p>
Council policies and bylaws	Balance ease of application against regulatory requirements and provide online applications where possible.	Internal	Not started	<p>August: no further update</p> <p>November: no further update</p> <p>February: No further update</p>
Public value procurement	Review council procurement processes to maximise value to local firms.	Internal	Complete	<p>August: New procurement process has been developed and is being presented to council in the August meeting.</p> <p>November: procurement policy adopted by council at August meeting.</p>
Seasonal worker accommodation	Review of council policy on onsite seasonal worker accommodation	Internal	In progress	<p>August: Horticulture industry have met with Planning Manager to discuss options as part of the District Plan review.</p> <p>November: no further update</p>

				February: no further update
Business and consumer confidence	Positive public engagement and communication highlighting Central Otago businesses.	Internal	In progress	<p>August: Tourism operators have been showcased through local tourism marketing initiatives.</p> <p>November: successful Eat Taste Central campaign run over this period.</p> <p>February: Central Otago Touring Route was launched in December.</p>
Council Fees and Charges	Review council's fees and charging for opportunities to decrease costs to businesses.	Internal	Not started	<p>August: This will happen through the Long-Term Plan process.</p> <p>November: no further update</p> <p>February: no further update</p>
Encouraging urban investment	Review policy settings through the development of the Housing Strategy to incentivise development and add value to recovery initiatives within fiscal constraints.	Internal	In progress	<p>August: Housing Strategy development is underway but is currently on hold awaiting the outcome of application for shovel-ready projects.</p> <p>November: Paper presented to Cromwell Community Board 9 November on the Gair Avenue Development.</p> <p>February: Paper being considered at 3 February meeting on Council's role in housing.</p>
Spatial planning	Complete identified spatial planning projects and accelerate where possible.	Internal	In progress	<p>August: The Vincent Spatial Plan is currently underway, and community drop ins are scheduled this month.</p> <p>November: a progress report is being presented to the November council meeting.</p> <p>February: Council options on Vincent Spatial Plan released in December for community feedback.</p>
Economic Development Strategy	Review and update Economic Development Strategy Action Plan.	Internal	Not started	<p>August: Scheduled for early 2021.</p> <p>November: no further update</p> <p>February: scheduled for June 2021.</p>

Attraction of visitors and migration

Destination marketing strategy	Marketing campaign to attract visitors to Central Otago in line with destination management principles.	Internal	In progress	<p>August: Domestic marketing has begun. Tourism Central Otago has secured \$700,000 for destination marketing, development of a destination management plan, and business development.</p> <p>November: Staff and contractors have been recruited and these projects are underway.</p> <p>February: The Central Otago Touring route was launched over this period that included online marketing of the route.</p>
Migration marketing	Marketing to attract people to move to Central Otago.	Internal	In progress	<p>August: Centralotagonz.com has been updated to provide information relevant to people looking to move here such as housing, employment, climate, education. The project also includes the opportunity for those interested in moving to the district to connect with a local and find out what life in Central is really like.</p> <p>November: Online material live. A report is being presented to Council's November meeting to support the application to Ministry of Business, Innovation and Employments 'Welcoming Communities' programme.</p> <p>February: Council's application to join Ministry of Business, Innovation and Employments 'Welcoming Communities' programme was successful.</p>

Building business resilience

Regional Economic Recovery	Coordinate regional recovery through the Otago Regional Economic Development (ORED) framework.	Partnership	Ongoing	<p>August: To date ORED has undertaken regional forecasts on the change in jobs by industry and advised on the composition of the Regional Skills Leadership Group for Otago.</p> <p>November: ORED group are currently identifying key regional projects to support the economic recovery of Otago.</p> <p>February: ORED continues to work on identifying key regional projects as part of the development of a regional action plan.</p>
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Business Support	Promote the use of the Regional Business Partner Network (RBP).	Partnership	Ongoing	<p>August: Regular promotion of this support service through fortnightly Economic Development newsletters and the Council Facebook page.</p> <p>November: promotion of the Regional Business Partners continuing.</p> <p>February: promotion of the Regional Business Partners continuing.</p>
Local economic data	Provide businesses with timely data and information on the state of the local economy and future trends.	Internal	Ongoing	<p>August: A monthly report is produced and uploaded to the Council website. This monthly report shows changes in consumer spending, building consent numbers, and job seeker benefits.</p> <p>November: Central Otago Economic Performance Indicators report produced each month.</p> <p>February: Central Otago Economic Performance Indicators report produced each month.</p>
Business Monitoring	Continue to survey businesses on a regular basis and maintain a register of top issues and areas for support.	Partnership	Ongoing	<p>August: Businesses were surveyed at Alert Level 2 through a questionnaire. Ongoing monitoring is taking place through industry focus groups, business breakfasts and feedback from business advisors and the Chamber of Commerce.</p> <p>November: business monitoring continuing through the development of second Sector Snapshot report and monthly meeting with staff from the Regional Business Partner Network</p> <p>February: no further update</p>
Internet connectivity	Develop resilience within the business community through supporting the development of increased online presence and advocating for better internet connectivity.	Partnership	In progress	<p>August: Discussions have been had with Government regarding the roll out of fibre and whether this can be fast-tracked in the district to support economic recovery. Government has advised that the project is going as fast as possible due to capacity constraints. Coordinated information is now available on centralotagonz.com regarding wireless internet providers.</p>

				<p>November: enquiry lodged with alternative broadband infrastructure provider to investigate feasibility of broadband provision to Felton Road in Bannockburn.</p> <p>February: awaiting response from broadband infrastructure provider re Felton Road.</p>
Advocacy	Advocate to central government for procurement processes of public works projects to be weighted to support local firms and staff.	Partnership	Closed	<p>August: Funding has been allocated to Council which allows application of Council procurement processes.</p> <p>November: CODC adopted procurement policy</p> <p>February: no further update</p>
	Support industry in advocating for reform to RSE regulations and extensions for other visa types.	Partnership	Ongoing	<p>August: To date, industry has been supported through council facilitated meetings with MBIE, a joint mayoral letter from Central Otago and Queenstown Lakes Districts, and co-authored document outlining Central Otago's labour shortages for distribution to government. The industry has also been supported in putting nominations to the Regional Skills Leadership Group and through forecasting seasonal labour requirements.</p> <p>November: continued work involving second labour market report and additional meetings with MBIE.</p> <p>February: ongoing work in this area. Government announced in December that 2000 RSE would be allowed into New Zealand in early 2021 and also further changes to working holiday visas to support industry with staff.</p>
	Continued advocacy and support of the primary sector for sustainable water use reforms.	Partnership	In progress	<p>August: The hearing date for Proposed Plan Change 7 is yet to be announced and staff are awaiting a hydrology report to inform the Economic Impact Assessment for Manuharekia minimum flows.</p> <p>November: Hydrology report expected November. Plan Change 7 hearing date expected November.</p> <p>February: work on the Economic Impact Assessment for Manuharekia Minimum Flows scheduled to start in January. Involvement in Environment Court proceedings for Otago</p>

				Regional Councils Proposed Plan Change 7 representing the economic impact and but also the effects of the proposal on council as a water user.
Dispersal of information	Facilitate the dispersal of forecasted construction levels to enable workforce planning at a business and sector level via the Otago Construction Labour Forecasting Project.	Partnership	In progress	August: COVID-19 updated report expected to be distributed late August. November: report will be distributed in November. February: report distributed to industry and presented to Councils February meeting.



Central Otago Industry Snapshots

Understanding our local economy

October 2020
Central Otago District Council

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Introduction

COVID-19 has caused changes to the Central Otago economy and it is important for decision makers, industry groups and partners to help them understand the many sectors and the areas that are likely to need support.

The Industry Snapshots project was originally initiated by the Otago Regional Economic Development (ORED) Working Group. This report builds on the first report and is intended to be read in conjunction with the first report (April 2020). This report provides an update on developments since its publication and the outlook for the future. The list of initiatives has been updated to include new initiatives and an update on progression of the first initiatives is provided.

This report was developed following interviews with the same industry representatives and focus groups as the earlier report. On the rare occasion those industry representatives have not been available, alternative substitutes were found. A local Ministry of Social Development staff member also took part in the focus group sessions.

Summary – Project outcomes and high level trends

- Provide decision makers with a clear understanding of the local economy in a time of crisis
- Identify individual industry challenges, opportunities and actions that will support economic recovery across the Otago region
- Identify a portfolio of existing and possible future local and regional economic recovery projects
- Strengthen collaboration opportunities with local and regional industry groups
- Support sharing of ideas and solutions across the district, region and beyond
- Provide the foundation for the development of regional economic recovery plans.

The well-being of individuals was a key theme coming through from all focus groups that was not identified in the initial round of sector snapshots.

Central Otago's economy has performed well since coming out of lockdown considering the economic forecasts for the same period. The number of people receiving Ministry of Social Development Job Seeker and COVID-19 Income Relief benefits increased from 80 in January to 367 in July and has since decreased to 260 in October.

The number of people employed and living in Central Otago has increased approximately 5% compared to the same time (August and September) a year earlier.

Summer and early autumn is a key earning period for the Central Otago economy due to the fruit harvest and being the peak period for domestic tourism. Earnings over this time often sustain businesses in each of these sectors through the remainder of the year. Strong performance over this time will be crucial to enabling a strong economy through to next summer.

Construction Industry Update

Market issues/opportunities

The industry has experienced a healthy pipeline of ongoing work since the initial lock-down. However, there is less commercial and residential work being tendered, leading to more heavily contested tenders. This is leading to some firms competing in areas they don't normally operate in.

In general, the main concern within the industry is still focused on a high level of uncertainty of demand for 2021. Anecdotally, industry representatives project a potential 30% drop in its non-infrastructure construction portfolio for 2021. A clearer 2021 forecast will only be available shortly.

Input issues

Productivity

No significant productivity issues have been experienced since the easing of the initial lockdown, including the most recent level 2 lockdown period. Nevertheless, significant inefficiencies will occur in any future level 3 or 4 restrictions.

Labour supply

The industry reports that the new normal for construction workers is now a 40-hour week, down from the pre COVID-19 levels which commonly sat at 50-55 hours a week. This will result in financial pressure for some in the industry.

The industry has to date not experienced an oversupply of workers and still finds it hard to fill skilled roles such as carpentry. There is a general belief that this will change come 2021, with more workers available through a slowing of demand around the Otago region. People within the industry are nervous and time off work has been limited since the initial lockdown which has the potential to create mental health challenges.

Long-term labour demand

The negative short-term (2021) industry outlook creates a concern over the long-term labour supply and retention of skilled labour. A tight labour market is expected for firms in 3-5 years' time, due to a rebound in activity. Of particular concern is a shortage of skilled engineers and project managers.

Supply chain

The construction industry's supply chain has been working well since the initial lockdown. However, most recently a few minor issues, such as the delivery of household appliances have been negatively affected (expected to be related to the recent Auckland and Melbourne lockdowns) and notifications of delays have been coming through from Italy and China.

Potential industry support initiatives

- **Advocacy** - Advocate to Central Government for procurement processes of public works projects to be weighted to support local firms and staff.
 - Parties: Council, local Members of Parliament, industry representatives
 - Delivery model: Partnership
 - Start: Immediate
 - Indicative cost: Low
 - Measure of success: Procurement processes are implemented which prioritise using firms with locally based staff.
 - Status: Progressed through Central Otago District Council procurement process which has been updated to include weighting for based locally or employing local staff.
- **Council** - Fast-tracking infrastructure projects. Review policies and procedures to encourage commercial and residential property development.
 - Parties: Council
 - Delivery model: Internal
 - Start: Immediate
 - Indicative cost: Low
 - Measure of success: Delivery of planned infrastructure projects. Securing of government funding to bring forward delivery of projects.
 - Status: Progressed through government investment secured for 3 waters upgrades.
- **Education** - Development and provision of retraining opportunities for locally unemployed construction workers to aid transition into civil construction.
 - Parties: Building and Construction Industry Training Organisation (BCITO), Enterprise Dunedin, NZ Institute of Skills and Technology (NZIST), Regional Skills Leadership Group, Roadtrain, Civil Construction New Zealand.
 - Delivery model: Partnership
 - Start: Immediate and ongoing
 - Indicative cost: Medium
 - Measure of success: Establishment of a locally based retraining pathway.
 - Status: Not currently relevant as construction industry still proving to be busy and the priority would be to upskill construction workers into existing areas of shortages within the industry.
- **Information** - Accurate forecasting of construction levels to enable workforce planning at a business and sector level provided through the Otago Construction Labour Forecasting Project.
 - Parties: BCITO, Enterprise Dunedin, Industry representatives
 - Delivery model: Partnership
 - Start: Immediate and ongoing
 - Indicative cost: Medium
 - Measure of success: The construction industry is able to accurately forecast and plan for future work requirements.

- Status: Progressed. BCITO report distributed to industry.
- **Well-being** – Looking after the well-being of staff and owners in the sector following a period of uncertainty and change.
 - Parties: Industry representatives, mates in construction
 - Delivery model: Partnership
 - Start: Immediate and ongoing
 - Indicative cost: Low
 - Measure of success: The construction industry looking after mental health of staff.
 - Status: Progressed through industry mates in construction programme.

Tourism Industry Update

Market issues/opportunities

The Central Otago tourism industry has experienced encouraging but varied results following the initial COVID-19 outbreak in March 2020.

During the April-May lockdown, industry representatives were generally pessimistic about a swift opening up of domestic travel. The quicker than expected ability and willingness of domestic tourists to move around and spend in the regions has led to better than expected short-term demand over the July - September quarter for Central Otago's tourism sector. Despite this, optimism remains somewhat muted following the decline of domestic tourists resulting from the August lockdown of the Auckland region.

Parts of the tourism sector that also service local customers such as hospitality have experienced seasonally higher demand, as a number of locals are remaining in Central Otago due to international travel restrictions. The increased level of domestic travel and a larger number of people residing in Central Otago have not delivered benefits evenly across all parts of the tourism sector, with accommodation and activity providers not seeing the same benefits as hospitality providers.

Outlook

Summer and Autumn is the peak season for Central Otago's tourism industry. This will be a crucial period in terms of understanding if the domestic market can continue to make up for the loss of international spend.

There is a realisation that the opening of an Australia/New Zealand travel bubble now looks very unlikely before the middle or end of 2021. This is a delay of around a year to early industry expectations. In addition, the return of other international tourism arrivals is now also further away than was generally expected in the period immediately after the national lockdown.

Local accommodation operators report that excess supply of accommodation in Queenstown could negatively affect Central Otago's ability to get value from the accommodation sector. There are several large operators in Queenstown that have put their operations into hibernation which, once reopened, could cause prices to fall due to an oversupply of rooms. This will not only be a challenge over the short-term, but will persist over the medium/long-term. The industry sentiment is that once prices are lowered, it is hard to bring them back up.

A key new aspect that the industry identified as critical is the health and well-being of its operators. It is expected that the next year or two will take a significant toll on people involved in the industry. The Otago Regional Business Partners have developed a resilience series which will be deployed when highest need is identified (probably closer to the high season later this year).

Input issues

A key challenge is maintaining adequate staffing levels and skilled staff. Industry representatives believe that no significant local staff layoffs have occurred. Recruitment is still happening, and no one is aware of any major closures to date.

However, without a steady flow of international tourists, the industry is experiencing very uneven demand. School holidays, long weekends and weekends get busy with domestic tourists, followed by spells of little activity in the periods between.

Potential industry support initiatives

- **Information** - Industry webinars to date have been valuable during lockdown and should be continued. These webinars are currently being run by the local Chamber of Commerce and Tourism Central Otago.
 - Parties: Tourism Central Otago, Tourism New Zealand, Chamber of Commerce, Hospitality NZ
 - Delivery model: Partnership
 - Start: Existing and ongoing
 - Indicative cost: Low
 - Measure of success: Local industry have access to accurate information to support decision making.
 - Status: Progressed through local and national webinars promoted or run by Tourism Central Otago which were so positively received that they will continue in 2021.
- **Collaboration** – To ensure tourism offerings remain connected and visitor experience remains high, particular focus should be given to ensuring retention of key tourism infrastructure and skills into the future. An effective and clear cancellation policy would help protect the industry.
 - Parties: Tourism Central Otago, Rail Trail operators, Cycle Trails, neighbouring Regional Tourism Organisations, Central Otago Wine Growers Association.
 - Delivery model: Partnership
 - Start: Existing and ongoing
 - Indicative cost: Low
 - Measure of success: Individual operators can open or plan to open knowing that complementary operators will also be operating.
 - Status: Progressed. Examples include collaboration to form Trails Marketing position and working towards higher levels of collaboration between Central Otago Wine Growers Association and Tourism Central Otago.
- **Marketing and product development** - Effective marketing and promotion to cut through an increasingly competitive environment is required to reach the domestic tourism market. Marketing could also include the delivery of ambassador programmes. Products and packages need to be developed specifically for the domestic market in line with our regional offerings.

- Parties: Tourism Central Otago, Rail Trail operators, Tourism New Zealand, promotional groups.
- Delivery model: Partnership
- Start: Existing and ongoing
- Indicative cost: Low
- Measure of success: Retention of market share and spend of domestic tourism.
- Status: Progressed through development of the Central Otago Touring Route, establishment of Trails Marketing Executive role and increased online marketing presence.
- **COVID-19 mitigation** - The industry, Council and partners need to plan for how the industry would adapt to both a local COVID-19 cluster, or an outbreak in a neighbouring region post lock-down. There is a significant reputational risk to the district if this is not well managed.
 - Parties: Council, Tourism Central Otago
 - Delivery model: Internal
 - Start: Immediate
 - Indicative cost: Low
 - Measure of success: Plan in place and communicated with industry.
 - Status: Not progressed as any lockdowns have taken effect over a wider geographic area than one district.
- **Well-being** – Looking after the well-being of staff and owners in the sector following a period of uncertainty and change.
 - Parties: Tourism Central Otago, industry, Otago Regional Business Partners.
 - Delivery model: Partnership
 - Start: Immediate
 - Indicative cost: Low
 - Measure of success: Plan in place and communicated with industry.
 - Status: Progressed through Regional Business Partners, Qualmark, Tourism Industry Association, Hospitality NZ, Tourism Central Otago and Central Otago District Council.

Horticulture and Viticulture Update

Market issues/opportunities

Horticulture

Cherries and stone fruit

Future market demand is uncertain as high value products like cherries may be more vulnerable to demand changes during an economic downturn. There is a level of optimism products will retain current levels of demand at historic prices.

Domestic demand for stone fruit is expected to remain high unless export fruit ends up on the domestic market, creating an oversupply and suppressed prices.

Market demand is not currently considered a key issue for any local growers. Instead, the current focus is firmly on the low availability of seasonal labour as well as the predicted high cost of getting product to international markets. Both these issues are discussed as part of the "Input Issues" section.

Apples and pears

Exports were successfully diverted into Europe where demand has remained high this year while both the Chinese and United States markets are closed or highly competitive due to their domestic oversupply.

For 2021 the UK and European markets are looking most promising. Asian markets are expected to continue to be soft due to an oversupply from Vietnam and Malaysia. Chinese cold stores are reported full of low-cost fruit.

The quality of our products continues to be increasingly important in the highly competitive overseas markets. Without high quality produce it would be difficult to differentiate our products in export markets.

Viticulture

Despite domestic wine sales volumes increasing close to 50% in the retail and online market, high-end Central Otago wineries and growers are being significantly impacted by COVID-19. The main reason being the premium price point Central Otago wines are being replaced by larger and cheaper Pinot Noir brands in the supermarket distribution channels. For example, Woolworths have limited the number of wine distributors to its stores to only eight suppliers post COVID-19 (previously around 15). Most Central Otago growers are not part of distributor channels.

July 2020 saw good sales to tourists through cellar doors and restaurants, with those closer to Queenstown doing better. Local wine retail stores also experienced a good July but experienced a drop off in August following the second Auckland COVID-19 lockdown.

Export orders has started to come back again, however, at lower level and prices compared to pre COVID-19.

Input Issues

Labour

Seasonal labour continues to be a major concern. Within many parts of the sector, concern has now started to turn into considerable stress due to the high dependence on seasonal labour. Reliance on overseas workers is high, the industry estimates it needs 4,500 people over its picking season with 50-60% traditionally coming from overseas.

In addition to backpackers, the national Recognised Seasonal Employer (RSE) scheme is a vital labour source to many growers. There are major concerns that Pacifica RSE workers will not be able to enter New Zealand in time for the harvest season. Since lockdown the RSE worker issue has escalated and the industry feels Government should have been able to organise a solution by now. However, the recent re-emergence of COVID-19 cases have made this more of an issue than anticipated.

Some RSE workers remain in New Zealand from pre COVID-19. For these workers, pastoral care has become increasingly important as well as support around visa extensions and requirements.

Logistics

For the exporting cherry industry, air freight costs are a real concern. Costs normally sit at around \$2.50/kg but is now expected to be around \$8/kg, this is due to an increased reliance on chartered flights compared to the traditional high level of commercial freight space available from normal air traffic in and out of New Zealand. There is a high level of uncertainty around how quickly air freight prices will return to normal levels.

Distribution channel constraints

The viticulture industry has faced falling sales from cellar doors, hospitality, retail, and overseas boutique distributions. As a result, many brands are attempting to set up new direct and online sales channels.

Mothballing

For vineyards where the cost of input is expected to be significantly higher than revenue, there is a risk that closing vineyards and mothballing activities will be required. There are questions on how this can be effectively undertaken so as not to undo years of careful farming of the land.

Potential industry support initiatives

- **Securing seasonal labour** - Identify and enact initiatives to secure seasonal labour for the whole of next season. Creative thinking and collaboration with government and amongst industry will be critical to fill the forecasted gap in seasonal workers.
 - Parties: Central Otago Labour Governance group, Central Otago Wine Growers Association, Central Otago Fruit Growers Association, Ministry of Social Development (MSD), Ministry of Primary Industries (MPI), Summerfruit NZ.
 - Delivery model: Partnership
 - Start: Immediate
 - Indicative cost: Low
 - Measure of success: Adequate staffing for seasonal labour requirements.
 - Status: Progressed successfully on track to meet staffing requirements for December and January.
- **Advocacy** - Lobby for measures to ensure RSE workers can move through border controls, and mechanisms to allow the extension of other visa types.
 - Parties: Central Otago Labour Governance Group, Seasonal Solutions, MSD, Horticulture NZ, Immigration NZ.
 - Delivery model: Partnership
 - Start: Immediate and ongoing
 - Indicative cost: Low
 - Measure of success: RSE workers able to arrive on time, extension of work visas for those already in New Zealand.
 - Status: Progressed by local government and industry.
- **Market analysis** - Establish predictions on export demand for vulnerable higher value products (such as cherries and Central Otago wine). Identify lessons from previous economic down turns and seek out real-time data to understand key exports market demand.
 - Parties: New Zealand Trade and Enterprise, New Zealand Wine Growers Association, Horticulture NZ
 - Delivery model: Partnership
 - Start: Immediate and ongoing
 - Indicative cost: Low
 - Measure of success: Producers feel they have access to accurate market data to aid decision making.
 - Status: Not progressed.
- **Transport logistics** - Advocate for the continuation of government airfreight subsidies and understand the options for getting fruit to market through collaboration within the industry or with other industries.
 - Parties: National and local industries bodies, local MPs, Horticulture NZ, MPI, New Zealand Transport Association, Air New Zealand, Freight companies.
 - Delivery model: Partnership
 - Start: Immediate and ongoing
 - Indicative cost: Low

- Measure of success: Produce gets to market on time and at a reasonable cost.
 - Status: Progressed through industry groups.
- **Attraction and recruitment of skilled staff for permanent roles** - Raise the awareness of opportunities and development of pathways into the horticulture and viticulture industry.
 - Parties: Central Otago Labour Governance Career Progression Group, MSD, Horticulture NZ.
 - Delivery model: Partnership
 - Start: Existing initiative underway and ongoing
 - Indicative cost: Low
 - Measure of success: Positive feedback from industry that they have access to recruit and pathways to develop permanent staff.
 - Status: Progressed through the Central Otago Labour Governance Career Progression Group.
- **Alternative sales channels** - Development of alternate avenues for wineries to sell their product.
 - Parties: Central Otago Wine Growers Association
 - Delivery model: Partnership
 - Start: Immediate and ongoing
 - Indicative cost: Low
 - Measure of success: Industry can access efficient sales channels while maintaining margins.
 - Status: Not progressed.

Retail Sector update

Market issues/opportunities

Retail sales compared with the same time last year have continued to remain up after the initial spike in demand on coming out of lockdown. Most retailers were closed and unable to trade over the lockdown period, however a number have reported that the increase in sales post lockdown are tracking to make up for the lost sales by the end of the year. Travel restrictions forced some locals to discover what was available locally and its hoped this will continue. Stores locally experienced short sharp changes in demand when Auckland went into its second lockdown – this was not so much because Aucklanders were in the district but because of the uncertainty it created amongst locals.

Central Otago towns do not seem to have experienced the hollowing out of business and consumer spend like major urban centres have due to large proportions of workers continuing to work from home and staying out of CBD areas.

No new industry support initiatives were identified. It was reported that felt that one of the challenges for retailers in the CBD is coordinated opening hours at weekends to make sure that a critical mass of businesses are open.

Input issues:

Workforce

No significant workforce issues were experienced over this period in terms of availability or productivity. However, there is nervousness around the ability to attract additional labour for summer in a tight labour market.

Supply chain

It was noted that supply chains had slowed down, and some items were unavailable. Suppliers had been very proactive in keeping retailers up to date and offering alternatives with only minor disruption. Those retailers with larger stock holdings fared well in this environment. A key test for the supply chain will be the pre-sales period. International shipping looks to be the main reason for the slowing of the supply chain this is due to a reduction of shipping routes meaning less ships are carrying freight directly to New Zealand.

Potential industry support initiatives

- **Business Support**
 - Business access to contact-tracing apps.
 - Support with meeting customer facing collateral pressures
 - Contactless payment options (incl. pre purchase vouchers) and separate shopping hours for our over 70s.
 - Access to business support, advice, and mentoring.
 - Advocacy for rent relief.

- Parties: Chamber of Commerce, Regional Business Partner Network.
 - Delivery model: Partnership
 - Start: Underway and ongoing
 - Indicative cost: Medium
 - Measure of success: Businesses feel they have the tools and support to respond in the current environment.
 - Status: Progressed mostly through government support to business during COVID-19 lockdown.
- **'Shop local' campaign** – Develop a campaign to shop local and eat local. Promote greater brand awareness for these outlets and to change the consumer behaviour of locals.
 - Parties: Multiple.
 - Delivery model: Partnership
 - Start: Underway and ongoing.
 - Indicative cost: Low
 - Measure of success: Local businesses feel well supported by locals.
 - Status: Progressed through community groups and also Tourism Central Otago's Eat Taste Central event.
- **Domestic tourism** – Implement a strong destination marketing strategy as soon as restrictions allow.
 - Parties: Tourism Central Otago, Promotional groups, Tourism New Zealand
 - Delivery model: Partnership
 - Start: Underway and ongoing.
 - Indicative cost: Medium
 - Measure of success: Domestic tourism returns to normal levels quickly.
 - Status: Progressed through work by Tourism Central Otago and local promotional groups.
- **Resilience** - Support for traditional retailers to develop an online presence individually or collectively in order to build resilience for future events.
 - Parties: Chamber of Commerce, Retailers Association,
 - Delivery model: Partnership
 - Start: Late 2020
 - Indicative cost: Medium
 - Measure of success: Businesses are more resilient to similar future events.
 - Status: Not progressed.

Education Industry Update

Market issues/opportunities

Preschool, Primary and Secondary education

Pre-tertiary education has been challenged in a variety of ways by COVID-19. While early childhood enrolment has dropped across the country, Central Otago has experienced more steady enrolment figures.

Tertiary education and Vocational training

The focal point of the tertiary education sector in Central Otago is the New Zealand Institute of Skills and Technology's Central Campus in Cromwell. Following the lock down period, most courses are now full. This is unique for the campus and illustrates the high demand for upskilling and new career pathways. The most common new enrolments are people that have had employment but want to find new careers.

The campus has and is working hard to reshuffle its programmes with high demand coming from the demographic of young and women. The expected high level of unemployed from QLDC has not yet emerged as expected. Demand has mainly come from people being at home during the first lockdown, creating a growth in online learning.

In addition to high levels of enrolment, the demand for one on one career advice has almost doubled. A major concern is the mental wellbeing of our community and among people that need to upskill and/or retrain. Of concern is the equity of access to education. Nationally Māori and women are not accessing education at the same rates as other demographics.

Central Government has moved quickly to provide funding to support people to take up or stay in education through initiatives such as Fees Free and the Ministry of Primary Industries supporting taster training programmes. Willingness of Industry Training Organisations and tertiary providers to work together is important to achieving the best outcomes.

Input issues

Since the New Zealand Institute of Skills and Technology's Central Campus Programmes are now nearing capacity, additional staff are being hired. Overstaffing is a risk for the future, as such, staff brought in are generally on contract basis rather than permanent. It is expected about 15 contractors will be brought in to meet demand.

Potential industry support initiatives

- **Future training requirements** - Understand future education and transitional needs.
 - Parties: Regional Skills Leadership Groups, New Zealand Institute of Skills and Technology (NZIST) and CO REAP.
 - Delivery model: Partnership
 - Start: Immediate
 - Indicative cost: Low

- Measure of success: Education programmes meets the current and future needs of community and industry.
- Status: Not progressed to the extent required by the sector. This continues to be a key opportunity that the sector would like to be supported in. The Otago Interim Regional Skills Leadership Group which is currently being setup should be able to advise education providers on industry training requirements.
- **Community Education** - Building resilience and wellness in the community through short interest courses.
 - Parties: NZIST and CO REAP.
 - Delivery model: Partnership
 - Start: 2021
 - Indicative cost: High
 - Measure of success: Training provided meets the current and future needs of community.
 - Status: Progressed but the sector believes more work needs to be done outside the tertiary sector at the community level.
- **Education Pathways** - Establishment of a Central Otago forum to promote transitional pathways (secondary to tertiary, community to vocational) into vocational education.
 - Parties: Secondary schools, MSD, NZIST, CO REAP
 - Delivery model: Partnership
 - Start: Late 2020
 - Indicative cost: Medium
 - Measure of success: Those requiring education can access it.
 - Status: Progressed. Forum established by those in the education sector along with a community learning space.
- **Apprenticeships** – Develop and support sustainable apprenticeships based on areas of industry need.
 - Parties: MSD, NZIST, industry representatives, secondary schools
 - Delivery model: Partnership
 - Start: 2021
 - Indicative cost: High
 - Measure of success: Retention of apprentices to ensure that the workforce meets future requirements.
 - Status: Progressed through boosted government support for apprentice schemes.
- **Micro-education** – Develop smaller courses which allow for flexibility, agility, and greater customisation of study programmes. These may not require typical semester start times and could be attractive to individuals who have not studied for some time or are requiring upskilling at short notice.
 - Parties: MSD, NZIST, CO REAP, industry representatives
 - Delivery model: Partnership
 - Start: 2021
 - Indicative cost: High

- Measure of success: Training provided meets the current and future needs of community.
- Status: Progressed through community training providers
- **International students and workers** – Advocate for greater access for international students and those on different visa types.
 - Parties: Immigration NZ, NZIST, secondary schools, industry representatives
 - Delivery model: Partnership
 - Start: Low
 - Indicative cost: Immediate
 - Measure of success: International student numbers increase.
 - Status: Not progressed. One new area of work identified by the sector was ensuring that foreign workers have the English skills to ensure a wider range of employment opportunities and utilisation of this labour group.
- **Well-being** - Supporting the well-being of those trying to upskill or retrain.
 - Parties: Immigration NZ, NZIST, secondary schools, industry representatives
 - Delivery model: Partnership
 - Start: Low
 - Indicative cost: Immediate
 - Measure of success: Students well-being is supported to allow them to study.
 - Status: New initiative.

Primary Industry Update

Market issues/opportunities

With farming being an essential service, the industry has been resilient during COVID-19. Industry representatives observe that they are operating at full capacity and issues have primarily been surrounding export market uncertainty and supply chains. The primary industry is generally selling at good value; however, future confidence is still very low.

Following a temporary slowdown of meat processing in April/May, normal processing levels have returned post-lockdown. The strong export performance is also due to processing and exporting companies implementing additional safety protocols to keep their businesses operating.

One segment of the meat market that is struggling to find value is the sale of livestock to stock other farms. This normally makes up around 30% of the meat market (with around 70% of stock going to slaughter). The reason given for this is the suppressed confidence in the future of the market.

Market Uncertainty

Uncertainty remains high around the future of primary export markets, leading to major capital spend projects on farms, such as dams and irrigation, going into a holding pattern.

Sales of farms has not followed the trajectory of the recent New Zealand residential property market surges. Dairy farms are said to have become cheaper, and lending being more difficult than pre COVID-19.

It will be critical over the next year to understand how increased protectionism will affect the primary industry exports. If new tariffs are implemented, Central Otago farms could be significantly impacted given their high dependency on the overseas markets. Farmers highlight that the dairy industry would be particularly vulnerable following the market slump of 2014-16 where milk prices almost halved.

Input issues

Labour

During the lockdown, industry representatives highlighted that international labour movement restrictions and border controls would impact migrant workers and was likely to become a major issue in spring/summer 2020-21. Industry representatives report that skilled migrant contract workers are very important and have a skill set that cannot be replaced in the short-term. It was estimated Central Otago contractors require around 200 skilled machinery operators to support the industry from October each year.

Up until October/November the season has been dry and not as busy in relation to the requirement of seasonal staff. Thus far, contracting firms have been able to use less skilled young domestic staff. Industry representatives report that the demographic of these workers is mostly returning local university students and school leavers between the ages of 17-22.

To get these young staff up to speed, a lot of on the job training has taken place. It is unlikely that this stopgap of less skilled staff will solve the full high season demand for seasonal skilled labour.

Supply chain

There are no major issues. Whilst there are delays in the supply chain of things like new tractors (current 3-month delays), this is not stopping production.

Compliance costs

The industry continues to be very concerned with rising regulatory requirements and compliance costs. Like all industries, farming businesses are closely reviewing their income and balance sheets during the current uncertainty. Mounting regulatory costs add to this pressure and stress and can cause farmers to delay investment due to uncertainty.

Farmers face further uncertainty regarding their access to water for irrigation. A proposed interim consenting regime is creating a lot of uncertainty in the sector

Business finance

It is not easy for farms to find finance as the lending appetite to farms is low. Debt availability and rising business costs may impact farming businesses and the wider rural economy. It is believed that if the economic crisis deepens, temporary seasonal finance and cashflow could become an issue for farmers.

Potential industry support initiatives

- **Attraction and recruitment** – Explore measures to recruit new staff and develop retention measures such as development pathways and opportunities.
 - Parties: Dairy NZ, Ministry for Primary Industries (MPI), Ministry for Social Development (MSD), Industry Training Organisation, Young Farmers
 - Delivery model: Partnership
 - Start: Existing and ongoing
 - Indicative cost: Low
 - Measure of success: Farmers have adequate access to skilled staff.
 - Status: Progressed through industry marketing campaigns. Potential for a study into how contactors managed to secure kiwis, and ways this can be supported in the future.
- **Training** - Establishment of training programmes and fast tracking of licences to fill skills gaps with domestic labour. This could include training on operation of harvesting equipment and shortening the heavy machinery licensing process.
 - Parties: Rural Contractors NZ, NZIST, Private Training Providers, MSD
 - Delivery model: Partnership
 - Start: Existing and ongoing
 - Indicative cost: Medium
 - Measure of success: Adequate supply of labour for the summer harvest.
 - Status: Progressed through industry taster days and short courses.

- **Advocacy** – Advocate for regulatory reform on areas such as water storage, water quality, and environmental regulation.
 - Parties: Federated Farmers, Otago Region Water Users Group, Irrigation NZ
 - Delivery model: Partnership
 - Start: Existing and ongoing
 - Indicative cost: Low
 - Measure of success: Farmers believe that their concerns have been accurately communicated to regulatory authorities.
 - Status: Ongoing.
- **Resilience** – Explore the roll out of better access to high speed internet and supporting processes such as online stock sales.
 - Parties: Council
 - Delivery model: Partnership
 - Start: Existing and ongoing
 - Indicative cost: Low
 - Measure of success: Rural communities have access to quality modern internet.
 - Status: The project has commenced but there has been no significant achievements to date.

21.1.5 OTAGO MUSEUM'S DRAFT ANNUAL PLAN 2021-2022

Doc ID: 520279

1. Purpose of Report

To present Council with the 2021/2022 Draft Annual Plan from the Otago Museum Trust Board for review and feedback, and to consider their request for a 6.5% increase on the annual levy charged to this Council.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
 - B. Declines a levy increase of 6.5% in 2021/22 for the Otago Museum.
 - C. Recommends that Council funds a 2% CPI adjusted levy increase to the Otago Museum, in line with 2021/21 budgeted expenditure (an additional \$617.69, which will increase the payment from \$30,884.34 to \$31,502.03).
-

2. Background

The Central Otago District Council is levied annually, alongside all other local authorities in the Otago region, to contribute towards the running of the Otago Museum. The levy recognises and acknowledges the regional importance of the Otago Museum. In addition to the opportunity for Central Otago families and schools to visit the Otago Museum in Dunedin, this levy contributes towards 40 hours per annum of technical support which our local museums receive from Otago Museum staff. Central Otago District Council's contribution for 2020/21 was \$30,884.34.

The Otago Museum 2019-2020 Annual Report is attached as appendix 1 and provides a summary of museum activities and expenditure. The Otago Museum Trust Board is seeking feedback on the 2020-2021 Draft Annual Plan (appendix 2) from contributing local authorities. No relevant feedback is noted aside from a proposed a levy increase of 6.5% for 2021/22, with a 3% increase in subsequent years.

The proposed levy for the next three years is as follows:

Central Otago

2021/22 \$32,892

2022/23 \$33,879

2023/24 \$34,895

3. Discussion

The Otago Museum's involvement in Central Otago last year included supporting the Central Stories Museum and Art Gallery while they were transitioning between museum managers. Additionally, the Annual Report 2019-2020 states,

"Last year's most significant addition to the Museum, the only South Island moa footprints in existence, were exhibited as *Te Huna a te Moa*.

In a first for Otago Museum, the exhibition was developed to both display the footprints to the public, while simultaneously enabling our Conservation team to manage and monitor their preservation. There has been a lot of international interest around this, and it is an important project for the Collection team and Kyeburn community".¹

The 2021-2022 Draft Annual Plan provides a financial overview of the Otago Museum, with a breakdown of financial pressures that the museum is currently facing. This year, the museum wants "to invest \$1.695 million for essential maintenance (e.g., sprinklers to protect our taoka)".² The museum will not be able to cover the capital expenditure of this from its operational funds, and will need to defer the work unless additional funding can be found.

The additional funding being requested from this Council will not contribute significantly to the short fall that the museum currently faces. Furthermore, this levy increase does not suggest an increase in services for Central Otago. Schedule 2 of the Otago Museum Trust Board Act 1996 states that contributing local authorities who fail to reach an agreement on an apportionment method will calculate their contribution to be CPI adjusted from the base rate in 1996/97 of \$10,000. In 2019, Council approved a 12% requested levy increase as a catch up. No other contributing local authorities approved such a significant increase that year.

4. Options

Option 1 – (Recommended)

That Council declines the requested 6.5% levy increase and agrees to propose a 2% CPI adjusted levy increase for 2021/22, which would increase the annual levy to Otago Museum from \$30,884.34 to \$31,502.03.

Advantages:

- The Otago Museum continues to provide support and expertise to our heritage organisations in Central Otago.
- A number of Central Otago residents visit and make use of the Otago Museum when visiting Dunedin.
- Continuing to build the district's relationship with the Otago Museum allows for future opportunities to gain local access to technical expertise and ongoing training.
- Council is compliant with Otago Museum Trust Board Act 1996, Schedule 2.³

Disadvantages:

- Not meeting the expectations of the Otago Museum

Option 2

That Council agrees to a 6.5% levy increase for 2020/21, which would increase the annual levy from \$30,884.34 to \$32,891.82.

¹ Otago Museum Annual Report 2019-2020, page 16.

² Otago Museum Draft Annual Plan 2021-2022, page 5.

³ Otago Museum Trust Board Act 1996, s. 17

Advantages:

- The Otago Museum continues to provide support and expertise to our heritage organisations in Central Otago.
- A number of Central Otago residents visit and make use of the Otago Museum when visiting Dunedin.
- Continuing to build the district's relationship with the Otago Museum allows for future opportunities to gain local access to technical expertise and ongoing training.
- Council is compliant with Otago Museum Trust Board Act 1996, Schedule 2.⁴
- The museum will receive the levy increase that they have requested.

Disadvantages:

- Not meeting the expectations of the Otago Museum
- The proposed increase has not been budgeted for in Council's 2021/2022 grants budget.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the (social/cultural/environmental) wellbeing of communities, in the present and for the future by supporting the Otago Museum as a place of cultural importance in the Otago region.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Yes. Option 1, which recommends a CPI adjusted increase of 2%, is consistent with Council's decision to approve annual CPI adjustments to the Otago Museum's annual levy (resolution 19.3.5C). Council's current annual contribution to Otago Museum is budgeted for in the 2021/22 financial year.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes. This decision falls within Council's legislative requirements under the Local Government Act 2002. It should also be noted that a district wide museum strategy for Central Otago is currently being developed and recommended outcomes from this may impact on the ongoing relationship between Central Otago District Council and Otago Museum.
Considerations as to sustainability, the environment and climate change impacts	Supporting the Museum to maintain and upgrade their assets as required will ensure that the current assets remain adequate, rather than degrading and later needing replaced. Additionally, some artefacts will not be able to be replaced if they become damaged due to lack of

⁴ Otago Museum Trust Board Act 1996, s. 17

	building maintenance. Supporting the museum financially now is a more sustainable approach to the longevity of Otago Museum's assets.
Risks Analysis	There is a risk that the Otago Museum will continue to require ongoing levy increases, to meet the current deficit.
Significance, Consultation and Engagement (internal and external)	The Community Development Officer has liaised with the Dunedin City Council in relation to the levy increase.

6. Next Steps

Any feedback on the draft annual plan needs to be submitted by 31 March, 2021. Should the Council agree to the recommendation of a 2% levy increase, this request will go to the Dunedin City Council as part of the process under the Act.

The Otago Museum director is happy to discuss in more details the requested levy increase and future of the museum, either locally or in Dunedin.

7. Attachments

Appendix 1 - Otago-Museum-Annual-Report-2019-2020.pdf [↓](#)

Appendix 2 - Otago Museum Draft Annual Plan 21-22 FINAL email.pdf [↓](#)

Report author:

Reviewed and authorised by:



Nikki Aaron
Community Development Officer
13/01/2021



Sanchia Jacobs
Chief Executive Officer
25/01/2021





Otago Museum main entrance.
Cover image: The Museum of Broken Relationships.
Scan the QR code to view the PDF online.

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FOREWORD

It is perhaps paradoxically that I write this foreword to our Annual Report with both a great sense of pride and also a strong feeling of humility.

Perhaps that dissonance is characteristic of this strange period we are living through. The year has been full of some great highs – for example the inspiring and hugely successful *James Cameron – Challenging the Deep* exhibition – and some real lows, when we were plunged in to lockdown in March, immediately losing 40% of our revenue and worrying about how we could pay our staff. The year has also been run at two speeds – flat out or stop. Although I have to say, even in the ‘stop’ phase it was like the duck sitting serenely in the flowing stream; there was a lot of paddling under the water.

In the full speed ahead mode, we built new relationships, perhaps most notably with NIWA. In conjunction with the Cameron exhibition, the visit of their ice-strengthened research vessel, the *Tangaroa*, and the open day on board was a highlight for me (and my five-year-old daughter).

We took our science outreach far and wide, from Bluff to Whitianga (part of the *Tuia 250* projects), to the Chatham Islands and the wider Pacific (through MBIE Curious Minds funding for *Extreme Science II*). But, even more importantly, we supported our local communities across Otago and the rest of the southern region.

We celebrated our slightly younger neighbour's sesquicentenary with *Dare to be Wise*. We supported the Central Stories Museum and Art Gallery in Alexandra whilst they sought a new museum manager. We provided curatorial support across the region.

We also diverted a river to extract and preserve the only moa footprints discovered in the South Island. This was an amazing story and is one that captures the agility of our team (operationally and, in this case, physically) and the importance of good relationships. The process of securing consents and agreements in the short window of time available to protect the footprints could only be achieved through the good will of all those we work with. Come and see the story for yourself in our *Te Huna a te Moa* display.

Then COVID-19 hit pause, generating a frantic period of work. Closing a large, complex facility like the Museum in two days takes incredible work. Almost all administrative tasks had to be moved online. Applications for financial support had to be prepared in days, instead of the weeks or months that we would usually have for such sizeable documents. This again showed the ability of our staff to work rapidly and flexibly. I am so proud that, through the governmental support secured by these efforts, not one member of staff lost their job through the COVID-19 lockdown. I'd also like to acknowledge the support of the Mayor and DCC staff during this time who gave us a

feeling of security that meant we could undertake a commitment to retain and support all our staff. Thank you.

Then, during lockdown came a period of reflection. As I hope is conveyed above, my reflections are on how lucky we are to have such dedicated and talented staff at the Museum. It is the staff, through Ian and the senior management team's stewardship, that achieve the fantastic outcomes we almost take for granted.

Perhaps one of the best known whakatauki, that many of us hear every University graduation ceremony, springs to mind. Like the message in that whakatauki though, it is not just the people who make up the staff of the Museum that are important. It is all the people that the Museum touches. It is the people who have built the Museum into what it is today, the visitors that have supported it over the past one hundred and fifty (one) years, the children of today who will be tomorrow's staff, and the unborn children who are yet to come and be inspired by the Museum. The most important thing is the people, but the people in the broadest sense. That layer upon layer foundation upon which everything is built over the generations – the Museum's whakapapa if you will.

The proof of this was in the reopening. We carefully ensured, through partnership with colleagues in the Department of Microbiology and Immunology, that we could put in place appropriate protection under Level 2 to reopen. We used our processes as opportunities to provide information and education. And you came. Despite the absence of international visitors, our visitor numbers rose back to near-normal numbers. We still had over a quarter of a million visitors this year.

Thanks to you, we have weathered this storm so far. Please continue to visit the Otago Museum – your Museum. I hope you feel as at home there and have as strong a sense of connection to the Museum as I and all the staff have. I hope to see you there soon.



David Hutchinson
Chair
Otago Museum Trust Board



It's incredible how quickly things can change. As you will learn from reading this report, it was pretty much business as usual for Otago Museum right up until the middle of March. Outreach efforts were in full flow, the Education team was working with large numbers of schools, and the Collections team were busy changing out exhibitions.

And then, everything changed.

If you had told me when I was writing last year's annual report that less than six months later, I'd be working from home inside a personal bubble with the nation in lockdown caused by a COVID-19 pandemic, I'd not have believed you.

I'm enormously proud of the way the Museum team worked together during a year of crisis. We faced and resolved many challenges in the fast-moving situation the nation found itself in late March. Daily meetings of the Leadership team initially onsite (during the Level 2 and 3 period) and offsite via video conferencing later allowed us to create and communicate to all staff and the Board a COVID-19 Response Plan in less than three days. A proposal for home working was rolled out and tested; this was particularly important for the finance team who had been using a paper-based approval system. Other groups developed and curated a completely new 'digital museum' section of the website called @hOMe.

After 54 days of being closed due to the Level 4 COVID-19 lockdown, the Museum reopened at 9am on Saturday, 16 May. The occasion was marked by a brief ceremony attended by the Māori Advisory Committee, Trust Board, and staff members. After an intense period of activity and less than two days after the nation entered COVID-19 Level 2, we put in place all of the required cleaning and social distancing protocols and contact tracking measures needed to operate the Museum safely.

The impact of the Level 4 lockdown on the Museum, particularly on our finances, and the period of uncertainty beyond was significant. Overnight, all income from the Café, Shop, Venues, Tūhura, and the Planetarium disappeared for an unknown period.

Facing an immediate financial crisis, the Museum team put together successful applications to phase 1 and 2 of the Government Wage Support Fund, the Strategic Tourism Assets Protection Programme (STAPP), and the Wildlife Institutions Relief Fund (WIRF). The money received, combined with the Board's decision to release some reserve funds, made it possible to keep all staff employed. Our Leadership team worked hard to create a plan that will allow the Museum to sustain operations in a very different economic environment for the foreseeable future.

The past year was one of two halves. Before the appearance of COVID-19 we hosted two world-class exhibitions, that the Museum was honoured to be the sole New Zealand venue for. The blockbuster

James Cameron – Challenging the Deep, focussed on the Director's career as both filmmaker and deep ocean explorer. In parallel with the exhibition, major sponsorship from NIWA enabled us to showcase some of the world-class research carried out by New Zealand scientists. In contrast, the *Museum of Broken Relationships* was a beautiful, engaging exhibition that focused on intimate stories of relationship breakups.

The COVID-19 pandemic had a significant impact on visitor numbers. For most of the year, visitor numbers were tracking close to average through February. However, after the Museum's closure in March, just over 272 000 people had passed through the doors by year-end. This represents a fall of 21% compared to 2018/19. Despite lower than usual visitation, with a satisfaction rate of 94% (as measured by Dunedin City Council's Residents' Opinion Survey), we remain one of Dunedin's best-loved cultural attractions.

Outreach is becoming an ever more critical component of the Museum's work. This year, the staff gave lectures, presentations, demonstrations, or advice, which engaged more than 19 000 people in more than 50 communities across New Zealand and the Pacific. The focus of our outreach effort has rightly been Otago.

Following the departure of Rachel Wesley, we welcomed Dr Gerard O'Regan as the new Curator Māori. Dr O'Regan was also appointed to the new position of Pouhere Kaupapa Māori. This role provides cultural advice to the Director and is a member of the Executive team and helps ensure that iwi values are integrated throughout every aspect of Museum operations.

Next year, a primary focus continues to be developing a master plan to fund the considerable capital cost of upgrading the Museum's aging facilities and galleries. Over the next year, the senior management team at the Museum will be working with the Board to develop a long-term master plan.

I'd like to record my sincere appreciation to the Museum Trust Board members, the Māori Advisory Committee, and the Association of Friends of the Otago Museum. The time they collectively invest together with their guidance and encouragement is crucial to the Museum's success. I'd particularly like to thank Board Chair Professor David Hutchinson and Māori Advisory Committee Chair Matapura Ellison for their support throughout the year.

Finally, I must acknowledge the Museum staff. The challenges we overcame this past year proved their worth and is a real tribute to their hard work and dedication.



Ian Griffin
Director
Otago Museum

YEAR IN REVIEW



KĀ TĪPAKO 2019 – 2020 HIGHLIGHTS + ACHIEVEMENTS





one
James Cameron –
Challenging the Deep

two
Museum
of Broken
Relationships

three
Tuia 250
programmes

four
Tangaroa
open day

five
@HOME





VISION

**Kia whakaoho –
Awaken wonder,
curiosity, and
understanding
in our world.**

MISSION

**To inspire
and enrich our
communities,
and enhance
understanding of
the world through
our collection, our
people, and the
stories we share.**

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THE OTAGO MUSEUM TRUST BOARD ACT 1996

To collect, preserve, act as a regional repository for research, display, and otherwise make available to the people of the present and the future, material and information relating to the natural, cultural, and scientific heritage of the peoples of the world.

To promote interest and education in the natural, cultural, and scientific heritage of New Zealanders.

To place particular emphasis on those activities as they relate to the greater Otago region, world history, natural history, and science, and, where appropriate, their relationships in a wider, global context.

VALUES

To maintain a world-class Museum for the people of Otago and Aotearoa, the Museum has made a commitment to values that shall underpin our operations and practices:

MANAAKITAKA

We will care for our taoka, tākata, and whakapapa*

KAITIAKITAKA

We will guard our taoka, whakapapa, and tākata for future generations

TOHUKATAKA

We will grow and foster expertise through research, learning, and collaboration

WHANAUKATAKA

We will collaborate and create partnerships

RAKATIRATAKA

We will ensure our mana is evident in our integrity, ethical decision-making, and leadership

* Taoka – refers to the tangible and intangible treasures of the Museum; tākata refers to the people of Otago Museum – its staff, visitors, partners, stakeholders, and communities; whakapapa refers to the Museum's relationships and history.

Otago Museum Trust Board

Chair

Professor David Hutchinson
BSc, PGDipArts, PhD, MRSNZ, CPHYS, FInstP, FNZIP, MRSC, MInstD

Appointed by

University of Otago

Deputy Chair

Councillor Kate Wilson
(to November 2019)
BA, LLB

Dunedin City Council

Laura Black
(from November 2019)
BBS

Dunedin City Council

Members

Laura Black
BBS

Dunedin City Council

Professor John Broughton
CNZM, ED, JP (Rtd) BDS, PhD, PGDipComDent, DipGrad

Mana whenua

Brigid Casey
MCom, GradCert(TertTeach), DipGrad, PGDip(Tour), BHSc

Association of Friends of the Otago Museum

Professor Peter Dearden
BSc (Hons), PhD

University of Otago

Councillor Gaynor Finch
NZ Vet Nurse, Hearings Commissioner

Regional funding authorities
(Clutha District Council)

His Worship, Mayor Aaron Hawkins
(from October 2018)

Dunedin City Council

Professor Nancy Longnecker
BSc (Hons), MSc, PhD

Otago Institute for the Arts and Sciences
(The Royal Society Te Apārangi)

Councillor Chris Staynes
BSc, CMInstD

Dunedin City Council

Councillor Kate Wilson
(to November 2019)
BA, LLB

Dunedin City Council

Councillor Lee Vandervis

Dunedin City Council

Ex Officio

Treasurer
Jamie Adamson (Deloitte)

Otago Museum Director
Ian Griffin
PhD, CRSNZ

Secretary
Jane Gregory
BAppdMgt

Audit Finance and Risk Management Committee (AFRM)

Kate Wilson (Chair to November 2019)
Gaynor Finch (Chair from November 2019)
David Hutchinson (ex officio Chair)
Laura Black (from November 2019)
Peter Dearden
Chris Staynes

Staffing Committee

Trust Board Chair
Trust Board Deputy Chair
AFRM Committee Chair

Executive Committee

Convened as and when required

Māori Advisory Committee

The Māori Advisory Committee's role is to facilitate an effective, positive relationship between mana whenua, Otago Museum, and Papatipu Rūnaka of Te Tai o Araiteuru.

Matapura Ellison (Chair)	Rūnaka Puketeraki
Professor John Broughton CNZM, ED, JP (Rtd) BDS, PhD, PGDipComDent, DipGrad	Puketeraki
Jane Graveson	Moeraki
Koa Whitau-Kean	Moeraki
Marshall Hoffman	Hokonui
Pat Hoffman	Hokonui
Paulette Tamati-Elliffe	Ōtākou
Winnie Matahaere BA	Ōtākou

Honorary Curators/Research Associates

Dr Melville Carr PhD, DIC, FNZIC	Specialist area Philately
Dr Rosi Crane PhD	Science history
Dr Robert Hannah MPhil, FSA, FRSNZ	Classics
Anthony Harris MSc (Hons) (First class)	Entomology
Associate Professor Steve Kerr PhD	Entomology
Dr Jane Malthus PhD	European dress
Dr Bronwen Presswell PhD	Parasitology
Dr Anthony Reay PhD	Geology
Professor Glenn Summerhayes OL, FSA, FLS, FRAI	Oceanic archaeology
Joel Vanderburg	West Africa

In memoriam – Joel Vanderburg

1960s and early 1970s Joel lived and worked in West Africa. He loved the people he met, the music he heard, and the places he visited there. He'd also collected quite a few tangible reminders of those years.

A plan soon formed for Joel and Patti's collection to become the basis of an exhibition. *West Africa: Rhythm and Spirit* opened in OM's Special Exhibitions Gallery in 2009. It attracted large numbers of visitors locally, and then toured to Porirua, and Melbourne. A highlight during its time in Dunedin was the visit of Joel's friend, the late Ghanaian master weaver, Gilbert "Bobbo" Ahiagble.

After the exhibition, Joel agreed to join the Museum staff as an Honorary Curator, *West Africa*. He started working through our African collection, adding information to the database. As well as that, he helped with public enquiries relating to Africa, and advised us on requests for identifications, or possible acquisitions.

Joel was a charming, intelligent, interesting colleague, who shared surplus giant courgettes from the prolific Vanderburg garden, and whose conversation was sought during staffroom lunch and coffee breaks. Just last year he gave a talk to the Association of Friends of the Otago Museum, and was invited to deliver a paper at the 42nd annual conference of the African Studies Association of Australasia and the Pacific.

Association of Friends of the Otago Museum

President's Report

Despite the interruptions of COVID-19, the Friends of the Museum continues to enjoy good support, with membership as of August 2020 numbering 108. We are continuing to find ways to engage with our membership and the general public.

Highlights from the last 12 months include our Friends in Focus lunchtime talks, with a diverse range of speakers including Professor Daphne Lee on her work at Foulden Maar; and a journey through Africa with the late Joel Vanderburg, a passionate and erudite curator who is greatly missed by all who knew him. Although the COVID-19 lockdown has led to the postponement of some other events until next year, we resumed our lunchtime talks in fine style with Dr Ian Griffin and Marcus Richards, with attendance figure of 20 – 30 people at each.

The second annual H D Skinner lecture on the 17 October 2019 by Professor Ian Barber was also a great success, with the Barclay Theatre filled to overflowing. Dr Gwyneth McIntyre will be presenting this year's lecture on Wednesday 21 October.

In contrast, the Friends Christmas function, held in November, was lightly attended and the future of this event is yet to be decided.

In respect to the future, the Council is exploring several exciting opportunities for new events and projects for 2021, including a cross-over talk with the Friends of the Dunedin Public Art Gallery, and the opportunity to be involved in the Museum's upcoming archiving project.

This year, we farewelled two Council members, Adrian Mitchell and Shan White, who stepped down for personal reasons. They both contributed a great deal and we wish them well, and welcome Warren Jowett and Bronwyn Simes to the Council.

We would like to acknowledge Brigid Casey, the Friends Treasurer, and all the members of the Friends Council who have worked so hard this year to support the Association. We also extend our warmest appreciations to Rachel Cooper, without whose help liaising between the Council and the Museum, none of our achievements this year would have been possible.

Kia ora rawa atu, many thanks,

Cushla McKinney PhD, MBHL

President

Council of the Association of Friends of the Otago Museum

Council of the Association of Friends of the Otago Museum

Patron

Margery Blackman

President

Julie Pearce (Acting President to 1 August 2019, then Vice-President)
Cushla McKinney (from 1 August 2019)

Treasurer

Brigid Casey

Council members

Jenny Child
Anne Ford
Doug Holborow
Cushla McKinney
Adrian Mitchell (to January 2020)
Shan White (to March 2020)

Funders, partners and supporters

Dunedin City Council
Waitaki District Council
Clutha District Council
Central Otago District Council
Queenstown Lakes District Council
Ministry of Business, Innovation and Employment:
Participatory Science Platform and Curious Minds Funds
Ministry of Foreign Affairs and Trade
Ministry of Education: LEOTC Fund
The Dodd-Walls Centre for Photonic and Quantum Technologies
MacDiarmid Institute for Advanced Materials
and Nanotechnologies.
Perpetual Guardian Trust
The University of Otago
Otago Polytechnic
Ministry of Culture and Heritage: Tuia – Encounters 250 Fund
International Planetarium Society
National Institute for Water and Atmospheric Research

Otago Daily Times
Otago Community Trust
Deloitte
Distinction Dunedin
Mediaworks
WebbFerry Lawyers
Society of Māori Astronomy Research
Universities of Otago, Canterbury, and Auckland
across a wide range of science departments
Otago University Student Association
GNS Science/Te Pū Ao
New Zealand Integrated Ocean Discovery Program
Local astronomical societies throughout New Zealand
Antarctica New Zealand
University of Canterbury
University of Auckland
Regional museums throughout Aotearoa

WHĀIKA TUATAHI

GOAL ONE

**WHAKAMARAKATIA TE MANA
O TE KOHIKA TAOKA**
Upholding the mana
of the collection

14



Upholding the mana of the collection

Otago's unique early history, with its gold rush spawning one of the most vibrant cities in the Southern Hemisphere, has endowed the Museum with internationally significant collections.

Today the Museum houses some 1.5 million taoka spanning the Humanities and Natural Sciences. They focus on the unique characteristics of Dunedin and Otago but also represent cultures and species from around the world.

Caring for this national treasure is central to our organisation's role, and ensuring that we have the capacity to do so is essential. This year we continued to build on the strength of our Collections and Research team with two appointments: Shannah Rhynard-Geil joined Conservation, providing vital assistance to an area which had long been short-staffed; and, in a coup for the Museum, Gerard O'Regan took over as Curator Māori, also joining the

Executive team as Pouhere Kaupapa Māori. Gerard's vast experience, mana, and Kāi Tahu network strengthen our capacity to serve the rūnaka and care for the taoka within our collections, as well as make clear our aspiration to be a truly bicultural organisation.

Our Conservation Manager, Nyssa Mildwaters, already the President of New Zealand Conservators of Cultural Materials, A Pū Manaaki Kahurangi, was also selected to be part of the prestigious Getty Conservation Institute's Managing Collection Environments programme this year.

Managing collections of global significance is a role that Otago Museum does not take lightly, and having a staff who are experts within their fields enables us to shoulder this responsibility.

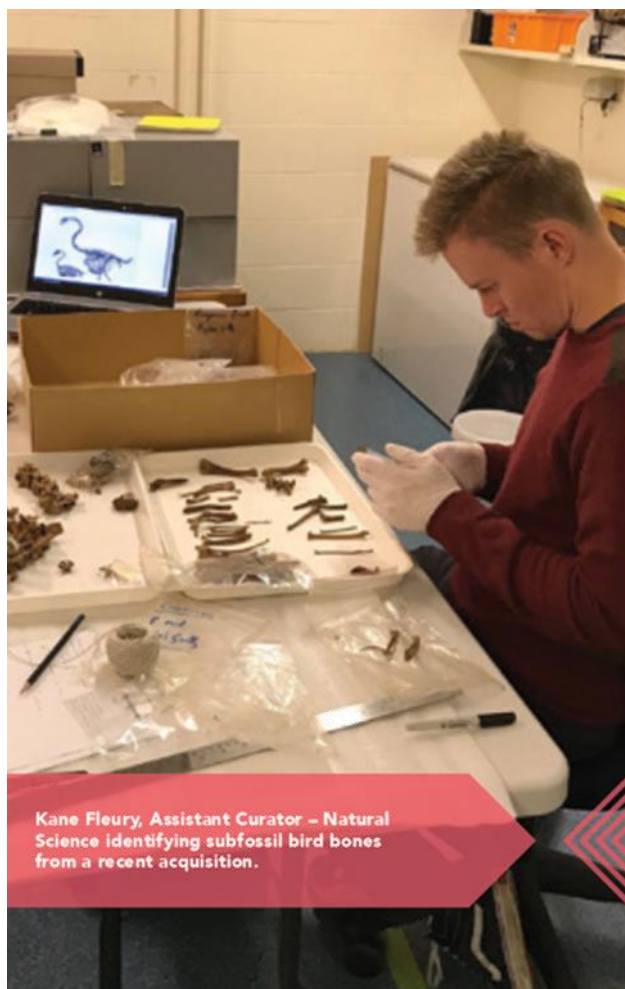
Increasing the collection

Last year's most significant addition to the Museum, the only South Island moa footprints in existence, were exhibited as *Te Huna a te Moa*.

In a first for Otago Museum, the exhibition was developed to both display the footprints to the public, while simultaneously enabling our Conservation team to manage and monitor their preservation. There has been a lot of international interest around this, and it is an important project for the Collection team and Kyeburn community.

Another significant inclusion was the donation of Michael Denny's collection of subfossil extinct bird skeletons. Featuring a large amount of moa material from the North Otago area, the donation has been gladly received by the Natural Science team. The discovery that there was an extinct South Island goose specimen within the donation was a highlight for the department, and for the collection.





Kane Fleury, Assistant Curator – Natural Science identifying subfossil bird bones from a recent acquisition.



Conservator Shannah Rhynard-Geil and Curator Chloe Searle discussing the mounting of recently conserved species jar on its return to Waitaki Museum

Understanding the collection

Our collections provide irreplaceable records against which we are constantly building and modifying our knowledge and understanding of our natural and cultural worlds.

They represent a vital part of our nation's heritage and play an integral role in the international scientific accord to document our world. The extraordinary riches within our collections also allow us to explore both cultural and natural history in ways that inform New Zealand's understanding of its origins, its peoples, our relationship with our environment, and our responsibilities in a global context.

Otago's biodiversity research collections were a vital resource in Dr Robert Hoare's (Maanaku Whenua – LCR) taxonomic and biosystematic revision of New Zealand's Noctuid moths.

This year the culminating publications of Hoare's revision research provides the most up-to-date species lists and descriptions to identify, measure and more accurately understand our native moth biodiversity. The humble moth is an important part of healthy forest ecosystems and this type of taxonomic research underpins the work of conservation biologists studying at-risk habitats and the effects of climate change. It highlights the pivotal role of our local natural science collections nationally.

With a vast collection of over 1.5 million items, and a strategy to build upon them to address gaps and build on research strengths, collections are continually being developed, documented, and cared for.

The Museum closed collections access from 1 January 2020 for 6 months to enable the Collections team to undertake inventory, cataloging, rehousing, and imaging. During this time the Collections team updated a staggering 66 776 individual objects records in the Vernon database. A core function of Otago Museum will always be to care for the collections, to research and develop them, and to share them with our communities; their documentation being a key contributor to their discoverability.

Supporting the regional collection

As a major metropolitan Museum, that employs nationally recognised experts, we have a responsibility to share that expertise to help support the collections of Otago and Southland; a region where there are few active conservators.

Our Conservation team is very active, travelling to regional museums to upskill staff, provide advice, and guide conservation and collections work.

A major piece of work has been the conservation of Southland Museum and Art Gallery's wet collections. The collection of over 150 specimens was brought from Invercargill for assessment and treatment. The Conservation team have also been working in Stewart Island; Jo Massey, after over a decade trying to arrange conservation of the Rakiura Museum's wet collections, was successful this year, and our team spent a week on the Island assessing their collection in order to bring it to Otago for remedial work prior to display in the new purpose-built Rakiura Museum. We also supported the North Otago Museum's redevelopment during this period, completing staff training and remedial treatment of a variety of objects.

These are just three of many instances that the team has supported our regional museums and the collections of the lower South Island.

WHĀIKA TUARUA GOAL TWO

**WHAKAURUA Ā TĀTOU HĀPORI
KIT E WHAKAOHOOHO
TE MIHARO, TE MANAWA REKA,
TE WHAKAMARAMA HOKI**

Engaging our community to inspire
wonder, curiosity and understanding



Inspiring Wonder

This period we have certainly inspired wonder, curiosity and understanding through the world-class exhibitions that we brought to Otago. *James Cameron – Challenging the Deep* came to New Zealand for the first time. This exhibition brought people from across the country to visit the Museum, and even James Cameron himself, for a weekend of talks and engagement with our community.

Our organisation also brought the incredible *Museum of Broken Relationships* to New Zealand. This internationally acclaimed exhibition had previously been to the major cities of the world. Gaining media interest from around the country, the beauty, joy, and depth of the exhibition was astounding; it was wonderful to be able to offer the people of Otago something so special and usually reserved for larger population centres.

One of our Tuia 250 projects, *Mercury Rising*, inspired wonder and curiosity in our night skies. High school students spent a weekend at Mount John observatory, learning how to use telescopes, and audiences in four of New Zealand's main centres were treated to a series of talks by astronomy experts. Culminating early one November morning in Whitianga, experts and local community came together to witness and photograph the transit of Mercury, just as Captain James Cook had done, from the same spot, 250 years previously.



Group photo of Otago Museum Staff and James Cameron during his visit in late 2019.



A locally donated leather jacket on display within the *Museum of Broken Relationships* exhibition.



One of our Tuia 250 projects, *Mercury Rising*. In Whitianga, experts and the local community came together to witness the transit of Mercury across the Sun.

Providing a platform for all

We aim to be a mirror for our community, giving everyone a voice and a platform within our walls. Our organisation strives to be a place where under-represented communities feel at home, and to support events and exhibitions that increase understanding; connecting all the parts of our community together.

Our Events and Programmes team have worked with over 90 organisations and individuals, providing a multitude of events for Otago. Our annual *iNDx* exhibition featuring neuro-diverse artists is one that is looked forward to by many.

Areez Katki, an award-winning, queer multi-disciplinary artist from the Parsi community, through his exhibition *Bildungsroman*, brought understanding of this minority group to Dunedin.

Our Pacific Community days allow both the people of Otago to learn more about Pasifika arts and culture, but also connect our Pasifika community with our collection from the island nations that surround New Zealand.

Our support of Art+Water brings our academic and scientific community together with local artists to co-create artworks inspired by science. *Korero Pono* was an exhibition where those with experience of the criminal justice system spoke to an audience about their lives, in order to decrease prejudice.

These events help many segments of our communities to understand one another and better connect to each other.

Strong partnerships serving our community together

Otago Museum has strong relationships with organisations in Dunedin and throughout New Zealand. These partnerships help us to better serve our community, and allow us to offer more than we could if we were operating alone.

The Dodd Walls Centre is one of our closest relationships, sharing staff, projects, and equipment, and bringing the science of light and quantum-technology to the community.

The National Institute of Water and Atmosphere (NIWA), has also proven an invaluable partner, allowing us access to specimens, images, and knowledge to bring an exhibition of New Zealand's deep waters to our galleries. NIWA also brought their research ship, the *Tangaroa*, to our city for a community open day that attracted over 700 visitors. This was a great opportunity for our region to experience ship life, and to better understand the world-leading ocean science undertaken in Aotearoa New Zealand.

The MacDiarmid Institute is yet another organisation with whom we have established an ongoing partnership, sharing their work around nanotechnology and material science with communities in the lower South Island.

Our relationships across the University of Otago continue to grow. We have strong links with many departments. Students from the Centre for Science Communication and the Marketing Department, regularly undertake internships and projects with Museum teams. During the COVID-19 crisis, the Museum drew on expert microbiology expertise from the University to enable us to open safely to the public.

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Areez Katki, award-winning, queer multi-disciplinary artist brought understanding of the Parsi community to Dunedin with his exhibition *Bildungsroman*.



Otago Museum staff preparing for the *Tangaroa* Open Day event which brought over 700 visitors to view NIWA's research vessel.



Science is everywhere as visitors to Meridian Mall discovered through the Science Show Offs popup science shows.



The Lab in a Box mobile delivery platform enables the Outreach Team to bring Museum-level science engagement into the remotest communities.

Engagement and education in the southern region

This year we have brought history, te ao Māori, te tiriti, and science to many throughout Otago and Southland through our Tuia 250 - He Taura Tākata programme through which our Education team visited 32 schools and engaged with almost 4800 people.

Through this programme we supported teachers in remote areas where there are limited resources, delivering specialised programmes that link to Museum resources and expertise.

Science Showoffs was another externally funded project that aimed to show that science is everywhere and fun. The team engaged young people in many places ranging from shopping malls to skate parks, and from sports fields to beaches. The finale was a competition where youth presented their own scientific demonstrations as part of the Vogel Street Party.

Providing outreach to underserved communities

Our local community have not been the only ones to benefit from our Science Outreach team.

Utilising funding from both the Ministry of Business, Innovation and Employment and the Ministry for Foreign Affairs and Trade, we have taken teams to remote areas in New Zealand with the Extreme Science II project, and throughout the Pacific with the Far from Frozen project.

Extreme Science II visited the West Coast, Northland, Stewart Island and Great Barrier Island, engaging with more than 2000 children. Responses from teachers and communities were overwhelmingly positive, with teachers particularly pleased with the physics content, which in feedback said was difficult to teach without this support.

Far from Frozen was taken to Fiji, touring many of the local schools to demystify the science behind climate change. The tour aimed to build a better understanding of the causes of climate change, and the projected impacts on their nations, as well as discuss ways to reduce or mitigate these impacts. The tour was extremely well received, with many schools adopting the content to continue teaching beyond the visit.

Supporting our regional community

Otago Museum is the largest museum in the lower South Island. This position brings responsibility to support regional museums, both with their collections, and with their governance.

In February 2020, the Museum was approached by the Trust board of Central Stories Museum and Art Gallery in Alexandra to assist while they recruited a new museum manager. Visitor Experience Manager, Teresa Fogarty, was stationed in Alexandra three days a week as the temporary manager. Over the following six months, Teresa became an integral part of the Central Stories team, providing invaluable support in recruitment, development of health and safety systems, and day-to-day management of the site.

Our support for smaller, regional museums can be seen throughout Otago and Southland; we are determined to help the historic sector thrive and ensure that all our communities have access to knowledge of what came before.

WHĀIKA TUATORU

GOAL THREE

WHAKAHAUMARU TE WĀHEKE I TE AO HURIHURI

A secure and sustainable future
in a changing world



COVID-19: Lockdown and uncertainty

The event that 2020 has revolved around, turned the world, and our organisation, upside-down.

While this was a year of hardship for many, our response to this disaster proved our institution's resilience and sustainability. We let science direct us, and our reaction and processes became a blueprint for others to follow, leading our sector and our community.

When news that the pandemic sweeping the world had come to New Zealand's shores, we immediately formed a COVID-19 Response team and reached out to University of Otago virologists, Professor Miguel Quiñones-Mateu and Associate Professor Michelle McConnell.

Letting experts guide us, they reviewed areas posing a higher risk of viral transmission, and we immediately decommissioned high-touch interactives. We instituted new processes for cleaning, provided signage for the public to increase social distancing, offered hand sanitizer stations, mask-wearing for public-facing staff, and put up screens to provide a barrier between staff and public where there was a risk of closer contact. These actions helped our staff to feel protected, and ensured the public felt safe.

This partnership with the University enabled us to act more quickly, and because of this, we found that other organisations around the country were following our lead.

Our relationship with the Microbiology Department led to collaboration on a joint paper titled, *Re-opening After COVID-19 in New Zealand*, published in the *Journal of Conservation and Museum Studies*. This publication will ensure this information was captured and shared sector-wide.

After Level 4 ended, we formed a 'Thank You Essential Workers' campaign. Essential workers and their families received free entry to Tūhura in recognition of their efforts over lockdown. This was widely marketed around Dunedin, and had the added benefit of ensuring the wider community recognised that Otago Museum was a safe place to revisit.

The experience of COVID-19 was difficult. Financial pressures were huge, and the fear of redundancies was real, but our response to this showed our resilience as an organisation; our ability to move nimbly, and to work together as a team of 128.

Environmental responsibility

As an organisation that is led by science, has the largest science outreach team in New Zealand, and offers a programme to Pacific nations on climate change, it is important for many reasons that we are environmentally sustainable.

Trying to find where we can make better choices, creating less waste, and reducing emissions has been the goal of our Sustainability Group. One of these changes has been the milk used in our Café. Partnering with local company Spout Alternatives, all regular milk is now delivered by keg. This has saved over 7000 plastic bottles annually, and was very popular with our online audience.

We also upgraded the Collections freezer. The new environmentally-friendly refrigerant means 2000 times less carbon emissions for any accidental leaks, a massive reduction which will make real difference to our overall footprint.



In accordance with government regulations during the COVID-19 pandemic, Otago Museum adopted plastic shields to reduce the spread of the virus between visitors and Museum staff.



In an effort to reduce Otago Museum's environmental footprint, Spout Alternative was chosen as the Café's milk supplier. This choice has reduced the usage of 7000 plastic bottles annually.

Moving to an online future

COVID-19 also showed us that in many ways much of our future is a digital one. While our doors were closed, our audience was still eager to connect with education and outreach that was rooted firmly in Otago, and our digital Museum, @hOMe was formed.

The Science Engagement team put together entertaining and educational videos featuring science experiments and stargazing that families could do at home.

From making ginger beer to flying teabags, children everywhere looked forward to science-based activities when schools were closed and parents were looking for resources online. Front of House staff formed activities and blogs around collection items and galleries where they had specialised knowledge. The Design team used images of our taoka to make digital puzzles, which proved highly popular on social media.

The Education team pivoted to digital too. While they were unable to deliver Ministry of Education funded curriculum-based activities in person, the team created online activities, forming an online platform for teachers and the public to access. Classrooms throughout Otago used these resources, which mixed educational information in blogs with craft or outdoor activities. Children could find birds and insects that live in our local region, make woven baskets for Easter, and learn about our extinct ancient species.

In all these online offerings the curatorial teams were active: fact-checking, providing advice, and linking to our collection.

The move to online was also felt in our physical space. Now that visiting international speakers look to be unlikely for some time in the future, we needed to connect our audience with experts in an online space. The Barclay Theatre was upgraded with new state-of-the-art audio-visual technology, so that with online video conferencing software, we can now provide Otago with speakers from around the world who are leaders in their fields.

Moving our offerings online future-proofs our organisation and enables us to reach audiences not just in our southern city, but across the globe.

Securing our organisation

As with every not for profit organisation without central government funding, searching for revenue to pay for operating costs is something that occupies a lot of resources.

Otago Museum has proven an entrepreneurial and agile organisation in this regard. Our commercial arms and project-based grants cover over 50% of our overall revenue, and we are constantly looking for new ways to ensure our financial future.

Creating outreach experiences that can be utilised by other institutions across New Zealand, like Mighty Small Mighty Bright, is one way that our team's creativity and ingenuity can be seen nation-wide. Partnering with NASA to get funding for cameras aboard a flight over the Antarctic to capture images of the Southern Aurora was another moment in this period that shows how our organisation can find opportunities everywhere.

Otago Museum shows itself to be more than just its collection of national and international significance, but an organisation that is able to stretch its capabilities to meet the future, whatever that may hold.

EDUCATION @ OM

me > education @ om

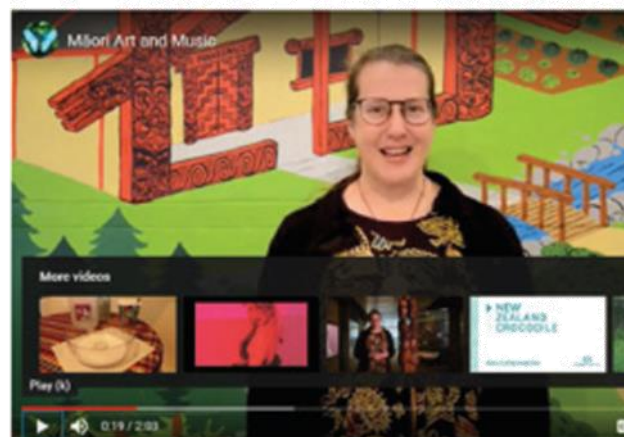
PROGRAMMES

SLEEPOVERS

PRE-VISIT INFO

ONLINE LEARNING

MĀORI ART AND MUSIC



Before the arrival of Europeans to Aotearoa, there was no written language in the way we would think of today. Instead, Māori used oral traditions and songs could be used to pass on knowledge and the oral traditions of the Māori people.

A large effort was put in place to bring informative and educational content online during the COVID-19 pandemic. This included developing an online educational platform for schools.

The creative arts of whakata, whakairo (woodcarving), raranga (weaving), and most probably te ana whakairo Māori history and storytelling.

HOW TO USE THIS RESOURCE



Otago Museum partnered with NASA to get funding for a camera aboard a flight over the Antarctic to capture images of the Southern Aurora.

Otago Museum Staff 2019 – 2020

Executive

Murray Bayly, BCom, CA
 Craig Grant, PhD
 Jane Gregory, BAppMgt
 Ian Griffin, JP, PhD, CRSNZ
 Robert Morris, M.Soc.Sci
 Gerard O'Regan, PhD

Director, Finance, Facilities and Commercial
 Director, Visitor Experience and Science Engagement
 Executive Assistant
 Director
 Director, Collections, Research, Education and Design
 Pouhere Kaupapa Māori

Collections, Research, Education and Design

Shanaya Allan, BDes Communication
 Barbara Anderson, PhD
 Stephanie Baldwin
 Emma Burns, BSc
 Mikayla Cameron
 Jen Copedo, BA (Hons)
 Nicole Dunford
 Kane Fleury, MSc
 Amanda George, PhD
 Emily Gray, MSc
 Anne Harlow, MMHS
 Paola Healey
 Prudence Jopson, Dip Visual Arts
 On Lee Lau, MSc
 Aleisha Lord, BA/BCom
 Isaac Martyn
 Kallia McCoid, BA
 Jamie Metzger, MAppSc
 Nyssa Mildwaters, ACR
 Christiana Moeroa
 Max Mollison, BDes Fashion (Hons 1st Class)
 Gerard O'Regan, PhD
 Freya Pike
 Cody Phillips, PGDipSci
 Shannah Rhynard-Geil, MSc
 Luke Robb
 Craig Scott, BDes Communication
 Sofian Scott, BA
 Annah Taggart, BDes Communication
 Kate Timms-Dean, PhD
 Rachel Wesley, PGDip Arts (distinction)
 Moira White, MA (Hons 1st Class)

Exhibitions and Creative Services Officer
 Research Scientist
 Sleepover Presenter
 Curator, Natural Science
 Sleepover Presenter
 Assistant Collection Manager, Humanities
 Sleepover Presenter
 Assistant Curator, Natural Science
 Education Officer
 Education Officer (full-time)
 Collection Manager, Humanities
 Sleepover Presenter
 Exhibitions and Creative Services Officer
 Assistant Collections Manager, Natural Science
 Sleepover Presenter
 Sleepover Presenter
 Sleepover Presenter
 Assistant Curator, Māori
 Conservation Manager
 Sleepover Presenter
 Exhibitions and Creative Services Officer
 Curator Māori
 Sleepover Presenter
 Collection Manager, Natural Science
 Conservator
 Sleepover Presenter
 Head of Exhibitions and Creative Services
 Tuia Educator
 Exhibitions and Creative Services Officer
 Education Manager
 Curator, Māori
 Curator, Humanities

Finance, Facilities, and Commercial

Paula Barragan-Ramano
 Brenda Barron
 Lee-Arna Blair
 Callum Booth
 Catherine Carr
 Gina Cavanagh
 Conway Dean
 Margot Deveraux, PGDip CAppSc
 Kayla Dwyer
 Benjamin Farry
 Wilson Fisher
 Alana Gathercole-Smith
 Garry Gibson
 Vanessa Graham
 Helen Gregory
 Blake Haines
 Sarah Harkness, National Cert Vet Nursing
 Danielle Harris
 Caitlin Harrison-Craig
 Steven Hird, NVQ Museum Studies
 Richard Hockney
 Stella Hudson
 Penny Jacks
 Stephanie Kaan, BCom, CA
 Nichola Keen
 Geoffrey Kern, BA
 William Kilgour-Hand
 Jeremy Kirkwood
 Fa'ao'osala Lale
 Athena Lam, BHK/BPhy
 Ashleigh Lamb, Dip Tourism
 Kira Lazaro Morato, MSc

Shop Assistant
 Building Services Officer
 Assistant Accountant
 Café Cook
 Venues Host
 HR Manager
 Facilities Officer
 Project Manager, Health and Safety Advisor
 Café Host
 Kitchen Assistant
 Venue Host
 Café Host
 Production and Projects Officer
 Venue Manager
 Shop Assistant
 Café Host
 Shop Assistant
 Accounts Assistant
 Venues Host
 Museum Guide, Weekend Supervisor
 Facilities Officer
 Café Host
 Venue Host
 Accountant
 Café Host
 Assistant Café Cook
 Café Host
 Kitchen Assistant
 Venue Host
 Venue Host
 Café Supervisor
 Shop Assistant

Bronwyn Lewis, BCapSc
 Emma Loader
 Samanta Luzzi King, BA
 Nicholas McKenzie, BPhEd
 Teremoana Munro
 Matthew Newton
 Zachary Nicholls
 Christopher Patchett, DipGrad Sustainable Practice
 Emma Perry
 Imogen Ramsay-Te Haurua, Dip HospMnt
 Kai Richards
 Bronwyn Robson
 Emma Ronald
 Melissa Simpson
 Paris Skipper
 Andrew Spiegel
 Brian Templeton
 Kerry Varcoe
 Aliza Waterhouse
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Kathleen Adams
 Sophie Adams, PgDipWLM
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 Chris Burgess, BA
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 Pearl Gray, BA (Hons)
 Quinn Hawthorne, BDes Communication
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 Alice Morrison, BA
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Shop Assistant
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 Venue Host
 Venue Host
 Venue Host
 Café Cook Supervisor
 Café Host
 Café Manager
 Venue Host
 Shop Assistant

Developer, Systems and Interactive Media
 Marketing Assistant
 Marketing Manager
 Content Editor

Communicator
 Science Communicator
 Communicator
 Senior Science Engagement Coordinator
 Front of House Officer
 Science Centre Manager
 Science Communicator
 Science Communicator
 Programmes and Events Officer
 Museum Guide
 Communicator
 Museum Guide
 Communicator
 Senior Science Engagement Coordinator
 Communicator
 Programmes and Events Manager
 Communicator
 Gardener
 Science Presentation Coordinator
 Communicator
 Visitor Experience Manager
 Communicator
 Museum Guide
 Science Communicator
 Communicator
 Science Communicator
 Science Communicator
 Full Dome Producer
 Science Communicator
 Science Communicator
 Communicator
 Communicator
 Museum Guide
 Communicator
 Communicator
 Museum Guide
 Science Communicator
 Science Communicator
 Science Centre Manager
 Operations Coordinator
 Living Environments Officer
 Communicator
 Museum Guide
 Communicator
 Communicator
 Museum Guide
 Communicator
 Science Engagement Manager

STATEMENT OF SERVICE PERFORMANCE



Strategic Objectives	Status 2019/2020 (2018/2019)	Commentary
GOAL 1: UPHOLDING THE MANA OF THE COLLECTION/ WHAKAMARAKATIA TE MANA O TE KOHIKA TAOKA		
1.1 We will share our collection with the world		
Review, assess and/or digitise 10 000 collection items and increase the number of items accessible online by 5000.	<p>Achieved</p> <p>12 824 new records generated</p> <p>84 298 Vernon object records assessed (76 121)</p> <p>0 new items accessible online</p>	<p>Collections staff have assessed 84 298 object records in 2019 – 2020 (30 362 Natural Science, 53 936 Humanities), of which 12 824 are newly generated records, and 71 474 have been updated or amended.</p> <p>Assessment refers to examining the item and assessing it against international museum standards. This may include confirming that it is adequately documented, safely housed and its conservation status is appropriate to revising information about the item, digitising it to agreed Museum standards and/or fully treating it by the Conservation team. Agreed standards are fully articulated in the Museum's Collection Policy 2015 – 2020. Key standards of note include SPECTRUM and CIDOC.</p> <p>Of the items that have been assessed:</p> <ul style="list-style-type: none"> • 33 708 Humanities objects were inventoried in collection stores • Approximately 11 000 Natural Science items were digitised. <p>Other collection activities of note were:</p> <ul style="list-style-type: none"> • Completion of the full cataloguing of the Roman coin collection. <p>0 new items available online: This is because there is currently no live link between the data on the website and Vernon. This will be addressed as part of the website development which is likely to take place in the next financial year.</p>
Facilitate loans of collection items to and from the Museum.	<p>Achieved</p> <p>8 loans to other institutions (8)</p>	<ul style="list-style-type: none"> • OL2019-3 Loan to Otago University of subfossil bones, for Alex Verry's PhD thesis. • OL2019-5 Loan to the Dunedin Public Art Gallery of 84 boxes of archaeological midden material from Peter Coutts' excavations in Fiordland for Alex Monteith's multi-disciplinary project, <i>Kā paroro o haumumu: Coastal Flows / Coastal Incursions</i>, on display 1 June – 29 Sept 2019 • OL2019-6 Loan of 55 taoka to the Hocken Collections for exhibition in <i>Tuio: Southern Encounters</i>, on display 9 September 2019 – 11 January 2020. • OL2019-7 Loan of New Zealand Cross to Special Collections, University of Otago Library for the Library's Special Books Collection 1869 exhibition <i>1869 The Year That Was</i> which was on display 20 September 2019 – 31 January 2020 • OL2019-8 Loan of three penguins and a display case to the Yellow Eyed Penguin Trust for a display at the International Penguin Conference. • OL2019-9 Loan of penguin bones from 10 specimens, to University of Auckland. • OL2019-10 Loan of one moa bone for display at The Dunedin Museum of Natural Mystery. • OL2020-1 Loan of penguin skulls from 18 specimens, to University of Auckland for follow-up work expanding on work done with items in their previous loan.

Publish 20 publications based on the collections, from internal researchers via publicly-accessible media.	Achieved 51 publications by internal researchers (72)	<p>Cooper, A, Reay, A, Ireland, T, et al (2019) 'Cretaceous molybdenite in metasomatic epidosite associated with the Pounamu ophiolite, New Zealand', <i>New Zealand Journal of Geology and Geophysics</i>, 63(2), 227-236.</p> <p>Crane, R, (2020) 'What were they thinking? Tracing evolution in the Otago Museum, 1868 – 1936', <i>Museum History Journal</i>, DOI: 10.1080/19369816.2020.1759005</p> <p>Crane, R, Labrum, B, and Wanhalla, A, (2020) 'Introduction: Museum histories in Aotearoa New Zealand: intersections of the local and the global, Museum' <i>Museum History Journal</i> 13(1):1-7 DOI: 10.1080/19369816.2020.1759004</p> <p>Kerr, D.S. (2020) 'Sexual dimorphism in <i>Berisina maculipennis</i> (Stratiomyidae: Berisinae): a brief re-description of the male and first description of the female', <i>The Wētā</i> 54:56-60.</p> <p>Kerr, Steve and Johns, Peter (2019) 'A recent observation of the rare limoniid crane fly <i>Discobola haetara</i> Johns and Jenner 2006 at Leith Saddle, Dunedin', <i>The Wētā</i> 53(1):35-36.</p> <p>Kerr, Steve (2019) 'Formal designation of female allotype of <i>Scorpiurus aramoana</i> at Otago Museum', <i>The Wētā</i> 53(1):37-38.</p> <p>Malthus, J. (2019) 'Re: Emerged Fashion on show at Dunedin Airport', <i>Context</i> 38: 73-92.</p> <p>Malthus, J. (2019) 'Dressing Settlers in New Zealand: Global Inter-connections', <i>Dressing Global Bodies: The politics of fashion in world history, 1600-2000</i>. Lemire, B, and Riello, G, eds, pp.182-204, Routledge, UK, ISBN 9781138493186</p> <p>Malthus, J, and White, M (2019) 'The Business of Staying dry: designing waterproof garments and textiles in nineteenth-century New Zealand', <i>Scope (art and design)</i> 17: 23-31</p> <p>White, M, (2020) 'Exhibition Review: Areez Karki's Bildungsroman in Dunedin', <i>Context</i> 40: 68-76.</p> <p>White, M and Lange, S. (2019) 'Getting it Straight: stocking seams, shades, and one-size-fits-all', <i>Context</i> 39: 20-38.</p> <p>White, M, (2019) 'The Women's Section at the 1925 – 26 International Exhibition in Dunedin' in <i>Crafting Aotearoa: A Cultural History of Making in New Zealand and the Wider Maana Oceania</i>, Te Papa Press.</p> <p>White, M, (2020) 'Workshop Review: UnValentine's Day at the Otago Museum', <i>Context</i> 40: 19-22.</p> <p>ted on the Otago Museum Blog:</p> <p>ns, E, and Mildwaters, N, 'A Few More Favourite Things' 30 December 2019</p> <p>ns, E, and Fleury, K, 'Natural Science's Greatest Hits 2019', 06 January 2020</p> <p>ns, E, 'The Taraira Tree', 5 November 2019</p> <p>ns, E, 'Roo Balls!', 5 September 2019</p> <p>r, M, 'Sheep and New Zealand Postage Stamps', 9 October 2019.</p> <p>r, M, 'Stamps Telling a Story', 15 February 2020.</p> <p>r, M, 'Queen Victoria's Head', 31 May 2020.</p> <p>edo, J, 'Cannibal Forks' 22 April 2020</p> <p>ry, K, 'Thicc bee-auties, All About Bumblebees', 25 March 2020.</p> <p>ry, K, 'The Mystery of the Adzebill', 08 June 2020</p> <p>ry, K, 'Have You Seen the Poplar Sawfly?' 16 Jan 2020</p> <p>inah, R, 'World Rhino Day', 20 September 2019.</p> <p>inah, R, 'Remus's Tale', 4 February 2020.</p> <p>inah, R, 'Challenging the Deep', 10 February 2020.</p> <p>inah, R, 'Planets in Antiquity', 7 April 2020</p> <p>r, S, 'Have You Got the Blue Fly Blues?', 30 April 2020. Also published in <i>naturalist.nz</i> website</p>
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	<p>, O, 'Foulden Maar', 29 July 2019.</p> <p>, O, 'The Museum's Painted Fish', 15 April 2020</p> <p>, O, 'Squid', 23 August 2019</p> <p>, O, 'Arthropods', 16 August 2019</p> <p>, O, and Crane, R, 'Exploring the Deep' 18 July 2019</p> <p>ite, M, 'Custodial Worker Day', 2 October 2019.</p> <p>ite, M, 'Janet Frame', 28 August 2019.</p> <p>ite, M, 'Remembering Norman Bethune', 15 November 2019.</p> <p>ite, M, 'Moustache Cups', 20 November 2019.</p> <p>ite, M, 'Sleek, Chic, Belleek', 15 December 2019.</p> <p>ite, M, 'Zoroastrianism: Clothing a Culture', 11 January 2020.</p> <p>ite, M, 'Uncovering Pacific Pasts', 28 February 2020.</p> <p>ite, M, 'Six Degrees of Separation', 5 March 2020.</p> <p>ite, M, 'Smock Shock', 1 April 2020.</p> <p>ite, M, 'Locking in a Day for Nylon Stockings', 15 May 2020.</p> <p>ite, M, and Lau, O, 'A Few more of Our Favourite Things', 23 December 2019</p> <p>ier Media</p> <p>ns, E, (2020) 'Love Life in the Leaf Litter'. Critic - Te Arohi blog, 14 Feb 2020</p> <p>inah, R, 'A Tale of a Head' <i>Otago Daily Times Cool and Collected</i>, <i>Weekend Mix</i> 19 October 2019: 9.</p> <p>ithus, J, Barton, M, and White, M, 'Escapism' <i>Otago Daily Times Cool and Collected</i>, <i>Weekend Mix</i> 18 April 2020.</p> <p>ite, M, 'Rugby', <i>Exposed</i> column for the <i>Otago Daily Times</i>, <i>schools supplement</i>, 2 September 2019.</p> <p>ite, M, (2019), 'Englishman creates Māori whakairo', https://www.aucklandmuseum.com/discover/research/crafting-aotearoa#craft_concepts</p> <p>ite, M, (2019) 'Early ornamental ceramics', https://www.aucklandmuseum.com/discover/research/crafting-aotearoa/early-ornamental-amics</p>	
<p>Encourage the publication of collection-related content by external researchers.</p>	<p>Achieved</p> <p>9 publications by externals (12)</p>	<p>Blackman, M, (2019) 'Bound to Unbound: Traditional women's shoes from China.' <i>Context</i> 38: 13-21</p> <p>Blasco-Costa, I, Seppälä, K, Feijen, F, Zajac, N, Klappert, K and Jokela, J, 'A new species of Atriophallophorus Deblock & Rosé, 1964 (Trematoda: Microphallidae) described from in vitro-grown adults and metacercariae from <i>Potamopyrgus antipodarum</i> (Gray, 1843) (Mollusca: Tateidae)'</p> <p>Durante, L M et. al, (2020). 'Effects of fixatives on stable isotopes of fish muscle tissue: implications for trophic studies on preserved specimens'. <i>Ecological Applications</i> 00(0):e02080. 10.1002/eap.2080</p> <p>Hoare, R.J.B. 2019. Noctuidae (Insecta: Lepidoptera: Noctuidae). Part 2. <i>Nivetica, Ichneutica</i>. 80, 455 pages</p>

		<p>Jacquet, A. and Lacambre, D. (2020) 'New etiquettes from Lagaba concerning beer and by-products, and the placement of the year MU GIBIL' in <i>Nouvelles Assyriologiques Brèves et Utilitaires</i>, 2020 N° 1 (Mars) Notes Brèves</p> <p>Jones, J. https://blog.underoverarch.co.nz/ 20 September 2019</p> <p>Lange, S. (2019) 'Obsolete Needlework Traditions' https://www.aucklandmuseum.com/discover/research/crafting-aotearoa/obsolete-needlework-traditions</p> <p>Lessard, B D et.al, (2020) 'Generic Revision of the Chironomidae Soldier Flies of Australia (Diptera: Stratiomyidae), including the first record of Boreoides Hardy, 1920, from New Zealand'. <i>Austral Entomology</i></p> <p>Smith, I. (2019), <i>Pākehā Settlements in a Māori World: New Zealand Archaeology 1769–1860</i>. Brigid Williams Books</p> <p>Swale, S. (2020) 'Exhibition Review: SHADES: Classic Shapes and Fabulous Frames from Otago Museum's Sunglasses Collection.' <i>Context</i> 40:83-86.</p> <p>Wood, J.R. et.al. (2020). 'The Diets of Moa (Aves: Dinornithiformes)'. <i>New Zealand Journal of Ecology</i>. 44 (1). 1-21.</p>
Facilitate and encourage research access and respond to public enquiries.	<p>Achieved</p> <p>109 access requests received (139)</p> <p>87 completed (111)</p> <p>266 public enquiries (251)</p> <p>Humanities</p> <p>Access requests:</p> <p>42 Received</p> <p>38 Completed</p> <p>3 Ongoing</p> <p>1 Withdrawn/cancelled</p> <p>These included:</p> <p>Captain James Doorly's grandson visiting to examine his grandfather's medals, which include the Polar Medal.</p> <p>Jonathan Paige, a PhD student at Arizona State University, visited to examine the lithic material excavated on Pitcairn Island by Peter Gathercole in the 1960s, as part of his thesis research.</p> <p>Dr Ariane Fennetaux, from the Université Paris Diderot, visiting to examine 18th – early 19th century European dress and fashion items that include the use of animal products. While here, she gave a public talk on the subject of her recent co-authored book, <i>The Pocket. A Hidden History of Women's Lives, 1660 – 1900</i> by Barbara Burman and Ariane Fennetaux.</p> <p>Images of a Huntly & Palmer cracker 'souvenired' from Antarctica to feature on the <i>Zealandia Kitchen</i> website.</p> <p>Images of sewing samplers for inclusion in an essay on the <i>Crafting Aotearoa</i> website.</p> <p>Images of Roman coins for 300 level and 400 level student assignments in the Classics department, University of Otago.</p> <p>Images of New Zealand studio ceramics shown at the first New Zealand Studio Potters exhibition, for display at the Ceramic Association of New Zealand's 60th exhibition.</p> <p>Images of coins from Carausius and Allectus for an updated Roman Imperial Coinage volume for Carausius and Allectus.</p> <p>An image of the Greek Iekythos, E48.421, for inclusion in a book to be published in 2021.</p> <p>Images of Rosaria Hall garments to be part of a PowerPoint presentation shown in a public talk on the fashion label's designer.</p> <p>Images of sunglasses displayed in the <i>Shades</i> exhibition, for use in a review article.</p> <p>A tour of the collection storage areas for students from the University of Otago Anthropology Society.</p> <p>Natural Science</p> <p>Access requests:</p> <p>32 Received</p> <p>13 Completed</p>	<p>Humanities</p> <p>Access requests:</p> <p>42 Received</p> <p>38 Completed</p> <p>3 Ongoing</p> <p>1 Withdrawn/cancelled</p> <p>These included:</p> <p>Captain James Doorly's grandson visiting to examine his grandfather's medals, which include the Polar Medal.</p> <p>Jonathan Paige, a PhD student at Arizona State University, visited to examine the lithic material excavated on Pitcairn Island by Peter Gathercole in the 1960s, as part of his thesis research.</p> <p>Dr Ariane Fennetaux, from the Université Paris Diderot, visiting to examine 18th – early 19th century European dress and fashion items that include the use of animal products. While here, she gave a public talk on the subject of her recent co-authored book, <i>The Pocket. A Hidden History of Women's Lives, 1660 – 1900</i> by Barbara Burman and Ariane Fennetaux.</p> <p>Images of a Huntly & Palmer cracker 'souvenired' from Antarctica to feature on the <i>Zealandia Kitchen</i> website.</p> <p>Images of sewing samplers for inclusion in an essay on the <i>Crafting Aotearoa</i> website.</p> <p>Images of Roman coins for 300 level and 400 level student assignments in the Classics department, University of Otago.</p> <p>Images of New Zealand studio ceramics shown at the first New Zealand Studio Potters exhibition, for display at the Ceramic Association of New Zealand's 60th exhibition.</p> <p>Images of coins from Carausius and Allectus for an updated Roman Imperial Coinage volume for Carausius and Allectus.</p> <p>An image of the Greek Iekythos, E48.421, for inclusion in a book to be published in 2021.</p> <p>Images of Rosaria Hall garments to be part of a PowerPoint presentation shown in a public talk on the fashion label's designer.</p> <p>Images of sunglasses displayed in the <i>Shades</i> exhibition, for use in a review article.</p> <p>A tour of the collection storage areas for students from the University of Otago Anthropology Society.</p> <p>Natural Science</p> <p>Access requests:</p> <p>32 Received</p>

	<p>6 Ongoing/Pending 2 Withdrawn/cancelled/declined</p> <p>Public Enquires and Items Received by: Humanities, Taoka Māori, Natural Science 232 public enquiries 117 item receipts</p> <p>Conservation 34 public enquiries</p>	<p>13 Completed 6 Ongoing/Pending 2 Withdrawn/cancelled/declined</p> <p>These included: Paul Schofield from Canterbury Museum, requested data pertaining to mollusc specimens related to F W Hutton. Toronto University researcher, Associate Professor Sanja Hinc-Frlog, visited the avian skeletal collection to take morphometric measurements that will be used to assist in understanding modes of locomotion in extinct water birds.</p> <p>James Tweed of Ahika Consulting visited to see if records of a rare species of moth appeared among the Brian Patrick Collection. Dr Robert Hoare, Maanaki Whenua Landcare Research, Auckland, visited to view the <i>Tineidae</i> specimens in preparation for a loan to begin the revision of this moth family. He also returned loans of the <i>Noctuidae</i> moths and new species names updates to the cabinets. Images of wētā type specimens were supplied to Dunedin-based entomologist Danilo Hegg as part of a taxonomic review of wētā species. Tours of the moa skeletal collection were extended to members of the Kyebrum community and Kāti Huirapa Runaka ki Puketeraki who were associated with the moa footprint find after the opening of <i>Te Huna a te Moa</i>. Marcus Richards examined fossil penguin bones collected by Professor Marples. Scott Mouat from Elwin Productions came to film extinct birds in the Nature galleries. Phil Sirvid, Te Papa, inspected the <i>Opiliones</i> collection to select loan specimens for a large global <i>Opiliones</i> taxonomy revision project. Bill Morris and Richie Robinson spent two days in the Museum working on an article discussing museum skeleton preparation for the <i>New Zealand Geographic</i>.</p> <p>Taoka Māori Access requests: 35 Received 26 Completed 1 Ongoing 2 Declined 6 Cancelled/withdrawn</p> <p>These included: Images of a number of Kāi Tahu taoka to be used in the exhibition associated with the Hocken Collection's <i>Tuia - Southern Encounters</i>. Kete houhi made by Hana Te Ururaki Wesley as part of the research for HIST327 paper. Images of the pukoro from the Puketo Station kete to display at Te Awamutu Museum, in an exhibition showcasing the exegesis of renowned weaver Kahutoi Te Kanawa. Images of the Talla Burn waka and associated materials to artist and academic, Patricia Wallace. Images of two taoka from the Emma Grooby collection for a biography of Mrs Grooby in <i>Tāngata Ngāi Tahu Volume 2</i>. Image and catalogue information for D34.455, the Ngāti Manawa mask, in an essay by a descendant of Ngāti Manawa</p>
Deliver 20 presentations in-house and externally.	<p>Achieved 32 presentations</p>	<p>Burns, E, 'The Living Dead: The afterlives of animals in Museums', <i>Art Symposium, Otago Polytechnic</i>, 27 September 2019. Burns, E, 'Lawrence Lions', interview, Radio NZ, December 2019. Burns, E, 'Eastern Grey Kangaroo' interview, <i>Radio One 91 FM</i>, 11 September 2019.</p>

Crane, R, 'Beyond Paintbrushes and Albums: Women in the Otago Museum 1869-1936', 1869 Conference, hosted by the University of Otago Centre for Research on Colonial Culture and the Australasian Victorian Studies Association. Held at Otago Museum and the University of Otago, 28 September 2019.

Crane, R, 'Fur, Fins & Feathers: Filling a Museum', *Heritage Byte*, Southern Heritage Trust, heritage festival, 28 September 2019.

Crane, R, 'A Better Day Dawned for Biology: Darwin Down Under Workshop at the AAHPSSS Conference 2019, Wellington, 3 November 2019.

Crane, R, 'Scientific Women in the Museum', *Thirst for Knowledge*, Ombrellos bar, 30 June 2020.

Crane, R, 7 min item on Chiarini's Royal Italian Circus, *Heritage Matters: Spotted Leopard OAR* (Open Access Radio), 28 October 2019.

Crane, R, 'Parker's Fin Whale', *Heritage Matters: Whale Tale*, OAR (Open Access Radio), 11 November 2019.

Fleury, K, 'Pitcairn Island Endemic Flora and Fauna' interview, *Radio One 91 FM*, 24 July 2019.

Fleury, K, interview on Moa bone trade issue, *Radio NZ*, 2 September 2019.

Lau, O, 'Diatomite' interview, *Radio One 91 FM*, 31 July 2019.

Malthus, J, 'Dressing for the Crossing on the *Titanic*', Otago Museum, 12 November 2019.

Malthus, J, 'Put on Your Knickerbockers: bicycle wheels and dress reform in the late 19th century', at Oamaru Heritage Week, 13 November 2019.

Malthus, J, 'What Were You Wearing When the Queen Visited in 1953?', Salvation Army, Dunedin, 9 July 2019.

Malthus, J, 'I'm a Dress Historian...', Otago Rural Women's Friendship Day 50th Anniversary, 5 March 2020.

Malthus, J, 'In conversation: Champagne, Cake & Couture with Barbara Brinsley', St Clair, Dunedin, 19 October 2019.

Mildwaters, N, 'Review of the 2019 AIC Conference: New Tools, Techniques and Tactics in Conservation and Collections Care', NZCCM Annual Conference, Christchurch Art Gallery, 23 – 25 October 2019.

Mildwaters, N, 'Conservation at Otago Museum 2018-2019', Otago Museum Friends Christmas Talk, 28 November 2019.

Mildwaters, N, 'Archaeological Conservation: An Overview', Lecture to 400-Level Material Culture students, Otago University Anthropology and Archaeology Department, 20 May 2020.

Vanderburg, J, 'Living and working in West Africa', Association of Friends of the Otago Museum Lunchtime talk, 17 September 2019.

Vanderburg, J, 'More than Curiosities: Provoking Understanding of Cultures', *Africa: Diversity and Development* conference, University of Otago, 26 November 2019.

Wesley, R, 'Kōrero with Gerard O'Regan, Rachel Wesley and Vicki Lenihan', Dunedin Public Art Gallery, 1 September 2019.

Wesley, R, 'Kā Taoka, Tuia - Southern Encounters', Hocken Collections, 10 October 2019.

White, M, 'Replicas at the Otago Museum', introductory talk for *SciFi Friday*, Otago Museum Perpetual Guardian Planetarium before *Bladerunner*, 9 August 2019.

White, M, and Lange, S, 'Hosiery at the Otago Museum', *Radio 1* interview, 9 October 2019.

White, M, 'Specific, not general', but...: Advice for Memoirs and Biographies', Biography, Autobiography and Memoirs symposium, University of Otago, 15 November 2019.

White, M, 'A forum where women could associate': Meetings of the Otago Women's Club literary circle', *Kanohi-ki-te-Kanohi: Histories for our Time*, Victoria University of Wellington, 29 November 2019.

White, M, and Lange, S, 'Bluestockings Welcome', *A Common Thread* symposium, Suter Art Gallery, Nelson, 29 September 2019.

White, M, 'Uncovering Pacific Pasts', *Radio 1* interview, 4 March 2020.

White, M, 'Jim Cooper's Number 9 exhibition', *Radio 1* interview, 29 January 2020.

<p>Collections team contributes to the delivery of projects, exhibitions and programmes to engage our core audiences.</p>	<p>Achieved</p>	<p>Projects A new soundtrack compilation identified and installed in People of the World, with a range of musical styles from a number of different countries. Wananga held with mana whenua on Tāngata Whenua gallery concept, Otago Museum, 10 August 2019. Contributing to content developed during COVID-19 level 3-4 lockdown for Otago Museum @hOMe online platform (editing, validity checking and image sourcing).</p> <p>Exhibitions <i>Enter, Re: Emerging, 2019 Otago Wildlife Photography Exhibition, Dare to be Wise – 150 Years of the University of Otago, Korero Pono, James Cameron Challenging the Deep, Dive Deep into NIWA Ocean Science, iNDx Art Exhibition 2019, Taoka Online stairwell display, Art + Water, Te Huna A Te Moa, 2019 Otago Wildlife Photography Exhibition to Cromwell Museum, Museum of Broken Relationships, Bildungsroman – Areez Katki, No.9: work made in a number nine year – Jim Cooper, Shades: Classic Shapes and Fabulous Frames from the Museum's Sunglasses Collection stairwell display.</i></p> <p>Programmes Creative Pasifika, Malo Ni! – Tokelauan community celebration day, gallery trail content checking.</p>
<p>1.2 We will strategically develop our collection</p> <p>Develop our collections, in-line with our Collections Strategy.</p>	<p>Achieved</p> <p>71 new acquisitions (36)</p>	<p>52 Humanities acquisitions 15 Natural Science acquisitions 4 Taoka Māori acquisitions</p> <p>Humanities acquisitions include: A brooch made by local artist, Jim Cooper. A pink hand-knitted pussyhat. A 2017 dress donated by the designer, Paul Castro, from his AMASSMENT series; one of the garments to be displayed in <i>Fashion Fwd>>Disruption Through Design</i> exhibition. A set of four scalloped rulers. A 1958 evening gown, from house of Pierre Balmain. A man's 1980s Oscar de la Renta suit. A man's navy blue Comme des Garçons suit. A Len Castle ceramic bowl. A John Crawford ceramic bottle. A Mirek Smisek ceramic bottle. An early 20th century divided skirt (enabling sporting activities such as horse or bicycle riding). A pair of early 20th century Roslyn label woollen 'combinations' for women. An early 20th century Bulgarian blouse. Pairs of Ray Ban, Bollé, and Emporio Armani sunglasses. A woman's two-piece c.1890s silk taffeta dress, with (Dunedin Department store) Herbert, Haynes & Co label.</p>

	<p>Natural Science acquisitions include:</p> <p>Box of pumice from South Sandwich Island eruption collected from various New Zealand beaches. Donated by Dr Anthony Reay.</p> <p>Two flies, a male and female <i>Berisina maculipennis</i>. Donated by Associate Professor Steve Kerr.</p> <p>Phosphatised ancient whale rostrum Chatham Rise. Donated by Mr Michael Erskine.</p> <p>A collection of beetles mostly from early and mid-20th century New Zealand locations. Donated by the University of Otago, Department of Zoology, from the estate of Malcolm Foord.</p> <p>Collecting belt once made and owned by Dr Lyn Forster.</p> <p>Various invertebrate specimens: mountain stone wētā, leaf-veined slugs and egg mass, flower spider, NZ grass hopper, native <i>Ichneumon</i>, collected by collections staff.</p> <p>Female Barrel Shrimp (Parasitic Hyperiid Amphipod <i>Phronima sedentaria</i>) from Brighton Beach, collected by collections staff.</p> <p>A piece of Baltic amber with multiple insect inclusions, posthumous donation from the estate of Noel Gorton.</p> <p>Three boxes of insects (Ants, Beetles and flies), approximately 388. Donated by Richard Nunns.</p> <p>Female Australian redback spider <i>Latrodectus hasselti</i>, Dunedin. Collected by Ron Adams.</p> <p>Two vials containing five fly specimens – male and females <i>Boreoides tasmaniensis</i>. Donated by Marie Jankowska.</p> <p>Platyhelminth species, new type material and vouchers collected from the Mackenzie Basin, New Zealand. Donated by Isobel Blasco-Costa.</p> <p>A series of paratype specimens and vouchers specimens of <i>Galactosomum otopotense</i> n. sp. collected from Caspian tern, Blue penguin, Red-billed gull and Black-backed gull. Donated by Bronwen Presswell and Jerusha Bennett.</p> <p>Tāoka Māori acquisitions include:</p> <p>Three ōtahi and one mahe from the Karitane area.</p> <p>Assemblage of archaeological midden material excavated from Pukekura and Parihauia sites</p>
1.3 We will care for our collection	<p>Achieved</p> <p>10 238 assessments/treatments (16 878)</p>
Assess, and when necessary, treat items in tandem with priority collections surveys, development projects, exhibitions and programmes.	<p>Achieved</p> <p>10 238 assessments/treatments (16 878)</p>
Maintain and develop preventative conservation programmes that apply to all collections.	<p>Achieved</p> <p>10 238 assessments/treatments (16 878)</p>

Address collection storage furniture for earthquake mitigation and fire prevention.	On-going. Not fully achieved	Work continued in the furniture store and the first tranche of doors were installed in the Ceramics and Antiquities store. Fitting doors to open compactus units will provide additional protection as part of our earthquake mitigation strategy. Given the scale of risk mitigation work to be undertaken in the collection stores, a rolling program of works is planned over a number of years.
Roll-out and embed the Disaster Plan	On-going. Not fully achieved	Grab-lists updated and work on floor plan maps progressed, however decision made to wait on final approval of most recent draft until upcoming Co-ordinated Incident Management Systems (CIMS) training has been completed to ensure that plan works within the CIMS framework used by the likes of FENZ, NZ Civil defence, etc.
1.4 We will excel at researching and interpreting our collection		
Support and encourage research outcomes of honorary curators and research collaborators.	Achieved	<p>Despite working off-site, we have supported the following research outcomes:</p> <p>Steve Kerr, Honorary Curator (Entomology – Diptera), is developing a sound knowledge of the Museum's diptera collection. Steve is working on field collections, descriptions of species that occur locally and is sharing his ongoing work through the Museum channels, Otago entomological society and <i>iNaturalist</i>.</p> <p>Anthony Reay, Honorary Curator (Geology), has been continuing his work with cataloguing the mineral collection. Anthony has also been sharing his expertise assisting with fieldwork in the Kyebrun associated with the Moa footprints.</p> <p>Rosi Crane, Honorary Curator (History of Science), continues to work on her book detailing the early history of Otago Museum and supports content outputs for the Collection team including blogs, and other interpretation material.</p> <p>Anthony Harris, Honorary Curator (Entomology), continues to contribute his time and knowledge to fielding a huge number of Natural Science enquires (over 100 per year), consistently producing his weekly <i>Nature File</i> column in the ODT. Anthony has also been busy this year reviewing a paper on <i>Pompilidae</i>.</p> <p>Bronwen Presswell, Honorary Curator (Parasitology), assisted by Jerusha Bennett, continues her work investigating and describing the parasite ecology of New Zealand's native fauna and cataloguing the prepared specimens for lodging as reference material with the Otago Museum.</p> <p>Jane Malthus, Honorary Curator (European Dress), has been a critical element of the team working on the <i>Fashion Forward</i>>> <i>Disruption Through Design</i> exhibition. Jane has continued to contribute to the documentation of new dress acquisitions, has given public talks, and assisted with public enquiries.</p> <p>Robert Hannah, Honorary Curator (Classics), has offered insights from his deep and broad understanding of the Classical world in contributing to Museum blogs and newspaper articles, as well as continuing with his own writing commitments.</p> <p>Melville Carr, Honorary Curator (Philately), has contributed to Otago Museum's blogs, offering an opportunity for the public to learn more about specific examples of a collection that has physical display challenges.</p>

		Glenn Summerhayes, Honorary Curator (Melanesian Prehistory), continues to provide feedback to staff on written material, and responds to public enquiries.
GOAL 2: ENGAGING OUR COMMUNITY TO INSPIRE WONDER, CURIOSITY AND UNDERSTANDING/ WHAKAURUA Ā TĀTOU HĀPORI KI TE WHAKAHOHO TE MIHARO, TE MANAWA REKA, TE WHAKAMARAMA HOKI		
2.1	We will be a valued community resource	
Attract more than 350 000 visitors to the Museum.	Not achieved 272 265 Visitors to Museum (348 108)	The Museum was closed to the public for 53 days from 24 March to 15 May 2020 due to COVID-19. The New Zealand border was closed to almost all travellers.
Offer free admission to the Museum's permanent galleries	Achieved 13 free exhibitions (7) 14 826 people participated in public engagement programmes and events (18 722)	<p>Free exhibitions</p> <ul style="list-style-type: none"> • Enter displayed in People of the World gallery from 4 February 2019 – 12 January 2020. • 2019 <i>Otago Wildlife Photography Exhibition</i> displayed in the Beautiful Science gallery from 30 March 2019 – 18 July 2019 (4750 visitors 1 – 18 July). • <i>Dare to be Wise – 150 Years of the University of Otago</i> displayed in 1877 gallery from 1 June 2019 – 24 November 2019 (24 481 visitors 1 July – 24 November). • <i>Korero Pono</i> displayed in the H D Skinner Annex from 8 – 15 July 2019 (349 visitors). • <i>NIWA's Dive Deep into Ocean Science</i> displayed in the Beautiful Science gallery 21 July 2019 – 3 July 2020 (51 960 visitors 21 July 2019 – 30 June 2020). • <i>iNDx Art Exhibition 2019</i> displayed in the H D Skinner Annex from 3 – 18 August 2019 (340 visitors). • <i>Taoka Online</i> displayed in the Museum stairwell from 5 August 2019 – 8 March 2020. • <i>Art + Water</i> displayed in the H D Skinner Annex from 14 – 23 September 2019 (418 visitors). • <i>Te Huna a te Moa</i> displayed in People of the World gallery from 20 November 2019 and is ongoing. • <i>Museum of Broken Relationships</i> displayed in the 1877 gallery from 20 December 2019 – 15 March 2020 (24 760 visitors). • <i>Bildungsroman – Areez Katki</i> displayed in the H D Skinner Annex from 11 January – 9 February 2020 (1043 visitors). • <i>No.9: work made in a number nine year – Jim Cooper</i> displayed in People of the World gallery from 27 January 2020 and is ongoing. • <i>Shades: Classic Shapes and Fabulous Frames from the Museum's Sunglasses Collection</i> displayed in the Museum stairwell from 8 March 2020 – 13 September 2020. <p>Free public engagement programmes and events</p> <p>14 826 people participated in 118 (111) individual public offerings developed or collaborated on by the programmes and events team. Of that, 54 were public talks, 16 live performances, 13 workshops, 9 family-fun days, and 6 Makerspaces.</p> <p>5358 (7152) adults, 3325 (5384) children and 6 143 (1727) general public engaged in these offerings – 98 of which were free to attend, 18 at a nominal paid entry charge, and two by koha.</p> <p>These consisted of a variety of workshops, public kōrero, Makerspaces, live performances, and general event offerings with highlights being: The <i>After Dark@OM R18</i> evening events – specifically <i>unValentine's Day</i> with 400 attendees, the ever-popular school holiday Makerspaces with 5248 participants, the Museum's collaboration with NIWA on the <i>RV Tangaroa</i> open day and James Cameron's public talks during his Dunedin visit.</p>

Measure value delivered to our core audience through the <i>Dunedin City Council Residents' Satisfaction Survey</i> .	Achieved	<p>The draft results from the Dunedin City Council's Residents Opinion Survey 2019/2020* recorded 94% overall satisfaction with the Otago Museum from those who had visited the Museum in the last 12 months. When rated by all respondents to the survey, satisfaction with the Otago Museum was 92%. The survey is carried out annually and independently of the Otago Museum and has a margin of error of +/- 2.6% at 95% confidence interval.</p> <p>* unpublished at time of the Otago Museum audit.</p> <p>Post-event surveys were conducted for all children's parties, programmes, events and a variety of special planetarium events (Sci-fi Friday, Meditation, children's films and more) held at Otago Museum. These provided feedback on attendee satisfaction and areas for improvement of events and services.</p> <p>Museums Aotearoa national visitor survey completed: 270 visitors were surveyed between 2 and 18 March 2020. This survey helps Otago Museum to learn more about visitor demographics in relation to other cultural organisations.</p> <p>During September 2019 the Visitor Experience team undertook visitor journey mapping to identify how the Museum facilities and services could be improved to meet the needs of different segments of our audiences. This is the first step in an ongoing process to identify ways in which the Museum can better meet the needs of our visitors.</p> <p>Visitor comment cards displayed throughout the Museum give visitors the opportunity to provide feedback and suggestions for improvements. Feedback is forwarded to relevant departments.</p> <p>A number of University of Otago and Otago Polytech students have worked with Otago Museum staff on research projects to better understand our audience:</p> <ul style="list-style-type: none"> • To ensure better understanding of perceived barriers to purchasing in December 2019 and January 2020, 212 visitors were interviewed for a Summer Scholarship project by Amelia Hewett from the Marketing Department of the University of Otago. • As part of researching the impact of the Museum website, 54 respondents were surveyed in September and October of 2019 by Anne Glaess as part of Otago Polytechnic's Bachelor of Applied Management. During the same period, and as part of the same course, visitor trends were studied in 83 surveys inside the Museum and at external locations by Nina Schall.
Undertake targeted audience research to enable us to quantify and qualify the behaviours and composition of our audiences.	Achieved	<p>Exhibitions</p> <p>Cromwell Museum: 2019 <i>Otago Wildlife Photography Exhibition</i> exhibited from 15 November 2019 to February 2020.</p> <p>Central Stories Museum and Art Gallery: two Otago Museum Exhibitions staff travelled to Cromwell to install the exhibition <i>Burnt Earth Under Big Skies</i>, 18 March 2020.</p> <p>Science Engagement</p> <p>Science outreach programmes were delivered in-person to 32 communities across the Otago region, reaching more than 13 000 residents. This included utilising the Lab-in-a-Box mobile outreach platform, together with science outreach at A&P Shows, festivals, visits to individual schools, and other community events. By local authority, these engaged the following number of people:</p> <p>Dunedin City Council: 12 687</p>
Deliver targeted programmes and services to Dunedin City Council and Waitaki, Clutha, Central Otago and Queenstown Lakes District Councils.	Achieved	

<p>Waitaki District Council: 55 Clutha District Council: 500 Central Otago District Council: 130 Queenstown Lakes District Council: 0 Total: 13 372</p> <p>Tuia – Encounters 250: He Taura Tākata With special funding for the Tuia – Encounters 250 events, Otago Museum Education team developed He Taura Tākata, an outreach programme focusing on the Māori stories related to Cook's 1769 voyage to Aotearoa. The name He Taura Tākata is taken from a song written by manawhenua composers Paulette Tamati—Elliffe and Charisma Boyd, and refers to the weaving together of people as a whānau.</p> <p>32 schools across Otago and Southland took part over a nine-month period, with 3975 students and 812 adults taking part. Four programmes were offered to schools:</p> <ul style="list-style-type: none"> • Astronomy and Celestial Navigation used the Starlab portable planetarium, virtual reality and telescopes to take students up into the stars, learning about the technology and scientific knowledge that guided early explorers to these lands. • Early Māori Technology focused on the development of the distinctive technologies of Aotearoa's tāngata whenua, and the cultural adaptations that took place as Polynesian settlers adapted to the new environment they encountered here. • Te Tiriti o Waitangi unpacked our nation's founding document, using dramatic role play to introduce learners to the Treaty articles. • Human Impact on Aotearoa focused on the impact of introduced pests on New Zealand's biodiversity, with students exploring their school environment to uncover the biodiversity in the playground. <p>By local authority, these are the number of schools connected with on this project:</p> <p>Dunedin City Council: 15 primary schools, two intermediates and one high school Waitaki District Council: two primary schools and one high school Clutha District Council: two primary schools and one high school Central Otago District Council: three primary schools Queenstown Lakes District Council: one primary school</p> <p>Three primary schools from Southland also took part in the event.</p>	<p>Conservation</p> <ul style="list-style-type: none"> • Conservation staff in conjunction with the Education team hosted lab visits for a number of children from the SHEAF Home Schooling group. • Conservation staff hosted an archaeological conservation focused visit for a number of 400-Level Material Culture students of the Anthropology and Archaeology Department, at the University of Otago. The visit formed the second part of a guest lecture by the Conservation Manager on Archaeological Conservation delivered to the same students. • Conservation Staff attended three meetings with Central Otago District Council staff and representatives from museums within the area as part of the Central Otago District Council's development of a new Central Otago Heritage Strategy.
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		<ul style="list-style-type: none"> The Conservation Manager also contributed information around Otago Museum's support services to one of the Heritage Central Otago Newsletters, compiled by the Central Otago Heritage Trust. <p>Management and Organisational Assistance</p> <p>Central Stories Museum and Art Gallery: responding to a request for help from the Alexandra District Museum Board (ADM), Otago Museum provided management support for the Museum and Art Gallery from March 2020 through to August 2020 while they recruited for a permanent manager. Otago Museum's Visitor Experience Manager took on temporary management, assisting with human resources, organisational changes and reviewing policy documents to make the organisation fit for the future. In addition, they helped the organisation to work its way through operational changes required due to the significant impact of COVID-19 restrictions. During that period four exhibitions were installed and deinstalled, strategic and annual planning took place, and the end of year financial records and budgeting were carried out.</p>
Deliver conservation and professional services to five regional museums and other collections.	Achieved	<p>The Conservation team undertook visits to:</p> <ul style="list-style-type: none"> The Teviot Museum – two visits were made, the first to discuss the museum's current situation and to provide general advice, and the second as part of discussions around wider collaborations and support within Central Otago. Central Stories Museum and Art Gallery – two visits were made, the first as part of discussions around wider collaborations and support within Central Otago as well as museum specific needs, progress, and issues that required on-going support. The second as part of the scoping of work prior to Otago Museum committing to providing management and organisational assistance. Naseby Museum – two visits were made, the first to discuss the museum's environment and more general museum issues and the second to assess a number of recently fire damaged items. Cromwell Museum – one visit was made to discuss museum needs, ongoing support and to assess several items prior to treatment. South Otago Museum – one visit was made to meet with the acting curator to discuss museum issues, areas of support and future plans. North Otago Museum – five visits were made, these visits focused on providing advice and support to the museum curator around various aspects of the Museum's redevelopment and the on-site conservation or return of previously conserved items. <p>Hobo data loggers continued to be loaned to Ōtākou Marae Museum and Clyde Museums, to enable monitoring of the museum environments.</p> <p>Conservation work undertaken by the Conservation team:</p> <ul style="list-style-type: none"> Undertook the remedial treatment of items from North Otago Museum, South Otago Museum and Cromwell Museum. Two days spent on site at the North Otago Museum working with museum staff to assess and prepare a number of items requiring more minimal conservation for the museum's upcoming re-development. Undertook a rapid salvage assessment of fire damaged materials for the Naseby Museum. Undertook contract conservation work on behalf of both the Southland Museum and Art Gallery and the Rakiura Museum around the conservation of their respective wet collections. This work was undertaken at cost. An initial week spent on Stewart Island to assess the Rakiura Museum wet collections as part of a National Services funded Expert Knowledge Exchange (EKE).
Share our plans and results with our staff, stakeholders, partners and communities.	Achieved	<p>Annual report circulated to stakeholders:</p> <ul style="list-style-type: none"> Contributing Local Authorities (DCC, and Clutha, Waitaki, Central Otago, and Queenstown Lakes District Councils). University of Otago

		<ul style="list-style-type: none"> • Māori Advisory Committee • Association of Friends of Otago Museum • Available to public and staff on the Otago Museum website. <p>Annual plans circulated to Contributing Local Authorities (as above) and available to the public on the Otago Museum website.</p> <p>Two-monthly operational report on all activity during the reporting period, circulated to stakeholders:</p> <ul style="list-style-type: none"> • Trust Board • Contributing local authorities (DCC, and Clutha, Waitaki, Central Otago and Queenstown Lakes District Councils). • Māori Advisory Committee • Chair of the Association of Friends of Otago Museum • Staff, via the intranet. <p>Operational and planning updates to staff at two-monthly staff briefings (all staff invited), and monthly Operational Managers' meetings.</p> <p>As events occur, staff are informed by regular posts on the Otago Museum intranet.</p> <p>The public and stakeholders are informed about plans, exhibitions, programmes and events through e-newsletters, blogs, social media posts, media releases, and paid advertising.</p>
Facilitate opportunities for volunteer and interns to contribute to Otago Museum.	<p>Achieved</p> <p>Interns:</p> <ul style="list-style-type: none"> 1 (Science Engagement) 3 (Education) 1 (Collections) 1 (Design) <p>Volunteers</p> <ul style="list-style-type: none"> 2 (Conservation) 2 (Collections) <p>Total: 10 (19)</p>	<p>Science Engagement/Outreach</p> <p>Piloted an internship with a postgrad student from the Centre for Science Communication in September 2019. This has resulted in three more internships arranged for the following fiscal year.</p> <p>Conservation</p> <p>The Conservation team has been joined by two long term volunteers who have focused on the digitisation of historic conservation documentation and condition reporting of items housed in the Māori organics store.</p> <p>Collections – Humanities</p> <p>An intern from the University of Otago, Stacey Fraser, completed an internship for their paper HUMS301 with the Humanities Collection team. She worked one day a week for 12 weeks and helped inventory and rehouse Māori bone taoka.</p> <p>Collections – Natural Science</p> <p>Esmee Leenhower volunteered to learn more about the role of curators.</p> <p>Nora Schlenker worked on digitising and annotating the newspaper clipping books.</p> <p>Creative Design</p> <p>Shaun Funnell, Exhibition and Creative Services intern (Feb 2019 – Dec 2019).</p> <p>Education</p> <p>Bella Anyamele – a social work intern from the University of Otago.</p>

			Anne Weiss and Nina Schall – German tourism interns from Otago Polytechnic.
2.2	We will encourage interaction throughout Otago and beyond		
Open one new exhibition over the period 2019 - 2020	Achieved 11 exhibitions opened		<ul style="list-style-type: none"> • <i>Korero Pono</i> displayed in the H D Skinner Annex from 8 – 15 July 2019 (349 visitors). • <i>James Cameron – Challenging the Deep</i>, ticketed exhibition displayed in Special Exhibitions gallery 21 July 2019 – 23 February 2020 (21 810 tickets sold). • <i>NIWA's Dive Deep into Ocean Science</i> displayed in the Beautiful Science gallery 21 July 2019 – 3 July 2020 (51 960 visitors 21 July 2019 – 30 June 2020). • <i>iNDx Art Exhibition 2019</i> displayed in the H D Skinner Annex from 3 – 25 August 2019 (340 visitors). • <i>Taoka Online</i> displayed in the Museum stairwell from 5 August 2019 – 8 March 2020. • <i>Art + Water</i> displayed in the H D Skinner Annex from 14 – 23 September 2019 (418 visitors). • <i>Te Huna A Te Moa</i> displayed in People of the World gallery from 20 November 2019 and is ongoing. • <i>Museum of Broken Relationships</i> displayed in the 1877 gallery from 20 December 2019 – 15 March 2020 (24 760 visitors). • <i>Bildungsroman – Areez Karki</i> displayed in the H D Skinner Annex from 11 January – 9 February 2020 (1043 visitors). • <i>No.9: work made in a number nine year – Jim Cooper</i> displayed in People of the World gallery from 27 January 2020 and is ongoing. • <i>Shades: Classic Shapes and Fabulous Frames from the Museum's Sunglasses Collection</i> displayed in the Museum stairwell from 8 March 2020 – 13 September 2020.
Deliver a high-quality Otago Wildlife Photography Competition and exhibition	Achieved		Competition duration 1 March 2020 – 30 June 2020. 2125 entries received made up of 53 video and 2072 photography entries. Exhibition scheduled to open 1 August 2020.
Engage in collaborations and foster ongoing partnerships across Otago, New Zealand and internationally.	Achieved		<p>Exhibitions</p> <ul style="list-style-type: none"> • Collaboration with Otago Polytechnic and ID Dunedin on development of exhibition <i>Fashion FWD >> Disruption through Design</i> (originally to open 4 May 2020, now rescheduled to open 26 March 2021 due to COVID-19), which includes working with 24 emerging design entrants across New Zealand, Australia, UK, Malaysia, Iceland, Croatia, Canada, Italy, USA and Bangladesh. • <i>NIWA Dive Deep into Ocean Science</i> – further future collaborations planned • <i>James Cameron – Challenging the Deep: Australian National Maritime Museum and Avatar Alliance Foundation</i> • <i>Museum of Broken Relationships</i> – crowdsourcing of items and stories from Otago which become part of an international touring collection <p>Science Engagement</p> <ul style="list-style-type: none"> • Otago branch of the MBIE-funded Participatory Science Platform (PSP): Otago Museum has continued its role as host institution and coordinator for the PSP. The Otago PSP is a collaborative partnership with Otago Museum, Ngāi Tahu, University of Otago, Otago Polytechnic, and NZ International Science Festival. This year, Otago PSP funded eight new science research projects in communities across the Otago Region. <p>Additionally, the Museum has continued to build and nurture a large array of partnerships with organisations from across New Zealand and abroad to deliver local, regional, national, and international science outreach programmes for 2019 – 2020. These partners include:</p>

	<ul style="list-style-type: none"> • The Dodd-Walls Centre for Photonic and Quantum Technologies. • MacDiarmid Institute for Advanced Materials and Nanotechnologies. • Society of Māori Astronomy Research. • Universities of Otago, Canterbury, and Auckland across a wide range of science departments. • Otago University Student Association. • GNS Science/Te Pū Ao. • New Zealand Integrated Ocean Discovery Program • National Institute for Water and Atmospheric Research. • Local astronomical societies throughout New Zealand. • Antarctica New Zealand. • Ministry of Foreign Affairs and Trade. 	
	<p>Programmes and Events</p> <p>Worked with 90 individuals or organisations from Otago and across New Zealand to provide expert talks, workshops, and a series of events to engage audiences at Otago Museum. These partnerships continue to develop and offer Otago Museum opportunities to provide a wide variety of activities that inspire curiosity and understanding in our world.</p> <p>Collections and Research</p> <ul style="list-style-type: none"> • Museum industry's Kahui Kaitiaki, hosted at Ōtakou Marae in October. Attended by Otago Museum staff Rachel Wesley, Jamie Metzger, Kane Fleury, Dr Barbara Anderson, and Emma Burns. This was an excellent three-day meeting of presentations, many anchored in research and practices from the Otago and Murihiku regions as well as wider national and global discussions. <p>Conservation</p> <ul style="list-style-type: none"> • Central Otago: Conservation team attended two full-day and one standalone meeting with staff from Central Otago District Council (CODC) and representatives from the Central Otago Museum Group as part of the CODC's process of formulating its new Museum Strategy. • Department of Archaeology and Anthropology at Otago University: continued to build on existing relationships, including providing conservation expertise when requested, delivering a guest lecture and providing specialist training. • Southland: Relationships with museum professionals in Southland have continued to strengthen via a number of avenues including undertaking specialist conservation treatment work for Southland Museum and Art Gallery. Have also been acting as area experts as part of an Expert Knowledge Exchange (EKE) for Rakiura Museum on Stewart Island, facilitated by the Southland Regional Museum Officer, Jo Massey and funded by National Services. • International Institute of Conservation (IIC): The Conservation Manager was approached and agreed to act as a mentor for the Institute's mentoring program. • Teitū Otago Settlers Museum and Dunedin Public Art Gallery: ongoing collaborations within the forms of skill-sharing and equipment loans. • Getty Conservation Institute: The Conservation Manager was selected to present at the Institute's Managing Collection Environments: Preserving Collections in the Age of Sustainability Course, running from July 2019. As a result, significant ongoing relationships were developed with colleagues in Australia, America, Hong Kong, the Philippines and Singapore. 	

<p>Continue to develop online audience engagement through website, blog and social media activity</p>	<p>Achieved</p>	<ul style="list-style-type: none"> Australian Institute of Conservators of Cultural Materials (AICCM): The Conservation Manager was invited to attend the AICCM's two-day forward planning hui in Melbourne as a New Zealand representative to provide wider regional context and input. <p>@hOMe During the Level 4 COVID-19 lockdown, @hOMe was developed; a new way to engage with our loyal audience during a difficult time. Staff from all parts of the organisation contributed to the online content including crafts, blogs, videos, puzzles, and science experiments.</p> <p>Website updates Commissioned new customisable functions for our website to increase user experience. A gallery function for past exhibitions has been created, and the 'What's On' section has been upgraded to streamline ticket sales.</p> <p>Social Media We have grown engagement, followers and likes on all social media platforms this financial year:</p> <p>Facebook Followers: 103 877 Page likes: 10 210</p> <p>Twitter Followers: 3013</p> <p>Instagram Followers: 3128</p> <p>Social media viral hits included:</p> <ul style="list-style-type: none"> Otago Museum staff ups their security after threats to security from Critic. Helped to lead a successful campaign for Hoiho for the Bird of the Year. Adopting 'Spout Alternatives'. Announcement of @hOMe & special exhibitions/displays. Various Tūhura Q+A posts. Anniversary of moa footprint excavation. Tuia 250 Mercury Rising project – speaking tour from Dunedin to Whitianga. <p>Blogs 104 blogs to educate and entertain our audience were published during this period. Of note was Dr Claire Concannon's series of posts published while aboard the Subantarctic drilling ship, the <i>JOIDES Resolution</i>.</p> <p>Digital Marketing Created digital marketing campaigns to increase leads for Venues and to sell tickets to special exhibitions and events.</p> <p>Otago Museum recognition on other platforms: Images taken by Ian Griffin have twice appeared on NASA's Astronomy Picture of the Day.</p>
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<p>Deliver effective curriculum-linked education programmes to at least 5000 students, leveraging LEOTC and the Perpetual Guardian Reach for the Stars educational fund.</p>	<p>Achieved</p> <p>10 381 LEOTC students with 1786 accompanying adults</p> <p>963 Non-LEOTC with 321 accompanying adults</p>	<p>Under the Museum's education programme 11 344 students and 2107 accompanying adults participated in programmes including LEOTC, non-LEOTC, preschool, sleepovers, tertiary and Science Kids groups. Adult participation was calculated on the required ratio asked by Otago Museum of visiting groups. Adults are included in the figures as these programmes are valuable in providing shared learning experiences for caregivers and educators as well as the participating children.</p> <p>The programmes offered include Ministry of Education funded Learning Experiences Outside the Classroom (LEOTC) and non LEOTC experiences. LEOTC delivery includes the <i>Reach for the Stars</i> programme funded by Perpetual Guardian, which allowed free access into specially produced curriculum-based planetarium shows.</p> <p>We currently offer 10 Planetarium programmes to schools, from Level 1 through to NCEA Level 3. Current programme offerings include:</p> <ul style="list-style-type: none"> • 40 learning programmes offered to schools in the Otago/Southland region through the Education team's website. • Five learning programmes for early childhood and preschool providers. • Tours and events for tertiary education groups. • Three sleepover options. • Four new online learning bundles, developed over lockdown, focusing on our most popular programmes, including astronomy, fossils, and ancient Egyptian life and mummification. <p>Educational programmes and learning experiences are also offered at schools; for pre-schools; and online. We are developing a much stronger online presence, and are working on processes to ensure that online content is appropriately curated, and is expanded on and added to when opportunities arise. We envisage the portal will include a wealth of information about the special events, visitors and collections, that can contribute to educational delivery in Otago and Southland.</p>
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<p>Develop and deliver science engagement opportunities to visitors and to communities across Otago and nationally, both directly and in partnership with other organisations.</p>	<p>Achieved</p> <p>Science Outreach – externally funded: In addition to local and regional engagement activities, Otago Museum successfully delivered on four externally funded science outreach projects, aided by unique tools like the Lab-in-a-Box mobile outreach platform and the StarLab portable planetarium. Evaluative surveys as well as requests for return visits attest to the positive reception and impact that these programmes had on their audiences.</p> <p>These projects were:</p> <ul style="list-style-type: none"> • <i>Far from Frozen</i> – taking a climate change showcase to the Pacific Islands. • <i>Extreme Science</i> – taking light science activities to the most geographically remote communities in New Zealand. • <i>Science Show Offs</i> – engaging young people with the science all around them by empowering them to become science communicators. • <i>Tuia 250: Mercury Rising, Te Mahutātanga o Tāhoro</i> – providing science engagement activities in support of the viewing of the transit of Mercury from Cook's Beach. <p>A fifth project is ongoing, having been delayed due to COVID-19.</p> <p>Three additional proposals were awarded external funding from MBIE's Unlocking Curious Minds initiative, all of which are well underway for the next financial year.</p> <p>@hOMe platform Produced during COVID-19 level 3 and 4 lockdown period by staff from across the Museum from within their bubbles. As this content was made available through YouTube, it reached an international as well as national audience.</p> <p>Partnerships: The ability to extend these science engagement opportunities so far beyond the Museum walls, especially to communities without such resources at their disposal normally, came as a result of important national and international partnerships such as:</p> <ul style="list-style-type: none"> • Dodd-Walls Centre for Photonic and Quantum Technologies. • MacDiarmid Institute for Advanced Materials and Nanotechnologies. • Society of Māori Astronomy Research. • Universities of Otago, Canterbury, and Auckland across a wide range of science departments. • Otago University Student Association. • GNS Science/Te Pū Ao. • New Zealand Integrated Ocean Discovery Program • National Institute for Water and Atmospheric Research. • Local astronomical societies throughout New Zealand. • Antarctica New Zealand. • Ministry of Foreign Affairs and Trade. • Regional museums such as Mercury Bay Museum and Te Manawa. <p>Engagement by region: 19 710 people were directly engaged across more than 50 communities throughout New Zealand, the Pacific Islands, and the world. This was made up of the following sectors:</p>
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<p>Otago region: 13 372</p> <p>Online through @hOMe/Otago Museum YouTube channel: 775</p> <p>North Island</p> <ul style="list-style-type: none"> • Auckland: 164 • Northland: 603 • Coromandel: 872 <p>South Island</p> <ul style="list-style-type: none"> • Canterbury: 645 • Southland: 214 • Nelson: 1000 • West Coast: 797 <p>Total: 4295</p> <p>International</p> <ul style="list-style-type: none"> • Fiji: 1268 <p>Total: 1268</p>	<p>Tuia 250 – Mercury Rising Project – Viewing the Transit of Venus – externally funded</p> <p>Collaborated with astronomy experts from across New Zealand, and one from the United Kingdom, to deliver a roadshow of four expert talks (Dunedin, Christchurch, Wellington, and Auckland). Culminating in Whitianga, Cooks Beach to view the transit of Mercury almost 250 years to the day that it was first observed by Captain James Cook in 1769. The project also gave a selected group of 12 high school students experience at using telescopes across two weekends at Mount John Observatory. Roadshow included helping the audience to view the Sun safely through telescopes with the help of Otago Museum science communicators.</p> <p>Experts involved in the roadshow:</p> <ul style="list-style-type: none"> • Professor Emma Bunce (internationally prominent astrophysicist and Professor of Planetary Plasma Physics at the University of Leicester). • Dr Nick Rattenbury (Senior Lecturer of Physics at the University of Auckland). • Associate Professor Karen Pollard (director of the Mount John Observatory). • Ockie Simmonds (Treasurer of the Society of Māori Astronomy Research and Traditions, and an expert in Maramataka, the Māori lunar calendar). <p>Astronomy engagement by Ian Griffin reached across Dunedin, NZ and the world.</p> <ul style="list-style-type: none"> • Numerous appearances on RNZ as an astronomy expert. https://www.radionz.co.nz/tags/ian%20Griffin • Skywatch Weekly Astronomy Column Otago Daily times 2015 – present. https://www.odt.co.nz/tag/skywatch
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GOAL 3: A SECURE AND SUSTAINABLE FUTURE IN A CHANGING WORLD/ WHAKAHAUMARU TE WAHEKE I TE AO HURIHURI			
3.1 We will operate sustainably			
Retain Carbon certification and comply with international best practice.	Achieved		The Museum meets requirements in accordance with ISO 14064-1:2006, and is committed to managing and reducing all operational emissions of the organisation.
Explore and invest in renewable energy options and initiatives to reduce ongoing carbon emissions.	Achieved		The Museum included a solar energy project as part of the Museum's bid to the Government's Shovel Ready fund.
Invest in double glazing of the Museum.	Not achieved		No further work on this over this period.
Continue upgrading lighting to LED	Achieved		Replaced lighting above the Museum café serving area, Hutton Kitchen, workshop office, as well as replacements with LED lighting as part of regular maintenance.
3.2 We will secure and future-proof the Museum's financial position			
75 000 paid admissions to Tūhura Otago Community Trust Science Centre.	Not achieved 54 229 (68 086) paid admissions		The number of paid admissions this year reflects the impact of COVID-19 which resulted in seven weeks of lockdown (including over a traditionally busy school holiday period), and four weeks operating at reduced capacity. Hosting the competing paid attraction, <i>James Cameron – Challenging the Deep</i> may have also impacted numbers.
20 000 paid admissions to Perpetual Guardian Planetarium.	Not achieved 12 510 (15 257)		The number of paid admissions this year reflects in part the impact of COVID-19 which resulted in seven weeks of lockdown (including over a traditionally busy school holiday period), and four weeks operating at reduced seating capacity. Hosting the competing paid attraction, <i>James Cameron – Challenging the Deep</i> may have also impacted numbers.
Develop and maintain key business partnerships.	Achieved		Excellent media supplier partnerships are being built and maintained, increasing exposure by local media channels such as <i>My Little Local</i> and <i>Mediaworks</i> radio stations. Partnerships developed further over this period resulting in significant increases in funding: <ul style="list-style-type: none"> • Ministry of Business, Innovation and Employment. • Ministry of Foreign Affairs and Trade. • Dodd Walls Centre for Photonic and Quantum Technologies. • MacDiarmid Institute.
Develop systems to build an ongoing relationship with our visitors	Achieved		Annual Passholders – built systems to ensure a healthy ongoing relationship with this key audience: <ul style="list-style-type: none"> • Online Communication with this group increases retention. • Special Annual Passholders evenings have increased perceived value and generated a positive experience. A range of competitions, challenges and promotions sought to bring visitors back to the Museum after the COVID-19 lockdown. The introduction of the complementary Tūhura Space Tour show for science centre visitors, aimed to attract these people back for further planetarium experiences.

			Regular communications with our community via the Museum's regular Newsletter and What's On emails.
Develop and promote the Museum as a conference and events centre.	Achieved		Developed a new venue pack to showcase the venues. Upgraded the two main theatres (Hutton and Barclay) with video conferencing technology to meet client needs in COVID times. Continue to Host famils for potential clients and continue marketing through google ads.
Be open and accessible in financial reporting to all stakeholders.	Achieved		Audited financial accounts made public through the audited Annual Report on Otago Museum's website. The Museum followed the processes outlined in the Otago Museum Trust Board Act 1996 for consultation on the Annual Plan and the Annual Report. The Annual Plan and the Annual Report are available online, and in print on request. The financial position of the Museum is reported through the Otago Museum Trust Board on a two-monthly basis. The Museum Director reports directly to contributing local authorities.
Optimise current commercial opportunities to sustain and grow financial contribution of Museum operations.	Achieved		The Museum is committed to optimising revenue from a range of different sources and each Division is active in identifying and pursuing commercial opportunities. Despite the COVID-19 lockdown cutting the season short, the cruise ship tour income exceeded that of the 2018 – 2019 year with a total of 2 691 tour attendees. Children's parties and hosted groups continue to be valuable sources of income. 2019 – 2020 saw the introduction of sleepover parties for groups other than schools. The introduction of a Caregivers' Annual Pass for Tūhura grew the sales of Annual Passes. This pass allows a child to visit with one of two nominated adults. This has been an ideal solution for families who visit often but frequently with different family members.
3.3 We will develop and maintain safe spaces that offer rich and rewarding experiences			
Finalise a master plan for development of the Museum's buildings and facilities.	Not achieved		Tendered for a service provider. An appointment was made and the planned completion is next financial year.
Upgrade the Tūhura Tropical Forest roof and bridge	Not achieved		A combination of COVID-19 issues along with needing to find funding has delayed this project.
Replace the Hocken Building roof	Not achieved		Some remedial work was undertaken. A major refurbishment was impacted by COVID-19 and lack of funding.
Continue environmental and controlled natural light penetration improvements in galleries.	Not achieved		No further work on this over this period.

Undertake earthquake mitigation measures in Collection stores.	Ongoing, but not fully achieved	Work continued in the furniture store and first tranche of doors installed in the Ceramics and Antiquities store. Overall work is ongoing.
Continue to undertake health and safety and accessibility improvements.	Achieved	<p>Health and safety improvements:</p> <ul style="list-style-type: none"> • Added stair nosing in Southern Land, Southern People gallery to make edges more visible. • Installed pedestrian crossing from main entrance to Reserve. • Added stainless steel covers on doors that saw high traffic to reduce damage and risk of splintering. • Installed curtains in D-pad to help reduce temperatures on hot days. <p>Accessibility Improvements:</p> <ul style="list-style-type: none"> • Checked and adjusted door opening pressures. • Starting painting door surrounds to enhance visibility. • Installed video conferencing in Hutton Theatre.
Upgrade fire protection in galleries as per the Museum's five-year fire protection plan.	Achieved	Passive Fire remediation work stage 1 and 2 completed.
3.4 We will build and sustain professional expertise and knowledge across the organisation		
Offer professional development and training opportunities	Achieved	<p>Although due to COVID-19 we have been restricted by international and even domestic travel in early 2020, the Museum still provided a number of professional development and training opportunities. Training was provided across the organisation in customer service, presentation skills, and dealing with difficult visitors and conflict situations.</p> <p>The Museum continues to support staff with further post-graduate study by allowing flexible working opportunities where possible and a number of staff have taken the opportunity to attend web forums and conferences via video conferencing and online.</p>
Provide relevant health and safety training for all staff	Achieved	<p>Training provided this year:</p> <ul style="list-style-type: none"> • Health and safety training for all Operations Managers – personalised course by external trainer. • Test and tag training for workshop staff. • Fire evacuation practice for all staff. • ICAM investigation training for Project Manager/Health and Safety Advisor. <p>COVID-19 has restricted the opportunity for staff to attend other training courses.</p>
Offer opportunities for staff to build capability in te reo Māori	Achieved	<p>During the COVID-19 lockdown, staff were encouraged to use a Massey University online te reo Māori development programme.</p> <p>A survey was conducted across staff in all teams of competency and interest in te reo Māori (63 responses). Results of the survey were reported to the Māori Advisory Committee resulting in a proposal to develop a Museum te reo Māori strategy.</p>

Strive to improve staff retention year-on-year	Not achieved -10% (-5%)	Staff retention for the year has declined by 10% from the previous year. There were a number of varying reasons for staff leaving including retirement and career progression as well as personal reasons. Recruitment has been positive for the year with a number of staff with excellent previous experience which has added to our already strong team.
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FINANCIAL STATEMENTS



OTAGO MUSEUM TRUST BOARD

Annual Report for the Financial Year
Ended 30 June 2020

OTAGO MUSEUM TRUST BOARD
FINANCIAL STATEMENTS
For the Financial year ended 30 June 2020

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OTAGO MUSEUM TRUST BOARD
STATEMENT OF RESPONSIBILITY
For the Financial year ended 30 June 2020

We are responsible for the preparation of the Otago Museum Trust Board's financial statements and statement of performance, and for the judgements made in them.

We have the responsibility for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of financial reporting.

In our opinion, these financial statements and statement of performance fairly reflect the financial position and operations of the Otago Museum Trust Board for the year ended 30 June 2020.

On behalf of the Otago Museum Trust Board

_____ Chairperson

_____ Board Member

Date _____

OTAGO MUSEUM TRUST BOARD
STATEMENT OF FINANCIAL PERFORMANCE
For the Financial year ended 30 June 2020

	Notes	2020 \$000	Budget \$000	2019 \$000
Grants-Government & Other		1,214	961	1,005
COVID-19 Wage Subsidy		752		
Local Authorities		4,527	4,527	4,310
Public		3,081	3,333	3,157
Legacies & Bequests				
Investment Revenue - Dividends		129		135
- Interest		124	170	144
Realised Net Gains on Sale of Financial Instruments	15(a)	77		120
Total Revenue	4	9,904	8,990	8,871
Expenditure				
Employee Benefits Expense	5(a)	(5,307)	(5,116)	(5,028)
Depreciation & Amortisation Expense		(1,441)	(1,108)	(1,527)
Other Expenses	5(b)	(3,519)	(3,800)	(3,810)
Total Operating Expenditure		(10,267)	(10,024)	(10,365)
Surplus/(Loss) for the year		(363)	(1,034)	(1,494)

The accompanying notes form an integrated part of these financial statements.

OTAGO MUSEUM TRUST BOARD
STATEMENT OF COMPREHENSIVE REVENUE & EXPENSES
For the Financial year ended 30 June 2020

	Notes	2020 \$000	2019 \$000
Other Comprehensive Revenue & Expense			
Available-for-sale financial assets valuation gain/(loss)	15(a)	260	165
Total Other Comprehensive Revenue & Expenses (Net of Tax)		260	165
Surplus/(Loss) for the year		(363)	(1,494)
Total Comprehensive Revenue & Expense for the Year		(103)	(1,329)

The above statement of financial performance & statement of comprehensive revenue & expenses should be read in conjunction with the accompanying notes.

OTAGO MUSEUM TRUST BOARD
STATEMENT OF FINANCIAL POSITION
As at 30 June 2020

	Notes	2020 \$000	Budget \$000	2019 \$000
Cash & Cash Equivalents	20(a)	2,844	2,101	2,852
Trade & Other Receivables	8	267	218	393
Inventories	9	288	219	230
Other Financial Assets	10	1,736	340	1,312
Prepayments		88	43	113
Total Current Assets		5,223	2,921	4,901
Non-Current Assets				
Other Financial Assets	10	5,850	5,652	5,365
Property, Plant & Equipment	11	15,038	16,334	16,001
Intangible Assets	12	3		6
Total Non-Current Assets		20,891	21,985	21,372
Total Assets		26,114	24,906	26,273
Current Liabilities				
Trade & Other Payables	13	953	743	1,081
Employee Entitlements	14	435		362
Total Current Liabilities		1,388	743	1,444
Total Liabilities		1,388	743	1,444
Net Assets		24,726	24,163	24,829
Equity				
Reserves	15	13,302	10,647	12,712
Accumulated Surplus/Deficit	16	11,424	13,516	12,117
		24,726	24,163	24,829

The above statement of financial position should be read in conjunction with the accompanying notes.

OTAGO MUSEUM TRUST BOARD
STATEMENT OF CHANGES IN EQUITY
For the Financial year ended 30 June 2020

	2020 \$000	Budget \$000	2019 \$000
Equity at Beginning of Year	24,829	25,197	26,158
Total Comprehensive Revenue & Expenses	(103)	(1,034)	(1,329)
Equity at End of Year	<u>24,726</u>	<u>24,163</u>	<u>24,829</u>

The above statement of changes in equity should be read in conjunction with the accompanying notes.

OTAGO MUSEUM TRUST BOARD
CASH FLOW STATEMENT
For the Financial year ended 30 June 2020

	Notes	2020 \$000	Budget \$000	2019 \$000
Cash Flows to/from Operating Activities				
Government, Local Authorities & the Public		9,700	8,504	8,305
Dividends		129		135
Interest Received		119	465	137
Payments to Employees		(5,234)	(5,003)	(4,986)
Payments to Suppliers		(3,746)	(3,831)	(3,657)
Net Cash Inflow/(Outflow) from Operating Activities		<u>968</u>	<u>135</u>	<u>(66)</u>
Cash Flows to/from Investing Activities				
Proceeds from Maturity & Sale of other Financial Assets		1,374	2,200	3,512
Proceeds from Sale of Property, Plant & Equipment				
Purchase of Property, Plant & Equipment		(405)	(1,879)	(650)
Purchase of Other Financial Assets		(1,945)		(1,412)
Net Cash Inflow/(Outflow) from Investing Activities		<u>(976)</u>	<u>321</u>	<u>1,450</u>
Net Increase/(Decrease) in Cash & Cash Equivalents		(8)	457	1,385
Cash & Cash Equivalents at the Beginning of the Financial Year		2,852	978	1,468
Cash & Cash Equivalents at the End of the Financial Year	20(a)	<u>2,844</u>	<u>1,434</u>	<u>2,852</u>

Cash flows from financing activities have not been separately identified in the Statement of Cash Flows as there are no transactions that are considered to be classified as financing activities.

The above cashflow statement should be read in conjunction with the accompanying notes.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS
For the Financial year ended 30 June 2020

1 STATEMENT OF ACCOUNTING POLICIES

1.1 Reporting Entity

The Otago Museum Trust Board ("the Museum") is a special-purpose local authority constituted under the Otago Museum Trust Board Act, 1996.

The Otago Museum Trust Board administers the Otago Museum which is a non-profit making permanent institution, founded by the people of Otago for the service and development of their community with a particular responsibility for the natural and scientific heritage of the Otago region. The Museum has designated itself as a public benefit entity (PBE) for reporting purposes.

1.2 Statement of Compliance

These financial statements have been prepared in accordance with NZ GAAP. They comply with Tier 2 PBE (RDR) accounting standards on the basis the Museum is not considered publically accountable or large with expenditure under \$30 million per annum. All available disclosure concessions have been applied.

1.3 Basis of Preparation

The preparation of financial statements in conformity with Tier 2 PBE accounting standards requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, revenue and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and in future periods if the revision affects both current and future periods.

The financial statements have been prepared on the basis of historical cost, except for heritage assets and the revaluation of certain financial instruments. Cost is based on the fair values of the consideration given in exchange for assets. Heritage assets are valued as per Note 1, Property Plant and Equipment, Heritage Assets.

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported.

The financial statements have been prepared on a going concern basis, and the accounting policies set out below have been applied consistently to all periods presented in these financial statements.

New Zealand dollars are the Museum's functional and presentation currency.

The following accounting policies which materially affect the measurement of results and financial position have been applied:

1.4 Significant changes in the current reporting period

There were no transactions in the financial reporting period that significantly affected the organisation.

The organisation receives a large portion of its funding from Council levies but also operates business units which are dependent on visitor numbers and the purchase of admission fares. The business units were closed for an eight week period during the Alert 4 lockdown with wage costs still being incurred. The receipt of the COVID-19 wage subsidies assisted with wage costs during this time. The Council levies also limited the exposure of the Museum to further losses as the organisation moved through the alert levels.

Although New Zealand moved to Alert Level 1 prior to balance date, the country has since moved back to Alert Level 2 and 2.5. As a result of the COVID-19 pandemic and the ongoing changes in Alert Levels and restrictions, the business and economic environment is uncertain. Given the organisations balance sheet and the range of income streams, the Museum has some flexibility in the short term to protect the business before considering longer term financial measures that may be required to its operational activities.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS
For the Financial year ended 30 June 2020

STATEMENT OF ACCOUNTING POLICIES (Cont.)

1.5 Critical Accounting Estimates and Assumptions

In preparing these financial statements, the Museum has made estimates and assumptions concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations or future events that are believed to be reasonable under the circumstances. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

The outbreak and spread of COVID-19 and the continued economic uncertainty has resulted in impacts to key estimates and judgements used in these financial statements. These judgements and estimates are detailed within the following notes: 2.6 (a) (5); 2.8 (c)

Key Sources of Estimation Uncertainty

Judgements made by management in the application of Tier 2 PBE accounting standards that have significant effects on the financial statements and estimates with a significant risk of material adjustments in the next year are disclosed, where applicable, in the relevant notes to the financial statements.

Key Sources of Estimation Uncertainty include:

- Estimating the remaining useful life of various items of property, plant and equipment. If the useful life does not reflect the actual consumption of benefits of the asset, the Museum could be over or under estimating the depreciation charge recognised as an expense in the Statement of Financial Performance.
- Determining whether the conditions of a grant has been satisfied, to determine whether the grant should be recognised as revenue in the Statement of Financial Performance. This judgement will be based on the facts and circumstances that are evident for each contract.

Estimates and judgements are continually evaluated and are based on historical experience and other functions, including expectations of future events that are believed to be measurable under the circumstances.

2. SIGNIFICANT ACCOUNTING POLICIES

2.1 Revenue Recognition

Revenue is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts and GST.

Local Authority Levy Revenue

Local Authority Levy revenue is recognised when it is levied.

Other Revenue

Revenue from services rendered is recognised when it is probable that the economic benefits associated with the transaction will flow to the entity. The stage of completion at balance date is assessed based on the value of services performed to date as a percentage of the total services to be performed.

Grants are recognised as revenue when they become receivable unless there is an obligation in substance to return the funds if conditions of the grant are not met. If there is such an obligation, the grants are initially recorded as grants received in advance and recognised as revenue when conditions of the grant are satisfied.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS
For the Financial year ended 30 June 2020

STATEMENT OF ACCOUNTING POLICIES (Cont.)

Some services within the Museum are performed by volunteers. These volunteer services are not recognised as revenue or expenditure by the Museum.

Dividends are recognised when the entitlement to the dividends is established.

Interest revenue is recognised on an accrual basis.

2.2 Leasing

Operating Leases

Leases where the lessor effectively retains substantially all the risks and rewards incidental to ownership of the leased item are classified as operating leases.

Payments made under these leases are recognised as expenses on a straight-line basis over the lease term.

Lease incentives received are recognised in the surplus or deficit as a reduction of rental expense spread on a straight-line basis over the lease term.

2.3 Taxation

The Museum is exempt from income tax in accordance with Section CW39 of the Income Tax Act 2007. Accordingly, no provision has been made for income tax.

2.4 Goods and Services Tax

Revenues, expenses, assets and liabilities are recognised net of the amount of goods and services tax (GST), except for receivables and payables which are recognised inclusive of GST. Where GST is not recoverable as an input tax, it is recognised as part of the related asset or expense.

The net amount of GST recoverable from, or payable to, the IRD is included as part of receivables or payables in the statement of financial position.

The net GST paid to, or received from, the IRD, including the GST relating to investing and financing activities, is classified as a net operating cash flow in the statement of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

2.5 Cash and Cash Equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

2.6 Financial Instruments

Financial assets and financial liabilities are recognised in the Museum's Statement of Financial Position when the Museum becomes a party to contractual provisions of the instrument. The Museum is party to financial instruments as part of its normal operations. These financial instruments include cash and cash equivalents (including bank overdraft), trade and other receivables, other financial assets, trade and other payables and borrowings. The relevant accounting policies are stated under separate headings.

Investments are recognised and derecognised on trade date where purchase or sale of an investment is under a contract whose terms require delivery of the investment within the timeframe established by the market concerned, and are initially measured at fair value, net of transaction costs, except for those financial assets classified as fair value through profit or loss which are initially valued at fair value.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS
For the Financial year ended 30 June 2020

STATEMENT OF ACCOUNTING POLICIES (Cont.)

2.6 (a) Financial Assets

Financial Assets are classified into the following specified categories: 'available-for-sale', and 'loans and receivables'. The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition.

The effective interest method, referred to below, is a method of calculating the amortised cost of a financial asset and of allocating interest revenue over the relevant period. The effective interest rate is the interest rate that exactly discounts estimated future cash receipts through the expected life of the financial asset, or, where appropriate, a shorter period.

(1) Available-for-Sale Financial Assets

Equity securities held by the Museum are classified as being available-for-sale due to the fact that they are all tradable on public markets and are stated at fair value. Fair value is determined in the manner described later in this note. Gains and losses arising from changes in fair value are recognised directly in the available-for-sale revaluation reserve, with the exception of impairment losses which are recognised directly in the Statement of Financial Performance. Where the investment is disposed of or is determined to be impaired, the cumulative gain or loss previously recognised in the available-for-sale revaluation reserve is included in the Statement of Financial Performance for the period.

Dividends on available-for-sale equity instruments are recognised in the Statement of Financial Performance when the Museum's right to receive payments is established.

(2) Fair Value Estimation

The fair value of financial instruments traded in active markets is based on quoted market prices at the balance date. The quoted market price used for financial assets held by the Museum is the current bid price.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. The Museum uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. Quoted market prices or dealer quotes for similar instruments are used for long-term investment and debt instruments held.

(3) Foreign Currency

Foreign currency transactions (including those for which forward exchange contracts are held) are translated into NZ dollars, being the functional currency, using the spot exchange rates at the dates of the transactions. Foreign exchange gains and losses resulting from the settlement of such transactions and from the translation at year end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in the Museum's surplus or deficit.

(4) Loans and Receivables

Trade receivables, loans and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as 'loans and receivables'. Loans and receivables are measured at amortised cost using the effective interest method less impairment. Interest is recognised by applying the effective interest rate.

Trade and other receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment. An allowance for doubtful debts is established when there is objective evidence that the Museum will not be able to collect all amounts due according to the original terms of the receivables. The amount of the allowance is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate. The amount of the allowance is expensed in the Statement of Financial Performance.

(5) Impairment of Financial Assets

Financial assets, other than those at fair value through profit or loss, are assessed for indicators of impairment at each Statement of Financial Position date. Financial assets are impaired where there is objective evidence that as a result of one or more events that occurred after the initial recognition of the financial asset the estimated future cash flows of the investment have been impacted. For financial assets carried at amortised cost, the amount of the impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the original effective interest rate.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS
For the Financial year ended 30 June 2020

STATEMENT OF ACCOUNTING POLICIES (Cont.)

The carrying amount of the financial asset is reduced by the impairment loss directly for all financial assets with the exception of trade receivables where the carrying amount is reduced through the use of an allowance account. When a trade receivable is uncollectable, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against the allowance account. Changes in the carrying amount of the allowance account are recognised in the Statement of Financial Performance.

With the exception of available-for-sale equity instruments, if, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed through the Statement of Financial Performance to the extent the carrying amount of the investment at the date of impairment is reversed does not exceed what the amortised cost would have been had the impairment not been recognised.

The Museum has considered the potential impact of COVID-19 as part of its impairment testing of assets on its statement of financial position. Because of the range of income streams and as a significant portion of revenue is not dependent on trading activities, there has been limited impact of the Governments response to COVID-19 on the organisation.

2.6 (b) Financial Liabilities

(1) Trade and Other Payables

Trade payables and other accounts payable are recognised when the Museum becomes obliged to make future payments resulting from the purchase of goods and services.

Trade and other payables are initially recognised at fair value and are subsequently measured at amortised cost, using the effective interest method.

2.7 Inventories

Inventories are valued at the lower of cost and net realisable value. Cost is determined on a weighted average basis with an appropriate allowance for obsolescence and deterioration.

Inventories acquired through non-exchange transactions are measured at fair value at the date of acquisition.

2.8 Property, Plant and Equipment

The Museum has the following classes of property, plant and equipment:

Operational Assets and Heritage Assets

2.8 (a) Operational Assets

Operational assets include land, buildings, plant and equipment, motor vehicles, office furniture and equipment.

Cost/Valuation

Property, plant and equipment is recorded at cost less accumulated depreciation.

Additions

The cost of an item of property, plant and equipment is recognised as an asset only when it is probable that future economic benefits or service potential associated with the item will flow to the Museum and the cost of the item can be measured reliably.

Work in progress is recognised at cost less impairment and is not depreciated.

Cost includes expenditure that is directly attributable to the acquisition of the assets. In most instances, an item of property, plant and equipment is recognised at cost. Where an asset is acquired through a non-exchange transaction, or for a nominal cost, it is recognised at fair value at the date of acquisition.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS
For the Financial year ended 30 June 2020

STATEMENT OF ACCOUNTING POLICIES (Cont.)

Depreciation

Depreciation is calculated as detailed below:

Expenditure incurred to maintain these assets at full operating capability is charged to the Statement of Financial Performance in the year incurred.

Operational Assets	Rate
Land	Nil
Buildings	3% S.L. - 50% D.V.
Café Equipment	8% - 50% D.V.
Computer Equipment	8% - 67% D.V.
Emergency Response Team Equipment	18% D.V.
Exhibits	Nil - 50% D.V.
Furniture, Fittings & Equipment	8% - 67% D.V.
Golden Kiwi Lottery Fund Equipment	10% D.V.
Motor Vehicles	26% - 30% D.V.
Equipment	10% - 67% D.V.

The estimated useful lives, residual values and depreciation method are reviewed at the end of each annual reporting period.

Disposal

An item of property, plant and equipment is derecognised upon disposal or recognised as impaired when no future economic benefits are expected to arise from the continued use of the asset.

Any gain or loss arising on de-recognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in the Statement of Financial Performance in the period the asset is derecognised.

2.8 (b) Heritage Assets

The Otago Museum Trust Board owns an extensive collection of material and information relating to the natural, cultural and scientific heritage of the peoples of the world.

Heritage assets are valued at cost or fair value at the date of acquisition and are not depreciated.

All assets acquired prior to 30 June 2001 are recognised at cost at the date of acquisition. As a large number of the Heritage assets are donated or subsidised generally such cost will be nil unless they have been acquired as a result of a purchase by the Museum.

Since 2016, the accounting standards require donated assets to be recognised at fair value and the difference between cost and fair value recognised as revenue in the Statement of Financial Performance. A fair value for donated assets received has not been determined for all donated assets as it was not considered possible or practical to value them.

All assets acquired from 1 July 2001 are recognised at fair value at the date of acquisition for donated or subsidised assets where it is possible, practical and meaningful to arrive at such fair value or at cost where the assets have been acquired as a result of a purchase by the Museum.

The bulk of the Museum's collection is represented by unrealisable or irreplaceable items and it is impracticable and cost prohibitive to value them on a "Market Based" or "Depreciated Replacement Cost" basis. As a consequence the Museum's collection is undervalued in these financial statements.

The result of this accounting policy means that the vast majority of the Museum's collection, having been obtained prior to 30 June 2001, is effectively valued for accounting purposes at nil, or at historical cost for those few items purchased.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS
For the Financial year ended 30 June 2020

STATEMENT OF ACCOUNTING POLICIES (Cont.)

The primary function and purpose of the Otago Museum is the preservation and display of the extensive collection of heritage assets. These are the tasks that make up the bulk of the Otago Museum's activities.

This means that much of the collection is valued at nil, or very old historical cost for those few items purchased. The Board is confident, however, that if the collection was to be sold, its market value would be very substantial.

The fact that most of the collection has a nil, or low, value for accounting purposes in no way reduces the true value of the collection or the care that is exercised in its conservation and exhibition.

2.8 (c) Impairment of Non-Financial Assets

At each reporting date, the Museum reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where the asset does not generate cash flows that are independent from other assets, the Museum estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Recoverable amount is the higher of fair value less costs to sell and value in use. Value in use is depreciated replacement cost for an asset where the future economic benefits or service potential of the asset is not primarily dependent on the asset's ability to generate net cash inflows and where the entity would, if deprived of the asset, replace its remaining future economic benefits or service potential. In assessing value in use for cash-generating assets, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset (or cash-generating unit) is estimated to be less than its carrying amount, the carrying amount of the asset (cash-generating unit) is reduced to its recoverable amount. An impairment loss is recognised as an expense immediately, unless the relevant asset is carried at fair value, in which case the impairment loss is treated as a revaluation decrease.

Where an impairment loss subsequently reverses, the carrying amount of the asset (cash-generating unit) is increased to the revised estimate of its recoverable amount, but only to the extent that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset (cash-generating unit) in prior years. A reversal of an impairment loss is recognised in the Statement of Financial Performance immediately, unless the relevant asset is carried at fair value, in which case the reversal of the impairment loss is treated as a revaluation increase.

The Museum has considered the potential impact of COVID-19 as part of its impairment testing of assets on its statement of financial position. Because of the range of income streams and as a significant portion of revenue is not dependent on trading activities, there has been limited impact of the Government's response to COVID-19 on the organisation.

2.9 Superannuation Schemes

Defined Contribution Schemes

Obligations for contributions to defined contribution superannuation schemes are recognised as an expense in the Statement of Financial Performance as incurred.

2.10 Provisions

Provisions are recognised when the Museum has a present obligation, the future sacrifice of economic benefits is probable, and the amount of the provision can be measured reliably.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at reporting date, taking into account the risks and uncertainties surrounding the obligation. Where a provision is measured using the cash flows estimated to settle the present obligation, its carrying amount is the present value of those cash flows.

When some or all of the economic benefits required to settle a provision are expected to be recovered from a third party, the receivable is recognised as an asset if it is virtually certain that recovery will be received and the amount of the receivable can be measured reliably.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS
For the Financial year ended 30 June 2020

STATEMENT OF ACCOUNTING POLICIES (Cont.)

2.11 Employee Entitlements

Provision is made for benefits accruing to employees in respect of wages and salaries, and annual leave when it is probable that settlement will be required and they are capable of being measured reliably.

Employee benefits that are due to be settled within 12 months after balance date are measured based on the accrued entitlements at current rates of pay.

A liability and an expense are recognised for bonuses where there is a contractual obligation or where there is a past practice that has created a constructive obligation and a reliable estimate of the obligation can be made.

Provisions made in respect of employee benefits which are not expected to be settled within 12 months are measured at the present value of the estimated future cash outflows to be made by the Museum in respect of services provided by employees up to reporting date.

2.12 Statement of Cash Flows

Operating activities include cash received from all revenue sources of the Museum and record the cash payments made for the supply of goods and services.

Investing activities are those activities relating to the acquisition and disposal of non-current assets.

Financing activities comprise the change in equity and debt structure of the Museum.

2.13 Equity

Equity is the community's interest in the Museum and is measured as total assets less total liabilities. Equity is disaggregated and classified into Museum Capital and a number of reserves.

The components of equity are:

- Museum Capital Account
- Accumulated Surplus/(Deficit)
- Available-for-Sale Revaluation Reserve
- Equalisation Fund
- Redevelopment Fund
- Special & Trust Funds

2.14 Reserves

Reserves are a component of equity generally representing a particular use to which various parts of equity have been assigned. Reserves may be legally restricted or established by the Museum.

Restricted reserves are subject to specific conditions. Expenditure or transfers from these reserves may be made only for certain specified purposes.

Museum reserves are reserves established by Museum decision. The Museum may alter them without reference to any third party. Expenditure or transfers to and from these reserves is based on established Museum policy.

The Museum's objectives, policies and processes for managing capital are described in Note 20.

2.15 Budget Figures

The budget figures are those approved by the Museum at the beginning of the year in the Annual Plan. The budget figures have been prepared in accordance with NZ GAAP, using accounting policies that are consistent with those adopted by the Museum for the preparation of the financial statements.

2.16 Rounding

All values are rounded to the nearest thousand dollars (\$000).

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS
For the Financial year ended 30 June 2020

STATEMENT OF ACCOUNTING POLICIES (Cont.)

3. COVID-19

On 11 March 2020, the World Health Organisation declared a global pandemic as a result of the outbreak and spread of COVID-19. In response, on Wednesday 25 March 2020 the New Zealand Government raised its Alert Level to 4 – a full lockdown for non-essential services which lasted for the following eight weeks. Since 25 March 2020, New Zealand has moved through the alert levels and on 8 June 2020 moved to Alert Level 1 with all restrictions on domestic activity being lifted and only border restrictions in place.

The Museums activities were deemed non-essential during the Alert Level 4 lockdown and the Museum was closed for an eight week period from 24 March 2020 to 15 May 2020.

Otago Museum has considered the impact of COVID-19: (1) in respect of its status as a going concern; (2) as part of its impairment testing of assets on its statement of financial position; and (3) in its critical accounting judgments and estimates. These are detailed in this and the following sections.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the Financial year ended 30 June 2020

4. REVENUE

For financial reporting purposes, revenue received from local authorities in regards to payments under the Otago Museum Trust Board Act 1996 is considered non-exchange revenue. These amount to \$4,527,045.57 in 2020 (2019: \$4,309,667.91). Legacies & Bequests, Interest & Dividends, as well as Grants – Government & Other are also considered non-exchange revenue.

Included within Public revenue are the following non-exchange transactions:

	2020 \$000	2019 \$000
Donations	20	13
	<u>20</u>	<u>13</u>

5. EXPENDITURE

	2020 \$000	2019 \$000
(a) Employee Benefits Expense		
Salaries & Wages	5,169	4,896
Defined Contribution Plans	138	132
	<u>5,307</u>	<u>5,028</u>

(b) Other Expenses

Advertising	192	249
Insurance	264	232
IT Support	151	151
Maintenance	154	253
Other Expenses	2,758	2,925
	<u>3,519</u>	<u>3,810</u>

6. KEY MANAGEMENT PERSONNEL COMPENSATION

Key management personnel include Trust Board Members, the Chief Executive and other members of the Museum Management Team. With the exception of the Chairperson of the Board who receives a small honorarium, other Trust Board members do not receive any remuneration.

	2020 \$000	2019 \$000
Short-Term Employee Benefits	817	825
Other Benefits		
	<u>817</u>	<u>825</u>

The full-time equivalent of key management personnel receiving remuneration is detailed below:

Trust Board Members	0.04	0.04
Museum Management Team	5	5
	<u>5.04</u>	<u>5.04</u>

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the Financial year ended 30 June 2020

7. REMUNERATION OF AUDITORS

	2020 \$000	2019 \$000
Audit Fees for Financial Statement Audit	<u>62</u>	<u>30</u>

The auditor of Otago Museum Trust Board is Audit New Zealand on behalf of the Auditor-General. The audit fees for the 2020 year include the cost of the 2019 audit of \$29,140.04 and the accrual for the 2020 audit of \$32,811.00

8. TRADE & OTHER RECEIVABLES

	2020 \$000	2019 \$000
(a) Trade & Other Receivables		
Trade Receivables	186	247
Sundry Receivables & Accruals	72	133
Estimated Doubtful Debts		
Goods & Services Tax (GST) Receivable	<u>9</u>	<u>13</u>
	<u>267</u>	<u>393</u>

(b) The following are recognised as non-exchange transactions:

Grants Receivable	50	75
GST Receivable	<u>9</u>	<u>13</u>
	<u>59</u>	<u>88</u>

All other trade & other receivables are considered as exchange transactions.

The Museum holds no collateral as security or other credit enhancements over receivables that are either past due or impaired.

9. INVENTORIES

	2020 \$000	2019 \$000
Shop Stock	277	214
Café Stock	7	8
Venue Stock	<u>4</u>	<u>8</u>
	<u>288</u>	<u>230</u>

The carrying amount of inventories pledged as security for liabilities is \$Nil (2019: \$Nil).

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the Financial year ended 30 June 2020

10. OTHER FINANCIAL ASSETS

	2020	2019
	\$000	\$000
<i>Available-for-Sale at Fair Value:</i>		
<u>Current</u>		
Deposits	1,736	1,039
Fixed Rate Bonds		273
	<u>1,736</u>	<u>1,312</u>
<u>Non-Current</u>		
Equity Securities- Company Shares	5,288	4,950
Fixed Rate Bonds	562	415
	<u>5,850</u>	<u>5,365</u>
Disclosed in the financial statements as:		
Current	1,736	1,312
Non-current	5,850	5,365
	<u>7,586</u>	<u>6,677</u>

There are no impairment provisions for other financial assets.

Equity securities and fixed rate bonds are held in the name of Otago Museum Trust Board. Equity investments are measured at fair value with fair value determined by reference to published bid price quotations in an active market.

All banking activities relating to these Other Financial Assets are conducted by the Otago Museum Trust Board through its bank account.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the financial year ended 30 June 2020

11. PROPERTY, PLANT AND EQUIPMENT

(a) Property, Plant and Equipment at 30 June 2020

Museum Operational Assets	Cost/Valuation 1 July 2019	Additions	Disposals	Cost/Valuation 30 June 2020	Accumulated Depreciation & Impairment Changes 1 July 2019	Depreciation Expense	Accumulated Depreciation Reversed on Disposal	Accumulated Depreciation & Impairment Changes 30 June 2020	Carrying Amount 30 June 2020
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
At Cost									
Land	980			980					980
Buildings	12,900	104		13,004	(5,281)	(543)		(5,824)	7,180
- Discovery World	2,256			2,256	(1,563)	(60)		(1,623)	633
Redevelopment - Phase 1									
Building	3,001			3,001	(1,906)	(90)		(1,996)	1,004
Fitout exhibitions	246			246	(236)	(2)		(237)	8
Mechanical services	362			362	(296)	(6)		(303)	60
Electrical	509			509	(416)	(9)		(425)	84
Redevelopment - Phase 2									
Building	5,410			5,410	(2,905)	(162)		(3,067)	2,343
Fitout exhibitions	2,907			2,907	(2,772)	(24)		(2,796)	111
Mechanical services	1,971			1,971	(1,568)	(38)		(1,607)	364
Electrical	451			451	(359)	(9)		(368)	83
Computer Equipment	1,629	187		1,816	(1,213)	(194)		(1,407)	409
Emergency Response Equipment	7			7	(7)			(7)	
Exhibits	1,762	15		1,776	(464)	(183)		(646)	1,130
Furniture & Fittings	1,538	50		1,588	(1,046)	(82)		(1,128)	460
Golden Kiwi Lottery Fund	18			18	(18)			(18)	
Motor Vehicles	163	35		199	(114)	(25)		(138)	60
Cafe Equipment	96	4		100	(40)	(9)		(49)	51
Equipment	79			79	(3)			(3)	77
	36,205	474		36,680	(20,204)	(1,438)		(21,642)	15,038

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the Financial year ended 30 June 2020

11. PROPERTY, PLANT AND EQUIPMENT

(b) Property, Plant and Equipment at 30 June 2019

	Cost/ Valuation 1 July 2018	Cost/ Valuation 30 June 2019	Disposals	Accumulated Depreciation & Impairment Changes 1 July 2018	Depreciation Expense	Accumulated Depreciation Reversed on Disposal 30 June 2019	Accumulated Depreciation & Impairment Changes 30 June 2019	Carrying Amount 30 June 2019
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Museum Operational Assets								
At Cost								
Land	980	980						980
Buildings	12,700	12,900		(4,713)	(569)		(5,281)	7,618
- Discovery World	2,256	2,256		(1,503)	(60)		(1,563)	693
Redevelopment - Phase 1								
Building	3,001	3,001		(1,816)	(90)		(1,906)	1,094
Fitout exhibitions	246	246		(233)	(2)		(236)	10
Mechanical services	362	362		(289)	(7)		(296)	66
Electrical	509	509		(407)	(10)		(416)	93
Redevelopment - Phase 2								
Building	5,410	5,410		(2,742)	(162)		(2,905)	2,505
Fitout exhibitions	2,907	2,907		(2,742)	(30)		(2,772)	135
Mechanical services	1,971	1,971		(1,526)	(42)		(1,568)	403
Electrical	451	451		(349)	(10)		(359)	92
Computer Equipment	1,378	1,629	251	(1,048)	(165)		(1,213)	416
Emergency Response Equipment	7	7		(7)			(7)	
Exhibits	1,687	1,762	75	(200)	(264)		(464)	1,298
Furniture & Fittings	1,445	1,538	93	(967)	(80)		(1,046)	492
Golden Kiwi Lottery Fund	18	18		(18)			(18)	
Motor Vehicles	163	163		(93)	(21)		(114)	49
Café Equipment	74	96	22	(30)	(10)		(40)	56
	35,565	36,205	641	(18,683)	(1,521)		(20,204)	16,001

Included in the above Costs is Work in Progress of \$70,430.00.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the Financial year ended 30 June 2020

	2020 \$000	2019 \$000
12. Intangible Assets		
<u>Website Design</u>		
Opening Balance	6	11
Additions		
Less Amortisation	3	6
Closing Balance	<u>3</u>	<u>6</u>

Website design costs are capitalised and amortised at 50%DV.

13. TRADE & OTHER PAYABLES

Trade Payables (i)	231	513
Other Accrued Charges (ii)	519	568
COVID-19 Wage Subsidy	203	
	<u>953</u>	<u>1,081</u>

(i) The average credit period on purchases is 30 days.

(ii) The Museum holds unspent grant funding received, included in cash & cash equivalents, of \$480,389.80 (2019: \$558,846.48) that is subject to conditions. The restrictions generally specify how the grant is required to be spent providing specified deliverables of the grant arrangement, including repayment of unspent funding. This grant funding is considered a non-exchange transaction.

14. EMPLOYEE ENTITLEMENTS	2020 \$000	2019 \$000
Accrued Salary & Wages	106	78
Annual Leave	329	285
	<u>435</u>	<u>362</u>

15. RESERVES

Available-for-Sale Revaluation Reserve (a)	2,203	1,943
Equalisation Fund (b)	337	329
Trust Funds (c)	6,402	6,185
Special Funds (d)	4,339	4,239
Unallocated Accrued Interest	21	16
	<u>13,302</u>	<u>12,712</u>

(a) Available-for-Sale Revaluation Reserve

Balance at Beginning of Year	1,943	1,778
Realised gains/losses on disposal of shares	77	120
Adjusting for market value movements	260	165
Valuation Gain/(Loss) Recognised	<u>337</u>	<u>285</u>

(Gain)/Loss transferred to Revenue Statement on Sale of Financial Assets

	<u>(77)</u>	<u>(120)</u>
Balance at End of Year	<u>2,203</u>	<u>1,943</u>

The available-for-sale revaluation reserve represents gains (net) on revaluation of financial assets held.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the Financial year ended 30 June 2020

15. RESERVES cont.

	2020 \$000	2019 \$000
(b) Equalisation Fund		
Balance at Beginning of Year	329	320
Interest Transfer	8	9
Balance at End of Year	<u>337</u>	<u>329</u>

A fund established to enable the board to handle expenditure on major maintenance projects which occur irregularly.

Notes

(c) Trust Funds (Restricted & Unrestricted Reserves)	14(e)		
Balance at Beginning of Year		6,185	5,927
Transfer from/(to) Retained Earnings		217	258
Balance at End of Year		<u>6,402</u>	<u>6,185</u>

Trust Funds are funds received by gift, bequest or donations of significant sizes and their purpose and use is directed by a Trust Deed or Will. Spending of Trust Fund money is authorised by way of Board resolution. Where it is not practical to get approve via Board resolution prior to purchase that approval in principle can be gained via email to the Audit, Finance & Risk Committee (AFRM), within designated limits, with full ratification and reporting at subsequent AFRM and Board meetings.

	Notes	2020 \$000	2019 \$000
(d) Special Funds (Museum Reserves)	14(f)		
Balance at Beginning of Year		4,239	4,332
Transfer from/(to) Retained Earnings		100	(93)
Balance at End of Year		<u>4,339</u>	<u>4,239</u>

Special Funds are funds the Board have agreed to allocate for a specific purpose and have come into existence due to passing of various Board resolutions over time. Special Funds are different from Trust Funds in that they do not require a formal Board resolution. The Director is able to authorise expenditure as long as it is in line with the purpose of the fund, and within his delegated authority. The Director then notes and reports this spending at the subsequent Audit, Finance & Risk Committee (AFRM) and Board meetings.

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the Financial year ended 30 June 2020

15 (e) Trust Funds

(i) Trust Funds - Unrestricted

Fund	Balance 01/07/2019	Add Revenue & Transfers Detail \$	Deduct Expenditure & Transfers Detail \$	Balance 30/06/2020	Capital	Revenue
Elizabeth Alexander	184	Gain on Sale of Shares 2 Investment Revenue 4		191	88	103
De Beer Publications & Research	1,358	Gain on Sale of Shares 17 Investment Revenue 31		1,406	373	1,034
Fairweather	383	Gain on Sale of Shares 5 Investment Revenue 9		397	142	255
Gollan	246	Gain on Sale of Shares 3 Investment Revenue 6		255	42	213
Brenda Joyce Harding	127	Gain on Sale of Shares 2 Investment Revenue 3		132	40	91
Lyders	221	Gain on Sale of Shares 3 Investment Revenue 5		229	40	189
Peter Snow MAC Fund	01	Gain on Sale of Shares 0 Investment Revenue 0		01	0	01
Total	2,521	90	0	2,611	725	1,886

(ii) Trust Funds - Restricted

Fund	Balance 01/07/2019	Add Revenue & Transfers Detail \$	Deduct Expenditure & Transfers Detail \$	Balance 30/06/2020	Capital	Revenue
Beth & Mark Anderson	110	Gain on Sale of Shares 1 Investment Revenue 3		114	75	39
Avice Bowbyes - Costumes	230	Gain on Sale of Shares 3 Investment Revenue 5		238	69	169
Colquhoun	579	Gain on Sale of Shares 7 Investment Revenue 13	Purchases - Jewellery	600	174	426
Fairweather - Collections	614	Gain on Sale of Shares 8 Investment Revenue 14	Purchase - Natural History 3	633	200	434
Cowie Nichols	27	Gain on Sale of Shares Investment Revenue 1		28	3	25
Cyril Nichols	1,178	Gain on Sale of Shares 15 Investment Revenue 27		1,220	223	997
Willi Fels	926	Gain on Sale of Shares 12 Investment Revenue 21		959	255	705
Total	3,664	131	3	3,792	997	2,795
TOTAL TRUST FUNDS	6,185	220	3	6,402	1,721	4,681

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the Financial year ended 30 June 2020

15 (f)

Special Funds

(i) Special Funds - Unrestricted

Fund	Balance 01/07/2019	Add Revenue & Transfers Detail	\$000	Deduct Expenditure & Transfers Detail	\$000	Balance 30/06/2020	Capital	Revenue
Allocation for Special Purposes	53	Est. E.O. Naylor				53		53
Barclay	47	Donations	110	Transfer to General Funds	157			
Loss of Heart Compensation	2,349					2,349	1,107	1,243
General Funds		Transfer from Barclay	157	Purchase - Equipment	31	284		284
		Transfer from Retirement Leave	159					
Conservation Materials	145					145		145
Emergency Response	48					48		48
Freda Study	271					271		271
Māori Ethnology	106					106		106
Purchase of Collections	80					80		80
Scientific Publications	75					75		75
Special Exhibitions & Programmes	348					348		348
Study & Training	82					82		82
Project & Development Fund	406	Transfer Income & Expenditure	21			427		427
Retirement Leave	229			Transfer to General Funds	159	70		70
Total	4,239		447		347	4,339	1,107	3,232

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the Financial year ended 30 June 2020

	2020 \$000	2019 \$000
16. CAPITAL		
Accumulated Surplus/(Deficit)		
Balance at Beginning of Year	12,117	13,778
Plus Exhibits & Equipment Purchased from: Restricted & Museum Reserves	34	130
Net surplus/(Deficit)	(363)	(1,494)
Transfers from/(to) Reserves:		
Restricted & Museum Reserves	(21)	(7)
Equalisation Fund	(8)	(9)
Restricted Reserves (Special Funds)	(110)	(20)
Restricted Reserves (Trust Funds)	(220)	(268)
Unallocated Accrued Interest	(5)	7
Balance at End of Year	<u>11,424</u>	<u>12,117</u>

17. COMMITMENTS FOR EXPENDITURE

(a) Capital & Other Expenditure Commitments

Capital commitments at 30 June 2020 were \$28,514.00 (30 June 2019: \$36,872.00). These affect the following asset classes:

Equipment	\$28,514.00
-----------	-------------

During the 2018 year, the Otago Museum commenced work in redesigning the Café/Hutton Theatre area. As at 30 June 2020 there were no contractual commitments in relation to this project.

At 30 June, 2020, the Otago Museum had been awarded total grant funding from the Ministry of Business, Innovation and Employment (MBIE) of \$2,239,030.07 (2019: \$1,683,129.89). To date costs of \$1,868,552.77 (2019: \$1,447,053.12) had been paid out to funding recipients, with \$421,499.48 of these costs paid during the 2020 year. There are \$75,000.12 (2019: \$15,000.42) still to be received from MBIE. As at balance date, there were funds of \$323,838.68 (2019: \$221,076.56) to be paid out during 2020. There is also a further \$373,456.22 (2019: \$425,383.12) of committed grant expenditure that has been awarded but not yet spent.

(b) Operating Commitments

The Otago Museum Trust Board holds a lease for the H D Skinner Annex building located on the Museum Reserve.

	2020 \$000	2019 \$000
No later than one year	3	3
Later than one year and not later than five years		
Later than five years		
Total Operating Lease Commitments	<u>3</u>	<u>3</u>

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the Financial year ended 30 June 2020

18. CONTINGENT LIABILITIES & CONTINGENT ASSETS

Contingent Liabilities

During the Café/Hutton Theatre improvements project in 2019, asbestos was discovered within the building. There is a contingent liability at 30 June, 2020 to remedy this. The same contingent liability existed in the prior year.

Contingent Assets

There were no contingent assets at 30 June, 2020 (2019: Nil).

19. RELATED PARTY DISCLOSURES

Contributing Local Authorities

Under the Otago Museum Trust Board Act, 1996 contributing authorities are required to provide certain levels of funding to the Otago Museum.

Transactions with Related Parties

During the year the following receipts (payments) were received from (made to) contributing authorities and other related customers/suppliers. These were conducted on normal commercial terms, with the exception of rent charged for the H D Skinner Annex Building.

		2020 \$000	2019 \$000
Central Otago District Council	Levy Received	30	27
Clutha District Council	Levy Received	125	123
Dunedin City Council	Levy Received	4,315	4,105
Waitaki District Council	Levy Received	57	54
Dunedin City Council	Other	7	15
Friends of the Museum Association	Other	1	
Otago University	Other	215	357
		<u>4,750</u>	<u>4,682</u>
Dunedin City Council	Rates & Rent Paid	(115)	(107)
Dunedin City Council	Other		(6)
Central Otago District Council	Other		(1)
Otago University	Other	(40)	(33)
		<u>(155)</u>	<u>(146)</u>

The Otago Museum also received a rates grant from the Dunedin City Council totalling \$7,439.00 (2019: \$7,678.00) as well as \$75,000.00 contribution towards the Shanghai Natural History Museum project (2019: Discovery World upgrade \$75,000.00).

During the year the following receipts (payments) were received from (made to) Board members and associated personnel. These were conducted on normal commercial terms:

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the Financial year ended 30 June 2020

	2020 \$000	2019 \$000
David Hutchinson	(5)	
Innovatio Limited		(8)
	<u>(5)</u>	<u>(8)</u>

The payments to Innovatio Limited are for remuneration for the Chair of the Board. All transactions were completed on normal commercial terms.

20. NOTES TO THE CASH FLOW STATEMENT

(a) Reconciliation of Cash & Cash Equivalents

For the purposes of the Cash Flow Statement, cash and cash equivalents includes cash on hand, deposits held on call with banks and other short-term highly liquid investments with original maturities of three months or less. Cash and cash equivalents at the end of the financial year as shown in the Cash Flow Statement is reconciled to the related items in the Statement of Financial Position as follows:

	2020 \$000	2019 \$000
Cash & Cash Equivalents	<u>2,844</u>	<u>2,852</u>
	<u>2,844</u>	<u>2,852</u>

21. FINANCIAL INSTRUMENTS

(a) Categories of Financial Instruments

	2020 \$000	2019 \$000
Financial Assets		
Loans and Receivables		
Cash & Cash Equivalents	2,844	2,852
Trade & Other Receivables	267	393
Other Financial Assets:		
- Term Deposits	1,736	1,039
Held to Maturity		
Listed Bonds	562	688
Fair Value Through Other Revenue and Expense		
Other Financial Assets:		
Listed Shares	5,288	4,950
Unlisted Shares		
Listed Bonds	562	688
Financial Liabilities at Amortised Cost		
Trade & Other Payables	953	1,081

OTAGO MUSEUM TRUST BOARD
NOTES TO THE FINANCIAL STATEMENTS (Cont.)
For the Financial year ended 30 June 2020

22. SUBSEQUENT EVENTS

There are no significant events subsequent to balance date.

23. ANNUAL REPORT

The Otago Museum Trust Board Act (1996) requires adoption of the audited Annual Report by 30 November.

OTAGO MUSEUM TRUST BOARD
SUPPLEMENTARY INFORMATION
For the Financial Year Ended 30 June 2020
COMPARISON OF OPERATIONAL REVENUE & EXPENDITURE TO THE ANNUAL PLAN

	Core Operating		Business Units		Special & Trust Funds		Total	
	Actual \$000	Budget \$000	Actual \$000	Budget \$000	Actual \$000	Budget \$000	Actual \$000	Budget \$000
Revenue								
Executive	396	21					396	21
Collections, Experience & Development							1,812	1,971
Finance & Commercial	25	1	1,812	1,971			1,837	1,972
Assets & Technology	322	258					322	258
Visitor Interaction & Programmes	801	532	710	1,115			1,510	1,647
Science Engagement					364	276	364	276
Special & Trust Funds	4,765	4,828					4,765	4,828
CLA Contribution & Other Revenue	752						752	
Wage Subsidy								
Total Revenue	7,060	5,640	2,522	3,085	364	276	9,945	9,001
Wages & Salaries								
Executive	(344)	(434)					(344)	(434)
Collections, Experience & Development							(1,275)	(1,246)
Finance & Commercial	(376)	(391)	(1,027)	(889)			(1,403)	(1,280)
Assets & Technology	(349)	(391)					(349)	(391)
Visitor Interaction & Programmes	(878)	(665)					(878)	(665)
Science Engagement	(744)	(628)	(313)	(473)			(1,057)	(1,101)
Special & Trust Funds								
Total Wages & Salaries	(3,967)	(3,754)	(1,340)	(1,362)			(5,307)	(5,116)
Direct Costs								
Executive	(171)	(263)					(171)	(263)
Collections, Experience & Development							(695)	(454)
Finance & Commercial	(10)	(22)	(703)	(860)			(713)	(882)
Assets & Technology	(558)	(773)					(558)	(773)
Visitor Interaction & Programmes	(79)	(66)					(79)	(66)
Science Engagement	(289)	(286)	(236)	(327)			(526)	(612)
Special & Trust Funds					(34)	(11)	(34)	(11)
Total Direct Costs	(1,803)	(1,863)	(940)	(1,187)	(34)	(11)	(2,776)	(3,061)
Depreciation								
Indirect costs	(1,441)	(1,108)					(1,441)	(1,108)
	(784)	(750)					(784)	(750)
Net Contribution	(935)	(1,835)	242	537	330	265	(363)	(1,034)

Independent Auditor's Report

To the readers of Otago Museum Trust Board's financial statements and statement of service performance for the year ended 30 June 2020

The Auditor-General is the auditor of Otago Museum Trust Board (the Museum). The Auditor-General has appointed me, Rudie Tomlinson, using the staff and resources of Audit New Zealand, to carry out the audit of the financial statements and the statement of service performance of the Museum on his behalf.

We have audited:

- the financial statements of the Museum on pages 56 to 81, that comprise the statement of financial position as at 30 June 2020, the statement of financial performance, statement of comprehensive revenue and expenses, statement of changes in equity and cash flow statement for the year ended on that date and the notes to the financial statements that include accounting policies and other explanatory information; and
- the statement of service performance of the Museum on pages 28 to 51.

Opinion

Qualified opinion on the financial statements because of non-recognition of certain heritage assets

In our opinion, except for the effects of the matter described in the *Basis for our qualified opinion* section of our report, the financial statements of the Museum on pages 56 to 81:

- present fairly, in all material respects:
 - its financial position as at 30 June 2020; and
 - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with the Public Benefit Entity Reporting Standards Reduced Disclosure Regime.

Unmodified opinion on the statement of service performance

In our opinion, the statement of service performance of the Museum on pages 28 to 51 presents fairly, in all material respects, the Museum's actual performance compared against the performance targets and other measures by which performance was judged in relation to the Museum's objectives for the year ended 30 June 2020.

Our audit was completed on 25 November 2020. This is the date at which our opinion is expressed.

The basis for our qualified opinion is explained below, and we draw attention to the impact of Covid-19 on the Museum. In addition, we outline the responsibilities of the Board and our responsibilities relating to the financial statements and the statement of service performance, we comment on other information, and we explain our independence.

Basis for our qualified opinion

As explained in the accounting policies note 2.8(b) on page 65, the Museum has not recognised certain heritage assets in the statement of financial position or donated asset revenue in the statement of financial performance. These are departures from Public Benefit Entity International Public Sector Accounting Standard 17: *Property, Plant and Equipment*, which generally requires assets to be recognised, and the fair value of donated assets to be included as revenue. There are no practicable audit procedures that we have been able to apply, to quantify the effect of these departures from the accounting standards. It is our opinion that the heritage assets make up a significant proportion of the Museum's total assets. Our audit opinion for the year ended 30 June 2019 was modified for the same reason. As a result, the comparative information in the financial statements should be read in light of this fact.

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Emphasis of matter - impact of Covid-19

Without further modifying our opinion, we draw your attention to the disclosures about the impact of Covid-19 on the Museum as set out in note 3 on page 68 of the financial statements.

Responsibilities of the Board for the financial statements and the statement of service performance

The Board is responsible on behalf of the Museum for preparing the financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Board is also responsible for preparing the statement of service performance for the Museum.

The Board is responsible for such internal control as it determines is necessary to enable it to prepare financial statements and the statement of service performance that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements and the statement of service performance, the Board is responsible on behalf of the Museum for assessing the Museum's ability to continue as a going

concern. The Board is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the Board intends to liquidate the Museum or to cease operations, or has no realistic alternative but to do so.

The Board's responsibilities arise from the Otago Museum Trust Board Act 1996.

Responsibilities of the auditor for the audit of the financial statements and the statement of service performance

Our objectives are to obtain reasonable assurance about whether the financial statements and the statement of service performance, as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers, taken on the basis of these financial statements and the statement of service performance.

For the budget information reported in the financial statements and the statement of service performance, our procedures were limited to checking that the information agreed to the Museum's annual plan.

We did not evaluate the security and controls over the electronic publication of the financial statements and the statement of service performance.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements and the statement of service performance, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Museum's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- We evaluate the appropriateness of the reported performance information within the Museum's framework for reporting its performance.

- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Museum's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements and the statement of service performance or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Museum to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the financial statements and the statement of service performance, including the disclosures, and whether the financial statements and the statement of service performance represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

Other information

The Board is responsible for the other information. The other information comprises the information included on pages 4 to 26, and 82, but does not include the financial statements and the statement of service performance, and our auditor's report thereon.

Our opinion on the financial statements and the statement of service performance does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements and the statement of service performance, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements and the statement of service performance or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independence

We are independent of the Museum in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board.

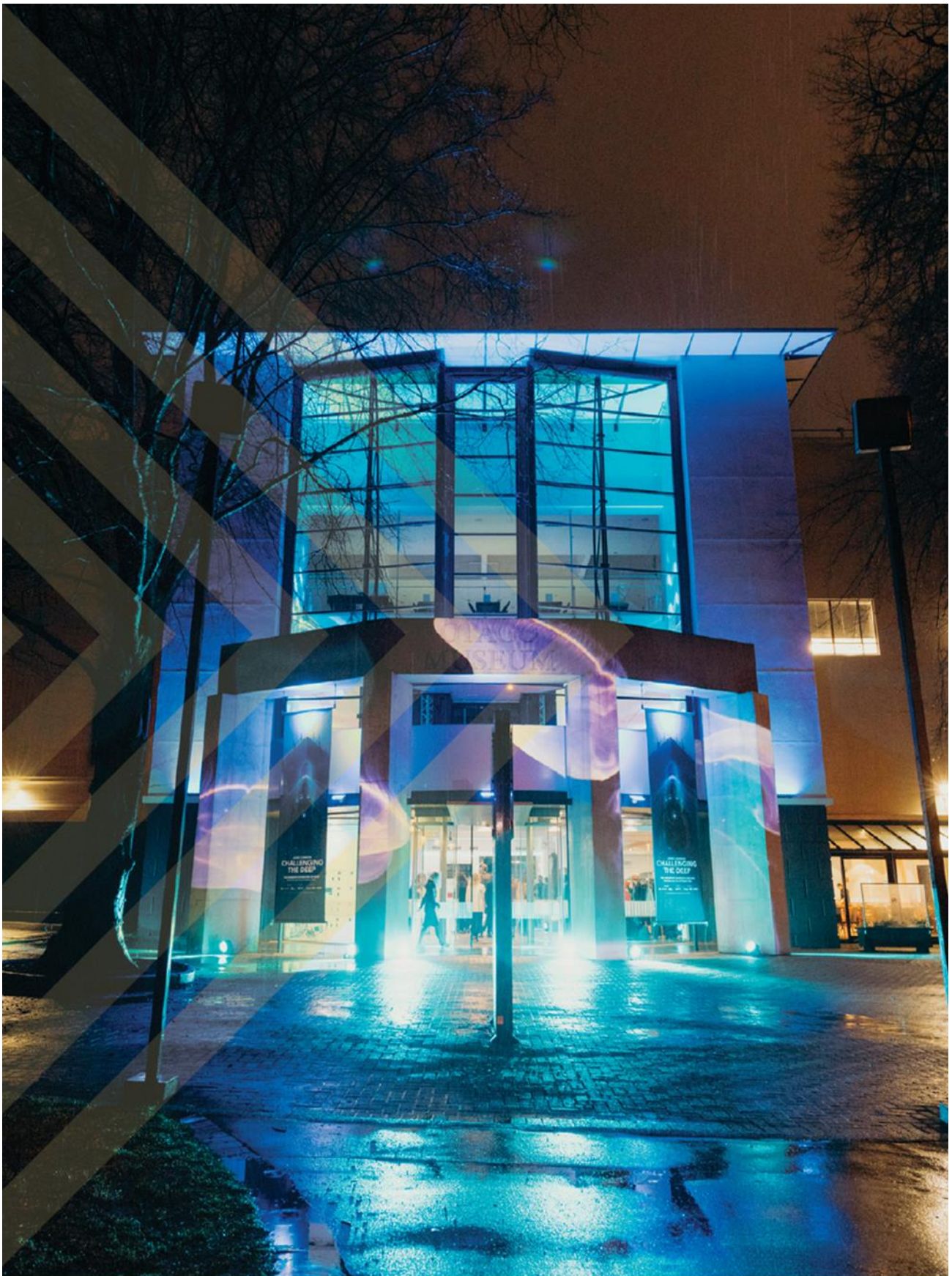
Other than the audit, we have no relationship with, or interests in, the Museum.

A handwritten signature in blue ink, appearing to read 'Rudie Tomlinson', with a horizontal line extending to the right.

Rudie Tomlinson
Audit New Zealand
On behalf of the Auditor-General
Dunedin, New Zealand







Cover: Garment that transforms into a tent by Cassandra Casas (USA) featured in *Fashion FWD >> Disruption through Design*.
Above image: Otago Museum entrance.

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– five years to 30 June 2023

INTRO- DUCTION

2021 – 2022 Annual Plan for Otago Museum

We present the Otago Museum's draft annual plan for 2021/22 for your information and feedback.

The 2022 budgeted net loss after depreciation is \$1,014,691 (2020 actual loss before COVID-19 wage subsidy \$1,114,601; 2021 budget loss: \$1,258,060).

Key points to note with the draft budget are:

- There remains considerable uncertainty concerning the long-term impact of COVID-19 on visitor numbers and income.
- The reduction in tourism revenue and the impact this will have on the Museum's business units is of particular concern.
- Museum business units (Café, Tropical Forest/Tūhura, Planetarium) 2022 year revenue (\$3,074,500) is forecast to be lower than in 2021 (\$3,104,500) as a result of a reduction in tourist numbers due to the global pandemic.
- Wages are under significant financial pressure with increases in both the minimum and living wages expected. The Museum has ambitions to increase hourly rates to the living wage for all staff over the next few years. However, the Museum relies on our part-time and casual staff, so these extra costs will heavily impact the business units.
- Continued deferred maintenance continues to be a significant concern due to the lack of funding for depreciation.

In 2019/20, to address historical long term flat funding issues in an era of increasing costs, the Museum sought a 12% Levy increase from our funding authorities. DCC (the largest Levy contributor to the Museum) did not approve this level of increase in one financial year. They did agree to rises of 5% in 2019/20 and 2020/21.

An indication of a 6.5% increase for 2021/22 was signalled at the time of our 12% request, giving a close to effective equivalent rise spread over three years. This 6.5% increase has been adopted in this document.

The result is a levy of \$5.061 million, with a 3% increase allowed for in future years. We have used these figures (together with a \$30,000 grant contribution from Queenstown Lakes District Council) as a basis to prepare this annual plan.

Rising costs of wages, deferred maintenance, and other fixed overheads such as insurance and power, combine to place significant pressure on Museum finances even before considering how we can fund long-overdue capital expenditure.

The Museum continues to face significant financial challenges as a result of long-term underfunding. One key issue is that the funding model does not provide for depreciation costs. It is essential to budget for depreciation to fund capital expenditure or significant maintenance. Not providing for this will see an erosion of assets due to deferred maintenance and deterioration with age.

This has been an ongoing issue for the Museum for an extended period. In addition to the health and safety concerns this raises, not addressing this will impact our customer experience.

This year, we want to invest \$1.695 million for essential maintenance (e.g., sprinklers to protect our taoka). We wish to flag that the Museum will not be able to cover the proposed capital expenditure from its operating result. Unless funds can be found it will be deferred.

In the past, the Museum funded capital expenditure by utilising its reserves. However, the reserves available to cover such expenses have shrunk due to critical developments such as the Tūhura upgrade, Tropical Forest, and the fit-out of the Council-owned property in Great King Street. These developments were essential to the Museum as they provide much-needed trading surplus to help cover ongoing operational costs.

Of the Special and Trust fund reserves remaining, the vast majority are restricted funds. These are funds for which the donors provided strict criteria about the specific use of their gift. For example, we have \$230,000 from the Avicé Bowbyes trust fund, which must be spent on the upkeep of costumes and cannot be used for any other purpose.

Within the Museum's Special and Trust funds, there is \$2.3 million for "Meeting House – Loss of Heart" funds. These funds were received as compensation for when the whare Mātaatua was relocated to the North Island. While not legally restricted, the Trust Board feels there is a moral obligation to use the funds to redevelop the Tāngata Whenua gallery.

For these reasons, there are insufficient unrestricted funds available for any proposed capital expenditure. Capex will not occur unless we can cover it via grants, fundraising, or other external contributions.

Essential capital maintenance includes sprinklers and earthquake mitigation work for the collection, which is budgeted to cost \$1.5 million over the next five years. An annual grant of \$300,000 for each of the next five financial years would enable us to undertake this most critical work.

We would welcome discussions with our funding partners about overcoming the challenges of funding basic operations and essential capital maintenance across the Museum.

A second key issue to our funding model is that we hold collections of national and international significance which belie the population, and hence ratepayer base, of Otago. It is ultimately essential that this is recognised by central government and that the nation, rather than region, at least in part, support the care of this collection.

We ask our partners to add their voices to ours as we raise the issue over the coming years.

2020 has been a difficult year for the Museum with fewer tourists resulting in significantly reduced income during the COVID-19 lockdowns. The Wage Subsidy together with funding from the Strategic Tourism Asset Protection Programme has provided critical support during some very uncertain times, allowing us to retain some highly skilled staff. Despite ongoing uncertainties, the Museum has plans in place for whatever 2021 might throw at us.

We are proud to have worked through the challenges, managing to retain staff and to continue to engage with our audiences in innovative and new ways. It has been a difficult year for staff too, and we will be making sure that staff wellbeing is at the forefront of our operational thinking in 2021 and beyond.

Despite the financial challenges detailed above, 2021/22 promises to be busy.

We will begin to implement our new master plan, a document which details how we will develop our site over the next decade. We will open *Fashion FWD >> Disruption Through Design*, a major new exhibition which will educate, entertain, and inspire many visitors.

Our collections team will continue its vital work, preserving, protecting, and interpreting our taoka, ensuring it is there for future generations. Our Education and Outreach teams will continue to offer world-class experiences across Otago. We aim to inspire everyone who visits to take an interest in our region's culture, nature, and science.

We hope to see you soon.



Prof David Hutchinson,
Chair, Otago Museum Trust Board



Dr Ian Griffin
Director, Otago Museum

TE ARA HOU – THE ROAD AHEAD LONG-TERM STRATEGIC PLAN



VISION

**Kia whakaoho –
Awaken wonder,
curiosity, and
understanding
in our world.**

MISSION

**To inspire
and enrich our
communities,
and enhance
understanding of
the world through
our collection, our
people, and the
stories we share.**

THE OTAGO MUSEUM TRUST BOARD ACT 1996

To collect, preserve, act as a regional repository for, research, display, and otherwise make available to the people of the present and the future, material and information relating to the natural, cultural, and scientific heritage of the peoples of the world.

To promote interest and education in the natural, cultural, and scientific heritage of New Zealanders.

To place particular emphasis on those activities as they relate to the greater Otago region, world history, natural history, and science, and, where appropriate, their relationships in a wider, global context.

VALUES

To maintain a world-class Museum for the people of Otago and Aotearoa, the Museum has made a commitment to values that shall underpin our operations and practices:

MANAAKITAKA

We will care for our taoka, tākata, and whakapapa*

KAITIAKITAKA

We will guard our taoka, whakapapa, and tākata for future generations

TOHUKATAKA

We will grow and foster expertise through research, learning, and collaboration

WHANAUKATAKA

We will collaborate and create partnerships

RAKATIRATAKA

We will ensure our mana is evident in our integrity, ethical decision-making, and leadership

* Taoka – refers to the tangible and intangible treasures of the Museum; tākata refers to the people of Otago Museum – its staff, visitors, partners, stakeholders, and communities; whakapapa refers to the Museum's relationships and history.



The Void – Te Kore, Tūhura Otago Community Trust Science Centre.

TE ARA HOU – THE ROAD AHEAD STRATEGIC GOALS AND OBJECTIVES



GOAL ONE

WHAKAMARAKATIA TE MANA O TE KOHIKA TAOKA UPHOLDING THE MANA OF THE COLLECTION

Strategic objectives:

1. We will share our collection with the world
2. We will strategically develop our collection
3. We will care for our collection
4. We will excel at researching and interpreting our collection

GOAL TWO

WHAKAURUA Ā TĀTOU HĀPORI KI TE WHAKAOHOOHO TE MIHARO, TE MANAWA REKA, TE WHAKAMARAMA HOKI ENGAGING OUR COMMUNITY TO INSPIRE WONDER, CURIOSITY AND UNDERSTANDING

Strategic objectives:

1. We will be a valued community resource
2. We will encourage interaction throughout Otago and beyond

GOAL THREE

WHAKAHAUMARU TE WĀHEKE I TE AO HURIHURI A SECURE AND SUSTAINABLE FUTURE IN A CHANGING WORLD

Strategic objectives:

1. We will operate sustainably
2. We will secure and future-proof the Museum's financial position
3. We will develop and maintain safe spaces that offer rich and rewarding experiences
4. We will build and sustain professional expertise and knowledge across the organisation



Pacific Cultures gallery.

ORGANISATIONAL GOALS

Whakamarakatia te mana o te kohika taoka

Upholding the mana of the collection

We will share our collection with the world

- Review, assess, and/or digitise 10 000 collection items and increase the number of items accessible online by 5000.
- Facilitate loans of collection items to and from the Museum.
- Publish 20 publications based on the collections, from internal researchers via publicly-accessible media.
- Encourage the publication of collection-related content by external researchers.
- Facilitate and encourage research access and respond to public enquiries.
- Deliver 20 presentations in-house and externally.
- Collections team contributes to the delivery of projects, exhibitions, programmes, and online content to engage our core audiences.

We will strategically develop our collection

- Develop our collections in line with our Collections Strategy.
- Review and revise the Collection Policy.

We will care for our collection

- Continue to develop and implement best practice approaches to caring for our collection.
- Assess, and when necessary, treat items in tandem with priority collections surveys, development projects, exhibitions, and programmes.
- Maintain and develop preventive conservation programmes in line with best practice that apply to all collections.
- Address collection storage furniture for earthquake mitigation and fire prevention.
- Manage the iwi relationship and curatorial support to ensure repatriation matters are managed within resource constraints.

We will excel at researching and interpreting our collection

- Develop and implement a research strategy.
- Support and encourage research outcomes of Honorary Curators and research collaborators.



UnValentine's After Dark at OM event, February 2020.

TWO GOAL

**Whakaurua ā
tātou hāpori ki
te whakaohoho
te miharo, te
manawa reka, te
whakamarama hoki**

**Engaging our
community to inspire
wonder, curiosity and
understanding**

We will be a valued community resource

- Implement our te reo strategy.
- Attract more than 300 000 visitors to the Museum.
- Offer free admission to the Museum's permanent galleries and events.
- Measure value delivered to our core audience through the Dunedin City Council Residents' Opinion Survey.
- Undertake targeted audience research to better understand our communities and how we can best meet their needs/engage and inspire them.
- Deliver programmes, events, and services to Dunedin City Council, and Waitaki, Clutha, Central Otago, and Queenstown Lakes District Councils, and beyond.
- Deliver conservation and professional services to five regional museums and other collections.
- Share our plans and results with our staff, stakeholders, partners, and communities.
- Facilitate opportunities for volunteers and interns to contribute to Otago Museum.

We will encourage interaction throughout Otago and beyond

- Open one new exhibition over the period 2021 – 2022.
- Deliver a high quality Otago Museum Photography Awards (previously Otago Wildlife Photography Competition).
- Engage in collaborations, and foster ongoing partnerships across Otago, New Zealand, and the world.
- Continue to develop online audience engagement through website, blog, and social media activity and virtual conferencing.
- Deliver effective curriculum-linked education programmes to at least 5000 students, leveraging Learning Experiences outside the Classroom (LEOTC) funding.



Perpetual Guardian Planetarium.

GOAL THREE

Whakahaumaru te wāheke i te ao hurihuri

A secure and sustainable future in a changing world

We will operate sustainably

- Achieve carbon certification and comply with international best practice.
- Explore and invest in renewable energy options and initiatives to reduce ongoing carbon emissions.
- Invest in double-glazing of the Museum.
- Continue upgrading lighting to LED.

We will secure and future-proof the Museum's financial position

- 65 000 paid admissions to Tūhura Otago Community Trust Science Centre.
- 15 000 paid admissions to Perpetual Guardian Planetarium.
- Develop and maintain key business partnerships.
- Fostering repeat visitation.
- Develop and promote the Museum as a conference and events centre.
- Be open and accessible in financial reporting to all stakeholders.
- Optimise current commercial opportunities to sustain and grow financial contribution of Museum operations.

We will develop and maintain safe spaces that offer rich and rewarding experiences

- Begin implementation of the master plan for development of the Museum's buildings and facilities.
- Continue environmental and controlled natural light penetration improvements in galleries and collection stores.
- Improve access (physical, intellectual, economic and visual) and wellbeing initiatives across our spaces, exhibitions and programmes/events.
- Undertake earthquake mitigation measures in collection stores.
- Continue to undertake health and safety, and accessibility improvements.
- Upgrade fire protection in the galleries as per the Museum's five-year fire protection plan

We will build and sustain professional expertise and knowledge across the organisation

- Offer staff professional development and training opportunities.
- Provide relevant health and safety training for all staff.
- Provide opportunities for staff to build capability in te reo Māori, Treaty and bicultural operations.
- Strive to improve staff retention year-on-year.

EXHIBITIONS, PROJECTS + DEVELOPMENT SCHEDULE

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Exhibitions

22nd Otago Museum Photography Awards
Fashion Forward >> Disruption through Design
Kura Pounamu
iNDx art exhibition
 Miscellaneous small interventions and displays
 Pacific Cultures refresh and intervention
 Touring rock art exhibition collaboration.

Capital Works

Continue implementation of the Museum's five-year fire protection plan
 Earthquake and fire mitigation for collection stores
 Replace Tropical Forest roof
 Scope possible renewable energy options

Major Projects and Gallery Developments

Implement master plan for development of the Museum's buildings and facilities
 Tāngata Whenua exhibition: exhibition design and development

OTAGO MUSEUM TRUST BOARD
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE 5 YEARS ENDED 30 JUNE 2023

	Core Operations				Business Units				Special & Trust Funds				Total						
	2018/19 ACTUAL	2019/20 ACTUAL	2021/22 BUDGET	2022/23 BUDGET	2018/19 ACTUAL	2019/20 ACTUAL	2020/21 BUDGET	2021/22 BUDGET	2022/23 BUDGET	2018/19 ACTUAL	2019/20 ACTUAL	2020/21 BUDGET	2021/22 BUDGET	2022/23 BUDGET	2018/19 ACTUAL	2019/20 ACTUAL	2020/21 BUDGET	2021/22 BUDGET	2022/23 BUDGET
Income																			
Executive	2,663	-	-	-	-	-	-	-	-	-	-	-	-	-	2,663	-	-	-	-
Collection, Experience & Development	287,357	396,425	134,885	135,965	49,503	-	-	-	-	-	-	-	-	-	287,357	396,425	134,885	135,965	49,503
Finance & Commercial	-	-	300	615	615	2,004,609	1,811,682	2,181,500	2,181,500	2,181,500	-	-	-	-	2,004,609	1,811,682	2,181,500	2,181,500	2,181,500
Visitor Interaction & Programmes	218,332	321,811	233,200	239,030	239,030	611,287	800,509	668,050	943,000	943,000	982,825	-	-	-	218,332	321,811	239,030	239,030	239,030
Science Engagement & Outreach	-	-	-	-	-	864,429	709,921	943,000	943,000	943,000	982,825	-	-	-	1,475,716	1,510,430	1,510,430	1,510,430	1,510,430
Assets & Technology	-	-	1,000	1,000	1,025	-	-	-	-	-	-	-	-	-	537	24,610	1,000	1,000	1,025
Special & Trust Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	336,382	363,330	222,430	218,117	233,975
GLA Contribution	4,309,667	4,527,046	4,753,398	5,061,967	5,213,208	-	-	-	-	-	-	-	-	-	4,309,667	4,527,046	4,753,398	5,061,967	5,213,208
Other Income	564,225	238,060	277,227	273,083	273,083	-	-	-	-	-	-	-	-	-	564,225	238,060	277,227	273,083	273,083
Total Income	5,794,208	6,308,761	5,894,010	6,401,035	6,381,046	2,869,038	2,521,603	3,104,500	3,074,500	3,147,713	3,343,382	3,613,530	2,222,430	2,128,117	8,999,688	9,193,684	9,240,940	9,351,652	9,785,734
Expenditure																			
Wages & Salaries																			
Executive	(434,337)	(344,089)	(431,056)	(435,124)	(438,118)	-	-	-	-	-	-	-	-	-	(434,337)	(344,089)	(431,056)	(435,124)	(438,118)
Collection, Experience & Development	(1,248,024)	(1,234,041)	(1,234,041)	(1,313,210)	(1,354,697)	-	-	-	-	-	-	-	-	-	(1,248,024)	(1,234,041)	(1,234,041)	(1,313,210)	(1,354,697)
Finance & Commercial	(15,478)	(15,478)	(15,478)	(15,478)	(15,478)	-	-	-	-	-	-	-	-	-	(15,478)	(15,478)	(15,478)	(15,478)	(15,478)
Visitor Interaction & Programmes	(739,849)	(878,495)	(899,602)	(793,033)	(804,050)	(687,115)	(1,026,017)	(1,011,033)	(1,058,816)	(1,090,382)	-	-	-	-	(739,849)	(878,495)	(899,602)	(793,033)	(804,050)
Science Engagement & Outreach	(669,213)	(744,143)	(590,330)	(677,059)	(624,065)	(358,867)	(312,797)	(406,461)	(571,123)	(583,746)	-	-	-	-	(1,038,080)	(1,057,140)	(956,799)	(1,222,821)	(1,207,899)
Assets & Technology	(355,974)	(348,247)	(312,680)	(377,833)	(389,188)	-	-	-	-	-	-	-	-	-	(355,974)	(348,247)	(312,680)	(377,833)	(389,188)
Special & Trust Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Wages & Salaries	(3,209,065)	(3,947,323)	(3,793,521)	(3,633,524)	(4,006,761)	(1,206,882)	(1,339,744)	(1,417,494)	(1,628,941)	(1,674,176)	-	-	-	-	(9,015,247)	(9,307,037)	(9,157,036)	(9,561,325)	(9,681,138)
Direct Costs																			
Executive	(306,837)	(170,811)	(255,000)	(165,000)	(169,127)	-	-	-	-	-	-	-	-	-	(306,837)	(170,811)	(255,000)	(165,000)	(169,127)
Collection, Experience & Development	(817,188)	(895,184)	(968,792)	(528,090)	(334,367)	-	-	-	-	-	-	-	-	-	(817,188)	(895,184)	(968,792)	(528,090)	(334,367)
Finance & Commercial	(10,935)	(9,815)	(14,500)	(19,500)	(14,863)	-	-	-	-	-	-	-	-	-	(883,542)	(993,700)	(970,200)	(984,732)	(984,732)
Visitor Interaction & Programmes	(54,430)	(79,296)	(62,000)	(64,500)	(66,120)	(872,626)	(703,391)	(949,100)	(951,200)	(969,889)	-	-	-	-	(54,430)	(79,296)	(62,000)	(64,500)	(66,120)
Science Engagement & Outreach	(364,398)	(289,373)	(414,610)	(433,071)	(330,276)	(235,795)	(236,235)	(257,100)	(258,200)	(258,000)	-	-	-	-	(800,134)	(543,643)	(717,810)	(848,396)	(686,120)
Assets & Technology	(652,387)	(593,348)	(753,050)	(771,250)	(794,809)	-	-	-	-	-	-	-	-	-	(652,387)	(593,348)	(753,050)	(771,250)	(794,809)
Special & Trust Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(52,564)	(84,013)	(11,000)	(11,000)	(11,000)
Total Direct Costs	(2,069,297)	(1,802,337)	(1,862,952)	(1,761,421)	(1,759,262)	(1,208,421)	(939,646)	(1,206,400)	(1,207,400)	(1,227,869)	-	-	-	-	(1,677,221)	(2,729,466)	(3,036,352)	(3,021,311)	(2,944,531)
Other Costs																			
Executive	(782,277)	(784,048)	(839,600)	(829,253)	(839,253)	-	-	-	-	-	-	-	-	-	(784,277)	(784,048)	(839,600)	(829,253)	(839,253)
Collection, Experience & Development	(8,598,434)	(8,552,290)	(8,618,077)	(8,562,350)	(8,629,573)	-	-	-	-	-	-	-	-	-	(8,598,536)	(8,597,579)	(8,632,969)	(8,632,969)	(8,632,969)
Finance & Commercial	(805,173)	(246,245)	(354,044)	(184,967)	(225,531)	(3,314,991)	(2,739,360)	(2,623,942)	(2,639,341)	(2,802,345)	-	-	-	-	(3,314,991)	(2,739,360)	(2,623,942)	(2,639,341)	(2,802,345)
Visitor Interaction & Programmes	(1,526,805)	(1,440,318)	(1,394,032)	(1,200,000)	(1,320,000)	584,445	242,243	480,606	235,159	245,368	-	-	-	-	3,314,991	306,815	197,972	265,369	242,812
Science Engagement & Outreach	(1,526,805)	(1,440,318)	(1,394,032)	(1,200,000)	(1,320,000)	-	-	-	-	-	-	-	-	-	(1,526,805)	(1,440,318)	(1,394,032)	(1,200,000)	(1,320,000)
Overall Net Profit/(Loss) after Depreciation	(2,331,979)	(1,686,361)	(1,950,090)	(1,466,967)	(1,465,531)	584,445	242,243	480,606	235,159	245,368	-	-	-	-	(1,686,361)	(1,114,601)	(1,238,060)	(1,014,691)	(1,077,188)
but before Additional Revenue & Expenditure																			
Additional Revenue & Expenditure																			
COVID-19 Virus Subsidy	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions by Division																			
Executive	(738,511)	(514,900)	(616,056)	(600,124)	(617,245)	-	-	-	-	-	-	-	-	-	(738,511)	(514,900)	(616,056)	(600,124)	(617,245)
Collection, Experience & Development	(1,579,845)	(1,579,623)	(1,481,948)	(1,507,795)	(1,539,531)	-	-	-	-	-	-	-	-	-	(1,579,845)	(1,579,623)	(1,481,948)	(1,507,795)	(1,539,531)
Finance & Commercial	(356,594)	(338,120)	(381,003)	(394,312)	(400,822)	284,668	81,374	201,267	121,482	124,317	-	-	-	-	(356,594)	(338,120)	(381,003)	(394,312)	(400,822)
Visitor Interaction & Programmes	(595,747)	(535,980)	(631,404)	(611,893)	(631,140)	-	-	-	-	-	-	-	-	-	(595,747)	(535,980)	(631,404)	(611,893)	(631,140)
Science Engagement & Outreach	(422,265)	(231,207)	(470,948)	(387,910)	(346,291)	269,777	160,369	279,339	113,677	121,051	-	-	-	-	(422,265)	(231,207)	(470,948)	(387,910)	(346,291)
Assets & Technology	(1,007,834)	(882,885)	(1,084,750)	(1,144,103)	(1,182,972)	-	-	-	-	-	-	-	-	-	(1,007,834)	(882,885)	(1,084,750)	(1,144,103)	(1,182,972)
Special & Trust Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Museum Group	2,920,710	2,540,144	2,794,033	3,183,165	3,271,370	-	-	-	-	-	-	-	-	-	2,920,710	2,540,144	2,794,033	3,183,165	3,271,370
Additional Revenue & Expenditure	(2,331,979)	(1,686,361)	(1,950,090)	(1,466,967)	(1,465,531)	584,445	242,243	480,606	235,159	245,368	-	-	-	-	(1,686,361)	(1,114,601)	(1,238,060)	(1,014,691)	(1,077,188)
Net Profit/(Loss) from Core Operations & Business Units	(2,331,979)	(1,686,361)	(1,950,090)	(1,466,967)	(1,465,531)	584,445	242,243	480,606	235,159	245,368	-	-	-	-	(1,686,361)	(1,114,601)	(1,238,060)	(1,014,691)	(1,077,188)
Additional Revenue & Expenditure																			
COVID-19 Virus Subsidy	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions by Division																			
Executive	(738,511)	(514,900)	(616,056)	(600,124)	(617,245)	-	-	-	-	-	-	-	-	-	(738,511)	(514,900)	(616,056)	(600,124)	(617,245)
Collection, Experience & Development	(1,579,845)	(1,579,623)	(1,481,948)	(1,507,795)	(1,539,531)	-	-	-	-	-	-	-	-	-	(1,579,845)	(1,579,623)	(1,481,948)	(1,507,795)	(1,539,531)
Finance & Commercial	(356,594)	(338,120)	(381,003)	(394,312)	(400,822)	284,668	81,374	201,267	121,482	124,317	-	-	-	-	(356,594)	(338,120)	(381,003)	(394,312)	(400,822)
Visitor Interaction & Programmes	(595,747)	(535,980)	(631,404)	(611,893)	(631,140)	-	-	-	-	-	-	-	-	-	(595,747)	(535,980)	(631,404)	(611,893)	(631,140)
Science Engagement & Outreach	(422,265)	(231,207)	(470,948)	(387,910)	(346,291)	269,777	160,369	2											

**OTAGO MUSEUM TRUST BOARD
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE 5 YEARS ENDED 30 JUNE 2023**

Footnotes:**1. CLA contribution**

An increase of 5% in ongoing CLA contribution has been budgeted for the 2020/21 year and 6.5% has been budgeted for the 2021/22 year, with 3% in subsequent years. Below is a summary of the CLA contributions per budget:

2016/17	4,102,101
2017/18	4,184,143
2018/19	4,309,667
2019/20	4,527,046
2020/21	4,753,398
2021/22	5,061,367

The proposed levy for the next three years is as follows:

	Dunedin	Central Otago	Clutha	Waitaki	Total
2021/22	4,740,948	32,892	223,980	63,547	5,061,367
2022/23	4,883,176	33,879	230,700	65,454	5,213,208
2023/24	5,029,671	34,895	237,621	67,417	5,369,604

2. Staffing costs

Staffing costs have been budgeted to reflect minimum wage increases and living wage expectations. A large portion of Museum staff are casual and part time workers who receive the minimum wage.

3. Overall indirect costs

Overall indirect costs are expected to be higher due to forecast increases in costs such as electricity, gas and insurance.

4. Capital Expenditure

While capital expenditure projects have been budgeted, these will only go ahead if sufficient funding is available. Major projects included in the budget include:

	2020/21	2021/22	2022/23
* Building Development	50,000	50,000	50,000
* Furniture - General	15,000	15,000	15,000
* Hutton/Atrium Theatre Refurb & Sound System	20,000	20,000	-
* PA System	20,000	-	-
* Vehicles	50,000	-	-
* Energy Efficiency	20,000	20,000	20,000
* Planetarium - Digitiser Version	60,000	-	50,000
* Replace Refrigeration	40,000	-	-
* Computer & Software	100,000	100,000	100,000
* Gallery Protection - Sprinklers	300,000	300,000	500,000
* Tūhura Otago Community Trust Science Centre	50,000	30,000	30,000
* Gallery Refresh	-	40,000	40,000
* Earthquake Mitigation	60,000	60,000	30,000
* Roof Replacement (DPad)	30,000	-	-
* Roof Replacement (Health & Safety)	-	500,000	500,000
* Roof Replacement (Tropical Forest)	-	500,000	-
* Tropical Forest Bridge Replacement	-	30,000	30,000
* Tangata Whenua	-	-	200,000
* Passive Fire Protection	100,000	-	100,000
* Health & Safety Improvements	20,000	-	-
* Administration / Hutton Heat Pumps	60,000	-	-
* Café Extension/Improvements/Furniture	30,000	-	-
* Conservation	30,000	30,000	30,000
	<u>1,055,000</u>	<u>1,695,000</u>	<u>1,695,000</u>

** These projects are subject to further feasibility studies before any financial commitment is made. They are also subject to gaining appropriate funding via fundraising and grants. Should sufficient funding not be secured, these projects will either be delayed or not go ahead.

5. Business Units

Business Unit sales are expected to be lower than in 2021 as a result of a reduction in tourist numbers due to the global pandemic. In addition there is increasing financial pressure from increasing costs (particularly in wages).

6. Other Income

Other Income includes donations, collection boxes and interest income, as well as any income received from exhibitions and programmes. It also includes the following additional contributions from the supporting councils:

	2018/19 Actual	2019/20 Actual	2020/21 Budget	2021/22 Budget
* DCC Long Term Plan Contribution	75,000	75,000	75,000	75,000
* Queenstown Lakes District Council	-	-	30,000	30,000

7. Gains on sale of shares

Gains made on the sale of shares is included in the actual income, but not included in the budget. The actual figures also include donations received. Below is a summary of donations received/budgeted:

	2018/19	2019/20	2020/21	2021/22
* Barclay	47,057	50,000	30,000	30,000
* Development Fund (general fundraising)	12,607	19,559	-	-



21.1.6 CLEANFILL AND HARDFILL ACCEPTANCE AT CROMWELL TRANSFER STATION

Doc ID: 520769

1. Purpose of Report

To consider changes to the management of cleanfill and hardfill at Cromwell transfer station.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
 - B. Agree that cleanfill and hardfill not be accepted at Cromwell transfer station from 1 March 2021 with alternative facilities available to the public at Parkburn Quarry.
-

2. Background

The purpose of a transfer station is to receive waste products and then transfer them onto their respective final disposal sites.

Cromwell transfer station was established in the early 1990's and has accepted cleanfill and hardfill since opening. The material was initially used to help cap the landfill which was closed in 1999. Once the capping was completed cleanfill and hardfill has continued to be deposited at the transfer station and has been accumulating over the ensuing years. The continued stockpiling does not meet the requirements of a transfer station and associated consent.

Cleanfill consists of uncontaminated natural materials like soil, rock, gravel, clay, silt, and sand. Hardfill consists of uncontaminated material that includes any amount of unreinforced concrete, reinforced concrete where steel is cutback to concrete, asphalt, brick, pavers, clay pipes, tiles or ceramics.

Cleanfill and hardfill sites are highly vulnerable to contamination from other waste. Over the years contaminated material has been mixed in loads deposited at Cromwell transfer station. Contamination includes construction and demolition waste, contaminated soils, greenwaste, asbestos and other materials that can have an adverse effect on the environment. Sorting the contamination from the hardfill is labour intensive and costly. This makes the cleanfill/hardfill unsuitable for transfer to fill sites, and it needs to be taken to landfill instead.

The location of the cleanfill and hardfill site is not visible to transfer station operators. While transfer station staff inspect all loads on arrival; no post disposal examination is undertaken which means material which is buried in the load is not visible when accepted.

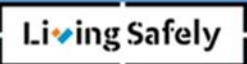

3. Discussion

Future use of the Cromwell transfer station site is constrained by large stockpiles of cleanfill, hardfill and greenwaste. It is estimated the current cleanfill and hardfill stockpile consists of 70,000 m³ or 40,000 tonnes of material. The current stockpile does not meet the requirements of a transfer station or our consent and needs to be removed.

Due to contaminants the removal of this material will be both time consuming and costly. Funding for the clearing of this material has been budgeted in the 2021 Long Term Plan over several years.

Fulton Hogan's Parkburn Quarry is located 10 minutes north of Cromwell. Parkburn Quarry accepts cleanfill and hardfill from both commercial customers and the general public.

Council's updated acceptance criteria at all transfer stations aligns with the material specification at Parkburn Quarry.

Fulton Hogan Cleanfill Acceptance Criteria	
Material Permitted for Disposal: <ul style="list-style-type: none"> Cleanfill: Any uncontaminated material that consists solely of natural materials like soil, rock, gravel, clay, silt and sand Hardfill: Any uncontaminated material that includes any amount of unreinforced concrete, reinforced concrete where steel is cutback to concrete, asphalt, brick, pavers, clay pipes, tiles or ceramics. 	Materials NOT Permitted for Disposal: <ul style="list-style-type: none"> hazardous substances or materials derived from hazardous waste treatment, stabilisation or disposal practices Coal tar and other none carcinogenic substances materials from contaminated sites Materials containing agricultural chemicals and herbicides domestic, commercial and industrial waste including paint waste, oil and grease, steel, treated timber, cables, gib board or plastic Materials containing human or animal waste <u>Any vegetative matter</u> Any other materials deemed impermissible by a Fulton Hogan staff member
<i>Please be aware you may be asked to prove the contents and/or suitability of your material prior to acceptance for dumping</i>	
<div>   </div>	

Charges for cleanfill and hardfill ranges from \$10 per tonne to \$358 per tonne across the South Island. The current cost of disposing of cleanfill and hardfill at Cromwell transfer station is \$15 per cubic metre. These charges were updated 1 July 2020 to reflect the cost of transportation and disposal at Parkburn Quarry.

The cost to the general public of disposing material at Parkburn is shown below.

All loads are classified as hardfill for trailer loads of material.

- Single axle trailer: \$35.00
- Tandem axle trailer: \$50.00

General public bulk dumping rates:

- Cleanfill \$5.70/tonne
- Hardfill \$8.70/tonne

Fulton Hogan have advised that they are willing to accept cleanfill and hardfill directly from customers at Parkburn. It is proposed that all cleanfill and hardfill in Cromwell be taken direct to Parkburn Quarry, and facilities for this be closed at the Cromwell transfer station in the short to medium term

A review of Transfer station facilities across the district, and possible changes to the new 2023 waste contract will address how material is deposited and inspected on-site.

4. Options

Option 1 – (Recommended)

Temporarily cease acceptance of cleanfill and hardfill at Cromwell transfer station and direct customers to Parkburn Quarry.

Advantages:

- Current cleanfill and hardfill pile does not continue to grow.
- Greater examination of loads at Parkburn will restrict contamination and drive a change in behaviour.
- Will enable non-compliance with consent conditions at the Cromwell transfer station to be addressed.
- The costs of accepting and managing cleanfill will be recognised through charging at Parkburn, and will not be transferred to ratepayers.

Disadvantages:

- Customers may need to travel further albeit just 10 minutes north, to dispose of material.
- Illegal dumping of contaminated cleanfill and hardfill may occur if this is not accepted at Parkburn. There are fines for illegal dumping where perpetrators can be identified.

Option 2

Continue to accept cleanfill and hardfill at Cromwell transfer station with regular transfer to Parkburn Quarry.

Advantages:

- No change to service provisions at Cromwell transfer station.

Disadvantages:

- Cromwell transfer station has very limited area available to start a new stockpile.
- Loads are unable to be inspected during off-loading, with potential for contaminated material to be hidden from view.
- Contaminated material may continue be deposited on-site, resulting in high costs for transfer to landfill, and non-compliance with consent conditions.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the environmental wellbeing of communities, in the present and for the future.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Yes Current Fees and Charges for cleanfill and hardfill are calculated based on recovering the cost of transfer to and disposal of material at Parkburn Quarry. Contamination of historic loads is resulting in significantly higher site clean up costs.
Decision consistent with other Council plans and policies? Such	The following Council policies were considered:

as the District Plan, Economic Development Strategy etc.	<ul style="list-style-type: none"> • Waste Management and Minimisation Plan 2018. • Sustainability Strategy. • 2018 and proposed 2021 Long Term Plan.
Considerations as to sustainability, the environment and climate change impacts	Tighter measures to control the quality of hardfill/cleanfill being disposed will enable material to be diverted from a traditional landfill.
Risks Analysis	There is potential for customer dissatisfaction in having to travel further to Parkburn.
Significance, Consultation and Engagement (internal and external)	A decision to cease acceptance of cleanfill/hardfill will only affect a small amount of the population to minimal amount. This does not meet the significance threshold for consultation.

6. Next Steps

- Signs will be updated at Cromwell Transfer Station.
- Changes will be communicated to account holders and the public and be effective from 1 March 2021.

7. Attachments

Nil

Report author:



Quinton Penniall
Environmental Engineering Manager

25/01/2021

Reviewed and authorised by:



Julie Muir
Executive Manager - Infrastructure
Services

25/01/2021

21.1.7 COUNCIL'S ROLE IN HOUSING: A MARKET DATA UPDATE AND DIRECTION ON COUNCIL'S ROLE IN PROVIDING AFFORDABLE HOUSING

Doc ID: 520752

1. Purpose of Report

To consider the updated housing market analysis and provide direction on council's role in providing affordable housing.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
 - B. Notes the updated housing market analysis.
 - C. Agrees in principle that council has a role in providing affordable housing.
 - D. Agrees to progressing work on developing an affordable homes model in Central Otago
- OR
- E. Agrees to progressing work on developing a policy for provision of affordable land or house and land packages as a part of the development of council owned land
-

2. Background

An investment logic mapping exercise with stakeholders in February 2020 considered a range of options on what council's involvement in housing could be. Following a workshop in March 2020, Council gave direction for work on the 'promote density and incentivise development' option to proceed and requested more detail on what an affordable homes model would look like in practice. As a result of COVID-19 and the prediction of a significant decrease in house prices, Council agreed in May 2020 to defer any further advice on an affordable homes model until an updated housing market analysis was available (refer to appendix 1). An updated market analysis was commissioned in December 2020, and Council was provided with an update at their December 2020 meeting (refer to appendix 2).

3. Discussion

Housing Stocktake Update Report January 2021

An updated high-level housing stocktake for the district has been prepared (refer to appendix 3). Key points are detailed below.

Overall house prices have increased:

There has been an overall 0.49% increase in house prices for the Central Otago region September 2019 to September 2020 to an average sale price of \$560,116. This period includes the time New Zealand went into a nationwide lockdown. However more recent data is consistent with the nationwide trend of a significant recent housing cost increase and shows an increase to \$605,000 (an increase of 14.2% over the last year).

The rental prices are also increasing and there is a lack of supply:

The data shows a slight increase of 1.24% for average rents to \$407 per week for the year ending September 2020 (which included the period in which the Government introduced rental freezes as a result of COVID-19 and all banks offered mortgage holidays). More recent data shows that there has been a significant jump of 9% to \$490 per week. Consistent with two previous reports (the Cromwell and district housing stocktakes – refer to appendices 4 and 5) the availability of rentals remains low.

Median incomes have modestly increased:

There has been a 4% increase in median incomes for the period September 2019 to September 2020 to \$54,080 per annum (\$1,040 per week). However, this increase has fallen significantly short of matching the equivalent housing sale and rental price increases detailed above.

The attached report also notes the cost of borrowing has become increasingly cheap, with earlier this month all major banks offering record low terms of 2.29% for a one-year mortgage. These low rates are making housing an attractive investment option.

Combined with predicted growth in the region, and the factors listed above the housing market in Central Otago is becoming increasingly unaffordable.

An affordable homes model

In light of increasing housing costs in Central Otago, the Central Otago Housing Trust (the Trust) was established in 2018 with the intention of delivering affordable housing to the community. In order for the Trust (or another equivalent body) to provide this service, they need funding for the purchase of land and the development of housing (or alternatively receive these in kind or obtain a financial security arrangement). The Trust are looking to Council in the first instance to support the development of this model in Central Otago.

While there are several ways such a model could be constructed, the Queenstown Lakes Community Housing Trust's current 'secure homes' model provides an example on how such a model could be developed in Central Otago. In this model, eligible purchasers buy the house from the Queenstown Lakes Community Housing Trust and pay a small annual land lease. The owners can only sell back to the Queenstown Lakes Community Housing Trust and receive inflation adjusted increases. This ensures that the housing stock remains under control of the Queenstown Lakes Community Housing Trust, and can be sold onto new owners at an affordable price. The Queenstown Lakes Community Housing Trust also offer public housing rentals, affordable rentals and a rent to buy option.

The Queenstown Lakes Community Housing Trust have had various mechanisms over the years to receive land and develop land. They have received land from both the Queenstown Lakes District Council and private developers. From private developers, they have received approximately 5% of the total land from each development either via voluntary agreements or as a legal requirement as Queenstown had a 'special housing' designation (which was mandated by central government). This designation has now lapsed. Over time, the voluntary arrangements have become increasingly ineffective and the Queenstown Lakes Trust is working with Queenstown Lakes District Council to make it compulsory for land developers to provide a proportion of their land under the district plan provisions.

To register for interest for the secure homes model, one of the potential owners must be a New Zealand citizen, have lived in the area for at least 6 months, one member must be working full-time, they must not own property anywhere else in the world and be below the income caps (for a couple this is currently \$99,583 per annum, increasing to \$125,790 per annum for a 5 person household). There is considerable demand and the Queenstown Lakes Community Housing Trust has a long waiting list. The Queenstown Lakes Community Housing Trust will be present at the meeting to provide a more detailed overview of their operations.

Factors to consider in progressing such a model in the Central Otago District

There are several factors to consider in deciding whether or not to proceed with a similar model in Central Otago. First, the only land that might be currently available is land that council is developing. This includes Gair Avenue in Cromwell and the Pines in Alexandra. Council would need to determine whether or not they wish to pursue all land developers being required to provide a proportion of their development to the Central Otago Housing Trust. The mechanism to require other land developers to provide land would be via district plan provisions. Based on the Queenstown Lakes Trust experience this might be met with some resistance in the community. Also for consideration, compared to Queenstown Lakes, Central Otago has significantly less private development of land. Even with such a provision, it is unlikely that such a model would achieve the same economies of scale as it does in Queenstown.

Second, the Central Otago context is quite different from Queenstown. While the data presented earlier in the report indicates an increasing housing affordability issue (as is echoed nationwide), Central Otago is not experiencing the same level of housing stress as Queenstown.

Third, there would need to be close consideration as to the criteria which was applied in Central Otago. Based on the criteria Queenstown Lakes Trust uses, a couple both on the median wage would be eligible to be considered. A single professional working as a teacher, planner, or nurse would also meet the criteria. This will cast a wide net, and it may be beneficial for careful considerations to be given as to who is eligible and what the council is wanting to achieve under such a model (especially with only a small number of homes available initially).

Finally, there are financial considerations. While such a model will deliver an affordable homes to a subset of the community, there will be ongoing administrative costs that will need to be funded by the ratepayers. In order to build the initial tranche of homes, the Trust will likely look to Council to either fund or otherwise provide financial security. There is also the opportunity cost of the land to the ratepayer that needs to be taken into consideration.

If elected members give direction to proceed with further work on an affordable homes model the issues above will be canvassed in more detail, such as the actual costs to the ratepayer, how these homes would be built and who would be eligible.

Affordable land or house and land packages

There are other mechanisms that Council may wish to progress to deliver on affordable homes for the community. As an alternative Council could introduce a policy to provide affordable house and land packages (or just land) to the community as part of development of any council land. The first two housing market stocktakes revealed that there is a distinct lack of housing choice in the district, with detached houses with 3-4 bedrooms commonplace. As part of the Cromwell Masterplan, work was undertaken on the viability of different housing typologies (such as apartments and terrace style housing). This work indicated that higher density semi-detached terrace style housing is viable. Council has the opportunity to lead or influence such a development, which would deliver housing at a lower price point than the traditional new builds in the district.

Council could also choose to sell smaller sections (such as 250 to 300 metres squared) at an affordable price. Smaller sections will drive the building of smaller houses, and therefore cheaper homes. Under this model, purchasers will have the freedom to build the house of their choice.

There may be an ability to have criteria on who can purchase these sections or land and house packages (such as with the secure homes model) to ensure these homes are being purchased

by those that cannot afford the typical home in the region (the legal mechanism to achieve this and any legal impediments will need to be explored).

This model would likely enable more affordable homes to be delivered to the community than a secure homes type model, especially if council were to develop a series of terrace style homes. Compared to the secure home model, however, purchasers would be able to sell these on the open market. This will likely make them less affordable for future purchasers.

If Council gives direction for further work on this option, the advice would look at how such a model would work in practice (such as how many sections, price points, cost to the ratepayer, any legal challenges to having criteria on who can purchase these).

4. Options

Option 1

Agree to progressing work on developing an affordable homes model (such as a secure homes model) in Central Otago.

Advantages:

- Enables the practicalities of the model in the Central Otago context to be further examined
- Meets the expectations of the Trust
- Would deliver affordable housing to some members of the community

Disadvantages:

- Likely only council land will be readily available for the Trust
- Likely to have a considerable cost to ratepayers (both in opportunity cost of the land gifted and actual costs in supporting the running of the Trust)
- Will likely not achieve the same economies of scale as the model in Queenstown

Option 2

Agree to progressing work on developing a policy for provision of affordable land or house and land packages as a part of the development of council owned land .

Advantages:

- Would likely deliver affordable housing to a greater number of people

Disadvantages:

- Will likely have a cost to ratepayers (in terms of opportunity cost of not receiving full market value for land developed)
- Affordable homes will not be retained by council or a Trust long-term, and will eventually be brought and sold on the open market

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by providing advice to enable
---	--

	Council to make an informed decision on the direction of this work.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	There are no financial implications as a consequence of this paper. Dependant on the direction Council gives, there may be future financial implications which will be explored in subsequent papers.
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	There are no considerations as to sustainability, the environment and climate change impacts as a consequence of this paper.
Risks Analysis	There is some public expectation that Council will provide affordable housing, especially in light of the establishment of the Central Otago Housing Trust and sector meetings following the release of the Southern District Health Board's report in 2019.
Significance, Consultation and Engagement (internal and external)	This paper does not meet the threshold for engagement under the Significance and Engagement Policy.

6. Next Steps

Dependant on the direction of Council, staff will work with the Central Otago Housing Trust to obtain more specific data (eg administrative costs, building specifications, criteria) or provide advice on provision of affordable land or house and land packages as a part of the development of council owned land.

7. Attachments

Appendix 1 - Report to Council May 2020: Council's Role in Housing - Framework for a New Approach COVID-19 [↓](#)

Appendix 2 - Report to Council December 2020: An update on Council's role in housing [↓](#)

Appendix 3 - Housing Stocktake Update Report January 2021 [↓](#)

Appendix 4 - Cromwell Housing Stocktake [↓](#)

Appendix 5 - District housing stocktake.pdf [↓](#)

Report author:



Saskia Righarts
Chief Advisor
18/01/2021

Reviewed and authorised by:



Sanchia Jacobs
Chief Executive Officer
25/01/2021

**Council
18 May 2020**

Report for Decision

**Council's Role in Housing – Framework for a New Approach Post COVID-19
(DocID 444618)**

1. Purpose of Report

To agree to a new two-stage approach to the work on Council's role in housing.

Recommendations

That the Council:

- A. **Receives** the report and accepts the level of significance.
 - B. **Agrees** to a new two-stage approach for this work.
 - C. **Agrees** for stage one that in addition to work on *incentivise and promote density* options, that land development and construction options be developed as part of a COVID-19 economic recovery package for consideration.
 - D. **Agrees** for stage two that an updated market analysis is provided in 2021
 - E. **Agrees** that any further work an affordable housing option is deferred until consideration of the updated market analysis in 2021.
-

2. Background

In 2019 the development of Council's approach to housing was agreed as one of the items to be prioritised in the strategy and policy work programme. The first step was collating a comprehensive understanding of Central Otago's housing market. This stage included the housing stocktake for Cromwell completed in late 2019 (as part of the Cromwell Masterplan) and the district housing stocktake completed in February 2020. Overall, this data revealed that Central Otago was on the cusp of having a housing affordability issue.

This data helped to inform the next stage which was to develop options on Council's involvement for consideration. A shortlist of options was developed in February 2020 in a two-day investment logic mapping workshop attended by a wide variety of stakeholders (including social service providers, construction experts, and housing trust trustees). The list of options was presented to councillors in March 2020, at which point councillors gave an indication that they would like to receive further advice on a package of options which promote density and incentivise development, as well as understand further what an affordable homes option would look like in practice. The agreed next step was to come

back to councillors with further information on the affordable homes option at the planned April meeting 2020, and at which point councillors would agree the direction of the strategy for a draft to be presented at the May 2020 meeting.

3. Discussion

Impact of COVID-19

Since this topic was last considered by Council, the world has been dealing with an unprecedented pandemic that effects have been wide-ranging, including having significant economic, social and health impacts. As New Zealand and the world begins to recover, the medium to long-term impacts of this pandemic are not yet known. Central Otago's housing market is likely to be impacted with the predicted job losses and impact of heading into a recession likely to result in a softening of the market. The data that Council used to inform initial direction for this work is now less informative, with market activity likely to change over the short to medium term. The impact of COVID-19 on the housing market will start to become apparent in the next 6 to 12 months.

Economic recovery and Council's role in housing development

As Council considers its broader role in the response to the impacts of COVID-19, while housing market activity is uncertain, Council involvement in development and construction would help stimulate the economy. This in turn would bring wider benefits to the community through the employment opportunities that would arise. Such a development could occur on land earmarked for future development such as Gair Estate in Cromwell and the Pines in Alexandra (both projects which are subject to applications to the government's infrastructure fund for shovel ready projects for post COVID-19 recovery), or another suitable piece of land.

A new two-stage approach

Given the significant changes that have occurred since Council last considered this work, a new two-stage approach is proposed to this work for consideration.

Stage one: 2020

In addition to the *promote density and incentivise* options currently being explored, Council also agree to add for consideration to this package advice on options to help stimulate the economy through active involvement in development and construction. Such advice would be developed in consultation with the respective community boards if in principle support of Council is attained. This work would consider things such as the different ways of constructing a development (such as a joint venture), whether Council should pro-actively develop higher density housing options in line with the Cromwell Masterplan, and what the financial ramifications for Council would be.

Stage two: 2021

Provide Council with an updated market analysis which shows the short-term impacts of COVID-19, as well as the predicted medium to longer term impacts. Council to then

consider, if they still wish, what an affordable homes option (similar to that run in Queenstown Lakes with the support of Queenstown Lakes District Council) would look for Central Otago District Council.

4. Options

Option 1 – (recommended)

Agree to a new two-stage approach to the work on Council's role in housing, with options developed on an economic recovery focussed package for consideration and work on an affordable homes package deferred to 2021.

Advantages:

- Takes into consideration that the likely impacts of COVID-19 on the housing market.
- Shows community leadership in agreeing for work to be done on an economic recovery focussed package for consideration.

Disadvantages:

- Will take more time to develop options (with community board involvement and additional staff time).
- May require investment from Council (financial implications will be provided in further advice).

Option 2

Do not agree to the new approach and proceed as directed in March 2020.

Advantages:

- Less time required for option development.
- Less investment may be required from Council.

Disadvantages:

- Does not take into consideration the likely impacts of COVID-19 on the Central Otago housing market

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the economic wellbeing of the community, in the present and for the future by considering how Council could stimulate the economy in support of the COVID-19 recovery.
Financial implications: Is this decision consistent with proposed	There are no immediate financial impacts of this paper. Financial

activities and budgets in long term plan/annual plan?	modelling will be presented for Council to consider when the detailed options are provided.
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	There are no immediate sustainability impacts as a consequence of this paper.
Risk Analysis	This paper does not result risks to Council as only in principle support to conduct the work is requested. A discussion of risks will be included when the detailed options are provided.
Significance, Consultation and Engagement (internal and external)	This paper does not trigger the significance and engagement policy.

Next Steps

Pending Council's endorsement of the proposed approach, work will immediately commence on the package of options for consideration with respective community boards as appropriate and Council.

Report author:



Saskia Righarts

Chief Advisor

6/05/2020

Reviewed and authorised by:



Louise van der Voort

Executive Manager - Planning and Environment

6/05/2020



**Council
9 December 2020**

Report for Information

Update on the Work on Council's Role in Housing (Doc ID 515470)

1. Purpose of Report

To provide an update on progress in the work on council's role in housing.

Recommendations

That the Council **receives** the report and notes the update.

2. Background

In May 2020, the Council agreed a new two-stage approach to progressing the work on developing an approach to housing. The Council agreed that stage one should involve the progressing of initiatives which incentivise and promote higher density housing developments as well as land development and construction options to form part of a COVID-19 economic recovery package.

Stage two of the work would involve the preparation of an updated market analysis to be presented to Council in 2021. Given the uncertainty around how the housing market would respond to COVID-19, Council agreed to defer any work on an affordable housing option until after the presentation of the updated market analysis in 2021.

COVID-19 impact

It was predicted by economists that COVID-19 would have severe and wide-ranging impacts on Central Otago's economy. While Central Otago has not been immune from the impacts of COVID-19, it appears that the economic downturn has not been as severe as most economists forecasted. Initial indications are that the expected softening of the market has not occurred, and anecdotal accounts point to housing related stress continuing to rise.

Market analysis

Because the housing market is not responding to COVID-19 as expected, council staff are no longer intending to pursue a comprehensive market analysis like those completed for the district housing stocktake presented to Council in early 2020. The underlying trends

and assumptions of these pieces of work are still valid and informative. Instead staff will prepare an update on the high-level figures to capture any changes in the last 12 months (such as rental and house prices and number of houses available). It is intended that these will be presented to Council at its meeting on 3 February 2021.

Affordable housing options

Following consideration of the updated market analysis, further information on an affordable housing option will also be presented Council at its meeting on 3 February 2021. This will follow the direction received from Council before COVID-19 where more information was sought around a 'secure home' programme or similar assisted ownership initiative. If Council decide that they still wish to pursue this option further, a more detailed affordable housing option that takes into account Central Otago's unique circumstances would be prepared for further discussion at the Council meeting on 24 March 2020.

Promoting density and incentivising development

Work into developing initiatives which would promote density and incentivise development remain ongoing. Council were recently presented with options on possible changes to development contributions ahead of the next long-term plan. Further work around measures to promote density, such as planning incentives and influence through joint venture developments are being considered. Council as a landowner has an opportunity to control development and deliver on these initiatives.

Land and development options

In May 2020, Council agreed it has a role in supporting the economic recovery efforts in light of COVID-19. The potential development of land at Gair Avenue in Cromwell and The Pines in Alexandra forms an important part of the land and development options to support this stream of work. Work on both these subdivisions is progressing, with the Vincent and Cromwell Community Boards recently receiving updates on both these proposals.

Next steps

3 February 2021 – Council presented with updated market analysis and hears further information around an affordable housing option.

24 March 2021 – Council discusses a detailed affordable housing option (If it decides to proceed on 3 February).

Report author:



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27/11/2020

Reviewed and authorised by:



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30/11/2020



Housing Stocktake Update Report

January 2021





Quality control

Document	Housing Stocktake Update Report
Ref	Job No. 716924
Date	January 2021
Prepared by	Charlotte Johnson
Reviewed by	Brad McLeay

Revision history

Revision	Revision date	Details	Authorised	
			Name/Position	Signature
01	8 January 2021	Draft for client review	Brad McLeay	
02	14 January 2021	Final report	Brad McLeay	

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Executive summary

The Central Otago District Council (CODC) commissioned two reports in September 2019 and March 2020 to investigate and demonstrate the demand, supply and affordability of housing in Cromwell and the Central Otago district.

Since the release of these reports, the world has been disrupted by COVID-19 in an unprecedented fashion. This has resulted in New Zealanders not being able to travel overseas, residents returning home, low interest rates and people investing their money into property as a safe investment. All factors which have affected the national housing market, including in Central Otago.

CODC engaged The Property Group Limited (TPG) to provide an update on particular areas of interest in Cromwell township and Central Otago region. The latest comparable data sources show there was a modest increase over the year to September 2020 in the median sales price and the cost of rentals in Central Otago (with a slight decrease for Cromwell), and a significant decrease in the volume of sales for both areas. However, more recent November 2020 data is showing a trend that sale prices, volumes and rental prices are increasing for both areas.

This report also illustrates that the cost of money has decreased, and income values have increased in the region.

The future of the housing market remains uncertain, with significant uncertainty around migration, unemployment and the impact of unprecedentedly low mortgage rates, however TPG believes there is a need for CODC to develop a housing strategy to determine its role in the housing sector.

Areas of interest

As requested, we have provided the updated housing stock data in the areas of interest including sales prices, volume, rental prices, cost of money and income values, from comparable data sources used in the previously commissioned reports. Where relevant and possible, we have also provided the most up to date data reported monthly by Real Estate Institute of New Zealand (REINZ).

We have used the 'median' residential house price as we believe that this gives a better representation of central tendency than 'average'. Similarly, we have used the 'inflation adjusted' prices with a base period of the most current period to paint a more accurate picture for comparison between years and 'rolling average' in order to reduce the seasonal effect.

Residential sales

The New Zealand Treasury has forecast continued house price rises over the next five years. The market is fundamentally driven by three main factors, low cost of capital (low interest rates), capital gain potential, and supply shortage. There is no indication of any changes in these drivers in the medium term.

The following graph illustrates the movement in median prices of residential dwellings sold in Central Otago and Cromwell township (or area unit) in each quarter on a 12 month rolling basis.

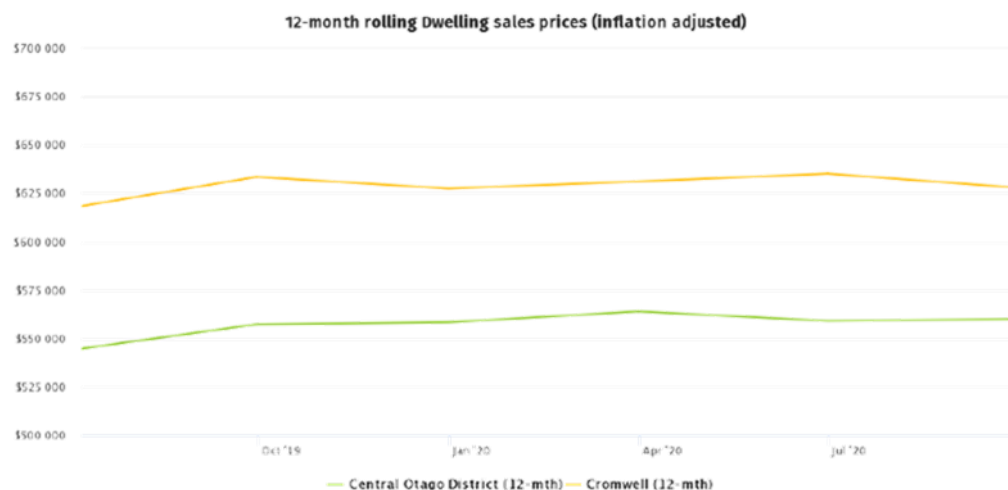


FIGURE 1: MEDIAN RESIDENTIAL SALES PRICE – CENTRAL OTAGO DISTRICT AND CROMWELL (SOURCE: MINISTRY OF HOUSING AND URBAN DEVELOPMENT DASHBOARD (CORELOGIC), SEPTEMBER 2020)

For the Central Otago region, this data represents a slight 0.49% increase in house prices to \$560,116. While the Cromwell data shows an increase in house prices to September 2019, there was a slight 0.90% decrease from \$633,533 to \$627,902 over the year to September 2020. The latest data from REINZ indicates however that the median house price for the Central Otago district has risen to \$605,000 as of November 2020 (an increase of 14.2% from last year).

While the sales prices to September 2020 show a slight increase or decrease for the Central Otago area which was likely due to uncertainty in the market and impacts of COVID-19 and the implication of that on the residential property market, the latest trend and reports are showing that sales prices are increasing. Decreasing affordability in surrounding towns and other parts of New Zealand will also have an impact on Central Otago prices with people migrating to the area.

The following graph illustrates the quantity of all dwellings sold in Central Otago and Cromwell township in each quarter on a 12 month rolling basis.

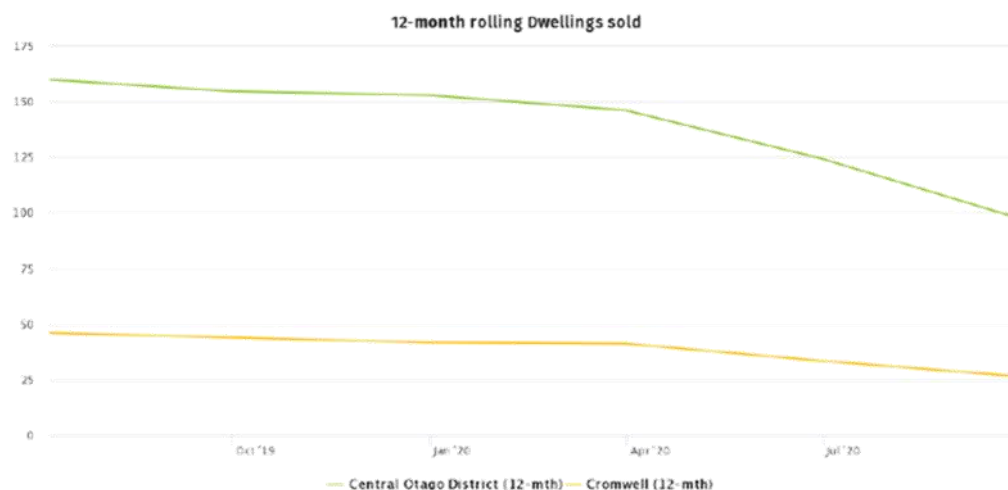


FIGURE 2: DWELLINGS SOLD – CENTRAL OTAGO DISTRICT AND CROMWELL (SOURCE: MINISTRY OF HOUSING AND URBAN DEVELOPMENT DASHBOARD (CORELOGIC), SEPTEMBER 2020)

For the Central Otago region, this data represents a significant 58.16% decrease in dwellings sold to 98, and for Cromwell this represents a significant 62.96% decrease to 27 dwellings sold as at September 2020. Note however that according to Ministry of Housing and Urban Development (MHUD): “the latest quarter of data is likely to be underestimated due to a lag between sales and data collection”. The latest REINZ monthly data indicates that the volume of properties sold in Central Otago compared to November last year has actually increased by 44.7%. Therefore, even if due to the restrictions caused by the COVID-19 lockdowns and economic uncertainty there was a decrease in house sales volumes as at September 2020, we expect that it may not be as significant as represented in the graph above. Local real estate agents have also acknowledged that sales have picked up again.

Based on a recent review of Trade Me and Realestate.co.nz listings, there were approximately 250 active sale listings for Central Otago, with just over 100 in Cromwell.

Residential rentals

The following graph illustrates the movement in dwelling rents (based on bonds lodged with the Ministry of Business, Innovation and Employment (MBIE)) in Central Otago and Cromwell township in each quarter on a 12 month rolling basis.

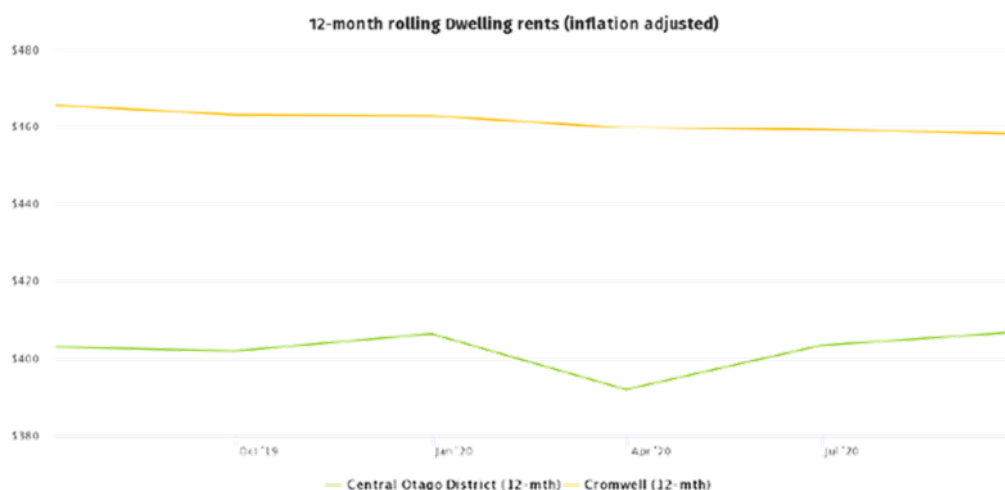


FIGURE 3: DWELLING RENTS – CENTRAL OTAGO DISTRICT AND CROMWELL (SOURCE: MINISTRY OF HOUSING AND URBAN DEVELOPMENT DASHBOARD (MBIE), SEPTEMBER 2020)

For the Central Otago region, this data represents a 1.24% increase in the cost of rent to \$407 per week and for Cromwell this represents a 1.09% decrease to \$458 per week as of September 2020. However, the latest MBIE Rental Bond data indicates that median weekly rental prices within the Central Otago district have increased to \$490 as of November 2020 (up 9% from November 2019).

The reported decrease in rent in Cromwell may be due to the COVID-19 restrictions imposed by the Government over the lockdown period, including the rent freeze and landlord uncertainty. However, recent indications are showing that rent is on the rise again.

Based on a recent review of Trade Me and Realestate.co.nz listings, there were approximately 15 active rental listings for Central Otago, with 5 in Cromwell. In terms of rental volumes, the latest MBIE Tenancy Services data indicates bonds lodged in Central Otago have decreased over the year to November 2020, however MBIE has indicated that this is due to COVID-19 and restrictions on tenancy terminations.

Household income

The following graphs illustrate the median annual and weekly income within the Central Otago region. This is based off Statistics New Zealand Household Labour Force Survey which provides an annual update in the June quarter to provide more comparison over time compared to the Census information which is dated back in 2018.

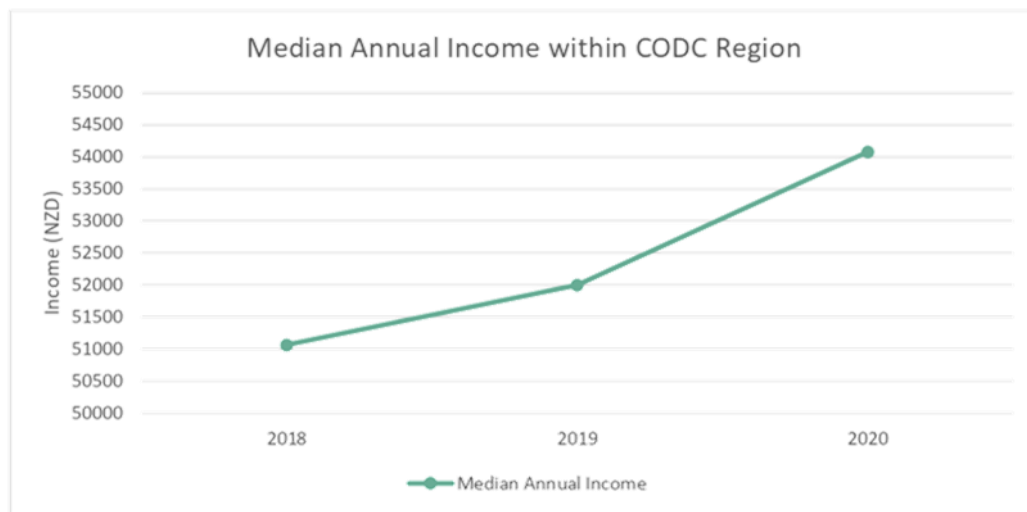


FIGURE 4: MEDIAN ANNUAL INCOME – CENTRAL OTAGO DISTRICT (SOURCE: STATISTICS NEW ZEALAND HOUSEHOLD LABOUR FORCE SURVEY, JUNE 2020)

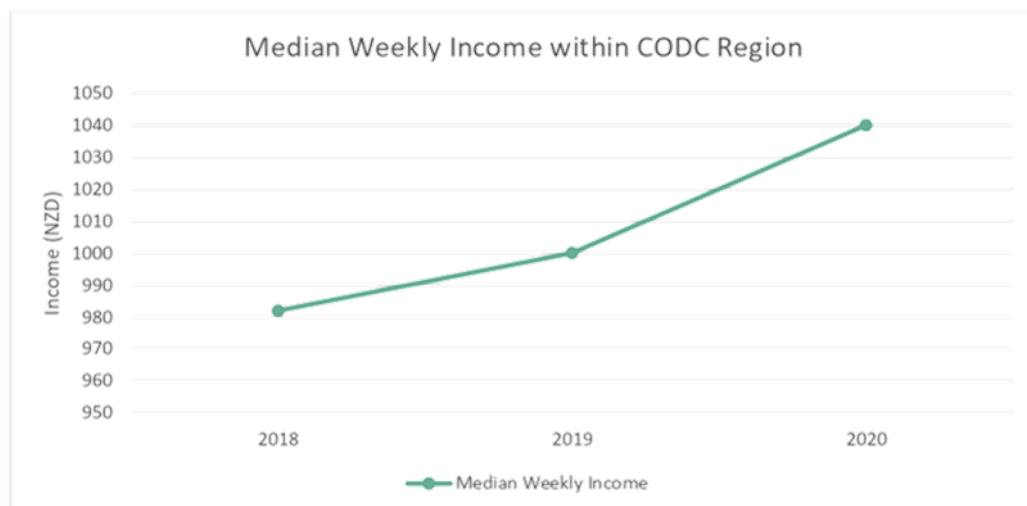


FIGURE 5: MEDIAN WEEKLY INCOME – CENTRAL OTAGO DISTRICT (SOURCE: STATISTICS NEW ZEALAND HOUSEHOLD LABOUR FORCE SURVEY, JUNE 2020)

The graphs show a 4% increase in both annual and weekly incomes since September 2019 for those living in the Central Otago region, to \$54,080 per annum and \$1,040 per week. This will be reflective of the minimum wage increase in April 2020 and may also be due to the reduction of overseas seasonal workers due to COVID-19 restrictions who generally are low earning as referenced in the Cromwell Housing Stocktake Report (September 2019).

While data shows a higher median income for those living in Central Otago, there is still a concern over the increasing affordability gap (as referred in the Cromwell Housing Stocktake Report) as houses prices are expected by Treasury to rise about twice the rate of wages for the next five years. We also note there has been a 60% increase to 16 people on the Public Housing Register over the year to September 2020. As at September 2020 there were 20 public houses in Central Otago.

Cost of money

The following table illustrates the simple averages of the advertised, standard, first mortgage interest rates offered to new borrowers for residential property.

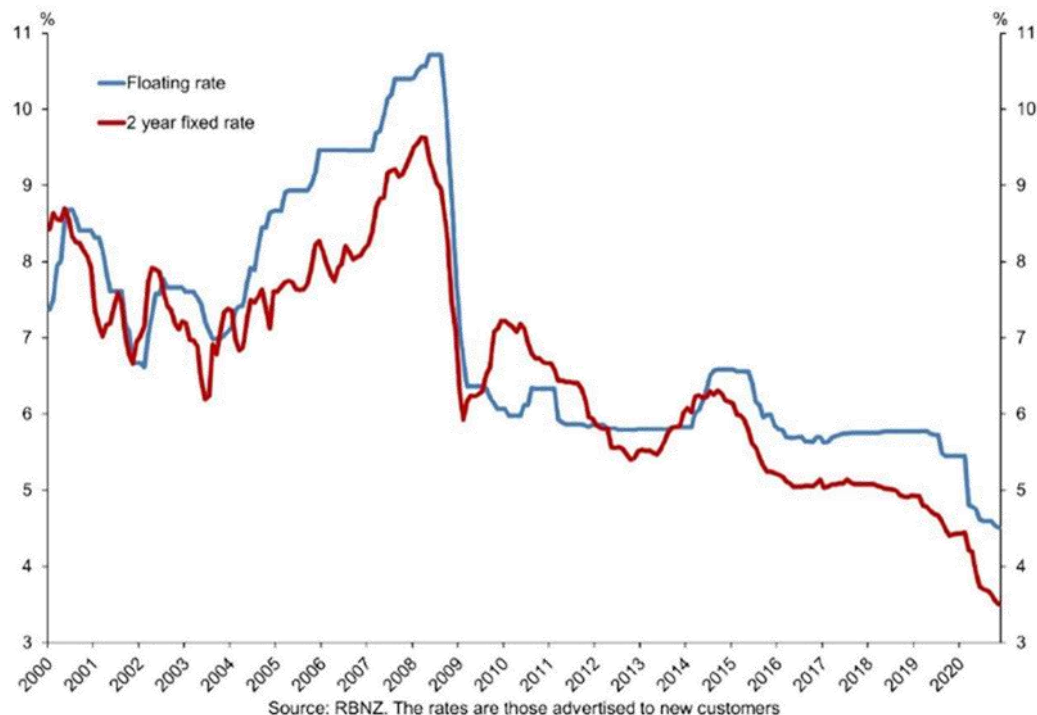


FIGURE 6: MORTGAGE INTEREST RATES (SOURCE: RESERVE BANK OF NEW ZEALAND, NOVEMBER 2020)

The graph shows as of November 2020, new standard residential mortgage interest rates are 4.51% for floating rate and 3.51% for 2 year fixed rate. This means interest rates have fallen by 0.94% and 0.91% for floating and 2 year fixed rates respectively since November 2019.

The Reserve Bank of New Zealand (RBNZ) has planned to reinstate loan-to-value ratio (LVR) restrictions on high-risk lending with effect from 1 March 2021 where a maximum of 20% of new lending is allowed at LVRs above 80% for owner-occupiers, and 5% of new lending at LVRs above 70% for investors. The restrictions were removed in April 2020 to best ensure credit could flow and avoid an adverse impact on the mortgage deferral scheme implemented in response to the COVID-19 pandemic, however, the economy has since performed better than expected, and the housing market has proved resilient.¹

If the RBNZ proposal is accepted, it may have a small impact on the market. However, it is expected that there will still be a demand for housing, especially from first home buyers.

¹ Reserve Bank of New Zealand: "Reserve Bank proposes reinstating LVR restrictions" (8 December 2020)

Conclusion

The long-term impact of COVID-19 on the New Zealand property market is still unknown, however due to the record low mortgage rates, shortage of housing stock and stronger than forecast economic conditions, the property market is currently buoyant. Around New Zealand, there have been record property prices which are continuing to accelerate, and recent data shows this is occurring in Central Otago and Cromwell although not quite to the same extent.

Nick Goodall, head of research at CoreLogic believes that most investors will ride a wave of positivity and high returns into 2021. "There's nothing on the horizon that will slow down the excessive demand and there is nothing that could mean a lift in listings. So, there might be some changes around the edges but don't expect any dramatic changes going into 2021."²

Recommendation

CODC has previously undertaken a housing stocktake both within Central Otago and Cromwell, which has identified that there is a growing and changing population, and although there are signs of increasing supply, it may not be meeting the needs of the community. The reports suggest that with intervention from CODC, supply could be delivered that is more relevant to the needs of the changing community.

TPG has also been undertaking housing needs assessments around the country and working with councils to develop housing strategies to identify the key issues and priorities within the region, what role councils can play and the interventions or tools available to achieve improvements in the housing sector.


For CODC to have a meaningful role in ensuring housing affordability and suitability for the region, we recommend that CODC develop a housing strategy or programme that outlines and endorses a range of strategies across all CODC's functions. TPG would be happy to discuss and potentially workshop the key issues and tools available to CODC based off our knowledge of the Central Otago housing sector and national experience working alongside councils throughout New Zealand.

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² Property Investor Magazine (January 2021)

References

Central Otago Housing Stocktake, March 2020

Cromwell Housing Stocktake, September 2019

Ministry of Business, Innovation and Employment Rental Bond Data, November 2020

Ministry of Housing and Urban Development Dashboard (CoreLogic and MBIE), September 2020

Ministry of Social Development Public Housing Register, September 2020

Property Investor Magazine, January 2021

Real Estate Institute of New Zealand Monthly Property Report, November 2020

Realestate.co.nz, December 2020 and January 2021

Reserve Bank of New Zealand – New residential mortgage standard interest rates – B20, November 2020

Statistics New Zealand Household Labour Force Survey, June 2020

Trademe.co.nz, December 2020 and January 2021

Treasury Half Year Economic and Fiscal Update 2020



Cromwell Housing Stocktake

September 2019



KEY FACTS

- Cromwell has a higher than average percentage of early retirees.
- Recently, large numbers of young families have moved to the area expanding the productive workforce but this will also increase demand for services such as schooling.
- The average household size in Cromwell is less than the national average, and is predicted to continue to fall.
- 18% of Cromwell's working population commute outside the area for work.
- 15% of all property in Cromwell is rented.
- First home buyers are the fastest growing buyer group in Cromwell.
- 40% of property buyers own multiple properties throughout New Zealand. The majority of these buyers are purchasing homes to live in. (27% of properties are vacant, 15% are rentals)
- Cromwell, housing, both rental and ownership, are close to the affordability threshold.
- Over time, the market has consistently delivered large numbers of conventional type housing creating low-density residential communities.
- Since 2015 house prices have risen rapidly in Cromwell.
- A typical new house and land package in the present market consists of a circa 500m² section and 180m² dwelling valued between \$680,000 - \$750,000.
- There are various planned residential developments, however, all are proposing to deliver conventional housing typologies.
- There is a distinct lack of housing choices in Cromwell.

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1 INTRODUCTION

1.1 Project objectives

1. Understand what type of housing the market has provided over recent years and observe any trends. What does Cromwell's housing stock look like as a whole today and how has it got to this point?
2. Gain a basic understanding of the supply trends and compare these against demand trends to identify any observable gaps.
3. Clearly identify what types of housing we would like to see delivered in Cromwell, given input from the community and the Cromwell Masterplan.

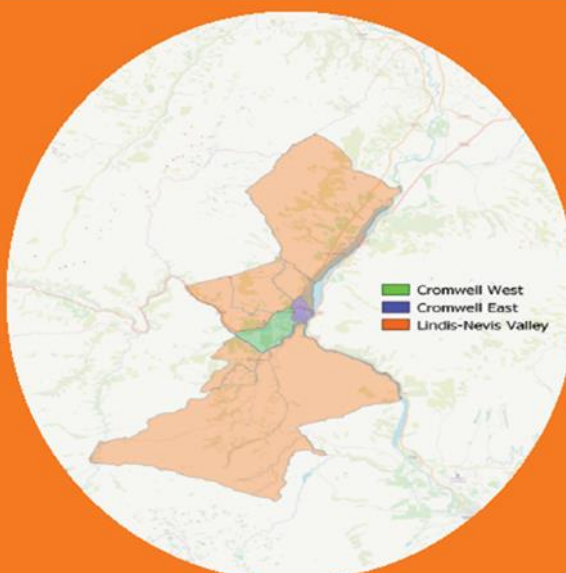
1.2 Background

In recent years Cromwell has experienced unprecedented and sustained population growth. The housing market has responded by delivering large stand-alone houses on large sections.

The Cromwell Masterplan and associated Spatial Plan were both endorsed by the Cromwell community and support the idea that different housing solutions will provide better choices across price ranges for residents. Central Otago District Council (CODC) is investigating how it can work with the market to deliver housing that better meets the needs of the community.

The existing housing stock is made up of a blend of dwellings from several relatively distinct eras. Notable growth periods in the 1970s, early 2000s and, more recently, development since 2015 have resulted in a unique mix of sections and dwellings.

Sustained delivery of 'conventional housing' in Cromwell has resulted in a relatively low dwelling density when compared to more mature markets such as neighbouring Queenstown and Wanaka. Above average price growth in these markets combined with rising employment and other factors has contributed to increasing house prices in Cromwell. Media and public attention have centred around anecdotal evidence associated with recent value growth and the shortage of affordable housing, which is in turn increasing pressure on low and middle-income families.



Population: circa 7,680

- Cromwell East ~ 2,470
- Cromwell West ~ 2,970
- Lindis-Nevis Valleys ~ 2,240

Source: Stats NZ, 2018 subnational population estimate.

Dwellings

Number of dwellings: circa 3,552

Median dwelling price: \$618,000

Median rent: \$490p/w

Equidistant to Wanaka and Queenstown

Source: CoreLogic and MBIE

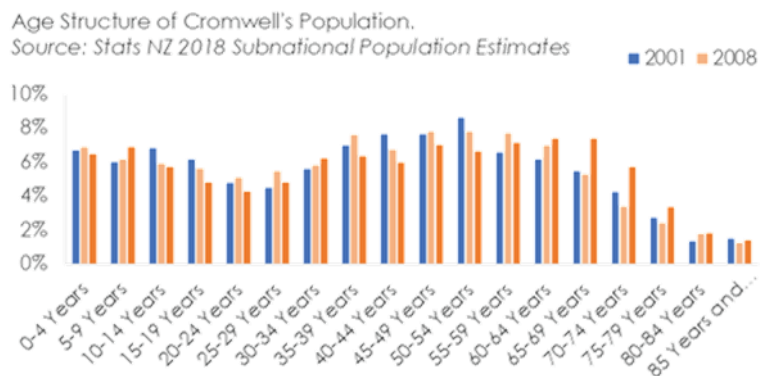
Today, the greater Cromwell area has 3,552 dwellings, with a median house value of \$618,000 (MBIE). This house value has climbed 35-40% since 2015. Cromwell has traditionally been an attractive market for empty nesters, retirees and holiday homeowners looking for a more affordable alternative to Queenstown or Wanaka. More recently, increasing employment opportunities, particularly in viticulture, horticulture and light industry, both in Cromwell and neighbouring areas, have contributed to first home buyers, commuters and investors moving into the area.

2 HOUSING DEMAND

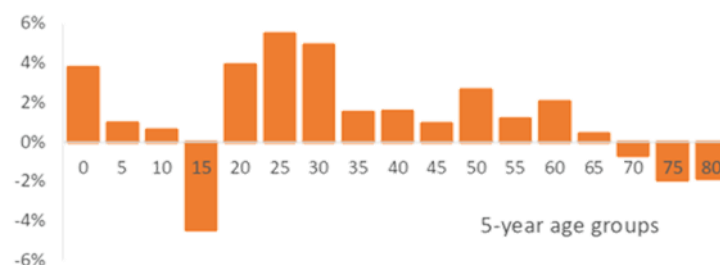
2.1 Historic Growth

- Historic trends show 15-19 year olds tend to leave the area, likely to attend boarding school, university and employment opportunities. Whilst this has always been the case, the loss has been greater in recent years.
- Recently, there has been significant inbound regional migration of young families - parents between 25-35 and children less than 5. This has expanded the productive workforce and will also increase demand for services such as schooling.
- The 50+ age demographic has a higher representation. This increased rapidly in the early 2000s, when developments at Pisa Moorings, Lowburn and Bannockburn began.
- The 70+ age group traditionally moves away from Cromwell, likely in search of better health care, or to be closer to family.

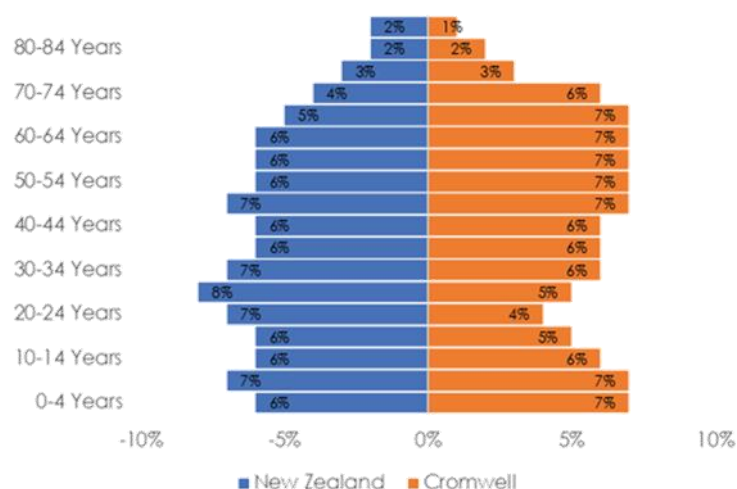
Cromwell's population growth is much more cyclic than national trends. Most recently the town has experienced large growth on the back of new development and rapidly deteriorating housing affordability in neighbouring towns, Queenstown and Wanaka.



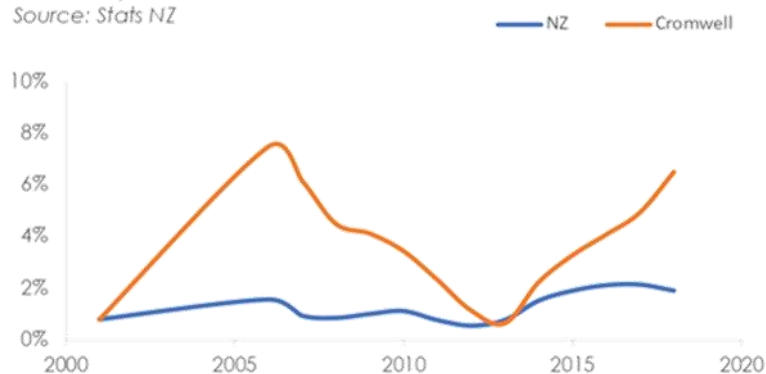
Net regional migration to Central Otago 5yr age group
Average annual migration 2014-17 as % of 2017
population. Source: Benje Patterson



Age Structure of Cromwell's Population.
Source: Stats NZ 2018 Subnational Population Estimates



Annual Population Growth
Source: Stats NZ



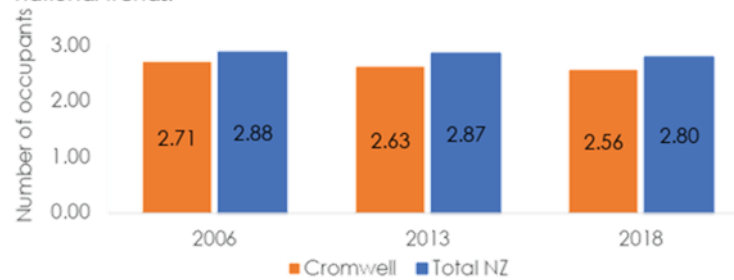
2.2 Households

Again, Cromwell's population structure does not follow national trends.

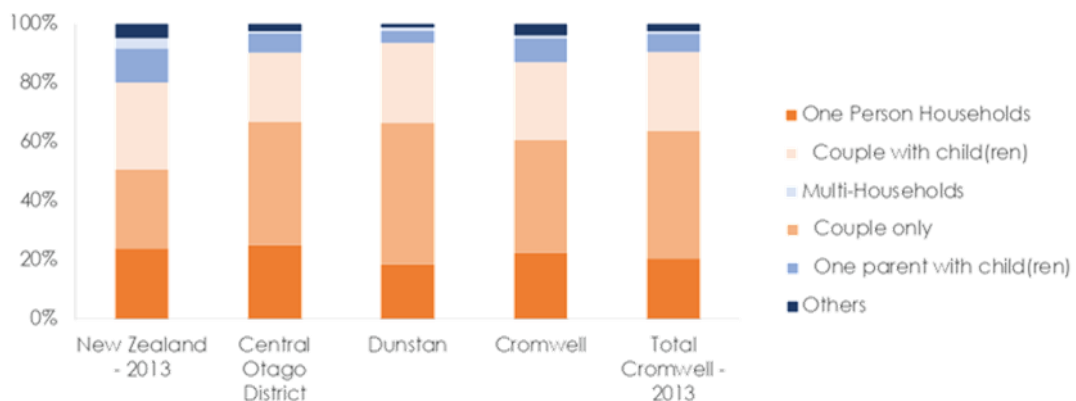
- Nationally, there is a close to an equal split between single-person homes, couples and two-parent families. In Cromwell, we observe a much larger proportion of couples without children, which relates to the high number of retirees.
- Cromwell also has significantly less multi households i.e. households with more than one family.

It is also worth noting that the average household size is decreasing faster than the national average. These observations further reinforce the large number of couples without children in Cromwell.

Average Household Size
Source: Stats NZ. 2018 numbers were estimated based on national trends.



Household Composition 2013
Areas defined by 2013 CAU boundaries, Source: Stats NZ

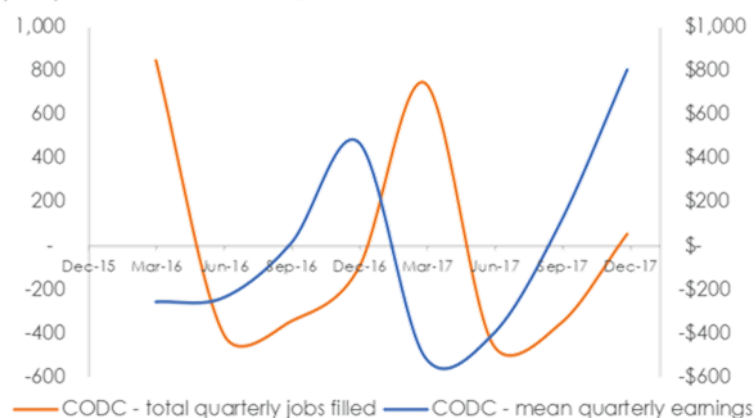


2.3 Seasonal Work

The large volume of seasonal work also creates challenges in Cromwell. As seen below, the number of jobs in Cromwell has an annual cycle; the quarter with the highest employment is March. However, this corresponds to the lowest quarterly earnings. This suggests that the seasonal jobs are low earning. This evidence reinforced what has been heard from the community.

Seasonal workers also require affordable accommodation, some only for short time, which creates unique challenges for the housing market.

Seasonality - variance in job filled and earnings from the yearly mean Source: Stats NZ, LEED Data*



2.4 Migration

Net regional migration is the largest contributor to population growth in Central Otago, accounting 79% of growth in 2017. Regional migration is defined as people moving to and from Central Otago from other parts of New Zealand. By comparison, international migration contributed to 21% of Cromwell's growth in 2017, while natural increase (births minus deaths) was 0%.

Surprisingly, the majority of migrants still come from Auckland, ahead of neighbouring towns districts. Drivers for migration could relate to relatively more affordable housing than Auckland, alongside lifestyle considerations. These drivers are likely to be the same for people moving from Queenstown, with Cromwell's proximity to Queenstown allowing people to maintain existing social and professional networks. People moving from other neighbouring districts are also likely to be attracted by these factors, as well as good job prospects in Central Otago.

Table 1. Top 5 net regional migration to Central Otago.

Net migration from:	Average migration 2014-17 (pa)	Total migration 2014-17	2014	2015	2016	2017
Auckland	77	306	54	66	84	102
Queenstown-Lakes District	50	198	-15	27	90	96
Invercargill City	33	132	9	21	30	72
Clutha District	26	102	9	15	39	39
Southland District	20	81	27	21	3	30
Other Regions	38	38	38	38	38	38
Total Net Migration	242	969	39	120	336	474

2.5 Commuters

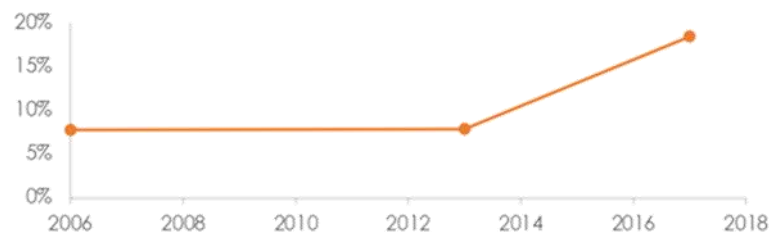
As part of the work completed in the Cromwell Masterplan, mobile data company, Qrious, was engaged to analyse Spark mobile phone data to understand how people move in and out of Cromwell.

Whilst the data does not specifically clarify the purpose of travel (e.g. work, school or recreation), the methodology used to analyse the data aimed at capturing the trips that could be attributed to commuting for work.

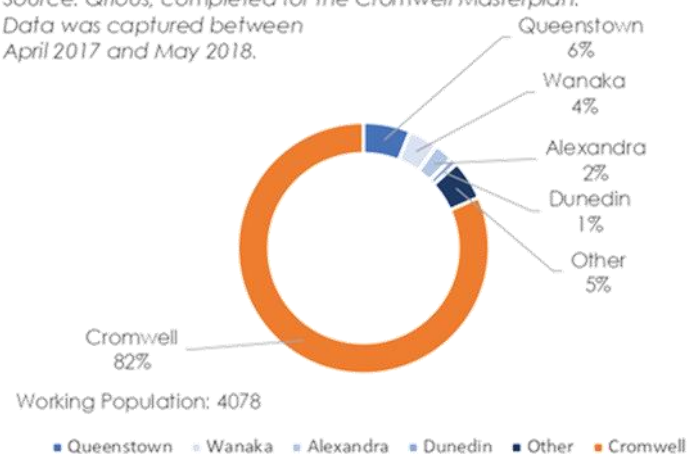
10% of Cromwell's total population commutes outside the town for work. This equates to 18% of the working age population, the figure shown has been adjusted accordingly. The most popular destination is Queenstown with 250 people travelling each day for work. Whilst

this is not a nationally significant figure it does create regional pressure on infrastructure at peak times, particularly as anecdotal evidence suggests many commuters travel in single-occupancy vehicles as there is no suitable public transport offering.

% of Total Commuters based on the Working Population
Source: Stats NZ, Census



Where Cromwell Residents Work?
Source: Qrious, completed for the Cromwell Masterplan.
Data was captured between April 2017 and May 2018.

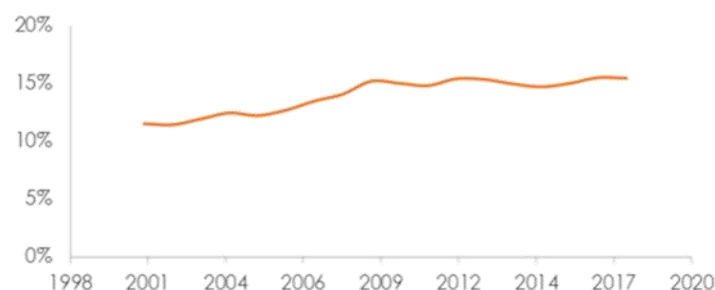


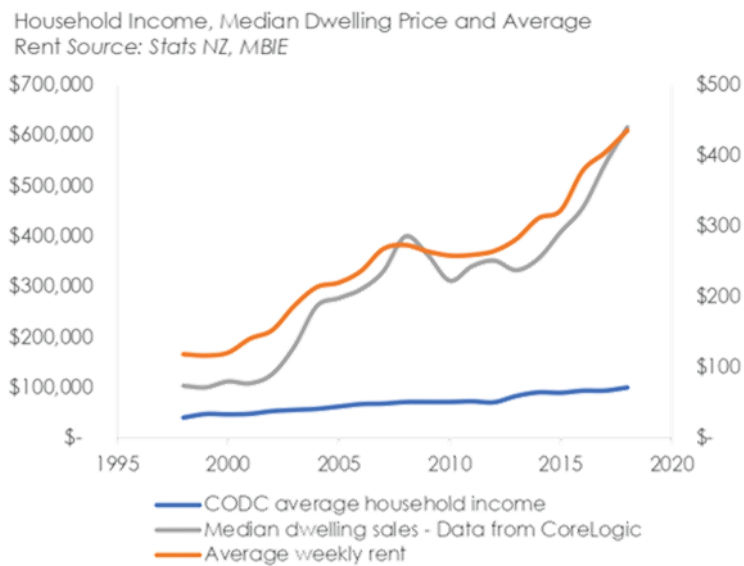
2.6 Rental Demand

Only 15% of households in Cromwell are rentals, this has risen slowly over time.

Both rents and median house prices have risen at a similar rate. However, as seen around the country, incomes have not risen accordingly, which has contributed to housing affordability problems.

Percentage of households rented to tenants in Cromwell
Cromwell is defined by 2013 CAU boundaries, 2018 number of household is estimate. Source: MBIE, Tenancy

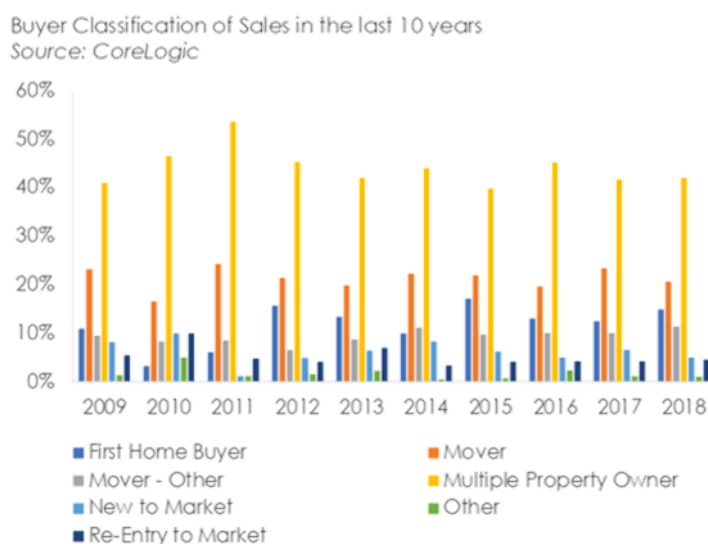




2.7 Buyer Classification

Analysis of CoreLogic buyer classification data shows the type of buyers that have been purchasing houses in Cromwell over recent years. The data shows, consistently over time, multiple property owners (those who already own two or more properties) have been the most prominent buyer group, making up around 40% of buyers.

To better understand the why multiple property owners are purchasing property in Cromwell, we wanted to know whether they were buying properties to use as rentals, as holiday homes or to live in. To do this, the number of properties rented and the number of unoccupied dwellings (assumed to be holiday homes) have been compared to the number of properties sold to multiple property owners. The remaining properties were assumed to have been purchased to live in.



Multiple Property Owners - Purpose of Purchase
Source: CoreLogic, NZ Stats, MBIE - Tenancy



2.8 Buyer Distribution

Buyer types in each suburb (Cromwell, Bannockburn, Lowburn and Pisa) were investigated to further understand buyer trends:

- multiple property owners are the most prominent buyer group
- Cromwell is the suburb with the highest level of activity
- activity has increased across the board since 2014 as migration to the area has increased.

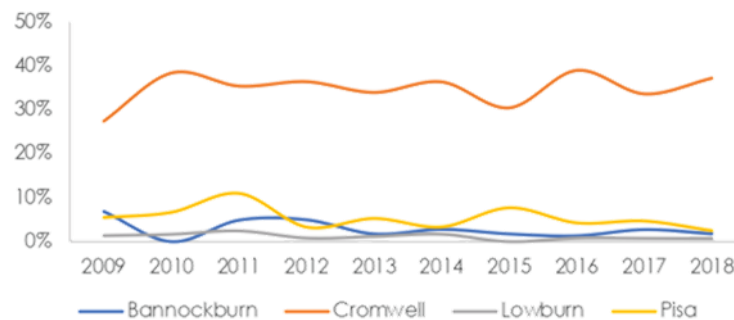
Looking at the breakdown of buyer trends over time, it is interesting to see that the patterns are not equal:

- first home buyer activity rose first between 2011-2012 and has oscillated since then on an upward trend
- migration data above shows large numbers of people between 25-35 moving to the area, corresponding to the increase in first home buyers
- property purchases by other buyer types has been relatively static.

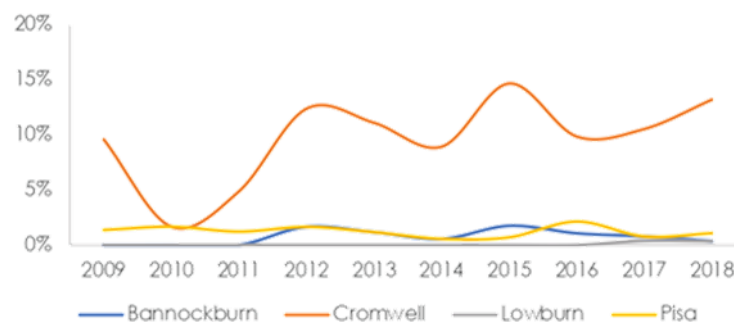
Buyer Classification by Suburb over the last 10 years
Source: CoreLogic



Percentage of purchases by Multiple Property Owners by Suburb
Source: CoreLogic



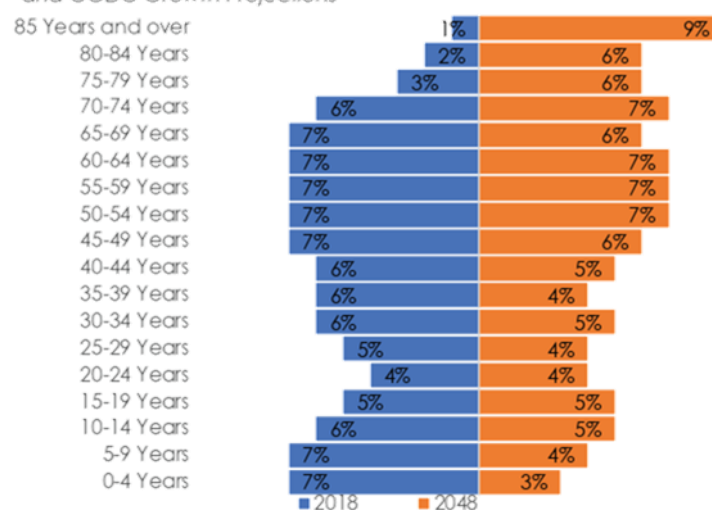
Percentage of purchases by First Home Buyers by Suburb
Source: CoreLogic

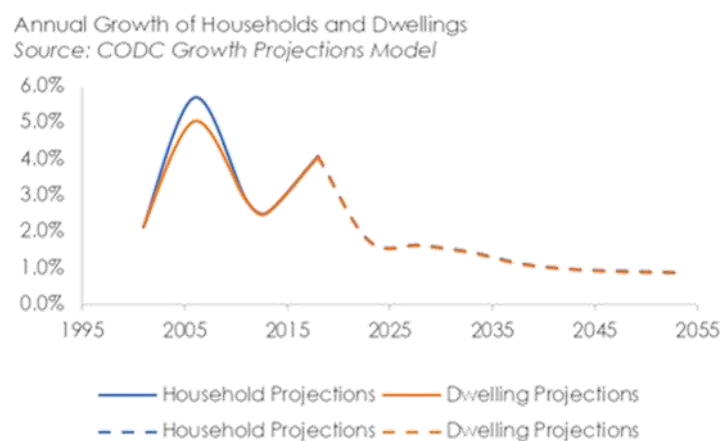
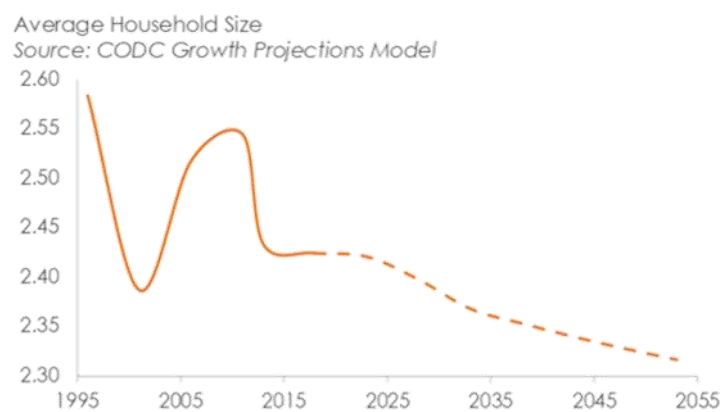


2.9 Projections

To understand what future housing demand looks like in Cromwell, earlier growth predictions completed by Rationale were used to understand the population's age structure, the growth in households and dwellings and what the average household size might look like. A notable trend is the ageing population, which corresponds to the reduction in average household size. By creating more demand for smaller homes as people look to downsize once children leave home, it may also create more demand for retirement style property.

Cromwell Population Structure
Source: Stats NZ 2018 Subnational Population Estimates and CODC Growth Projections





3 HOUSING SUPPLY

3.1 How the Housing Stock has Evolved?

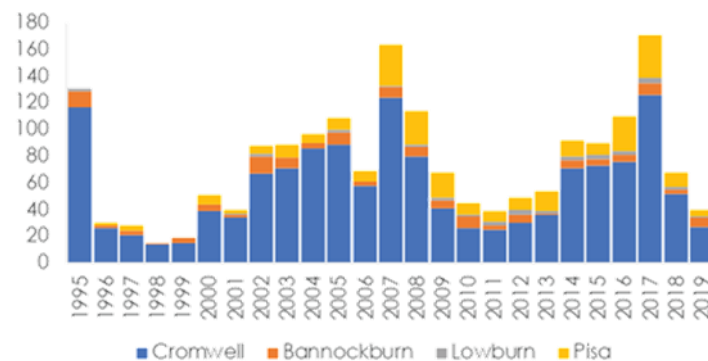
Cromwell has previously had two large periods of growth, in the 1970/80s and since the early 2000s:

- growth in the 1970/80s is attributed to the hydro projects of the time
- growth in the 2000s aligns with to the development of the neighbouring settlements, Bannockburn, Lowburn and Pisa.

The market has consistently delivered high numbers of 'conventional' residential dwellings e.g. 150 – 200 sqm houses on 500-1000 sqm sections. Except for lifestyle properties, there is little variation in the housing type choices available in Cromwell. The number of new homes matches migration trends identified above.

Over the past 20 years, a significant number of new dwellings have been built in Pisa, where multiple property owners are the most prominent buyer group.

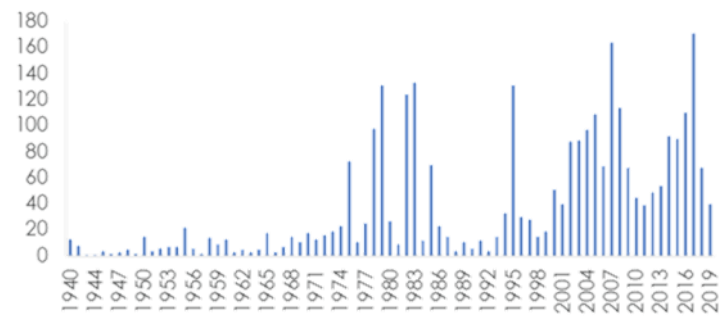
New Dwellings by Year – Settlements
Source: CoreLogic



New Dwellings Type by Year Since 2009
Source: CoreLogic



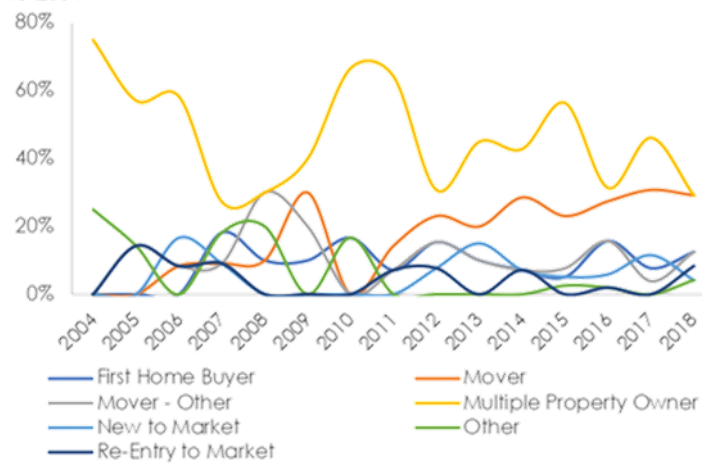
Number of Properties Built in Cromwell
Source: CoreLogic



Pisa Property Buyers

Source: CoreLogic.

Note: Buyer Classification data was not collected prior to 2004



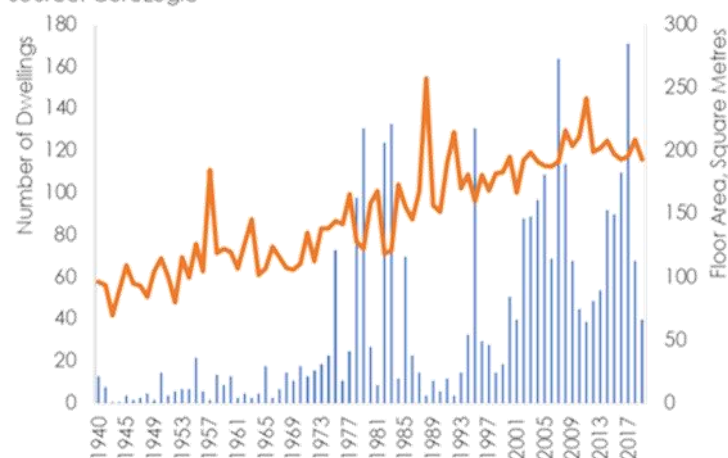
3.2 Current Housing Stock in Cromwell

In 2018, the average residential floor area in Cromwell was slightly larger than the national average.

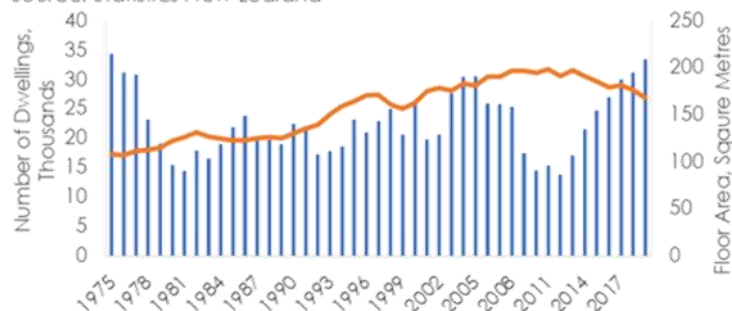
Looking at the long-term trends, nationally we are building fewer homes but with larger footprints than we were in the 1970s. (Homes are 60% larger). Looking at Cromwell, the numbers are more sporadic due to the smaller sample size; however, houses are between 40-80% larger and in 2017 134% more homes were built than in 1975. This number has dropped back significantly in the last two years, with fewer homes being built in Cromwell now, than in the 1970s.

Interestingly, while floor area has steadily increased over time, the average number of bedrooms has remained almost consistent.

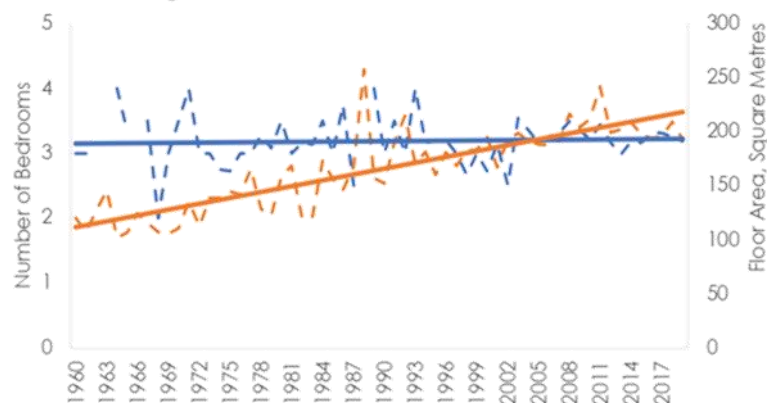
New Dwellings and Average Floor Area in Cromwell
Source: CoreLogic



New Dwellings Consented and Average Floor Area in New Zealand Year end Jan (Floor area statistics are unavailable before 1974)
Source: Statistics New Zealand



Average Number of Bedrooms and Floor area in Cromwell
Source: CoreLogic

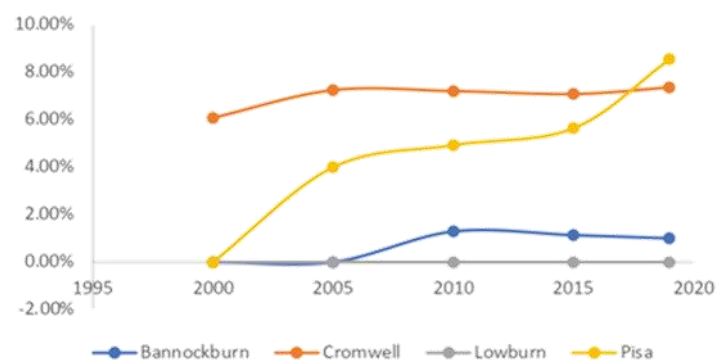


3.3 Current Housing Density in Cromwell

The Cromwell Masterplan and Spatial Framework emphasised the importance of increasing housing density within Cromwell. This is intended to create more housing choices, increase affordability and create a more enjoyable, vibrant place to live. These objectives align with the National Policy Statement for Urban Development (NPS-UDC), and although Cromwell was not nominated as a medium-high growth area in the 2016 statement, it does qualify as one when the population size is not considered.

Over the last 10 years, housing density has slowly increased in Cromwell and Pisa. Bannockburn and Lowburn are still dominated by large lifestyle sections, which is a large part of their attraction.

20-25 Dwellings/Hectare



15-20 Dwellings/Hectare

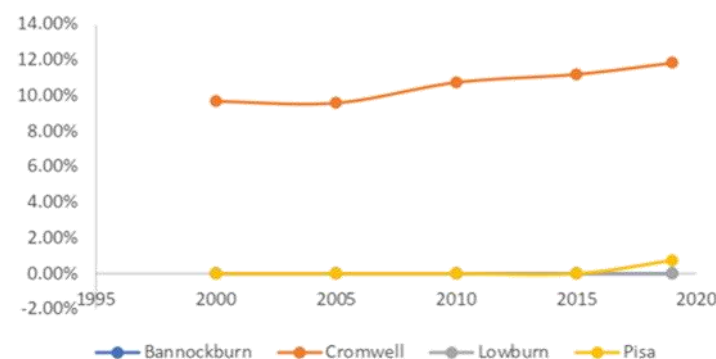


Table 2. Breakdown of current housing stock by density and suburb

DW/Ha	Bannockburn	Cromwell	Lowburn	Pisa
1-5	79%	11%	98%	1%
5-10	21%	38%	2%	87%
10-15	0%	33%	0%	2%
15-20	0%	12%	0%	1%
20-25	1%	7%	0%	9%

	Residential Site	Gross Area (Ha)	Efficiencies (varies approx. 75-80%)	Densities (Dwellings/Ha.)		Possible Yield	
				Low	High	Low	High
Existing Consents	Top 10 Holiday Park	12.6	10.1	actual 180		180	180
	Wooring Tree Vineyard	25.5	20.4	actual 210		210	210
				(15)	(20)	(300)	(400)
New Greenfield	Golf Course	46	34	15	20	510	680
	Freeway Orchard	8.8	7	10	15	70	106
	Sew Hoy Estate	27.5	22	15	20	330	440
	Gair Ave –Final Stage	5	4	10	15	40	60
	The Chalets	4	3.2	10	15	32	48
	North Cromwell	20	15	10	15	150	225
Town Centre Area	The Gate-Harvest Hotel	1.5	1.2	30	40	36	48
	Western Sector	1	0.8	60	80	48	64
	Bow Tie Mixed Use	1	0.8	60	80	48	64
				Subtotal		1,654	2,125
Possible Churn/ Redevelopment to 2050	East Cromwell	140	105@20%	15	20	315	420
	West Cromwell	120	90@20%	15	20	270	360
	North Cromwell	60	45@20%	10	15	90	135
				Subtotal		675	915
Settlements (Est. undeveloped residential areas)	Bannockburn	35	28	4	5	110	140
	Pisa Moorings	8.5	6.8	10	15	70	100
	Lowburn	10	8	3	3.5	25	30
				Subtotal		205	270
				Totals		2,534	3,310

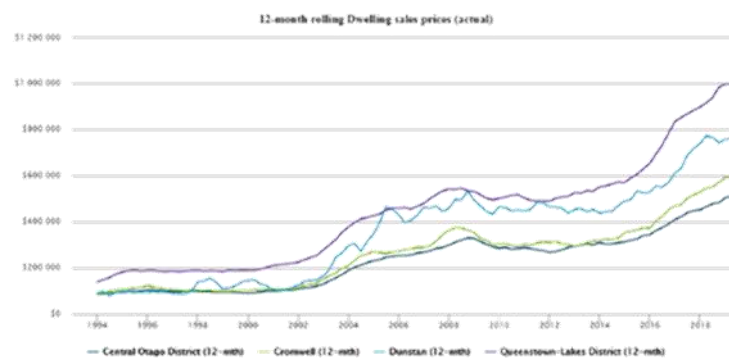
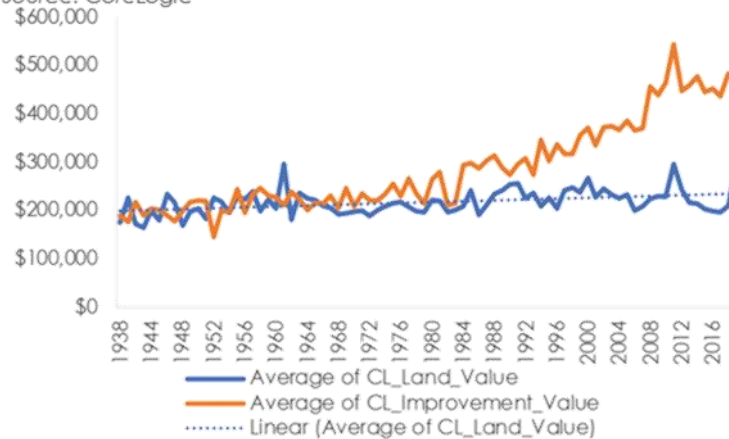
3.4 Value of Land and Housing in Cromwell

Cromwell house prices have risen significantly over time, particularly over the last decade. The trend mirrors the activity in Queenstown at a lesser growth rate. Similarly, there has been a significant increase in construction.

Interestingly, while the improvement value of property has continued to rapidly rise, the average land value has remained almost constant, this may indicate a perceived surplus supply of land.

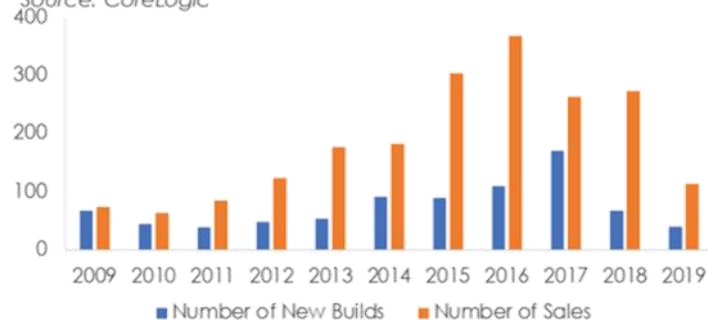
Average Land value and Improvement Value by Date
Built for dwellings in Cromwell

Source: CoreLogic



Number of New Builds and Sales in the last 10 years

Source: CoreLogic



4 PLANNED DEVELOPMENTS

Recent increasing demand and the success of existing medium-sized developments has resulted in several medium-large developments that are planned, both within and around established residential areas. Several smaller infill developments are also in the early planning stages.

- A typical new house and land package in the present market consists of a circa 500m² section and 180m² dwelling valued between \$680,000 - \$750,000
- Other than Plan Change 13, most pipeline developments predominantly consist of conventional low-density detached housing.
- Golden View Lifestyle Village has seen strong uptake of its 94 villas, with little capacity remaining just three years after first breaking ground. With the area traditionally a popular choice for empty nesters and retirees, quality retirement style accommodation with access to amenities and connections to Cromwell are expected to be in short supply in the future.

4.1 Large Scale Development Proposals

Recent larger scale development proposals include:

Plan Change 12 (Wooing Tree) was approved in February 2018. It is zoned to create 210 new residential sections, with a supporting commercial area within proximity to the existing town centre. The anticipated section yield is relatively low for this development.

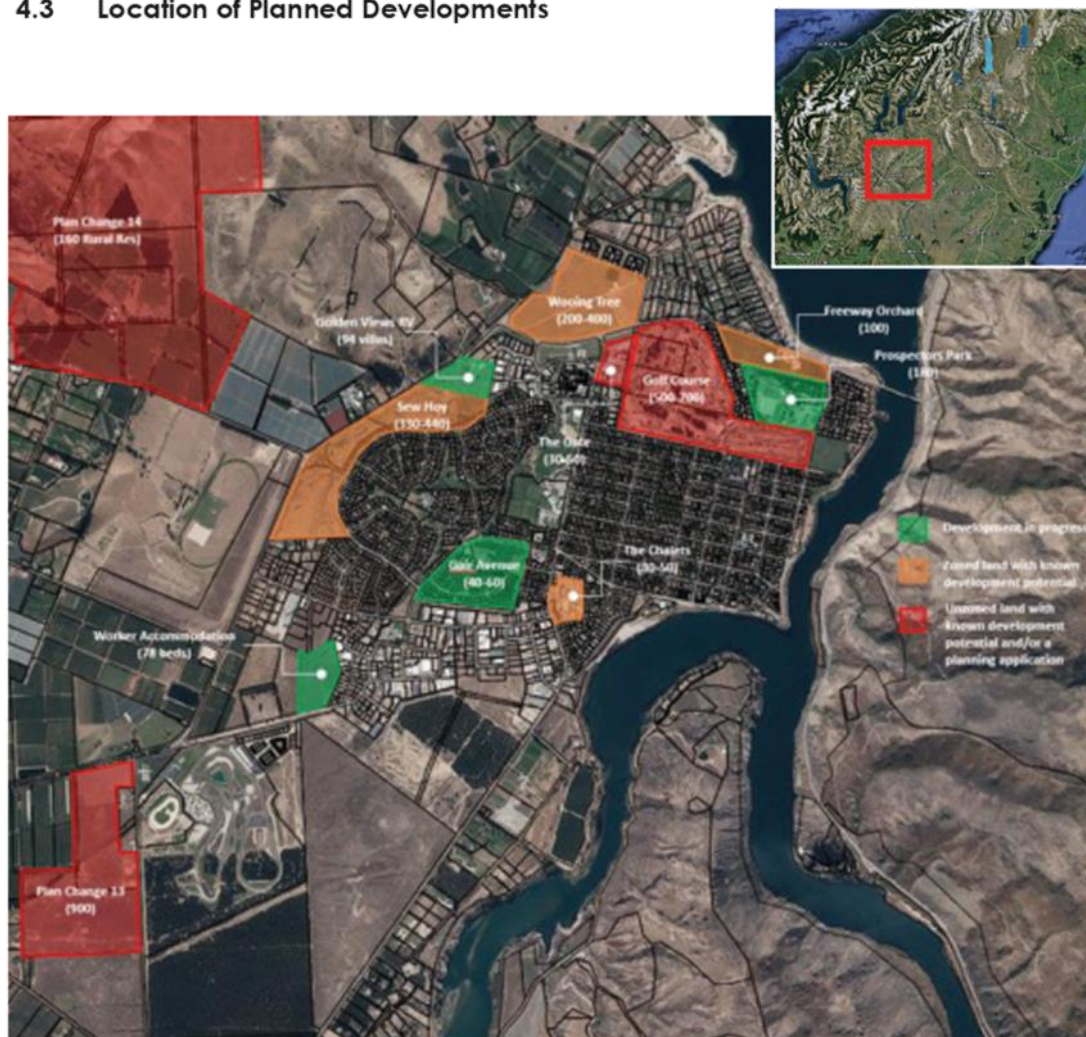
Plan Change 13 (River Terrace) was requested in March 2018 with an anticipated yield of 900 lots and supporting school and amenities. This development has been met with significant community opposition, primarily due to its disconnection from the Cromwell's existing urban area. The likelihood of its eventual approval is currently questionable.

Plan Change 14 (Shannon Farm) was requested in May 2019 with an anticipated yield of 160 rural residential blocks across 140 hectares.

4.2 Known Residential Development Pipeline

Gair Avenue	30	Near completion Little scope or benefit in refining design
Prospectors Park	150	Under construction, initial stages complete Masterplan includes minor intensification
Wooring Tree	210 – 400	Plan change approved, not yet underway Significant scope for intensification due to location
Freeway Orchard	70 – 120	Rural zoning, development not yet underway Understood to have been acquired by a developer
Golf Course	0 – 700	Rural zoning, development not underway CODC controlled
Sew Hoy	300 – 450	Zoned residential, not yet underway Current zoning enables min 500m ² and 1000m ² lots Some scope for intensification nearer town centre
Plan Change 13	0 – 900	Plan change requested, uncertain likelihood Request includes scope for intensified development
The Chalets	30 – 60	Zoned residential, not yet underway Minor infill style development anticipated
TOTAL	790 – 2810	

4.3 Location of Planned Developments



4.4 Market Pressure

Cromwell's popularity as an affordable alternative to Queenstown and Wanaka has contributed to the upward pressure on values. More recently, increased employment opportunities, particularly in viticulture, horticulture and light industry, both in Cromwell and neighbouring areas, have contributed to the uptake of property from first home buyers, commuters and investors.

While supply has somewhat increased, the depth of demand continues to match and often exceed supply. The lack of quality, affordable housing is a consistent theme across many parts of New Zealand and this is no different in Cromwell. The vast majority of existing housing stock within the established urban area is conventional low-density housing with little diversity or choice. Under the current planning rules, known and likely developments anticipated to be delivered in the short-medium term are unlikely to deviate and provide choice to current and future residents.

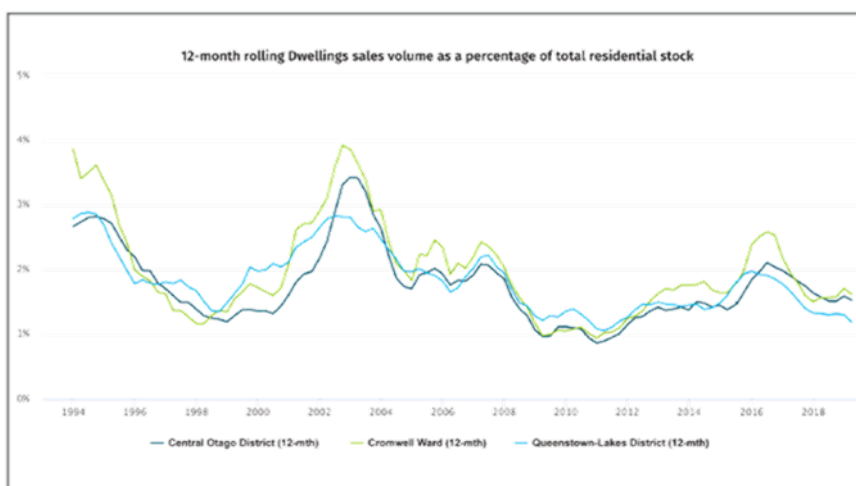
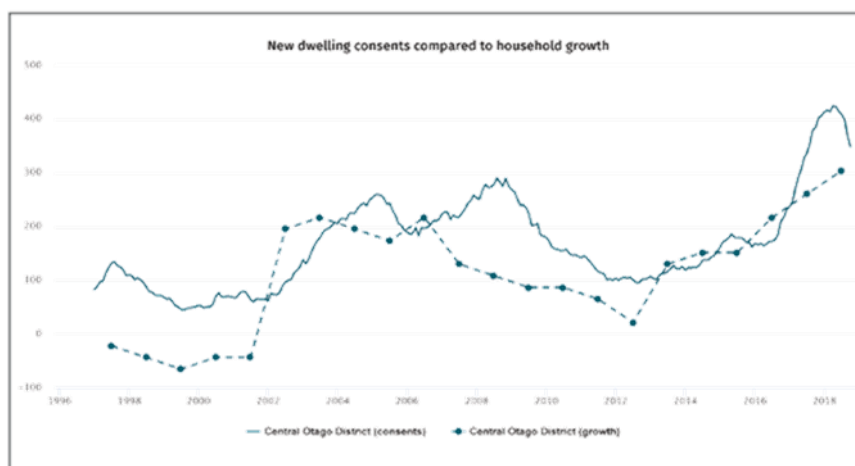
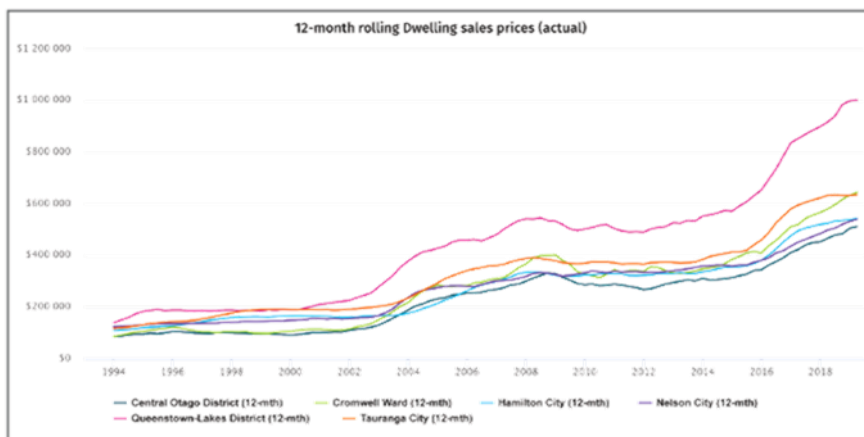
House and land values for new builds in Cromwell currently sit approximately 25% below Queenstown and 15% below Wanaka. These more mature markets also offer the choice of medium and high-density options, which are not yet established in Cromwell.



Although Cromwell is still considered affordable to residents relocating from Queenstown and Wanaka, the house price to income ratio (15.4) is amongst the highest in NZ. The median house value (\$618,000) and the 12-month average value to March 19 (\$645,000) are 35-40% up since 2015. To put this in context, rolling sale values in Cromwell, since 2015, have overtaken larger centres including Tauranga, Nelson and Hamilton, with little indication of flattening.

It is anticipated that values will continue to experience above average increases in the absence of meaningful changes in both dwelling supply and the diversity of housing type.

12-month rolling sales prices March-15 = \$385,000 March-19 = \$645,000 (+40%)	12-month rolling rents March-15 = \$266 p/w March-19 = \$434 p/w (+39%)
Average annual household income 2015 = \$79,100 2018 = \$90,600 (+13%)	Housing Affordability Measure (buy) 2014 = 78.4% 2017 = 69.6% (-8.8%)



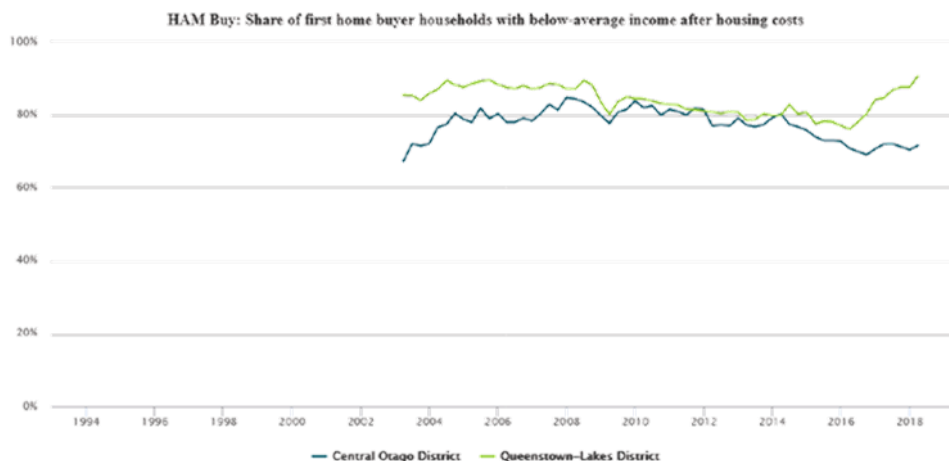
4.5 Housing Affordability

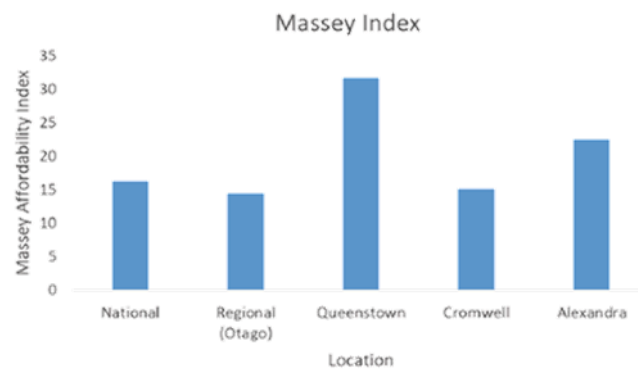
It must be acknowledged that there are multiple methods to calculate housing affordability and that several different studies have been completed for CODC, including Rationale's Housing Affordability Work. By and large, these studies assessed the raw cost of housing (rental or purchase) against average income and assumed that housing which cost more than 30% of a household's income was unaffordable. This work did not consider the additional costs of housing, such as insurance, power, rates etc. This analysis was completed analysis down to a township level.

The Massey Affordability Index considers the cost of borrowing (mortgage interest rates) as well as house prices and wage levels. Housing affordability in New Zealand can be assessed by comparing average weekly earnings with median dwelling prices and mortgage interest rates. The earnings figure represents the money available to the family, or household unit, and the median dwelling price combined with the mortgage interest rates to provide an indicator of the expense involved. Massey has also completed analysis down to a township level.

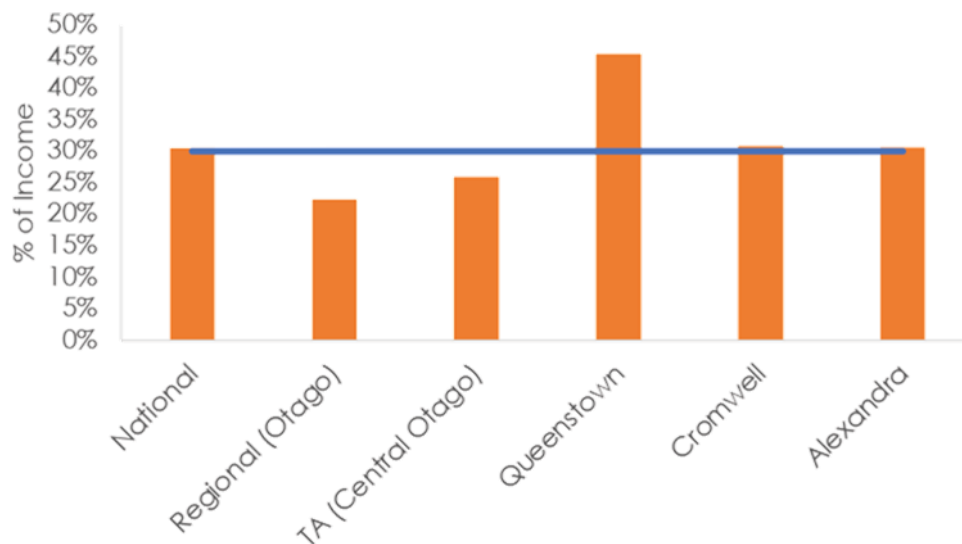
Finally, MBIE has developed an Urban Development Capacity Dashboard to help high and medium growth local authorities to give effect to the NPS-UDC. One of the categories the dashboard measures quarterly is housing affordability, both for purchase and rental. The higher the percentage, the more households below the average and, therefore, the less affordable housing is. MBIE only compares districts, so affordability may be swayed by other towns in the district.

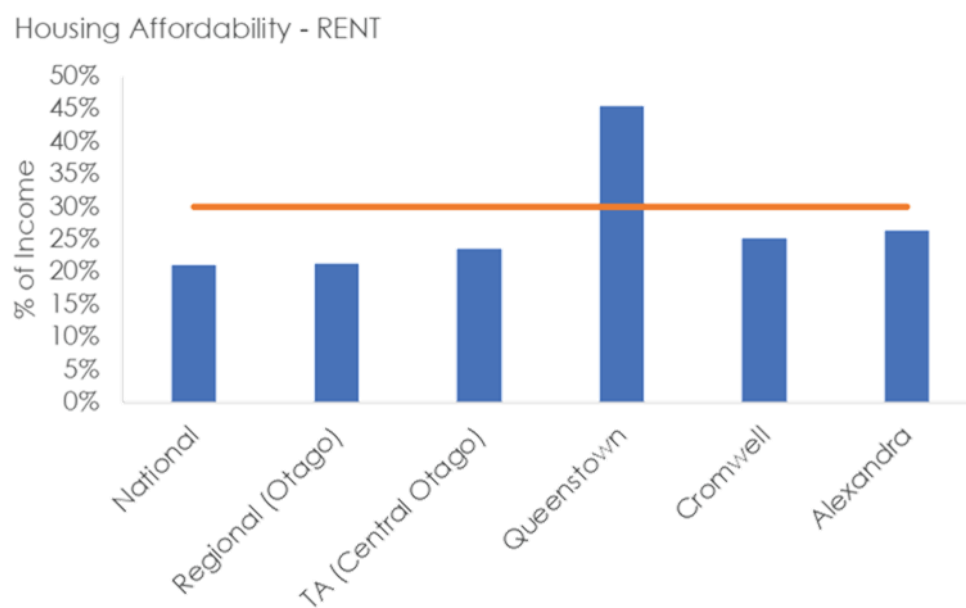
These different methodologies have provided varying results, which is compounded by the different areas of study. Overall, housing, both rental and ownership, are considered close to the affordability threshold in Cromwell.





Housing Affordability - BUY



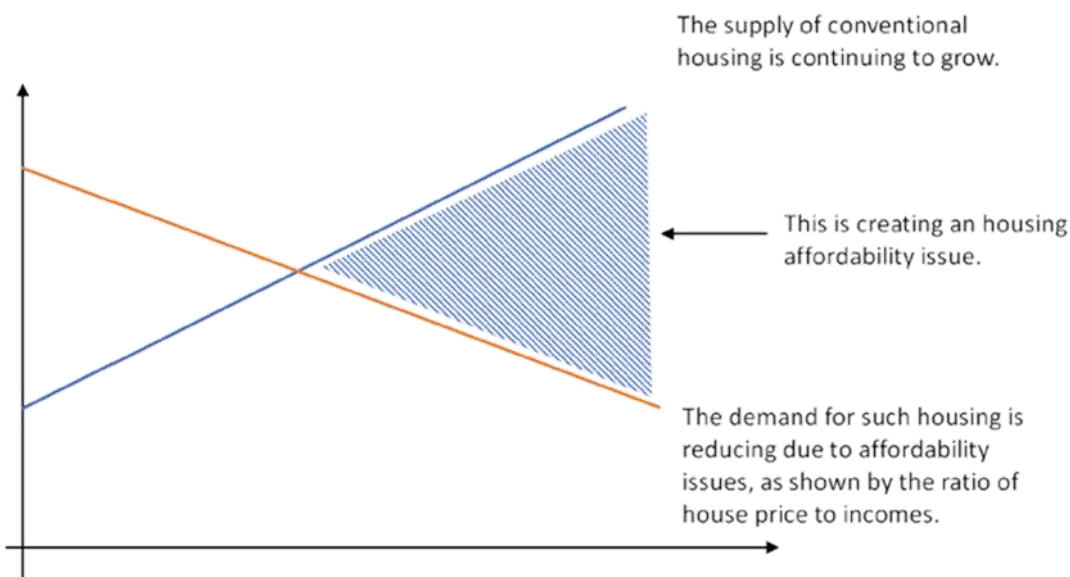
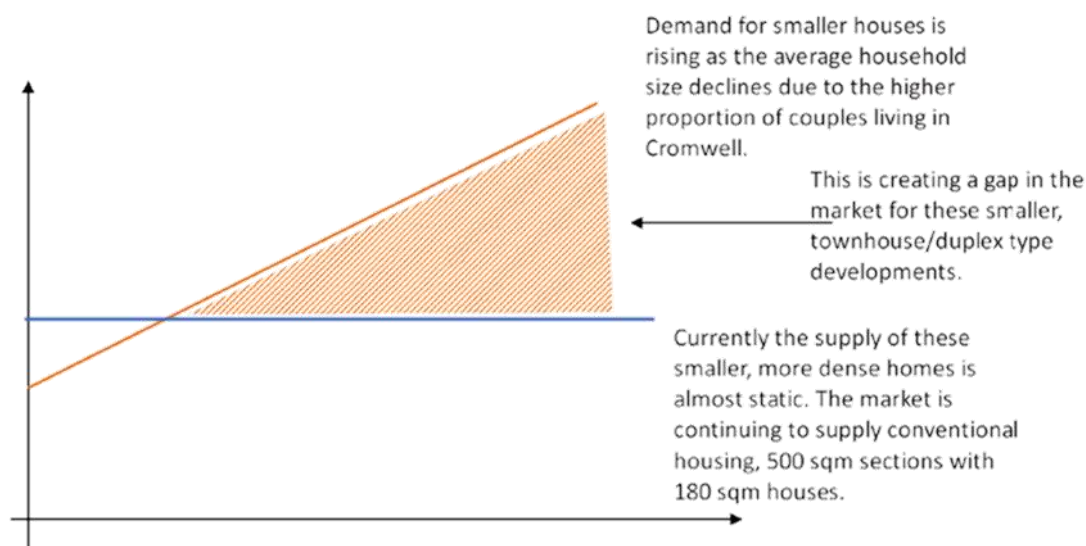


5 SUMMARY

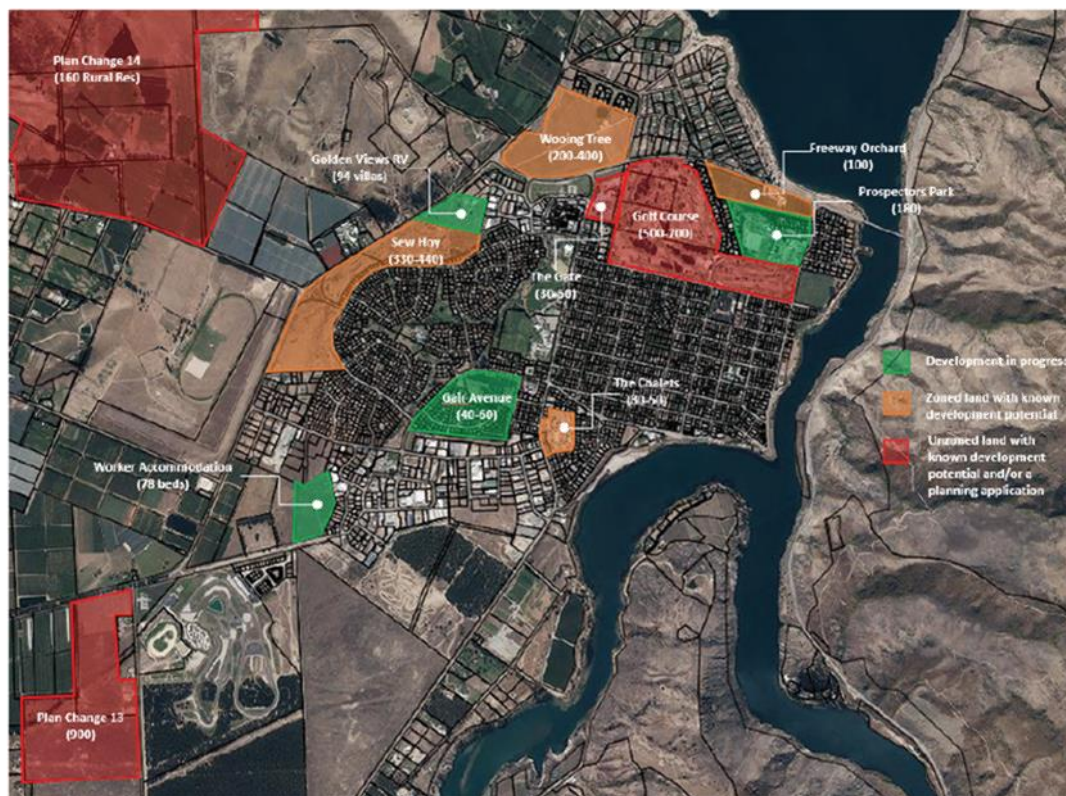
Cromwell's population has a different structure to New Zealand as a whole. Cromwell has a larger number of early retirees, who migrated to the area in the early 2000s when the construction of Lowburn, Bannockburn and Pisa Moorings began.

Recently, there has been a large influx of young families. This has expanded the productive workforce and, at the same time, increased the demand for services such as schooling.

Over time, Cromwell's housing market has been dominated by conventional housing stock. But with declining household size, growing population and housing affordability issues there



is an opportunity for more housing choices, particularly a different types of housing product that are more affordable.



5.1 Planned Developments

Due to the increased demand for housing and the success of existing medium sized developments in delivering conventional housing stock, several medium to large developments are being planned within and around established residential areas. The location of these are shown below.

These developments are proposing to deliver between 790 – 2900 dwellings. Under current planning, these will be of a conventional design (circa 500m² section and 180m² dwelling).

5.2 Market Pressure

Cromwell's traditional popularity as an affordable alternative to Queenstown and Wanaka has contributed to the upward pressure on values, as has inbound migration. Cromwell has experienced rapid population growth, as people move to the area for lifestyle, relatively affordability and employment opportunities. These factors are driving demand for housing which is creating pressure in the marketplace.



Central Otago Housing Stocktake

March 2020

rationale > **IMPROVING** INFRASTRUCTURE OUTCOMES

Objectives

- > Investigate the demand for housing
- > Demonstrate the supply of existing housing
- > Understand what housing affordability looks like in CODC
- > Have a conversation around the tools CODC has available

Executive Summary

Demand

- > Our population continues to grow
 - > Migration of people 20 – 35 yrs old but less in 35 - 50
 - > Elderly are leaving the district
- > Change in social fabric
 - > Household size is increasing
 - > High proportion of couples live in the district
 - > High proportion of multiple home purchases in the district
- > Economic Risk of losing industrious people

Supply

- > Development is occurring but it is of a traditional nature – “meat and 3 vege”
 - > Limited housing choices
- > There is evidence that higher density living could be desirable for:
 - > Smaller households
 - > Affordability
 - > Preference

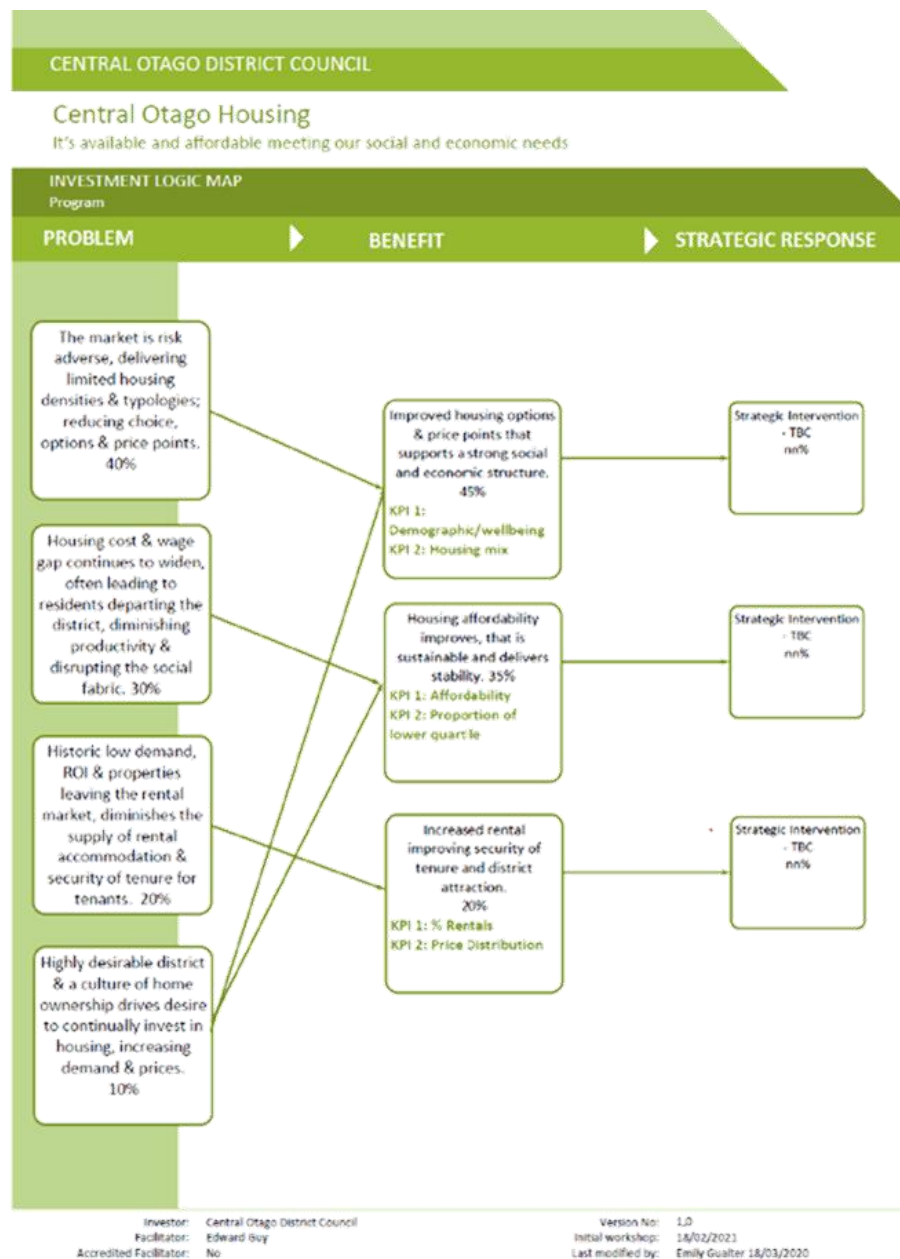
Executive Summary

Affordability

- > All parameters are pointing to a decline in housing affordability
 - > Increase in population and household size
 - > Income is increasing but at a lessor rate
 - > Increase in house prices across the district
- > Evidence suggests that the market could deliver different housing typologies.
 - > To achieve this may require intervention from CODC

Available tools

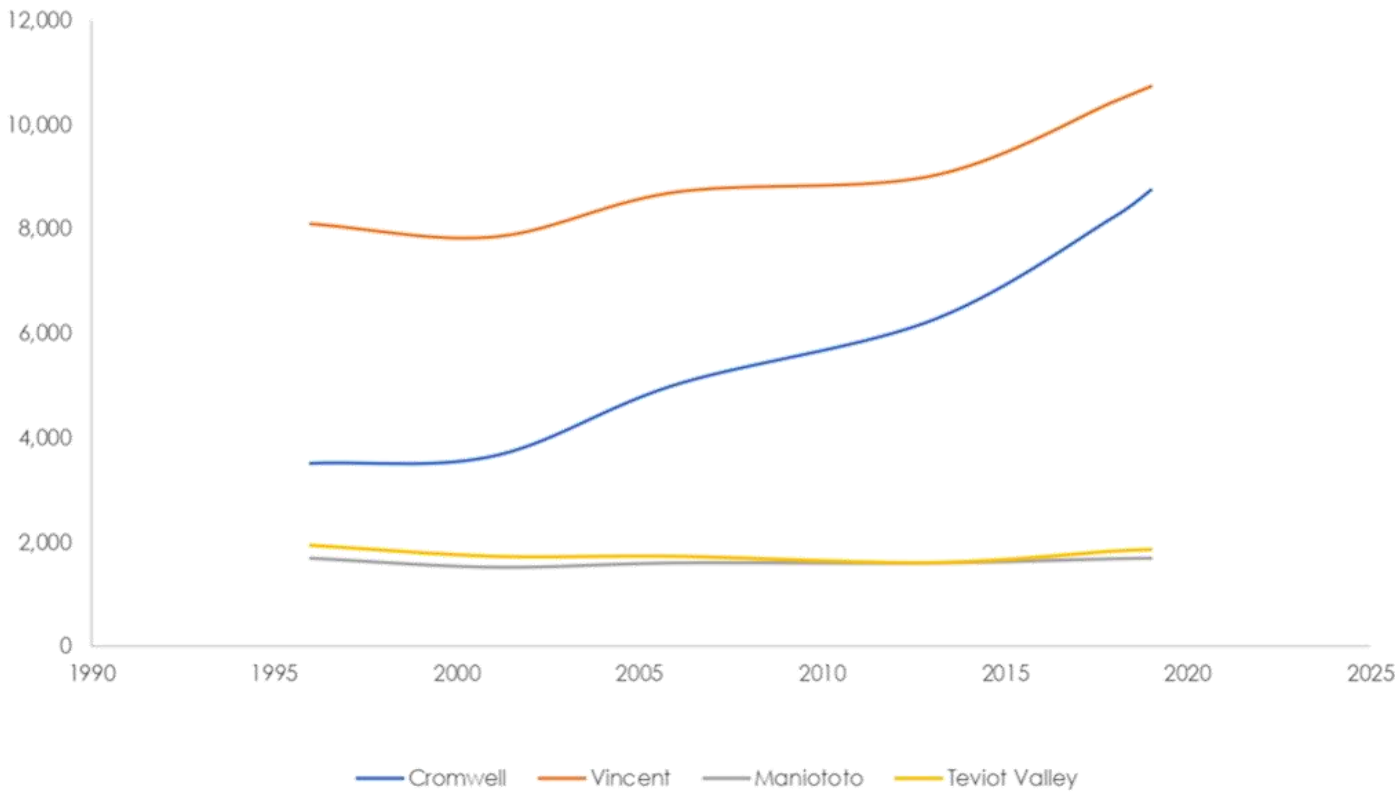
- > There are a range of tools available to CODC to influence and be involved in the housing market.
- > Initial optioneering has been completed, which now requires further input and guidance around the level of involvement council desires.



Demand

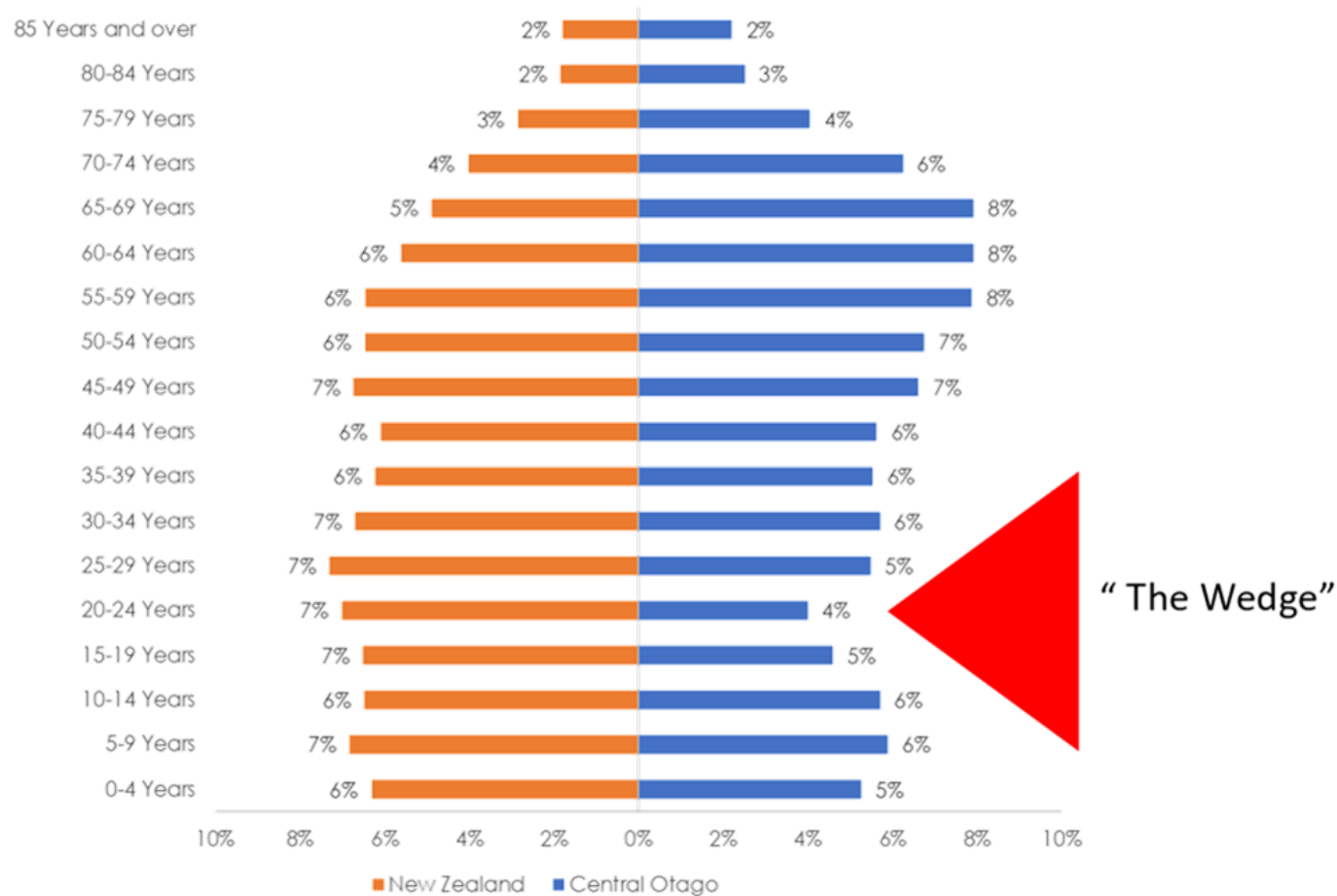
Population Growth

Population of CODC, by Ward
Source: Stats NZ



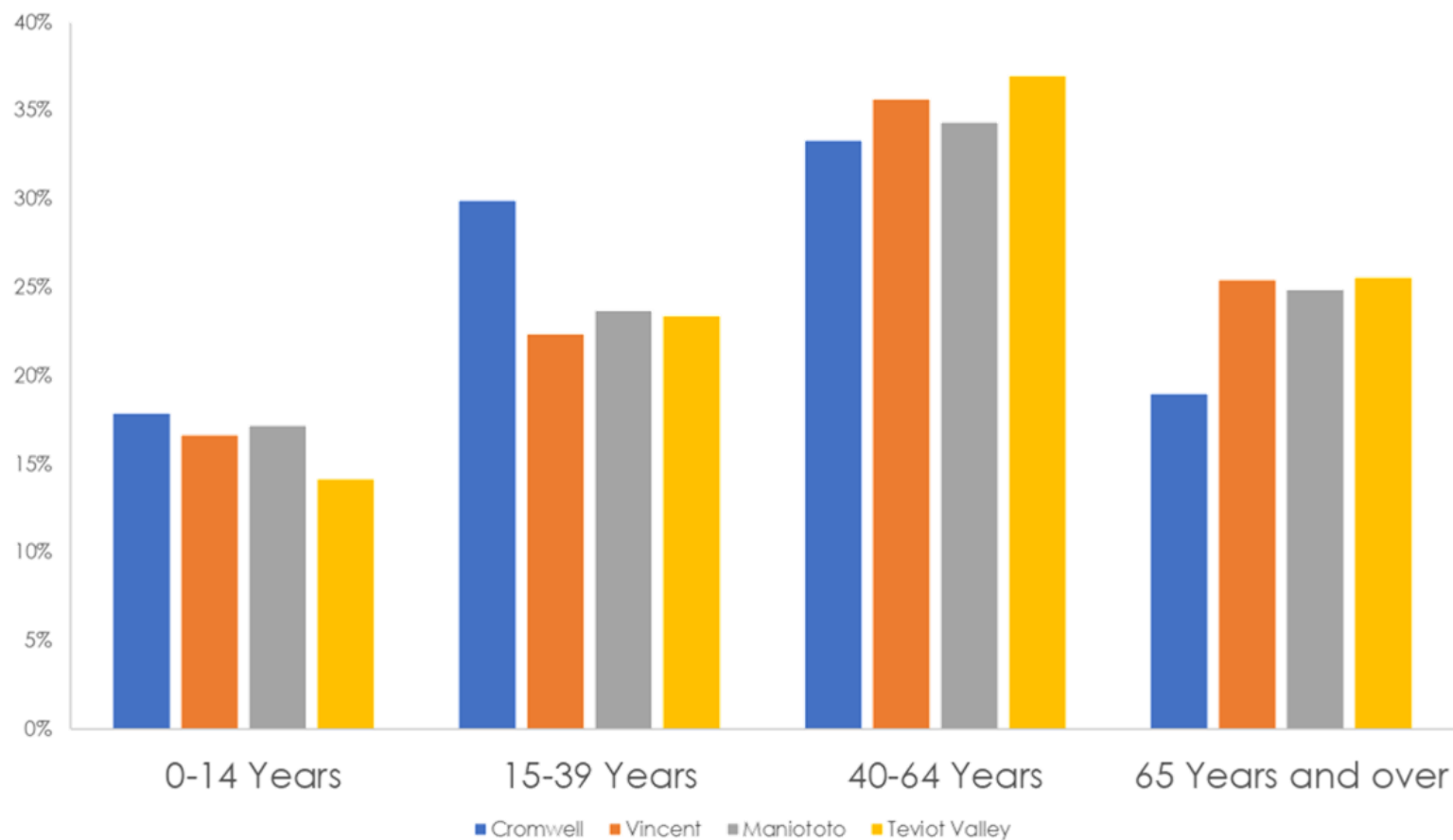
Age Structure

CODC's age structure compared to New Zealand 2018
Source: Stats NZ



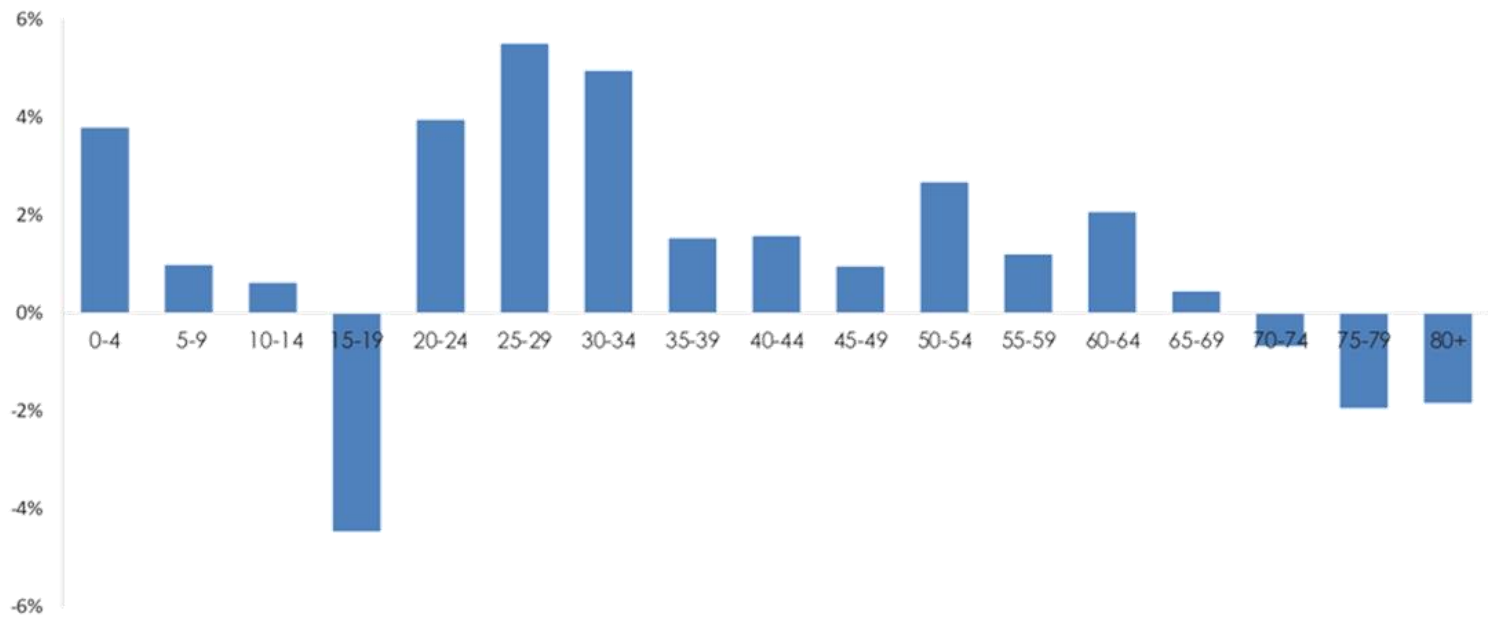
Age Structure

CODC's age structure in 2018, by Ward
Source: Stats NZ



Migration

Net regional migration to CODC - 5yr age group
Average annual migration 2014-17 as % of 2017 population

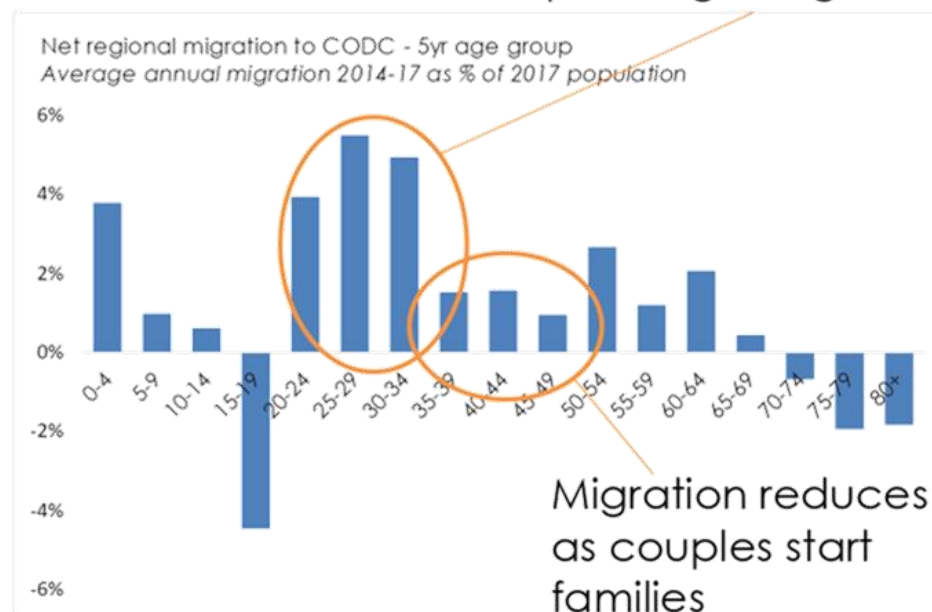


Cohort Trends – Couples



- 41% couple only households (26% for NZ)
- 31% one family households (42% for NZ)
- Typically 20 – 34 year olds

Couples migrating to CODC



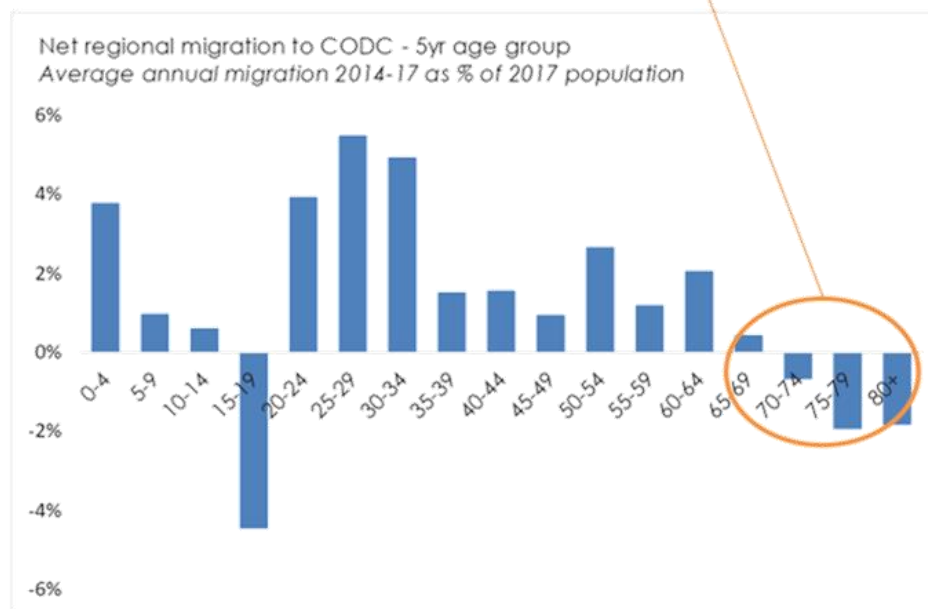
Are couples leaving Central Otago to start families due to housing affordability?

Cohort Trends – Retirees



- 8% population in 65 – 69 age bracket (5% for NZ)
- 23% over 65 years (15% for NZ)

Net migration away from CODC



Are there limited housing options for the elderly in Central Otago?

Cohort Trends – Young Single



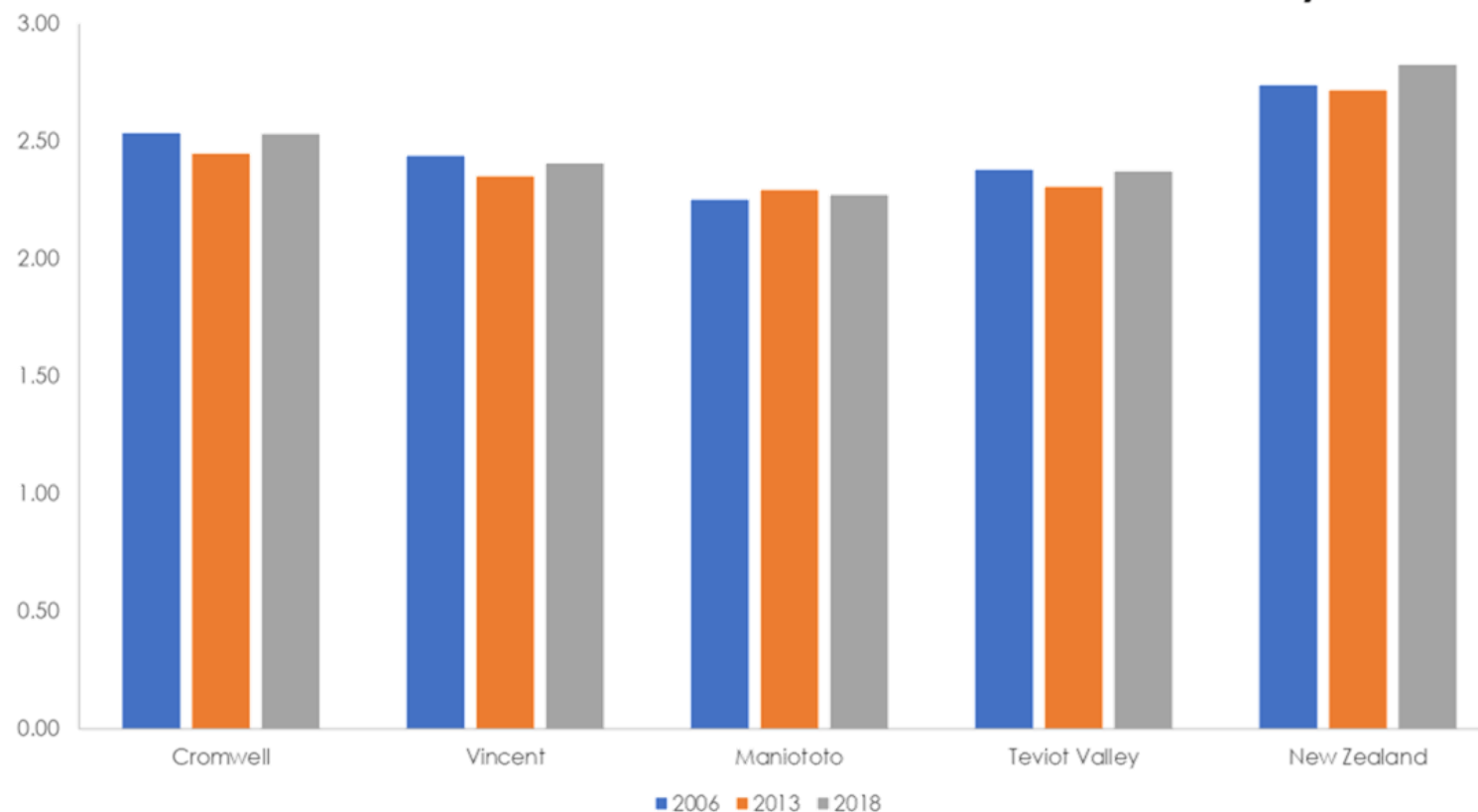
- 4% population in 20 – 24 age bracket (7% for NZ)
- 3% other multi-person households i.e. shared flat style accommodation (8% for NZ).

Is there a lack of housing options in Central Otago for young single people?

Average Household Size

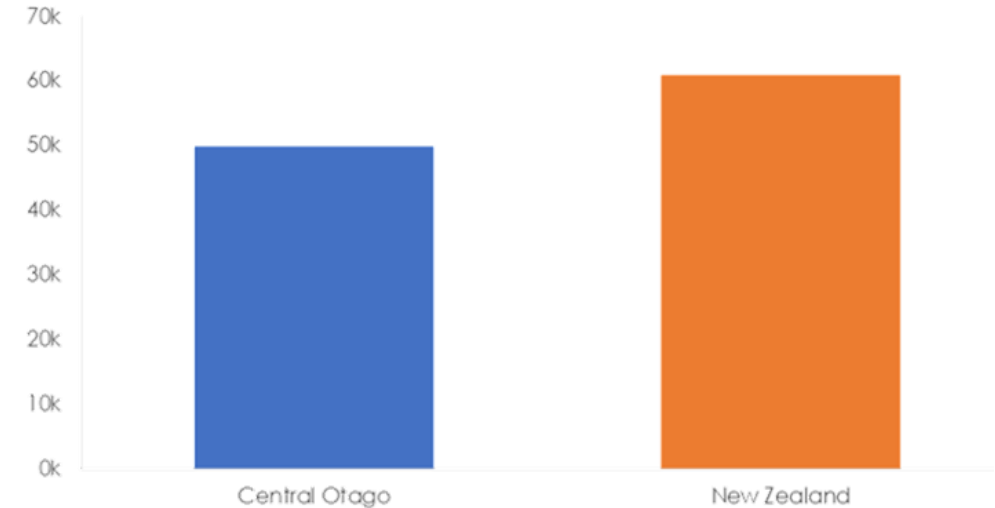
Average household size in CODC
Source: Stats NZ

Is the increase in household size in 2018 due to an affordability issue?

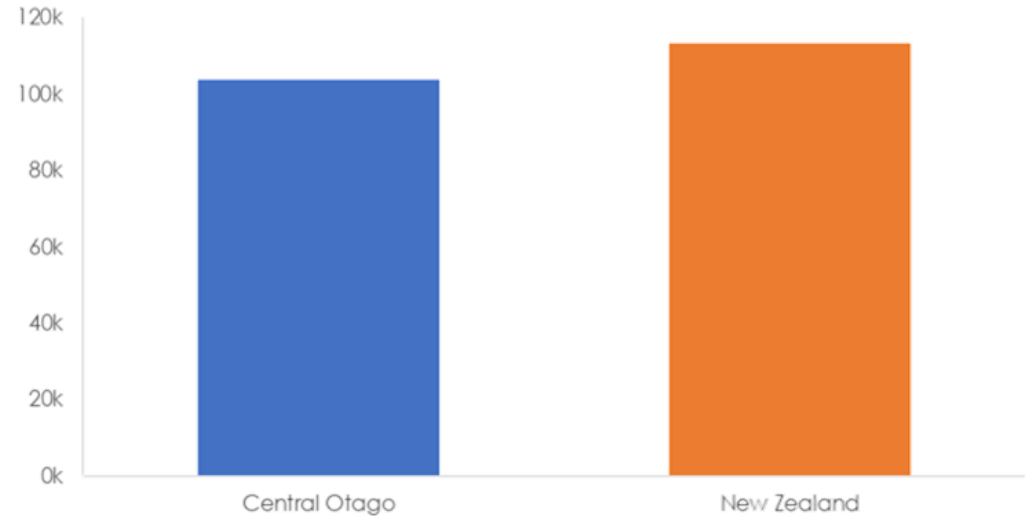


Income

Mean annual personal earnings CODC
Source: Infometrics

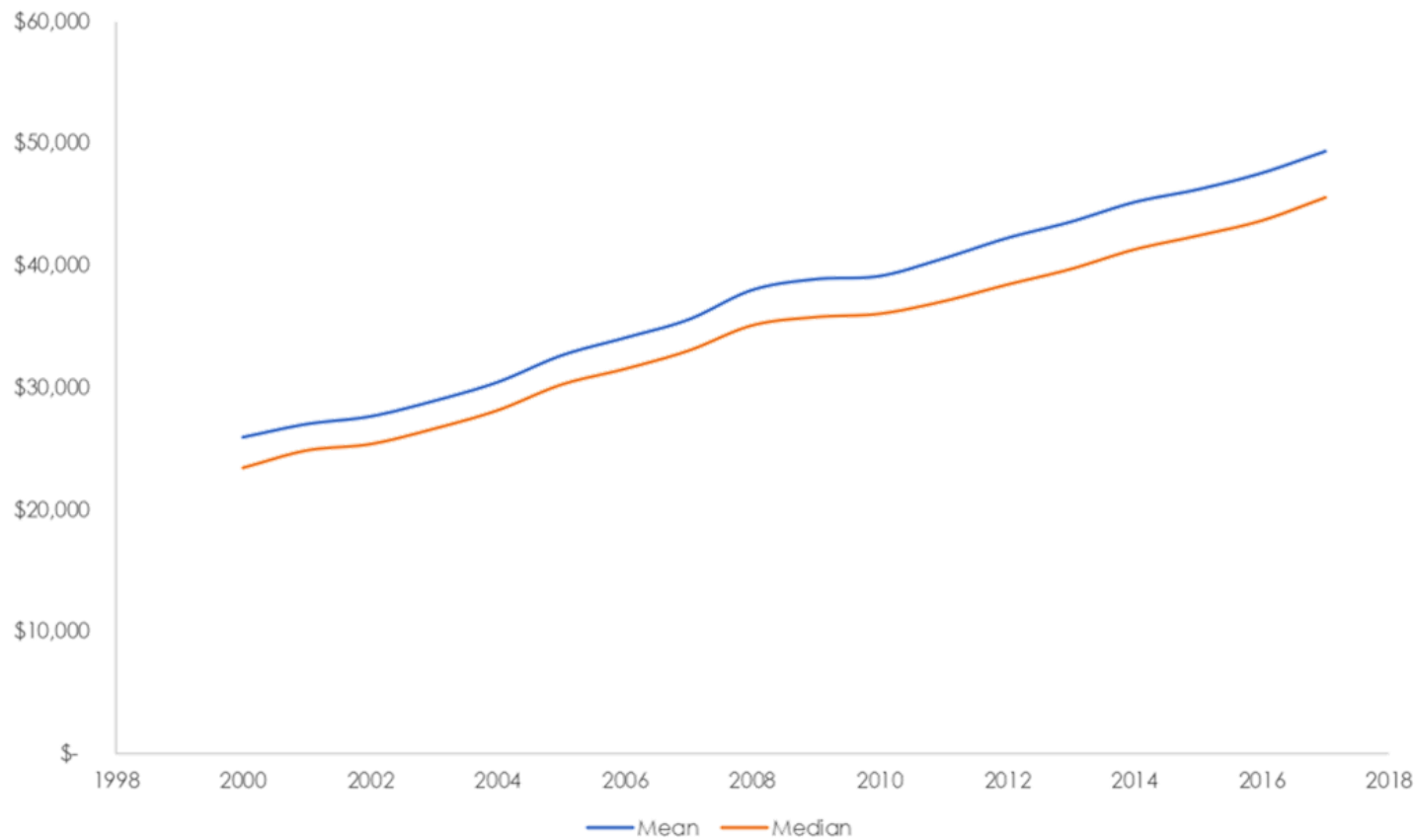


Mean annual household income CODC
Source: Infometrics



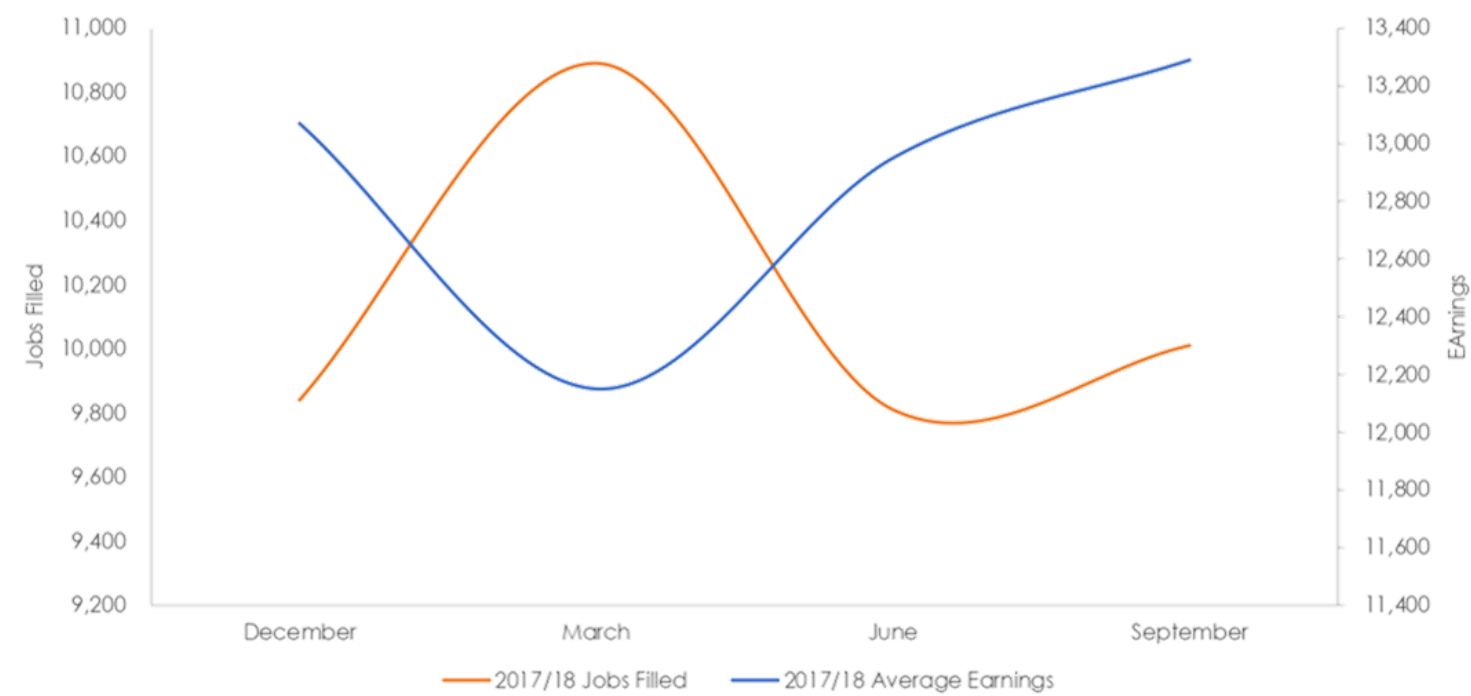
Income

CODC - Mean vs. Median Earnings
Source: LEED



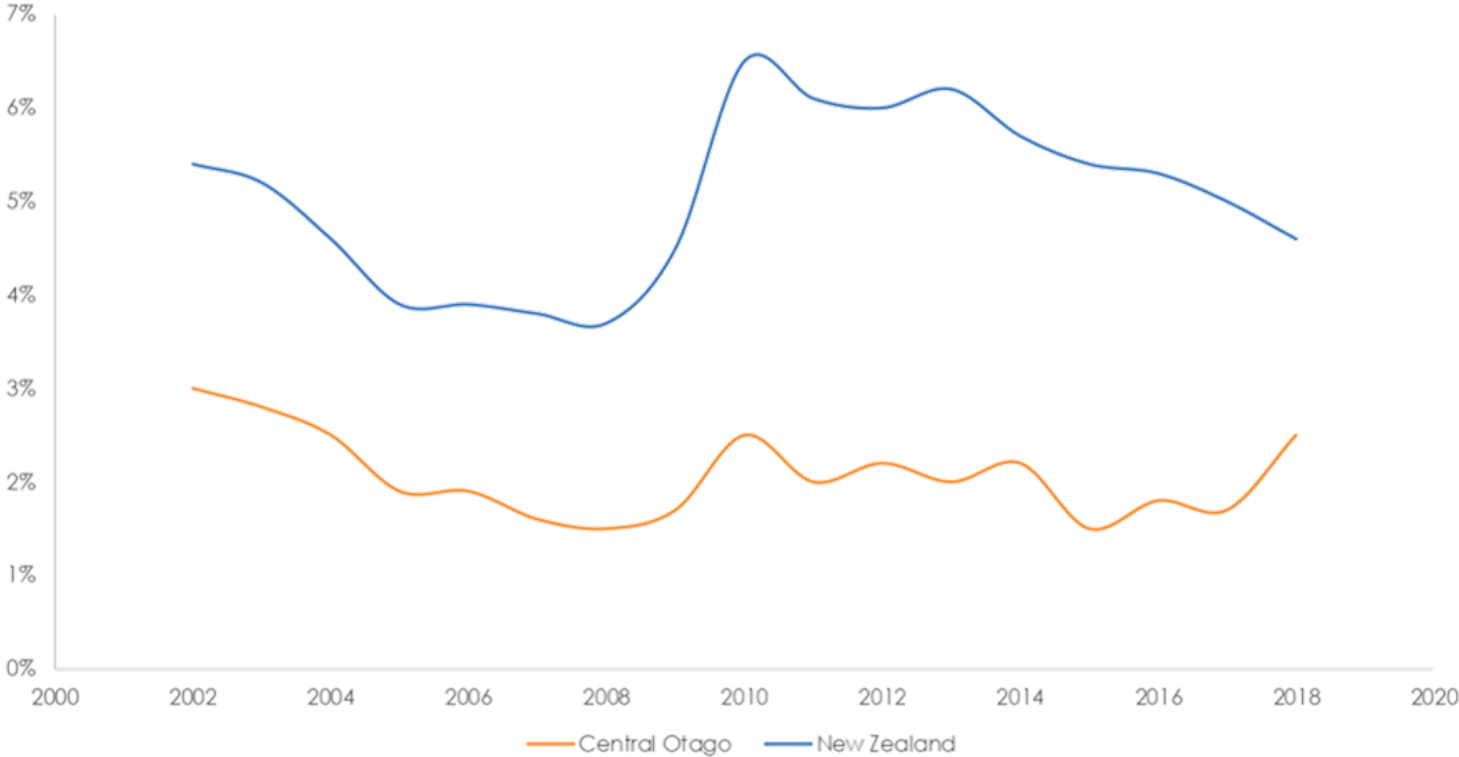
Income

Seasonality - variance in job filled and earnings from the yearly mean
Source: Stats NZ



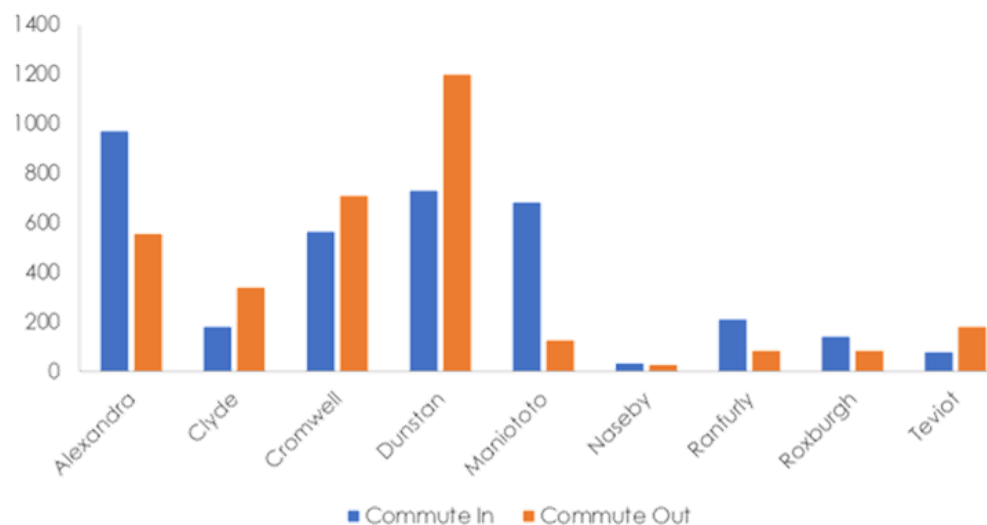
Unemployment

Unemployment rate in CODC
Source: Infometrics



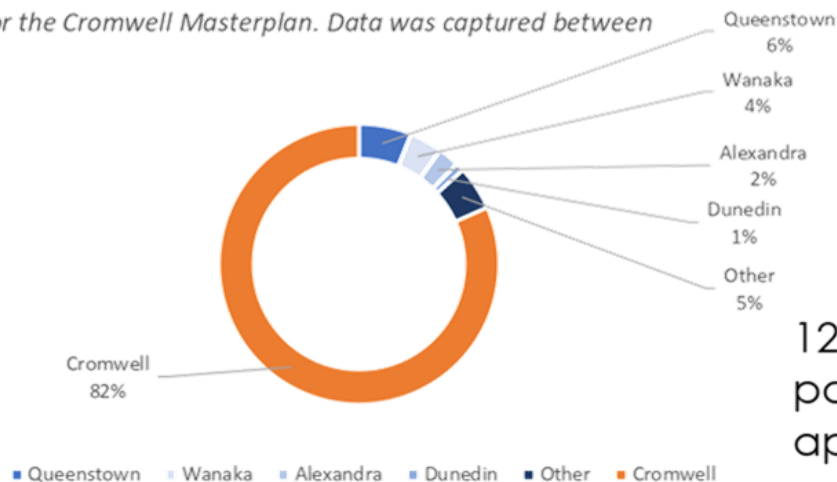
Commuters

Working population commuting into and out of each area unit in CODC
Source: Stats NZ



Where Cromwell Residents Work?

Source: Qrious, completed for the Cromwell Masterplan. Data was captured between April 2017 and May 2018.



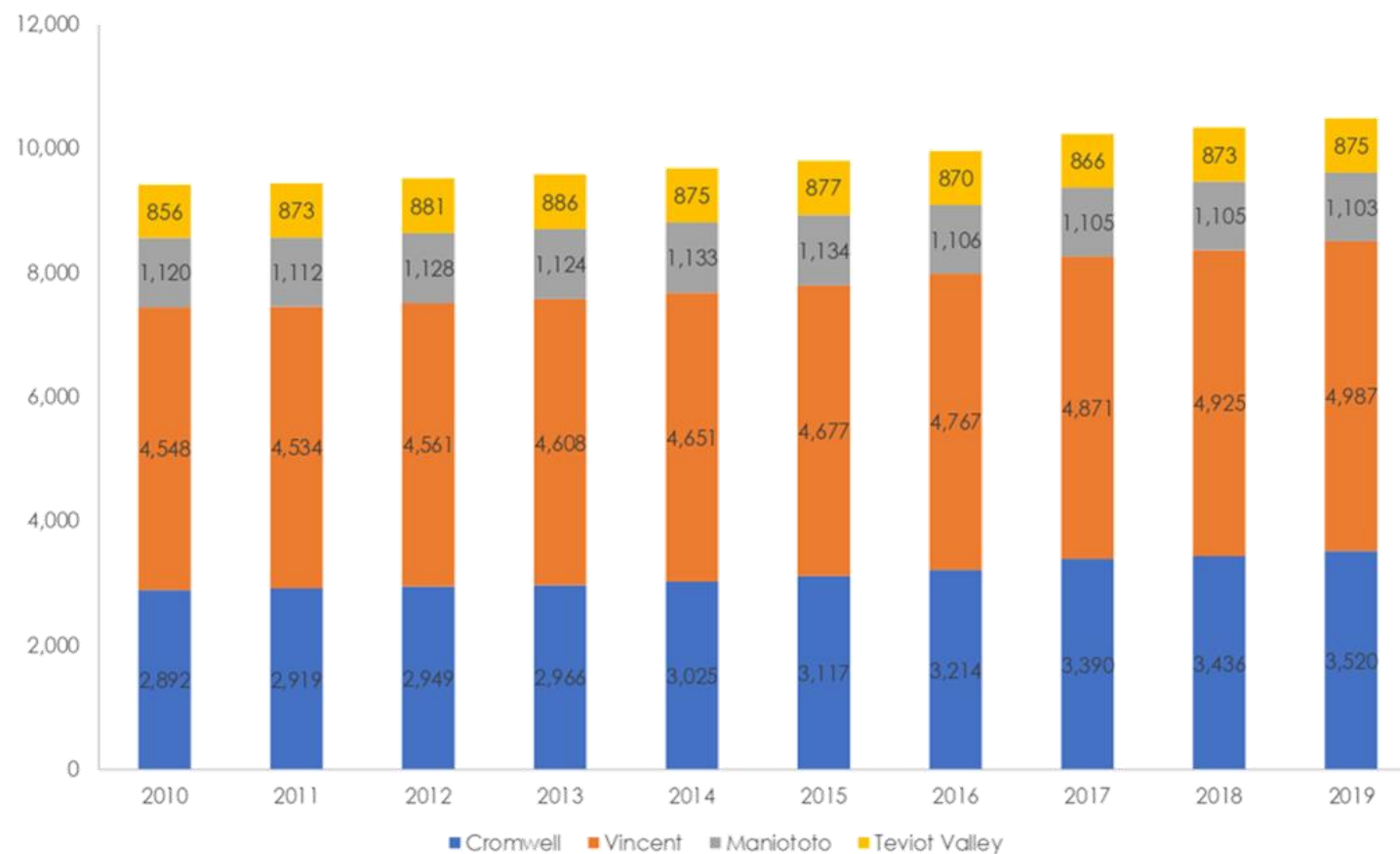
Working Population: 4078

12 % of the working population in Cromwell approx. 500 people

Supply

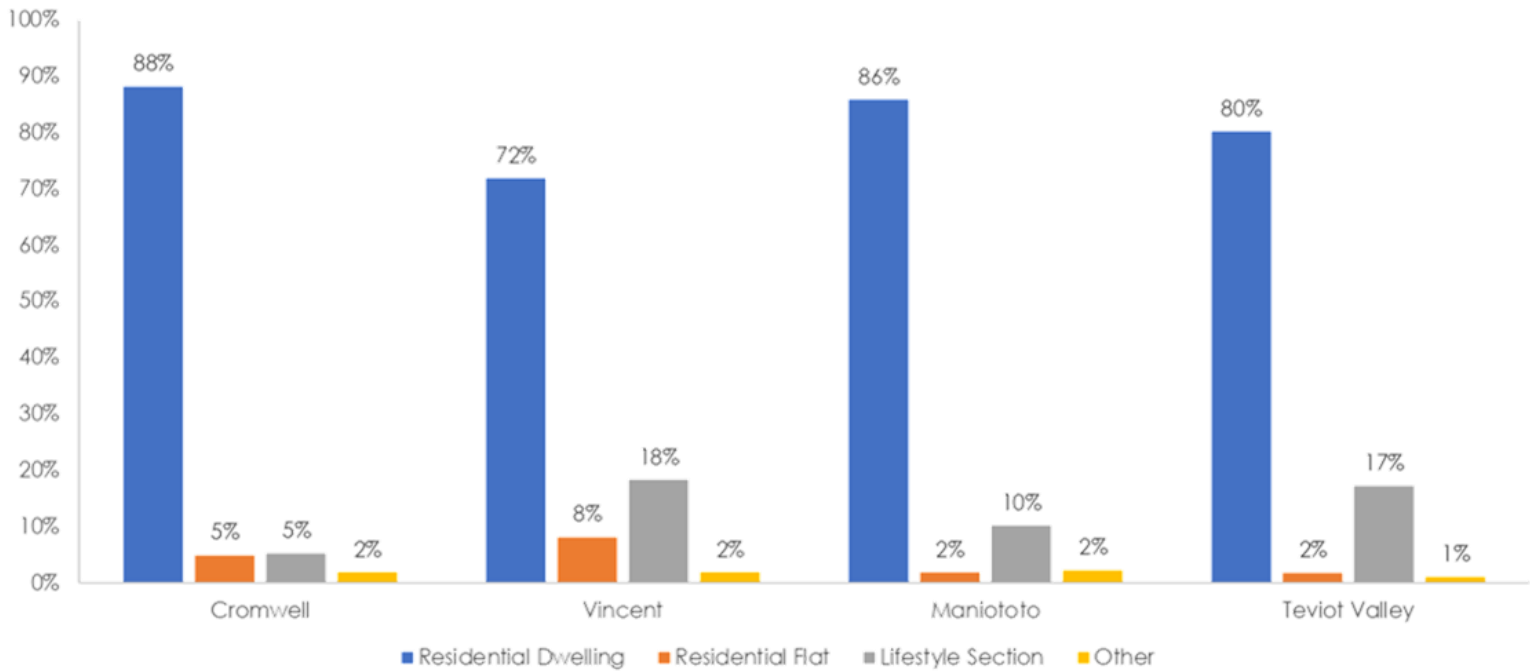
Housing Supply

Number of dwellings, by Ward
Source: CoreLogic



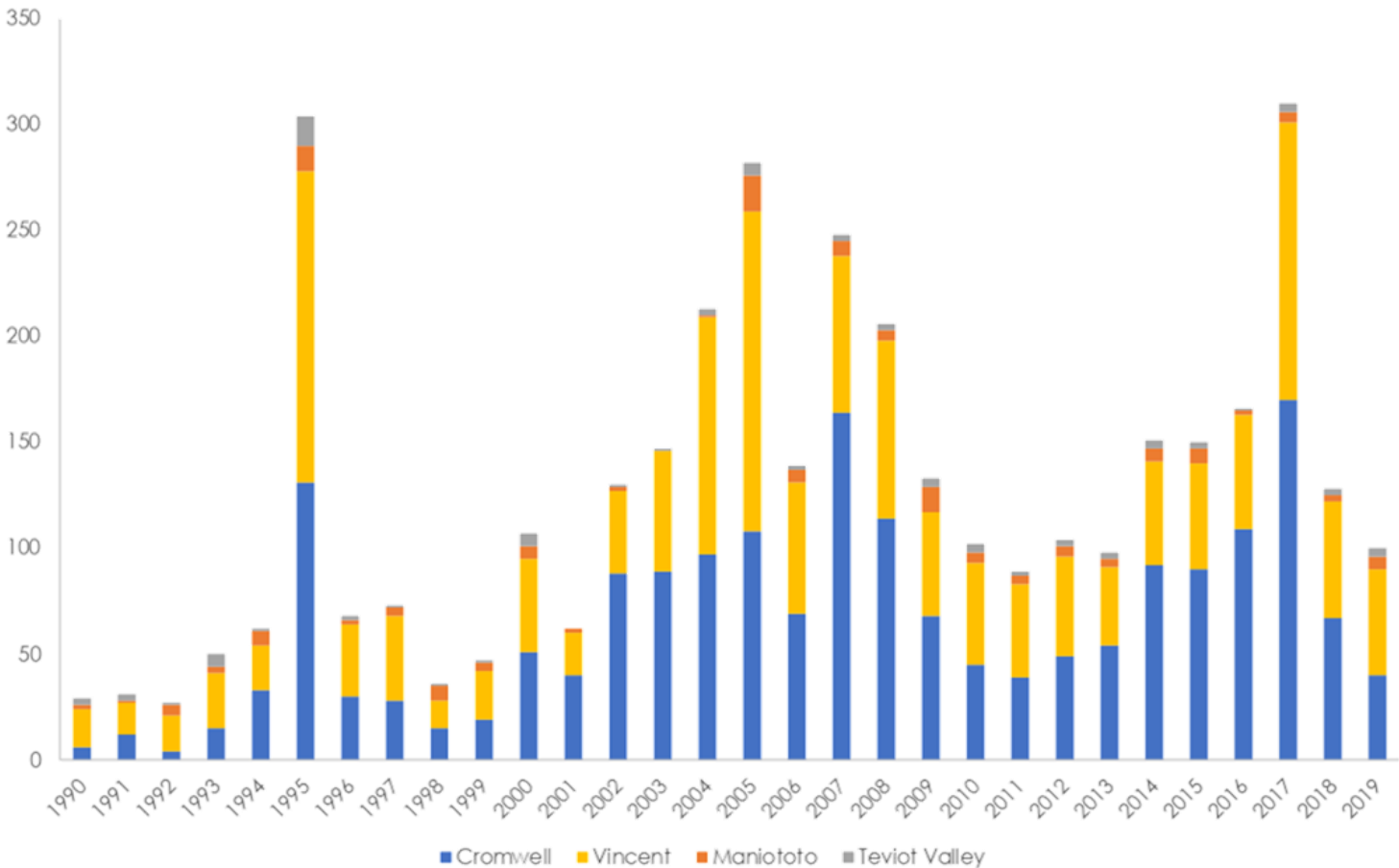
What types of houses do we currently have?

Snapshot of current dwelling typology, by Ward
Source: CoreLogic



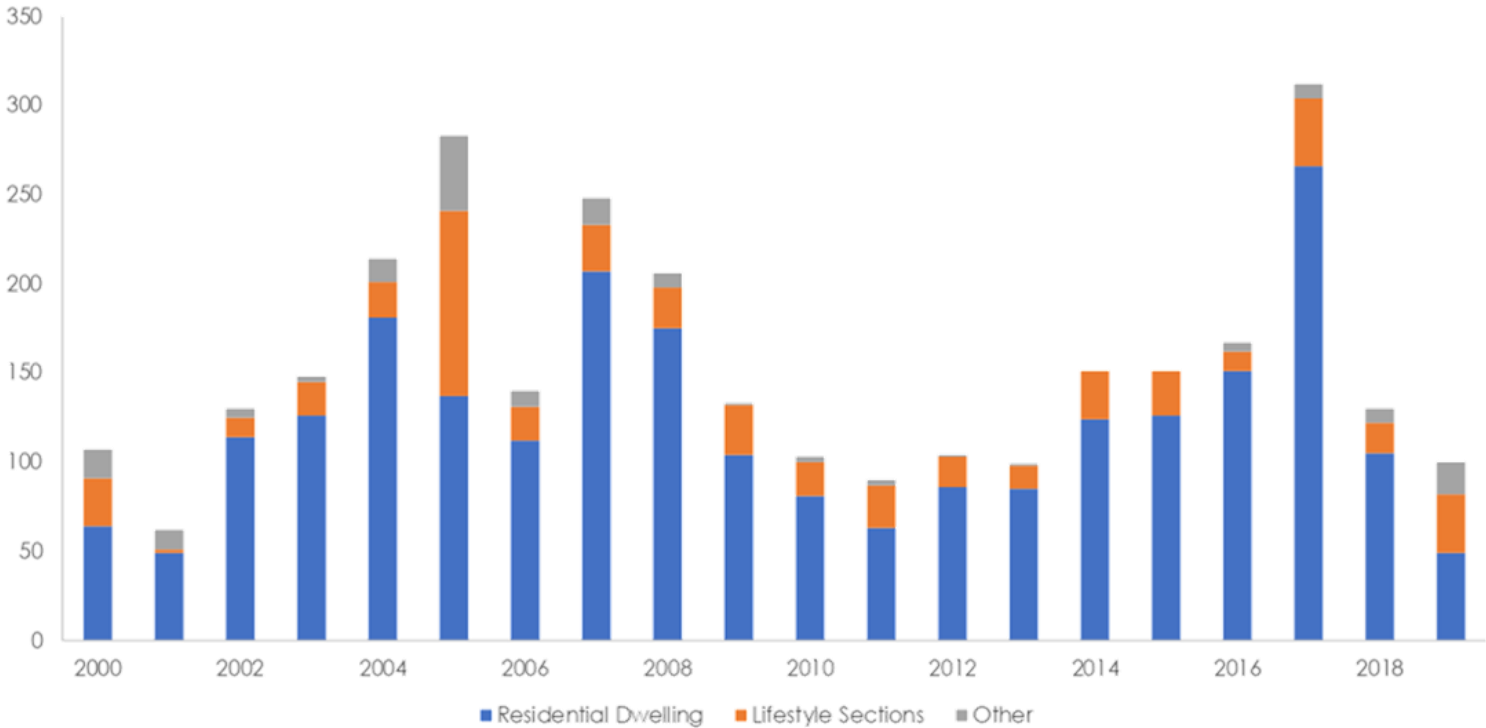
Where are houses being built?

Number of new dwellings, by Ward
Source: CoreLogic



What type of houses are we building?

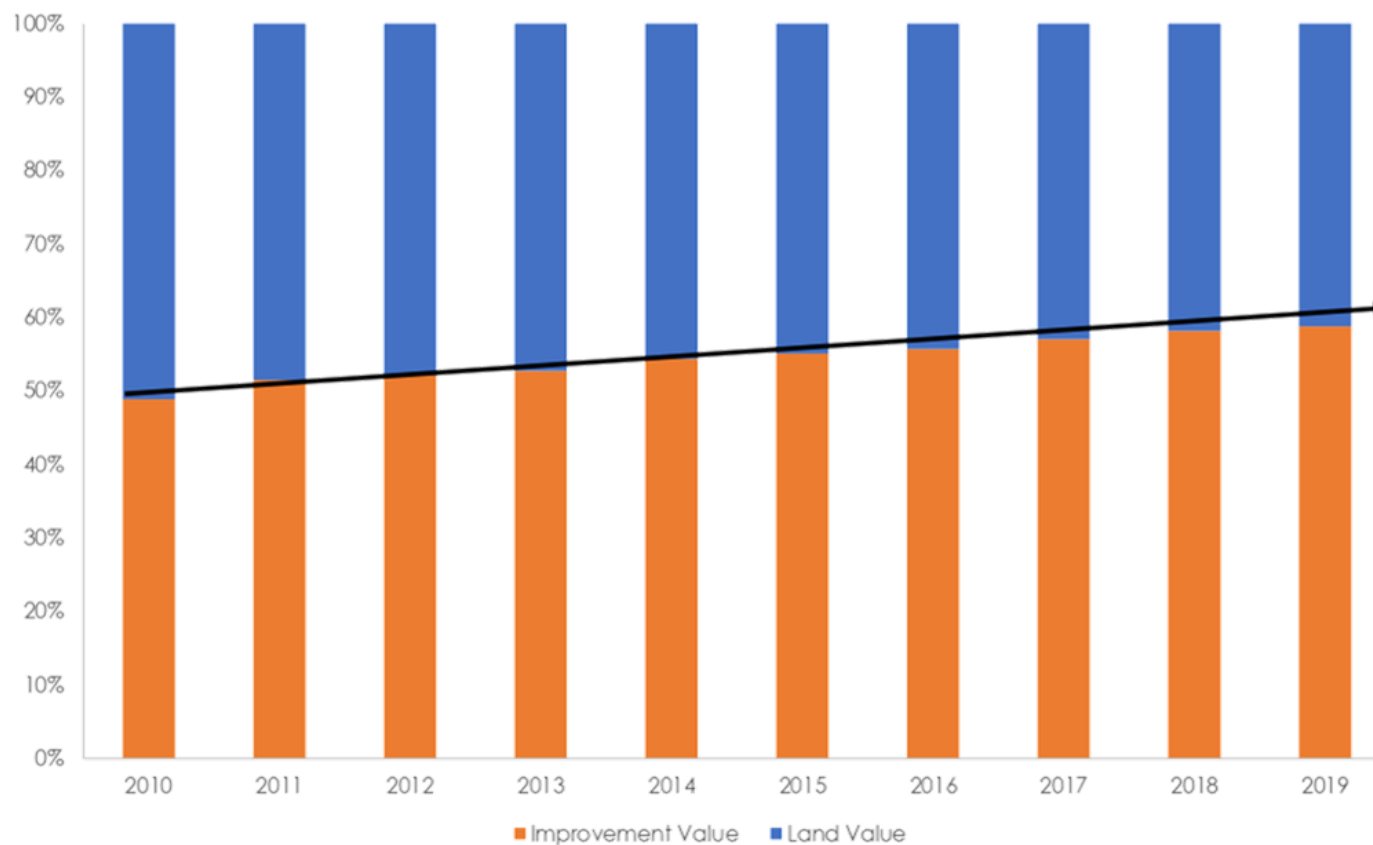
New dwelling types by year
Source: CoreLogic



What type of houses are we building?

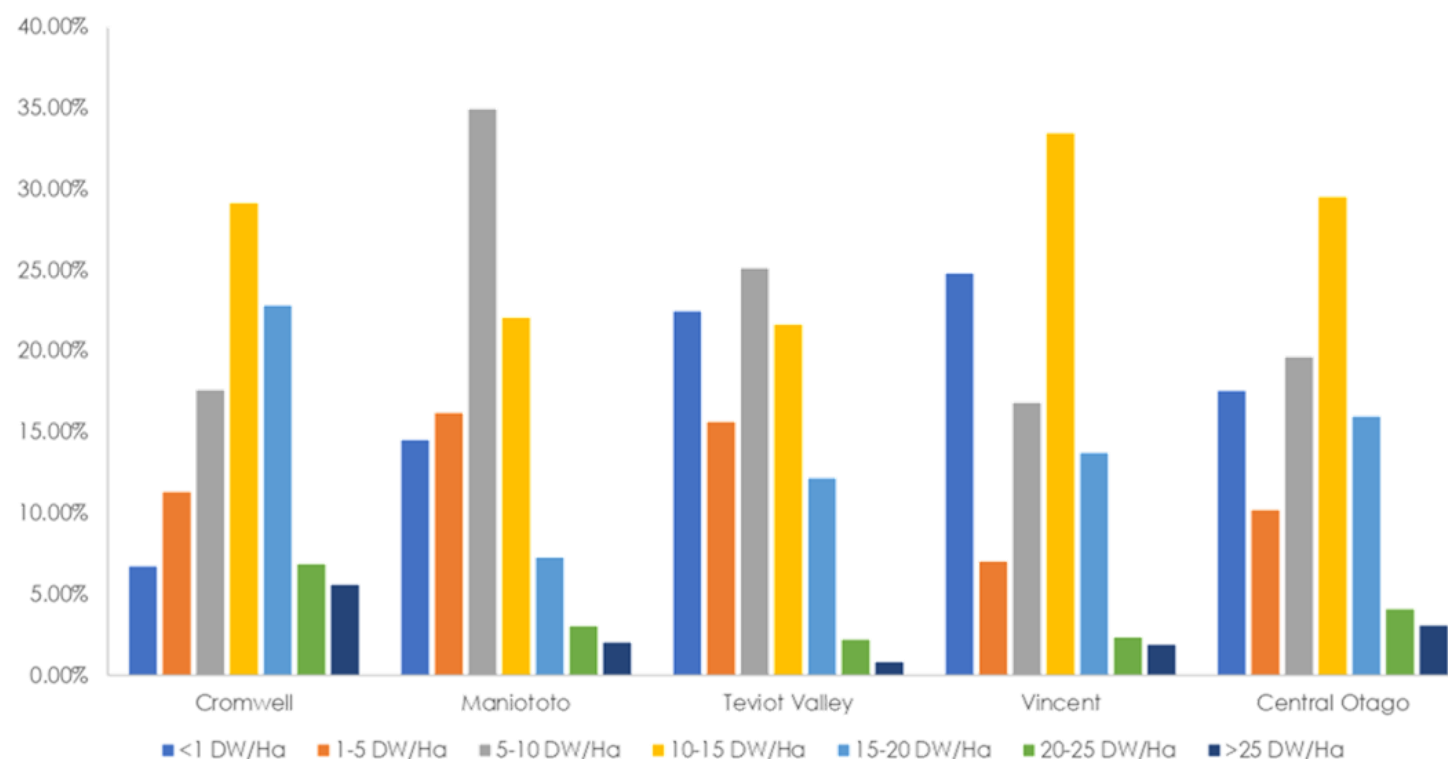
Ratio of improvement and land value for CODC

Source: CoreLogic



So how dense are our towns?

Snapshot of current dwelling densities, by Ward
Source: CoreLogic



And what does that look like?



Density 1 -5



Density 15 - 20

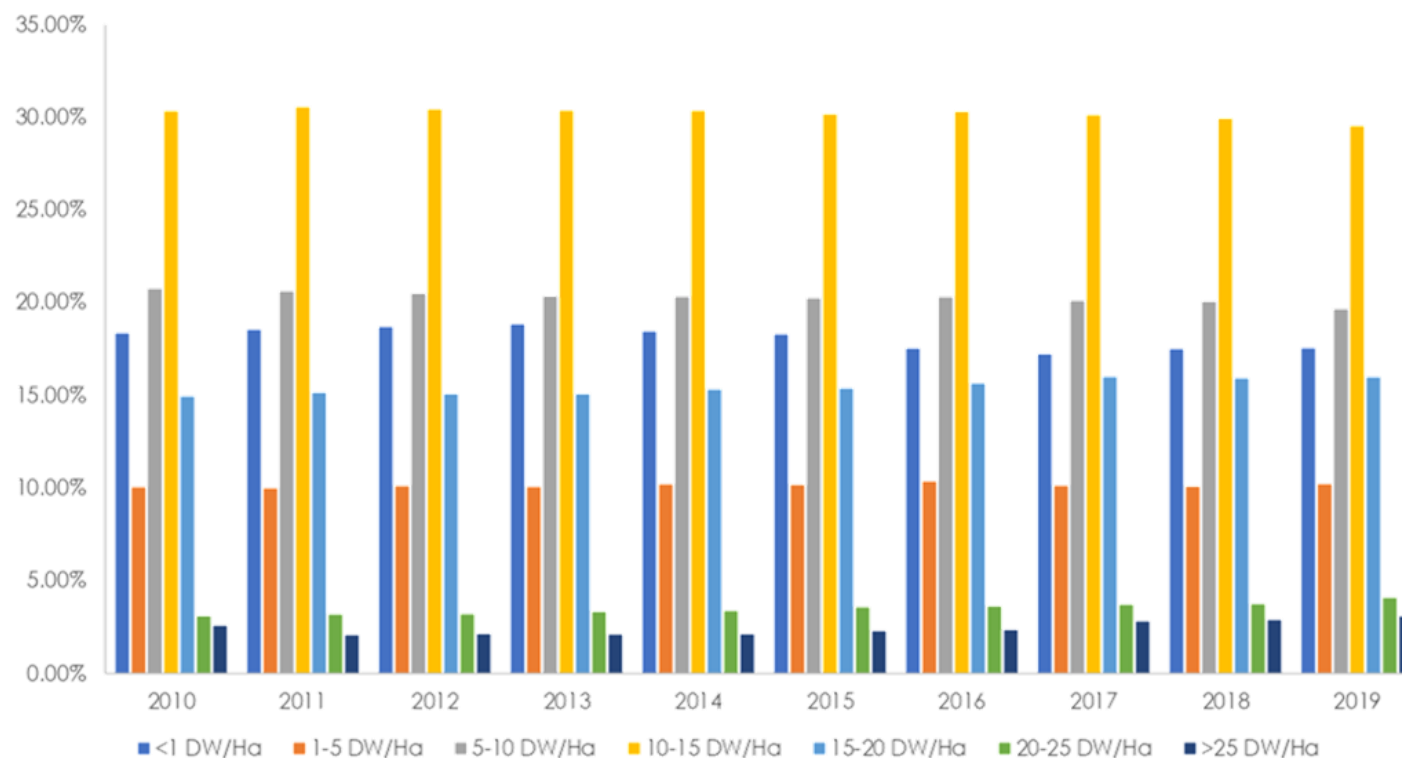


Density 20 - 25

Is this changing?

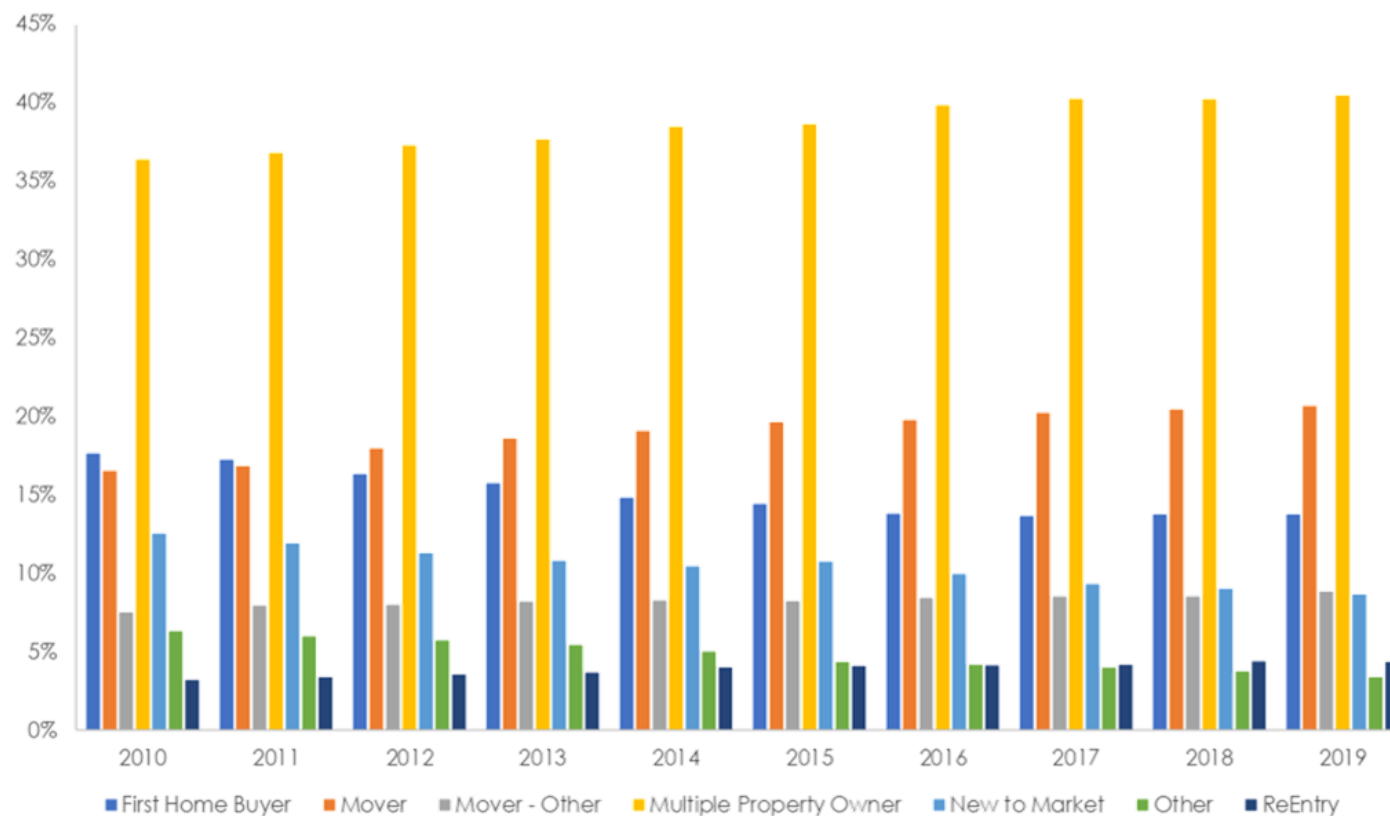
Evolution of dwelling density in CODC

Source: CoreLogic



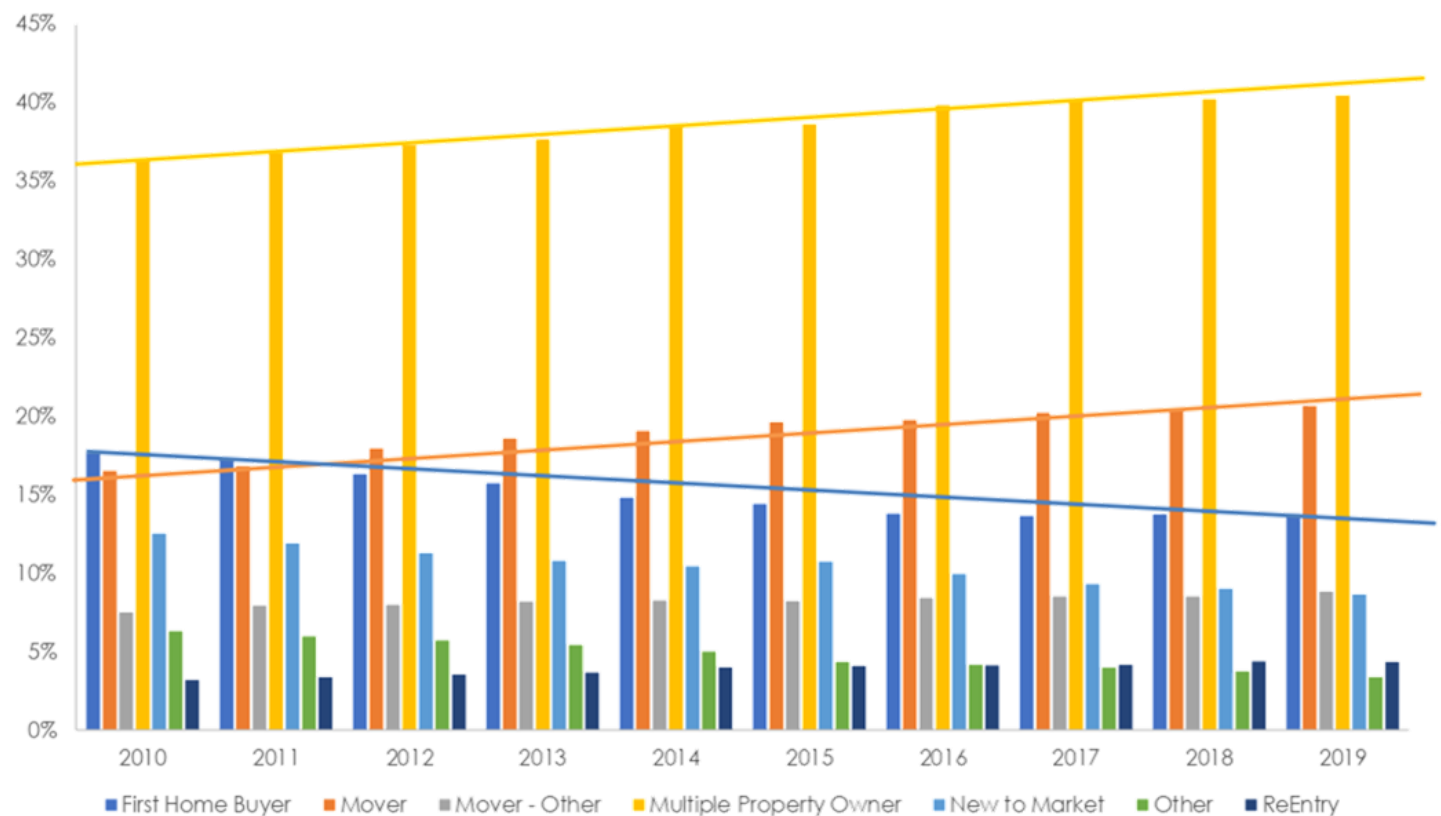
Who's buying houses in our district?

Evolution of buyer category in the last 10 years
Source: CoreLogic

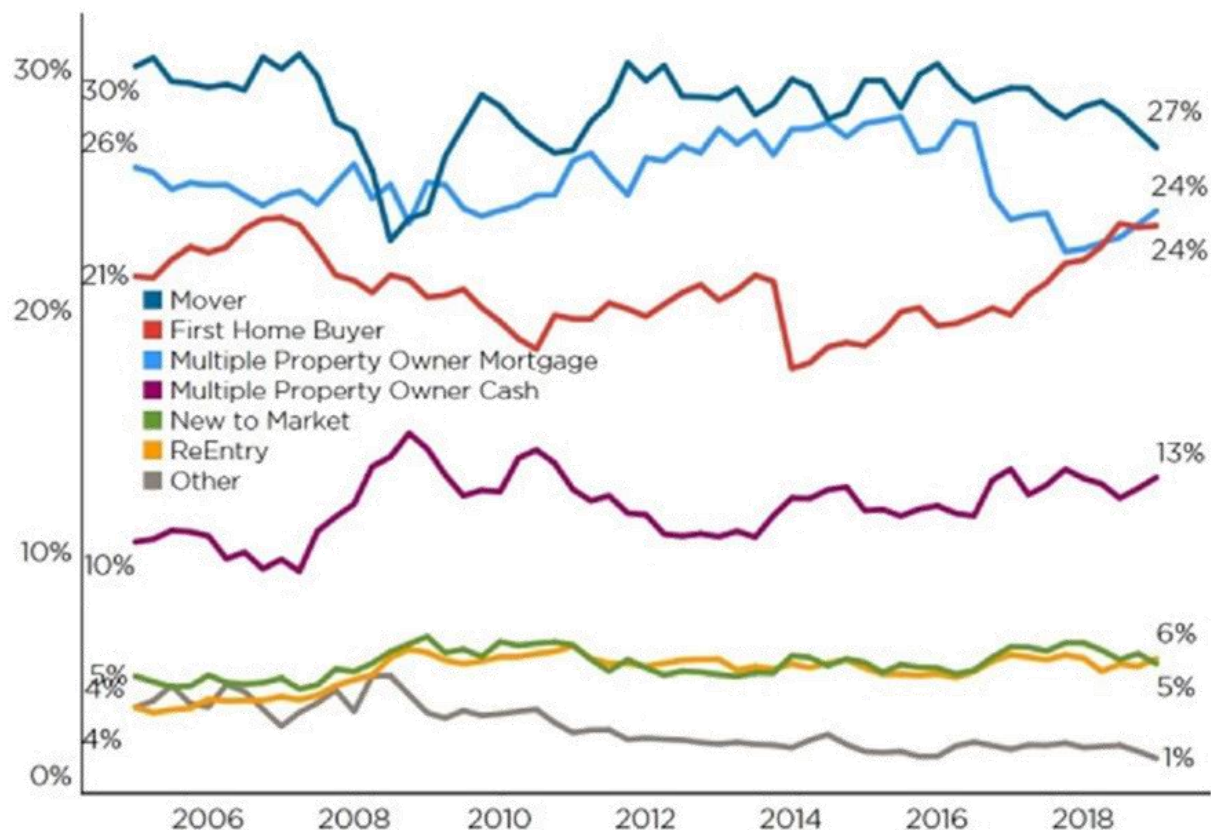


Who's buying houses in our district?

Evolution of buyer category in the last 10 years
Source: CoreLogic



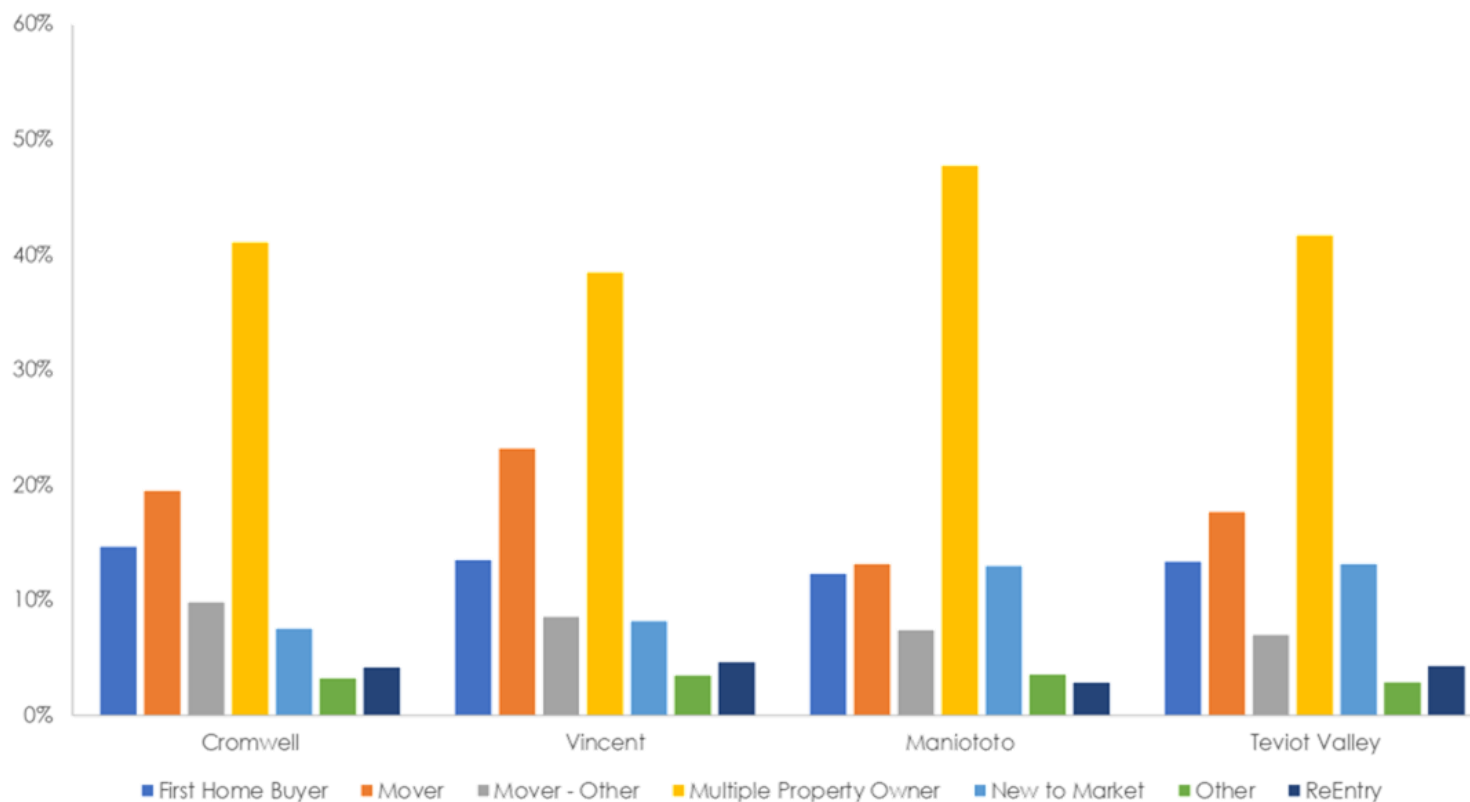
Who's buying houses in NZ?



NZ % share of purchases (Source: CoreLogic)

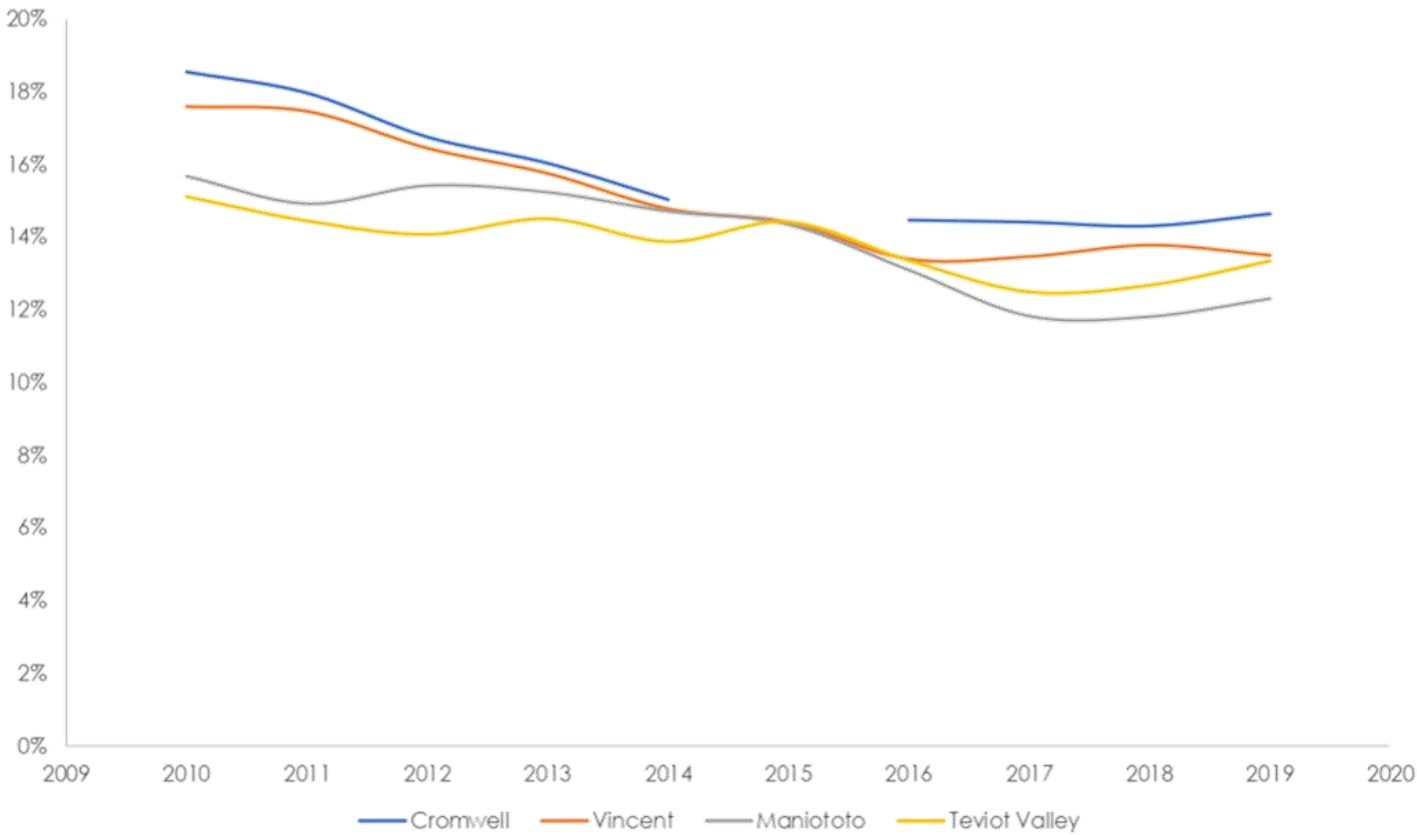
Who's buying houses in our district?

Snapshot of buyer category by Ward for 2019
Source: CoreLogic



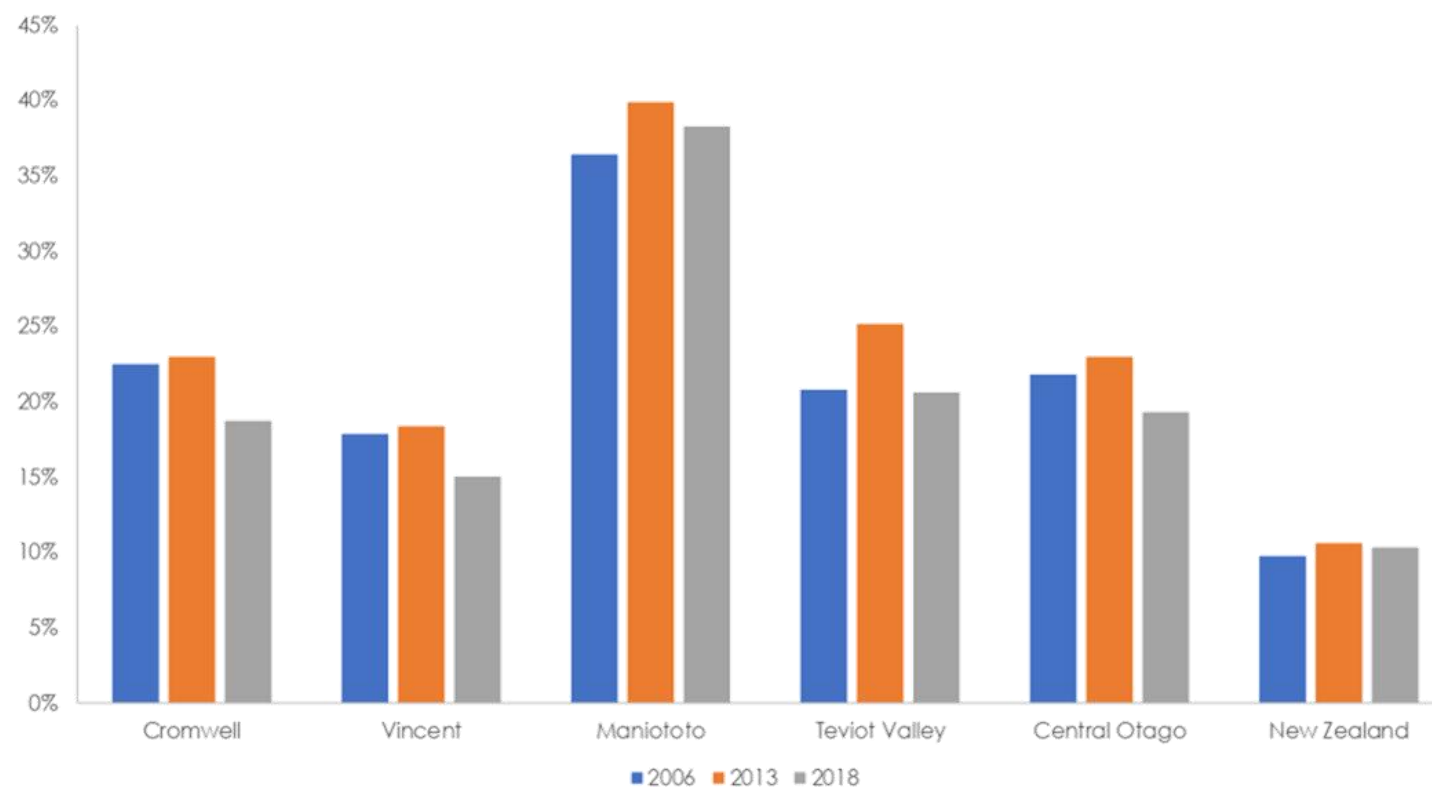
First home buyers?

Percentage of properties owned by first home buyers, by Ward
Source: CoreLogic



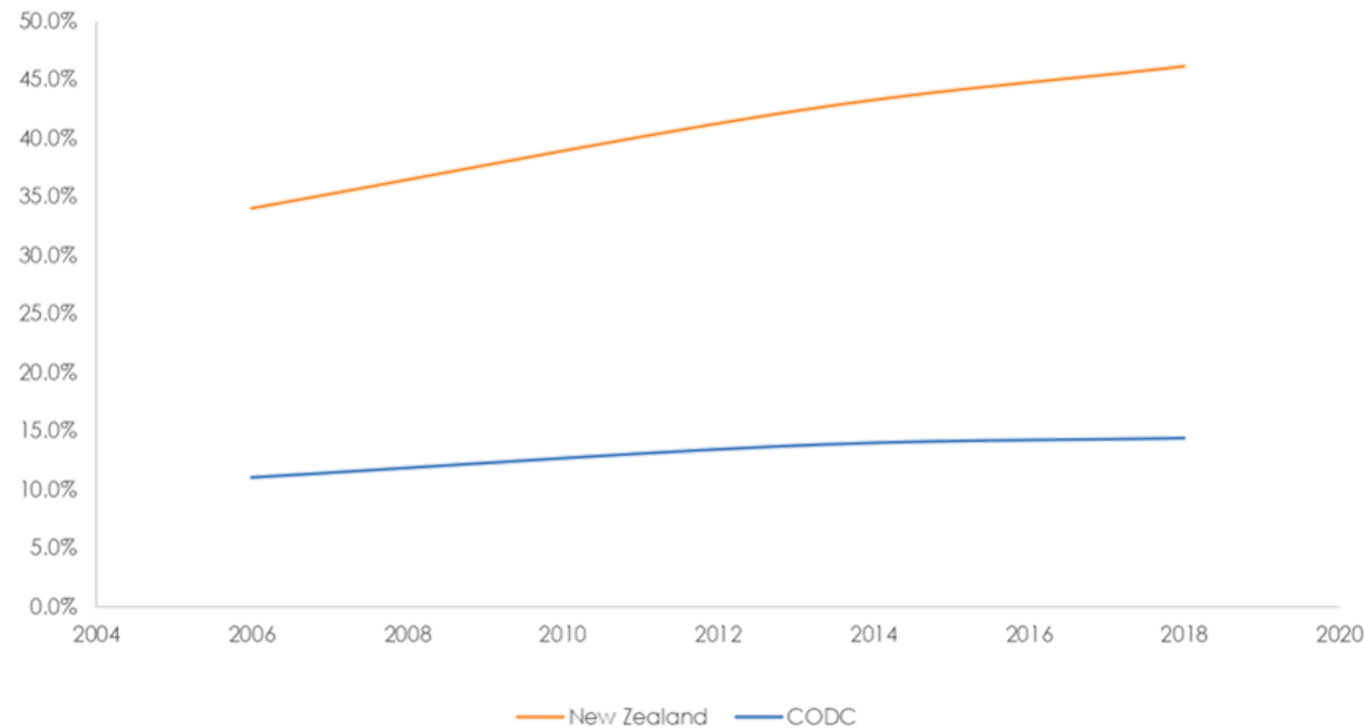
Holiday homes?

Percentage of unoccupied houses in CODC, by Ward
Source: Stats NZ



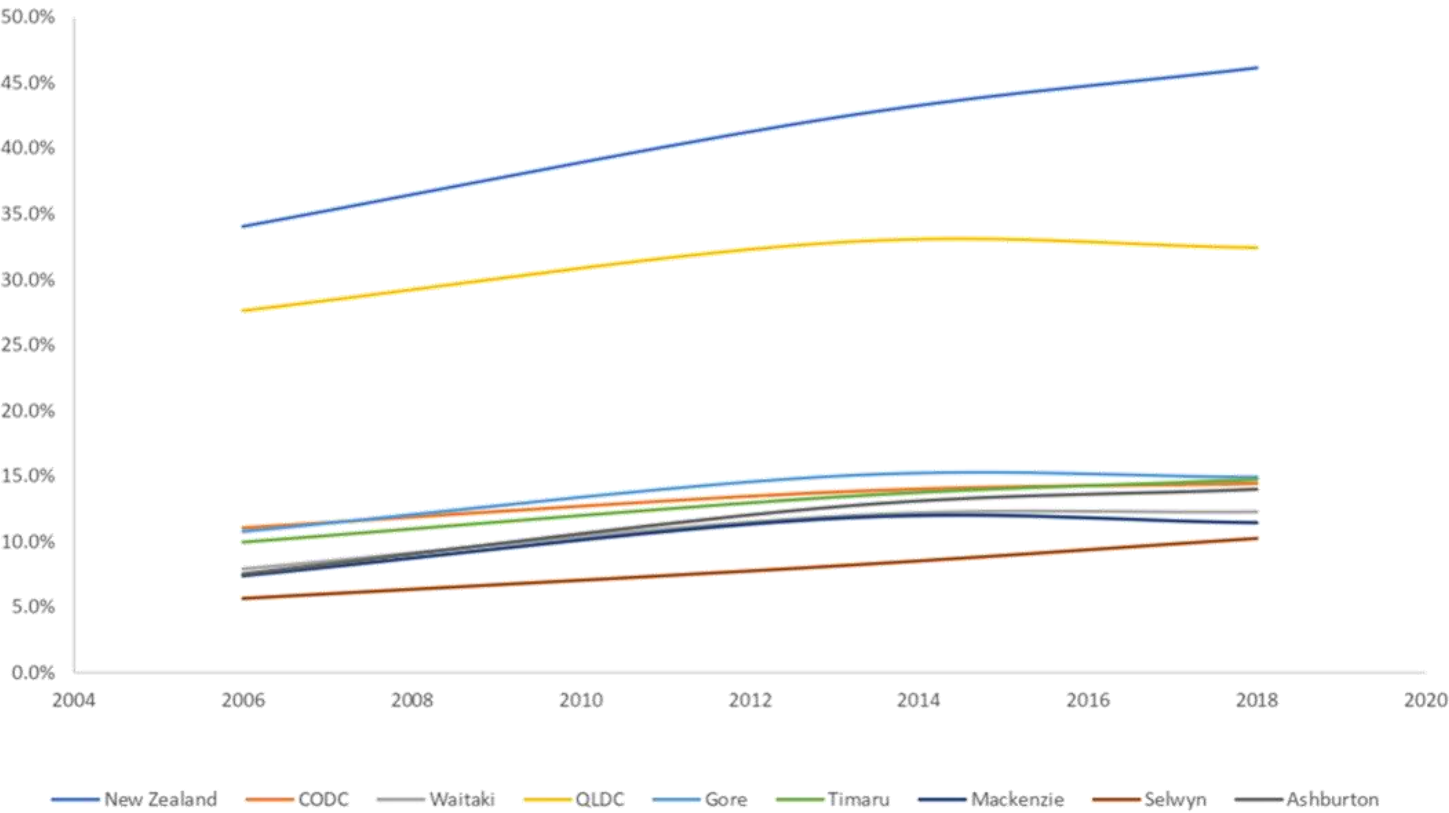
Rentals?

Percentage of Rentals
Source: Stats 2018



Rentals

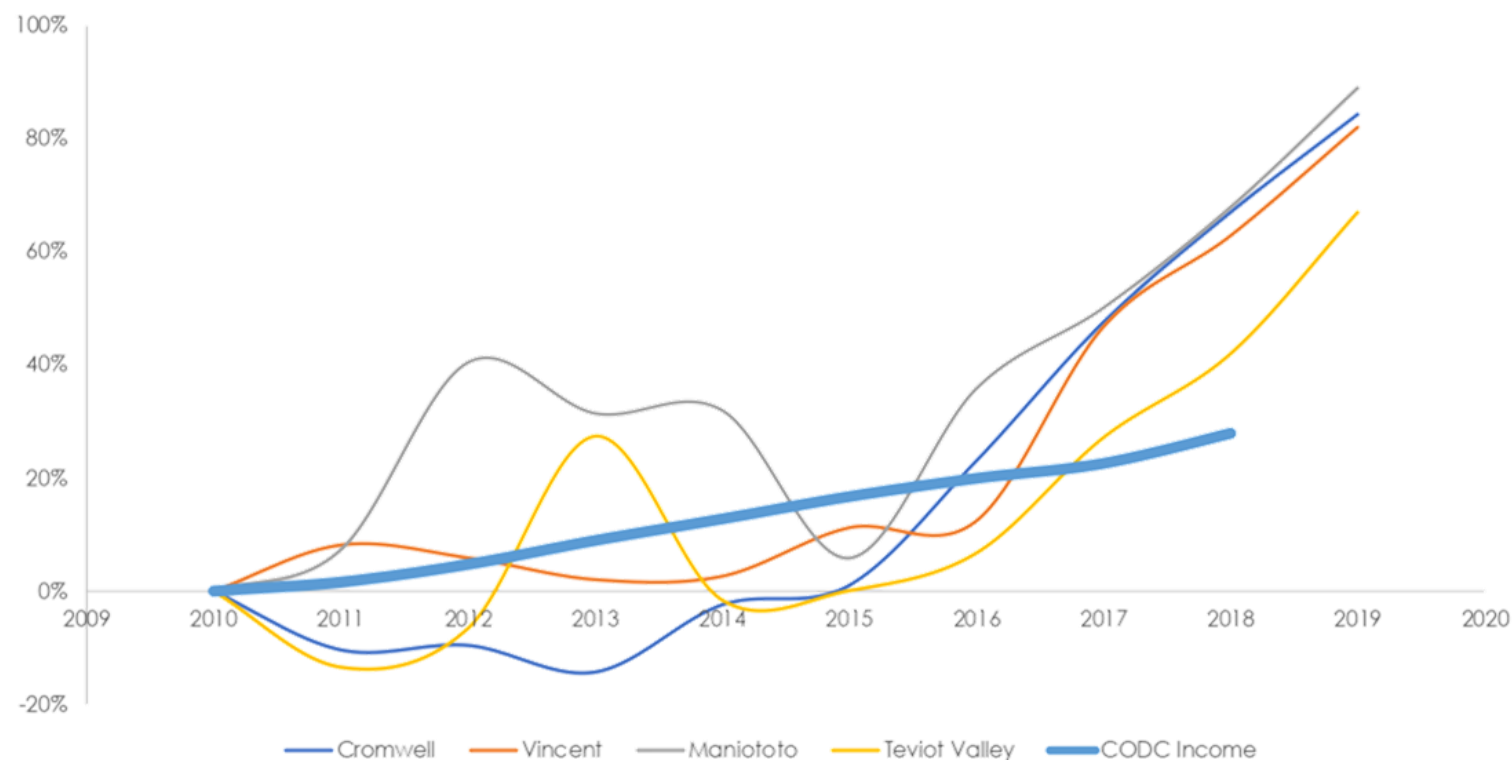
Percentage of Rentals
Source: Stats 2018



Increasing house prices

Increase in average yearly houseprice, by Ward and increase in average household income in Central Otago since 2010

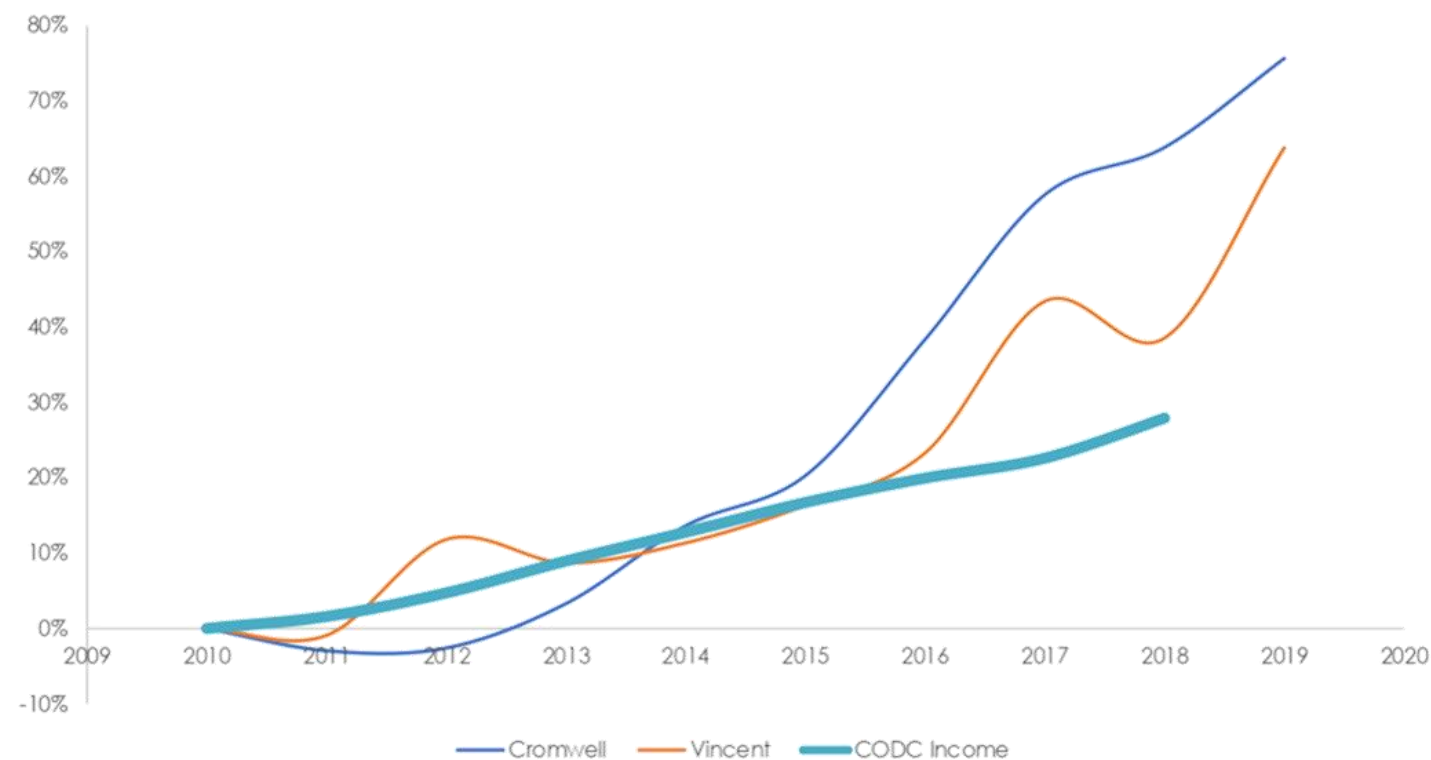
Source: CoreLogic, Infometrics



Increasing rent

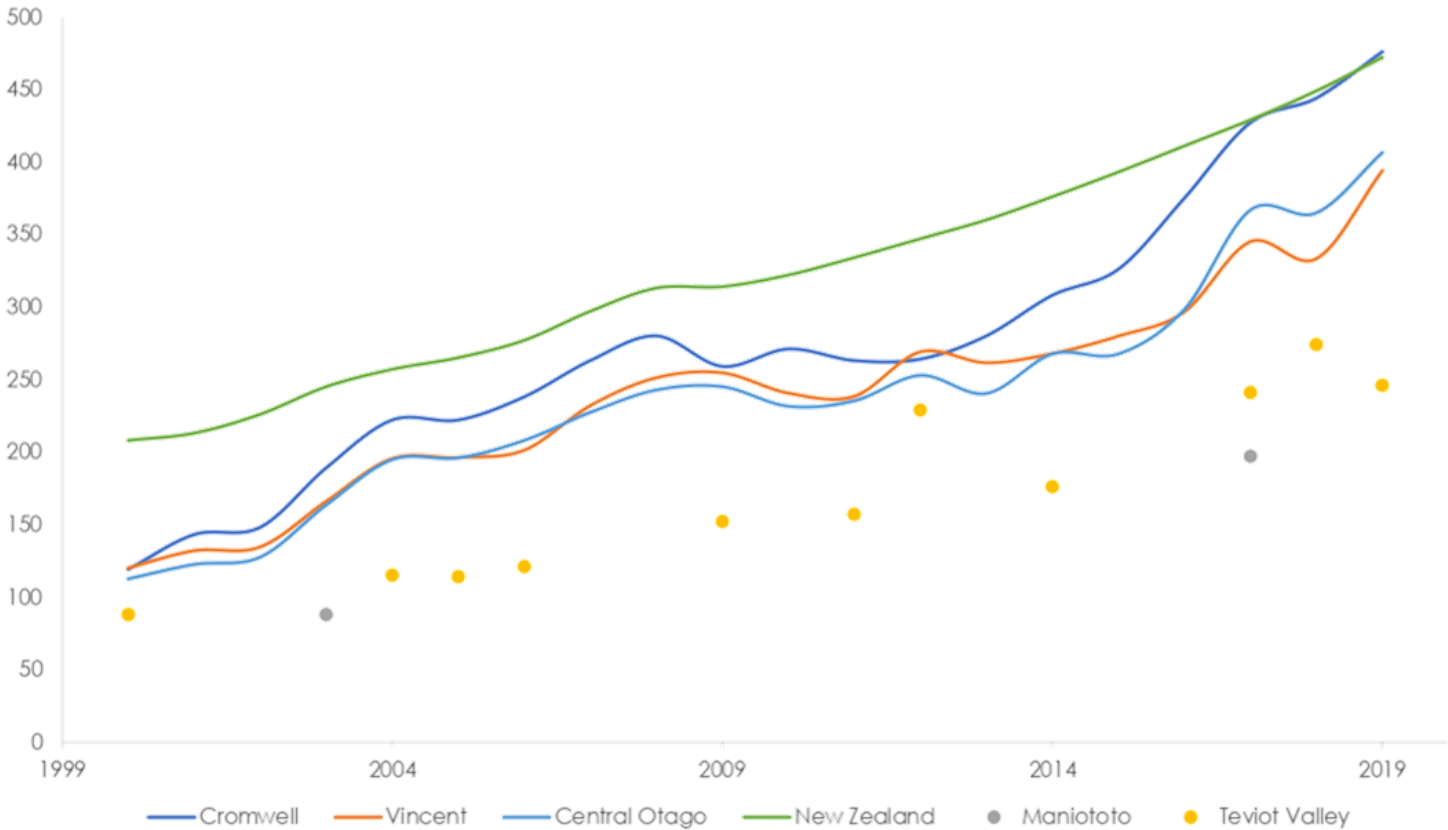
Increase in weekly rental price, by Ward and increase in average household income in Central Otago since 2010

Source: MBIE, Infometrics



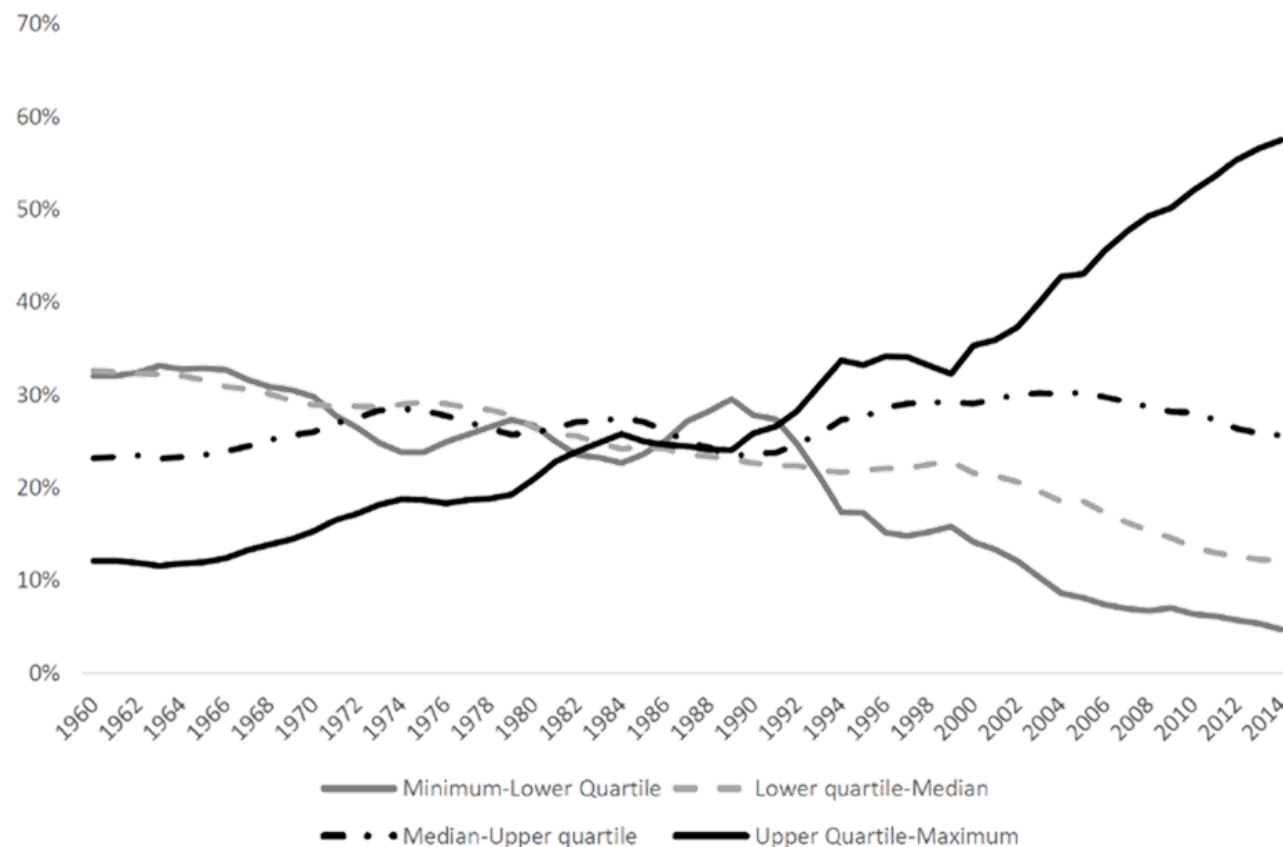
Increasing rent

Average weekly rental price, by Ward
Source: MBIE, Tenancy Data



What type of houses is NZ building?

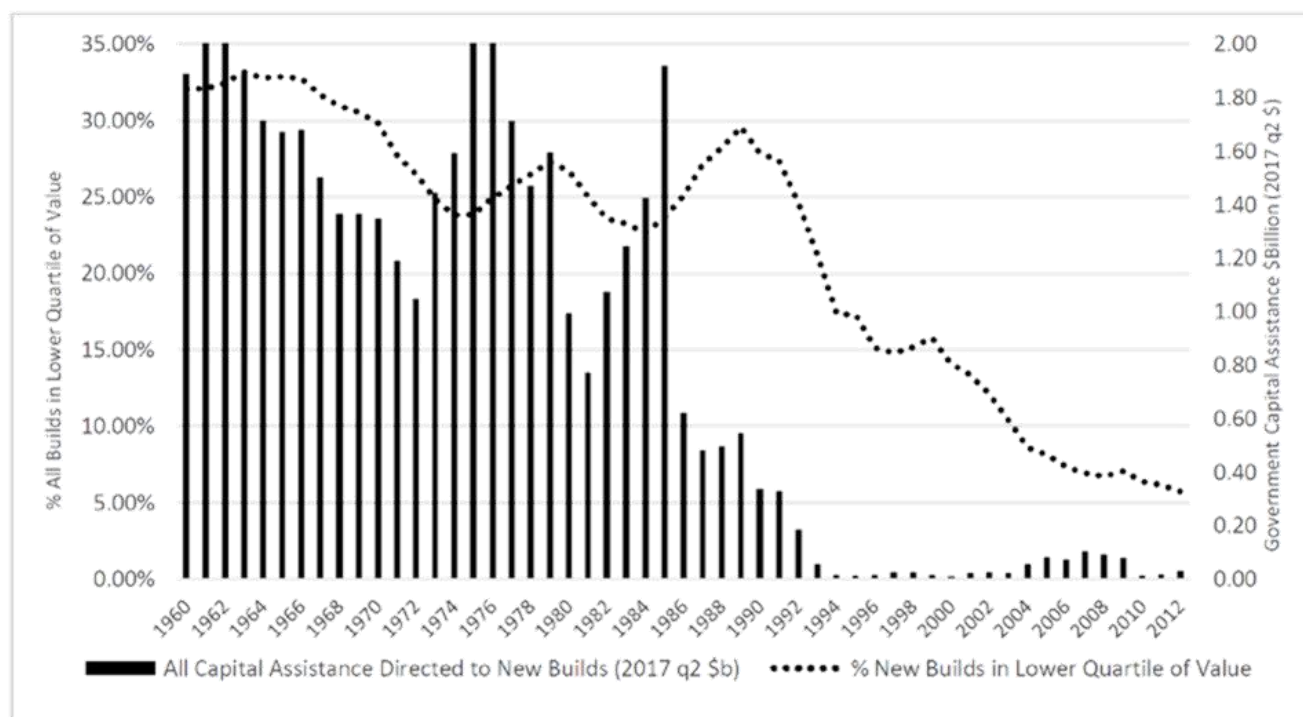
Figure 2.1. New builds 1960-2014 by quartile of housing stock value ²



Source: Revitalising the Production of Affordable Housing for Productive, Engaged & Healthy Lives: Integrated Report, Edited by Dr Kay Saville-Smith CRESA

What is the Government doing?

Figure 2.2 Estimated government capital assistance to new builds and proportion of all new builds delivered in New Zealand in the lower quartile of value⁶



Source: Revitalising the Production of Affordable Housing for Productive, Engaged & Healthy Lives: Integrated Report, Edited by Dr Kay Saville-Smith CRESA

Affordability

Affordability

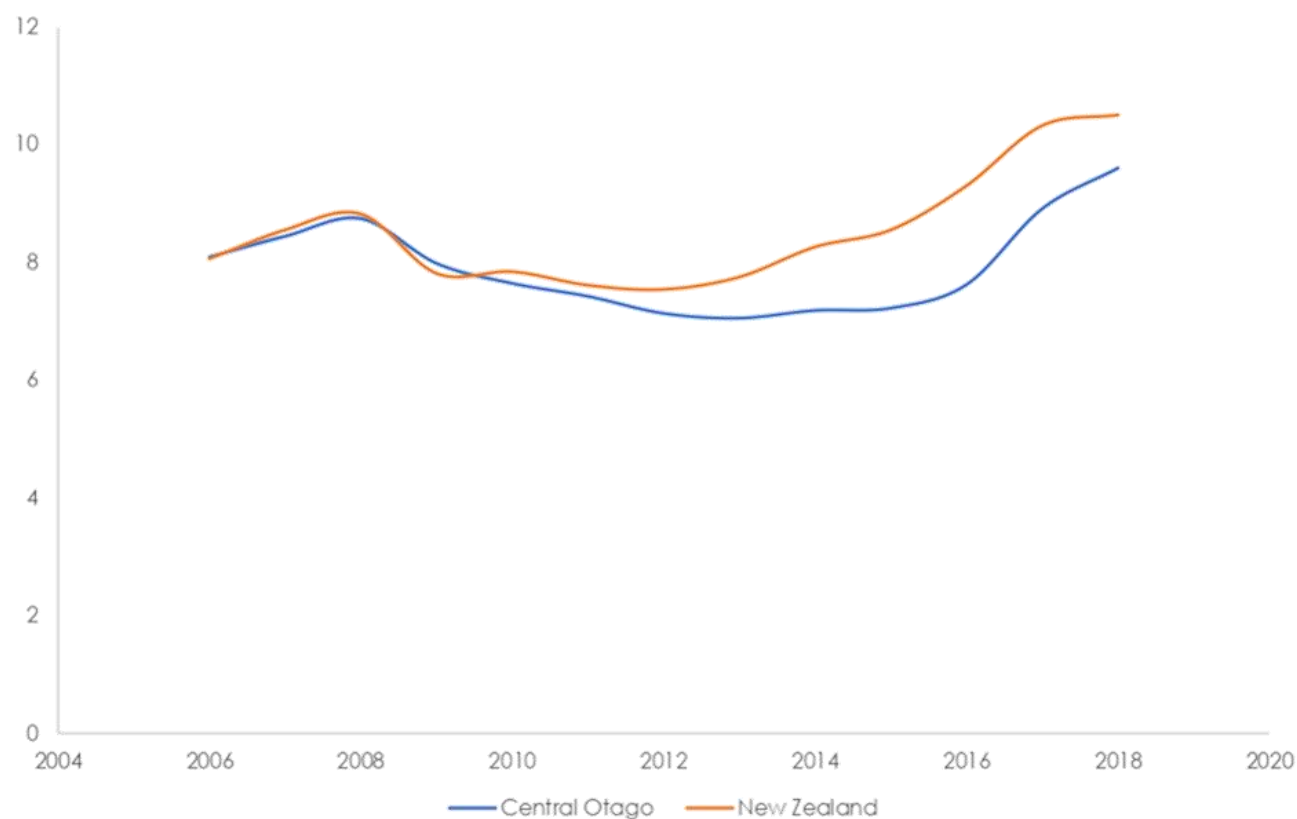
	2010	2018	% Increase
CODC Average Weekly Rental	\$231	\$365	58%
CODC Average Sale Price	\$296,219	\$480,324	62%
CODC Household Income	\$69,300	\$90,600	31%
NZ Average Weekly Rental	\$322	\$449	39%
NZ Average House Value	\$379,100	\$640,000	69%
NZ Household Income	\$74,700	\$104,400	40%

Average sale price for CODC was based off actual sale prices in the CoreLogic data.

Average house value for NZ is an estimated average of what houses are worth, informed by recent sale prices by then extrapolated to include all houses. The CODC average calculated the same way gave a comparable answer

Buying Affordability

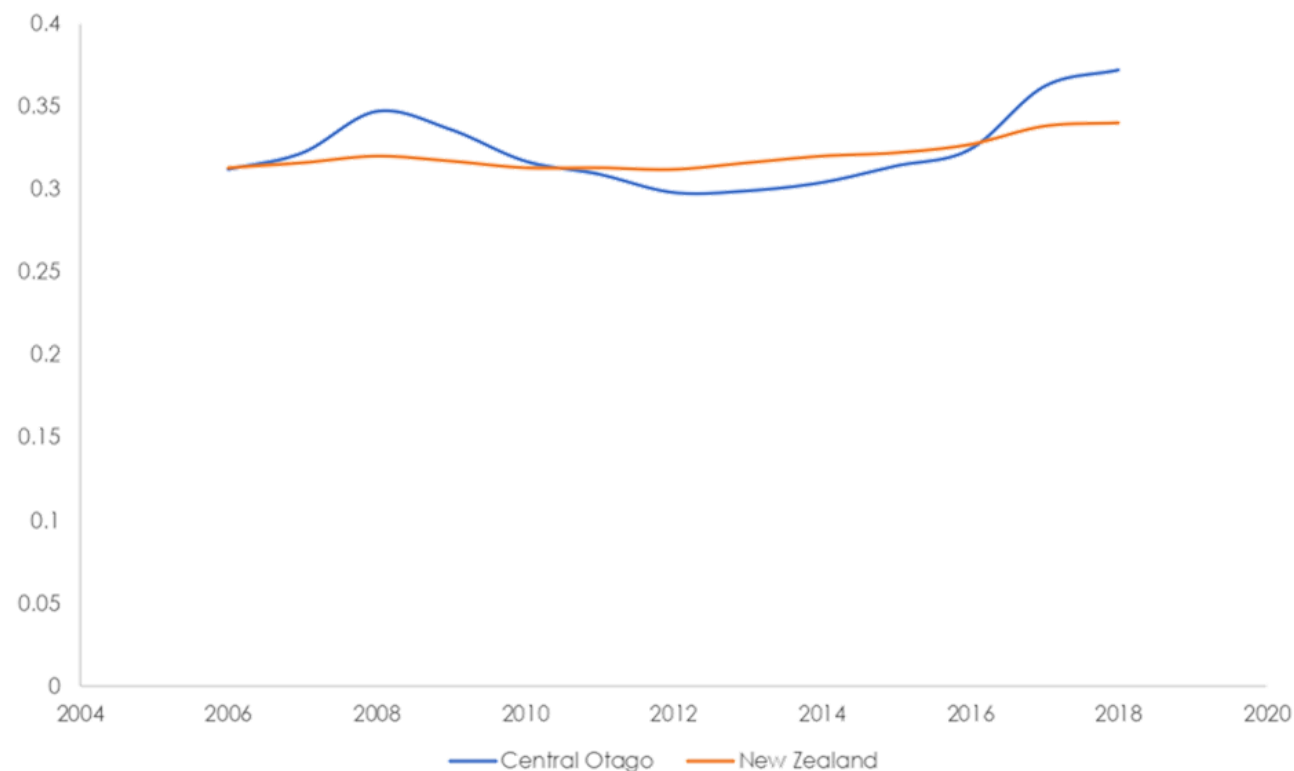
Housing affordability in CODC
Source: Infometrics



Ratio of average house price to average household income

Rental Affordability

Rental affordability in CODC
Source: Infometrics

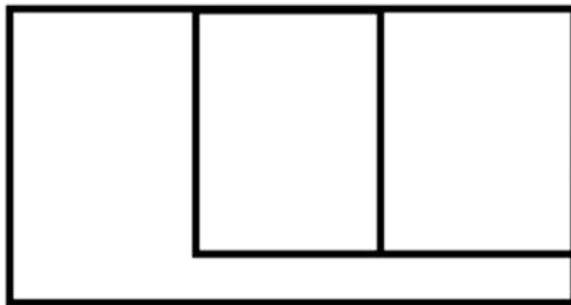


Ratio of average weekly rent to average weekly household income

Housing Viability

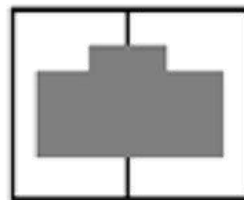
Housing Viability

- > Low density brownfields intensification is viable but only marginally so.
- > Viability of development improves when the purchase value for the target development site such as a 1970's 800sqm section with a three-bedroom dwelling drops below \$600,000.



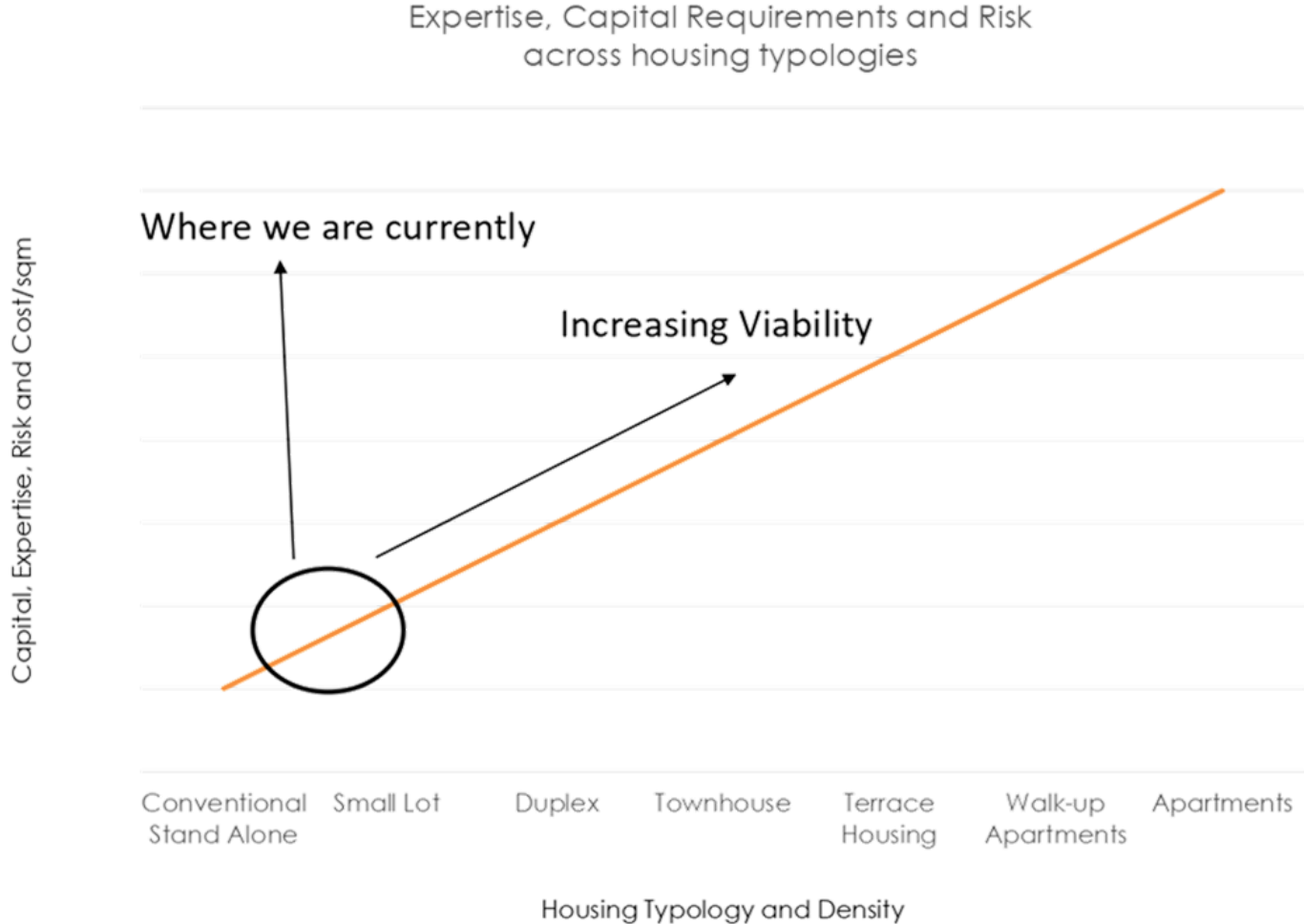
Housing Viability

- > High density brownfields development generally presents poor viability in the current market.
- > Medium density greenfields intensification is similar with slightly better overall forecast viability



- > High density greenfields developments may be viable in some situations. The purchase price of land is the key determinant.





Case for Change

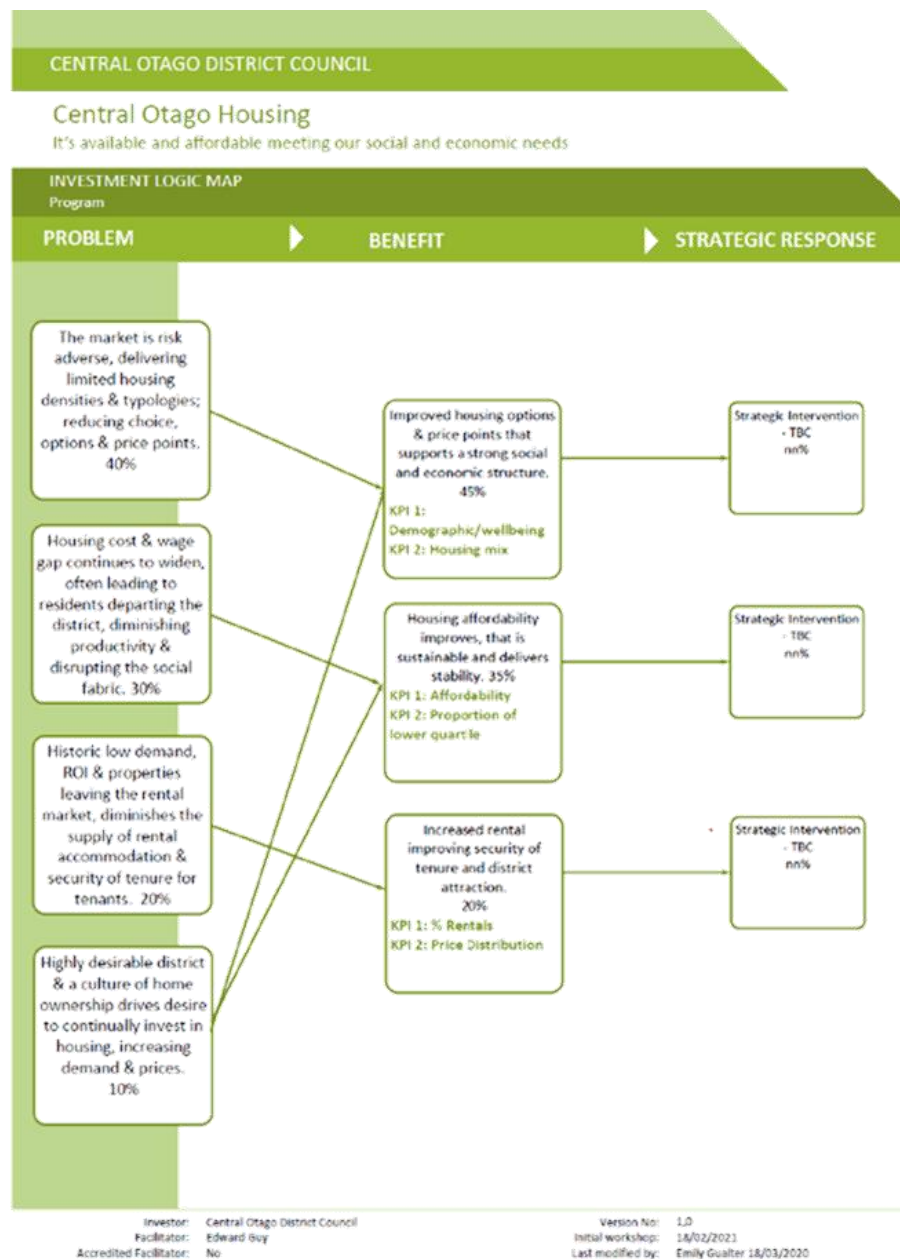
Case For Change

- > Evidence is suggesting that CODC's population might be changing
 - > Industrious people are moving to the area
 - > Future is uncertain – the social fabric might be coming apart due to housing issues
- > Income is increasing – but there is a lag
- > House prices are increasing across district
- > Whilst development has been occurring in the district it is of a traditional nature – “meat and 3 vege”
 - > Limited housing choices
- > Across NZ lower quartile housing is not being produced in as greater quantities.
- > All parameters above are showing markers of declining housing affordability – both buy and rent.

Case For Change

- > There are a number of risks that could result in upwards pressure on house prices.
 - > Land for housing isn't delivered in a timely manner
 - > Under-utilisation of the land resource and lack of housing choices
 - > Consumption of appropriately zoned residential land
- > There is a case for CODC to investigate options to intervene and get ahead of the curve.
 - > Creating more competitive environment, increasing productivity, attractive skilled labour, improving wages

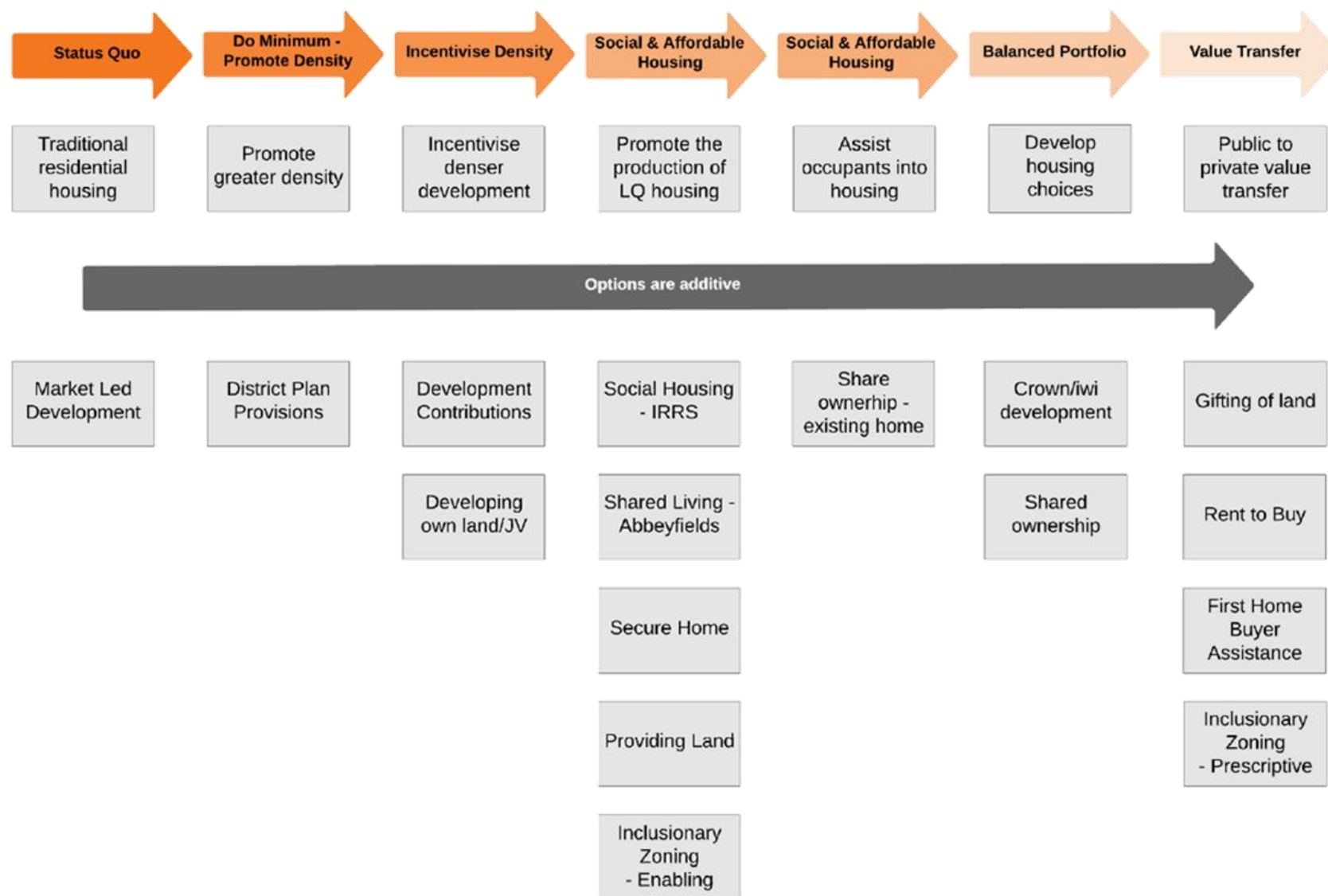
What can CODC do?



Multi-criteria analysis

WORK IN PROGRESS

		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	
Description of option		Stakeholder-driven housing market	Do Minimum - Promote density	Lowest density	Social and affordable housing	Social and affordable housing	Social and affordable housing + affordable portfolio	Social and affordable housing + affordable portfolio + value transfer	
Criteria	What - "The Product"	Standard Residential Housing - 3 bed, 1-2 bath, grng, 300-700 sqft sections	Enable and promote greater density in both greenfields and brownfields development.		Enable and promote greater density. Promote production of lower quartile housing.	Enable and promote greater density. Promote production of lower quartile housing. Assist occupiers into affordable housing: new and existing.		Enable and promote greater density. Promote production of lower quartile housing. Develop housing policies to create a balanced portfolio	
	How - "The Market"		Market		Affordability products: Social housing (BHS) + secure homes + shared living e.g. Abbeyfields	Affordability products: Social housing (BHS) + secure homes + shared ownership of existing homes + shared living e.g. Abbeyfields	Affordability products: Social housing (BHS) + secure homes + shared ownership of existing homes + shared living e.g. Abbeyfields Community/public (know/wh) development	Affordability products: Social housing (BHS) + Progressive home ownership options - secure homes + shared ownership, rent to buy shared living e.g. Abbeyfields First home buyer package Community/public (know/wh) development	
	How - "The Tools"	Market led development		Market led development District Plan provisions	Market led development District Plan provisions Development Contributions policy Developing own land or JV	Market led development District Plan provisions Development Contributions policy Providing land Developing own land or JV	Market led development District Plan provisions Development Contributions policy Providing land Developing own land or JV	Market led development District Plan provisions Development Contributions policy Providing land Gifting land Industrial zoning Developing own land (or JV)	
	Who - "The Organisation"	Market		Market COCC	Market COCC JV	Market COCC JV COO - managers of council property Housing organisations/Trust Investment Partner(s) Crown Investment	Market COCC JV COO - managers of council property Housing organisations/Trust Investment Partner(s) Crown Investment	Market COCC JV COO - managers of council property Housing organisations/Trust Investment Partner(s) Crown Investment	Market COCC JV COO - managers of council property Housing organisations/Trust Investment Partner(s) Crown Investment
	Funding	Dependent on the "Who"	Dependent on the "Who"	Dependent on the "Who"	Dependent on the "Who"	Dependent on the "Who"	Dependent on the "Who"	Dependent on the "Who"	
	Private benefits	Dependent on the "Who"	Dependent on the "Who"	Dependent on the "Who"	Dependent on the "Who"	Dependent on the "Who"	Dependent on the "Who"	Dependent on the "Who"	
	Relative importance of outcome		2%	17%	33%	56%	66%	70%	84%
Investment Objective 1	Improved housing outcomes, 5 year portfolio supports a strong social and economic uplift in the area	45%	10%	20%	40%	30%	50%	70%	80%
Investment Objective 2	High quality affordable homes, that is sustainable and diverse in design	10%	0%	10%	20%	40%	70%	70%	90%
Investment Objective 3	Increased number of units remaining secure for owner and tenant satisfaction	20%	10%	20%	40%	40%	70%	70%	80%
Cost		£5	- £5	- £5	- £5	- £5	- £5	- £5	
Cost phase 1									
Cost phase 2									
Timeframe									
Risks									
Technical	100%	L	M	M	M	M	M	M	
Operational	100%	L	M	M	M	M	M	M	
Financial	100%	L	M	M	M	M	M	M	
Stakeholder/Policy	100%	M	M	M	M	M	M	M	
Environmental	100%	M	M	M	M	M	M	M	
Safety	100%	M	M	M	M	M	M	M	
Resilience	100%	M	M	M	M	L	L	L	
Dis-benefits									
Transfer of wealth to council and others	100%	L	L	L	L	M	M	M	
Affect to surrounding area e.g. Council, residents, (systems of roads)	100%	L	L	L	L	M	M	M	
Market Dis-benefit e.g. pricing development of the market place etc.	100%	L	L	L	L	L	L	L	
Business Needs									
Support good jobs design	100%	L	M	M	M	M	M	M	
Quality of jobs - secure available	100%	M	M	M	M	M	M	M	
Low and equitable	100%	L	L	M	M	M	M	M	
Meeting a forecasted demand - housing	100%	L	L	M	M	M	M	M	
Meeting a forecasted demand - social	100%	L	L	M	M	M	M	M	
Meeting a forecasted demand - cultural	100%	L	L	M	M	M	M	M	
Meeting a forecasted demand - economic status	100%	L	L	M	M	M	M	M	
Resilience capability (overall)	100%	M	M	M	L	L	L	L	
Sustainability Strategy	100%	L	L	M	M	M	M	M	
Weight of different values	100%	L	L	M	M	M	M	M	
Dependencies									
Ranking		6	7	1	2	3	4	5	





Key constraints

- Funding – impact on rate payers
 - If money is being directed to affordable homes it is being taken from somewhere else
- Resources
 - All of these options will require an increasing contribution of CODC staff time



Do min – Promote Density

Review District Plan to enable higher density development and different housing typologies

Pro

- Enables developers to build different housing typologies

Con

- District Plan is already enabling
- Doesn't remove risk from developers
- Slow to realise change or may not make any difference



Incentivise Density

For example:

- Review development contributions policy to incentivise development of higher density and different alternative housing typologies.
- Develop own land or in a joint venture.

Pro

- Demonstrate to developers to deliver different products then incentivise them to do it themselves
- Control over development – typologies, price, urban design
- Income earned from sales
- Housing market change through showing viability

Con

- Funding impact - DCs
- Resources required
- Council shoulders risk of developing new housing typologies



Social and affordable housing

Promote the production of lower quartile housing and use different vehicles for delivery – social housing, shared living, secure home.
Enablement of inclusionary zoning.

Pro

- Available funding from IRRS – government subsidy
- Secure tenancy
- Lower input from CODC as community housing organisation (CHO) is required
- Long term income to support future investment
- Inclusionary zoning may create land for development

Con

- Require land and capital to start - potentially debt
- Resident does not have ownership
- Likely to be challenging to get inclusionary zoning over the line with development community



Social and affordable housing

Assist occupants into their own homes - House and land are owned jointly by occupier and housing organisation. Terms of agreement can dictate on-sale etc.

Pro

- Pathway to homeownership = increased attractiveness
- Can be used to purchase new or existing home
- If acting as lender provides income stream

Con

- Need initial capital
- Potential for house to be sold on open market i.e. individual gain



Balanced Portfolio

Work with crown and iwi to influence their development opportunities to support construction of a mixture of typologies.

Pro

- Increased housing options = increased attractiveness
- Wider range of parties involved – more capital to invest than CODC alone

Con

- Resource required to engage and influence other parties
- Other parties have differing values



Value Transfer

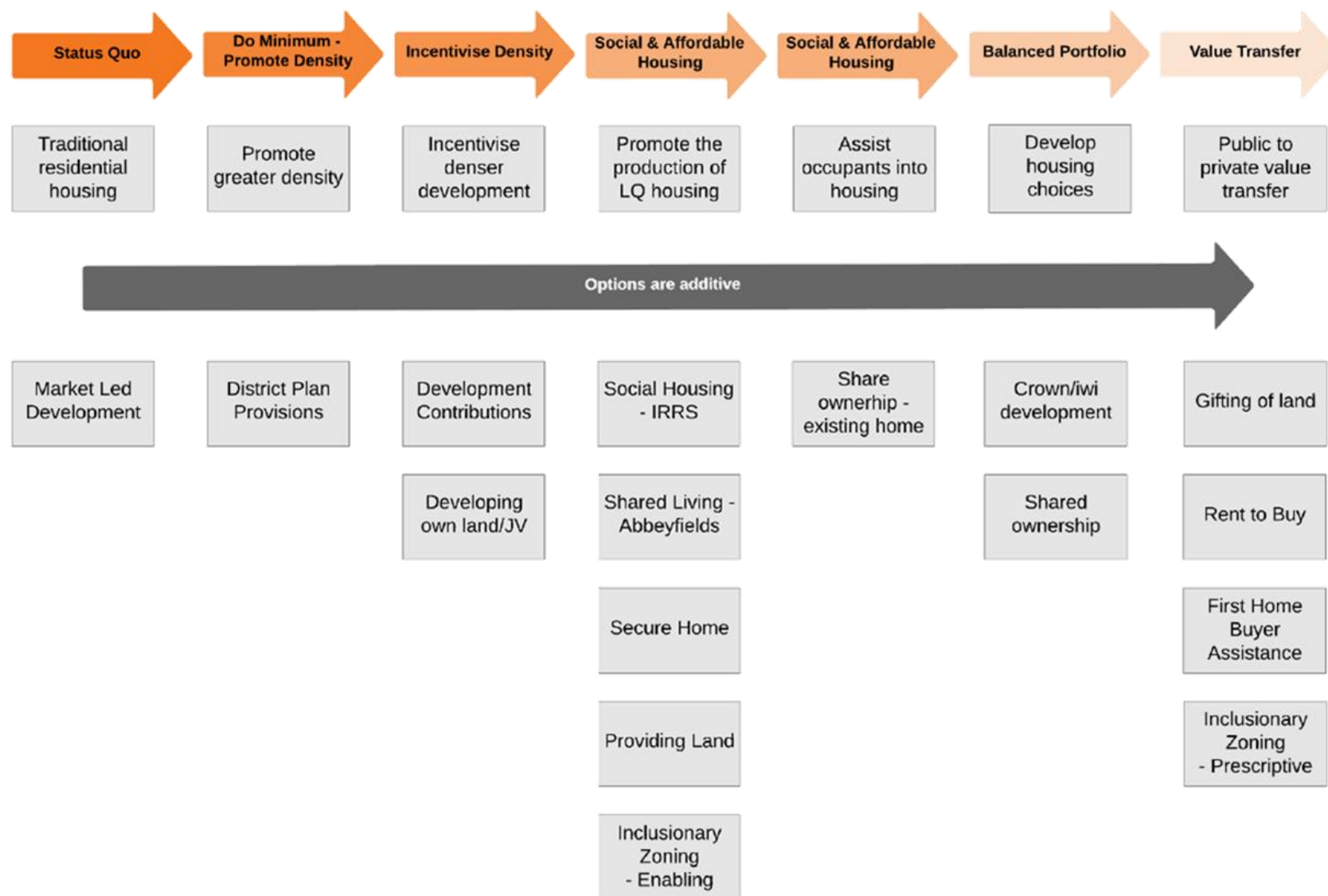
Enable a value transfer from public to private using tools such as rent to buy, first home buyer packages, prescriptive inclusionary zoning, gifting of land

Pro

- Control over development – typologies, price, urban design
- Income earned from sales
- Housing market change through showing viability

Con

- Difficult to get across the line
- Private benefit



21.1.8 GRANTS PROGRAMME 2021-22

Doc ID: 519356

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 Central Otago District Council

- 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.
 - 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 Council allocated grant pot 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 reasonably 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 2020 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 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 pot for Council grants and be available for uplift from 1 July 2021 once the Long-term Plan has been formally adopted (scheduled for 30 June 2020). This would have the effect of reducing the 2021-22 grants budget pot. 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 \$40,000 would be required for this fund based on the grants awarded in the 2020-21 financial year.

The proposal to establish a one-off hardship fund was discussed with community boards at their January meetings. All four boards opted to establish a one-off hardship grant which will be funded through offsetting the agreed 2021-22 contestable grants budgets in place for each ward.

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 Council 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 funds to be drawn from General Reserves.

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 2021-22 contestable grants budget.

Disadvantages:

- Reduces the balance of the Council 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 Council 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 Long Term Plan
- Does not reduce the 2021-22 contestable grants budget.

Disadvantages:

- Reduces the balance of Council 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 under the new Long Term Plan
- Does not reduce the balance of the Council 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 Council 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 \$40,000 finance the one-off fund.
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	<p>This change to the way in which grants are awarded may surprise some groups and those who are reliant on grants to fund salaries and other critical operating costs could be seriously affected if there is a gap in funding.</p> <p>There is a reputational risk to Council if groups are allowed to fail or face serious hardship because of this change.</p>
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 Council.

7. Attachments

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

Report author:

Reviewed and authorised by:



Matthew Adamson
Policy Advisor
21/12/2020



Saskia Righarts
Chief Advisor
25/01/2021

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:

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21.1.9 COMMUNITY OUTCOMES FOR CENTRAL OTAGO DISTRICT

Doc ID: 520400

1. Purpose of Report

To seek approval from Council to adopt new community outcomes and well-being indicator measures for this district, based on work undertaken to gather current community sentiment and reporting data for the 2021 Long-term Plan.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
 - B. Adopts the revised community outcomes within the attached report for the 2021 Long-term Plan and ongoing Council strategic processes.
 - C. Approves the use of the Central Otago well-being indicator measures as a benchmark tool for assessing ongoing well-being in Central Otago district.
-

2. Background

The Local Government Act 2002 amendment in May 2019 re-introduced well-beings to the purpose of local government:

- 10 (1) The purpose of local government –
 - (a) to enable democratic local decision-making and action by, and of behalf of, communities and
 - (b) to promote the social, economic, environmental and cultural well-being of communities in the present and for the future.

This means that local authorities are required to actively demonstrate, through policy, strategy and work programmes, that well-being (as defined by communities) is reflected and prioritised in planning and delivery of services.

Community outcomes express community perspective on well-being within a local authority context. They are the outcomes that a local authority aims to achieve in order to promote the four strands of well-being⁵.

The Central Otago District Council has used community outcomes as a guiding principle for decision-making for over a decade. The legislative re-focus to well-beings provides an opportunity for this Council to review its existing community outcome statements in line with current community sentiment and well-being measures.

3. Discussion

Council's current community outcome statements have been reviewed as part of the development of the 2021 Long-term Plan, to provide a current perspective on well-being and to demonstrate how Council's strategic objectives connect with this.

⁵ Local Government Act 2002, section 5(1)

The goals of this process were to:

1. Define community outcomes for the district that reflect community views on well-being aspirations.
2. Assess the alignment of Council's strategic direction with these revised community outcomes.
3. Create a well-being indicator framework for the district to help understand change within communities and assess whether the work that Council is doing is having a positive impact on well-being.

The attached report *Development of community outcomes with a well-being focus for the 2021 Long-term Plan* presents the results of this process. If adopted by Council, this will form part of the accompanying documentation that sits alongside the 2021 Long-term Plan.

Review of community outcome statements

As a pre-consultative process to the 2021 Long-term Plan, Council staff reviewed a range of community engagement processes undertaken over the past three years, and analysed responses from a district-wide insights survey on community values. A summary of community sentiment gleaned from these processes has shaped the revised community outcomes presented in the attached report. *Our Community Outcomes* have been grouped into three headings:

Connected community –	reflecting social and cultural well-being
Thriving economy –	reflecting economic well-being
Sustainable environment –	reflecting environmental well-being

The revised community outcome statements are presented as follows:



Staff also reviewed Council's key strategies and policies to assess the alignment of strategic objectives with the revised community outcome statements. The findings from this process are also presented in the attached report.

Monitoring well-being

Utilising a data reporting tool developed by the Society of Local Government Managers, Council staff developed a well-being indicator platform for the Central Otago district. Using data sets that exclusively explain the Central Otago community, the indicators group measures to provide a current snapshot of social, economic, environmental and cultural well-being factors.

The attached report provides a summary of this data – examples of the data sets include languages spoken in this district, housing affordability, employment statistics and water quality. This data, summarised into the *Central Otago Well-being Indicators* report, can be used as a benchmark for measuring future change in communities and the impacts of Council's service delivery on communities over time.

There is currently limited data available for some Central Otago well-being elements. Council staff will identify and seek to fill these gaps – either from external sources or through developing internal engagement processes (e.g. a quality of life survey for Central Otago district). The intention is for the well-being indicator reporting platform to be dynamic and adaptive tool that evolves as additional data and shifts in community aspiration occur.

4. Options

Option 1 – (Recommended)

Adopt the revised community outcomes and well-being indicator platform for the 2021 Long-term Plan and future Council strategic documents

Advantages:

- The community outcome statements relate directly to current community feedback from a variety of engagement topics.
- Adopting revised community outcomes in line with the development of a new Long-term Plan provides a strategic base for future Council policies and levels of service.
- Developing a well-being indicator measurement tool gives a benchmark to build upon – where data gaps can be identified and rectified.

Disadvantages:

- Existing policies and strategies refer to the former community outcome measures (however, these can be updated in the future as they come up for review).

Option 2

Retain the existing community outcome statements

Advantages:

- Current policy and strategies incorporate the existing community outcome statements.
- There is currently limited data available to measure district, let alone ward, community well-being.

Disadvantages:

- The current community outcome statements have not had an extensive review for several years
- This is Council's first Long-term Plan since the Local Government (Community Well-being) Amendment Act was adopted, which makes this a logical time to re-consider this Council's community outcomes in line with the four strands of well-being.

5. Compliance

Local Government Act 2002 Purpose Provisions	<p>This decision enables democratic local decision making and action by, and on behalf of communities.</p> <p>AND</p> <p>This decision explains and promotes the social/cultural/economic/environmental well-being of communities, in the present and for the future by articulating community perspective and ensuring community voice (via community outcomes) is leading the development of Council decision-making.</p>
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Yes
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes. The strategic objectives displayed in the community outcomes table are derived directly from current Council strategies and policies. The intention of the revised community outcomes table is to continue to evolve as new Council policies and strategies relating to community outcome objectives are adopted.
Considerations as to sustainability, the environment and climate change impacts	Council's community outcomes and well-being aspirations directly align with sustainability, the environment and climate change impacts.
Risks Analysis	The community outcome statements and well-being indicator dataset will need periodic review to ensure continued relevance with current communities.
Significance, Consultation and Engagement (internal and external)	Community outcomes and well-being indicators influence and impact upon the whole of Council.

6. Next Steps

Should Council agree to use the revised community outcome statements for this district, these will be incorporated into the Long-term Plan and all future strategy and policy work. Council documents produced prior to this will continue to display the existing community outcomes but will be updated when the documents are next reviewed.

7. Attachments**Appendix 1 - 2021 Community Outcomes and Well-being Indicators Review** [↓](#)

Report author:

Reviewed and authorised by:



Paula Penno

Sanchia Jacobs

Community and Engagement Manager

Chief Executive Officer

21/01/2021

25/01/2021

Development of community outcomes with a well-being focus for the 2021 Long-term Plan

The purpose of local government is to promote community well-being, now and into the future. Well-being provides a holistic view of people's ability to prosper. It moves beyond GDP as the traditional tool for measuring success, to evaluating things such as contentment and happiness. Well-being is when people are able to lead fulfilling lives with purpose, balance and meaning.

The Local Government Act describes four strands to well-being:



Social well-being

Involves individuals, their families, whanau, hapu, iwi, and a range of communities being able to set goals and achieve them, such as education, health, the strength of community networks, financial and personal security, equity of opportunity, and rights and freedoms.



Economic well-being

Looks at whether the economy can generate the employment and wealth necessary to provide many of the requirements that make for social well-being, such as health, financial security, and equity of opportunity.



Environmental well-being

Considers whether the natural environment can sustainably support the activities that constitute healthy community life, such as air quality, fresh water, uncontaminated land, and control of pollution.



Cultural well-being

Looks at the shared beliefs, values, customs, behaviours and identities reflected through language, stories, visual and performing arts, ceremonies and heritage that make up our communities⁶.

Community outcomes are defined in the Local Government Act as the outcomes that a local authority aims to achieve in order to promote the social, economic, environmental and cultural well-being of its district in the present and for the future⁷.

Our community outcome statements are broader than this. They describe the aspirations (or 'what good looks like') for the people of our district. This includes things that are beyond the direct control of this Council. However, the role we play in providing services to our communities can positively influence their achievement.

⁶ Definition source: Society of Local Government Managers

⁷ Local Government Act 2002, section 5 (1)

Council's community outcomes have been reviewed as part of the development of the 2021 Long-term Plan to reflect current aspirations of Central Otago communities in a well-being context.

Purpose of this process:

1. Define community outcomes for Central Otago that reflect community views on 'what good looks like'.
2. Assess the alignment of Council's strategic direction with these revised community outcomes, to ensure we are working towards the well-being aspirations expressed by our communities.
3. Create a well-being indicator framework for this region that can help us understand change within communities and assess whether the work we are doing is having a positive impact on well-being.



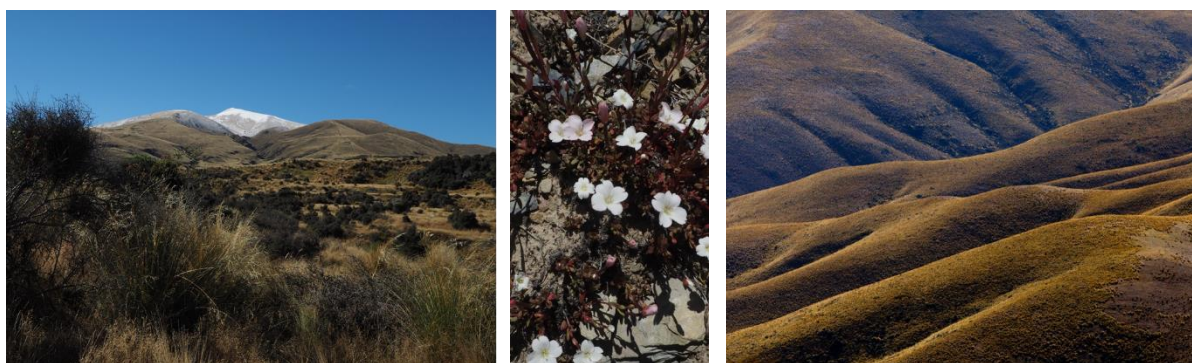
What have we heard from our communities?

Council interacts with communities on a range of topics. These interactions are invaluable in telling us about what is important to our people – what needs to be protected and preserved and what needs to be improved in order to develop outcomes that foster positive well-being.

Central Otago's regional identity

Central Otago's regional identity is a definition of who we are, our way of life, and what we value. It explains what has shaped this place and influenced our people, and it identifies the special things about this district that we want to enhance and protect.

Central Otago A World of Difference provides the framework within which communities can feel connected to and proud of the place they call home. It is our responsibility to stand by our regional identity values to ensure Central Otago can endure as a world of difference for generations to come. Central Otago's regional identity values were developed through extensive community input and are as true to the Central Otago residents of today as they were back then.



Community outcomes are embedded within our regional identity. They describe community well-being aspirations within these values.

CENTRAL OTAGO'S REGIONAL IDENTITY VALUES

Making a Difference	Respecting Others	Embracing Diversity	Adding Value	Having Integrity	Learning from the Past	Making a Sustainable Difference	Protecting our Rich Heritage	Meeting Obligations
We will inspire and lead others with our special point of difference	We will respect our cultural and personal differences	We will recognize differences and embrace diversity	We will always ask ourselves if there is a better way – one that achieves a premium status	We will seek to be open and honest	We will learn from past experiences with future generations in mind	We will make decisions in business with the community in mind and in harmony with the natural environment	We will protect and celebrate our rich heritage in landscapes, architecture, flora and fauna and different cultural origins	We will meet legal obligations at both a local and national level

Community aspirations

Over the past three years Council has led and/or co-facilitated community conversations on a variety of topics. A summary of the twenty-one engagement projects reviewed can be viewed in Appendix Two. Topics included:

- Community values – assessing what communities love and value about their place, would like to change, and want to be known for
- Population growth and land development
- Our workforce – particularly seasonal labour (including related living arrangements and service needs) and people working from home
- Climate change
- Older person's current and future needs
- Community perspectives on council services and activities

A district-wide analysis on community values has also been undertaken to the gather community's voice on 'what good looks like'. Data from Cromwell Masterplan and Vincent

Spatial Plan community engagement processes were collaborated with survey responses from Maniototo and Teviot Valley communities, providing pre-consultative information for the 2021 Long-term Plan. Results from this analysis can be viewed in Appendix One.

Feedback from all of these projects have been overlaid to determine common themes on what really matters to our Central Otago communities.

Community outcome statements

Key take-outs from our community discussions and interactions are presented in *Our Community Outcomes* below. Community sentiment is grouped into three main community outcome headings:

Connected community –	reflecting social and cultural well-being
Thriving economy –	reflecting economic well-being
Sustainable environment –	reflecting environmental well-being

The statements beneath each heading describe these outcomes through the feedback that communities told us about what was particularly important to them – the elements that built towards a positive well-being.

Alignment with Council's strategic objectives

Assessing the alignment between Council's strategic direction and community outcomes allows us to see if the work we are planning is on-track to support and enhance community well-being. A summary of strategic objectives, gleaned from key Council strategies and policies, is listed in the *Our Community Outcomes* table below. The table demonstrates the direct links between each outcome statement and specific Council actions.

By ensuring community outcomes are incorporated into the planning and development phases of our strategic documents, Council's work will continue to reflect and prioritise community aspirations. It will also ensure that Council's levels of service and performance measures are delivering and reporting on well-being aspirations and community outcomes.

OUR COMMUNITY OUTCOMES



Thriving Economy

Vibrancy of town centres and local businesses

Managed growth, in line with community values

Visitor destination

IT connectivity

Protection of productive lands



Sustainable Environment

Outdoor recreational opportunities (water-sports, hunting, dark skies, etc.)

Natural environment (open spaces, landscapes and vistas)

Clean lakes and rivers

Cycling and walking tracks

Protection of our unique heritage



Connected Community

Sense of community (caring, relaxed small-town feel, 'together-ness')

Welcoming and family-friendly

Peaceful

Rural feel

Enabling connections, through quality services (e.g. internet, transport)



COUNCIL'S STRATEGIC OBJECTIVES THAT SUPPORT THESE COMMUNITY OUTCOMES

Through the District Plan, urban growth to revitalise town centres is encouraged, and productive land and rural settlement is protected.

(Source: Cromwell Spatial Plan, Infrastructure Strategy)

District Plan standards are upheld to ensure the effects of development on natural and physical resources are managed now and into the future.

(Source: Sustainability Strategy)

Investment in Council services and infrastructure provides consistent, integrated and resilient service levels, that are good value, sustainable and affordable, now and in the future.

(Source: Infrastructure Strategy, Sustainability Strategy)

High-value visitor products and experiences are provided that express our regional identity and align with the needs of Central Otago's target markets.

(Source: Tourism Strategy & Economic Development Strategy)

We have improved digital connectivity throughout the district – i.e. mobile coverage and broadband roll-out.

(Source: Economic Development Strategy)

We are a 'business-friendly council' – we identify local challenges and business needs, are proactive and responsive, make clear decisions, and develop strong relationships.

(Source: Economic Development Strategy, Infrastructure strategy)

We are operating in harmony with our natural environment, and celebrating and preserving our wide-open spaces, in accordance with our Regional Identity values.

(Source: Central Otago A World of Difference Regional Identity Values, Infrastructure Strategy)

Infrastructural development is environmentally conscious: environmental implications have been considered, legal requirements met, and consent requirements upheld.

(Source: Infrastructure strategy)

Infrastructural services and information support safe and healthy communities.

(Source: Infrastructure Strategy, Sustainability Strategy)

Development of culture and heritage opportunities throughout the district continues to be developed.

(Source: Infrastructure strategy, Sustainability Strategy)

Our landscape and environment are protected and enhanced through the coordination and promotion of activities that strengthen their significance.

(Source: Economic Development Strategy)

Visitors are engaged in activities that benefit our environment and build an appreciation for this region's remarkable qualities.

(Source: Tourism strategy)

Our community facilities are fit for purpose and cost effective.

(Source: Infrastructure Strategy, Sustainability Strategy)

Our relationship with Ngai Tahu is strengthened.

(Source: Sustainability Strategy)

Newcomers into the district are supported and events and projects which celebrate inclusive communities are encouraged.

(Source: Community Development Strategy)

Community-driven initiatives, experiences and events that promote local and visitor well-being are encouraged.

(Source: Community Development Strategy; Grants Policy; Sustainability Strategy)

Access is enabled via Council roading services and people can access Council's infrastructure services (e.g. water and wastewater systems).

(Source: Infrastructure Strategy, Economic Development Strategy)

Visitors who create value for host communities (via facilities, services, amenities, cultural and recreational opportunities), in line with their aspirations and beliefs, are attracted to this region.

(Source: Tourism Strategy, Infrastructure strategy)

Measuring well-being

Assessing “progress” through a well-being lens looks at quality of life factors such as happiness, social connection, safety and security, plus physical and emotional health. It also considers the negative factors of economic growth, such as income inequality and the state of our natural environment.

The Society of Local Government Managers has developed a well-being measurement and reporting platform that overlays population, social, economic, environmental, cultural and demographic data from a range of government department and other sources to give a set of well-being indicators. A challenge for this Council is to find data sources that drill down to the level of detail needed to describe a territorial authority of our size. Over the past twelve months Council staff have gathered available data relating directly to this district to create our own well-being indicator measurement tool. The following report presents this data as a current snapshot of our community, from a well-being perspective.

By monitoring these data measures over time we can assess whether changes in our demography, environment, and levels of service delivery are impacting on overall community well-being. National and international influences that impact our region, such as the COVID-19 pandemic, can also impact well-being. Council’s environmental scan provides an insight into some of these influencers and should also be taken into consideration as a well-being indicator.

As we continue to learn about priority issues that affect community well-being, we will find gaps in the data available to measure and understand these. The intention of *Central Otago Well-being Indicators* is to create a benchmark for further development and refinement in years to come.

Periodic review of community aspirations will also enable us to amend our community outcomes to reflect current views and to adapt and reprioritise our work and reporting measures accordingly.

Where to next?

1. Incorporate the revised community outcome statements into future Council planning and policy development.
2. Report on and utilise Central Otago’s well-being indicators.
3. Investigate the value of developing a quality of life survey for Central Otago, to further drill into well-being indicator measures.

Central Otago Well-being Indicators

DEMOGRAPHICS

1. Resident Population

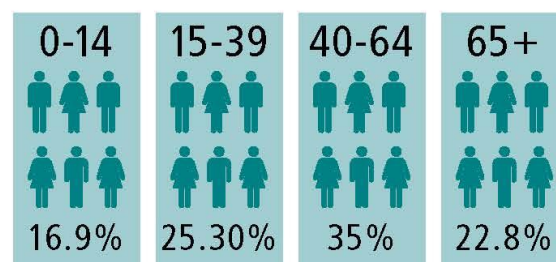
2019

23,040



2. Age Proportion

2018



3. Highest Qualification

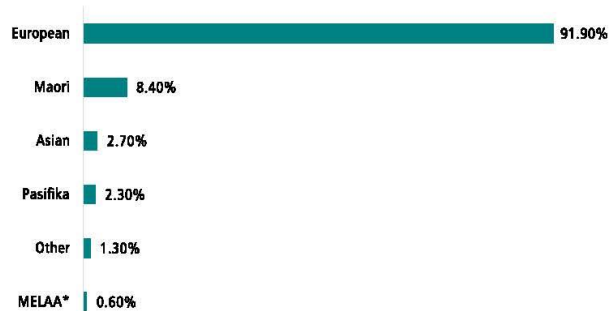
2018

This data shows the different levels of completed education qualification.



4. Ethnicity

2018



*Middle Eastern/Latin American/African

5. Total Households

2018

This data shows the total number of occupied dwellings



CONNECTED COMMUNITY

6. Languages spoken

2018

Languages spoken in Central Otago

English	21,078
Other	729
None (eg too young to talk)	366
Maori	294
French	228
German	195
Spanish	150
New Zealand Sign Language	114
Afrikaans	102
Tagalog	87
Punjabi	48
Northern Chinese	42
Hindi	36
Samoan	27
Yue	24
Tongan	12
Sinitic not further defined	12

7. Heritage buildings, places, sites and objects

2020

289



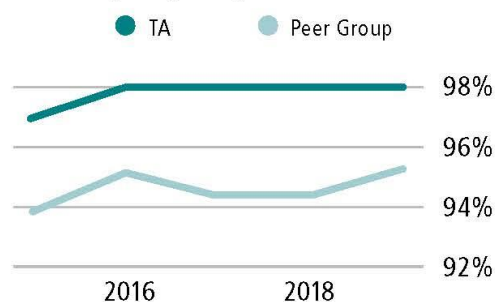
8. Roothing

2018/2019

This data helps us to understand the condition of our roading network, as well as the amount of travel, compared to the number of crash incidents that happen.

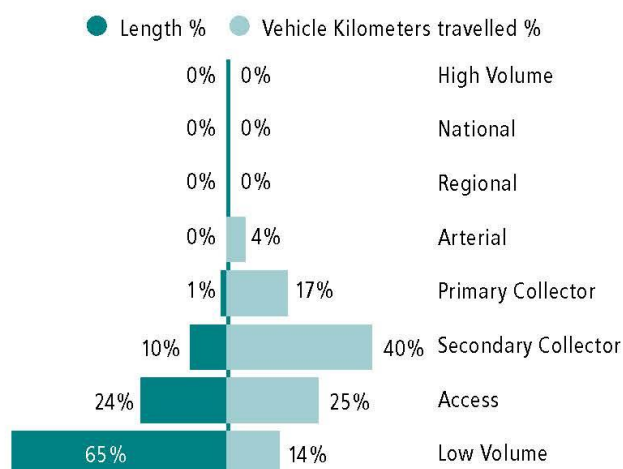
Road Condition

Ride quality (roughness of the roads)



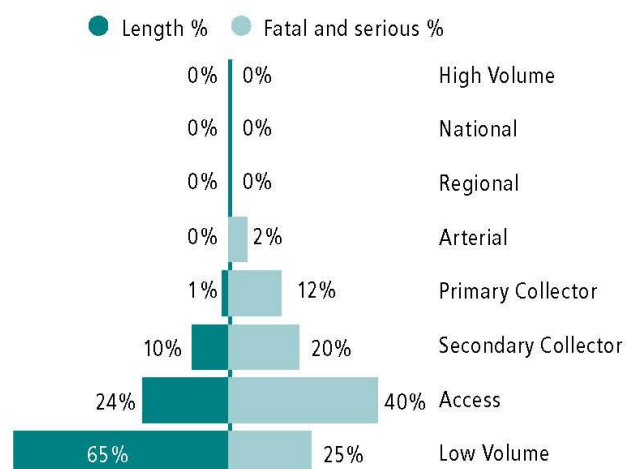
Journey Distribution

Length vs VKT



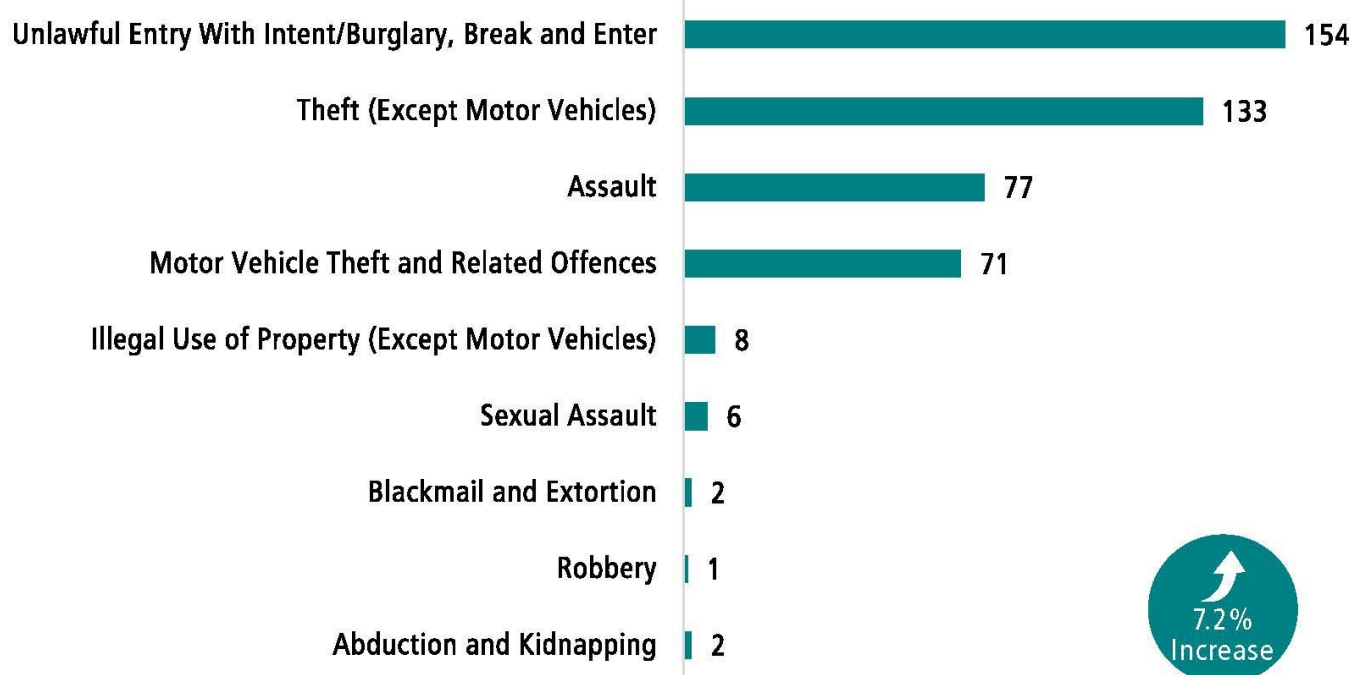
Crash Distribution

Length vs no. of fatal and serious injuries



9. Number of reported crimes

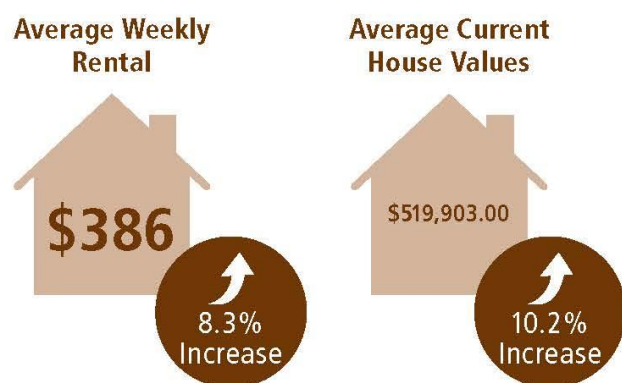
2019



THRIVING ECONOMY

10. Housing affordability

2019



11. Primary school decile ratings

2019

Decile 6	2
Decile 7	0
Decile 8	4
Decile 9	4
Decile 10	1

12. Deprivation Index scores

2018

The Deprivation Index uses the most recent satisfaction census data to incorporate measures such as amenities and access to services. It works on a scale of 1-10, with 10 being the most deprived, and 1 being the least deprived. This helps measure socioeconomic deprivation across New Zealand. See more [here](#).

Overall Deprivation Score	Employment	Income	Crime	Housing	Health	Education	Access to Services
3	3	3	3	3	2	5	7

13. Average income

2019

Individual Income	
Central Otago	National
\$52,309	\$62,774

5.4% District Increase

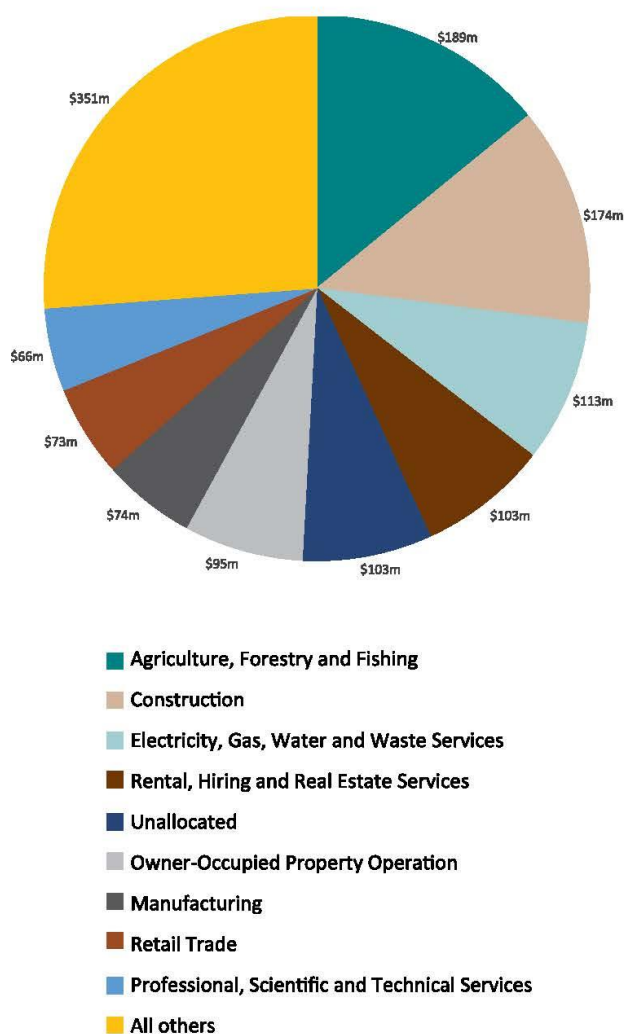
Household Income	
Central Otago	National
\$106,812	\$111,472

5% District Increase

14. GDP Per Industry

2019

This is the amount per million that each industry contributes to the economy annually.



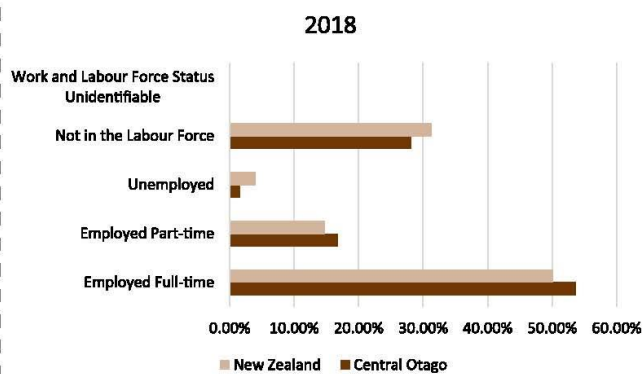
15. GDP per capita

2019

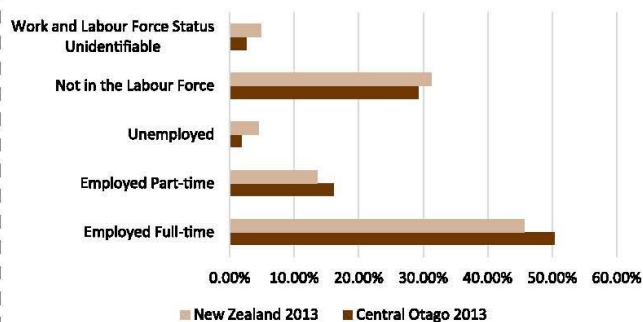


16. Employment

2018



2013



17. Number of filled jobs

2019

**13,155****18. Number of businesses**

2019

**3,708****SUSTAINABLE ENVIRONMENT****19. Drinking water standard compliance**

2019

Bacterial Compliance

Treatment plant	6 out of 9 plants compliant
Distribution zones	7 out of 9 zones compliant

No networks and no distribution zones are currently compliant for protozoal compliance criteria. One of the reasons for the apparent disparity in bacterial compliance (7 networks but only 6 plants compliant) is that if the actual sampling schedule under the standards is not met, it shows as a non-compliance.

20. River water swimming quality

(Manuherekia at Shaky Bridge)

2019

	2018	2019
Red (not suitable for swimming)	2	2
Amber (caution advised)	3	3
Green (suitable for swimming)	14	11

21. Waste disposal and recycling

(Manuherekia at Shaky Bridge)

2019/20

**10,190 tonnes**

Total quantity to landfill (tonnes p.a.)

**1,528 tonnes**

Total quantity recycled (tonnes p.a.)

22. Total amount of waste generated per rateable property

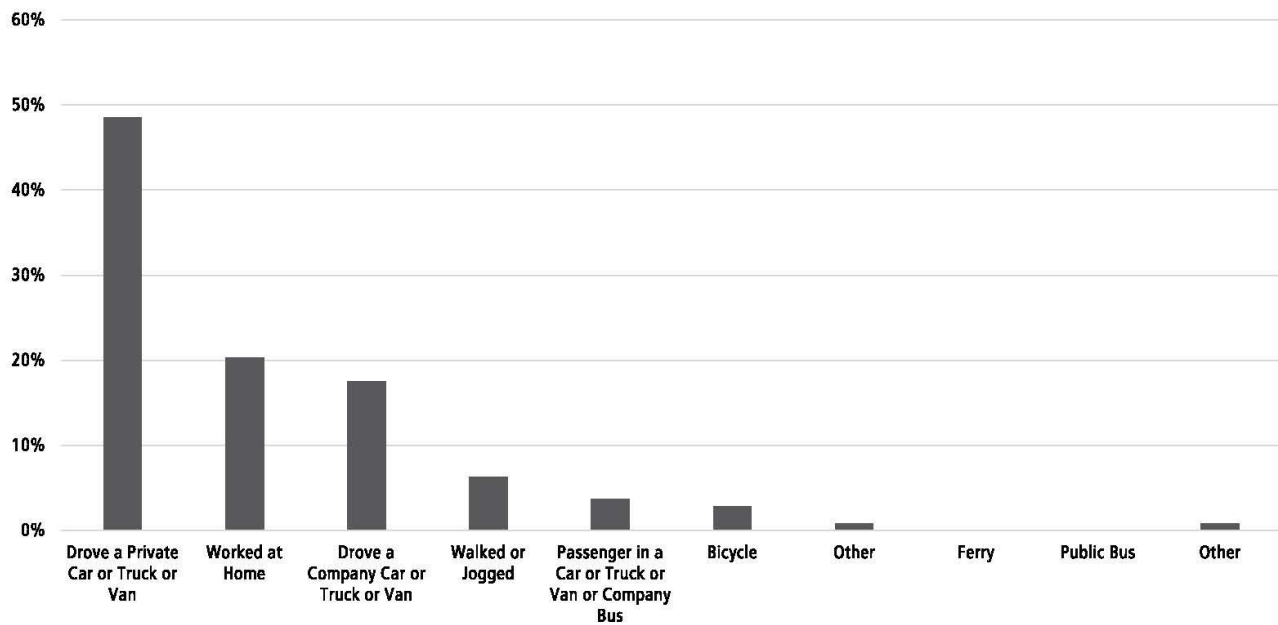
2019/20

**834kgs**

23. Means to Travel

2018

This data is used to identify trends in travel patterns.



SOURCES

1. CODC modelling
2. NZ Census 2018
3. NZ Census 2018
4. NZ Census 2018
5. Infometrics
6. NZ Census 2018
7. CODC District Plan
8. Waka Kotahi Data and Tools; REG ONRC Performance Measure Reporting
9. SOLGM Community Well-being Indicators
10. Infometrics
11. SOLGM Community Well-being Indicators
12. SOLGM Community Well-being Indicators;
<https://berl.co.nz/economic-insights/migration-and-population/deprivation-index-2018>; <https://www.otago.ac.nz/wellington/departments/publichealth/research/hirp/otago020194.html#2018>
13. Infometrics
14. Infometrics
15. Infometrics and CODC modelling
16. Infometrics
17. Infometrics
18. Infometrics
19. CODC
20. LAWA
21. CODC
22. CODC
23. SOLGM Community Well-being Indicators

Appendix 1

Central Otago community values survey analysis, October 2021

Methodology

A 'Your Place, Your Community' values survey was run in each of the four wards of the district. All surveys were conducted online with hard copies available for those who did not have online access. Reports were produced to summarise the results of each survey.

Each community was asked the same three questions:

- What is the one thing you like about your place?
- What is the one thing you would change about your place?
- What is the one thing you would like your place to be known for?

For the purposes of getting an overall picture of what the Central Otago community values about the area, each report was reviewed and the top five mentioned themes for each question were summarised and are included in this report.

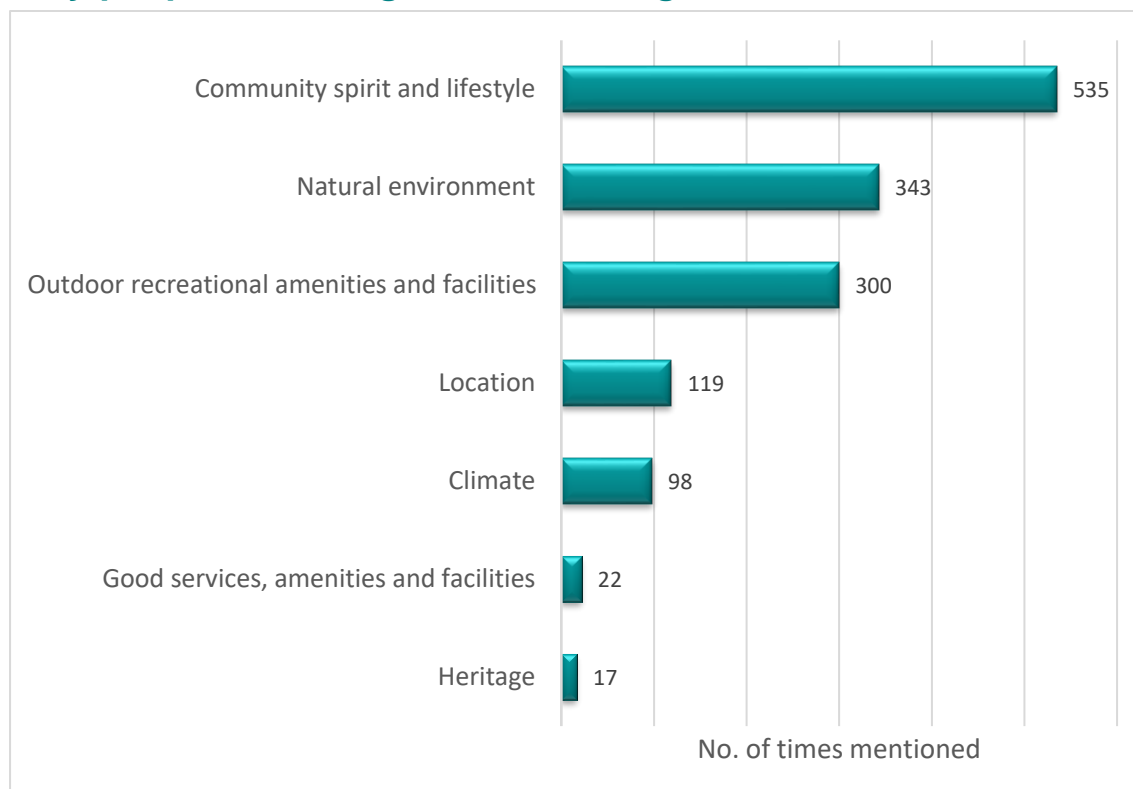
Ward representation – sample sizes

Overall respondent numbers by ward means the data sample is relatively representative of the population across the district. Discrepancies are that Cromwell is slightly over-represented, and Teviot Valley is under-represented.

Ward	Sample size (no. respondents)	%	% of district population by ward (based on electoral roll)
Vincent	480	44%	49%
Cromwell	461	43%	34%
Maniototo	96	9%	9%
Teviot Valley	40	4%	8%
TOTAL	1077		

Summary of findings

Why people like living in Central Otago...



Community spirit and lifestyle – people like the friendly, caring communities and the quiet and peaceful lifestyle. They like the relaxed small-town feel; the fact that this is a great place to raise a family and the safe environment they live in.

Natural environment – people like the natural, unique, beautiful, clean and diverse environment; the views, the landscape, the wide-open spaces and the rivers and lakes.

Outdoor recreational amenities and facilities – people like the walking and cycling trails, parks, green spaces, hunting, lake and river recreation (including picnics, boating, fishing, water sports) and sport facilities (swimming pools, golf courses).

Location – people like the central location, the easy access to natural amenities, and being a hub/gateway to other areas.

Good services, amenities and facilities – including libraries, cafes and restaurants, Dunstan hospital.

Heritage – people like the museums, historic precincts, and the quaint, authentic, historic character of the area.

Key differences by ward

The attributes that people like were consistent across all four wards in the district.

LIKE - what people say

A sense of community that is only possible in a small town

Laid back relaxing quiet non-pretentious atmosphere, safe for families

The weather having four seasons

The availability of all services and facilities that we need without having to live in a densely populated town.

The outdoor activities that are available - and of course the views!

Access to the great outdoors through walking/biking tracks and the relaxed lifestyle

Location - Central Otago's natural beauty

The heritage of our town: Maori, early settlers, gold miners, farmers and now our developing cycling culture

Love the small-town rural lifestyle and wonderful community

Love the open spaces and landscape with access to rivers for swimming

The beauty of our natural landscape and wide-open spaces

History, museum & historic precinct

The one thing people would change...



Revitalise town centres – this includes filling empty shops and attracting more businesses, redeveloping and rejuvenating town centres; more diverse retail with better shops, cafes and restaurants. Tidying streets and maintenance and upkeep of historic buildings.

Better control of planning and development – this includes better planning that is more rigorous and recognises community and environmental needs. Some people wanting more subdevelopments and to make it easier to subdivide. Others wanting less subdivisions/housing development; to keep sections larger to retain the lifestyle.

Improve infrastructure – including roading, accommodation, water treatment, waste management, water supply and quality, sewage schemes, better internet, tar sealing and footpath maintenance.

More / better services, amenities and facilities – would like to see more or better rest homes, health services, public transport and supermarkets, more restaurants, more rubbish bins, more trade services.

Improve and protect natural environment – lake front, weed control, more native trees and plants, better air quality in winter, noise and pest control.

Key differences by ward

The things that people would like to change are also relatively consistent across all four wards in the district. Some key differences include:

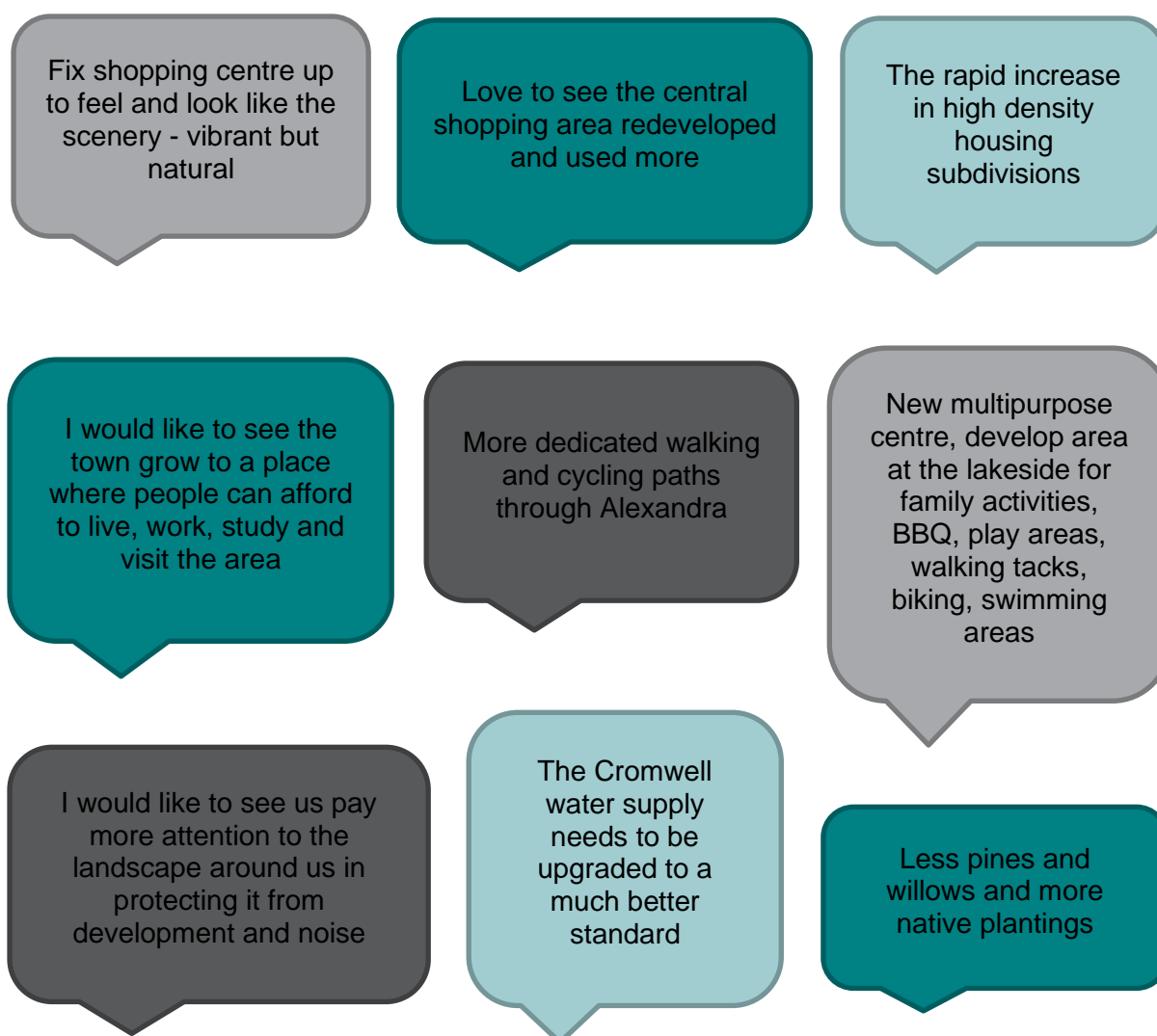
Vincent – regarding ‘better control of planning and development’ Clyde respondents want to restrict growth and have less subdivisions, Alexandra respondents want more subdivisions.

Cromwell – mall needs a revamp or redesign and to create a centralised hub / town centre.

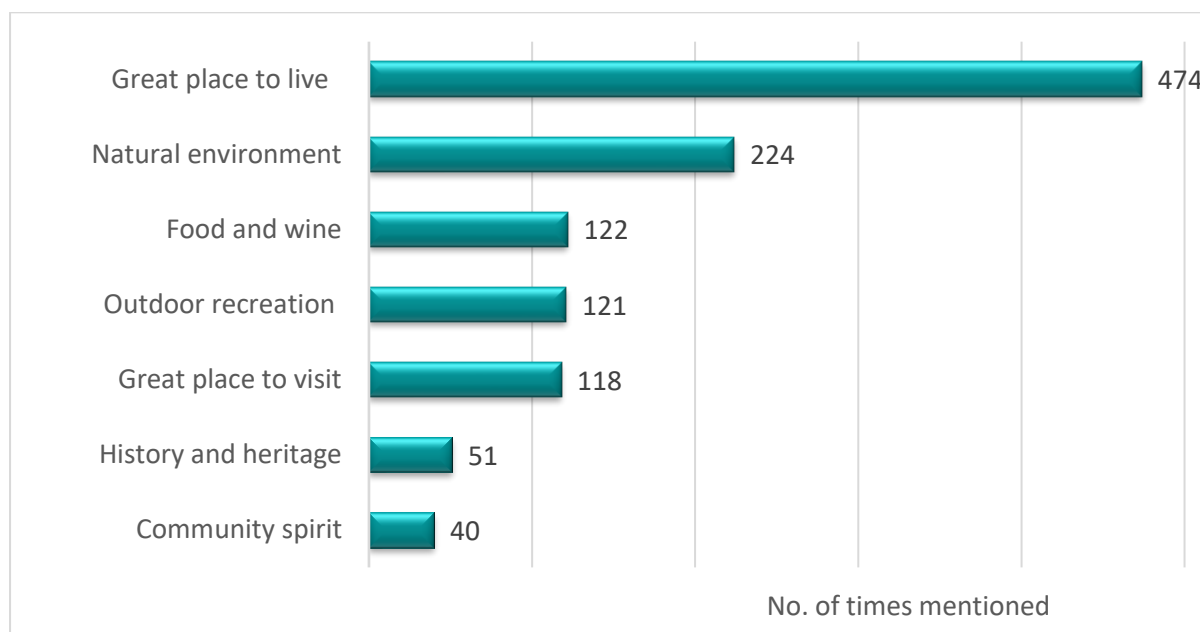
Maniototo – they would like ‘nothing’ to change.

Teviot Valley – improve infrastructure for future employment, better access to faster internet and improve main road and footpaths.

CHANGE – what people say...



What people would like our district to be known for...



Great place to live – good community, friendly, affordable, clean, green, progressive, modern, vibrant, with good amenities.

Natural environment – the stunning scenery, lake, mountains, wide open spaces.

Food and wine – quality produce (predominantly Cromwell respondents mentioned this).

Outdoor recreation – cycle/bike trails, fishing, camping, skiing, boating, swimming, events, hiking tracks and trails.

Great place to visit – wonderful holiday destination.

History and heritage – historical villages, buildings and gold mining relics, quaint historic character.

Community spirit – close-knit community, safe and friendly, welcoming.

Key differences by ward

When it comes to community aspirations the key differences between wards are:

Vincent – walking and biking trails (Alexandra), history and heritage (Clyde)

Cromwell – food and wine

Maniototo – historic character and heritage and peaceful relaxed feel

Teviot Valley – tourist destination

KNOWN FOR – what people say...

Being a great place to live
and bring up a family

Clear air and wide-
open views

Known for being a well-
balanced town of old and
new with lots of space for
recreation and green walks

The place not to be missed
off your travel itinerary,
vineyards to visit, (mountain)
biking

Wonderful scenery
that provides
opportunities for
outdoor activities

An area which is
affordable and accessible
to all New Zealanders

Cromwell needs to be
known for the lake, fruit and
wines

A community that genuinely
cares about its people, the
environment, and puts those
things at the centre of every
decision made

Kindness and
equality

As the centre for fruit and
grape growing in Central
Otago

Greenspaces,
vineyards and
orchards

Excellence for viticulture
and stone fruit production

A historic place where you can
take a step back in time

Cycling capital of New Zealand

Appendix 2.

Community engagement undertaken 2017-2021

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Vincent

Vincent spatial plan insights survey, April 2020

Methodology and demographics

- A three-question survey, designed to learn about what people love most about the place they live/associate with, what they would like to change about this place, and what they would like the place to be known for.
- The survey ran from 13 March through 13 April; NZ went into COVID-19 lockdown one week in so all promotion and survey collections were done online.
- 480 surveys were completed: 299 by Alexandra residents, 110 by Clyde residents and the balance by a mix of Omakau, St Bathans, Ophir and other outlying areas.
- Sixty-nine percent of responses were from people aged 50 years or over; 2% were less than 30 years of age.

Results

Overall, respondents **love** their community and lifestyle (i.e. friendly and caring communities, a safe place with a great community spirit, quiet and peaceful, relaxed small-town feel, not too many people), followed by the natural environment (views, clean and diverse landscape, wide open spaces, rivers and lakes) and outdoor recreational opportunities (walking and biking trails, plus sporting facilities and hunting opportunities) – walking and biking tracks was a significantly strong response from Alexandra respondents. Respondents living in lifestyle blocks or working farms rated the natural environment as the thing they valued most (i.e. views and scenery), followed by lifestyle and community (or outdoor recreation opportunities, in the case of Omakau respondents).

Control of planning and development and improved infrastructure were the two most reported categories for **change**. Clyde respondents wanted to restrict growth and sub-divisions whereas Alexandra respondents tended to want more sub-division opportunities (particularly respondents from Alexandra's lifestyle blocks and working farms). Suggested infrastructure improvements included water quality, sewerage schemes, better internet, tarsealing and footpath maintenance. Enhancing the town centre was the most mentioned issue by Alexandra's urban respondents. Clyde respondents mentioned traffic and parking issues. Omakau respondents commented on the development of a community hub and services such as better rubbish collection and mail and courier services in town.

Respondents **would like the area to be known** as a great place to live, followed by its scenery and natural environment. Other comments included outdoor recreation, heritage (particularly from Clyde, but also Ophir and St Bathans respondents) and a forward-thinking, progressive and sustainable place.

Vincent youth insights survey, August 2020

Methodology and demographics

- A three-question survey, designed to learn about what youth love most about the place they live/associate with, what they would like to change about this place, and what they would like the place to be known for.
- The survey was conducted at the Adulging 101 workshop for youth from around the district, thought primarily from Vincent ward. The workshop was held on Monday 3 August.
- Thirty-six surveys were completed: 26 by students from Alexandra, 3 from Omakau, 2 from Clyde, 2 from Cromwell, 1 from Teviot Valley, 1 from Poolburn and 1 from Hong Kong.
- Twenty respondents live in town, 10 live on a lifestyle block and 4 on a working farm.

- The majority of respondents were female (25), male (9), and gender diverse (1).
- Thirty respondents were aged between 16-18, two aged between 19-21 and three aged between 22-25.

Results

Respondents **like** the small-town community that they feel is friendly, welcoming and supportive. They like being close to family and friends and they like the space and scenery the area has to offer. The outdoor activities including tracks, trails and access to the lake are also things young people like about their place.

The main thing that younger people would like to **change** about their place is to have more to do. This includes more outdoor activities, more shopping and more opportunities in general for young people. Two respondents mentioned water (clean water, more water for irrigation) as something they would like to change. Planning was also mentioned with comments about more commercial and residential development and looking after land and space.

Young people would like their place to be known for being a friendly, supportive and connected community; a place where people can enjoy themselves. They'd also like it to be known for the tracks and trails, and beautiful natural environment.

The Next Chapter survey, October 2019

Purpose

To gain insight into current and future needs of our aging population living in the Alexandra basin. Of particular interest is current and future accommodation needs, social connectedness and support, and potential transport needs. The survey was developed as a joint venture between Alexandra Community House, representatives from ACOSS, and Central Otago District Council. The Ministry for Seniors provided a grant to assist with the survey's implementation.

Methodology and demographics

- On-line and paper surveys, promoted through social service agencies, local sport and community organisations, and social media promotion.
- 395 responses received; the survey analysis focussed on the 364 responses received from Alexandra residents.
- Forty percent of respondents were aged between 66 and 75 years of age.

Results

Accommodation:

- Seventy-five percent of respondents have lived in the region for 11+ years and 71% see themselves living in this region for the next 11 or more years.
- Ninety-four percent own their own homes.
- People's next accommodation choice include a retirement village with full care (110 responses), down-sized independent living (94 responses), residential care with healthcare support (82 responses), retirement village with no healthcare support (76 responses), or shared living (i.e. independent apartments with communal social spaces) (61 responses).
- The most likely causes for people to leave the region in the future are health-related issues (170 responses), availability of suitable living arrangements (161 responses), connections with family (103 responses) or mobility/transport issues (101 responses).

Social connectedness and social service needs:

- Eighty-six percent were a member of a group or organisation and 89% have interests or pastimes that they are actively involved in.
- Barriers for joining groups included the time of the day that the activity is held and price.

- The majority of respondents have regular connections (daily or weekly) with friends, family, neighbours, and clubs/organisations.
- Half of all respondents volunteer regularly and 31% are in paid employment.
- Most respondents regularly use currently use technology (e.g. the internet) to connect with friends and family, for online banking, news/media updates and online shopping.
- Library and gold card services are the most frequently noted services that are currently used by respondents; future potential service requirements include house cleaning, household maintenance, gardening, social support agencies (e.g. Alzheimer's), home health support and meals on wheels.
- Nearly all respondents (97%) own their own vehicle(s) and 89% are confident drivers (i.e. are comfortable traveling to Dunedin or further afield).

Cromwell

Cromwell Masterplan: Values/insights survey, August 2018

Methodology and demographics

- A three-question survey, designed to learn about what people love most about the place they live/associate with, what they would like to change about this place, and what they would like the place to be known for.
- 461 surveys were completed (an 8-9% response rate). 11% were under 35 years old, 25% aged 35-49, 34% aged 50-64, and 30% over 65 years of age.
- Seventy percent of respondents lived in Cromwell's urban area.

Results

Respondents **love** Cromwell's community and lifestyle (its peaceful, laid back, and down-to-earth feel; its sense of community; and good cross section of people), its range of recreational facilities and amenities (its greenways, walking tracks, lake recreation, motorsport opportunities, sports facilities), and the natural environment (the natural clean landscape, wide open spaces, mountains and orchards/vineyards).

Improving the mall to be Cromwell's centralised hub and better planning and control of Cromwell's growth development (i.e. control of high-density housing, development of subdivisions) were the two most reported requests for **change**. Also mentioned were more and better facilities, better infrastructure, lakefront development, and control of freedom camping.

Respondents **would like Cromwell to be known** as a great place to live and visit (i.e. its friendly down to earth family oriented community; its orchards and vineyards (high quality produce); the scenery and natural environment (from the mountains to the lake); and a great holiday destination.

Cromwell Masterplan: Let's Talk Options survey, November 2019

Purpose

To determine a preferred outcome, based on three possible options, for Cromwell's spatial framework i.e. how and where Cromwell grows, the town centre and civic facilities, and Cromwell heritage precinct and memorial hall.

Methodology and demographics

- 467 people completed the survey.
- Over 40% of respondents are over 60 years of age, whereas 3% are under 30 years of age.
- Fifty-six percent of respondents are Cromwell township residents, 32% are permanent residents in outlying settlements within the Cromwell basin and a very small portion live outside the Cromwell Basin.

Results and recommendations

Where should Cromwell grow?

1. Forty-nine percent preferred growth occurring within the existing town boundary: Vibrant town centre; innovative high-density housing options; smaller settlements retain their rural feel, and productive land is protected
Those against this option: didn't want high density housing (change the small-town character) and development on recreation reserves (e.g. Cromwell golfcourse)

2. Thirty percent wanted balanced growth between the township and rural settlements (significantly most popular option for respondents living in outlying settlements). Vibrant town centre, plus make use of the land south of town; high-density housing, preserve and develop green spaces; protect productive land; provide balanced growth between Cromwell township and smaller settlements
Those against this option: Wanted to avoid urban sprawl and wanted a more intense focus on urban growth to stimulate the town centre.
3. Fifteen percent wanted change focused across the Cromwell basin
Encourage growth in the smaller settlements; avoid high density housing and an overpopulated town centre; protect green spaces and recreation areas; and provide housing/lifestyle options.
Those against this option: Wanted to protect the character and rural lifestyle values of the smaller settlements. Others did not want smaller section sizes or the need to duplicate infrastructure and services.

Renewing the town centre

1. Forty-three percent wanted a commercially focussed town centre.
Creates a commercial/retail hub; will activate significant change to the mall (i.e. improve visibility into the mall, introduce new civic buildings and a 'town square')
Those against this option didn't want 3-4 storey buildings (city-like; shading), too ambitious and costly, concern about residential and worker accommodation within the mall.
2. Thirty-six percent wanted a mixed-use town centre (preference for all age groups, except the 60-69 year olds).
Want a mix of retail, office and residential development to create vibrancy; open up the mall and improve access.
Those against this option didn't want increased building heights and the commercial/residential mix, while others thought it was not ambitious enough.
3. Six percent wanted to upgrade the existing mall.
Cost efficiencies; the existing structures have potential.
Those against this option did not think it was ambitious enough to activate change.

Note: Cromwell's urban responders scored relatively the same for commercial vs mixed development, whereas rural/settlement responders tended to prefer option 3.

How ambitious do we need to be to improve our town centre? 74% very ambitious; 17% moderately ambitious; 4% not very ambitious.

Arts, Culture, Heritage Precinct

1. Fifty-seven percent wanted to create an arts, culture and heritage hub with potential visitor accommodation.
Good location for visitor accommodation (possibility for commercial investment); utilises the lakefront; creates a destination (heritage, arts & culture, visitors), a multi-purpose facility.
Those against this option opposed the hotel development as it would obstruct views.
2. Twenty-nine percent wanted to create a memorial hall and functions centre that was connected to the lakefront.
A new build for the hall (rather than a renovation); utilises the lakefront; a multi-purpose facility; link heritage/retail/business; possible visitor destination.
Those against this option felt it was a compromise and didn't go far enough to make it a 'destination'.

3. Eight percent wanted to upgrade the hall and improve access to the heritage precinct.
Refurbishment, in keeping with original architecture, is all that is required; most realistic and achievable; retains the heritage precinct's quiet relaxed nature.
Those against this option felt a refurbishment didn't address future growth and was not a good fit for community-use.

Pisa survey, February 2018

Purpose

To understand community values and help plan and prioritise local community projects. This survey was developed by the Pisa District Community Group, with support from Central Otago District Council.

Methodology and demographics

430 surveys were sent to residence and holiday home-owners. 168 responses were received (39% response rate) – 70% confirmed they were permanent residents.

Results and recommendations

- The things people liked most about living in Pisa was its quiet and peacefulness (not too busy and a relaxed atmosphere) followed by Lake Dunstan, its rural feel, views and people.
- The things they would like to change was more public facilities, footpaths, and limiting housing development (slowing down or stopping additional houses being built). Maintenance of the lake and pest control also featured.
- Prioritised community concerns were a coordinated rabbit control programme; sealing and tree removal for Ferry Lane footpath; 40km/hr speed limit in Pisa Moorings; clarification of planning and building regulations for the area; a walking/cycle track along the lakefront; development of new and existing lakefront services (including boat ramp, playground, bbq); dog regulations.

Teviot Valley

Teviot Valley insights survey, August 2020

Methodology and demographics

- A three-question survey, designed to learn about what people love most about the place they live/associate with, what they would like to change about this place, and what they would like the place to be known for.
- The online survey ran from 21 July through to 31 August 2020.
- 43 surveys were completed: 27 by Roxburgh residents, 10 by Millers Flat residents, three by Ettrick residents and three by Lake Roxburgh Village residents.
- Eighty-four percent of responses were from people aged 50 years or over; 5% were less than 30 years of age.

Results

Respondents overwhelmingly **like** the community spirit of Teviot Valley i.e. small community feel, a community that comes together, friendly and helpful locals, caring community. Natural environment was the second most popular attribute that respondents like about their place i.e. views of the river, having a clean environment, scenery and tranquillity. The peacefulness of the Valley, the climate and the lifestyle were all mentioned a number of times as things the community like about their place.

Improving infrastructure came out as the strongest area in which people would like to see **change** i.e. improving and developing infrastructure for future employment, better access to faster internet, improve main road and maintain smoother footpaths, development of a retirement village. This was followed by 'improving services and amenities including better medical services (continuity of doctors). Many respondents simply said 'nothing', meaning that they did not want to change anything about their place. Better control of planning and development was also mentioned a number of times i.e. rezoning for accommodation, decreasing speed limit beside golf course and less subdivisions.

Respondents **would like the area to be known** for being a tourist destination, followed by wanting to be known for their community spirit, horticulture and being a great place to live.

Teviot Valley seasonal worker survey, May 2017

Purpose

To understand seasonal worker employer and employee needs so that the Teviot Valley can build on its reputation as a good place work. The investigation looked at whether any more can be done to support and integrate seasonal workers into the community. Funded by the Teviot Valley Community Development Scheme Governance Group.

Methodology and demographics

Two surveys were conducted between February and April 2017: a survey of 87 seasonal workers about their experiences working and living in the area (this equated to approximately 7% of the total number of seasonal workers in the Valley during the 2016/17 season); and a second interview survey with 12 (or 80%) of the 15 employers of seasonal workers in the Teviot Valley. The employers were asked how seasonal workers can be further supported.

Results and recommendations

- Approximately 1,180 seasonal workers were employed on horticultural businesses in the Teviot Valley in the 2016/17 season. More than half of these were backpackers and the peak month of employment was January. Demand for employees is growing, due to additional plantings, and will likely increase by 60-100 workers over the next 5 years.
- 97% of seasonal workers interviewed said they would recommend the Teviot Valley to others as place to work – because the people are friendly, the work that is available and there is a quiet relaxed pace of life.
- Making seasonal job searching easier: that seasonal workers interviewed indicate that a website and Facebook page would be the preferred means of communicating information about working and living in the Valley.
- Consider working with the Central Otago District Council and mobile service providers to see if mobile coverage in the valley can be improved and black spots resolved, that workers staying in commercial accommodation have access to Wi-Fi at their lodgings.
- Consider developing an initiative that connects workers with their families and home communities through technology.
- 'Being away from family', 'isolation' and the 'quiet' are some of the challenges seasonal workers
- Consider developing a programme of events building on the interests of seasonal workers highlighted in the surveys. The report contains a broad range of interest areas.
- Note that 10 of the 12 employers interviewed consider there is an accommodation shortage in the Valley. While growers are slowly adding to their accommodation supply and a home hosting business has opened in the Valley, the closing of two camping grounds has exacerbated the issue. working with the Teviot Valley Community Board and the Central Otago District Council to resolve freedom camping issues in the Valley.
- As noted in the report, freedom camping is raising issues regarding the potential contamination of fruit
- Seasonal workers were asked what they enjoy about living here. The small, peaceful and relaxing village atmosphere was the most common response. The friendly locals and the beauty of the natural landscape also featured highly.
- Challenges with living in the Valley: The cold climate and limited retail were ranked the highest. The quiet, being away from family and isolation also featured.
- Challenges for the valley – loss of camping grounds was causing an accommodation shortage; freedom camping and related hygiene issues; difficult to buy properties because they were being used by seasonal workers.

Maniototo

Maniototo insights survey, September 2020

Methodology and demographics

- A three-question survey, designed to learn about what people love most about the place they live/associate with, what they would like to change about this place, and what they would like the place to be known for.
- The online survey ran from 2 August through to 6 September 2020.
- 96 surveys were completed: 60 by Naseby respondents, 20 by Ranfurly residents, six by Otarehua residents, three by Kyeburn residents, three by Waipiata residents, two by Gimmerburn residents and two by Patearoa residents.
- Sixty-nine percent of responses were from people aged 50 years or over; 10% were less than 40 years of age.

Results

Respondents most **like** the peace and quiet and relaxing lifestyle of the Maniototo. They like the outdoor recreational opportunities including walking and biking tracks in the Naseby forest, the Rail Trail and the curling rink. They like the scenery, big skies and wide open spaces. They also like the community feel and spirit including genuine, caring, inclusive, close knit community) and the quaint, authentic historic character.

Respondents had many suggestions as to what they would like to change about their place however 'nothing' was mentioned the most, this means many respondents did not want anything to change. Better services and amenities, including more rubbish bins and dog poo stations, more pubs and eateries, improvement of the golf club and tennis courts, more shops, more trade services was the second most popular change that respondents would like to see. Thirdly, people would like to see some improvement in town infrastructure, including improving streets, gutters, channels and footpaths, water supply and quality. Respondents **would like the area to be known** for its quaint, historic character and heritage, followed by wanting it to be known for the beautiful, clean, natural environment and wide-open spaces. Being a peaceful, relaxed and tranquil area, being a great 'Kiwi' holiday town with old fashion fun and being a safe and family friendly place are also attributes that respondents want their place to be known for.

Patearoa community plan survey, September-November 2019

Purpose

A community engagement process was undertaken in 2018/2019 to gather content for a new community plan for the Patearoa and Upper Taieri communities.

Methodology and demographics

- A three-question survey, designed to learn about what people love most about the place they live/associate with, what they would like to change about this place, and what they would like the place to be known for.
- The survey was emailed and posted to 50 dwellings of Patearoa plus surrounding properties in Paerau and the Styx.
- 47 surveys were completed (51% permanent resident and 49% non-permanent).
- In November a 4-hour community workshop was held in Patearoa – 19 community members attended.

Community survey, September 2018

Results and recommendations:

- The things people liked most about living in in this area was its peace and quiet (73% of respondents); welcoming and friendly community (55%) and scenery (49%). Other comments included climate, recreational activities and location.
- The things they would like to change was the roads (10 responses) – more tarsealing and better maintenance; more pride in the township (6 responses); and water quality of rivers (5 responses). Other comments included increased community cohesion, more mountain bike tracks linking to the rail trail, encouraging people to set up business and other development there.
- Factors of importance in their natural environment: Maintaining and enhancing their walkways were rated as most important, following by their swimming hole and maintaining current heritage sites
- Factors of importance in their social environment: Keeping the pub open was rated most important, followed by get-togethers (working bees, quiz nights, the yearly ratepayers bbq) and recreational activities (bowling and golf clubs).
- Factors of importance relating to infrastructure: Town water, rural delivery, recycling and public toilets were considered as very important. These were followed by roads, the pool, the library, the hall and the domain.
- Factors of importance for health and safety: The community AED, followed by road speed through the village and the provision of a bottle and rubbish bin. Other comments related to emergency fire hoses, the siren at the pub and a community evacuation plan.

Community workshop, November 2018

Opportunities identified:

- Recreational opportunities (swimming, walkways, cycling, night sky)
- Peaceful, tranquil lifestyle
- Strong, connected community
- Appreciation of the area's natural environment and its protection

Challenges for the community:

- Infrastructure – poor roading and telecommunications
- Reduced 'people power' to sustain community activities and assets
- Link to the rail trail
- Water quality (streams and rivers)
- Community (intergenerational opportunities needed, skill sharing, a sustainable community)
- Rabbits

District-wide engagement

Central Otago District Council Residents' Survey, July 2020

Purpose

For Council to measure its performance with respect to the services it provides during the year and identify issues and priorities for the coming year.

Methodology and demographics

- Online (for the fifth consecutive year); 545 completed surveys received.
- Gender response bias (70% female: 30% male); plus an over-representation (based on Census data) of 60+ year-old respondents (41%).
- Forty-nine percent of respondents were from the Alexandra ward, 33% from Cromwell, and 8% from both the Maniototo and Teviot Valley.

Results and recommendations

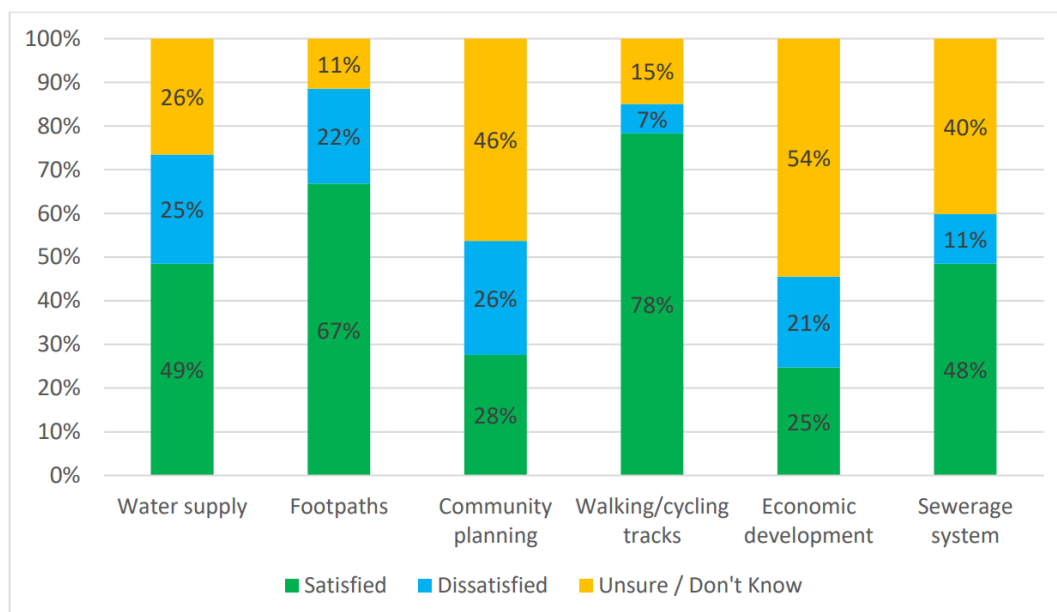
Respondents' top priorities for Council:

Ranking	2020 Priorities	2019 Priorities	2018 Priorities	2017 Priorities
1	Water Supply	Water Supply	Water Supply	Water Supply
2	Footpaths	Footpaths	Community Planning	Community Planning
3	Economic Development	Community Planning	Sewerage System	Public Toilets
4	Community Planning	Walking / Cycling Tracks	Litter Bins	Community Halls
5	Walking / Cycling Tracks	Economic Development	Footpaths	Footpaths
6	Sewerage System	Sewerage System	Public Toilets	Litter Bins

Priorities by ward:

- Vincent: water supply; sewerage; economic development
- Cromwell: water supply; car parking; community halls; stadiums
- Maniototo: sealed roads; footpaths; dog control
- Teviot Valley: economic development; emergency management (civil defence)

Satisfaction with Council's efforts:



Wi-fi survey, March 2020

Purpose

Survey of freedom campers wanting to access wi-fi at the campsite to gain understanding of camping behaviours and expectations.

Methodology

- 4,075 responses; 81% from international visitors (Germany, France, western Europe).
- Fifty-three percent of responses were from 25-39 year-olds; 30% from 18-24 year-olds.

Results

- Forty-three percent of respondents were staying in a van, 28% in a purpose-built campervan, and 16% in a car.
- People were attracted to the area because of free camping (41%), followed by good facilities (18%) and a quiet and safe location (16%).
- How much would you be prepared to pay for the site: \$0 (41%); \$5 (37%); \$10 (20%).
- Eighty percent of respondents rated their camping experience as very good or excellent.
- Most people found the site via campermate (68%).

Remote workers in Central Otago, February 2020

Purpose

To find out from remote workers in Central Otago: why they choose to work remotely; what industry they work in; their level of satisfaction; connectedness to the community; related opportunities; and their interest to grow what they do.

Remote worker definition: someone who works outside a traditional office, often from home or a coworking or public space, and connects with customers or work team via technology and travel.

Methodology and demographics

Forty-five responses to an online survey; 5 responses to face to face interviews (used to gain a better understanding of the reasons behind the survey answers).

Results and recommendations

- More females than males are working remotely in Central Otago (69% vs 31%)
- Most are mid-career, in the prime of their earning years, who have chosen to base themselves either in or close to the larger two towns (Alexandra and Cromwell) in the district
- The vast majority work from home (78%). Some use an office space and only a few use public spaces such as a library or café
- The majority of remote workers are self-employed directors, business owners or consultants, working in knowledge intensive industries, many of whom have been working remotely for up to 10 years
- The majority earn above the mean annual income for Central Otago (\$52,000), with 62% of respondents earning \$61,000 or more
- Remote workers in Central Otago earn the majority of their income in New Zealand, outside of the Central Otago district. Only a small portion earn any income overseas
- On average respondents to the survey spend approximately 65% of their work time in Central Otago
- Reasons respondents choose to work remotely include; lifestyle (67%), flexibility (58%), family (42%) and availability of work (36%)
- Remote workers are happy with their situation. Selected an average of 4.2 out of 5 on a scale of how satisfied they are being a remote worker.
- Things that would help increase remote worker's satisfaction involve connectedness with the community (over half indicating that they would be interested in being part of voluntary projects) and having opportunities to meet others in similar industries
- The main two barriers preventing remote workers from expanding locally include the ability to generate adequate income locally (42%) and proximity to customers (38%)
- Internet connectivity was a common theme identified in the interviews, both as an enabler of business and as an area where Council could advocate for improvements.

‘Paws for thought’ and dog control bylaw surveys, December 2019

Purpose

To gauge public opinion on the objectives of the Dog Control Policy, which are to protect public safety, control dogs in public places and to have costs associated with dog control to be met through dog registration fees.

Methodology

- Two online surveys: a pre-consultative online survey and a proposed bylaw change survey.
- 541 responses to the pre-consultation survey and 92 responses for the second survey (with a 77% completion rate).
- Eighty percent of respondents to the pre-consultative survey were dog owners.

Results

- Eighty-two percent of respondents supported the proposed bylaw.

- Eighty-eight percent in second survey agreed dog control costs should be met by registration fees.
- Eighty-seven percent in the pre-consultation survey supported the need for designated dog exercise areas; 74% agreed with having dog parks with additional services and amenities (e.g. fencing).
- Eighty-eight percent did not want additional prohibited areas for dogs. 'No dog' zones should include playgrounds, swimming pools, food sale areas and 'no dog zones' on DOC land.
- Ninety-one percent of subsequent submissions supported the new 'on leash' areas – i.e. dogs are permitted but must be on a leash.

Responsible camping survey, 2019

Purpose

For Council and MBIE to understand the success (or otherwise) of local responsible camping initiatives.

Methodology and demographics

- Survey interviews were conducted over three weeks at Weatherall Creek, Pinders Pond, Lowburn, Jacksons Inlet, Champagne Gully and Bendigo.
- Survey interviews were conducted over two weeks at Pinders Pond and Weatherall Creek.
- A total of 140 surveys were collected.

Results and recommendations

- Two-thirds of the respondents across all sites were less than 40 years of age.
- One-third of respondents were New Zealanders – they were mainly from the South Island, especially Dunedin and Invercargill. The remaining respondents were from Germany (17%), the Czech Republic (16%), France (11%), United Kingdom (8%), and others.
- Just over half were travelling as a couple; 35% were travelling alone.
- Respondents' reasons for staying at the campsites were for holidaying, passing through the district, or working (mainly in orchards (86%) or vineyards (11%)).
- Approximately 58% stayed one night only; 21% for two nights and 20% for three.
- Their reasons for choosing that site was to experience nature, because it was free, and because it was close to the main road. Over half the responders used Campermate to locate the campsite.

Climate change demonstration, August 2019

Purpose

A public demonstration, led by St Gerards School, to implore Central Otago councils (i.e. ORC and CODC) to proactively get behind initiatives that slow climate change.

Their goal was for Council to declare a climate emergency for Central Otago.

The term climate emergency recognises that the Earth has reached key climate tipping points and that incremental action (i.e. gradual reduction of emissions over several decades) is no longer a reasonable course of action if we want a future for ourselves and our children. Such a declaration is seen by its proponents as urging global action to: move to negative and zero emissions as soon as possible; draw down excess greenhouse gases on an 'industrial' scale; and place a priority focus on strategies that create cooling.

Student initiatives to stem Climate Change:

- Reduce vehicle transport to school

- Organic school gardens – barbecue for the class at the end of term; no fossil-fuel fertilisers (used compost and horse manure)
- Native tree plantings
- Waste audits amongst classmates
- Honey wraps
- Develop skink habitats in the school gardens
- Water quality monitoring

Their Requests of Council:

- Declare a climate emergency
- Do more about pollution
- Encourage government to make fossil fuels expensive
- Reduce waste
- Plant more trees
- Encourage walking, biking and scootering
- Improve pathways and road crossings
- All new property developments should include pathways for active transport
- More e charging stations
- Encourage dealerships to stock e-cars
- Lobby government to make e cars cheaper

Council actions:

- A resilience plan, to identify risks to critical council infrastructure, including those caused by climate change.
- Council's sustainability strategy (adopted February 2019)

Council declares a climate crisis, September 2019

Central Otago labour survey: horticulture and viticulture, August 2018

Purpose

To help understand labour issues in the horticulture and viticulture sectors in Central Otago. The horticulture and viticulture sectors are co-dependant as they often draw upon much of the same labour pool and face very similar labour issues. Both sectors were therefore considered in tandem. This survey was developed by the Central Otago Labour Market Governance Group, and is the third iteration of similar research undertaken in 2014/15 and 2006.

Horticulture methodology

Surveys were mailed out and interviews conducted; 47 responses were received (representing 77% of Central Otago orchards, and 91% of the planted hectares).

Viticulture methodology

Surveys were mailed out and interviews conducted; 85 responses were received (representing 63% of viticulturalists and covering approximately 93% of all planted hectares in Central Otago).

Results and recommendations

Growth:

- Growth in the next 4-5 years will come predominantly from Cromwell's horticultural sector (i.e. 465 hectares of new cherry plantings – a 56% increase on current plantings; plus a feasibility study underway for an additional 495 hectares of cherries). Total orchard plantings will overtake vineyard plantings during the next 4-5 years.
- Grape plantings in Central Otago are expected to increase by 14% over the next 4-5 years (i.e. 2275 hectares of vineyard estate).

Employment:

- Horticulture employed 4,965 workers (up 22% or 884 workers from the previous season) and viticulture employed 1,427 (down 36 workers on last year) in 2017/18. There are now 614 permanent employees in the horticulture and viticulture sectors (a 105 or 19% increase in the last three years).
- Labour demand during the peak harvest period is expected to increase by 1,186 in the horticulture sector and 123 in the viticulture sector over the next 4-5 years. In 2017 there was a peak season labour shortage of 400 workers.
- There is an increasing realisation that growers who provide a high level of pastoral care and realistic wages are more likely to attract and retain staff.
- It is recommended that the Labour Market Governance Group works with trainers (e.g. Cromwell polytechnic) to develop training in roles such as supervisors, managers, machine operators and tractor drivers.

Recommended that the sectors and the community acknowledge the ongoing value of backpackers to the region and find ways to celebrate this appropriately.

Accommodation:

- There is a predicted peak harvest demand by 2021/22 of 6,198 beds, across both sectors. While there is a predicted increase in camping in bed and capacity supply of 1,615, there is still a forecast shortfall of 2,298 beds.
- There is concern about the reduction of commercial campground capacity, upcoming restrictions on freedom camping, and the affordability of housing in the Cromwell region (particularly for permanent workers).

University of Otago Masters of Planning research papers, November 2018

Heritage issues in Bannockburn and Ophir

Purpose: Investigate how heritage values be protected and enhanced to support future community initiatives (and growth), and provide recommendations to Central Otago District Council and the Department of Internal Affairs

Methodology:

Informant interviews, focus groups and site inspections within the communities, plus literature research on the areas.

Observations:

- Greater knowledge of the locations and inherent values attached to heritage features and sites (particularly sites important to Maori)
- A community desire for authoritative support (potentially from a CODC heritage planner) to implement heritage initiatives
- Communities should investigate how heritage values, sites and features can be recognised and what opportunities may be available to achieve community goals

- Develop a better collaborative understanding throughout the community of the heritage values and aspirations that exist
- Some sectors of the community believe the heritage protection measures within the Central Otago District Plan should be extended

Growth issues in thriving small towns: A case study of Cromwell

Purpose:

Investigate how the community is responding to growth in Cromwell and provide recommendations to Central Otago District Council and the Department of Internal Affairs.

Methodology:

Informant interviews, focus groups and site inspections within the community, plus literature research on the area.

Suggestions:

- Expand Cromwell as a tourist destination
- Develop a heart or hub in Cromwell
- Define development of the industrial area
- Establish networks of collaboration between Council and the community
- To enable positive growth the Council and community must have a strong, collaborative relationship and understanding of each other's aspirations for the future.

Amenity Provision in Pisa Moorings and Omakau

Purpose:

Investigate current amenities and determine the feasibility of community-led initiatives to enhance public amenity spaces in Omakau and Pisa Moorings. Provide recommendations to Central Otago District Council and the Department of Internal Affairs

Methodology:

Informant interviews, focus groups and site inspections within the communities, plus literature research on the areas.

Recommendations:

- Continue development of a community hub in Omakau: confirm the exact location on the domain and ensure it provides for a range of uses.
- Determine Council influence in providing public toilets in the retail area and providing green space as the town grows.
- Investigate developments for Pisa Moorings: the location of further green space; funding for more built amenities; funding options for footpath installations
- Consider Pisa Moorings' 'rural feel' in future developments

Identity in a growing Clyde

Purpose:

Explore strategies to retain Clyde's identity and preserve its heritage values, while facing growth pressures, and provide recommendations to Central Otago District Council and the Department of Internal Affairs.

Methodology:

Informant interviews, focus groups and site inspections within the community, plus literature research on the area.

Results and recommendations:

- Important aspects of Clyde's identity include: community, gold mining heritage, its unique style of tourism, business, family and children, and natural heritage
- Threats: residential subdivision and development within the heritage precinct, an increasing/shifting residential community, increasing/shifting tourism markets, and Clyde's identity melding with Alexandra's
- Residents and local businesses should support each other to retain the authentic nature of the businesses
- Consider restricting subdivisions and further residential development in and around Clyde, as well as between Clyde and Alexandra

Alexandra: A point of difference**Purpose:**

To understand whether Alexandra's identity can contribute towards its development as a visitor destination, and to investigate opportunities to promote economic, tourism and cultural development that reflects Alexandra's identity. Provide recommendations to Central Otago District Council and the Department of Internal Affairs

Methodology:

Interviews and focus group meetings with community stakeholders, plus literature research by the students.

Results and recommendations:

- Alexandra is at risk of small-town decline and there is a need for community, industry and local government to encourage growth
- Recommendations for the promotion of Alexandra as a destination:
 - Develop a strong vision for the future
 - Develop a strong central hub
 - Integrate existing cycle networks into the town centre
 - Promote the packaging of high-value tourist activities

Public engagement and consultation through Planning

Private applications for changes to the District Plan:

- Plan change 12: The Wooing Tree development, Cromwell
- Plan change 13: Sandflat Road development, Cromwell
- Plan change 14: Cherry Court development, Ripponvale
- Plan change 15: Residential development, Clyde

Summary of sentiment:

Development of the right nature and the right place – i.e. ensure the right type of development so that density occurs near town centres and different density levels are offered in other areas.

Public complaints relating to the District Plan and Resource Management Act

- Reverse sensitivity – impacts of rural activities on rural neighbours; urban noise from conflicting activities (loud music, chickens, etc.) – community expectation of a low-noise environment.
- Heritage values – concern about new or altered buildings that affect heritage values.
- Landscape values – biodiversity loss (e.g. conversion of drylands; water use).

Regional Identity stories (2018 – 2020)

Stories and profiles developed through community working groups and interviews:

- Gold story
- Artisan Food story
- Cycling story
- Teviot Valley, Manuherekia and Ida Valley, Maniototo and Alexandra unique stories

Key take-outs:

- Wide open spaces, harshness of landscape, quality and nature of our environment, climate seasonality – all combine to shape the character of the people who live in this region.
- All stories demonstrate how people have made innovative use of place to create unique products and lifestyles.

21.1.10 MINISTER OF CONSERVATION'S CONSENT - LEASE TO PUNA RANGATAHI, ALEXANDRA AND DISTRICTS YOUTH TRUST OVER ROXBURGH RECREATION RESERVE

Doc ID: 520517

1. Purpose of Report

To consider granting consent (under delegated authority) on behalf of the Minister of Conservation, to the issuing of a lease over part of the Roxburgh Recreation Reserve, to the Puna Rangatahi, Alexandra and Districts Youth Trust.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to grant consent (under delegated authority) on behalf of the Minister of Conservation, to Council issuing a lease over part of the Roxburgh Recreation Reserve to the Puna Rangatahi, Alexandra and Districts Youth Trust as set out in resolution 20.6.4 of the Teviot Valley Community Board meeting held on 12 November 2020.

2. Background

In a report presented at its meeting of 12 November 2020, the Teviot Valley Community Board considered a request by The Scouts Association of New Zealand for the dissolution of their ground lease on the condition that a new lease for the land is issued to Puna Rangatahi, Alexandra and Districts Youth Trust (Alexandra Youth Trust). See **Appendix 1** for a copy of this report.

The Teviot Valley Community Board considered this request and resolved the following:

20.6.4

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to issue a ground lease of an area of 1280m² of the Roxburgh Recreation Reserve, as outlined in the report, to the Puna Rangatahi, Alexandra and District Youth Trust.

This lease will be issued under Section 54 of the Reserves Act 1977 and is subject to the Community Leasing and Licensing Policy. General Terms and Conditions are as follows:

<i>Start date</i>	<i>Upon the confirmation of the transfer of the Roxburgh Guide and Scout Hall to the Youth Trust</i>
<i>Term</i>	<i>15 years</i>
<i>Rights of renewal</i>	<i>One for a further term of 15 years</i>
<i>Final expiry</i>	<i>30 years</i>
<i>Rent</i>	<i>\$3.70 per annum</i>
<i>Rent review</i>	<i>Five yearly. The rent review is based upon the most recent 5 yearly financial statements in which the formula of 2.5% of subscription income less any affiliation fees</i>
<i>Lessee's outgoings</i>	<i>100% of all rates charges, utilities, and insurance</i>
<i>Improvements at termination of lease</i>	<i>At termination either improvements are surrendered to the landlord or if required to do so removed by way of the landlord giving three months' notice</i>
<i>Special conditions</i>	<i>The landlord reserves the right to terminate an agreement with six months' notice if it requires part or whole of the occupied area for other activities</i>

3. Discussion

Minister of Conservation's Consent

In accordance with section 54 of the Reserves Act 1977 the Minister of Conservation's (the Minister) consent is required prior to the administering body issuing a lease over recreation reserve. This is to ensure that the provisions of the Act are applied appropriately.

Section 10 of the Act provides for delegation of the Minister's consent in certain circumstances.

In the "Instrument of Delegation to Territorial Authority's" dated 12 June 2013 the Minister delegated the granting of consent to leases issued under section 54(1) to Council.

Due Process – Leases over Reserve Land

The process followed to date:

- The Teviot Valley Community Board considered the report to grant the lease
- Consideration has been given to the approved Teviot Valley Ward Reserve Management Plan 2014.
- The Scouts Association of New Zealand lease was not recorded within the plan. However, they have been in occupation on the reserve since their building was donated to the Scouts after the Roxburgh dam was built.

- While the Alexandra Youth Trust is not solely a recreational group, they include recreational options in their activities offered to youth and utilise the surrounding recreational land for this.
- Support to their occupation was given by Council's Parks Manager.
- The Board passed a resolution to issue a lease in accordance with Section 54 of the Reserve Act 1977.
- Section 54 of the Reserves Act authorises the granting of a lease over a recreational reserve to a voluntary organisations for the playing of any outdoor sport, games, or recreational activity
- Section 54(2) of Act states that the administering body is required to public notify the proposal to grant a lease on a recreational reserve and this notification is to be in accordance with sections 119 and 120.
- Section 119 requires the public notification to be included in at least one newspaper circulating in the area in which the reserve is situated. Section 120 requires at least a one-month submission period.
- Submissions on the proposed lease were called for between 18 November – 18 December 2020. The proposal was advertised on the 19th of November in The News, Central Otago, and on Council's web page. **See Appendix 2** for evidence of submission advertising.
- No submissions were received.

4. Options

Option 1 – (Recommended)

To grant consent (under delegated authority) on behalf of the Minister of Conservation, to Council issuing a lease over part of the Roxburgh Recreation Reserve, to the Puna Rangatahi, Alexandra and Districts Youth Trust as set out in resolution 20.6.4 of the Teviot Valley Community Board meeting held on 12 November 2020.

Advantages:

- Recognises that the lease being issued by the administering body conforms with the Reserves Act 1977
- Recognises that due process has been followed.

Disadvantages:

- None

Option 2

To not grant consent.

Advantages:

- None

Disadvantages:

- Does not recognise that the lease being issued by the administering body conforms with the requirement of the Reserves Act 1977.
- Does not recognise that due process has been followed.

5. Compliance

Local Government Act 2002 Purpose Provisions	The Local Government Act 2002 does not apply to this decision. The Minister of Conservation's consent is delegated to Council in accordance with the Reserves Act 1977, and the "Instrument of Delegation to Territorial Authority's" dated 12 June 2013.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	The Reserves Act 1977 does not provide for consideration of these factors when considering the granting of consent on behalf of the Minister of Conservation.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The land is subject to the Teviot Valley Ward Reserve Management Plan 2014. See discussion above.
Considerations as to sustainability, the environment and climate change impacts	The Reserves Act 1977 does not provide for consideration of these factors when considering the granting of consent on behalf of the Minister of Conservation.
Risks Analysis	The Reserves Act 1977 does not provide for risk analysis when considering the granting of consent on behalf of the Minister of Conservation.
Significance, Consultation and Engagement (internal and external)	Public notification of the proposed lease was carried out. See discussion above.

6. Next Steps

- The Youth Trust confirms they are going ahead with the transfer of ownership of the building
- Council gives notice to terminate the Scouts' lease, and the Alexandra Youth Trust ground lease is executed

7. Attachments

Appendix 1 - Teviot Valley Community Board Report dated 20 November 2020 [↓](#)

Appendix 2 - Record of public notification of the proposed lease [↓](#)

Report author:

Reviewed and authorised by:



Christina Martin
Property and Facilities Officer (Vincent
and Teviot Valley)
15/01/2021



Louise van der Voort
Executive Manager - Planning and
Environment
22/01/2021



**Teviot Valley Community Board
12 November 2020**

Report for Decision

Puna Rangatahi, Alexandra and Districts Youth Trust Lease (Doc ID 505301)

1. Purpose of Report

To consider granting a ground lease to the Puna Rangatahi, Alexandra and Districts Youth Trust, over an area of the Roxburgh Recreation Reserve which is currently subject to a lease to the Scout Association of New Zealand.

Recommendations

That the Community Board:

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

Agrees to issue a ground lease of an area of 1280m² of the Roxburgh Recreation Reserve, as outlined in the report, to the Puna Rangatahi, Alexandra and District Youth Trust.

This lease will be issued under Section 54 of the Reserves Act 1977 and is subject to the Community Leasing and Licensing Policy. General Terms and Conditions are as follows:

Start date	Upon the confirmation of the transfer of the Roxburgh Guide and Scout Hall to the Youth Trust
Term	15 years
Rights of renewal	One for a further term of 15 years
Final expiry	30 years
Rent	\$3.70 per annum
Rent review	Five yearly. The rent review is based upon the most recent 5 yearly financial statements in which the formula of 2.5% of subscription income less any affiliation fees
Lessee's outgoings	100% of all rates charges, utilities, and insurance

Report author: Property and Facilities Officer – Vincent and Teviot Valley

Improvements at termination of lease	At termination either improvements are surrendered to the landlord or if required to do so removed by way of the landlord giving three months' notice
Special conditions	The landlord reserves the right to terminate an agreement with six months' notice if it requires part or whole of the occupied area for other activities

2. Background

The Roxburgh Scout and Guide Hall is located on approximately 1280m² of the Roxburgh Recreational Reserve between 5 and 11 Teviot Street.



The Scouts Association of New Zealand (Scouts) hold a ground lease with the Central Otago District Council. The Scouts own all improvements on the land.

In a letter to Council dated 4 August 2020, the Scouts' Property Manager stated that the property is surplus to the association's requirements.

The Scouts would like to enter into an agreement for the transfer of their improvements to the Puna Rangatahi, Alexandra and Districts Youth Trust (Alexandra Youth Trust) for \$1, and request Council to consider granting the trust a ground lease in support of this.

A summary of the current ground lease between Council and the Scouts is as follows:

Report author: Property and Facilities Officer – Vincent and Teviot Valley

Start date	1 July 2014
Term	Five years
Rights of renewal	None
Final expiry	30 June 2019
	Section 210 of the Property Law Act 2007 states that when there is no lease, but there is an ongoing occupation this is deemed to be a statutory tenancy. 20 working days' notice is required from either party to terminate the occupation
Rent	\$1 per annum
Rent review	None
Lessee's outgoings	100% of all rates charges, utilities, and insurance
Improvements at termination	At termination either improvements are surrendered to the landlord or if required to do so removed by way of the landlord giving three months' notice
Other	While under the lease terms the Scouts are responsible for the ground maintenance, this maintenance is currently a part of the Council parks contract

The Youth Trust has provided the Council with the following summary of the building's history:

- The building was originally donated to the Scouts after the Roxburgh dam was built
- The building was then utilised by the Roxburgh Scouts and possibly the Girl Guides
- In more recent years when the Roxburgh Scout group was no longer operational, the Scouts entered into an agreement with the Roxburgh Youth Trust to use and maintain the building
- At the end of 2019 the Roxburgh Youth Trust wound up, and all assets were transferred to the Alexandra Youth Trust
- The Alexandra Youth Trust also took over the occupation of the of the Roxburgh Scout Hall
- Initially, the Alexandra Youth Trust thought the Roxburgh Youth Trust owned the building, but the history of the building became known to them when they approached the Scouts to discuss the purchase.

Regular bookings of this hall include:

Monday	Alexandra Youth Trust
Tuesday	
Wednesday	Sewing group
Thursday	Alexandra Youth Trust
Friday	Central Otago REAP

Report author: Property and Facilities Officer – Vincent and Teviot Valley

3. Discussion

Building Condition

A site visit was carried out by council staff on 11 August 2020 with the Alexandra Youth Trust's Development Practitioner. **See appendix 1** for site inspection photos.

As part of due diligence, the Alexandra Youth Trust have engaged a local builder to carry out a building inspection. While the inspection report was not available at the time this report was written it is understood the builder's initial impression was that the building is in good condition and only minor maintenance items are required.

The Alexandra Youth Trust plans to fund these minor maintenance items, an upgrade to the kitchen and operational costs through external funding providers.

The affordability of the lease obligation, specifically the rates and insurance together with the planned maintenance of the building, was discussed on site. The Youth Development Practitioner said that the Youth Trust is very keen to take over this building to ensure both their and the community's use of the building can continue. However, the outcome of the application to external funders for operational and planned maintenance may influence their decision on whether to take over the ownership of the building and the lease.

Community Leasing and Licencing Policy

At the time of writing, council staff are developing a Community Leasing and Licensing Policy with submissions to be considered at the 18 November 2020 meeting of Council. If the Youth Trust meets the assessment criteria of this policy, then the ground lease will be subject to its terms.

The following table applies the assessment criteria of the proposed Community Leasing and Licensing Policy and demonstrates that the Alexandra Youth Trust meets all six assessment points.

Criteria	Key Questions	Assessment
The group's purpose and activities must be consistent with the Council's strategic direction	What is the group's purpose? What additional benefits will the proposal bring to the community?	<p>The Alexandra Youth Trust's constitution states:</p> <p><i>"The purpose of the Trust are exclusively to improve and maintain the values and beliefs; the social and cultural wellbeing of youth and the Treaty of Waitangi.</i></p> <p><i>In achieving the purposes of the Trust, the Trust shall endeavour to:</i></p> <ul style="list-style-type: none"> <i>a) focus on youth in the Community;</i> <i>b) assist and support at-risk youth;</i> <i>c) develop youth leadership;</i> <i>d) respond to the changing needs of youth;</i>

Report author: Property and Facilities Officer – Vincent and Teviot Valley

		<p>e) <i>consult with youth;</i> f) <i>use positive youth development strategies;</i> g) <i>assist and supports the needs of Rangatahi Maori;</i> h) <i>recognise and respect the diversity of cultural, social, spiritual and beliefs which are shaping the context on which young people grow up;</i> i) <i>evaluate and research the effectiveness of the services provided by the Trust."</i></p> <p>➤ criteria met</p>								
The group must be an incorporated society or trust	How does the group spend the money it raises and what happens to any surplus? What additional benefits will the proposal bring to the community?	<p>Alexandra and Districts Youth Trust is a registered trust.</p> <p>They provide programmes and services for young people and families throughout the district.</p> <p>They do not normally have any unaccounted-for surplus. Projects are determined through consultation with youth and then external funding is secured before the projects go ahead.</p> <p>➤ criteria met</p>								
The group must be sustainable in terms of membership and/or users for the term of agreement	Is there evidence that the group's membership numbers and trends justify the proposal? Is there an open membership policy?	<p>The trust deed states that under 14.1 <i>"Any person with an interest in youth in the Community who applies in writing to the Board for membership and is approved by the Board shall, be a member of the Trust"</i>.</p> <p>Rule 14.2 states that the Trust may require a member to pay a subscription.</p> <p>Youth are not required to pay a membership. Members of the public who have an interest in the Youth Trust and would like voting rights are charged \$10.</p> <table><tr><th>Year-end</th><th>Income from membership</th></tr><tr><td>2016</td><td>243</td></tr><tr><td>2017</td><td>148</td></tr><tr><td>2018</td><td>191</td></tr></table>	Year-end	Income from membership	2016	243	2017	148	2018	191
Year-end	Income from membership									
2016	243									
2017	148									
2018	191									

Report author: Property and Facilities Officer – Vincent and Teviot Valley

		<table><tr><td>2019</td><td>61</td></tr><tr><td>2020</td><td>104</td></tr><tr><td>Average</td><td>149.40</td></tr><tr><td>2.5% rental per annum</td><td>3.70 per annum</td></tr></table> <p>The Alexandra Youth Trust membership dropped in 2019 when the Alexandra Youth Trust moved from the Alexandra Baptist Church to their current location behind the Centre Point Mall in Alexandra. By the end of the financial year 2020 it is back on the rise.</p> <p>➤ criteria met</p>	2019	61	2020	104	Average	149.40	2.5% rental per annum	3.70 per annum						
2019	61															
2020	104															
Average	149.40															
2.5% rental per annum	3.70 per annum															
The group must be in a financial position to fulfil its obligations under the agreement	How does the group fund its activities? Is there evidence that the group can afford to meet the obligations of occupying the land/building?	<p>The Alexandra Youth Trust funds its activities through grants and donations. Their main funders include the Central Lakes Trust and the Ministry of Education.</p> <p>Their financial statements show that they are managing their financial obligations through grant applications successfully.</p> <table><tr><td>Year-end</td><td>Statement of Financial Performance Surplus/deficit</td></tr><tr><td>2016</td><td>-886</td></tr><tr><td>2017</td><td>199</td></tr><tr><td>2018</td><td>-19,430</td></tr><tr><td>2019</td><td>36,032</td></tr><tr><td>2020</td><td>22,700</td></tr><tr><td>Average</td><td>7,723</td></tr></table> <p>➤ criteria met</p>	Year-end	Statement of Financial Performance Surplus/deficit	2016	-886	2017	199	2018	-19,430	2019	36,032	2020	22,700	Average	7,723
Year-end	Statement of Financial Performance Surplus/deficit															
2016	-886															
2017	199															
2018	-19,430															
2019	36,032															
2020	22,700															
Average	7,723															
The land and buildings must be utilised to the fullest extent possible	How often will the building be used and what activities are planned? What alternatives have been considered by the group and why have they been rejected? Is there	<p>Current use of the building:</p> <table><tr><td>Monday</td><td>Alexandra Youth Trust</td></tr><tr><td>Wednesday</td><td>Sewing group</td></tr><tr><td>Thursday</td><td>Alexandra Youth Trust</td></tr><tr><td>Friday</td><td>Central Otago REAP</td></tr></table>	Monday	Alexandra Youth Trust	Wednesday	Sewing group	Thursday	Alexandra Youth Trust	Friday	Central Otago REAP						
Monday	Alexandra Youth Trust															
Wednesday	Sewing group															
Thursday	Alexandra Youth Trust															
Friday	Central Otago REAP															

Report author: Property and Facilities Officer – Vincent and Teviot Valley

	potential for the group to share facilities with other existing occupants?	<p>No alternative locations have been considered by the group as this would then leave the building without a future use.</p> <p>The Alexandra Youth Trust are keen to promote the building to attract more youth-related community use and events.</p> <p>➤ criteria met</p>
The activity must not have the potential to adversely affect open space values or cause environmental harm	<p>Is the activity consistent with relevant legislation and any applicable reserve management plans?</p> <p>Is there a potential for adverse environmental effects to be caused by the activity? If yes, how will these be mitigated?</p>	<p>The area of interest is a part of the Teviot Valley Ward Reserve Management Plan 2014. The Scouts' lease is not listed in the plan.</p> <p>None of the future development listed in 8.5 of the Management Plan will be affected by the proposed lease.</p> <p>There are no known adverse environmental effects caused by youth group occupation on the land.</p> <p>➤ criteria met</p>
There must be demonstrated support and need within the community for the activity	<p>Is there demonstrated support from the wider community and those expected to benefit from the activity? Are similar activities to the one being proposed, delivered by other facilities that are accessible to the group and the wider community?</p>	<p>The Youth Trust is pleased to be able to fill the role left by the Roxburgh Youth Trust for the area.</p> <p>They report that their sessions are being well attended by youth and their families.</p> <p>➤ criteria met</p>

As the lease to the Scouts expired in 2019 they are occupying the building by way of statutory tenancy. Council will need to give 20 working days' notice to terminate the occupancy prior to granting a lease to the Alexandra Youth Trust. Applying the tenure framework of the proposed Community Leasing and Licensing Policy the following will be the terms of the ground lease to the Alexandra Youth Trust:

Report author: Property and Facilities Officer – Vincent and Teviot Valley

Start date	Upon the confirmation of the transfer of the Roxburgh Guide and Scout Hall to the Alexandra Youth Trust
Tenancy type	The ground lease is issued under section 54 of the Reserves Act 1977
Term	15 years
Rights of renewal	One for a further term of 15 years
Final expiry	30 years
Rent	\$3.70 per annum
Rent review	Five yearly. Based upon the most recent 5 yearly financial statements in which the formula of 2.5% of subscription income less any affiliation fees is applied
Lessee's outgoings	100% of all rates charges, utilities, and insurance
Improvements at termination	At termination either improvements are surrendered to the landlord or if required to do so removed by way of the landlord giving three months' notice
Special conditions	The landlord reserves the right to terminate an agreement with six months' notice if it requires part or whole of the occupied are for other activities

4. Options

Option 1 – (recommended)

To approve the ground lease to the Alexandra Youth Trust.

Advantages:

- Supports the request made by the Scouts
- Ensures that the Roxburgh Guide and Scout Hall does not revert to Council ownership upon the Scouts' termination of their ground lease
- Provides for the on-going maintenance and management of the building for community use by a community group
- Issuing of the lease is supported by the Parks Manager

Disadvantages:

- None

Option 2

To not approve the ground lease to the Youth Trust.

Report author: Property and Facilities Officer – Vincent and Teviot Valley

Advantages:

- None

Disadvantages:

- This option does not support the Scouts' request
- The Scouts could provide notice of the termination of the ground lease. The improvement would then either revert to the Council's ownership or Council could provide three months' notice for the Scouts group to remove the building

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social and economic wellbeing of the community, in the present and for the future by enabling the Alexandra Youth Trust to provide the same and potentially increased level of service economically to the community by finding a future use of the Roxburgh Guide and Scout Hall.
Financial implications: Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	No significant budget implications are attributed to this decision.
Decision consistent with other Council plans and policies, such as the District Plan, Economic Development Strategy, etc?	The land is subject to the Teviot Valley Ward Reserve Management Plan 2014. The Council's Parks Manager has been consulted and provided support to the Alexandra Youth Trust Lease. As Reserve Management Plan does not provide a provision for the leasing of the Guide and Scout Hall. Therefore, under the Reserve Act 1977, the lease is required to be publicly notified.
Considerations as to sustainability, the environment and climate change impacts	This decision does not impact on the sustainability, environmental, and climate change of the district.
Risk Analysis	The health and safety obligations will be the Tenant's responsibility to meet.
Significance, Consultation and Engagement (internal and external)	The lease will be subject to public consultation.

6. Next Steps

- The Scouts and the Youth Trust are informed of the Board's decision
- The ground lease is publicly notified

Report author: Property and Facilities Officer – Vincent and Teviot Valley

- If objections are received, then these will be taken to the Hearings Panel for consideration
- Report to Council to obtain the delegated consent on behalf of the Minister
- The Youth Trust confirms they are going ahead with the transfer of ownership of the building
- Council gives notice to terminate the Scouts' lease, and the Alexandra Youth Trust ground lease is executed

Attachments

Appendix 1: Roxburgh Guide and Scout Hall land area and photos

Report author:



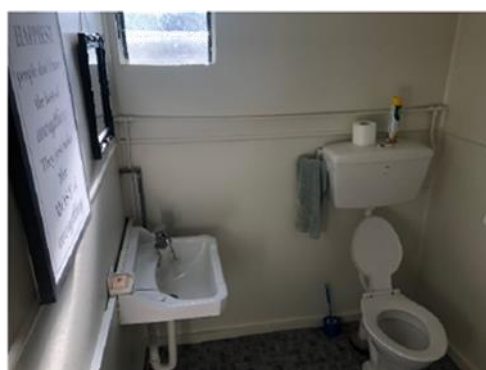
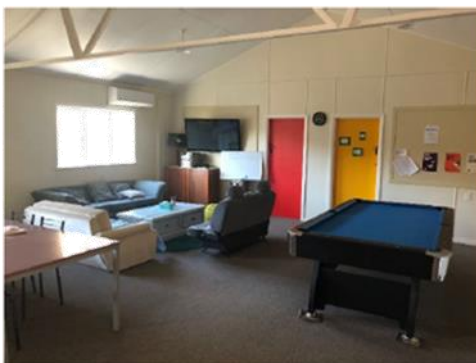
Christina Martin
Property and Facilities Officer
Vincent and Teviot Valley
1/09/2020



Louise van der Voort
Executive Manager - Planning and
Environment
14/10/2020

Report author: Property and Facilities Officer – Vincent and Teviot Valley

Appendix 1: Roxburgh Guide and Scout Hall land area and photos as at 11 August 2020



VIEWS

Heritage issues proving vexatious

Central Stories Museum, as the name implies, was supposed to be a regional base for our local museums.

Sad to say, it has been 12 years since the districts have had a combined conference to discuss heritage issues.

All going well it would be expected that rationalisation, and best use of resources would be on the top of the agenda, and implemented.

Clyde has two museums, effectively, and so does Cromwell.

Compare that with Queenstown Lakes district which have one, at Arrowtown.

Since the implementation of the Local Government Act, things have slowed down considerably.

It is stressful, and vexatious. It appears that everybody's hands are tied.

Maybe someone in Wellington, who has fast-tracked the Resource Management Act, could apply the same to the Local Government Act, too.

Too often, volunteers get caught in the middle. We need reassurance. We need things to actually happen.

David George, of Cromwell.

REPLY:

Mr George raises some valid points regarding museums in his letter, and it is something our council is keen to understand better and progress.

In fact, they are discussing this very issue at their meeting this week, and more fully as part of the long-term plan that will go out for public consultation in March next year.

Sanchia Jacobs
Central Otago District Council chief executive.

Mayor: take precautions

Queenstown Lakes District Mayor Jim Boulton has warned visitors and tourists not to become complacent while attending events in the district during summer.

New Zealand was still at Covid-19 Alert Level 1 and precautions should be taken to ensure any future virus outbreaks were contained quickly and efficiently.

He was delighted to see big events, such as the Queenstown Marathon and the West Indies-New Zealand A cricket matches return, but it was important to remember "that we're not out of the woods yet".

"Last week's outbreak in Auckland came as a timely reminder to continue to take precautions: stay home if you're sick, wash and dry your hands, and keep a record of where you've been."

QR codes were displayed in businesses and on public transport, and he encouraged use of the government's Covid Tracer app where possible.

"We've done superbly well, but we can't afford to be complacent."

Central Otago District Council

NOTICEBOARD

Let's Reset Recycling



From 1 December, Central Otago District Council will join the increasing number of districts changing the types of plastics accepted to ones that can be recycled onshore in New Zealand.

Only plastic 2 and 5 and clear plastic 1 bottles will be accepted for recycling. This includes material collected in the yellow kerbside bins, recycling drop-off points or through commercial collections.

Plastic packaging with the numbers 3, 4, 6 and 7 will no longer be accepted for recycling in the yellow kerbside bins. All other items made of number 1 plastic, other than clear bottles will not be acceptable for recycling. This includes bottles made out of coloured plastic, meat trays, punnets and biscuit trays.

Cardboard pizza boxes will also no longer be accepted for recycling in your yellow bin.

Further details about the changes, as well as handy links to resources that can help you in your quest to reduce plastic, can be found on Council's website at www.codc.govt.nz/reset-recycling.

Proposed variation to lease on reserve land



Pursuant to section 119 Reserves Act 1977, notice is given of Council's intention to lease an area over part of the Roxburgh Recreation Reserve between 5 and 11 Teviot Street to Pana Rangatahi, Alexandra and Districts Youth Trust.

This land is currently leased to the Scouts Association of New Zealand. The Scouts have advised Council that the property is surplus to their requirements. They have requested the termination of their and a new lease issued to Pana Rangatahi, Alexandra and Districts Youth Trust.

Land details:

Legal Description: (Part) Section 181 Block II Teviot Survey District
Status: Recreation Reserve, subject to the Reserves Act 1977

Any person who wishes to object to the proposed lease must lodge an objection with the Central Otago District Council by 4pm on Friday 18 December 2020.

Latest Alcohol Licence Applications

Current applications are listed at www.codc.govt.nz/consultation.

Applicant	Trading As	Application	Closes
Connell Phelps Limited	Matt Connell Wines, Freeway Complex, 180 State Highway 8B, Cromwell	OF290	9 December 2020
Stoaker Cuisine Limited	The Stoaker Room Bistro & Bar, 180 State Highway 8B, Cromwell	ON225 & OF270	9 December 2020
Omakau Bowling Club Incorporated	Omakau Bowling Club Incorporated, 12-14 Cobham Crescent, Omakau	CL024	9 December 2020
Peyman Holdings Limited	Vulcan Hotel, 1670 St Bathans Loop Road, St Bathans	ON234	9 December 2020

Vacancies

Library Assistant - Maniototo Community Library

Are you friendly, professional, a quick learner and love reading? If you have a good understanding of technology and love being an integral part of your community then we may have the position for you! We require a Library Assistant to work at the Community Library based in Ranfurly. Working five hours on Fridays with additional hours available as required for leave coverage gives you flexibility throughout your week.

Applications close Monday, 30 November at 12 noon.

Cadetships

Central Otago District Council is recruiting two new Council cadets. The paid positions are aimed specifically at high school leavers who live in the Central Otago district and placements are for two years. One of the cadet positions will complete six-month placements in various departments so they can sample the different careers local government has to offer. The other will be based for the duration of the cadetship with the Information Services team, exposing the cadet to three key areas - customer support, information management and digital technologies.

Applications close this coming Monday, 23 November.

Full details for the jobs listed above can be obtained from Council's website www.codc.govt.nz/vacancies.

www.codc.govt.nz
PO Box 122 Alexandra 9340
03 440 0056 | info@codc.govt.nz

What's coming up...



Commissioner Hearing
Monday 23 November and Tuesday 24 November (with Wednesday 25 November as back-up)
From 9.00am
Ngā Hau e Whā
William Fraser Building
1 Dunorling Street, Alexandra

Hearings Panel
Tuesday 8 December
From 9.30am
Ngā Hau e Whā
William Fraser Building
1 Dunorling Street, Alexandra

Council
Wednesday 9 December
From 10.30am
Ngā Hau e Whā
William Fraser Building
1 Dunorling Street, Alexandra

Audit and Risk Committee
Monday 14 December 2020
From 2.00pm
Ngā Hau e Whā
William Fraser Building
1 Dunorling Street, Alexandra

Events

Startup Central Think Drinks
Wednesday 25 November
From 4.30pm
Scott Base, 27 McNab Road, Cromwell
Last Think Drinks for 2020

Cromwell Festive Fete
Saturday 5 December
10.00am-3.30pm
Cromwell Racecourse
\$12 on the gate, U14s free

HOLSYM Creative Arts and Wellness Festival
5-6 December
Centennial Park, Alexandra and Flow Space Studio
Tickets www.flowspaceyoga.com/wellness-festival
Workshops | Wellness | Markets | Music



FRAMING OUR FUTURE Photo Competition

ENTRIES CLOSE THIS FRIDAY 20 NOVEMBER

Find out more at www.codc.govt.nz/framing-our-future



Contact Jo cell 021 246 5889 or email jo@gollapsouth.co.nz

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Proposed lease to Puna Rangatahi on Roxburgh reserve land

OPENING 18 Nov 2020, 12:00 am

CLOSING 18 Dec 2020, 4:00 pm

Pursuant to section 119 Reserves Act 1977, notice is given of Council's intention to lease an area over part of the Roxburgh Recreation Reserve between 5 and 11 Teviot Street to Puna Rangatahi, Alexandra and Districts Youth Trust.

This land is currently leased to the Scouts Association of New Zealand. The Scouts have advised Council that the property is surplus to their requirements. They have requested the termination of their and a new lease issued to Puna Rangatahi, Alexandra and Districts Youth Trust.

Land details:

Legal Description: (Part) Section 181 Block II Teviot Survey District

Status: Recreation Reserve, subject to the Reserves Act 1977



Any person who wishes to object to the proposed lease must lodge an objection with the Central Otago District Council by 4pm on Friday 18 December 2020.

[Make an online submission](#)

21.1.11 WILLIAM FRASER OFFICE RENOVATION - PROJECT UPDATE

Doc ID: 520303

1. Purpose

To consider an update on the William Fraser Office Renovation Project.

Recommendations

That the report be received.

2. Discussion

Background

The William Fraser Office Renovation Project was first budgeted for in 2014-15. The project's aim was to address the need for additional desk space for increasing staff numbers and to provide a better work environment for staff and visitors.

The Waste and Property Infrastructure Committee (the Committee) received a report on 11 April 2018 setting out the tenders. A request for additional funding of \$114,000 was approved. The estimated project cost at that point was \$735,389.

18.3.7

- A. *RESOLVED that the report be received, and the level of significance accepted.*
- B. *APPROVED an overspend of \$114,000 to complete funding for refit of the Central Otago District Council's offices located at 1 Dunorling Street, Alexandra to be funded from accumulated depreciation.*
- C. *AUTHORISED the Chief Executive Officer to do all that is necessary to give effect to this resolution.*
- D. *AGREED the report and minutes be publicly available from the date of the resolution but with the financial details being withheld until a contract is awarded or the project cancelled.*

Stage One: The Tourism Central Otago, Communications and Reception area were completed in March 2019. A report for information was provided to the Committee on 20 March 2019.

A verbal update of projection costs was given at this time and it looked highly likely that additional funding would be required to complete the project.

The Committee instructed a report for the decision to be tabled once a more robust estimate could be made at the completion of stage two.

Stage Two: The Planning and Regulatory, and Corporate Services areas were completed in May 2019. A report with an updated projection of costs and a request for additional funding was tabled at the Committee's meeting on 26 June 2019.

At the end of stage two there were significant increases to construction costs which were due to the following reasons:

- To meet the building code requirements, an upgrade to a type 4 fire alarm and increased emergency lighting throughout the building was required
- There were unforeseen changes to the structural engineering designs after the demolition of internal walls
- Replacement of poor wiring that was discovered during demolition was required, and additional power and data points were installed due to layout change
- An unforeseen upgrade to the building's switchboards was necessary as they were at capacity and coming to the end of their life

Of the construction costs, the most significant increase was the structural changes required after demolition.

After a tour of the renovated area, the Committee resolved:

19.5.5

- A. *RESOLVED that the report be received, and the level of significance accepted.*
- B. *APPROVED an overspend of \$321,822 for the William Fraser office reconfiguration project. To be funded by the William Fraser investment account.*
- C. *APPROVED an overspend of the district furniture budget of \$35,000 associated with the William Fraser office reconfiguration project. To be funded by the District's general reserves.*

Stage Three: Infrastructure, was completed in August 2019. A report to update the Committee was tabled at the Committee's meeting on 26 June 2019.

The costs were \$5,000 over stage three's budget due to the following reasons:

- The cost to refurbish the existing suspended ceiling was higher than anticipated.
- An additional double door was installed in the hallway between the Council's staff toilets and other tenants. This door provides additional security to Council staff while allowing the use of the toilets without having to use swipe cards to access their office area.
- New LED lighting, carpet, and the painting were extended into part of the hallway outside stage three to create a uniform finish for the length of the hallway towards the Kelman Street entrance.

Council resolved:

9.7.4

- A. *RESOLVED that the report be received, and the level of significance accepted.*
- B. *RESOLVED the financial update of the William Fraser Office Renovation Project at the end of stage three be noted.*

- C. *APPROVED the Council Chambers being renamed as the Ngā Hau e Whā meeting room.*

Stage Four: The Governance area was completed in October 2019. A report to update Council was tabled on 11 March 2020.

The construction budget for the William Fraser Renovation Project is \$1,122,648 (including the \$40,000 budget to renovate the staffroom). At the end of stage four, the total actual cost is \$966,552.

The costs are \$4,000 over stage four's budget due to additional costs in this stage, being:

- Extra soundproofing to the office adjacent the toilet
- Additional work to create a bulkhead after a wall was removed.

Removal of the bathroom from Stage Five:

The next stage of the renovation was to include the staffroom and adjacent toilets. Before the commencement of this stage a variation price request was issued. The next stage which consisted of a basic renovation (i.e painting, new carpet, new lighting, new fittings in the bathroom but reuse of the kitchen cabinet) came in at \$51,000 over budget.

The main contributor to the higher than anticipated costs is associated with structural improvements required.

Two options were considered by the Executive Team as a way forward:

- A. Continue with both the bathroom and staffroom renovation but make cuts to meet budget
- B. Remove the bathroom renovation from the project and reprogrammed this as part of the next Long Term Plan

Option B was decided upon as it gave the best outcomes for both staff and the investment made into building improvements that will last for many years to come.

Program Update

Stage Five: The staffroom was completed in October 2020.

Before and after photos:





At the end of stage five, the total actual building cost of this project is within budget at \$1,088,359.

A budget of \$250,000 is included in year one of the draft Long Term Plan 2021/31 to renovate the bathroom, and adjacent hallway. The hallway renovation also includes structural bracing elements required to obtain the code of compliance. The building consent is currently due to expire on 30 June 2022.

3. Attachments

Nil

Report author:

Reviewed and authorised by:



Christina Martin
Property and Facilities Officer (Vincent
and Teviot Valley)
12/01/2021



Louise van der Voort
Executive Manager - Planning and
Environment
22/01/2021

21.1.12 MINISTER OF CONSERVATION'S CONSENT - EASEMENT OVER SUGARLOAF SCENIC RESERVE [PRO: 62-3006-00]

Doc ID: 521329

1. Purpose of Report

To consider granting consent (under delegated authority), on behalf of the Minister of Conservation, to Council granting an easement (in gross) to Aurora Energy Limited, over Lot 16 Deposited Plan 418764, being part of the Sugarloaf Scenic Reserve.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
 - B. Agrees to grant consent (under delegated authority), on behalf of the Minister of Conservation, to the granting an easement (in gross) over Lot 16 Deposited Plan 418764 (scenic reserve), in favour of Aurora Energy Limited.
-

2. Background

At their meeting of 18 January 2021, the Cromwell Community Board (the Board) considered an application for an easement (in gross) over Lot 16 Deposited Plan 418764, being part of the Sugarloaf Scenic Reserve, from Aurora Energy Limited.

A copy of the report to the Board dated 18 January 2021 is attached as **Appendix 1**.

On consideration the Board resolved (Resolution 21.1.2) as follows:

- B. Agrees to grant an easement (in gross) to Aurora Energy Limited for \$1, over Lot 16 Deposited Plan 418764 (being part of the Sugarloaf Scenic Reserve), to provide for the upgrading and reinforcement of the existing network, subject to:*
- *The applicant meeting all costs associated with preparing and registering the easement agreement.*
 - *The Minister of Conservation's consent.*

As noted in the report dated 18 January 2021 the granting of the easement is subject to the consent of the Minister of Conservation. The role of the Minister of Conservation in this matter is to:

- be satisfied that the granting of the easement conforms with the provisions of the Reserves Act 1977.
- ensure that due process under the Act has been followed.
- consider submissions resulting from public notification (when required if applicable).

3. Discussion

Due Process – Easements over Reserve Land

Section 48(1)(d) of the Reserves Act 1977 (the Act) authorises the granting easements over a reserve or part thereof 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 or work 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”. Accordingly, the granting of an easement for the purpose of upgrading and reinforcing the existing network is consistent with the Act.

While public notice can be required when easements or other rights are granted over reserves, section 48(3) states that public notification is not required where the reserve is vested in an administering body and is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.

In this instance, the reserve vested in Council on deposit (of plan 418764) as Scenic Reserve with the existing infrastructure in place. Upgrading that infrastructure to reinforce the network will not materially alter the reserve or affect the rights of the public. Therefore, public consultation is not required.

Minister of Conservation's Consent

Under the Reserves Act 1977, the Minister of Conservation's consent is required for a Local Authority issuing an easement over recreation reserve. The purpose of the Minister's consent is to ensure due process under the Act has been followed by Council.

In this circumstance, the Minister has delegated the decision to Council to grant consent to the Council issuing an easement over recreation reserve.

4. Options

Option 1 – (Recommended)

To grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council granting an easement (in gross) over Lot 16 DP 418764 (scenic reserve), in favour of Aurora Energy Limited.

Advantages:

- An easement for the provision of water systems is consistent with Reserves Act 1977.
- The works will not materially alter the land.
- Granting the right will not compromise the use of the land.
- Recognises that due process has been followed.

Disadvantages:

- None.

Option 2

To not grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council granting an easement (in gross) over Lot 16 DP 418764 (scenic reserve), in favour of Aurora Energy Limited.

Advantages:

- None.

Disadvantages:

- Does not recognise that due process has been followed.
- The applicant will not be able to undertake the proposed works.

5. Compliance

Local Government Act 2002 Purpose Provisions	<p>The Local Government Act 2002 does not apply to this decision.</p> <p>The Minister of Conservation's consent is delegated to Council in accordance with the Reserves Act 1977, and the "Instrument of Delegation to Territorial Authority's" dated 12 June 2013.</p>
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	There are no financial implications related to the recommendation.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	<p>The recommendation is consistent with the Reserves Act 1977.</p> <p>The proposed works are consistent with the provisions of the Council's District Plan.</p>
Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the decision as the granting of the rights and 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)	Pursuant to section 48(3) of the Reserves Act 1977, public advertising of the intention to grant of an easement over a reserve or any part thereof is not required where the reserve is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.

6. Next Steps

The following steps will/have been undertaken in association with having the easement registered:

1. Community Board Approval

18 January 2021

2. Consent of the Minister of Conservation
3. Applicant advised of outcome

3 February 2021
Early February 2021

7. Attachments

Appendix 1 - Copy of Report to Cromwell Community Board dated 18 January 2021 [↓](#)

Report author:

Reviewed and authorised by:



Linda Stronach
Property Officer - Statutory
25/01/2021



Louise van der Voort
Executive Manager - Planning and Environment
25/01/2021

21.1.2 APPLICATION FOR EASEMENT IN FAVOUR OF AURORA ENERGY LIMITED OVER SUGARLOAF SCENIC RESERVE**Doc ID: 519888****1. Purpose of Report**

To consider an application for an easement (in gross) over the Sugarloaf Scenic Reserve, being Lot 16 Deposited Plan 418764, in favour of Aurora Energy Limited.

Recommendations

That the Cromwell 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 16 Deposited Plan 418764 (being part of the Sugarloaf Scenic Reserve), to provide for the upgrading and reinforcement of the existing network, subject to:
 - The applicant meeting all costs associated with preparing and registering the easement agreement.
 - 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

Aurora Energy Limited (Aurora) is planning to upgrade and reinforce its existing 66kV and 11kV overhead network which feeds the Lowburn area. While most of the works relate to assets that are located in road reserve, some of the assets are located in the southern end of Lot 16 Deposited Plan (DP) 418764.

Lot 16 DP 418764 is part of the Sugarloaf Scenic Reserve. The reserve is owned by Council and is held subject to the Reserves Act 1977. The land is zoned Rural Resource Area in the District Plan with an "Outstanding Natural Feature" notation.

In total, the reserve consists of six parcels of land being Lots 6 – 7 Deposited Plan 433991, Lots 15 – 16 DP 418764, Lot 206 DP 404040, and Section 1 Survey Office Plan (SO) 24210. The reserve, which has an area of just over 147 hectares, is shown outlined in red below in Figure 1.



Figure 1 – Plan of the Sugarloaf Scenic Reserve

Aurora has three poles in the southern end of Lot 16 DP 418764. The poles are shown below in Figure 2 as poles 10550, 10552, and 10520.

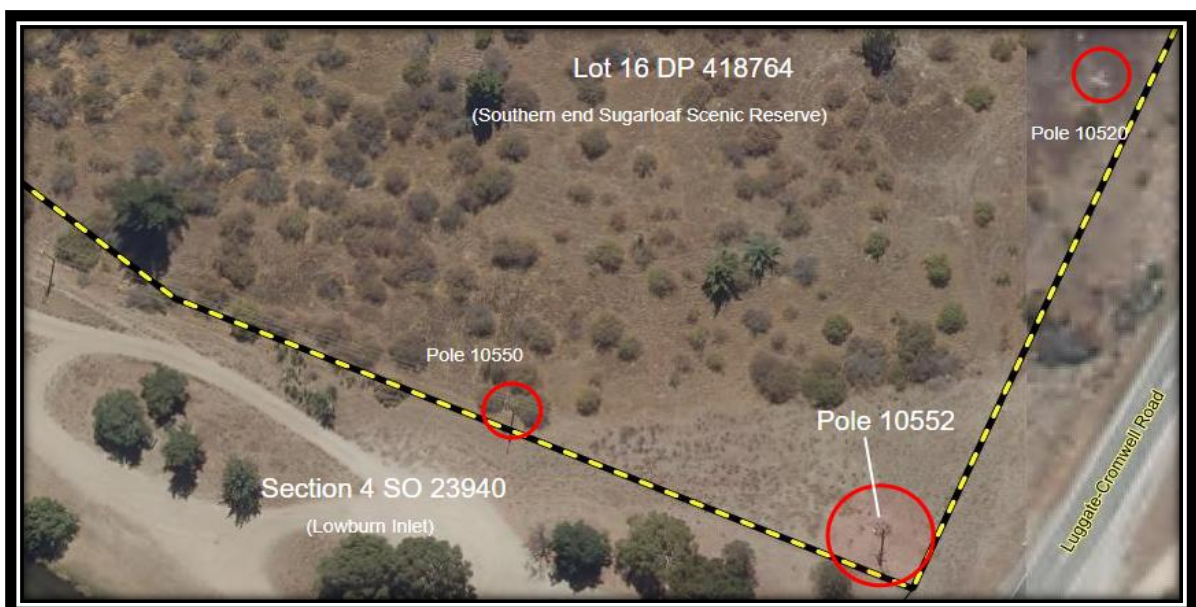


Figure 2 – Existing Aurora owned infrastructure in the southern end of Lot 16 DP 418764

The proposed network upgrades and reinforcement works include:

- Replacing pole number 10552 with new twin poles; and,
- Installing a set of three voltage regulators (auto transformers) with associated cabling on the new twin poles.

The existing pole as viewable from the Luggate – Cromwell Road is shown below in Figure 3. An example of the replacement twin poles, with three voltage regulators and associated cabling, is shown in Figure 4.



Figure 3 – Existing pole number 10552



Figure 4 – Example dual poles with voltage regulators

As the proposed works are to upgrade to the existing infrastructure Aurora have applied to for an easement (in gross) over Lot 16 DP 418764.

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 poles, voltage regulators, transformers and cables 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 provide for the upgrading and reinforcement of the existing network will not materially alter the land, nor compromise its use.

Policy

The land is identified on District Plan Map 19 of Council's Operative District Plan. It is zoned Rural Resource Area.

The upgrading of the electrical network is permitted under rule 13.7.7 of the District Plan as shown in the extract 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.

Effect on the Land

Poles 10550, 10552, and 10520 are located in the southern most corner of Lot 16 DP 418764 adjacent to the Luggate – Cromwell Road. While the poles are on scenic reserve, as can be seen in Figure 4, they are on the flat land outside the boundary of the area designated an outstanding natural feature in the District Plan.

Accordingly, the effect of the upgrade on the reserve will be minimal.

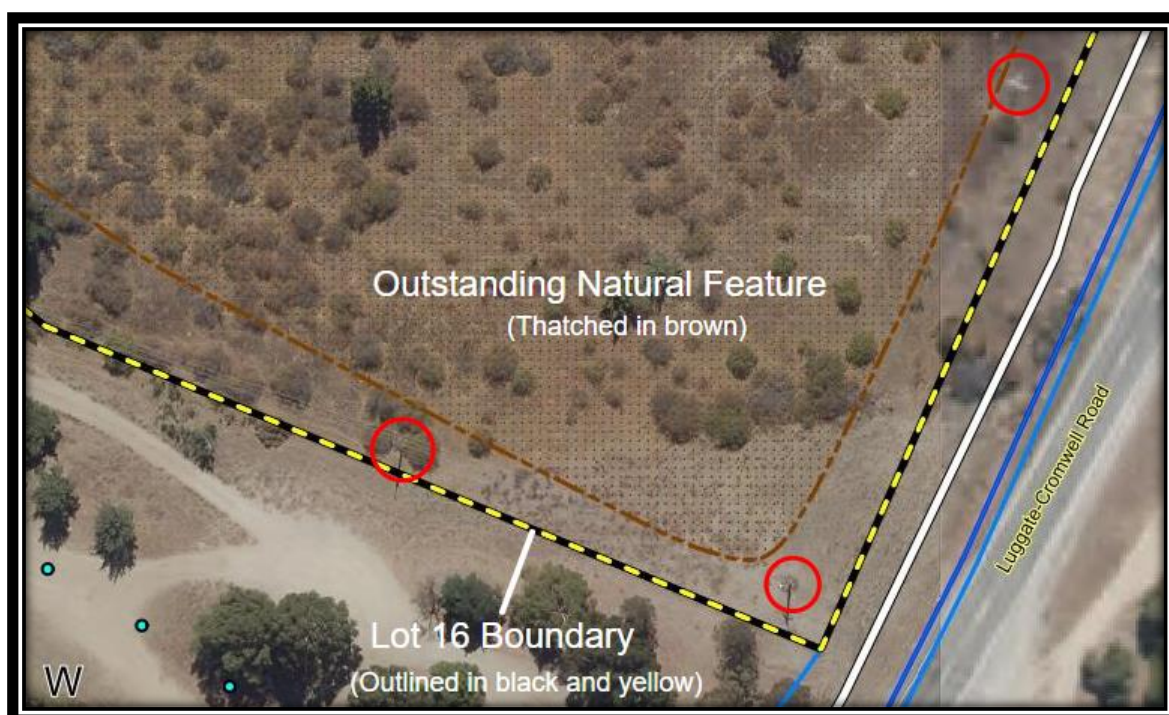


Figure 4 – Reserve boundary versus Outstanding Landscape Feature designation.

Financial

Historically, easements of this nature have been exchanged at the nominal rate of \$1. As the easement will provide for upgrade and reinforcement of the existing network it is not proposed that a charge be levied in this instance.

All costs associated with the works, and with the preparation and registration of the easement agreement will be paid by the applicant.

4. Options

Option 1 – (Recommended)

To grant an easement (in gross) to Aurora Energy Limited for \$1, over Lot 16 Deposited Plan 418764 (being part of the Sugarloaf Scenic Reserve), to provide for the upgrading and reinforcement of the existing network, subject to:

- The applicant meeting all costs associated with preparing and registering the easement agreement.
- The Minister of Conservation's consent.

Advantages:

- Aurora will be able to upgrade and reinforce their network.
- The Lowburn electricity network will be enhanced.
- The work will not materially alter the land or compromise the road.

Disadvantages:

- None.

Option 2

To not grant an easement (in gross) to Aurora Energy Limited for the purpose of upgrading and reinforcing their network.

Advantages:

- None.

Disadvantages:

- Aurora Energy will not be able to upgrade or reinforce their network.
- The Lowburn electricity network will not be enhanced.
- Does not recognise the provisions of the Section 48 of the Reserves Act 1977.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the economic wellbeing of communities, in the present and for the future by enabling Aurora Energy Limited to upgrade their energy network which will ensure the ongoing provision of electrical services to customers in the Lowburn area.
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 Operation 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	If the easement is not granted, Aurora will not be able to upgrade their network.
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 | 18 January 2021 |
| 2. Minister of Conservation's Approval | 03 February 2021 |
| 3. Applicant advised and works authorised | Mid-February 2021 |

7. Attachments

Nil

Report author:



Linda Stronach
Property Officer - Statutory

8/12/2020

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and
Environment
5/01/2021

21.1.13 MINISTER OF CONSERVATION'S CONSENT - EXTENSION OF EASEMENT RIGHTS OVER ROXBURGH RECREATION RESERVE [PRO: 65-7040-00]

Doc ID: 521330

1. Purpose of Report

To consider granting consent (under delegated authority), on behalf of the Minister of Conservation, to the extension of the rights contained in an existing easement over part of the Roxburgh Recreation Reserve.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. **Agrees** to grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council granting an extension to the rights contained in the existing easement over Part Section 181 in favour of Section 175 Block II Teviot Survey District and Lot 1 DP 450706 to include:
 - the right to drain sewerage; and,
 - the right to convey water, power, and telecommunications.

2. Background

At their meeting of 21 January 2021, the Teviot Valley Community Board (the Board) considered an application to extend the rights contained in an existing easement over part of the Roxburgh Recreation Reserve.

The application followed the granting of a resource consent which required the applicants to obtain the right to drain sewerage and the right to convey water, power, and electricity over the existing easement area.

A copy of the report to the Board dated 21 January 2021 is attached as **Appendix 1**.

On consideration the Board resolved (Resolution 21.1.2) as follows:

- B. *Recommends to Council to approve the application to extend the rights contained in the existing easement over Part Section 181 Block II Teviot Survey District (recreation reserve) in favour of Section 175 Block II Teviot Survey District and Lot 1 DP 450706 to include:*
 - *the right to drain sewerage; and,*
 - *the right to convey water, power, and telecommunications.*

Subject to:

- *the Minister of Conservation's consent.*
- *the landowners paying all costs associated with preparing and registering the easement on record of title OT15C/974.*

As noted in the report dated 21 January 2021 the granting of the easement is subject to the consent of the Minister of Conservation. The role of the Minister of Conservation in this matter is to:

- be satisfied that the granting of the easement conforms with the provisions of the Reserves Act 1977.
- ensure that due process under the Act has been followed.
- consider submissions resulting from public notification (when required if applicable).

3. Discussion

Due Process – Easements over Reserve Land

Section 48(1)(d) of the Reserves Act 1977 (the Act) authorises the granting easements over a reserve or part thereof 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 or work 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”. Accordingly, the granting of an easement for the purpose of conveying power and telecommunications is consistent with the Act.

Section 48(1)(f) of the Act authorises the granting of easements over a reserve or any part thereof for providing or facilitating access or the supply of water to or the drainage of any other land not forming part of the reserve or for any other purpose connected with any such land. Accordingly, the granting of any easement for the purpose of draining sewerage and conveying water is also consistent with the Act.

While public notice can be required when easements or other rights are granted over reserves, section 48(3) states that public notification is not required where the reserve is vested in an administering body and is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.

In this instance, extending the existing easement agreement to include the additional rights will not materially alter the land, nor compromise its use. In fact, the rights of the public to walk and pass over the reserve will be less affected by the underground pipes and cables than the existing right of way. Therefore, public consultation is not required.

Minister of Conservation’s Consent

Under the Reserves Act 1977, the Minister of Conservation’s consent is required for a Local Authority issuing an easement over recreation reserve. The purpose of the Minister’s consent is to ensure due process under the Act has been followed by Council.

In this circumstance, the Minister has delegated the decision to Council to grant consent to the Council issuing an easement over recreation reserve.

4. Options

Option 1 – (Recommended)

To grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council extending the rights contained in the existing easement over Part Section 181 Block II Teviot Survey District (recreation reserve) in favour of Section 175 Block II Teviot Survey District and Lot 1 DP 450706 to include:

- the right to drain sewerage
- the right to convey water, power, and telecommunications

Advantages:

- The granting of the additional rights is consistent with Reserves Act 1977.
- The works will not materially alter the land.
- Granting the additional rights will not compromise the use of the land.
- Recognises that due process has been followed.

Disadvantages:

- None.

Option 2

To not grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council granting an extension to the rights contained in the existing easement over Part Section 181 Block II Teviot Survey District (recreation reserve).

Advantages:

- None.

Disadvantages:

- Does not recognise that due process has been followed.
- The applicants will not be able to undertake the subdivision.

5. Compliance

Local Government Act 2002 Purpose Provisions	<p>The Local Government Act 2002 does not apply to this decision.</p> <p>The Minister of Conservation's consent is delegated to Council in accordance with the Reserves Act 1977, and the "Instrument of Delegation to Territorial Authority's" dated 12 June 2013.</p>
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	There are no financial implications related to the recommendation.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	<p>The recommendation is consistent with the Reserves Act 1977.</p> <p>The proposed works are consistent with the provisions of the Council's District Plan.</p>
Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the decision as the granting of the rights and 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)	<p>The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.</p> <p>Pursuant to section 48(3) of the Reserves Act 1977, public advertising of the intention to grant of an easement over a reserve or any part thereof is not required where the reserve is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.</p>

6. Next Steps

The following steps will/have been undertaken in association with having the easement registered:

- | | |
|--|---------------------|
| 1. Community Board Approval | 18 January 2021 |
| 2. Consent of the Minister of Conservation | 3 February 2021 |
| 3. Applicant advised of outcome | Early February 2021 |

7. Attachments

Appendix 1 - Copy of report to Teviot Valley Community Board dated 21 January 2021



Appendix 2 - Copy of appendix to Teviot Valley Community Board (Full size subdivision plan) [!\[\]\(6059a5aa8b4ca7bb793408023d6c6e42_img.jpg\)](#)

Report author:



Linda Stronach
Property Officer - Statutory
25/01/2021

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and Environment
25/01/2021

21.1.2 REQUEST TO EXTEND RIGHTS CONTAINED IN EXISTING EASEMENT OVER THE ROXBURGH RECREATION RESERVE**Doc ID: 520025****1. Purpose of Report**

To consider an application to extend the rights contained in an existing easement held over part of the Roxburgh Recreation Reserve.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
 - B. Recommends to Council to approve the application to extend the rights contained in the existing easement over Part Section 181 Block II Teviot Survey District (recreation reserve) in favour of Section 175 Block II Teviot Survey District and Lot 1 DP 450706 to include:
 - the right to drain sewerage; and,
 - the right to convey water, power, and telecommunications.Subject to:
 - the Minister of Conservation's consent.
 - the landowners paying all costs associated with preparing and registering the easement on record of title OT15C/974.
 - C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.
-

2. Background

The Roxburgh Recreation Reserve has an area of approximately 87.7654 hectares. It is made up of 5 parcels of land being Lot 13 Deposited Plan (DP) 6674 and Sections 179, 190, 191, and Part Section 181 Block II Teviot Survey District. The parcels are held together in Record of Title OT15C/974.

The majority of the land is contained in Part Section 181 Block II Teviot Survey District (Part Section 181). The northern end of Part Section 181, which is shown thatched in blue in Figure 1, is bounded by several streets including Berwick, Liddle, and Teviot Streets.



**Figure 1 – The northern end of the Roxburgh Recreation Reserve
(Part Section 181 – thatched in blue)**

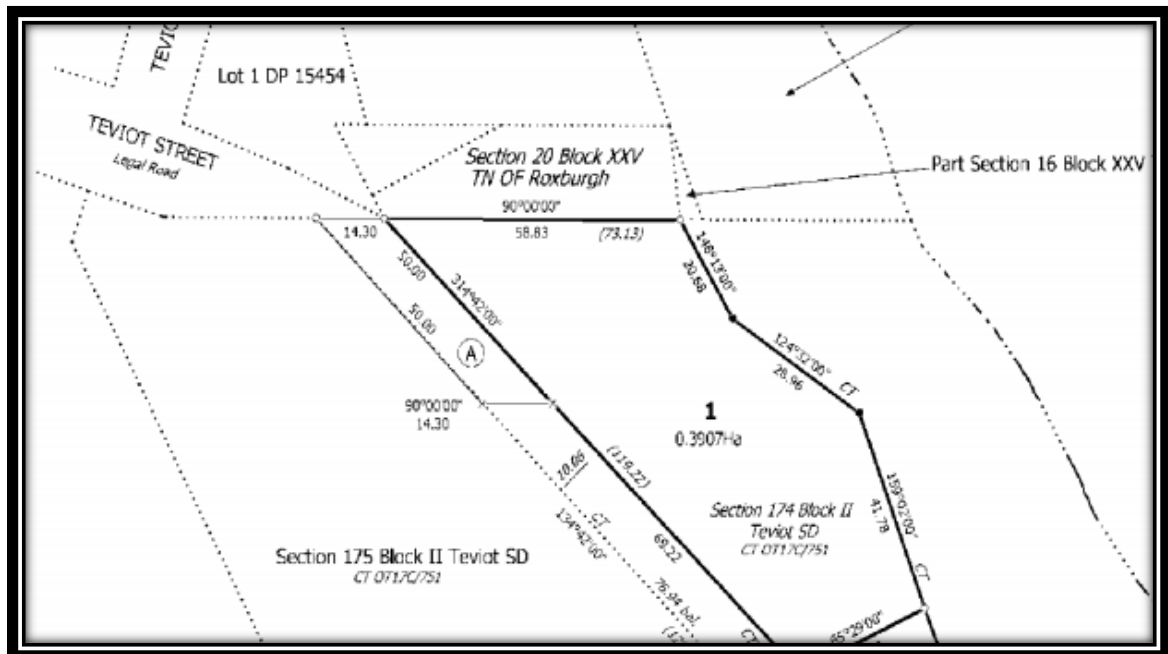
A number of privately-owned properties which front Teviot Street are surrounded by Part Section 181. These include the Riders Rest Holiday Park, the old Roxburgh Children's Health Camp, Section 175 Block II Teviot Survey District, and Lot 1 DP 450706.



**Figure 2 – Privately owned properties fronting Teviot Street which are surrounded
by Part Section 181**

Section 175 Block II Teviot Survey District and Lot 1 DP 450706 (labelled in green in Figure 2) are held together in Record of Title 573143. As well as being surrounded by part section 181 the two parcels are also physically separated by a narrow strip of part section 181.

An easement in favour of section 175 and Lot 1 is registered as an encumbrance on record of title OT15C/974. The easement provides the owners of section 175 and Lot 1 with right of way over part of part section 181. The right of way is marked 'A' on the title plan extract below in Figure 3.



**Figure 3 – Title Plan Extract: Easement (right of way) area marked “A”
(in favour of Section 175 and Lot 1)**

In 2020 the owners of section 175 and Lot 1 applied to Council to cancel the amalgamation condition holding the two parcels together in one record of title. The application was approved subject to several conditions including Council agreeing to extend the rights contained in the existing easement to include the right to convey services.

Accordingly, the owners of section 175 and Lot 1 have now applied to Council to extend the existing easement to include the right to drain sewerage, and to convey water, power, and telecommunications.

A full-size plan of the proposed subdivision is attached as Appendix 1. A schedule detailing the existing and proposed easements are shown in the top right-hand corner of the plan.

3. Discussion

Reserves Act

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 rights of way and other easements over any part of a reserve.

The granting of an easement to drain sewerage, and to convey water, power, and telecommunications is consistent with section 48(1). However, any easement or other right granted under section 48 is granted subject to section 48(2) which states:

Before granting a right of way or an easement under subsection (1) over any part of a reserve vested in it, the administering body shall give public notice in accordance with section 119 specifying the right of way or other easement intended to be granted, and shall give full consideration, in accordance with section 120, to all objections and submissions received in respect of the proposal under that section.

Section 48(2) of the Act further requires the granting to be publicly notified unless:

- (a) The reserve is vested in the administering body and is not likely to be materially altered or permanently damaged; and*
- (b) The rights of the public in respect of the reserve are not likely to be permanently affected.*

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.

Extending the existing easement agreement to include the additional rights will not materially alter the land, nor compromise its use. In fact, the rights of the public to walk and pass over the reserve will be less affected by the underground pipes and cables than the existing right of way.

Financial

All costs associated with preparing and registering the easement and with the resource consent lie with the property owner.

4. Options

Option 1 – (Recommended)

To recommend to Council to approve the application to extend the rights contained in the existing easement over Part Section 181 Block II Teviot Survey District (recreation reserve) in favour of Section 175 Block II Teviot Survey District and Lot 1 DP 450706 to include:

- the right to drain sewerage; and,
- the right to convey water, power, and telecommunications.

Subject to:

- the Minister of Conservation's consent.
- the landowners paying all costs associated with preparing and registering the easement on record of title OT15C/974.

Advantages:

- The applicants will be able to give effect to the terms and conditions of their resource consent.

Disadvantages:

- None, as extending the rights contained in the existing easement will not materially alter the land or compromise its use.

Option 2

To not recommend to Council to approve the application to extend the rights contained in the existing easement.

Advantages:

- None, as extending the rights contained in the existing easement will not materially alter the land or compromise its use.

Disadvantages:

- The applicants will be not be able to give effect to the terms and conditions of their resource consent

5. Compliance

Local Government Act 2002 Purpose Provisions	While the decision does not relate to a Council service or activity, the extension of the rights contained in the existing easement would promote development within the district.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	No negative financial implications are related to this decision. The applicants are required to pay all costs associated with preparing and registering the easement.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Extending the rights contained in the existing easement is consistent with the provisions of section 48(1) of the Reserves Act 1977.
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 taken to implement the road stopping:

- | | |
|-------------------------------------|------------------|
| 1. Community Board approval | 21 January 2021 |
| 2. Council approval | 03 February 2021 |
| 3. Applicant advised/works commence | February 2021 |

7. Attachments

Appendix 1 - Full size subdivision plan

Report author:



Linda Stronach
Property Officer - Statutory

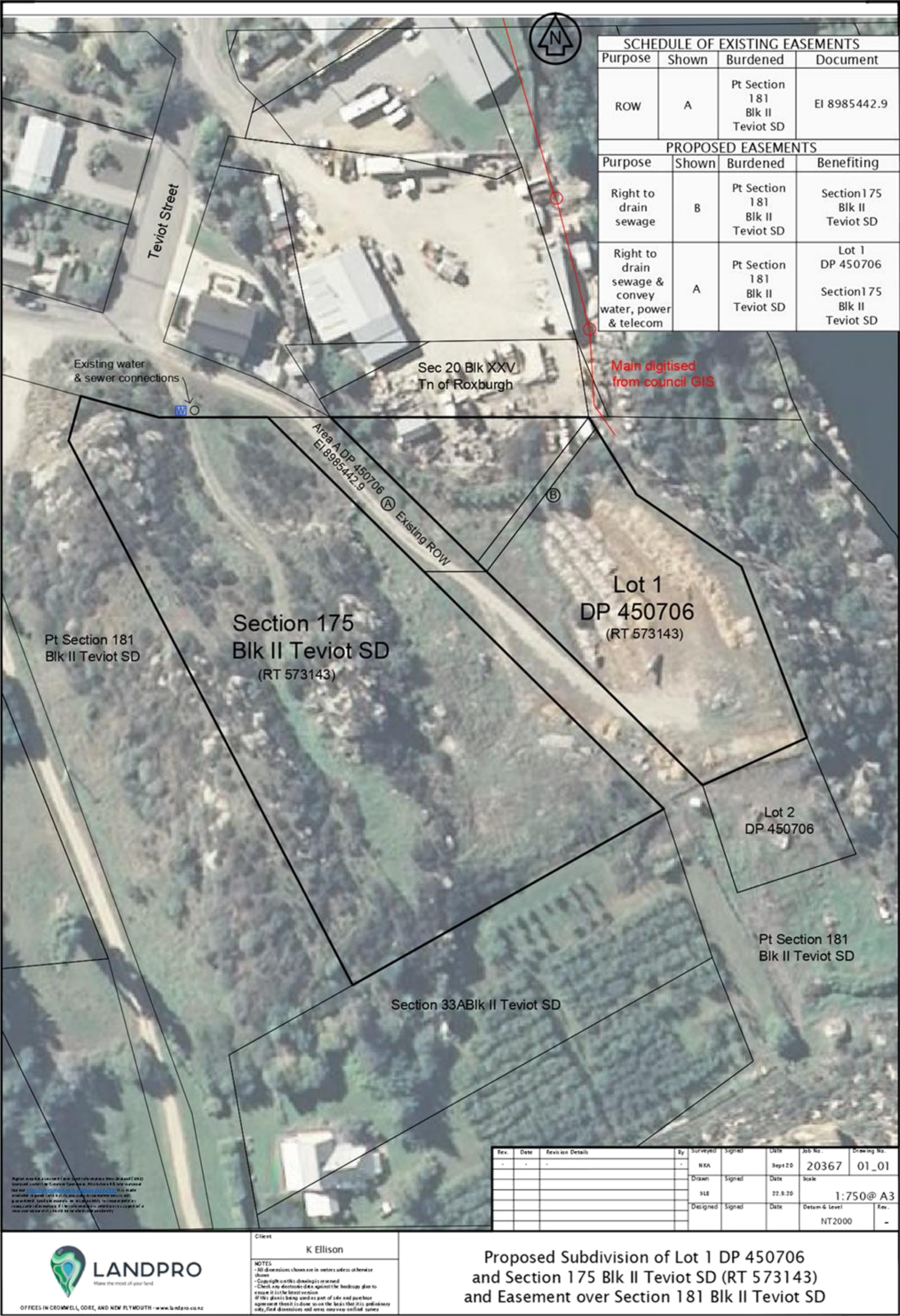
11/12/2020

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and
Environment

7/01/2021



21.1.14 MINISTER OF CONSERVATION'S CONSENT - EASEMENT OVER PINES RECREATION RESERVE [PRO: 61-2134-00]

Doc ID: 521332

1. Purpose of Report

To consider granting consent (under delegated authority), on behalf of the Minister of Conservation, to Council granting an easement (in gross) to Aurora Energy Limited, over Lot 1 Deposited Plan 355061, being part of the 'Pines' Recreation Reserve.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
 - B. Agrees to grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council granting an easement (in gross) over Lot 1 Deposited Plan 355061 (recreation reserve), in favour of Aurora Energy Limited.
-

2. Background

At their meeting of 19 January 2021, the Vincent Community Board (the Board) considered an application for an easement (in gross) over Lot 1 Deposited Plan 355061, being part of the Sugarloaf Scenic Reserve, from Aurora Energy Limited.

A copy of the report to the Board dated 19 January 2021 is attached as **Appendix 1**.

On consideration the Board resolved (Resolution 21.1.3) as follows:

- 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.*

As noted in the report dated 19 January 2021 the granting of the easement is subject to the consent of the Minister of Conservation. The role of the Minister of Conservation in this matter is to:

- be satisfied that the granting of the easement conforms with the provisions of the Reserves Act 1977.
- ensure that due process under the Act has been followed.
- consider submissions resulting from public notification (when required if applicable).

3. Discussion

Due Process – Easements over Reserve Land

Section 48(1)(d) of the Reserves Act 1977 (the Act) authorises the granting easements over a reserve or part thereof 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 or work 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”. Accordingly, the granting of an easement for the purpose of upgrading and reinforcing the existing network is consistent with the Act.

While public notice can be required when easements or other rights are granted over reserves, section 48(3) states that public notification is not required where the reserve is vested in an administering body and is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.

In this instance, the reserve vested in Council on deposit (of plan 418764) as Scenic Reserve with the existing infrastructure in place. Upgrading that infrastructure to reinforce the network will not materially alter the reserve or affect the rights of the public. Therefore, public consultation is not required.

Minister of Conservation's Consent

Under the Reserves Act 1977, the Minister of Conservation's consent is required for a Local Authority issuing an easement over recreation reserve. The purpose of the Minister's consent is to ensure due process under the Act has been followed by Council.

In this circumstance, the Minister has delegated the decision to Council to grant consent to the Council issuing an easement over recreation reserve.

4. Options

Option 1 – (Recommended)

To grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council granting an easement (in gross) over Lot 16 DP 418764 (scenic reserve), in favour of Aurora Energy Limited.

Advantages:

- An easement for the provision of water systems is consistent with Reserves Act 1977.
- The works will not materially alter the land.
- Granting the right will not compromise the use of the land.
- Recognises that due process has been followed.

Disadvantages:

- None.

Option 2

To not grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council granting an easement (in gross) over Lot 1 Deposited Plan 355061 (recreation reserve), in favour of Aurora Energy Limited.

Advantages:

- None.

Disadvantages:

- Does not recognise that due process has been followed.
- The applicant will not be able to undertake the proposed works.

5. Compliance

Local Government Act 2002 Purpose Provisions	<p>The Local Government Act 2002 does not apply to this decision.</p> <p>The Minister of Conservation's consent is delegated to Council in accordance with the Reserves Act 1977, and the "Instrument of Delegation to Territorial Authority's" dated 12 June 2013.</p>
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	There are no financial implications related to the recommendation.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	<p>The recommendation is consistent with the Reserves Act 1977.</p> <p>The proposed works are consistent with the provisions of the Council's District Plan.</p>
Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the decision as the granting of the rights and 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)	Pursuant to section 48(3) of the Reserves Act 1977, public advertising of the intention to grant of an easement over a reserve or any part thereof is not required where the reserve is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.

6. Next Steps

- | | |
|--|---------------------|
| 1. Community Board Approval | 18 January 2021 |
| 2. Consent of the Minister of Conservation | 3 February 2021 |
| 3. Applicant advised of outcome | Early February 2021 |

7. Attachments

Appendix 1 - Copy of Report to Vincent Community Board dated 19 January 2021 [↓](#)

Report author:

Reviewed and authorised by:



Linda Stronach
Property Officer - Statutory
25/01/2021



Louise van der Voort
Executive Manager - Planning and Environment
25/01/2021

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.

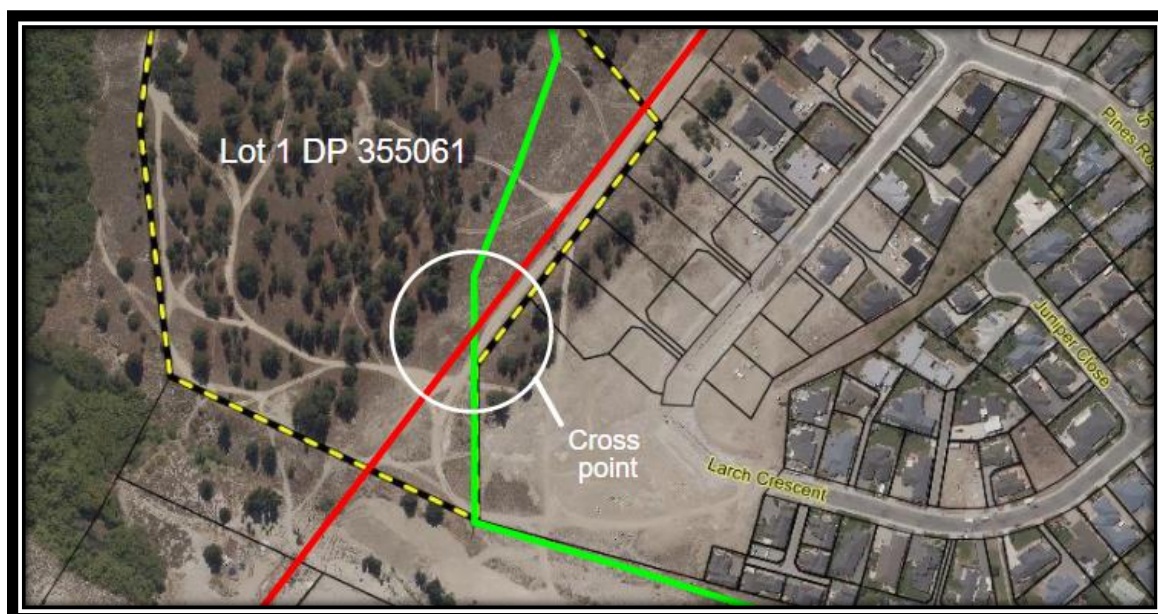


Figure 2 – Cross point of overhead networks on Lot 1 DP 355061 (recreation reserve)

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.

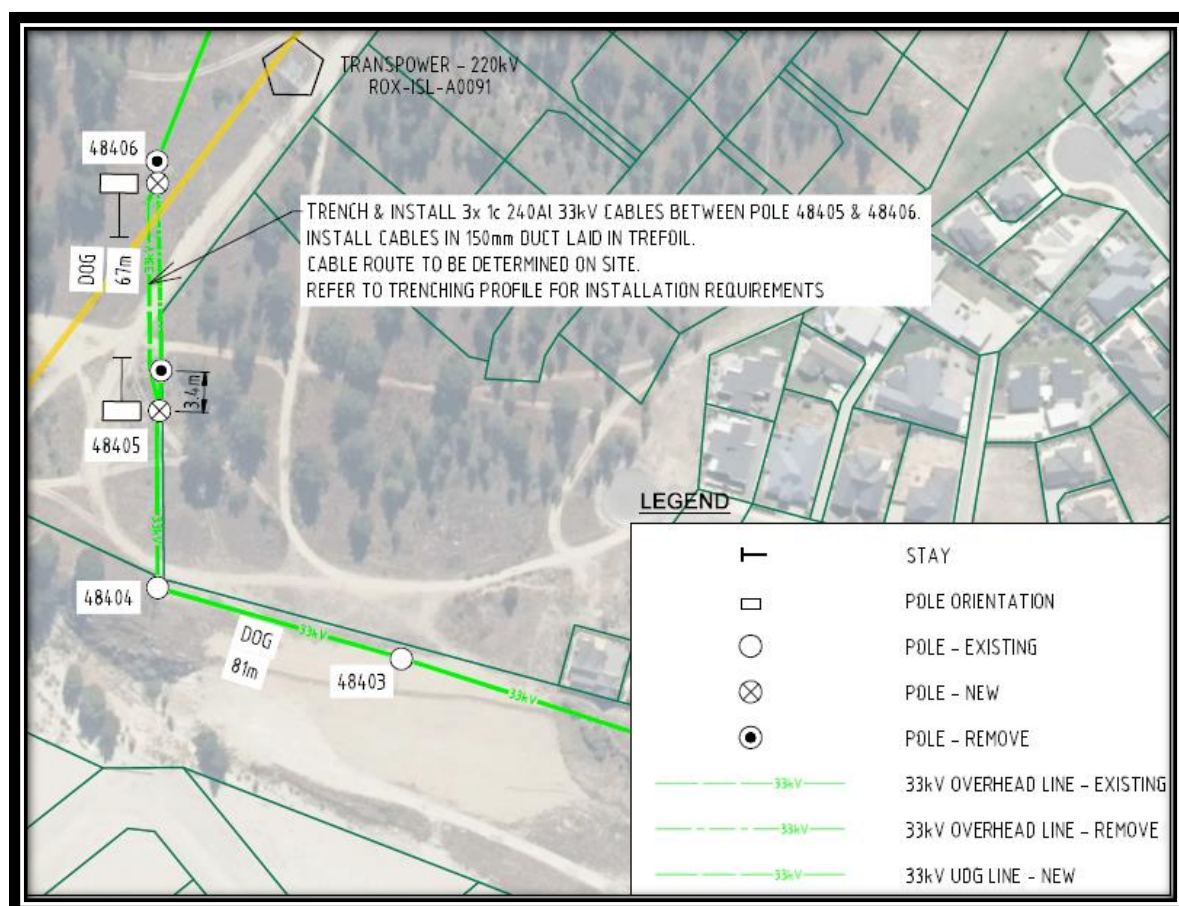


Figure 3 – Plan of proposed works (to underground a section of Aurora's 33kV lines)

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:

Reviewed and authorised by:



Linda Stronach
Property Officer - Statutory

16/12/2020



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

21.1.15 MINISTER OF CONSERVATION'S CONSENT - EASEMENT OVER GOLF PARK RECREATION RESERVE [PRO: 62-3048-00]

Doc ID: 521333

1. Purpose of Report

To consider granting consent (under delegated authority), on behalf of the Minister of Conservation, to Council granting an easement (in gross) to Aurora Energy Limited, over Section 4 Block XCII Town of Cromwell, being part of the Cromwell Golf Park Reserve.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
 - B. Agrees to grant consent (under delegated authority), on behalf of the Minister of Conservation, to the granting an easement (in gross) over Section 4 Block XCII Town of Cromwell (recreation reserve), in favour of Aurora Energy Limited.
-

2. Background

At their meeting of 18 January 2021, the Cromwell Community Board (the Board) considered an application for an easement (in gross) over Section 4 Block XCII Town of Cromwell, being part of the Cromwell Golf Park Recreation Reserve, from Aurora Energy Limited.

A copy of the report to the Board dated 18 January 2021 is attached as **Appendix 1**.

On consideration the Board resolved (Resolution 21.1.3) as follows:

- B. Agrees to grant an easement (in gross) to Aurora Energy Limited for \$1, over Section 4 Block XCII Town of Cromwell (Golf Park Recreation Reserve), to provide for the supply of power to path lighting, subject to:*
- *CHP Developments Limited meeting all costs associated with preparing and registering the easement agreement.*
 - *The Minister of Conservation's consent.*

As noted in the report dated 18 January 2021 the granting of the easement is subject to the consent of the Minister of Conservation. The role of the Minister of Conservation in this matter is to:

- be satisfied that the granting of the easement conforms with the provisions of the Reserves Act 1977.
- ensure that due process under the Act has been followed.
- consider submissions resulting from public notification (when required if applicable).

3. Discussion

Due Process – Easements over Reserve Land

Section 48(1)(d) of the Reserves Act 1977 (the Act) authorises the granting easements over a reserve or part thereof 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 or work 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”. Accordingly, the granting of an easement for the purpose of upgrading and reinforcing the existing network is consistent with the Act.

While public notice can be required when easements or other rights are granted over reserves, section 48(3) states that public notification is not required where the reserve is vested in an administering body and is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.

The reserve is held by Council in a fee simple (freehold) title. It was classified as Recreation (Golf Park) Reserve in 1984. Granting an easement to convey power for the purpose of lighting the path will not materially alter the land, compromise its use, or affect the rights of the public. In fact, the path and associated lighting will be an enhancement to the reserve. Therefore, public consultation is not required.

Minister of Conservation's Consent

Under the Reserves Act 1977, the Minister of Conservation's consent is required for a Local Authority issuing an easement over recreation reserve. The purpose of the Minister's consent is to ensure due process under the Act has been followed by Council.

In this circumstance, the Minister has delegated the decision to Council to grant consent to the Council issuing an easement over recreation reserve.

4. Options

Option 1 – (Recommended)

To grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council granting an easement (in gross) over Section 4 Block XCII Town of Cromwell (recreation reserve), in favour of Aurora Energy Limited.

Advantages:

- An easement for electrical installations is consistent with Reserves Act 1977.
- The works will not materially alter the land.
- Granting the right will not compromise the use of the land.
- Part of the reserve will be enhanced.
- Recognises that due process has been followed.

Disadvantages:

- None.

Option 2

To not grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council granting an easement (in gross) over Section 4 Block XCII Town of Cromwell (recreation reserve), in favour of Aurora Energy Limited.

Advantages:

- None.

Disadvantages:

- Does not recognise that due process has been followed.
- The applicant will not be able to undertake the proposed works.
- Part of the reserve will not be enhanced.

5. Compliance

Local Government Act 2002 Purpose Provisions	<p>The Local Government Act 2002 does not apply to this decision.</p> <p>The Minister of Conservation's consent is delegated to Council in accordance with the Reserves Act 1977, and the "Instrument of Delegation to Territorial Authority's" dated 12 June 2013.</p>
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	There are no financial implications related to the recommendation.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	<p>The recommendation is consistent with the Reserves Act 1977.</p> <p>The proposed works are consistent with the provisions of the Council's District Plan.</p>
Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the decision as the granting of the rights and 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)	Pursuant to section 48(3) of the Reserves Act 1977, public advertising of the intention to grant of an easement over a reserve or any part thereof is not required where the reserve is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.

6. Next Steps

The following steps will/have been undertaken in association with having the easement registered:

- | | |
|--|---------------------|
| 1. Community Board Approval | 18 January 2021 |
| 2. Consent of the Minister of Conservation | 03 February 2021 |
| 3. Applicant advised of outcome | Early February 2021 |

7. Attachments**Appendix 1 - Copy of Report to Cromwell Community Board dated 18 January 2021** [↓](#)

Report author:

Reviewed and authorised by:



Linda Stronach
Property Officer - Statutory
25/01/2021



Louise van der Voort
Executive Manager - Planning and Environment
25/01/2021

21.1.3 APPLICATION FOR EASEMENT IN FAVOUR OF AURORA ENERGY LIMITED OVER PART CROMWELL GOLF COURSE

Doc ID: 519869

1. Purpose of Report

To consider an application for an easement (in gross) over part of the Cromwell Golf Course, being Section 4 Block XCII Town of Cromwell, in favour of Aurora Energy Limited.

Recommendations

That the Cromwell 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 Section 4 Block XCII Town of Cromwell (Golf Park Recreation Reserve), to provide for the supply of power to path lighting, subject to:
 - CHP Developments Limited meeting all costs associated with preparing and registering the easement agreement.
 - 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

The Cromwell Top 10 Holiday Park land is being developed into a residential subdivision by CHP Developments Limited. On its western boundary the development backs onto The Dunes. The southern boundary the development backs onto the Cromwell Golf Club.

In conjunction with Stage 4 of the subdivision, CHP Developments Limited are constructing a path to connect the subdivision to The Dunes. This will provide a pedestrian connection from the new Wallis Drive out to Neplusultra Street. The path is shown below on an extract of the subdivision landscaping plan.

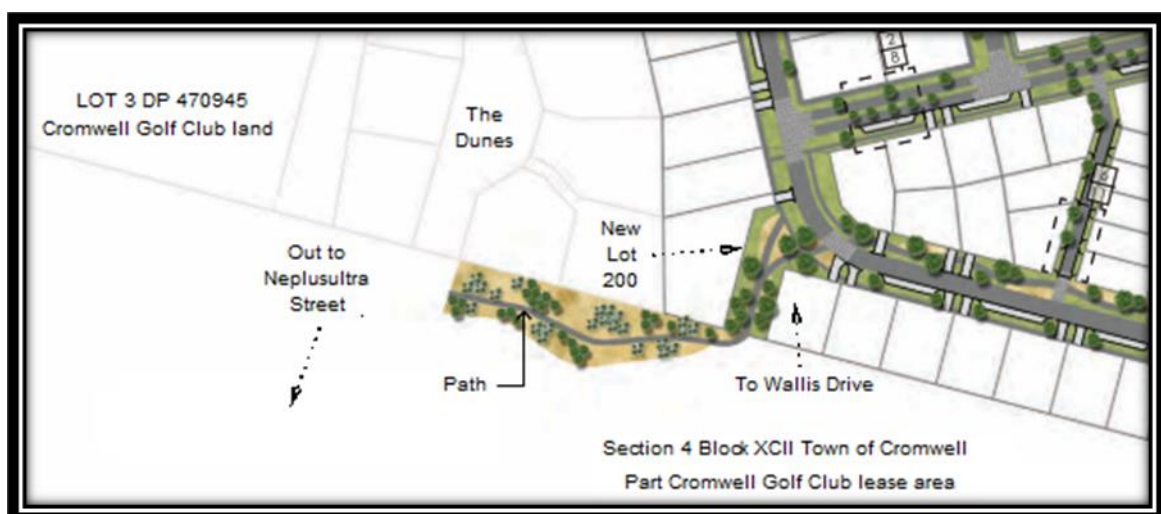


Figure 1 – Extract of subdivision landscaping plan with path through Golf Club

The Wallis Drive end of the path will be constructed on New Lot 200 as shown in Figure 1. New Lot 200 will vest in Council as reserve on deposit. The greater portion of the path will be constructed on Section 4 Block XCII Town of Cromwell. The construction details and a plan of the path (over laid into GIS) are shown below in Figure 2.

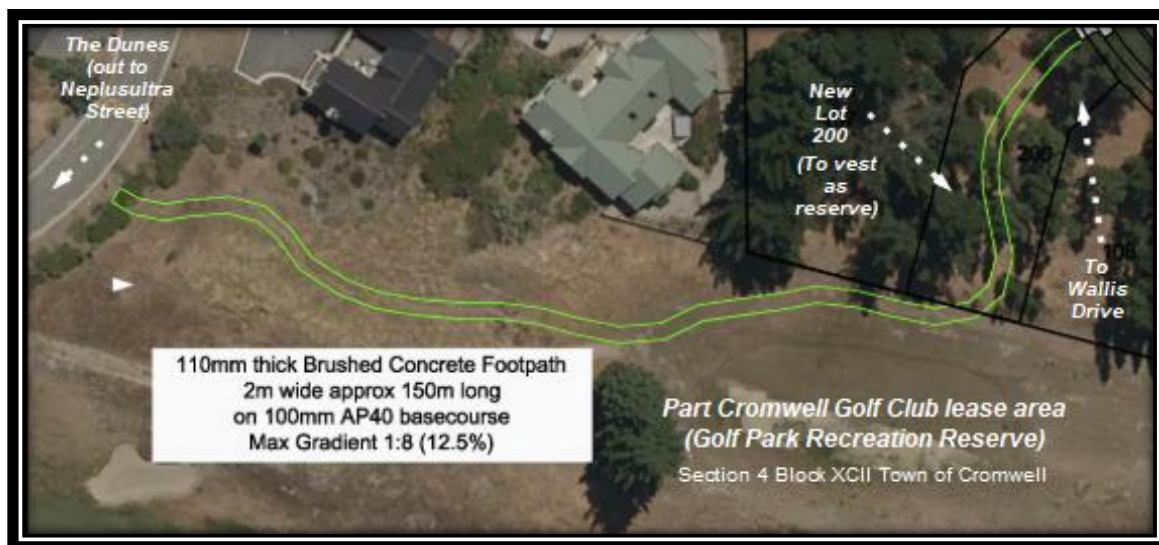


Figure 2 – Construction details and map of path overlaid into GIS.

Section 4 Block XCII Town of Cromwell is recreation reserve. It is leased to the Cromwell Golf Club. The Cromwell Golf Club have agreed to the construction of the path as it will direct people through the course safely and will not affect the playable area.

Bollards with lights will be constructed along the sides of the path. The lights will form part of the wider street lighting network. Aurora Energy Limited (Aurora) have been engaged by CHP Developments Limited to install the electrical infrastructure required for the lights.

As these are new works, Aurora will require an easement (in gross) over Section 4 Block XCII Town of Cromwell. This will enable Aurora to install, repair and maintain power to the lights. A plan of the easement area is shown in red below in Figure 3.

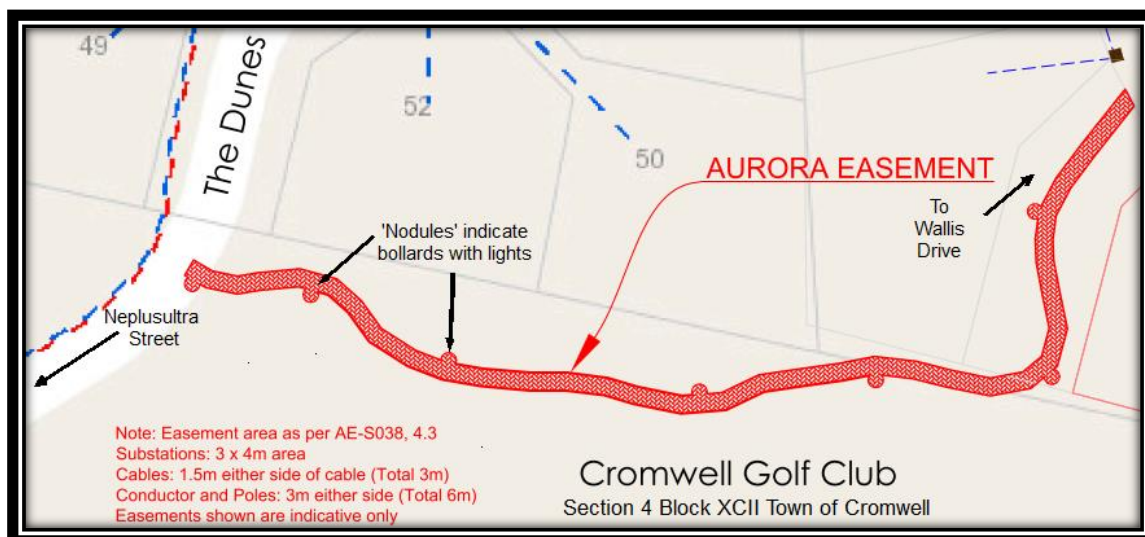


Figure 3 – Easement Plan

Accordingly, CHP Developments Limited have now applied to Council for an easement (in gross), over Section 4 Block XCII Town of Cromwell, in favour of Aurora.

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 poles, voltage regulators, transformers and cables 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.

Effect on the Land

The path and associated lighting will be an enhancement to the reserve. The path will direct the public safely through the golf course. The path will improve connectivity and will add to the recreational value of the land. Therefore, the granting of an easement to convey power for the purposes of lighting the path will not materially alter the land, nor compromise its use.

Policy

The land is identified on District Plan Map 14 of Council's Operative District Plan. It is designated “Recreation Purposes” - Cromwell Golf Course Recreation Reserve.

The upgrading of the electrical network is permitted under rule 13.7.7 of the District Plan as shown in the extract 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 have been exchanged at the nominal rate of \$1. As the easement will provide for the installation of power to a path that is being constructed over recreational reserve it is not proposed that a charge be levied in this instance.

All costs associated with the works, and with the preparation and registration of the easement agreement will be paid by CHP Developments Limited.

4. Options

Option 1 – (Recommended)

To grant an easement (in gross) to Aurora Energy Limited for \$1, over Section 4 Block XCII Town of Cromwell (Golf Park Recreation Reserve), to provide for the supply of power to path lighting, subject to:

- CHP Developments Limited meeting all costs associated with preparing and registering the easement agreement.
- The Minister of Conservation's consent.

Advantages:

- Aurora will be able to install power to the lighting bollards.
- The path will be able to be used safely during the hours of darkness.
- The reserve will be enhanced.
- The work will not materially alter the land or compromise the road.

Disadvantages:

- None.

Option 2

To not grant an easement (in gross) to Aurora Energy Limited over Section 4 Block XCII Town of Cromwell (Golf Park Recreation Reserve), to provide for the supply of power to path lighting.

Advantages:

- None.

Disadvantages:

- Aurora will not be able to install power to the lighting bollards.
- The path will not be able to be used safely during the hours of darkness.
- The reserve will not be enhanced.
- Does not recognise the provisions of the Section 48 of the Reserves Act 1977.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social wellbeing of communities, in the present and for the future by enabling power to be supplied to light a path through a Council reserve.
Financial implications – Is this decision consistent with	There are no financial implications for Council relating to this decision as all costs associated

proposed activities and budgets in long term plan/annual plan?	with the works and the creation of the easement will be met by CHP Developments 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 Operation 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 foreseen.
Risks Analysis	If the easement is not granted, the path will be unlit during the hours of darkness. This could pose a threat to health and safety of the public.
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 | 18 January 2021 |
| 2. Minister of Conservation's Approval | 03 February 2021 |
| 3. Applicant advised and works authorised | Mid-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
5/01/2021

6 REPORTS FOR INFORMATION

21.1.16 FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2020

Doc ID: 520442

1. Purpose

To consider the financial performance for the period ending 31 December 2020.

Recommendations

That the report be received.

1. Discussion

The revised budget has been updated to include carry forwards and Council resolutions. In August, staff reforecast both the operational expenditure and capital expenditure and this is included in the revised budget.

The presentation of the financials includes variance analysis against both the financial statements, so Council can understand the variances against the ledger, and then a variance against the activities at a surplus/(deficit) value. The reason for the second variance analysis is to demonstrate the overall relationship between the income and expenditure at an activity level.

The third report details the expenditure of the capital works programme across the activities. This helps staff track key capital projects across the year and understand the progress of these projects.

2. Financial Overview

a. Profit and Loss by General Ledger

	Year to date				Full year	
	Actual \$'000	Revised Budget \$'000	Variance \$'000		AP Budget \$'000	Revised Budget \$'000
Income						
Development Contributions	400	1,174	(774)	●	2,167	2,347
Interest & Dividends	131	201	(70)	●	328	401
Rates	15,820	15,786	34	●	29,440	30,436
Reserves Contributions	109	-	109	●	-	-
User Fees & Other	3,858	3,739	119	●	6,587	7,881
Profit on Sale of Assets	124	-	124	●	4,015	-
Other Capital Contributions	272	-	272	●	73	1
Regulatory Fees	1,238	568	670	●	2,170	1,150
Land Sales	3,786	2,500	1,286	●	0	4,000
Govt Grants & Subsidies	6,956	2,639	4,317	●	4,714	5,084
Total Income	32,693	26,606	6,087	●	49,494	51,300
Expenditure						
Costs of Sales	2,017	1,250	(767)	●	-	2,000
Grants	465	432	(33)	●	716	699
Depreciation	5,116	5,116	-	●	12,397	10,208
Rates Expense	432	450	18	●	406	414
Electricity & Gas	657	688	31	●	1,177	1,424
Members Remuneration	280	320	40	●	632	640
Technology Costs	422	483	61	●	822	941
Building Repairs & Mtce.	229	291	62	●	623	578
Insurance	388	481	93	●	353	481
Refuse & Recycling Costs	1,544	1,679	135	●	2,582	3,648
Professional Fees	1,387	1,532	145	●	1,360	3,061
Staff	5,590	5,877	287	●	10,935	11,770
Contracts	3,723	4,082	359	●	7,566	8,060
Other Costs	1,959	2,764	805	●	3,888	5,480
Total Expenses	24,209	25,445	1,236	●	43,457	49,404
Operating Surplus / (Deficit)	8,485	1,162	7,323		6,037	1,896
Assets Found / Vested Assets	-	-	-	●	-	-
NET SURPLUS / (DEFICIT)	8,485	1,162	7,323		6,037	1,896

This table has rounding (+/- 1)

Generally, variances of greater than \$100k are reported on.

The financials for December 2020 show an overall favourable variance of \$7.32M. Contributing to this large favourable variance includes funding from the 3 Waters reform and the timing of land sales to budget.

While income is ahead of the revised budget by \$6.08M, this is mostly due to revenue from the sale of land at Gair Avenue, along with the funding received from the Three Waters reform of \$4.73M. Timing of development contributions and low interest rates are having an adverse impact on revenue.

Expenditure is lower than budget by \$1.23M. A lot of the underspends can be attributed to timing of operation requirements. Main areas contributing are roading contracts behind \$269k, refuse and recycling behind \$135 mainly due to lower transportation costs, and project costs being behind due to the timing of the Manuherekia irrigation project.

Income of \$32.693M against the year-to-date budget of \$26.606M

The main variances are:

- Development contributions of \$400k is under budget by (\$774k). Lower than expected contributions are linked with the timing of developments in Cromwell (\$383k) and Alexandra (\$157k).
- Government Grants and Subsidies revenue of \$6.96M exceeds budget by \$4.32M. This is due to a \$4.73M grant received in November 2020 for the Three Waters reform. This is 50% of the full grant amount. This grant offsets the unfavourable variance in roading due to the roading improvement work which is currently behind schedule, although this work is scheduled to be caught up within the next few months.
- Gair Avenue Land Sales is \$3.786M, exceeding budget by \$1.28M, and is in line with strong demand for property nationwide.
- Regulatory fees of \$1.24M exceeds budget by \$670k, due to the timing of income received from building consents of \$543k, Dog Registrations of \$93k and Land Information Memorandums (LIMs) of \$50k.
- Other Capital Contributions of \$272k include a Ministry of Business, Innovation and Employment (MBIE) contribution of \$159k for the Ophir Community Centre, and a cost share capital contribution from the Queenstown Lakes District Council for \$75k for the Lake Dunstan Water Supply project.
- User Fees and Other of \$3.86M is \$119k favourable against budget, the majority of this favourable variance is due to the one-off grant from Strategic Tourism Assets Protection Programme (STAPP) of \$700k which was more than budgeted. In addition, to an MBIE tourism grant for freedom camping, fencing and toilets of \$95k. Other user fees such as Metered Water, Swim School, Camp fees and Fuel taxes are behind budget.

Expenditure of \$24.209M against the year-to-date budget of \$25.445M

The main variances are:

- Costs of Sales of \$2.0M is more than budget, which reflects the increased sales of the Gair Avenue sections for the year to date.
- Contracts of \$3.72M is \$359k favourable against budget, due to a \$301k favourable result against the physical works contract, and a 209k favourable result against the planned maintenance works. Roding contracts are \$269k behind budget, due to the timing of the roading programme.
- Staff costs of \$5.59M is favourable \$287k result against budget relates to the timing of vacant positions and positions that are in the process of being recruited.
- Professional fees of \$1,387k is \$145k favourable against the budget. Professional fees are \$234k behind budget due to timing of spatial plan framework and review work being carried out. Offsetting the underspend is unfavourable variance of \$77k in recoverable professional fees.
- Refuse and recycling costs of \$1.54M, a favourable variance of \$135k. The actual is less than budget due to lower transportation costs disposing waste at Invercargill.

Other costs breakdown is as below:

Other Costs breakdown	2020/21 Actual YTD \$'000	2020/21 Budget YTD \$'000	2020/21 Variance YTD \$'000		2018-28 LTP Full Yr \$'000	Revised Budget Full Yr \$'000
Operating Expenses	178	136	(42)	●	258	248
Minor Repairs & Maintenance	201	199	(2)	●	335	375
Staff Expenses	18	21	3	●	37	42
Valuation Services	78	85	7	●	160	170
Water Costs	68	80	12	●	179	210
Minor Equipment	153	170	17	●	260	340
Retail	27	45	18	●	108	90
Sludge Treatment	102	126	24	●	260	252
Health & Safety	-	30	30	●	48	58
Vehicles	54	86	32	●	100	173
Advertising	87	155	68	●	281	290
Office Expenses	302	381	79	●	757	748
Administrative Costs	473	657	184	●	861	1,320
Projects	218	593	375	●	243	1,164
Total Other Costs	1,959	2,764	805		3,888	5,480

- Projects are less than budget due to research projects, namely Manuherikia irrigation, is waiting on information from Otago Regional Council to proceed with weed control on trails and compliance schedules on trails.
- Administrative costs have an underspend in stationery, photocopying, telephones and membership subscriptions, primarily due to timing.

2. Profit and Loss by Activity

	INCOME			EXPENDITURE			SURPLUS/(DEFICIT)			
	Actuals	Revised Budget	Variance	Actuals	Revised Budget	Variance	Actuals	Revised Budget	Variance	
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	
Infrastructure	627	1,417	(790)	215	238	24	412	1,178	(765)	●
Roading	4,500	5,065	(565)	4,281	4,288	7	219	777	(558)	●
Waste Management	2,233	2,402	(169)	2,424	2,505	81	(191)	(102)	(87)	●
Parks and Recreation	3,582	3,436	147	3,486	3,429	(57)	96	6	90	●
Corporate Services	89	45	44	78	142	63	10	(96)	110	●
People and Culture	680	677	4	608	732	124	72	(55)	127	●
CEO	217	227	(10)	(30)	204	233	247	24	224	●
Property	6,178	4,745	1,433	4,461	3,776	(685)	1,717	969	748	●
Governance and Community Engagement	2,795	2,489	306	2,081	2,673	593	714	(184)	898	●
Planning (Regulatory)	2,664	1,913	751	2,316	2,808	492	347	(895)	1,243	●
Three Waters	10,292	5,578	4,713	4,624	5,195	570	5,668	384	5,284	●
Total	32,693	26,606	6,087	24,209	25,445	1,236	8,485	1,162	7,323	●

- Infrastructure – Development contributions are underbudget by (\$790k), this is reduced by the reserves contributions. Lower than expected contributions are linked with the timing of subdivision developments in Cromwell and Alexandra. It is expected that development contribution income will remain lower than budget due to subdivision developments being pushed into the next financial year. Expenditure is tracking with budget.
- Roading – Subsidised roading improvement work is currently behind schedule, while this is scheduled to be caught up in the next 2-3 months, it is leaving an unfavourable variance of (\$565k) YTD.
- Waste Management - income is less than budget by (\$169k) due to lower than expected new wheelie bin charges and transfer station income. Expenditure has a slight favourable variance, due to less transportation costs disposing waste at Invercargill.
- Parks and Recreation – favourable income variance relates to the MBIE tourism grants of \$122k and \$95k. Expenditure is tracking close to budget, with a small unfavourable variance.
- Corporate Services – income is higher than budget by \$44k this is due to profit on the sales of vehicle assets. Expenditure is \$63k lower than budget mainly due to the timing of internal audit fees and insurance broker fees.
- People and Culture – income is on track with a small favourable variance of \$4k. Expenditure has a favourable variance of \$124k. Driving this favourable variance are underspends in Libraries \$70k, Health and Safety \$26k and Human Resources \$30k. A lot of the underspends are due to the requirements and timing of the expenditure requirements in each area.
- CEO – has an overall favourable variance. Expenditure has a favourable variance of \$233k, this is mainly due to Strategic Pay allocation which will be forecast in February 2021 across the organisation. On charged overhead allocations and management charges are offsetting expenditure and leading to a credit expenditure balance.
- Property – land sales revenue is favourable against budget due to more sections sold compared to expectations. There is a corresponding movement in the cost of land sold expense.
- Governance and Community Engagement – income has a favourable variance of \$306k this is due to the Strategic Tourism Assets Protection Programme (STAPP) funding received more than budgeted. The favourable expenditure variance is due to a timing lag of the tourism projects that are funded from the STAPP funding.
- Planning (Regulatory) – has a favourable variance of \$751k, this is mainly due to the timing of building permits issued and revenue received from dog registrations. The favourable expenditure variance of \$492k is due to lower than expected staff costs and planning consultant (review) fees.
- Three Waters – the favourable income variance of \$4.7M is due to 50% of the Three Waters reform grant funding being received. Expenditure has a favourable variance of \$570k due to the timing of operational projects.

5 Capital Expenditure

CAPITAL EXPENDITURE	Actual	Revised Budget	Variance		Revised Budget FY	Progress to date
	\$000	\$000	\$000		\$'000	
Council Property and Facilities	2,457	1,285	(1,172)	●	6,167	40%
Waste Management	2	-	(2)	●	859	0%
i-SITEs	-	-	-	●	5	0%
Customer Services and Administration	14	54	40	●	54	26%
Vehicle Fleet	162	260	98	●	358	45%
Planning	-	143	143	●	193	0%
Information Services	495	819	324	●	1,992	25%
Libraries	66	417	350	●	500	13%
Parks and Recreation	493	1,189	696	●	2,562	19%
Roading	2,141	4,019	1,878	●	7,359	29%
Three Waters	3,050	4,980	1,931	●	21,801	14%
Grand Total	8,880	13,166	4,286		41,849	21%

Year-to-date, we have expensed 21% of the full year's capital expenditure budget.

Council Property and Facilities (\$1.17M) ahead of budget:

This includes the purchase of Murray Terrace land approved by the Cromwell Ward in December 2020, which was an unbudgeted purchase of \$2.0M. This is countered by Elderly Persons Housing capital works which is behind budget by \$701k.

Planning \$143k behind budget:

This is due to Dog Control projects that are yet to be started, including the final purchase of dog registration software and upgrading the dog pounds.

Information Services \$324k behind budget:

Projects behind in budgets include Enhanced Customer Experience Digital Services \$122k and Enterprise Resource Planning Information Services \$139k.

Libraries \$350k behind budget:

The Alexandra library building upgrade is yet to commence.

Parks and Recreation \$696k behind budget:

Projects that are awaiting commencement and completion include resurfacing Anderson Park netball courts and the Cromwell Pool alterations and filter replacement.

Roading \$1.88M behind budget:

Roading projects are behind schedule, these include districtwide footpath and carpark renewals of \$533k, subsidised roading is behind \$1.3M this is mainly due to delays to the capital programme of work at the Clyde Historic Precinct Project of \$534k and district-wide sealed road renewals of \$363k.

Three Waters is \$1.93M behind budget:

The main driver is the Clyde wastewater reticulation construction which is \$843k behind budget, other areas include water supply improvements across the district and district wide wastewater treatment plant upgrades.

3. Attachments

Nil

Report author:



Jotham Kasibante
Finance Manager

21/01/2021

Reviewed and authorised by:



Leanne Macdonald
Executive Manager - Corporate
Services
22/01/2021

7 MAYOR'S REPORT

21.1.17 MAYOR'S REPORT

Doc ID: 521721

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Council receives the report.

To say 2021 has got off to a rough start is an understatement. The rain that hit the district at the start of the year has caused immense damage. While we don't know the financial cost to the cherry harvest at this stage, it will be in the many tens of millions of dollars. The stress this will be putting on our growers is immense, and my thoughts also go out to the people who came looking for work only to have Mother Nature dash those hopes for many. The rain and accompanying flooding has also impacted heavily on Council infrastructure, particularly in the Maniototo and I recognise and acknowledge that Naseby and Ranfurly have been on boil-water notices for a long period of time, but the simple fact is that it is impossible to build infrastructure that will not be adversely affected by a weather event like we had. More storage that will be completed in Naseby this year will go a way toward it but I know that is little consolation for those dealing with the on-going effect as I write this report. Alongside the rough start; 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 and for staff.

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. It has been interesting sitting in on Board meetings as the members worked through their part of the consultation to come. There are interesting discussions to come. In Cromwell, the Board has followed through on the wishes of the community as expressed through the Masterplan and now has costings that will shape up the direction of the proposals. This is truly big-ticket item stuff, with tens of millions of dollars in spending for the community to consider. The Vincent community has costings to consider for Stage 1 of the long-awaited development of the Riverside Park area while the Teviot Valley Board is posing the question to the community of whether it will support the new pool proposal and if the answer is yes, how the money to do that is found. 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 and one now being identified in the community in Northland. I remain despondent at the proportion of people who are not bothering to use their Covid tracer app in the District as that is one of the primary things that will determine the length and depth of any lockdown that may come if/when there is another outbreak. I am really hoping that "she'll be right" doesn't go from being our Nations motto to its epitaph.

Thirdly we have the 3 waters reforms to guide our community through. 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 that we do join the conglomeration so if we don't, there will be a deliberate decision 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 Nelson/Marlborough/Tasman 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 (more on that later). 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. Other things of significant consequences that 2021 will bring us include the ORC consultation on the minimum flow on the Manuharekia River that will have the community decide on what it thinks is an appropriate amount of water to be in the river. Work is progressing on an economic impact assessment that this Council will be able to provide to the conversation nearer the time. And of course, the Commerce Commission final decision on the Aurora Customised Price Path application will be released at the end of March. I am already working hard on convincing the Electricity Authority of the moral justification of whatever that capital increase is, it be split evenly over the whole network instead of Central Otago facing significantly higher increases than other areas, including that of the company owner.

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
26/01/2021

8 COMMUNITY BOARD MINUTES

21.1.18 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 18 JANUARY 2021

Doc ID: 521851

Recommendations

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 18 January 2021 be received.

1. Attachments

Appendix 1 - Minutes of the Cromwell Community Board Meeting held on 18 January 2021

**MINUTES OF A MEETING OF THE
CROMWELL COMMUNITY BOARD
HELD IN THE CROMWELL SERVICE CENTRE, 42 THE MALL, CROMWELL
ON MONDAY, 18 JANUARY 2021 COMMENCING AT 2.03 PM**

PRESENT: Ms A Harrison (Chair), Mr W Murray (Deputy Chair), Mr T Buchanan, Mr R Dicey, Cr N Gillespie, Cr C Laws, Cr N McKinlay

IN ATTENDANCE: T Cadogan (Mayor), L Macdonald (Executive Manager - Corporate Services), L van der Voort (Executive Manager - Planning and Environment), S Righarts (Chief Advisor), J Kasibante (Finance Manager), G Robinson (Property and Facilities Manager), L Stronach (Property Officer – Statutory), F Somerville (Roading Administration Assistant), M Adamson (Policy Advisor) and W McEnteer (Governance Support Officer)

1 APOLOGIES

There were no apologies for this meeting.

2 PUBLIC FORUM

Robin Pieper – (Project Manager, Wilding Pines Control Group)

Ms Pieper noted that there were currently less pine trees at higher elevations and that the focus had now turned to finding where the seed was coming from. It was noted that despite there being less trees at the moment, it could easily get away without vigilance. With the assistance of council funding, there would be work done north of Cromwell on land owned by the council. The group was looking to remove trees from around the Collie Club and a few harder to reach areas around the Sugarloaf. Ms Pieper then responded to questions from the Board.

Note: Mr Dicey left the meeting at 2.17 pm.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Buchanan

Seconded: McKinlay

That the minutes of the Cromwell Community Board meeting held on 9 November 2020 be confirmed.

CARRIED

Note: Mr Dicey returned to the meeting at 2.18 pm.

4 DECLARATION OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. There were no further declarations of interest.

5 REPORTS FOR DECISIONS

21.1.2 APPLICATION FOR EASEMENT IN FAVOUR OF AURORA ENERGY LIMITED OVER SUGARLOAF SCENIC RESERVE

A report from the Property Officer – Statutory to consider an application for an easement (in gross) over the Sugarloaf Scenic Reserve, being Lot 16 Deposited Plan 418764, in favour of Aurora Energy Limited had been circulated.

COMMITTEE RESOLUTION

Moved: Murray
Seconded: McKinlay

That the Cromwell 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 16 Deposited Plan 418764 (being part of the Sugarloaf Scenic Reserve), to provide for the upgrading and reinforcement of the existing network, subject to:
 - The applicant meeting all costs associated with preparing and registering the easement agreement.
 - The Minister of Conservation's consent.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED

21.1.3 APPLICATION FOR EASEMENT IN FAVOUR OF AURORA ENERGY LIMITED OVER PART CROMWELL GOLF COURSE

A report from the Property Officer - Statutory to consider an application for an easement (in gross) over part of the Cromwell Golf Course, being Section 4 Block XCII Town of Cromwell, in favour of Aurora Energy Limited had been circulated.

COMMITTEE RESOLUTION

Moved: McKinlay
Seconded: Murray

That the Cromwell 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 Section 4 Block XCII Town of Cromwell (Golf Park Recreation Reserve), to provide for the supply of power to path lighting, subject to:
 - CHP Developments Limited meeting all costs associated with preparing and registering the easement agreement.
 - The Minister of Conservation's consent.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED

Note: Councillor Gillespie declared an interest in item 21.1.4 as Patron of the Cromwell Bowling Club and did not take part in discussions.

21.1.4 CROMWELL BOWLING CLUB INC - REQUEST FOR FUNDING TO ASSIST WITH THE COST OF UPGRADING THE BOWLING CLUBROOMS

A report from the Property and Facilities Officer – Cromwell to consider a request from the Cromwell Bowling Club for funding from the Club's Fund Account to assist with the cost of upgrading the clubrooms had been circulated.

COMMITTEE RESOLUTION

Moved: Dacey

Seconded: Laws

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the request for funding from the Cromwell Bowling Club Fund Account to assist with the cost of upgrading the serving facility in the Clubrooms.
- C. Approves funding amounting to \$10,000 from the Cromwell Bowling Club fund be provided to assist with the cost of upgrading the serving facility, subject to a copy of the invoice being provided at the conclusion of the project.

CARRIED

Note: Councillor Laws declared an interest in item 21.1.5 as an employee of Wooing Tree and did not take part in discussions.

21.1.5 APPLICATION FOR ROAD NAME APPROVAL - UNNAMED ROADS IN STAGE ONE OF THE WOONG TREE ESTATE DEVELOPMENT, CROMWELL

A report from the Roading Administration Assistant to consider a request to name three public roads in the Wooing Tree Estate development had been circulated.

COMMITTEE RESOLUTION

Moved: Buchanan

Seconded: Dacey

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agree that the roads in the Wooing Tree Estate development be named Vintage Street, Blondie Drive and Magnum Drive.

CARRIED

21.1.6 LOCAL GOVERNMENT NEW ZEALAND COMMUNITY BOARD CONFERENCE 2021

A report from the Governance Support Officer 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 had been circulated.

COMMITTEE RESOLUTION

Moved: Gillespie

Seconded: Dicey

That the Cromwell Community Board

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

CARRIED

21.1.7 GRANTS PROGRAMME 2021-22

A report from the Policy Advisor 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 had been circulated.

COMMITTEE RESOLUTION

Moved: McKinlay

Seconded: Laws

That the Cromwell 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.
- 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 Cromwell allocated grant pot for the 2021-31 Long-term Plan.

CARRIED

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

A report from the Executive Manager – Corporate Services to approve the draft budgets for inclusion in Council's 2021/31 Long-term Plan Consultation Document and supporting documentation had been circulated.

After discussion it was decided that only the interest generated from the Cromwell reserves should be used to offset rates.

COMMITTEE RESOLUTION

Moved: McKinlay
Seconded: Laws

That the Cromwell 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 noting that interest from the Cromwell rates reserves be used to subsidise rates.

CARRIED

6 REPORTS FOR INFORMATION**21.1.9 GOVERNANCE REPORT**

A report from the Governance Support Officer to provide updates on ongoing projects and legacy status reports had been circulated.

COMMITTEE RESOLUTION

Moved: Murray
Seconded: Dicey

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

CARRIED

7 MAYOR'S REPORT**21.1.10 MAYOR'S REPORT**

His Worship the Mayor spoke to his report.

COMMITTEE RESOLUTION

Moved: Murray
Seconded: Buchanan

That the Cromwell Community Board receives the report.

CARRIED

8 CHAIR'S REPORT

21.1.11 CHAIR'S REPORT

Ms Harrison reported in the following:

- Attended a meeting on the Cromwell Masterplan.
 - Attended the Annual Social and Honours event for Cromwell Volunteer Fire Brigade. Acknowledged the death of David Bolch who had passed away just prior to the event.
 - Noted that the Goldfields school hall has been named after the previous principle Sharon Booth. Acknowledged the Kaumatua that attended.
 - Attended a Community of Learning management meeting.
 - Attended the Elected Members Christmas lunch.
 - Attended an elderly citizens Christmas lunch hosted by the Lions Club.
 - Reflected on the break over the Christmas period.
-

COMMITTEE RESOLUTION

Moved: Murray

Seconded: Dicey

That the report be received.

CARRIED

9 MEMBERS' REPORTS

21.1.12 MEMBERS' REPORTS

Mr Murray reported on the following:

- Attended the Commerce Commission meeting regarding Aurora
- Attended the Guardians of Lake Dunstan AGM
- Attended meetings of Connect Cromwell, Cromwell Promotions Group and Highlands.
- Attended a meeting of the Lake Dunstan Charitable Trust.

Mr Buchanan reported on the following:

- Attended a Carrick water scheme meeting.

Councillor Gillespie reported on the following:

- Attended a number of Hearings Panel meetings.
- Attended the 18 November Council meeting and gave an update of the topics discussed.
- Attended the 9 December Council meeting and gave an update of the topics discussed.
- Gave an update from the last Audit and Risk Committee meeting.

Councillor Laws reported on the following

- Mentioned the rubbish bins in the historical precinct and mentioned that they are often full to overflowing.
 - Attended a workshop regarding future used for McNaulty House
 - Attended the Emergency Control Point Workshop.
-

- Attended the 9 December Council meeting.
- Attended a workshop on the Long-term Plan.

Mr Dicey reported on the following:

- Attended the Commerce Commission meeting regarding Aurora
- Inspected the plantings at the sewage ponds.
- Attended a seminar regarding the Lake Onslow project.
- Met with Kevin O'Neill regarding the accommodation block at Cemetery Road.

Councillor McKinlay reported on the following:

- Attended the 9 December Council meeting.
- Attended a seminar regarding the Lake Onslow project.

COMMITTEE RESOLUTION

Moved: Murray
Seconded: Buchanan

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 8 March 2021.

11 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Laws
Seconded: Dicey

A. 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	<p>To protect the privacy of natural persons.</p> <p>The premature disclosure of the financial information would detrimentally affect the Council's position in the negotiations.</p>	<p>The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a)).</p> <p>To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).</p>

	<p>The premature disclosure of the financial information would detrimentally affect the Council's position in the negotiations.</p> <p>It includes financial details submitted by another party. If the financial details were made public prior to the proposed actions being completed, it would prejudice that party's position.</p> <p>The premature disclosure of the financial information would detrimentally affect the Council's position in the negotiations.</p>	<p>To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).</p> <p>The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. (s 7(2)(b)(ii))</p> <p>To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).</p>
21.1.13 - Central Speedway Club Cromwell Incorporated	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
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

- B. That Andy Erskine from Cromwell Motor Speedway Incorporated be permitted to remain at this meeting after the public have been excluded to respond to questions from the Board on item 21.1.13.

CARRIED

The public were excluded at 3.23pm

The Meeting closed at 4.09pm.

.....
CHAIRPERSON

21.1.19 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 19 JANUARY 2021

Doc ID: 521667

Recommendations

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 19 January 2021 be received.

1. Attachments

Appendix 1 - Minutes of the Vincent Community Board Meeting held on 19 January 2021

**MINUTES OF A MEETING OF THE
VINCENT COMMUNITY BOARD
HELD IN NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,
ALEXANDRA
ON TUESDAY, 19 JANUARY 2021 COMMENCING AT 2.00 PM**

PRESENT: Cr M McPherson, Mr R Garbutt, Dr R Browne, Cr I Cooney, Ms S Stirling-Lindsay

IN ATTENDANCE: T Cadogan (Mayor), L van der Voort (Acting Chief Executive Officer), L Macdonald (Executive Manager - Corporate Services), J Kasibante (Finance Manager), M Gordon (Parks Officer – Projects), L Stronach (Property Officer – Statutory), M Adamson (Policy Advisor), N Aaron (Community Development Officer), F Somerville (Roading Administration Assistant) and W McEnteer (Governance Support Officer)

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Browne

That apologies from Cr L Claridge and Ms A Robinson be received and accepted.

CARRIED

2 PUBLIC FORUM

Julie Howard (Stakeholder Engagement Manager), **Roy Noble** (Project Director) and **Kate Mandis** (Environmental Planner) (**Transpower - Clutha / Upper Waitaki Project**)

Representatives from Transpower gave an update on activities on the Clutha / Upper Waitaki Lines Project. They reported that work on the Cromwell to Twizel line had been completed. They were currently working on the lines from Earnsclough to Roxburgh and a number of safety barriers above the roads were currently being erected between Alexandra and Roxburgh. They discussed the next part of the project and noted that some sections of work on the lines between Earnsclough and Galloway would be purposefully delayed so as not to interfere with lambing. They then responded to questions from the Board.

Graye Shattky

Mr Shattky spoke to the proposed redevelopment of the Clyde museum. He noted that money had been set aside for concept plans, and queried whether that money would be spent now or when a district wide sector review was completed. He also asked that in light of architectural services being sort for the Clyde Museum, would the views of stakeholders be taken into consideration. Mr Shattky then responded to questions from the Board.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Garbutt
Seconded: Cooney

That the minutes of the Vincent Community Board meeting held on 3 November 2020 be confirmed.

CARRIED

4 DECLARATION OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. Mr Garbutt declared that he was now a committee member of the Dunstan Golf Club.

5 REPORTS FOR DECISIONS

Note: Mr Mark Brown from Boffa Miskell Limited joined the meeting via video link for item 21.1.2.

21.1.2 CLYDE CEMETERY DEVELOPMENT PLAN

A report from the Parks Officer – Projects to consider the Clyde Cemetery Development Plan had been circulated.

Mr Brown gave a brief presentation discussing the current conditions at the Clyde cemetery and the potential development plan for the cemetery in Clyde as outlined in the appendix to the report. He then responded to questions from the Board.

COMMITTEE RESOLUTION

Moved: Cooney
Seconded: Stirling-Lindsay

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.

CARRIED

21.1.3 APPLICATION FOR EASEMENT IN FAVOUR OF AURORA ENERGY LIMITED

A report from the Property Officer - Statutory to consider granting an easement in gross over Lot 1 Deposited Plan 355061 (recreation reserve) to Aurora Energy Limited had been circulated.

COMMITTEE RESOLUTION

Moved: Stirling-Lindsay
Seconded: Browne

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.

CARRIED

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

A report from the Roothing Administration Assistant to consider a request to name one public road in the North Ridge development, Waikerikeri Valley had been circulated.

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Garbutt

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.

CARRIED

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

A report from the Roothing Administration Assistant to consider a request to name two private right of ways in the Rolling Ridges development, Waikerikeri Valley had been circulated.

COMMITTEE RESOLUTION

Moved: Stirling-Lindsay
Seconded: Cooney

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.
-

CARRIED

21.1.6 LOCAL GOVERNMENT NEW ZEALAND COMMUNITY BOARD CONFERENCE 2021

A report from the Governance Support Officer 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 had been circulated.

COMMITTEE RESOLUTION

Moved: Stirling-Lindsay
Seconded: Browne

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 Martin McPherson and Anna Robinson or Ian Cooney to attend.

CARRIED

21.1.7 GRANTS PROGRAMME 2021-22

A report from the Policy Advisor 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 had been circulated.

COMMITTEE RESOLUTION

Moved: Browne
Seconded: Garbutt

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.

CARRIED

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

A report from the Executive Manager – Corporate Services to approve the draft budgets for inclusion in Council's 2021/31 Long-term Plan Consultation Document and supporting documentation had been circulated.

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Garbutt

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.

CARRIED

6 REPORTS FOR INFORMATION

Note: Mr Brian Budd from Central Stories joined the meeting for item 21.1.9.

21.1.9 ALEXANDRA DISTRICT MUSEUM INC ANNUAL GRANT REPORT

A report from the Community Development Officer to provide elected members with a report and presentation on the objectives and actions of Alexandra District Museum Inc. over the past financial year had been circulated.

Mr Budd spoke to the report. He outlined recent exhibitions, book launches and concerts, highlighted recent school visits and discussed joint initiatives with Central Otago REAP and Otago Polytechnic. Mr Budd then responded to questions from the Board.

COMMITTEE RESOLUTION

Moved: Garbutt
Seconded: Browne

That the report be received.

CARRIED

21.1.10 GOVERNANCE REPORT

A report from the Governance Support Officer to provide updates on ongoing projects and legacy status reports had been circulated.

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Stirling-Lindsay

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

CARRIED

7 MAYOR'S REPORT**21.1.11 MAYOR'S REPORT**

His Worship the Mayor spoke to his report.

COMMITTEE RESOLUTION

Moved: McPherson

Seconded: Browne

That the Vincent Community Board receives the report.

CARRIED

8 CHAIR'S REPORT**21.1.12 CHAIR'S REPORT**

Councillor McPherson reported on the following:

- Had attended a Long-term plan workshop for Council.
 - Attended the Vincent Spatial Plan workshops.
 - Acknowledged staff during recent weather event and acknowledged growers who had lost crops
 - Updated the Board on Plan Change 15 and also the resource consent approval for a new supermarket in Alexandra.
-

COMMITTEE RESOLUTION

Moved: McPherson

Seconded: Stirling-Lindsay

That the report be received.

CARRIED

9 MEMBERS' REPORTS**21.1.13 MEMBERS' REPORTS**

Mr Garbutt reported on the following:

- Discussed the Commerce Commission meetings regarding Aurora.
- Attended the Vincent Spatial Plan workshops.
- Attended a seminar regarding the potential Lake Onslow project.
- Discussed the Hospice dinner and noted that it would probably be in March 2022.

Councillor Cooney reported on the following:

- Attended Long-term Plan workshops for Council
 - Attended the 9 December Council meeting.
 - Attended the Vincent Spatial Plan presentation.
-

- Attended the Christmas event in the Omakau Domain.

Ms Sterling-Lindsay reported on the following:

- Discussed the recent Twilight Market held in Alexandra.
- Reflected on success of riders from the BMX club at a recent event held in Rangiora.

Dr Browne reported on the following:

- Attended the Civil Defence workshop.
- Attended a meeting of the Central Otago District Arts Trust
- Attended a planning meeting for Alexandra U3A.
- Attended an Alexandra and Districts Museums Incorporated board meeting.
- Attended the Alexandra Clyde and Districts Business Group meeting.
- Attended the opening of the Education Hub at Central Stories.
- Attended the Vincent Spatial Plan workshop.

COMMITTEE RESOLUTION

Moved: McPherson

Seconded: Cooney

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

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

11 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: McPherson

Seconded: Stirling-Lindsay

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	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

	(including commercial and industrial negotiations)	which good reason for withholding would exist under section 6 or section 7
--	--	--

CARRIED

The public were excluded at 3.36 pm

The Meeting closed at 3.42 pm.

.....
CHAIRPERSON

21.1.20 MINUTES OF THE MANIOTOTO COMMUNITY BOARD MEETING HELD ON 20 JANUARY 2021

Doc ID: 521672

Recommendations

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 20 January 2021 be received.

1. Attachments

Appendix 1 - Minutes of the Maniototo Community Board Meeting held on 20 January 2021

**MINUTES OF A MEETING OF THE
MANIOTOTO COMMUNITY BOARD
HELD IN THE RANFURLY SERVICE CENTRE, 15 PERY STREET, RANFURLY
ON WEDNESDAY, 20 JANUARY 2021 COMMENCING AT 2.00 PM**

PRESENT: Mr R Hazlett (Chair), Mr M Harris (Deputy Chair), Cr S Duncan, Mr D Helm, Ms S Umbers

IN ATTENDANCE: T Cadogan (Mayor), L van der Voort (Acting Chief Executive Officer), L Macdonald (Executive Manager - Corporate Services), J Kasibante (Finance Manager), M Adamson (Policy Advisor), N Aaron (Community Development Officer) and W McEnteer (Governance Support Officer)

1 APOLOGIES

There were no apologies at this meeting.

2 PUBLIC FORUM

Hilary Allison and **Stew Francis** (Naseby Vision)

Mr Francis spoke about the water infrastructure that supplies Naseby. He advocated for storage capacity before the treatment plant as well as after it and pointed to items on the market currently that might be useful to retrofit the system. He noted that the storage tanks drained very quickly during the holiday season when there was a surge in population in Naseby. Ms Allison introduced members of Naseby Vision and then spoke to the private plan change for Dark Skies accreditation for Naseby. She introduced Jennie Grimmitt who is working with staff on writing the plan change. Ms Grimmitt introduced herself to the Board and briefly described the next steps in accreditation. The representatives from Naseby Vision then responded to questions from the Board.

Julie Howard (Stakeholder Engagement Manager) and **Roy Noble** (Project Director) (Transpower - Clutha / Upper Waitaki Project)

Representatives from Transpower gave an update of the Clutha/Upper Waitaki Lines Project. They reported that Transpower had decided against a workers village in Ranfurly and instead was renting accommodation for their workers. They reported that tower strengthening work had begun in the Maniototo and noted the concrete plant in Ranfurly had recently reopened to support this work. They mentioned that the work would be jumping between locations to help mitigate interference in lambing season. They noted that they would be putting up safety measures along the Rail Trail where lines go across the trail. They then took questions from the Board.

3 CONDOLENCES

The Chair referred to the deaths of John Hore, Bessie Pearson, Doug O'Neill, Stewart McKnight, Owen Becker and Trevor Mulholland. Members stood and observed a minute's silence as a mark of respect.

4 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Helm
Seconded: Harris

That the minutes of the Maniototo Community Board meeting held on 5 November 2020 be confirmed.

CARRIED

5 DECLARATION OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. There were no further declarations of interest.

6 REPORTS FOR DECISIONS

21.1.2 LOCAL GOVERNMENT NEW ZEALAND COMMUNITY BOARD CONFERENCE 2021

A report from the Governance Support Officer 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 had been circulated.

COMMITTEE RESOLUTION

Moved: Duncan
Seconded: Umbers

That the Maniototo Community Board

- A. Receives the report and accepts the level of significance.
- B. Declines to send any Maniototo Community Board members.

CARRIED

21.1.3 GRANTS PROGRAMME 2021-22

A report from the Policy Advisor 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 had been circulated.

COMMITTEE RESOLUTION

Moved: Duncan
Seconded: Umbers

That the Maniototo 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.
-

- 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 2021-22 contestable grants budget.

CARRIED

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

A report from the Executive Manager – Corporate Services to approve the draft budgets for inclusion in Council's 2021/31 Long-term Plan Consultation Document and supporting documentation had been circulated.

COMMITTEE RESOLUTION

Moved: Duncan
Seconded: Umbers

That the Maniototo 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.

CARRIED

7 REPORTS FOR INFORMATION

21.1.5 RESULTS AND ANALYSIS OF THE MANIOTOTO VALUES SURVEY

A report from the Community Development Officer to consider the results and analysis of the Maniototo Values Survey had been circulated.

COMMITTEE RESOLUTION

Moved: Duncan
Seconded: Harris

That the report be received.

CARRIED

21.1.6 GOVERNANCE REPORT

A report from the Governance Support Officer to report on items of general interest and receive minutes and updates from key organisations had been circulated.

COMMITTEE RESOLUTION

Moved: Umbers
Seconded: Helm

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

CARRIED

8 MAYOR'S REPORT

21.1.7 MAYOR'S REPORT

His Worship the Mayor spoke to his report.

COMMITTEE RESOLUTION

Moved: Duncan
Seconded: Helm

That the Maniototo Community Board receives the report.

CARRIED

9 CHAIR'S REPORT

21.1.8 CHAIR'S REPORT

Mr Hazlett reported on the following:

- Attended a meeting in Patearoa to discuss the trees by the domain, that grow into the power lines. He reported that the power company are planning to fell half of them.
 - Attended a meeting of the Ida Valley Water Group. Mentioned that Anna Gillespie spoke at that session and explained about water and wetlands.
 - Reported discussions about the Ranfurly cemetery. There were a few sinking graves and it is an ongoing problem.
 - Discussed the recent flooding in the Maniototo and acknowledged the efforts of staff and also of Fulton Hogan.
-

COMMITTEE RESOLUTION

Moved: Hazlett
Seconded: Duncan

That the report be received.

CARRIED

10 MEMBERS' REPORTS

21.1.9 MEMBERS' REPORTS

Ms Umbers reported on the following:

- Discussed the recent rain event. She noted water in Knox Street, Ranfurly where there is a channel but the water drains elsewhere and maybe a bigger culvert was needed. Reflected that despite the rain there was no water at the domain in Ranfurly.
- Reported that the drum for the rubbish at the campervan station was now gone. She noted that a lot of people came by but they have nowhere to dump rubbish. The only bin was at the 4 square café and it was often full to overflowing.
- Commented on the cleanliness of the transfer station in Ranfurly.

Mr Harris reported on the following:

- Discussed the bridge at Kyeburn and reflected on the water going through during the recent floods.

Mr Helm reported on the following:

- Reflected on the recent flooding in particular around Gimmerburn.
- Mentioned that the documents for the amalgamation of Fire and Emergency New Zealand and Rural Fire would be signed in the coming week. He reported that this has been worked out over a four month period and this was the first such amalgamation in the country.

Councillor Duncan reported on the following:

- Reported a recent trip around the Maniototo with His Worship the Mayor and Civil Defence. Mentioned the evacuation plan for Naseby and making sure that people were aware of the plan.
- Reflected on the recent flooding in the Maniototo.
- Reflected on Stewart McKnight's recent funeral.
- Mentioned the amalgamation plans for Fire and Emergency New Zealand and Rural Fire.
- Mentioned the upcoming Council session next week.
- Reported a meeting in the coming weeks with stakeholders to discuss the current shearing industry.

COMMITTEE RESOLUTION

Moved: Harris
Seconded: Umbers

That the report be received.

CARRIED

11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 4 March 2021.

12 RESOLUTION TO EXCLUDE THE PUBLIC**-----
COMMITTEE RESOLUTION****Moved: Duncan****Seconded: Harris**

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
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)).
21.1.10 - 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

CARRIED

The public were excluded at 4.02 pm

The Meeting closed at 4.09 pm.

.....
CHAIRPERSON

21.1.21 MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 21 JANUARY 2021

Doc ID: 521668

Recommendations

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 21 January 2021 be received.

1. Attachments

Appendix 1 - Minutes of the Teviot Valley Community Board Meeting held on 21 January 2021

**MINUTES OF A MEETING OF THE
TEVIOT VALLEY COMMUNITY BOARD
HELD IN THE ROXBURGH SERVICE CENTRE, 120 SCOTLAND STREET, ROXBURGH
ON THURSDAY, 21 JANUARY 2021 COMMENCING AT 2.00 PM**

PRESENT: Mr R Gunn (Chair), Ms S Feinerman (Deputy Chair), Mr N Dalley, Cr S Jeffery

IN ATTENDANCE: T Cadogan (Mayor), L van der Voort (Acting Chief Executive Officer), L Macdonald (Executive Manager - Corporate Services), J Kasibante (Finance Manager), G Bailey (Parks and Recreation Manager), L Stronach (Property Officer – Statutory), M Adamson (Policy Advisor) and W McEnteer (Governance Support Officer)

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: Dalley

Seconded: Feinerman

That apologies from Ms C Aitchison be received and accepted.

CARRIED

2 PUBLIC FORUM

Julie Howard (Stakeholder Engagement Manager) and **Roy Noble** (Project Director) (Transpower - Clutha / Upper Waitaki Lines Project)

Representatives from Transpower gave an update on recent activities in the Clutha / Upper Waitaki lines project. They reported they were currently putting up hurdles over the road where lines go over. They noted that the lines were replaced under tension and that was the reason for the hurdles. They noted that they hoped to finish lines work from Roxburgh to Earnsclough in the second week of March and would begin working on other parts of the project. They then responded to questions from the Board.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Feinerman

Seconded: Dalley

That the minutes of the Teviot Valley Community Board meeting held on 12 November 2020 be confirmed.

CARRIED

4 DECLARATION OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. There were no further declarations of interest.

5 REPORTS FOR DECISIONS**21.1.2 REQUEST TO EXTEND RIGHTS CONTAINED IN EXISTING EASEMENT OVER THE ROXBURGH RECREATION RESERVE**

A report from the Property Officer – Statutory to consider an application to extend the rights contained in an existing easement held over part of the Roxburgh Recreation Reserve had been circulated.

COMMITTEE RESOLUTION

Moved: Gunn
Seconded: Feinerman

That the Teviot Valley Community Board

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

Moved: Jeffery
Seconded: Dalley

B. Recommends to Council to approve the application to extend the rights contained in the existing easement over Part Section 181 Block II Teviot Survey District (recreation reserve) in favour of Section 175 Block II Teviot Survey District and Lot 1 DP 450706 to include:

- the right to drain sewerage; and,
- the right to convey water, power, and telecommunications.

Subject to:

- the Minister of Conservation's consent.
- the landowners paying all costs associated with preparing and registering the easement on record of title OT15C/974.

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

CARRIED

21.1.3 LOCAL GOVERNMENT NEW ZEALAND COMMUNITY BOARD CONFERENCE 2021

A report from the Governance Support Officer 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 had been circulated.

COMMITTEE RESOLUTION

Moved: Feinerman
Seconded: Gunn

That the Teviot Valley Community Board

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

B. Declines to send any Teviot Valley Community Board members.

CARRIED

21.1.4 GRANTS PROGRAMME 2021-22

A report from the Policy Advisor 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 had been circulated.

COMMITTEE RESOLUTION

Moved: Gunn
Seconded: Feinerman

That the Teviot Valley 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 Teviot grant allocation for the 2021-31 Long-term Plan.

CARRIED

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

A report from the Executive Manager – Corporate Services to approve the draft budgets for inclusion in Council's 2021/31 Long-term Plan Consultation Document and supporting documentation had been circulated.

After discussion it was decided that only interest and income generated from the reserves, for example leases, should be taken from reserves to offset rates.

COMMITTEE RESOLUTION

Moved: Feinerman
Seconded: Jeffery

That the Teviot Valley Community Board

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

Moved: Gunn
Seconded: Feinerman

- B. Adopts the draft 2021/31 Long-term Plan budgets including amendments.

Moved: Jeffery
Seconded: Feinerman

- C. Recommends to Council that the draft 2021/31 Long-term Plan budgets be accepted, subject to amendments.

CARRIED

6 REPORTS FOR INFORMATION**21.1.6 GOVERNANCE REPORT**

A report from the Governance Support Officer to report on items of general interest and receive minutes and updates from key organisations had been circulated.

COMMITTEE RESOLUTION

Moved: Gunn
Seconded: Jeffery

A. That the report be received.

Moved: Feinerman
Seconded: Dalley

B. That the changes to the 2021 Meeting Schedule be noted.

CARRIED

7 MAYOR'S REPORT**21.1.7 MAYOR'S REPORT**

His Worship the Mayor spoke to his report.

COMMITTEE RESOLUTION

Moved: Gunn
Seconded: Jeffery

That the Teviot Valley Community Board receives the report.

CARRIED

8 CHAIR'S REPORT**21.1.8 CHAIR'S REPORT**

Mr Gunn reported on the following:

- Attended the prizegiving for Roxburgh Area School.
- Attended the Roxburgh Volunteer Fire Brigade gold star evening.
- Attended two Teviot Valley rest home meetings.
- Attended the Emergency Management training day.
- Attended a meeting of the Swimming Pool Committee.
- Attended the presentation on the Lake Onslow project.
- Attended an Ida McDonald Trust meeting.
- Attended a meeting of the Roxburgh Medical Services Trust.

- Attended a Teviot Valley Town and Country Club dinner. Noted the guest speaker for the evening was Donna Matahaere-Atariki which included discussion of the potential for Ngāi Tahu to purchase the old health camp.
 - Mentioned the recent rain event and the monitoring creeks and streams around the Teviot Valley.
-

COMMITTEE RESOLUTION

Moved: Feinerman

Seconded: Dalley

That the report be received.

CARRIED

9 MEMBERS' REPORTS

21.1.9 MEMBERS' REPORTS

Ms Feinerman reported on the following:

- Attended the Emergency Management training day.
- Attended a walkways meeting
- Attended a presentation on the Lake Onslow project.
- Attended a meeting of the swimming pool committee.

Mr Dalley reported on the following:

- Attended the Emergency Management training day.

Councillor Jeffery reported on the following:

- Attended an ORC meeting in Roxburgh
 - Attended two Council meetings.
 - Attended Council Long-term Plan workshops.
 - Attended a presentation on the Lake Onslow project.
 - Attended two Central Otago Labour Market Governance Group meetings.
 - Attended a Hearings Panel meeting
 - Noted that McKenzie's Beach has been very busy and that it might be useful to have a temporary toilet installed there.
 - Noted the recent flooding event and mentioned that the culvert north of Roxburgh was coming soon.
 - Reflected on how busy the Millers Flat pool has been recently.
 - Attended a Medical Services Trust meeting.
-

COMMITTEE RESOLUTION

Moved: Feinerman

Seconded: Jeffery

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 11 March 2021.

The Meeting closed at 3.14pm.

.....
CHAIRPERSON

Unconfirmed

9 STATUS REPORTS

21.1.22 FEBRUARY 2021 GOVERNANCE REPORT

Doc ID: 520510

1. Purpose

To report on items of general interest and receive minutes and updates from key organisations.

Recommendations

That the report be received and the changes to the 2021 meeting schedule be noted.

2. Discussion

Council supports a number of organisations and they provide updates and report back to Council. These are circulated as they are received and included here as a matter of public record. This month, the Otago Museum report to contributing local authorities December 2020 and Film Otago / Southland's Annual Report 2019/2020 have been included.

Changes to the 2021 Meeting Schedule

Amendments to the 2021 meeting schedule are required to accommodate changes to the dates that Audit New Zealand are able to schedule site visit for the Central Otago District Council. The changes are summarised below, and an updated calendar and list is attached.

- The 10 March Council meeting has been cancelled, with Council adopting the draft consultation and supporting documents for the Long-term Plan at it's meeting on 24 March instead.
- The submission period will take place from Friday 26 March through until Sunday 25 April.
- The community board's hearings and deliberations scheduled for 11-14 May will now take place the following week.
- The Council's hearings and deliberations will take place on 1-2 June rather than 24-25 May.

Forward Work Programme

Council's forward work programme has been included for information. Many of these projects are dependent on decisions being made as part of the long-term plan process. As decisions are made, the work programme will be updated.

Legacy Status Reports

With the change to Infocouncil, status reports from previous meetings have been included in the governance report and updated with any actions since the last meeting.

3. Attachments

Appendix 1 - Otago Museum's Report to Contributing Local Authorities - December 2020 [↓](#)

- Appendix 2 - Film Otago/Southland's Annual Report 2019/2020** [↓](#)
- Appendix 3 - Updated 2021 Meeting Schedule Calendar** [↓](#)
- Appendix 4 - Updated 2021 Meeting Schedule List** [↓](#)
- Appendix 5 - Forward Work Programme - January 2021** [↓](#)
- Appendix 6 - Chief Executive Officer Legacy Status Report** [↓](#)
- Appendix 7 - Planning and Environment Legacy Status Report** [↓](#)
- Appendix 8 - Infrastructure Services Legacy Status Report** [↓](#)

Report author:

Reviewed and authorised by:



Rebecca Williams
Governance Manager
13/01/2021

Sanchia Jacobs
Chief Executive Officer
21/01/2021



2020/21 At a Glance



Target: 350,000

YTD Total: 119,707

Prior Year YTD: 139,823



Target: 65,000

YTD Total: 33,269

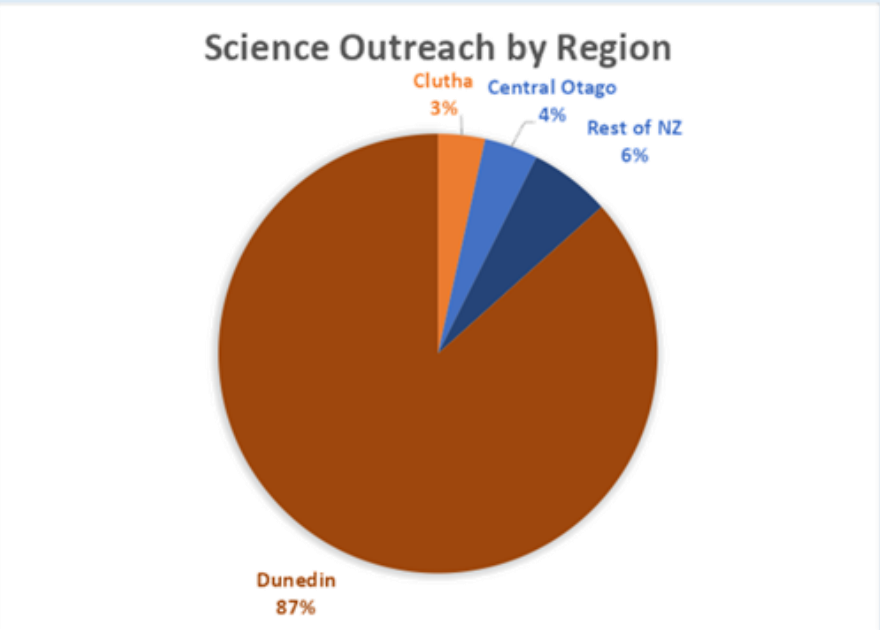
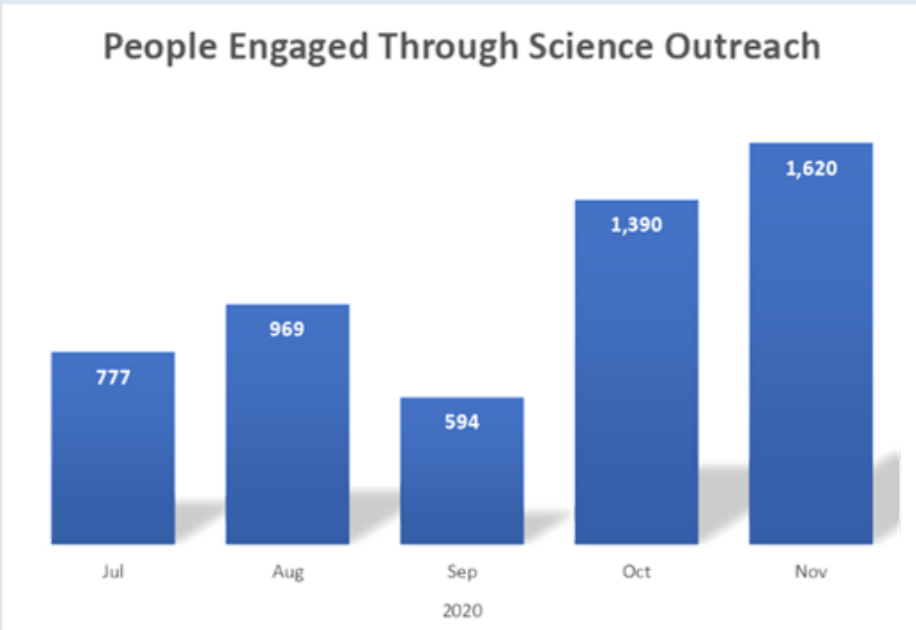
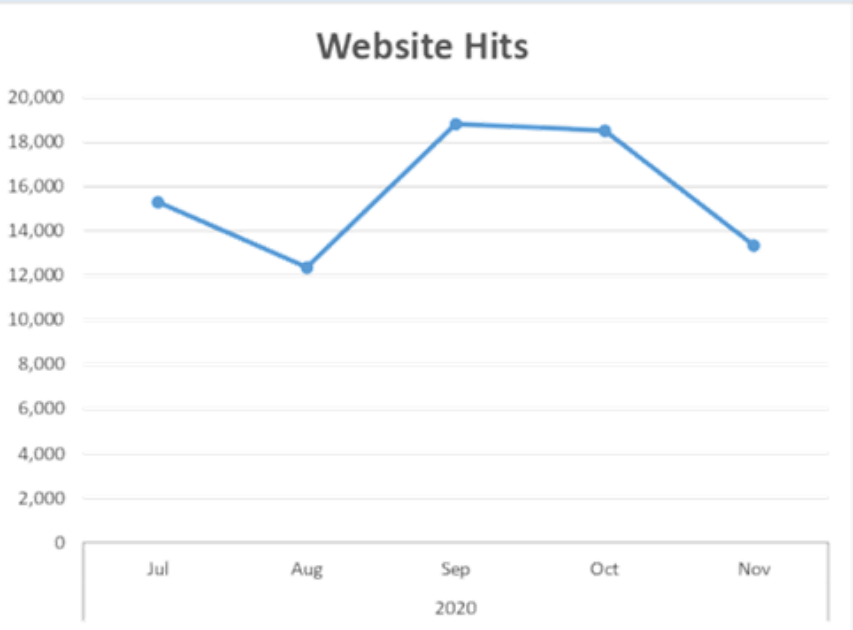
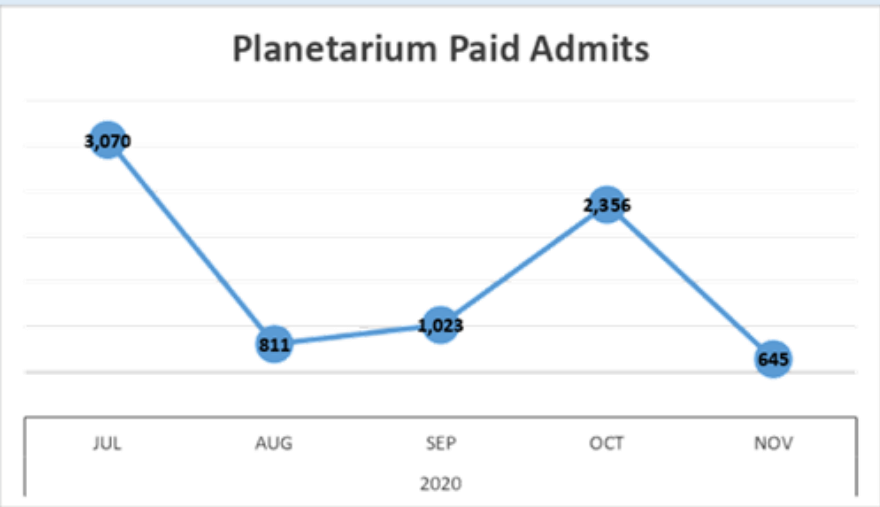
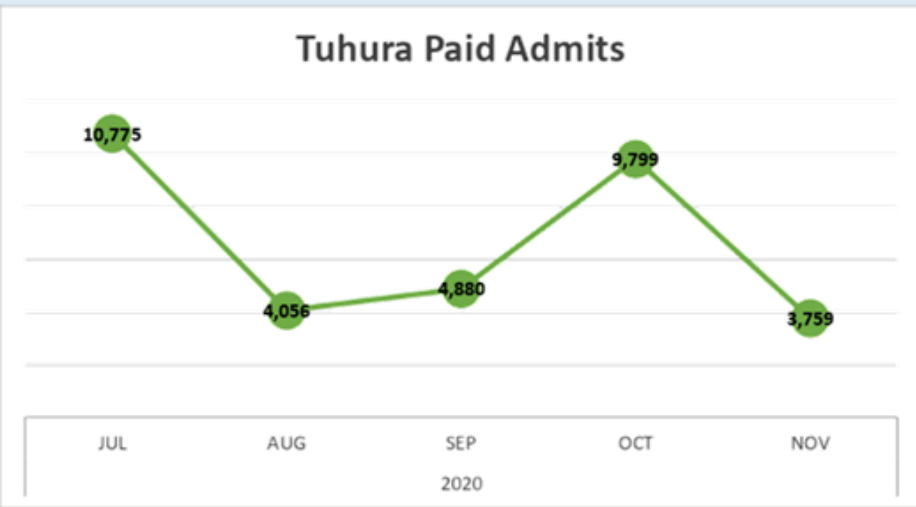
Prior Year YTD: 25,681



Target: 15,000

YTD Total: 7,905

Prior Year YTD: 5,403





2020/21 At a Glance



Target: 10,000
YTD Total: 3,844
Prior Year YTD: 2,780

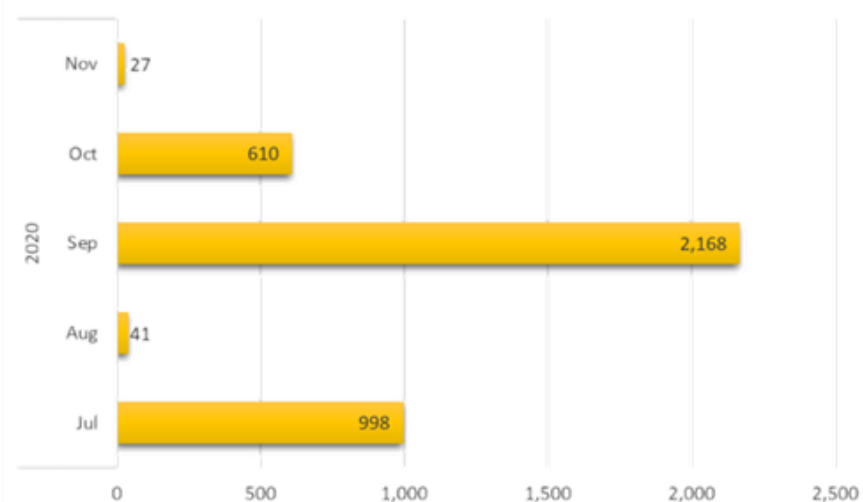


Target: 5,000
YTD Total: 5,605
Prior Year YTD: 7,932

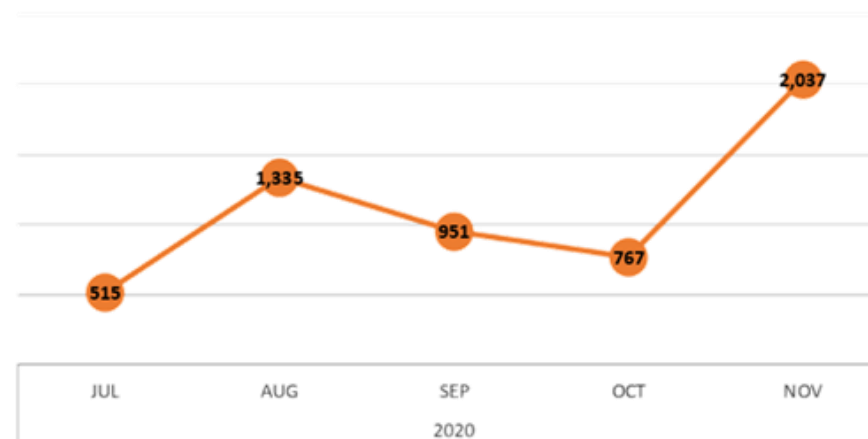


Target: 20
YTD Total: 8
Prior Year YTD: 22

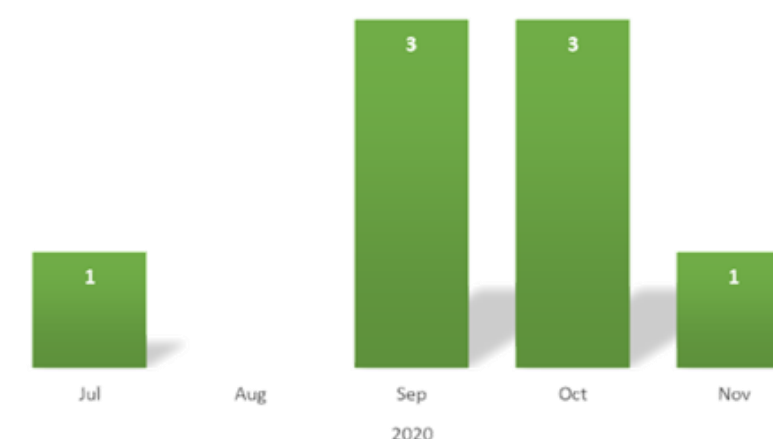
Collection Items Digitised



Student participation in Education Programmes



Publications Based on Collections



OTAGO MUSEUM
Report to Contributing Local Authorities
December 2020
Covering the period 1 October to 30 November 2020

DIRECTOR'S REPORT



Eventful is one word which comes to mind when thinking generally about 2020 at the Otago Museum. It also aptly describes the period covered by this report, during which time a lot has happened. As you will learn from reading the pages which follow, the extended period at COVID level one has allowed our Education and Outreach teams to catch up with some of the backlog of work which couldn't be carried out during lockdown. In such a difficult year the numbers of students touched by the work of these teams is truly remarkable. A considerable amount of effort is also going into creating a new Masterplan for the future development of the Museum over the next twenty years.

While numbers through the door are still running some fifteen percent behind the same time last year, income from paying visitors is up significantly. The Museum had a very successful school holiday period, with veritable hordes of people coming to visit the *Dinosaur rEvolution* exhibition.

Of particular note was the Museum winning the Not for Profit category in the Westpac Otago Business awards. On the night, staff drawn from across the Museum enjoyed a memorable event at the Town Hall. Also worthy of some attention is the news that our Pouhere Kaupapa Māori, Gerard O'Regan has been appointed an Honorary Senior Research Fellow in the Department of Archaeology at the University of Otago. This really does strengthen our links with this key department and is a particularly exciting development. As part of this Fellowship Dr O'Regan will have a focus on southern Māori and Rēkohu archaeological collections and research.

The opening of the student-led *Climate Change, Striking a Balance* exhibition was particularly timely given the Government's declaration of a climate emergency. Ably supported by the Museum team, the very talented student curators created a fascinating and very well-received exhibition.

The Museum shop made its online debut in November. During the first few weeks of operation sales of several thousand dollars have been generated with orders coming in from across Aotearoa.

In a period otherwise filled with many highlights, the whole museum team was saddened at the news of the passing of Manawa. This charismatic Jewelled Gecko was incredibly popular with Museum visitors and his death will leave a big hole in the heart of the Museum. We will miss him.



I continue to write my weekly astronomy column for the Otago Daily times:

https://www.odt.co.nz/search/results/skywatch?sortby=published_at%20DESC

In my role as a Companion of the Royal Society, I attended the annual Royal Society Te Apārangi Companions Forum in Wellington on 13th October.

Below is a list of talks that I have presented since the last board meeting:

Title	Group	Date	Numbers
Exploring the Night Skies	Pilot's conference at Otago Museum - guest speaker (2 talks in the Planetarium).	03/11/2020	75
Starry nights on the Otago Peninsula	Dunedin Theosophical Society	18/11/2020	20

POUHERE KAUPAPA MĀORI

A major focus over this period was the hosting of the Heretaunga-Tamatea Settlement Trust visit to research the Ngāti Kahungunu whare whakairo. Gerard undertook the liaison for their visit to the Museum and also Tamatea which was also supported by Ian and the Collections team. Productive discussions were held with the Trust and a formal request for repatriation is expected in due course.

A meeting of the Māori Advisory Committee was held in November. A policy on koha will be developed to ensure the Museum has processes that are both respectful and appropriate for audit purposes. This is important as events and programmes at the Museum draw on community support for mihi whakatau and the Museum team are engaged in marae visits elsewhere. The proposed development of a Māori science engagement position was also very warmly welcomed.

COMMERCIAL

The audit and financial Accounts for 2019/20 have been completed and our Annual Report is now available on our website. The overall result for the year was good reporting a loss of \$363,000 compared to a budgeted loss of \$1,034,000.

Covid-19 had many one-off impacts across the organization so ending the year in a good financial position was satisfactory.

The opening of the Museum's online shop has opened up our market to customers across New Zealand and overseas:

New Zealand	88%
United States	7%
Australia	3%
United Kingdom	1%
Canada	1%

All business units are trading well. Box office sales for November were 17.8% higher than last year and well ahead of the previous three years.

Café

The new fast oven is up and running and helping us to cook the fasted cheese roll in town! The café sells 10,000 cheese rolls per year so there should be time-saving benefits for customers and our kitchen staff.

We continue to use fresh milk supplied by Spout.

Venues

Bookings for our venues have been strong for November and December. One small improvement has been made in the Atrium level 1, replacing the old big coffee table with four tables that can be used individually or combined into one. These tables are more mobile than the old table and have made it much easier to set up for functions.

Facilities Team

The following tasks and projects have been completed this month:

- Replaced 2 x controls for alarm system.
- Built Christmas float for the Santa Parade.
- Carried out annual fire alarm testing.
- Replaced 400 x roof screws (50 percent complete). This work was carried out by our own staff as the quote for a contractor to do this was \$9,000.
- Servicing of boiler & HVAC system.
- Started repairs to drain in carpark at front of Museum
- Painted store room on ground floor.
- Serviced all chiller units.
- Carried out roof repairs to the Southern Land Southern People gallery.
- Painted plant room.
- Reprogrammed lights in Café and Atrium.
- Installed new basin and sensor-activated hands-free tap in the Tūhura toilets.
- Three-monthly checks of all lifts.

Recently a drainpipe on the Museum Reserve collapsed resulting in the pipe back-filling to the Museum roof. The resulting flood of water went through the Friends room and down through a couple of floors. The main water damage was in the Friends room.

Master Planning Update

The master plan is progressing to schedule. The consultants have delivered further developed plans of two preferred options for the Museum, as well as plans for a fit-for-purpose off-site storage unit on the MacLaggen Street site. This will not only provide the Museum much-needed collection storage space but has potential to be leased out to generate income.

A draft document including cost estimates is expected to be ready prior to Christmas 2020, and a final report and 3D computer visuals ready in the New Year. Wider stakeholder engagement, marketing and fundraising will commence in the New Year.

Beca Engineers are currently undertaking a review and gap analysis of the Seismic report (completed by Hadley & Robinson in 2016) against criteria in the Building (Earthquake-prone Buildings) Amendment Act 2016.

Fire Sprinklers feed-pipe across Great King Street state highway/pump house

To avoid having to dig the road up twice, we have restarted this project to coincide with work due to start soon by Downers to resurface the state highway. We will be working with Downers to run three pipes across the state highway concurrently while they do the resurfacing and repair work. One pipe will be to the sewer (for 4-yearly draining of sprinklers), one for water feed and one storm water feed.

This will be a complex job requiring road management and navigating around power cables, fibre and two cycle lane concrete dividers, while completing it within a two-night time-frame.

NZTA, Downers, Logic Group and South Pacific Fire Protection are all involved in the project. A shout-out to Downers who have agreed to help us with the project when others turned us down.

Project Manager, Health & Safety Advisor

IT

- Have installed hologram (currently have butterfly flying) into Tūhura.
- New Facilities job-logging is now operational.

HR

Applications for some positions this time have hit triple digits which is a sign of the current economic climate:

- Museum Guide – 111 applications
- Gardener – 16 applications
- Science Communicator – 36 applications
- Part-time Shop Assistant - 160

Health and safety

- Ongoing review of incidents and improvement of how we manage/mitigate risks
- Vault system is now live and will be rolled out soon. We have met with the University of Otago Health and Safety team to learn from their experiences of rolling out a new system.
- CIMS (Coordinated Incident Management System) training for the Emergency Response team is scheduled for 14 & 15 December.
- Facilities team installed a safety guard above the information desk. This has already stopped an incident by deflecting a half-full aluminium water bottle away from staff when the bottle dropped from Atrium 1.

COLLECTIONS, RESEARCH, EDUCATION & DESIGN (CRED)

Access requests completed

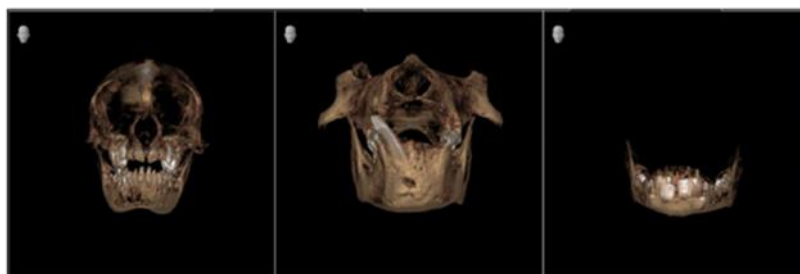
	Image	Item/physical
Humanities/Taoka Māori	2	6
Natural Science		7
Other		
Financial Year to date:	7	18

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Details:

- Images of Fanny Buss dresses in the OM collection were provided to St Cuthbert's Church, Banks Peninsula, for an exhibition on the artist they hosted as part of the Canterbury Heritage Festival.
- Images of a Barry Brickell ceramic work, and Janet Frame's 1990 Commemoration Medal were provided to historian, Jock Phillips, for background research.
- Ian Towle continued his work with Curator Emma Burns assisting us with the identification of primate specimens. Selected specimens have also been CT scanned at the faculty of Dentistry to provide more conservation history and pathology information. As a result a final list of 6 primate skulls have been approved to have a tooth extracted for micro CT scanning, macroscopic observation of wear, measures of enamel mineral densities, and analysis of mechanical properties using SEM. This data forms the basis of comparative research across different primate groups, providing new information into the dental evolution of primates, including fossil hominids.



Preview of CT scan images of three primate specimens. Otago Museum Collection.

- Dr Robert Hoare, Manaaki Whenua Landcare Research visited the collections to view the New Zealand's native Psychidae moth specimens for an intended loan as he works toward a review of the Tineoidea family.
- Dunedin artist Madison Kelly is working on a long-term project that is being supported by Te Matatiki Toi Ora (The Arts Centre in Christchurch) and collaborative work with researchers at the University of Canterbury and the Kākī Recovery Programme. In a series of visits over the next 4 months Madison will be carrying out observational drawings of the Kākī (*Himantopus novaezelandiae*) specimens in the collection.
- Marlene Leggett contacted the museum looking for type specimens for Salticidae that was described by Goyen but not documented where these were lodged. A due diligence search was undertaken by Assistant Curator Kane Fleury on the uncatalogued portions of the Forster arachnids collection.
- Rod Morris visited Otago Museum to look at specimens from the *Helophilus* genus (Diptera, Syrphidae) to help him with identifications of large hoverfly species he is photographing as part of a NZ Geographic article.
- Students from the New Zealand Broadcasting School working on a documentary assignment on the history of kea culling visited to film and interview Curator Emma Burns and collection material relating to the story for their course.
- Shar Briden from Absolute Archaeology Ltd. visited the bird osteology collections with Collection Manager Cody Fraser to assist in the identification of material she is working with.
- Amber Aranui from Te Papa, Rose Mohi and other members of the Heretaunga Settlement Trust, visited Otago Museum 19th and 20th October to view carvings and information related to the wharenui Heretaunga and to Ngāti Kahungunu.

- Phil Moore, a research associate at Canterbury Museum, visited Otago Museum to look at red argillite taoka Māori, provenanced to Pareora and the Waitaki River Mouth, to complete a study of the stone materials utilised by pre-European Māori in the Canterbury region.
- Karen Pullar was provided information and shown taoka Māori from the Conical Hill – Waipahi area, South Otago, to support historical research for the Pukerau Cemetery endorsed by Hokonui Rūnanga.
- Biographical research on the collector of a group of material collected in Orepuki was undertaken for Amber Aranui – part of a follow up to her visit to Southland

One of the Fanny Buss dress images provided to St Cuthbert's Church



G2014.33 Gift of Margaret McLeod; Otago Museum Collection

Outward loans sent:

- The loan OL2020-2 of four objects once owned by Sir Edmund Hillary, gifted to the Museum in 2010 by Lady Hillary, had been intended to travel to the National Geographic Museum in Washington DC in early November, but the freight was delayed due to the potential of civil unrest in the destination after the presidential elections. The loan will now travel in January 2021.

Inward loans received: none

Other loan activity:

- A loan of penguin skulls was returned from Peter Hadden at Auckland University.
- Returned by Dr Robert Hoare Manaaki Whenua Landcare Research, loans of Noctuid moth specimens. On loan since 2012, the revision of this family is now complete and was published late in 2019.
- The loan of Hongi Hika's carved self-portrait (D70.359) to Auckland Museum has been renewed for another 2 years. The taonga has been on loan to the Auckland Museum since 1971 in exchange for a canoe prow and 3 hei tiki from Whareakeake, the inward loan of which is in the process of being renewed.
- The inward loan of 5 objects from Southland Museum, currently on display in the Southern Land Southern People and Tangata Whenua galleries, has been renewed for another year.

Collections item records

	This period	Year to date (from 1 July 2020)
New/digitised:	637	3,842
Revised:	10,927	59,812
Imaged:	685	2,048

Acquisitions and Deaccessions

	Acquisitions	Deaccessions
Humanities/Taoka Māori	6	0
Natural Science	2	0

Details/Highlights:

- A child's silk smocked dress, sewn by Isabella Hercus.
- A blue gingham set of bonnet, smocked dress and rompers for a young child.
- Three 1920s cardigans owned and worn by Agnes Blackie, for decades the sole female academic in Otago University's Physics Department.
- An Indian wedding sari, probably made in Varanasi.
- Taxidermy trout collected from various Otago waterways during the 1920s. These fish were mounted on the commission of the Otago branch of the Acclimatization society for a government funded exhibition.
- Four English marigold (Asteracea) exhibiting bud mutation deposited for identification and donation by Victoria Stone of Port Chalmers have been pressed and mounted by Assistant Collection Manager On Lee Lau for addition to the collection.

**Enquiries**

	Public Enquiries	Items Received
Humanities/Taoka Māori	4	7
Natural Science	13	5

- Identification of location shown in old photographs; current location of a WW1 Memorial Board; Anderson's Bay School.
- The offer of a humanized milk thermometer.
- Identification of a replica of a Lewis Chess piece found in a Dunedin garden.
- Plover chick that was found dead brought in for identification.

Protected Objects Act

The following taoka have been notified to the Ministry of Culture and Heritage under the Protected Objects Act (1975):

- No items were lodged during this reporting period.

Kaupapa Māori

- Advice to Riki Parata, Hokonui Rūnaka, on information reporting for kōiwi found in Fiordland.
- Ongoing advice to Rhyn Gabriel, Auckland, on historic toki collection possibly attributed to Central Otago and possibly for return to Otago.
- Receipt of two kōiwi finds eroded from Papanui to be held temporarily for Ōtakou Rūnanga (deposited by Shar Briden).
- Kōiwi tangata repatriation planning meeting (zoom) with Ōtakou Rūnanga, working towards a June 2021 reburial date.
- Gerard represented Otago Museum and southern rūnanga at the handover of taoka from the University of Auckland Wet Wood Conservation Lab to the MCH and Auckland Museum in preparation for the taoka tūturu being returned to their regions.
- Initial advice of the holdings at kōiwi sourced to Taranaki was provided in response to enquiry from Pukeariki.
- Advice of researching Ngāi Tahu perspectives on the repatriation of Mataatua has been provided to Taniora Maxwell, a University of Auckland Masters student. This will lead to a research visit by him in early 2021.
- Gerard O'Regan has been appointed Hon. Senior Research Fellow with Archaeology, University of Otago which will have a focus on southern Māori and Rēkohu archaeological collections and research.

Publications & Social Media: On the collection

	Internal researcher	External researchers
Research publications/papers	2	3
Blogs	2	
Other		

The following is a reference list of recent publications on the collection:

- Burns, Emma, *The Living Dead: the Afterlives of Animals in Museums. Scope: Contemporary Research Topics (Art and design) 19, 2020*
- Bennett, Jerusha, McPhearson, Olivia, Presswell Bronwen (2021) Gastrointestinal helminths of little blue penguins, *Eudyptula novaehollandiae* (Stephens), from Otago, New Zealand. *Parasitology International*, 80.

Blogs

- Lau, On Lee 'The travels of tuna: New Zealand's largest migrating fish'. 18 October 2020
- Hannah, Robert 'Rome Rebuilt' for World Cities Day, Otago Museum blog, 31 October 2020

Coin showing the Villa Publica, one of the images used in Robert Hannah's 'Rome Rebuilt' blog.



Denarius, 55 BCE. E2017.435. Otago Museum Collection

External researchers:

- Rivera-Quiroz, F. A., Petcharad, B., & Miller, J. A. (2020). 'First records and a new genus of comb-tailed spiders (Araneae: Hahniidae) from Thailand with comments on the six-eyed species of this family'. *European Journal of Taxonomy*, 724(1), 51–69.
- Brook F. J., Kennedy M, King, T. M, Ridden, Shaw, M.D., Spencer, H. G. (2020) 'Catalogue of New Zealand land, freshwater and estuarine molluscan taxa named by Frederick Wollaston Hutton between 1879 and 1904'. *Zootaxa*. 4865(1)
- Fitzgerald B. M. & Sirvid P. J. (2020) '*Theridion pumilio* (Theridiidae) and *Drapetisca australis* (Linyphiidae) are transferred to *Diploplecta* Millidge', 1988 (Araneae: Linyphiidae, - Linyphiinae). *Records of the Canterbury Museum*. 34: 57-61.

Collection team contributions to projects, exhibitions and programmes

Collection based projects:

- Updated the Museum's operational guidelines on the appointment of honorary staff.
- Preliminary discussions around project feasibility looking at the ecological role of moths as pollinators with Dr Barbara Anderson, Prof Peter Dearden, Adelie Fillipi, Dr Andrew Cridge.
- Cross sections from the Lime tree that was felled on the Museum lawn were collected by the Natural Science team and are drying.
- Kane Fleury and Emma Burns visited Southland museum to measure the feet of the articulated moa that are in their collection as part of the research surrounding the Kyeburn Moa Footprint work.
- Work on the aging of the strata that the moa footprints were found in is ongoing.

In house exhibitions, programs and gallery projects:

- Object selection has been completed for the next stairwell case change over which will feature freshwater fish species of New Zealand utilising the cast collection. Some of these have not been on display for 20 years.

External projects (e.g.: Industry networks, partnerships, community work and events):

- Working on the invitation of Ōtākou Rūnaka, Catriona Gower, Kane Fleury and Emma Burns to set up bat monitoring equipment on Okia reserve following up on earlier reports of potential bats in the area to rūnaka.

- Unfortunately, the Marsden Fast-Start grant applying eDNA techniques to Museum collections was not successful this year. Similar project work exploring this is likely to continue.
- At the Costume and Textile Association of New Zealand 2020 AGM, Moira White was re-elected Secretary to the national committee.
- The application to RSNZ Marsden Fund for an archaeological project on off-shore islands to understand niche construction in the Māori settlement of Southern Polynesia was successful. Otago Museum is a partner on this project with the Universities of Canterbury and Auckland, and will focus on the southern NZ and sub-Antarctic components.
- An application has been lodged for an MBIE Endeavour Smart Ideas project looking at automated recordings of archaeological artefacts. This is a partnership with Auckland and Otago Universities.
- Dr Gerard O'Regan, Craig Scott and Robert Morris attended a workshop with staff from the Canterbury Museum to progress a joint exhibition focussing on Māori rock art.

Honorary curators, volunteer and internship activity

- All the Honorary Curators spoke to staff about their background and/or their research at the Otago Museum Honorary Curators gathering/symposium on 5 November.
- Honorary curator Tony Reay assisted the Natural Science curators with the offer, review and subsequent decline of a hefty collection of gypsum crystals from a deceased estate.
- Honorary curator Steve Kerr has recently travelled to Auckland to meet with entomologists at Manaaki Whenua Landcare Research and Tamaki Paenga Hira Auckland War Memorial Museum.
- The Natural Science team appointed new volunteer, Allison Millar (PhD student at Anatomy), to assist for a couple of hours per week on sourcing data for global georeferencing to enable better mapping of the collections in the future.
- Jane Malthus continues to contribute to the *Fashion FWD >> Disruption through Design* exhibition. Dr Malthus also gave the final Centre for Irish and Scottish Studies 'Luck of the Irish' talk for 2020, discussing fashion designer Rosaria Hall.
- Robert Hannah wrote a blog for World Cities Day on the city of Rome, focussing in particular on architectural structures represented in our coin collection.
- Sophie Kean completed her HUMS 401 internship working with the textile collection.

Presentations, talks and interviews

Title	Date	External Audience	Delivered by
How to answer awkward questions	19 October 2020	Regional Museums gathering	Moira White
Rosaria Hall	1 November	CISS-hosted 'The Luck of the Irish' series	Jane Malthus
Emerald Hours and Stolen Summers	21 November 2020	Centre for the Book symposium	Moira White

Conservation

Preventive

- The teams' focus on integrated pest management (IPM) work has continued with the team rolling out its new IPM training to staff. The Honorary Curators were the first group to receive the training and all other museum teams will have completed training by the end of February 2021.

- The Conservation Manager is reviewing how the conservation modules in Vernon, the Collections Management system, function in light of preventive conservation and treatment records management.
- Other preventive work such as the object mounting and lighting surveys continue to progress.

Projects

- Work supporting the *Fashion Forward* Exhibition continues with a focus on in-house mounting of garments.
- The team continue to complete acquisition assessments, access and loan related work.
- The team have completed condition reporting the Rākau Momori. These and other reports will be compiled and then forwarded to the Hokotehi Trust.
- The Conservation Manager has been working with the Facilities team and external contractors to paint and address some longstanding issues within the conservation lab.
- Work on the Moa prints has continued. They are now almost completely dry.
- Lisa Carlin continues to work in a volunteer capacity on transcribing historic conservation documentation.

Outreach

- The team were delighted to hear that the funding application from Otago Museum to the COVID Museum Hardship fund, that OM provided a letter of support for, has been successful.
- The Conservation Manager hosted a visit from Laurence Le Ber who wished to view the team's walk-in freezer and discuss IPM best practice.
- The Conservator has spent the first of what is likely to be several days working on site at Drybread cemetery assisting Professor Hallie Buckley and Dr Peter Petchey in lifting archaeological textiles.
- The team returned the remainder of the Rakiura Museum's wet collections to Stewart Island in advance of the new museum's opening on 1 December. While on the Island the team installed the conserved wet collection and carried out a number of on-site conservation treatments.
- As part of the 2nd International 'Ask a Conservator' Day on the 18 November the Conservation Manager took over running the Museum's Twitter and Facebook account. Seven posts were made on Facebook and 29 on Twitter over the course of the day. The Facebook posts reached 5,579 people with 270 engagements, while the Twitter posts had 11,833 impressions and 391 engagements.
- The Conservation Manager is contributing to the 2022 International Institute for Conservation (IIC) congress in Wellington in partnership with New Zealand Conservators of Cultural Materials (NZCCM). This year's remote IIC congress attracted over 1400 attendees from around the world.
- The Conservation Manager completed a submission to Te Papa as part of an EOI from Te Papa for contractors to form part of a preferred Conservation Supplier panel.

Regional Museums

- The team coordinated the Regional Museum Meeting held on 19 October. Forty six individuals attended from 21 organisations. The next meeting will be held in February/March 2021.
- The Conservation Manager has been working with Central Stories Museum and Art Gallery and Clyde Museums as well as attending a meeting of the Clutha Cluster of Museums held this quarter in Kaitangata.
- The team returned the last of the items that have been conserved for Waitaki Museum ahead of the Museum's reopening in early December. While at the Waitaki Museum the

team dressed two of the textile mannequins and undertook several pieces of on-site conservation treatment work. The team met a number of the Waitaki Councillors and Mayor who were visiting the new exhibitions space at the time.

- The Conservation Manager initiated a new internal working group to coordinate and review regional services. The new group includes representatives from the Museum's Education, Marketing, Visitor Experience, Design and Science Outreach teams.

Training

- The team have continued to participate in a number of webinars, short courses and remote conference proceedings run by international providers over this time.
- The Conservation Manager and Conservator attended the annual NZCCM conference with the Conservator delivering a well-received presentation discussing the treatment of items belonging to Waitaki Museum and the Conservation Manager chairing the second day of the conference that was attended by individuals from as far afield as the US, Canada, Barbados, Europe, the UAE and Australia.
- The team completed their annual MPI training with the Living Environments Officer as required.
- The Conservation Manager also attended a Link Conservation Data Workshop as part of the IIC conference and as a result will be starting the process of reviewing how other conservation departments in New Zealand record and share their conservation data.

Exhibitions & Creative Services

Exhibitions and displays showing:

- *No. 9 – Works in a number nine year* - Jim Cooper. Until 31 January in People of the World gallery.
- *Te Huna a te Moa*. Ongoing in People of the World Gallery.
- *Connection > Collection: Papua New Guinea* was installed in the stairwell display on 14 September and will run until 11 April 2021.
- *Dinosaur rEvolution*. 26 September 2020 – 8 February 2021 in Special Exhibitions Gallery.
- A pop up display was installed at the Dunedin Public Library on 5 – 27 October to promote *Dinosaur rEvolution* and one also at Orokonui on 15 October which is still ongoing.
- *Climate Change – Striking a Balance*. Opened 3 October – 1 November 2020 in Beautiful Science Gallery. Returned 16 November – 4 December 2020.



- *Otago Hall of Fame* – Mediaworks collaboration in Beautiful Science Gallery. Opened 2 November – 15 November 2020.

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- *100 women, 100 words ...infinite possibilities*. Opening 5 December 2020 - 14 February 2021 in Beautiful Science Gallery.
- *Fashion FWD >> Disruption through Design*. Opens 26 March 2021 – 17 October 2021. Working with Marketing and Programmes on some really exciting ways to promote the exhibition at a local and national level, and international exposure online.
- *Kura Pounamu* – touring exhibition from Te Papa. Contract in development. Exhibition planned to open 4 December 2021 and run until 1 May 2022.
- *Otago Wildlife Photography Competition 2021* – initial planning for launch dates in 2021. Planning to rebrand and refresh the categories, and introduce a pop up category that will change each year.
- INDx Art exhibition will be held in 2021 in the Beautiful Science Gallery from mid-September.
- Initial discussions underway looking at permanent placement of the Moa footprints in Southern Land, Southern People once conservation is completed.

Creative Services

- Craig and Pru offered the Programmes team assistance and were the resident DJ's for the Dino Disco.
- Preparations underway for the Upland Moa display case to install a new screen and updated audio visual.
- Craig attended the virtual NAME conference (NZ and Australia Museum group for touring exhibitions).
- The team acted as external moderators for the Otago Polytech School of Design assessments.
- Craig and Pru presented a talk to Otago Polytechnic Design Honours and Third Year students about exhibition design.
- Preparation and signage for After Dark.
- Design and production underway for the Christmas float.
- Preparation for school holidays with design requirements from VESE.

Education

Staffing

- Sophie Sparrow, formerly a science communicator with the VESE team has transferred to Education to help, with Mikayla Cameron to cover a staff position while they are on maternity leave.

Explorers' Club school holiday programme

- Plans are well underway for delivery of the programme from 18 to 29 January 2021.
- Following a review of the programme a raft of changes are being brought in, including increasing staff-to-child ratios to better fit with industry standards.
- Interviews for new Education Presenters will commence soon.
- We are currently re-igniting our relationship with North Otago and South Otago Museums, with the view to restart the delivery of Discovery Squad 'Out and About', an outreach holiday programme that Education delivers at these two museums in the April and October holidays.

LEOTC

LEOTC programme targets

- Education have met their Ministry of Education target for LEOTC 2020, with 5,282 students having attended programmes over the calendar year. The annual target for LEOTC set by the Ministry of Education is 4,567 per annum.

Dinosaur rEvolution

- At least 45 schools have now booked in to visit the *Dinosaur rEvolution* exhibition, with a mixture of self-directed visits and engagement in the *Dino rEvolution* education programme.
- Many schools are coupling this with a visit to the Perpetual Guardian Planetarium, enabling them to access Perpetual Guardian Reach for the Stars funding to assist with travel costs.
- An activity developed by Dr Amanda George to help children understand the evolution of feathers has now been picked up by our Programmes and Events team as a Makerspace activity for the summer holidays.
- Feedback from schools has been overwhelmingly positive. Here are some examples of what teachers have said on programme evaluations:

"The children were so engaged. They learnt lots of new dinosaur facts. They loved the moving dinosaurs and researching interesting facts in groups."

Year 4 teacher from Dunedin

"This [programme] links perfectly to the science learning from school. I could see lots of connections being made and discussion about feathers was awesome, linked to the creative activity."

Year 7 teacher from Southland

Education External Advisory Group

- The group met in early November to discuss Otago Museum Education work over 2020 and to start planning for 2021. Membership is drawn from the local school community, with representation from local schools and the College of Education:
 - o Prof David Bell, College of Education (Visual Arts, Museum education)
 - o Angela Miller, College of Education (Technology)
 - o Megan Pōtiki, Manawhenua representative
 - o Melissa Bell, John McGlashan College (Social Sciences)
 - o Bernadette Newlands, Macandrew Bay School (Principal, Visual Arts)
 - o Brent Caldwell, Mornington School (Principal, Māori)
 - o Daniel Bleckinger, King's High School (Earth and Space Sciences)
- The group approved a set of terms of reference and discussed how to bring in teachers from further afield, as well as engaging the early childhood community.

Fashion >> Disruption through Design

- A subcommittee of the Education External Advisory Group is working on preliminary planning for programmes linked to *Fashion Forward*, focusing on the Technology and Arts learning areas of the curriculum.
- Dr Kate Timms-Dean is working with Prof David Bell and Angela Miller from the College of Education, with the aim of bringing in relevant local teachers to support development.
- At present, the team is looking to develop a senior Technology programme linked to NCEA assessment, and an Arts and Technology programme for primary schools.

Bookings for 2021

- Bookings are now trickling in for 2021, with four schools booked in for Education programmes in Term 1, and 17 schools booked for a Sleepover across the calendar year

A table recording student number participation follows. Please note these numbers include multiple programmes by the same class on the same visit – excluded from the Ministry's criteria for student counting, to be reported in Milestone Reports. This table does not include numbers from non-applicable institutions or adults.

Please note that Planetarium numbers for Education programmes are replicated in the Planetarium report.

LEOTC APPLICABLE ONLY						
July 2020 – July 2021						
Annual Participation to: 1 December 2020						
Actual participation in LEOTC programmes for:	Year 0-3	Year 4-6	Year 7-8	Year 9-10	Year 11+	Total
Total Year to Date	1283	2598	986	305	110	5,282
Target (July 2020 - June 2021)	280	343	311	218	94	4,567
Target Percentage to 1 July 2021	458%	757%	315%	140%	117%	116%
Targets are calculated based on an 11-month school year.						

Personnel

- Gareth West has been appointed Museum Archivist. The part time position has been funded by the Heritage Lottery & Environment Fund for up to two years.

MARKETING

Staffing

The Marketing department welcomed Charlie Buchan who has started as Marketing Coordinator looking after the VESE team events and outreach. Charlie is a wonderful addition to the team and has contributed a lot in a short time.

Dinosaur rEvolution

We are continuing to market *Dinosaur rEvolution* predominantly through social media, but also digital, press and radio. Several events have been marketed as part of the exhibition: Dino Disco was one of these which was successfully promoted mainly through social media and the event was at capacity.

We have appointed a Dinosaur Ambassador, 10-year-old Macklin Devlin, Dunedin's biggest dinosaur fan. Macklin was featured on the Radio One morning show, The Hits with Callum and P; has introduced a children's talk show, and we are in conversation with other local and national media about more appearances.

The Class Dinosaur competition has finished and winners are coming in for their tour in December. This is generating some good content on social media.

OM Online Shop

After several months of a joint effort between Marketing and the Shop we now have an impressive 650 items on the online shop with persuasive descriptions written for each product. We have planned a Christmas campaign in the first week of December across radio, press, and social media, with a national campaign on Facebook and Instagram that we hope will generate strong sales.

After Dark

The campaign for After Dark was successful with tickets sold out and once again the event was targeted by overseas scammers who our social media campaign unfortunately also attracted. The event was featured on TV3's The Project, which once again was excellent for the brand and the Museum.

Climate Change – Striking a Balance

We have managed to ensure good PR for the exhibition in its reopening. Otago Daily Times' quarterly published environmental magazine *Resilient* featured a two-page spread on the exhibition, RNZ's *Changing World* on *Afternoons with Jesse Mulligan* aired an excellent segment on the exhibition, *The Good* magazine published an article that marketing wrote, and the UN has tweeted about it too. All of this exposure has been excellent for the project, the Museum, and the youth involved in its making, and has not cost anything.

Social Media

Social media is continuing to grow both in users and engagement. We are growing followers at three times the normal rate due to growth campaigns. This strategy to nurture our own channels, rather than spending on media is proving a much better return on investment as we can talk directly to our core market for a fraction of the cost of other media.

We have had a series of weekly giveaways leading up to Christmas in conjunction with 23 other locally owned and operated businesses and organisations. This is showing our support for Dunedin and buying local, and they are also increasing our social media followers and engagement as well as promoting Tūhura Otago Community Trust Science Centre. These are proving extremely popular with our audience.

Radio

Radio advertisements are now being scripted and voiced in-house, with several staff members used as voice talent depending on the target audience. This more natural and unique delivery is resulting in memorable ads, with staff from Front of House, Design, and Marketing all contributing.

As our 2020 – 2021 budget is much smaller than in previous years, we are reevaluating and renegotiating radio contracts to reflect this reality. These will be finalised in the next reporting period.

Fashion Fwd

Content has been rewritten for the exhibition splash and the catalogue by Marketing to create an edgier exhibition and attract new audiences. A strategy has been created, once again with staff across the organisation contributing ideas. We are also seeking sponsorship to cover additional marketing ideas from a corporate.

Venues

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The venues pages were redeveloped but results were lackluster. Design has worked with us to energise this and the new design is outstanding. The pages should be complete by the end of December.

We have been working to generate more PR for Venues and as a result have had excellent coverage in Meeting Newz, the primary media for events, venues and conferences. This has been great promotion for the department once again at no cost.

100 women, 100 words...Infinite Possibilities

We have been working on a launch campaign for this exhibition and are starting to generate some good PR. The *Otago Daily Times' Mix* published a double page spread featured on the front page, and we are also looking to national media coverage which should come to fruition over the next two periods.

Participatory Science Platform

The Participatory Science Platform funding has launched again and has been marketed with a focus on rural and manawhenua audiences. Ngāi Tahu has promoted this through their channels, which we are very grateful for.

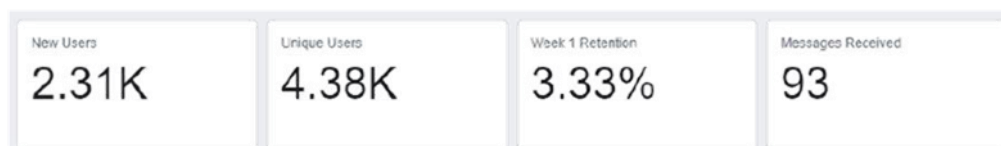
Otago Hall of Fame

The Otago Hall of Fame was exhibited in the Beautiful Science Gallery for just over two weeks and the awards morning took place on 14 December. The Museum was given the opportunity to speak, which was a good opportunity to share our brand values with the community.

Annual Report 2019-2020

The annual report has been completed and approved by the Trust Board. The Report is available on our website and hard copies are available on request.

Facebook



Twitter

28 day summary with change over previous period



Instagram



VISITOR EXPERIENCE AND SCIENCE ENGAGEMENT (VESE)

Note: This reporting period included a significant proportion of the busy Term 3 school holidays. Details of the school holiday activities were reported in the last reporting period.

Tūhura Otago Community Trust Science Centre

From 1 October to 30 November 2020, Tūhura attracted 11,025 visitors, averaging 184 people per day. Science Communicators engaged 1,272 visitors with explorations over this period (averaging 46 per day), and 3,309 people enjoyed the First Flight shows (an average of 40 visitors per show). Numbers captured over this period include 11 days of the school holidays at the beginning of October during which a large range of activations were delivered by the team.

Team Tūhura participated in the twitter-based *Global Science Show* (@GlobalSciShow). This initiative was designed for science communicators at science centres and museums to share their passion and performances globally (see: <https://threadreaderapp.com/thread/1304328828165255169.html>). Thanks to time zones, Otago Museum headed the opening showcase slot at 9pm on 9 October.

During Term 4 the team is continuing the delivery of Tūhura Club, our after school STE(A)M programme. Over six weeks, Tūhura Club attracted 107 participants, averaging 18 children per session. We have also been planning for the summer holidays, scheduling a range of training sessions for the visitor-facing staff, including: presentation skills, health & safety refreshers, practice with redesigned shows, and refresher training across various operational activities. The team has also been welcoming back volunteers and training a pool of new casual communicators.

Our planned summer schedule is a well-balanced combination of paid and free experiences, designed to attract visitors into Tūhura and *Dinosaur rEvolution*. Offerings are aimed at families and to encourage repeat visits. The schedule has been tailored with pre-Christmas and post-Christmas offerings, as well as a further refresh of shows going from December into January. To support this strategy we have developed a new product called *Tūhura Treat*, a daily surprise activity included with a Tūhura Science Centre admission. *Tūhura Treats* are designed to be dynamic and fun for families. They will vary from Science Communicator to Science Communicator, who will select from a menu that includes offering, for example, a Science Station Showcase, a Tūhura Tour, or an Exploration Challenge.

Over this period, the team continued to expand its relationships with groups. This included working with external school holiday programme providers to offer Tūhura and planetarium experiences tailored to their interests and needs, as well as working with various Cub groups to offer them science experiences that count towards gaining their badges. We have also been focusing our attention recently on providing greater accessibility for groups with special/sensitive needs. The team hosted the Otago Deaf Society, who signed all our offerings for their group, an Auckland school that caters for a wide range of special needs children, and hosted the first of three *Quiet Hour@OM* sessions for families with autistic children and those that suffer from heightened anxiety. Our arrangement with organisations that routinely bring children into Tūhura (Oranga Tamariki, Stand Children Services, and Catholic Social Services) has also progressed well with an increase in visits from Oranga Tamariki.

During this period Sandra Sesto Dekic was confirmed into the role of Operations and Science Communicator Manager to reflect Sandra's leadership of the Science Communicator team since the departure of the Science Centre Manager back in April.

Tūhura Tropical Forest

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It was with a heavy heart that Otago Museum announced the passing of Manawa, our moko kākārīki (jewelled gecko).

Manawa had been poached from the Otago Peninsula and was illegally trafficked to Germany. After being seized from the illegal pet trade, Manawa was returned to Aotearoa, and eventually Otago in 2016. Manawa is believed to be the first endemic wild animal poached from this country to be successfully repatriated.

Manawa had been receiving on-and-off again treatment at the Dunedin Wildlife Hospital throughout the year, with declining health. Eventually it was suggested by the hospital staff that euthanasia was the most humane option given his quality of life. This was done with the blessing of Te Rūnanga o Ōtākou. Since his passing he has been returned to the rūnanga and has been laid to rest on the peninsula from where he came.

Our *First Flight* Butterfly release continues to be a key drawcard for visitors, attracting 3,309 attendees over the reporting period (averaging 40/release). Butterfly numbers were bolstered by the return of Philippines butterflies in mid-November after shipments had been halted due to transit issues.

Over this period Dr Anthony Stumbo changed roles from Living Environments Officer to Tūhura & Living Environments Coordinator. This reflects a change to the Science Centre's team structure to enable greater operational oversight on a day-to-day basis for the interactives within Tūhura.

Perpetual Guardian Planetarium

Throughout October and November, the planetarium received 2,845 visitors, up 43% on last year. We had a busy school holiday period which included a new show, *Dinosaurs of Antarctica*, which was converted from flat screen to our dome format. This show attracted an average of 20 visitors per show, which given its extensive scheduling is a great result. *Amazing Universe* also proved popular, averaging 18 attendees per show.

As well as our usual scheduling, a number of special events were held during this period:

- Our family-friendly events were well attended during October, with *The Land Before Time* receiving 28 attendees. *Frozen Fun* – a mixture of planetarium film and science show – also sold out well in advance. The success of *Frozen Fun* has led to more planetarium + science show events being scheduled in future.
- The Museum's *After Dark* event in November was a great success, and saw the ever-popular karaoke in the planetarium make a return with around 270 guests attending on the night.
- Starting in November, the planetarium was leased as a venue hire to screen 24 sessions of *Mesmerica*, a relaxation style music show. These shows regularly sold out, and the success has been such that the organisers have requested an extension into 2021.

A co-benefit of the preparation to screen *Mesmerica*, the planetarium sound system received a re-balance and tune up. This has noticeably improved the quality of audio across all of our shows.

The Museum has recently signed an agreement to upgrade our planetarium software to the new version, Digistar 7 (currently Digistar 5). Along with performance enhancements, it will provide the capability to stream planetarium content to other domes as well as online, improving our ability to offer remote programs.

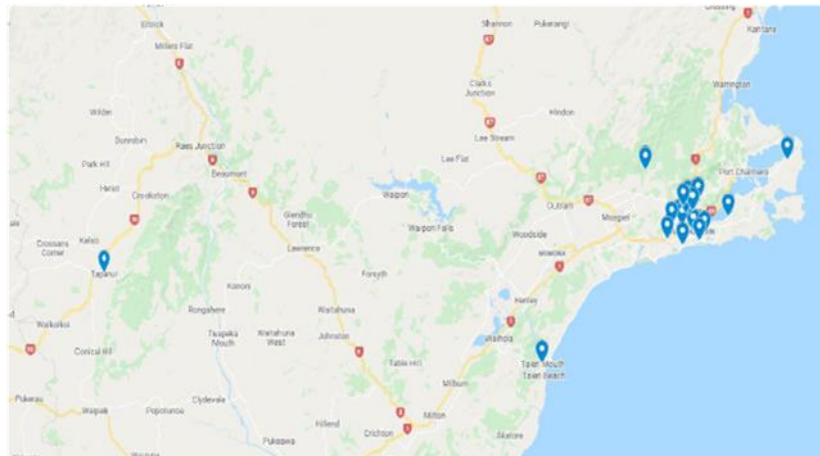
The team has also been working to upgrade our Starlab portable planetariums to deliver digital content. We have received delivery of a new digital projector and lens to travel with this system, and the Full Dome Producer is working on mounting for assembly and getting the system operational.

The Beautiful Science Gallery software systems are being modified, with the aim of mirroring current functionality onto a software platform that we can develop and expand upon. This would provide greater flexibility and interactivity, and enable a greater range of offerings to be provided for functions, exhibitions, or other activations within the space.

Science Outreach

This period kicked off amidst the school holidays, wherein the Science Engagement team's focus was on attracting visitors into the Museum (details captured in our last report). The team was also heavily engaged over this period in the delivery of the *Olympic Science* and *Science Journeys* projects, Dodd-Walls Centre associated planning and outreach activities, and in handling our annual pre-summer onslaught of requests for attendance at various school and street fairs, as well as A&P shows.

Date	Region	Audience	Event	Direct Engagement
03-Oct	Otago	Families	Tūhura Science Show LEGO	200
03-Oct	Otago	Public and invitees	Climate Change – Striking a Balance opening	76
04-Oct	Otago	Families	Tūhura Science Show LEGO	150
06-Oct	Otago	Ōtakou tamariki	Light Science	34
10-Oct	Otago	Families	Olympic Science	35
11-Oct	Otago	Families	Olympic Science	40
15-Oct	Otago	Primary School kids	Olympic Science	120
24-Oct	Otago	Families	Olympic Science	85
30-Oct	Otago	Preschool kids	Light and Colour	44
01-Nov	Otago	Intermediate students	Olympic Science	55
02-Nov	Otago	Primary Students	Tūhura Science Show	300
03-Nov	Otago	Primary Students	Tūhura Science Show	60
06-Nov	Otago	Primary Students	Tūhura Show	95
06-Nov	Otago	Families	Tūhura Show	80
07-Nov	Otago	Primary Students	Tūhura Show	90
08-Nov	Otago	Families	Olympic Science	50
09-Nov	Otago	Year 7 students	Tūhura Show	90
10-Nov	Otago	Primary Students	Kitchen Chemistry workshops	95
13-Nov	Otago	General public	Friday 13th show	50
13-Nov	Otago	Students/Faculty at Te Wānanga o Aotearoa	Stargazing	20
14-Nov	Otago	Families	Tūhura Science Show	200
15-Nov	Otago	Families	Olympic Science	35
19-Nov	Otago	Preschool kids	Light and Colour Follow-up	40
21-Nov	Otago	Families	West Otago A&P show	150
21-Nov	Otago	Families	Green Island Get Together	130
29-Nov	Otago	Families	Macandrew Bay Fair	80
Total this period				2,404
Total year to date				11,414



Outreach locations over October and November 2020

Outreach Highlights:

Lego Brick Show (3-4 October)

This year's LEGO brick show was very well attended. The Otago Museum was one of the main presenters, with two big Tūhura Science Shows on stage that reflected how science and technology are the key to a more sustainable future. Additionally, Otago Museum was involved in judging the 'Best in Show' entries in all the different age categories.



Amedeo presenting at Lego Brick Show

Thirst for Knowledge (27 October)

Held in partnership with the University of Otago at Ombrellos Bar, Professor Hugh Campbell discussed changing perceptions of farming over recent decades and how this is shaping its future in New Zealand, in his talk titled, *Are we losing the 'social licence to farm'?*

Andy Bay Scout Camp (7 November)

The Andy Bay Scout group ended the year with a camp at Waioira in which a Tūhura Fire show was delivered. The highlight of the show was a new demonstration where all the scout leaders held hydrogen bubbles together to cause a chain reaction.



Andy Bay Scout leaders experience an explosive chain reaction

Circulation Camp (14 November)

The yearly Circulation Festival took place in November and a Tūhura Science Show was taken there to promote the Science Centre with an array of physics experiments that linked to the circus acts practiced in this camp.



Circulation Festival Show

West Otago A&P Show (21 November)

The weather turned wild on the weekend of the West Otago A&P show, but a good number of people still attended the event. They enjoyed a staged Tūhura Science Show, as well as interactive demonstrations that ran throughout the day.



West Otago A&P Show

Externally Contracted Outreach:***MBIE Unlocking Curious Minds: Science Journeys – Our Changing Climate***

This period saw the culmination of 11 months of workshops and effort on behalf of staff and students to produce the ***Climate Change – Striking a Balance*** (CC-SaB) exhibition. A beautiful logo and look were created by the Museum Design team, and the exhibition installed by the Exhibition & Design teams in time for its opening on 3 October. The exhibition launch included speeches from the Mayor, team members, and a representative from the *School Strikes 4 Climate* movement. The opening event was also livestreamed for collaborators who had contributed from different islands across the Pacific.

The exhibition was on display in the Beautiful Science Gallery (BSG) from 3 October – 1 November. During that time there were 7,162 visitors to the exhibition. During the school holidays the *Tūhura Top Hits: Extinction edition* science show, which linked CC-SaB and the *Dinosaur rEvolution* exhibitions, took place in the BSG. The exhibition then temporarily came out of the gallery for two weeks to make room for a previous booking, and returned on 16 November to run until 4 December.

During this period, Ariane Bray, an intern from the School of Geography at the University of Otago, undertook a comprehensive project evaluation. This included surveys for team members and mentors to complete, focus groups with team members, creating a visitor feedback survey, and analysing pledges for action that visitors left in the gallery. The evaluation report Ariane prepared will be submitted to MBIE as part of the final reporting on this project.

The exhibition received a lot of local and national media coverage, including in the ODT's *Resilient* magazine, and a podcast on RNZ's *Our Changing World*.

While the final funder's report for this project is due on 31 December 2020, there has been a request for the exhibition to go on display in the Forrester Gallery in Oamaru in April/May 2021. In addition, we have been approached by a researcher in the Australian National University with regards writing up the project as a co-design case study.

Overall, the final exhibition output, the project engagement numbers, and the positive evaluation results around learning and engagement outcomes, evidence this project has significantly over delivered. It has also served to strengthen the Museum's connection with the Te Aho o Te Kura Pounamu correspondence learning school, who are keen to continue working with us in the future.





Photographs from the exhibition opening

MBIE Unlocking Curious Minds: Olympic Science / Sideline Science

During this period, the Olympic Science/Sideline Science programme was delivered at six sporting events, receiving great feedback and high numbers of participants. To date, the project has engaged 1,252 individuals. While delivery of this programme will taper back during the summer holidays, a calendar is being populated for next year to lead up to the 2021 Olympics. The team is well on target to surpass our MBIE specified engagement target of 1,700 people.



Demonstrating a hand avatar at LOVE TENNIS event



The South Island Water Polo championships



Physics and Anatomy at the annual Rainbow Run



Distortion goggles at the Taieri Multisport Event

MBIE Unlocking Curious Minds: Full STE(A)M Ahead

This period saw a number of project milestones achieved. School bookings for the *Women in Science Expo* (now rebranded as a *Reverse Science Fair*) closed, with double the number of schools booked in (including smaller and more rural schools) and student numbers up 150% from last year. Some of the activities planned include extracting banana DNA, robot coding competitions, and the Tollen's reagent experiment.

Our two GirlBossNZ *People Like Me* workshops (11 February) were announced and bookings have started to come in already, including one from a Queenstown school.

With all 100 photographs from the seven photographers delivered, and all the written content proofed, promotion of the *100 Women, 100 Words ... Infinite Possibilities* exhibition began in earnest, including a radio interview, a two-page spread in ODT's *The Mix* about the project and posters and bus-backs going up. Over 200 RSVPs have also been received for the opening on 5 December.



Low-res version of posters and bus-backs

As there are no Otago Museum women in the exhibition itself, images of Otago Museum women in science, along with their own captions, were designed for a social media promotion to celebrate 'Otago Museum's Own' in the lead up to the exhibition opening.



An example of Otago Museum's Own

MBIE Unlocking Curious Minds: Far from Frozen II (FFI)– Going to Extremes

Physical updates and improvements of the existing FFI displays are continuing, with expertise being drawn in from the University of Otago to refresh some of the specialist computer-based interactives.

A fisheye lens and projector for the digital planetarium system have arrived, with the next step to establish a mount to hold the projector vertically within the dome.

Two science communicators have joined the project part time to help with development of content, an evaluation strategy, and handbooks on equipment training, maintenance and troubleshooting. The development of the green tech portion of the exhibition has also progressed to a prototype phase.

This project has been delayed somewhat relative to its original planned timeframes, but the current aim is to pilot activities in February and March 2021 and begin the roadshow phase after that.

Solar Tsunamis

As Otago Museum's subcontract within the MBIE funded project, *Solar Tsunamis: Space-Weather Prediction and Risk Mitigation for New Zealand's Energy Infrastructure*, involves a strong mātauraka Māori component, a job advertisement for a position of Senior Science Engagement Coordinator Māori was developed and released, with applications closing in December. This position will support development of outreach relationships and content for the *Solar Tsunamis* project, as well as to support the broader Science Engagement team to better integrate mātauraka Māori into its wider activities.

Dodd-Walls Centre Partnership

In addition to the water quality community monitoring workshop with the PSP project leads (see below), the group from Te Pu-a-Nga-Maara participated in outreach at Ōtākou marae while they were here. They facilitated some tuakana/teina to get tamariki and rakatahi from Ōtākou to explore the ways the science of light and colour can integrate mātauraka Māori to support the principle of kaitiakitanga. Feedback from both manuhiri and tākata whenua was overwhelmingly positive, such that further school holiday outreach programmes for all of 2021 have been scheduled.



Learning about mixing colours of light and the whakapapa of our water.



Learning how to use Te Kete Waiora to test water from around the marae.

During this period, the Team delivered a programme themed around light science to St Clair Kindergarten, who have expressed an interest in more visits in Term 1 of next year.

With all of these upcoming outreach opportunities, it was extremely pleasing to receive the news that the Dodd-Walls Centre rebid was successful. The Museum team met with, Dianne McCarthy, the Chair of the Educational Outreach Committee for the DWC, to discuss the structure of Committee going forward, and provided an introductory bi-cultural tour of the Tūhura Science Centre.

MacDiarmid Institute Partnership

Otago Museum was pleased to learn that MacDiarmid Institute's rebid for CoRE funding was also successful. As a partners in *Far from Frozen II - Going to Extremes*, some of their technology has begun to be prototyped into this showcase, in a new section highlighting the use of innovative materials and technologies being developed to combat climate change.



Early prototype module on climate change mitigation

Otago Participatory Science Platform (PSP)

During this period, with support of seed funding, NZ Landcare Trust, Otago Museum, and the Otago PSP Coordinator, collaborated to run a water quality community monitoring workshop in the Annex with current, past and potential future PSP project leaders.

The day involved networking and sharing methodological processes across project teams around community water monitoring. With support from the Dodd Walls Centre, this workshop included a group from Te Pu-a-Nga-Maara who demonstrated Te Kete Waiora (water testing kit), which has been co-developed by scientists and rakatahi in Auckland. Amanda Valois of NIWA called in to present on the SHMAK kit and NZ Water Citizens website and database. The workshop proved to be very successful, with a follow-up seed funding application received and approved from the Blueskin Baywatch community group. They are aiming to develop a full project plan and application to investigate Blueskin Bay estuary water quality following storm events.

In November, the annual meeting of the project area leads from the three regions (Otago, Taranaki, South Auckland) and the MBIE coordinator took place in New Plymouth. The meeting included a review of the year and looking forward, as well as an evaluation question session to gather information about how the PSP has operated over the last five years, and what outcomes have been seen. At this meeting, MBIE confirmed the PSP coordination contracts would be extended for a further two years.

On 23 November the 2021 PSP funding call was opened, with media releases, advertisements in local papers across Otago, and an Otago PSP newsletter sent out. The call will remain open until 10 March 2021, with the Otago PSP Panel and Board meetings scheduled for late March/April. As a result there have already been several enquiries about the fund.

The PSP promotional booklet, *PSP Otago Region 2020 Update*, was released on 23 November. It showcases the projects that were active across 2019, and introduces the newly funded 2020 projects: http://scienceintoaction.nz/wp-content/uploads/2020/11/PSP-Otago-Region-Update_2020_Final.pdf

Over this reporting period, Dr Claire Concannon, the Otago PSP Coordinator, presented at the Otago Community Trust Balclutha Funding Clinic, and at the Dunedin Environmental Educators Collective meeting. Claire has continued to attend PSP project events and activities, including the inaugural *Soil Your Undies*, Otago community day on 21 November in Maheno Hall.

Other Funding Application

Over this period we received word from the US Embassy that they are hoping to approve our funding proposal to develop a science festival and fair in Niue and the Cook Islands. Final approval is dependent upon them confirming internal budgets and their availability.

Unfortunately the University of Otago's Toloa Kenese fund application, in which the Science Engagement Team was listed as a partner, was unsuccessful. The team remains in discussions with the University as to how it might progress this project via other funding routes.

A proposal was also submitted in response to an unexpected, and short notice, tender released by MFAT focused on telling the story of Pacific nations impacts from and response to climate change. The museum team, in partnership with the University of Otago, developed a concept with the working title of *From Islands to Arks*, centred around using compelling images to convey such stories.

A proposal to fund a pilot project that tries to use science to promote active play around Dunedin has also been submitted to Sport New Zealand's *Tū Manawa Active Aotearoa* November funding call.

Programmes & Events

Friends of the Otago Museum: HD Skinner Memorial Lecture — Coins as History

Dr Gwyneth McIntyre (Classics Programme, University of Otago) discussed some of the Roman coins in the Museum's collection; their historical context, the messages they spread, and their significance for our understanding of the Roman world. She also explored some of the stories behind the key individuals and collectors who gifted these treasures to the museum, many of whose collections came to the Museum due to the diligent and thoughtful oversight of H D Skinner. This talk was well attended by approximately 65 people.

OM Friends in Focus — Nic Rawlence

Dr Nic Rawlence (Director of the Otago Palaeogenetics Laboratory, Department of Zoology) spoke of a prehistoric New Zealand, and how it has changed through time. He focused on ecosystem function prior to human arrival, and how pre-human climate change affected it. 52 people attended the talk.

From Antarctica to Trees — Max Quinn and Raymond Huber

In association with Exisle Publishing, videographer Max Quinn gave a personal account of his work, covering 50 years of his adventures in polar climates. Attendees heard of his experiences behind the camera, the natural history and wildlife of our world, and got a unique insight into life in the immensely beautiful and most extreme places on earth.

In his illustrated talk, Raymond Huber discussed the inspiring true stories of people who love trees, including: a scientist who discovered how trees 'talk'; a boy who mobilized children to fight climate change; a young woman with the world record for living up a tree; the first brave tree-hugging women; and a man responsible for a stupendous number of tree-plantings.

These talks were attended by 122 people.

After Dark @ OM – Friday 13: The Superstition Edition

The latest *After Dark @ OM* offering had a superstitious theme and encouraged the public to experience a large range of fun interactions. These included interactive food experiences curated by the Otago Polytechnic's Food Design and Culinary Arts students, enjoying Radio One's DJ Jamie Green, karaoke in the planetarium, Animal Attic tours by torch light, science experiments, tarot card readings, an enchanted forest, devil's potions, cult cuisines, and a gourmet recreation of the 13 Club. This R18 offering was attended by over 270 visitors, with excellent feedback.

Dino Day

A suite of public offerings in support of the *Dinosaur rEvolution* exhibition were held on Saturday 28 November to coincide with *Species Remembrance Day* on the 30 November. Unfortunately, Dunedin's weather turned from winter-like to beautiful and sunny on the day, contributing to a relatively low number of attendees (totalling 135). The talks included:

- **Why Dinosaurs** – Joining via video link from the UK, world-renowned paleontologist, Professor Phil Manning, took the audience on a journey from the first discovery of fossil bones to the 'invention' of dinosaurs in Victorian Britain. Phil touched on the evolution of dinosaurs, to exploring the impact they've had on the way we view life on Earth. He also discussed how we look at how 21st Century technology has been changing the way we locate, map, excavate, prepare, reconstruct, and study the fossil remains of dinosaurs.
- **A Biographical Sketch of A Paleo Artist** – Paleoartist Shaun Bolton discussed how he developed his drawing and sculpting skills, the artistic influences in his life, and how his stop-motion animations secured him a position at Weta Workshop, where he worked in the

sculpture and design team on the Lord of the Rings trilogy, the remake of King Kong, and The Water Horse. Shaun also led a *Paleo Art Workshop*, guiding attendees through the paleo drawing process, offering tips on composition, structure, and dramatic emphasis.

- **The Evolution of Plants** – Botanist and plant advocate, Taylor Davies-Colley, discussed how plants have changed since dinosaurs roamed the earth, and highlighted how features of our forests can remind us of our incredible past.
- **Cody the Dino Detective** – In this child-focused talk, Collection Manager, Natural Science, and dinosaur fan, Cody Phillips, discussed how even though dinosaurs lived so long ago, scientists are still learning new things about them from fossils. Cody shared a few of her favourite dinosaurs, and what it is about each of them that makes her think they're the most awesome dinosaur ever.
- **Dinosaurs – Facts, Myths, and Science Fiction** – Distinguished Professor Neil Gemmell discussed the diversity of the dinosaurs, their relationship to modern species, what caused their extinction, what survived past that extinction event, and myths related to dinosaurs and their kin. He also discussed the concept of de-extinction, the prospect of bringing back some of those species lost to history.

Live @ OM

Distinctive Soundz, an all-female choir celebrated 25 years of performing with an extensive repertoire of songs from past eras to the present day in the Atrium on Sunday 29 November.

Visitor Experience

The *Dinosaur rEvolution* exhibition has continued to be a success over October and November in terms of attendance as well as visitor enjoyment. It has been a delight to see children arrive in dinosaur themed clothing, excited to see and name all of the dinosaurs in the exhibition. The team noted a marked increase in the time spent by families in the exhibition, following the introduction of a *Dinosaur rEvolution* specific scavenger trail. Children and adults alike have been absorbed in finding the answers and getting their prize of a dinosaur story card designed by a Polytechnic student group. A new iteration of the map and the story cards will be available in December.

This period saw the departure of Emily Chatfield, who has been part of the Museum Guide team for the last five years. Recruitment is underway for a replacement. In preparation for the upcoming summer holidays, five new Casual Communicators joined the casual pool and received training to cover all of our visitor-facing tasks. During the Term 3 school holidays, a number of volunteers supported the VESE team to deliver our programmes and events. This was a great success for both staff and volunteers alike, with the volunteers requesting to be included in future projects. Preparations are underway to grow this volunteer team in advance of the summer holidays.

Work is continuing on cooperative projects between the Museum and Orokonui Ecosanctuary. Information panels and activities linked to the *Dinosaur rEvolution* exhibition have been on display in the Ecosanctuary visitor centre. Over the summer, a joint trail will be available to visitors at both sites, and a discounted entry will be available for those who have completed the other sites' section.

Development has been taking place for summer offerings to encourage more domestic visitors while we remain without cruise ship visitors. A new interactive family-focused tour is in development and will start in time for the summer school holidays. A marketing drive will take place for these tours and for our *Treasures Tour*, alerting or reminding people of the incredible collections we hold on their behalf. The tours will be free for Otago locals to encourage them to refamiliarize themselves

with their Museum. We hope that having enjoyed the experience themselves they will be encouraged to bring any out-of-town visitors they may be hosting over the holidays, on a paid tour.

END OF REPORT



**Film Otago Southland Annual Report
1 July 2019 – 30 June 2020**

Please find the Annual Report for the Film Otago Southland (FOS) Trust.

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- 1. Introduction**
- 2. Chairman's Report**
- 3. Coordinator's Report**
- 4. Report against specific Key Performance Indicator (KPI) deliverables in the 2019-20 Annual Plan**
- 5. Detailed supporting information for the Key Performance Indicator (KPI) deliverables**
- 6. Summary Year-end Financial Statements**

1. INTRODUCTION

Queenstown Lakes District Council, Enterprise Dunedin, Great South, Southern Institute of Technology, Central Otago District Council and Waitaki District Council are key players in the regional film office network. The partnership between these and the film industry is a key factor in the strength of the Trust. The continued support of our funders is greatly appreciated by Trustees and the wider industry.

The Film Otago Southland Trust promotes film and screen industry benefits within the region and New Zealand. The core values and scope of activities are presented and progress against those activities included.

2. CHAIRMAN'S REPORT

Film Otago Southland carried good momentum and funding reserves into the 2019 / 2020 financial year. The local industry continued to navigate the impacts of the changing television commercial world but we were pleased to see significant scripted productions, such as ONE LANE BRIDGE and THE POWER OF THE DOG, shoot in the region. The crew and supporting community delivered excellent results and, as a result, we expect to see more of this work in the future.

2020 has undeniably been a year of significant challenge, and change, for Film Otago Southland, with QLDC restructuring the way it funds film, the resignation of Executive Manager Kevin Jennings, and the uncertainty and devastation caused by COVID-19.

The restructure of the funding from QLDC reduces their contribution to FOS from \$170,800 to \$20,000, and resulted in Kahli Scott moving from FOS to run the newly established QLDC Film Office. This change has created an opportunity to formalise the collaboration of the new Film Office, Dunedin Film Office and FOS with office co-ordinators, Kahli Scott and Antony Deaker, contracting back some services to FOS. This resource allows FOS to continue to provide the important role of regional collaboration and promotion as well as investment in shared resources. The change leaves the Trust with some work to do redesigning our processes and ensuring we can help the region rebound in the face of COVID.

Much of the Trust's expenditure for the first quarter of 2020 was reduced by COVID, which results in a higher than budgeted surplus for the year end. The Trust, therefore, remains in a strong financial position with closing assets of \$91,426. This coming year we will look to invest in workforce development and training initiatives, enhancing our promotional toolkit, and avenues to support creative development in the region.

In closing, I would like to thank the Trustees for their effort during this challenging time and Kahli Scott for another year of excellent results in the most difficult circumstances. I would also like to acknowledge outgoing Chair Michael Hesp for his contribution and governance over the last five years. It is a privilege for me to step into the role of Chair and continue the Trust's momentum.

The support of our funders in this unprecedented time is more important than ever for our region's film and television industry. The Trust would like to thank them for their continued support and commitment.

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

Brad Hurndell
Chair

3. FILM OFFICE COORDINATOR'S REPORT

The 2019-2020 year has been one of great transformation for the Film Otago Southland (FOS) office.

There were three significant disruptions to FOS operations during the year. The first was the resignation of FOS Executive Manager Kevin Jennings in November 2019. This led to FOS's main funder Queenstown Lakes District Council (QLDC) undertaking a review of the film office to determine the best way forward. The review took place between January 2020 and March 2020 and resulted in a decision to bring QLDC's support of the film office in-house, while FOS would continue to exist as a regional Trust. As FOS's remaining employee, I transferred to council employment in May 2020. Much of the first half of 2020 was dedicated to working through this transition.

Parallel to this, the COVID-19 pandemic reached New Zealand shores in March of 2020, resulting in a border closure and nation-wide lockdown under Alert Level 4 restrictions. Film production across the country came to a complete stop, I moved FOS operations to remote working following government guidelines, and all upcoming events and travel were postponed. FOS's initial response to the pandemic focused on supplying collated key communications to the local industry, working with agencies around the country on industry-specific COVID-19 Health and Safety guidelines, and collaborating with local industry on the facilitation of creative ideas to rejuvenate the industry post-lockdown. This work continues to be ongoing.

There were also significant achievements for FOS during the 2019-2020 year.

FOS won the award for 'Outstanding Film Commission' at the Location Managers Guild International Awards. Kevin attended the ceremony in Los Angeles, where he networked with key industry decision-makers.

We helped contribute to a national bid to attract the Amazon LORD OF THE RINGS television series project to New Zealand.

Significant projects that filmed in the region during this year included: ONE LANE BRIDGE, a New Zealand mini-series from Great Southern Television that filmed in Queenstown; THE POWER OF THE DOG, an international feature film from director Jane Campion that filmed in Central Otago, Dunedin and Waitaki; and EX ON THE PEAK, a reality television show that filmed in Queenstown. I visited the sets of ONE LANE BRIDGE and THE POWER OF THE DOG to meet with key personnel and familiarise myself with set operations. There were also a number of international television commercials for high-profile brands like Eider, Uniqlo, Holden and Ford.

Blumhouse horror film BLACK CHRISTMAS wrapped up filming in Dunedin, Waitaki and Central Otago in July and was released in December 2020. Also released this year was ONLY CLOUD KNOWS, a Chinese feature film from acclaimed director Xiaogang Feng—we helped to coordinate a community screening of the film in Clyde alongside the NZFC and Central Otago District Council.

We continued to develop and nurture strong relationships with domestic and international industry, including key agencies and organisations like RFONZ, the NZFC and the guilds.

We attended the Association of Film Commissioners International (AFCI) annual Cineposium event in St Petersburg, Russia, where film commissioners from six continents were present as well as a variety of industry decision-makers from HBO, Legendary Pictures, Blumhouse, Playstation, Universal Pictures and more. We also attended the Power of Inclusion Summit in Auckland—hosted by the New Zealand Film Commission (NZFC), Women in Film and TV International (WIFT) and Walt Disney—as well as the Screen Production and Development Association (SPADA) conference in Auckland. We also attended the NZFC Industry Information evening in Queenstown held at Shotover Camera HQ.

Kevin Jennings continued his role in the Screen Sector Strategy 2030 Facilitation Group. We helped to coordinate a hui in Queenstown in August 2019 for the local industry to workshop ideas and input into the Strategy. We wrote and delivered several submissions to the Strategy – one on behalf of FOS and RFONZ and one on behalf of locations professionals for the first round of submissions, and another in April 2020 following the draft strategy being released. We continued to advocate for regional development and regional dispersal of production.

We provided development support and worked towards attracting new creative projects to the region. We hosted a New Zealand Writer in Residence in Southland and Central Otago and collaborated with Film Dunedin on a Dunedin-Shanghai Screenwriters Exchange. We also hosted Jenji Kohan (creator of ORANGE IS THE NEW BLACK, WEEDS) and producer Lauren Levine (BRIDGE TO TERABITHIA) on a famil trip in Queenstown and Glenorchy, as well as a delegation of senior executives from China's Jiangsu Broadcasting Corporation for a morning tea meeting in Queenstown.

We continued our location access work. We helped broker a solution with DOC and the Southern Lakes Wind Riders Club that prevented loss of access to 25 Mile, a key filming location. Early permitting consultation meetings with Queenstown Lakes District Council aided in the facilitation of complex productions filming in town locations like ONE LANE BRIDGE and the Uniqlo commercial. We communicated industry COVID-19 Health and Safety guidelines to local permitting authorities so that permitting processes could resume quickly and seamlessly once production recommenced post-lockdown.

We supported, and committed to ongoing support for, a series of industry training courses called 'Share the Knowledge' run by Emma Slade and Victoria Dabbs. Our sponsorship involves contributing toward course facilitation, travel and accommodation costs if participant/s from our region are selected. We also committed to sponsoring a regional scholarship to Big Screen Symposium 2020 to enable a member of the local industry to attend the event.

Our Locations Showreel was released in May 2020 to great success. The video had 69,700 views on Facebook, engagement of 8400, and 2,260 views on YouTube. It was shared 377 times. This will be an ongoing marketing asset to use online and at events.

Several studio proposals are in discussion. We are working to support their proposals where possible by providing introductions and facilitating discussions with council, industry and other relevant stakeholders.

While this has been a year of significant disruption, the events of 2019-2020 also present exciting and positive opportunities for the national and local screen industry. Collaboration, resilience and innovation have emerged as traits that are inherent to the screen industry and we are well placed to play a key role in the country's economic recovery.

We greatly appreciate the support of our funding partners and look forward to what the future holds for FOS and the screen industry in Otago and Southland.

Summary of production activity for the past year

There were 185 productions tracked compared to 254 in the previous year, a decrease of 27%
There were 663 shoot days tracked as compared to 764 in the previous year, a decrease of 13%

Types of productions broken down as follows:

Online/Social Media	49	Documentary	17
Photo Shoot/Stills	27	Student Film	13
TVC	23	Corporate Video	8
TV Content	20	TV Series	5

Short Film	5
Feature Film	4

Web Series	2
Other/Undefined	12

Geographic breakdown of jobs (some shoot in more than one region)

Queenstown Lakes	95
Dunedin	47
Southland	45

Central Otago	14
Waitaki	6

Intended markets for the projects as follows (some for combined countries):

New Zealand	105
Global/Multiple	30
Australia	14
Japan	11
South Korea	5
USA	4
China	3
Germany	2
Argentina	1

Finland	1
Greece	1
Philippines	1
Spain	1
Sweden	1
Switzerland	1
Taiwan	1
Undefined	3



Kahli Scott
Film Office Coordinator
August 2020

4. REPORT AGAINST SPECIFIC KPI DELIVERABLES IN THE 2018-2019 ANNUAL PLAN

The three key objectives of the Trust are:

1. "Grow the Pie" - Promote and attract productions to our region
2. "Fly the Flag" - Develop support of the film office, screen sector and contribute to the growth of the industry
3. "Film Friendly" - Create a film friendly environment to enable increased access resulting in a streamlined process for productions

Objective 1 - "Grow the Pie" - Promote and attract productions to our region

Key Focus Areas:

- Raise awareness of the world-class locations, crews, equipment and infrastructure that exist within the Region
- Drive both short and long term production activity, investment and economic growth
- Clearly communicate the benefits of partnership with FOS to become a trusted, coherent and easily identifiable resource for inward productions
- Developing a professional brand for Film Otago Southland
- Become known as a sustainable production destination

Deliverable	Planned Actions	KPIs for 2019/2020	Result
Communications Plan	<ul style="list-style-type: none"> • Implement the deliverables of the Communications Plan • Produce Quarterly Newsletter • Align outputs to national approach where appropriate 	<ul style="list-style-type: none"> • Increase website listings by 10% • Increase locations image library by 10% • Complete new show reel • Increase Instagram account by 10% • Increase newsletter circulation by 10% 	<ul style="list-style-type: none"> • Achieved – increase of 17.3% • Achieved – increase of 18.5% • Achieved – showreel completed and released in May • Achieved – increase Instagram followers by 40%

			<ul style="list-style-type: none"> Achieved – increase in subscribers by 16.2%
Attract and host high quality Recces and decision makers	<ul style="list-style-type: none"> Plan and manage key project recces to a high standard Collaborate with regional and national bodies to host / co-host strategically important recces Host key industry decision makers 	<ul style="list-style-type: none"> Host or co-host 3 high quality recces per year Host or Co-Host 2 industry decision makers per year 	<ul style="list-style-type: none"> Deferred due to COVID-19 Achieved
Build strong relationships with domestic and international Industry	<ul style="list-style-type: none"> Build industry relationships with producers, directors, location scouts, VIPs and media Attend relevant domestic industry events Attend relevant international industry events if appropriate (subject to funding) 	<ul style="list-style-type: none"> Attend RFONZ Forum Attend SPADA and Big Screen Symposium (NZ industry events) Secure additional funding to attend industry events as required 	<ul style="list-style-type: none"> Deferred due to COVID-19
Increase exposure by being an ambassador for the region and NZ industry	<ul style="list-style-type: none"> Ensure Executive Manager is recognised and respected as an ambassador for the region, NZ and the broader industry 	<ul style="list-style-type: none"> Attend and present at national and international events as opportunities arise 	<ul style="list-style-type: none"> Achieved
Build reputation as a sustainable film destination	<ul style="list-style-type: none"> Develop sustainable film resource guide in conjunction with funding partners 	<ul style="list-style-type: none"> Create a draft sustainable filming directory 	<ul style="list-style-type: none"> Draft completed

Objective 2 - "Fly the Flag" - Develop support of the film office, screen sector and contribute to the growth of the industry

Key Focus Areas:

- Become a trusted source of data
- Raise the profile of the industry by becoming a trusted, coherent and easily identifiable voice for the film Industry
- Service the needs of the wider industry and community
- Identify the economic and brand value that film production brings to the region/country to encourage continued investment and support from all stakeholders including community
- Support creativity and infrastructure development to grow the industry

Deliverable	Planned Actions	KPIs for 2019/2020	Result
Track and report on production	<ul style="list-style-type: none"> • Collate data on production type, size, shoot days, and distribution platform • Prepare and present reports • Contribute to RFONZ tracking project 	<ul style="list-style-type: none"> • Provide quarterly reports to FOS Board • Provide annual report to funders 	<ul style="list-style-type: none"> • Achieved • Achieved
Respond to enquiries	<ul style="list-style-type: none"> • Respond to enquiries and track type and quantity 	<ul style="list-style-type: none"> • Respond to enquiries within one working day 	<ul style="list-style-type: none"> • Achieved
Raise the profile and advocate for the importance of the film office and film industry	<ul style="list-style-type: none"> • Present to community and business associations promoting the benefits of the film industry • Collaborate with TAs and make submissions to appropriate funding / development processes (i.e. Annual Plan) • Maintain relationships with the Media • Maintain relationships with politicians • Host and/or attend premieres for projects shot in the region • Take part in premieres as required 	<ul style="list-style-type: none"> • Make 3 presentations to community groups and/or business associations • Secure ongoing operational funding 	<ul style="list-style-type: none"> • Deferred due to resignation of Executive Manager • Funding secured
Monitor relevant industry trends to enable all	<ul style="list-style-type: none"> • Work with industry, business, and community to track and monitor activity and trends of the film industry 	<ul style="list-style-type: none"> • Identify trends to inform future planning and specific projects as needed 	<ul style="list-style-type: none"> • Achieved

stakeholders to make informed and timely decisions effecting investment			
Monitor industry to identify changes or trends in the current state of the industry	<ul style="list-style-type: none"> • Work with NZAPG, SPADA and WIFT to ascertain amount of content being created, where in NZ is it filming, and local hiring trends and why? • Work on Screen Sector 2030 facilitation group. • Participate in Screen Sector 2030 facilitation group meetings 	<ul style="list-style-type: none"> • Create report based on information from decision makers. 	<ul style="list-style-type: none"> • Deferred due to resignation of Executive Manager
Facilitate development of industry infrastructure as appropriate	<ul style="list-style-type: none"> • Provide expert insight and evaluation as required <p>Provide introductions as needed</p>	<ul style="list-style-type: none"> • No KPI due to commercial sensitivity 	<ul style="list-style-type: none"> • N/A
Provide avenues for the development and support of creative endeavors to attract new creative projects to the region	<ul style="list-style-type: none"> • Promote and implement the 'Writers in Residence' programme • Facilitate and nurture creative projects, short films, feature films, web content, music videos etc. • Provide advice in relation to funding opportunities 	<ul style="list-style-type: none"> • Facilitate 4 writers in residence programs in 2019/20 	<ul style="list-style-type: none"> • Partially achieved – 2 facilitated, additional 2 deferred due to COVID-19
Attract and nurture new talent, crew and industry businesses	<ul style="list-style-type: none"> • SIT internship programme • Chair the SIT VASA (Visual and Screen Arts) Advisory Board • Respond to enquiries regarding work opportunities • Host networking opportunities via introductions, industry nights and events 	<ul style="list-style-type: none"> • Facilitate placement of 6 interns into the industry • Host 2 industry nights per year 	<ul style="list-style-type: none"> • Deferred due to COVID-19 • Achieved

Objective 3 - "Film Friendly"- Create a film friendly environment to enable increased access resulting in a streamlined process for productions**Key Focus Areas:**

- Maintain deep relationships and ongoing engagement with all relevant agencies, offices and industry bodies at regional, national and international levels to ensure the most efficient, accurate and equitable process possible for filming in the region
- Build strong relationships with location owners/guardians, politicians and political parties, to guarantee continued long-term access and continued support for the film industry
- Advocate and lobby and make submissions for increased and timely access to locations
- Facilitate (fast track) individual productions as needed
- Issue management

Deliverable	Planned Actions	KPIs for 2019/2020	Result
Maintain relationships with guardians and identify issues that may be a hindrance to the industry	<ul style="list-style-type: none"> • Build relationships and regularly meet with guardians such as territorial authorities, regional councils, DoC, LINZ, Iwi and others as required • Ongoing advocacy • Include key politicians in regular updates • Meet with individual organisations throughout the year. • Build relationships with new employees as turnover occurs 	<ul style="list-style-type: none"> • Host 3 inclusive Round Table meetings per year 	<ul style="list-style-type: none"> • 2 hosted – the rest deferred due to COVID-19 and EM resignation
Provide input/lobby during development of management plans and strategies	<ul style="list-style-type: none"> • Track consultation processes (District Plans, Annual Plans, and Conservation Plans etc.) across the region and central government • Develop a consistent format for the presentation of submissions • Present submissions as appropriate • Stay informed on global best practices 	<ul style="list-style-type: none"> • Submit to plans strategies as needed • Maintain consultation process tracker 	<ul style="list-style-type: none"> • Achieved
Communicate to the Industry any relevant legislative or	Advise industry to changes of management plans and strategies that may affect process or inhibit access	Update industry as and when needed	<ul style="list-style-type: none"> • Achieved

management changes to affect process or access			
Facilitate (help fast track) individual productions as needed	<ul style="list-style-type: none">• Liaise with production and provide advice.• Broker introductions and provide advice to key stakeholders including guardians, politicians, community groups and individuals	<ul style="list-style-type: none">• Prioritise facilitation of productions as and when needed	<ul style="list-style-type: none">• Achieved
Issue management	<ul style="list-style-type: none">• Address issues raised by productions, guardians, community or other stakeholders	<ul style="list-style-type: none">• Maintain a log of issues and outcomes	<ul style="list-style-type: none">• Achieved

5. DETAILED SUPPORTING INFORMATION FOR THE KEY PERFORMANCE INDICATOR (KPI) DELIVERABLES**Objective 1 - "Grow the Pie" - Promote and attract productions to our region****Communications***Website Industry Directory Listings for the year 2019-2020*

	Total
All listings	278
New Listings	42
Premium Listings	16
Ancillary Business Listings	8
Total Revenue (\$)	\$2,633

Website Google Analytics for the year 2019-2020

Total Users	New Users	Page Views	Unique Page Views
6,599	6,589	22,502	16,902
Top pages: 1. Home (3,841 views) 2. Industry Directory (2,784 views) 3. About Us (920 views) 4. Location Directory (831 views) 5. Location Access (678 views)			

Social Media Insights for the year 2019-2020

Platform	# Posts	Followers/Page Likes	Impressions (I) or Reach (R)	Engagement	Comments
Facebook	103	1,313	98,100	13,411	Increased page likes by 57% YOY Increased reach and engagement by over 150% YOY – much due to showreel success
Twitter	108	362	51,019	610	Increased followers by 27% YOY
Instagram	72	990	34,758	3,364	Increased followers by 42% YOY
Linkedin	30	96	2,870	218	Increased followers by 88% YOY

Quarterly Newsletter Insights for the year 2019-2020

	# Newsletters	Subscribers	Opens	Clicks	Engagement
Newsletter	5	769	1609	279	Increased subscribers by 16%

Video:

- The Film Otago Southland Locations Reel was completed by Storyworks and released in May 2020 to great success. To date, the video has had 69,700 views on Facebook, 377 shares on Facebook and 2,260 views on YouTube.
- The idea for a regional promotional TV/online commercial was devised by local industry during the COVID-19 lockdown period. This is now in progress with an NZ production company and international agency, intended for release later in 2020.
- The Film Commissioner episode of the PLACE project by Film Construction (featuring Kevin Jennings) was released in 2019 and we shared this widely on our channels

Marketing Newsletters:

- Wrote and distributed two editions of the 'Behind-the-Lens' newsletter feature highlighting stories of local crew
- Sent out two marketing newsletters and several ad-hoc EDMs during the QLDC-FOS transition period and COVID-19 period

Media Contributions:

- Wrote and distributed press release for LMGI Award win announcement
- Provided quote to Mountain Scene regarding Amazon announcement, in line with the established project Communications Plan as set by the NZFC
- Kevin Jennings to several media outlets following his resignation, including Otago Daily Times and Radio NZ
- Contributed to article in Scuttlebutt (QLDC publication) regarding economic development in the region

Advisories:

- Circulated updates and information regarding the QLDC-FOS review to all stakeholders
- Collated and distributed key COVID-19 information for local industry via email and this [live document](#)
- Circulated a welcome advisory from Brad Hurndell as new Chair of FOS

Website:

- Completed audit of Industry Directory listings, archiving outdated listings and updating information

- Worked on renewing Premium and Business listings and selling new ones – Business listing yearly prices were dropped from \$500/year to \$200/year to enable this, and pro rata rates have been established to make payment cycle more consistent

Attract and host high quality reces and decision makers

International:

- Hosted screenwriter/producer Jenji Kohan and producer Lauren Levine on Queenstown famil trip
- Hosted executives from Jiangsu Broadcasting Corporation (JSBC) for a morning tea meeting
- Hosted two international film commissioners - Baton Rouge Film Commissioner and the Associate Manager of Industry and Community Affairs at Creative BC (British Columbia Canada Film Commission)

Domestic:

- Filmed Dunedin hosted recce for a TV series based on the 'Black Hands' podcast in Dunedin and Clutha
- Hosted Auckland producer in Queenstown for a catch-up meeting

Build strong relationships with domestic and international industry

NZFC/RFONZ:

- Participated in monthly NZFC-RFONZ National Enquiries calls
- Participated in six-weekly RFONZ-NZFC General Updates calls
- Participated in weekly and monthly RFONZ updates calls
- Attended and helped to promote NZFC Screen Industry Information evening at Shotover Camera HQ
- Kahli Scott travelled to Auckland to co-work with Screen Auckland team
- Participated in COVID-19 Updates calls as needed with NZFC, RFONZ and COVID-19 Action Group

Local industry:

- Met with various local crew and community for catch-ups and project debriefs – including location scouts, content creators, crew, talent agents, vendors, hoteliers
- Hosted Christmas Get Together/Farewell for Kevin Jennings at the Sherwood
- Assisted the NZFC and CODC with community screening of ONLY CLOUD KNOWS in Clyde
- Organised and hosted several virtual meetings with local industry during the lockdown period

- Participated in three Regional Screen Eco-System Investment Logic Mapping virtual workshops with Dunedin industry via Film Dunedin

Domestic industry:

- Attended the Power of Inclusion Summit in Auckland - while there, we met with members of RFONZ, SPADA, WIFT, Script to Screen, and past and future Writers in Residence
- Attended SPADA conference in Auckland
- Was initially working with the NZFC, Screen Auckland and Screen Canterbury on a series of promotional activities based around the scheduled MULAN premiere in LA and Auckland – the film's release and all related activities have now been indefinitely postponed

International Industry:

- Attended AFCI Cineposium in St Petersburg and the LMGI Awards in Los Angeles
- Met with senior Physical Production executives while in St Petersburg for AFCI Cineposium
- Met with a variety of producers and senior location professionals in LA for the LMGI Awards

Set Visits:

- Visited the set of ONE LANE BRIDGE – NZ miniseries filming in Queenstown and Glenorchy
- Visited the set of THE POWER OF THE DOG in Central Otago with Peter Harris

Increase exposure by being an ambassador for the region and NZ industry

Screen Sector Strategy 2030:

- Kevin Jennings participated in Screen Sector Strategy conference calls and in-person meetings
- Helped to facilitate Screen Sector Strategy hui in Queenstown

AFCI Board:

- Kevin Jennings participated in AFCI Board conference calls and Chair duties up until his last meeting in September, when he ended his term as Chair

Build reputation as a sustainable film destination

- Collaborated with Anton Steel and Sophie Mander to deliver an RFONZ 'Green Filming' presentation at national WasteMINZ conference in September

- In collaboration with QLDC, we completed a draft of the updated QLDC 'Zero Waste Contacts Directory for Film Production (produced in partnership with OneWorld Consulting)

Objective 2 - "Fly the Flag" - Develop support of the film office, screen sector and contribute to the growth of the industry

Track and report on production

- Tracked **185** productions in the 2019 - 2020 year

Production types are broken down as follows:

Online/Social Media	49	Corporate Video	8
Photo Shoot/Stills	27	TV Series	5
TVC	23	Short Film	5
TV Content	20	Feature Film	4
Documentary	17	Web Series	2
Student Film	13	Other/Undefined	12

Respond to Enquiries

- The office received **246** enquiries in the 2019-2020 year via email, phone, website form, and social media channels.

Enquiry types are broken down as follows:

Productions looking for permit/consents/location info	72	Crew looking for work	13
Miscellaneous request for information	34	Other projects looking for funding or support	13
Media enquiries	17	Request to promote or share info/projects on our channels	10
Permitting agency looking for advice or information	16	Productions looking for crew	10
Event or meeting hosting enquiry	13	Website listing enquiry (general, not sign-up)	8

International production enquiry	8	Writer looking for assistance in developing a project	2
Location owners requesting to list their locations	7	Plans/submissions/letters of support	2
Productions looking for funding or introductions	6	Drone enquiry	1
Internship or work experience enquiry	5	Speaking opportunity	1
Writer in Residence enquiry	3	Recce enquiry	1
Issues/complaints	3	Productions looking for equipment	1

Monitor economic and brand value created as a result of the film industry

- Continuing to work with RFONZ on capturing production data following end of Stats NZ survey

Raise the profile and advocate for the importance of the film office and film industry

- Travelled to Cromwell and Alexandra to meet with Alison Mason and Nick Lanham at CODC – discussed recent and future regional projects
- Had several meetings with Peter Harris and Michelle Morss to discuss QLDC film support and review plans
- Helped the Three Lakes Cultural Trust film-related materials for their launch event

Monitor relevant industry trends to enable all stakeholders to make informed and timely decisions effecting investment

- Attended the Chamber of Commerce/Vodafone Innovation Summit with QLDC Economic Development team
- Produced report of key takeaways from Cineposium 2019 and circulated to the Board

Facilitate development of industry infrastructure as appropriate

- Continuing to have ongoing discussions regarding studio proposals in the region

Provide avenues for the development and support of creative endeavours to attract new creative projects to the region

Writers in Residence:

- Hosted Shanghai screenwriter Lili Li as a part of the Dunedin-Shanghai Screenwriters Exchange in collaboration with Film Dunedin
- Hosted writer Kath Akuhata-Brown and producer Verity Mackintosh for a Writers in Residence in Invercargill, Manapouri and Alexandra

Regional projects:

- Had discussions with, and facilitated introductions for, producers, writers and directors of several promising projects including: two Southland-set feature film projects, Central Otago set series and Queenstown Lakes set feature film

COVID-19 projects:

- Distributed a call-out for COVID-19 projects that could contribute to the local industry's recovery – continue to discuss and facilitate these ideas

Attract and nurture new talent, crew and industry businesses

Students:

- We were the guest judges for the Wakatipu High School short film 'Wakacademy Awards'. KJ also attended and presented the awards.
- Kevin Jennings attended meetings for the SIT Visual Art, Screen Art, and Fashion advisory group

Talent development:

- Offered to be a sponsor for the Script to Screen on their 'Strength in Numbers' professional development programme if a participant from our region was selected
- Agreed to ongoing sponsorship for the 'Share the Knowledge' training programme – provided financial support for the Line Producer Training course and have offered to sponsor the upcoming Production Accountancy course if a participant from our region is selected
- Agreed to sponsor a Big Screen Symposium Regional Scholarship consisting of one ticket to the event and a \$300 travel bursary to support a local industry member to attending the conference – it has now been postponed until October 2020

Objective 3 - "Film Friendly" - Create a film friendly environment to enable increased access resulting in a streamlined process for productions

Maintain relationships with guardians and identify issues that may be a hindrance to the industry

Councils:

- Met with APL and QLDC permits team for two film permit catch-ups
- Attended meeting with QLDC Parking, Venues and Events team regarding updated QLDC parking changes
- Arranged a Zoom meeting with QLDC/APL permitting team to inform them of the ScreenSafe COVID-19 H&S work

Department of Conservation:

- Worked through a DOC issue that if not resolved, would have serious implications for our industry. DOC created a new issue in which a permit wasn't granted to Reel NZ as the client (Goodoil) had filmed another TVC in that location in the last few months, and therefore didn't fit the one-off criteria that 'the activity does not take place more than once in three years'. It was later determined that this was a misinterpretation of the criteria.
- Along with DOC and the Southern Lakes Wind Riders Club, helped to broker a solution to the loss of access to 25 Mile - FOS will contribute \$1000 to an earthmoving contractor to rearrange barricade and secure access for film industry

General:

- Hosted another Location Access Round Table, with 19 attendees from DOC, LINZ, QLDC, APL, Colliers, ICC, Screen Wellington, DQ and local industry
- Liaised with Tania Richardson at Aukaha to update 'Filming on Māori Land' section of Guidelines & Protocols Document and website
- Helped to clarify information around a recent issue in which a crew member was asked for a 'pick up fee' when picking up colleagues at Queenstown airport – have confirmed that crew do not need to pay fees when collecting crew/creatives/colleagues, and have distributed this information to relevant industry
- Monitored updates related to the sale of Arcadia Station – one of our region's most popular and film-friendly locations
- Communicated updates to permitting and concession authorities regarding ScreenSafe H&S work

Provide input/lobby during development of management plans and strategies

Submitted to:

- Screen Sector Strategy NZ 2030 Written Submissions: one on behalf of Film Otago Southland/Film Dunedin, one on behalf of Location Professionals following a survey
- QLDC Freedom Camping Bylaws 2020
- QLDC Annual Plan 2020-2021
- Screen Sector Strategy NZ 2030 Draft Feedback: on behalf of Film Otago Southland
- Met regularly with Peter Harris to plan and discuss the QLDC-FOS review

Communicate to the industry any relevant legislative or management changes to affect process or access

- Circulated updated LINZ permit application form and revised fee structure to relevant industry
- Circulated information regarding QLDC submissions for proposed new Freedom Camping Bylaws 2020 to relevant industry
- Distributed QLDC-FOS Review information and survey to stakeholders lists
- Provided updates to industry about QLDC + FOS transition.

- Communicated to industry regarding ScreenSafe H&S work

Facilitate (help fast track) individual productions as needed

- Helped fast-track a QLDC permit for a documentary that needed a quick turnaround
- Helped to fast-track a QLDC permit for car TVC that required it the next day
- Helped to fast-track two QLDC permits for photoshoots that had applied right after the Christmas break and wanted to film in the second week back
- Attended meeting with Cam Wood, APL and QLDC Parks & Roads regarding a complex upcoming shoot in town
- Helped to facilitate permits for ONE LANE BRIDGE – a complex scripted production that is filming in town and required a crew base and a high number of parking spots
- Helped to facilitate council permit for a TVC that wanted to film in Queenstown Gardens with a crane
- Helped mitigate some accommodation issues on an upcoming Central Otago feature film that had the potential to create community blowback

Issue management

- A private location owner raised concern about a production scouting at Paradise with a drone – we facilitated conversations between owner and production to smooth over the issue

Health and Safety

- Received safety briefings when visiting sets
- Monitored measles outbreak in 2019 – both FOS staff members confirmed they had been vaccinated
- Monitored travel warnings and advisories while traveling overseas
- Kahli Scott received a Workstation Assessment with a Physiotherapist from Back on Track
- Monitored COVID-19 government advisories and strictly followed government instructions under the Alert Level system
- Worked remotely from 23 March (beginning of Alert Level 4) to 12 June (reduction to Alert Level 1)
- Continuing to monitor COVID-19 government advisories

6. SUMMARY YEAR END FINANCIAL STATEMENTS YE 30 JUNE 2020

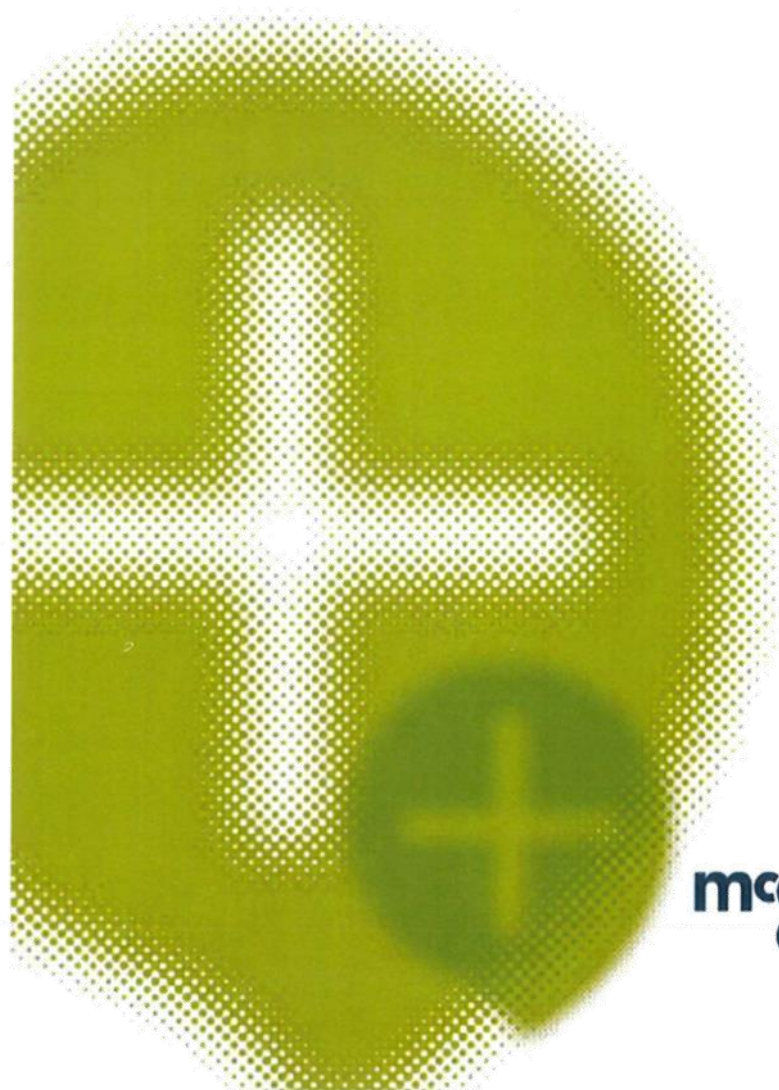
Summary Financial Reports for the year are attached as appendixes.

The Trust would like to gratefully acknowledge the ongoing financial and other support it receives from its funders:

- Queenstown Lakes District Council
- Great South
- Southern Institute of Technology
- Central Otago District Council
- Waitaki District Council
- Enterprise Dunedin

Financial Statements & Income Tax Return

Film Otago Southland Trust
For the year ending 31 March 2020



mcculloch
+ **partners** for growth

2020-21 Financial Statements
2020-21 Income Tax Return



Film Otago Southland Trust

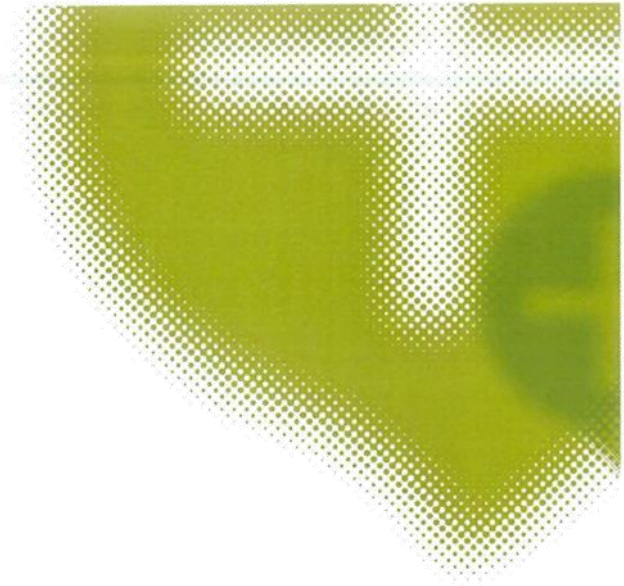
Film Otago Southland Trust

Financial Statements

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Income Tax Return

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Film Otago Southland Trust



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2	Compilation Report
3	Directory
4	Statement of Financial Performance
6	Statement of Changes in Trust Funds
7	Statement of Financial Position
8	Depreciation Schedule
9	Notes to the Financial Statements



Compilation Report

Film Otago Southland Trust For the year ended 30 June 2020

Compilation Report to the Trustees of Film Otago Southland Trust.

Reporting Scope

On the basis of information that you provided we have compiled, in accordance with "Service Engagement Standard Number 2: Compilation of Financial Information", the Financial Statements of Film Otago Southland Trust for the year ended 30 June 2020 as set out on the following pages.

Except as described below, these financial statements have been prepared in accordance with the requirements of the Tax Administration Act 1994 including the accounting policies described in the Notes to the Financial Statements.

These financial statements are intended for the purposes of meeting the company's income tax requirements and should not be relied upon for any other purpose. We have compiled with relevant ethical requirements, including principles of integrity, objectivity, professional competence and due care.

Responsibilities

You are solely responsible for the information contained in the financial statements and have determined that the financial reporting basis stated above is appropriate to meet your needs and for the purpose that the financial statements were prepared. The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

Independence

We have no involvement with Film Otago Southland Trust other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

A compilation is limited primarily to the collection, classification and summarisation of financial information supplied by the client. A compilation does not involve the verification of that information. We have not performed an audit or review engagement on the financial statements and therefore neither we nor any of our employees accept any responsibility for the accuracy of the material from which the financial statements have been prepared. Further, the financial statements have been prepared at the request of, and for the purposes of, our client only and neither we nor any of our employees accept any responsibility on any ground whatever, including liability in negligence, to any other person.

McCulloch & Partners Queenstown
Chartered Accountants

Dated: 2 September 2020



Directory

Film Otago Southland Trust For the year ended 30 June 2020

Nature of Business

To promote and support the screen production/film industry in Otago & Southland

Settlor

Jim Boulton

Trustees

Michael Hesp
Steve Canny
Penny Simmonds
Paula Jalfon
Fraser Liggett
Ross McRobie
Sam Chapman
Brad Hurdell
Nicola MacAllan

Hamish Small

Accountants

McCulloch + Partners Queenstown
Chartered Accountants
Level 2, 11-17 Church Street
Queenstown 9300,
New Zealand

Bankers

Bank of New Zealand Limited

IRD Number

100-522-535



Statement of Financial Performance

Film Otago Southland Trust For the year ended 30 June 2020

	NOTES	2020	2019
Trading Income			
Website Ancillary Business Listings		-	2,500
AFCI Board Travel Stipend		-	2,159
Central Otago District Council		9,000	9,000
Grow Dunedin Partnership		15,000	15,000
Invercargill City Council AFCI Scholarship		-	18,000
New Initiatives		20,000	5,000
Queenstown Lakes District Council		156,800	170,800
Southern Institute of Technology		20,000	20,000
Venture Southland		20,000	20,000
Waitaki District Council		9,000	9,000
Website Paid Listings		2,633	2,300
Total Trading Income		252,433	273,759
Expenses			
Marketing			
Advertising / Marketing		310	32
Recces and Famils		5,275	11,667
Brand / Communications Tools Development		23,043	-
Collateral - Image Library		2,112	3,418
Hosting / Entertainment		4,407	8,095
Website Development		-	680
Writers in Residence		2,634	6,096
Total Marketing		37,781	29,989
Overhead Expenses			
Trust Board costs		1,646	2,882
Accountancy Fees		5,109	5,181
Bank Fees & Charges		150	200
Depreciation		-	543
Enquiry Servicing		488	4,990
General Expenses		1,900	1,067
Insurance Fees		1,300	1,250
Internal Travel		5,120	7,456
Legal Fees		1,847	414
Membership Fees		3,791	3,646
Printing & Stationery/Postage		313	257
Website Monthly Hosting and Domain registration		1,411	1,744
Total Overhead Expenses		23,076	29,630
Events/Industry Forums			
Cineposium (Training)		6,056	5,248
AFCI Board		2,528	18,817

These financial statements are to be read in conjunction with the accompanying Notes and the Compilation Report. These statements have been compiled without undertaking an audit or review engagement.



Statement of Financial Performance

	NOTES	2020	2019
Industry Events (e.g. Big Screen Symposium, SPADA)		1,434	2,357
Local Workshops and Events		5,327	4,962
New Opportunities/Initiatives		8,688	6,949
RFONZ		160	2,198
Total Events/Industry Forums		24,192	40,531
ACC Levies		386	465
Salary, Kiwisaver & ACC		127,725	170,369
Loss on Sale of Fixed Assets		543	-
Total Expenses		213,704	270,984
Surplus Before Income Allocation		38,729	2,775
Operating Surplus Before Other Income		38,729	2,775
Other Income			
Interest Received		62	148
Total Other Income		62	148
Trustees Surplus Before Taxation		38,792	2,922
Taxation and Adjustments			
Income Tax Expense		21	49
Total Taxation and Adjustments		21	49
Net Trustees Surplus / (Deficit)		38,771	2,874

These financial statements are to be read in conjunction with the accompanying Notes and the Compilation Report. These statements have been compiled without undertaking an audit or review engagement.



Statement of Changes in Trust Funds

Film Otago Southland Trust
For the year ended 30 June 2020

	2020	2019
Trust Equity		
Opening Balance	52,655	49,781
Increases		
Profit/(Loss) for the Period	38,771	2,874
Total Increases	38,771	2,874
Total Trust Equity	91,426	52,655


These financial statements are to be read in conjunction with the accompanying Notes and the Compilation Report. These statements have been compiled without undertaking an audit or review engagement.



Statement of Financial Position

Film Otago Southland Trust
As at 30 June 2020

	NOTES	30 JUN 2020	30 JUN 2019
Equity			
Trust Capital	3	73,612	73,612
Retained Earnings	3	17,814	(20,957)
Total Equity		91,426	52,655
Assets			
Current Assets			
Bank and cash			
BNZ Cheque Account		68,767	82,820
Westpac Mastercard		1,255	-
Accounts Receivable		23,331	115
Total Current Assets		93,353	82,935
Non-Current Assets			
Property, Plant and Equipment		-	543
Total Non-Current Assets		-	543
Total Assets		93,353	83,478
Liabilities			
Current Liabilities			
Bank			
Westpac Mastercard		-	112
Accounts Payable		1,359	4,601
GST Payable		568	1,535
Income Tax Payable		-	-
Employee Entitlements		-	24,576
Total Current Liabilities		1,927	30,823
Total Liabilities		1,927	30,823
Net Assets		91,426	52,655


Trustee
Date: 15 Oct 20

Trustee
Date:

These financial statements are to be read in conjunction with the accompanying Notes and the Compilation Report. These statements have been compiled without undertaking an audit or review engagement.



Depreciation Schedule

Film Otago Southland Trust

For the year ended 30 June 2020

NAME	RATE	PURCHASED	COST	OPENING VALUE	PURCHASES	DISPOSALS	LOSS	DEPRECIATION	CLOSING ACCUM DEP	CLOSING VALUE
Plant & Equipment										
Cell Phone - Executive Manager	50.00%	10 Jul 2018	1,086	543	-	543	543	-	-	-
Total Plant & Equipment			1,086	543	-	543	543	-	-	-
Total			1,086	543	-	543	543	-	-	-

These financial statements are to be read in conjunction with the accompanying Notes and the Compilation Report. These statements have been compiled without undertaking an audit or review engagement.

Financial Statements | Film Otago Southland Trust

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Notes to the Financial Statements

Film Otago Southland Trust For the year ended 30 June 2020

1. Statement of Accounting Policies

Reporting Entity

Film Otago Southland Trust is a Discretionary Trust.

This special purpose financial report was authorised for issue in accordance with a resolution of trustees dated 3 August 2020.

The Trust is involved in to promote and support the screen production/film industry in Otago & Southland.

Statement of Compliance and Basis of Preparation

The financial statements have been prepared in accordance with taxation principles contained in the Income Tax Act 2007 and disclosure requirements contained in the Tax Administration (Financial Statements) Order 2014.

Historical Cost

These financial statements have been prepared on a historical cost basis. The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except when otherwise indicated.

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.

Revenue Recognition

Revenue is measured at the fair value of the consideration received or receivable for the sale of goods and services, to the extent it is probable that the economic benefits will flow to the Trust and revenue can be reliably measured.

Interest received is recognised on receipt, gross of refundable tax credits received.

Accounts Receivable

Accounts Receivable are initially recorded at the value of the invoice sent to the customer and subsequently reduced by appropriate allowances for estimated recoverable amounts. Account receivable balances are reviewed on an on-going basis where bad debts are written off when identified.

Accounts Payable

Accounts Payable are recognised at the value of the invoice received from a supplier and in the period the invoice is dated.

Property, Plant and Equipment

Property, plant and equipment is recognised at cost less aggregate depreciation. Historical cost includes expenditure directly attributable to the acquisition of assets, and includes the cost of replacements that are eligible for capitalisation when these are incurred.

All other repairs and maintenance are recognised as expenses in the Statement of Financial Performance in the financial period in which they are incurred.

Depreciation has been calculated using the maximum rates permitted by the Income Tax Act 2007.

Notes to the Financial Statements



An item of property, plant and equipment is derecognised upon disposal or when no further future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in profit or loss in the year the asset is derecognised.

Income Tax

Income tax is accounted for using the taxes payable method. The income tax expense in profit or loss represents the estimated current obligation payable to Inland Revenue in respect of each reporting period after adjusting for any variances between estimated and actual income tax payable in the prior reporting period.

Goods and Services Tax

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

	2020	2019
2. Income Tax		
Income Tax		
Opening Balance	-	-
Less:		
Provision for Taxation	(21)	(49)
Total Less:	(21)	(49)
Plus:		
RWT Paid	21	49
Total Plus:	21	49
Income Tax Receivable / (Payable)	-	-

	2020	2019
3. Equity		
Retained Earnings		
Opening Balance	(20,957)	(23,831)
Current Year Earnings	38,771	2,874
Total Retained Earnings	17,814	(20,957)
Other		
Opening Balance	73,612	73,612
Total Other	73,612	73,612
Total Equity	91,426	52,655

4. Related Parties

Except as disclosed in these financial statements the entity has not undertaken any material transactions with Related Parties.

No Related Party debt has been written off or forgiven during the year. (Last year: Nil)

5. Capital Commitments

The Trust has no capital commitments as at 30 June 2020. (Last year: Nil)

6. Contingent Liabilities

The Trust has no contingent liabilities and no guarantees as at 30 June 2020. (Last year: Contingent Liabilities Nil. Guarantees Nil.)

7. Events Occurring After Balance Date

Cases of novel coronavirus (COVID 19) were first identified in China in December 2019. Since then, the outbreak has spread globally, causing disruption to businesses and economic activity. The New Zealand government has put the country into lockdown from 26th March to try and contain the outbreak. This lockdown and subsequent periods with social distancing restrictions will have a significant impact on the business which currently cannot be quantified.



Income & Tax Summary for Film Otago Southland Trust

IR6

Tax Year 2020 Balance Date 30-Jun-20 [100-522-535]

Income		
Interest		62.49
Income available for allocation		62.49
Income Allocated : Beneficiaries	0.00	
Trustees	62.49	\$62.49
Trustee Income Allocation		62.49
Net taxable trustee income		\$62.49
TAX PAYABLE on Beneficiaries Income		
		0.00
Tax on Trustees Income	20.46	
Less Tax Credits on Trustee Income		20.62
TAX PAYABLE on Trustees Income		(\$0.16)
Residual Income Tax		(0.16)
Less Provisional Tax Paid		0.00
Calculated TAX REFUND		(\$0.16)

Payment Schedule :				
	Calculated Amount Due	Payments	Transfers etc	Balance Due
2020 Net Tax/(Refund)	(0.16)	0.00	0.00	
	REFUND			(0.16)
	Total Due			(0.16)

Not Liable for 2021 Provisional Tax.

Bank Account Details:

Film Otago Southland Trust 02-0948-0249599-000

Prepared by McCulloch & Partners

Calculated on 03/08/20

1

**Taxation Schedule for Film Otago Southland Trust**Tax Year **2020**Balance Date **30-Jun-20****[100-522-535]****Interest**

Bank of New Zealand Limited

Tax Deducted	Gross Earnings
20.62	62.49

1



Income Tax Return IR 6 Film Otago Southland Trust
Estate and Trust 2020 100-522-535
01-Jul-19 to 30-Jun-20 614E

Declaration

The information in this return is true and correct and represents my assessment of the year ended 30 June 2020 as required under the Tax Administration Act 1994.

Signature: _____

Date: _____

[Handwritten signature] 15 Oct 2020

This hard copy or electronic version must be retained.

Calendar 2021

January	February	March	April	May	June	July	August	September	October	November	December
1 Fr New Year's Day	1 Mo	1 Mo	1 Th	1 Sa	1 Tu COUNCIL SUBS	1 Th	1 Su	1 We	1 Fr AUDIT + RISK	1 Mo	1 We
2 Sa	2 Tu	2 Tu VCB	2 Fr Good Friday	2 Su	2 We COUNCIL DELIBS	2 Fr	2 Mo	2 Th MCB	2 Sa	2 Tu	2 Th
3 Su	3 We COUNCIL	3 We	3 Sa Easter Saturday	3 Mo	3 Th	3 Sa	3 Tu	3 Fr	3 Su	3 We COUNCIL	3 Fr AUDIT + RISK
4 Mo NY Day obs	4 Th	4 Th MCB	4 Su	4 Tu	4 Fr AUDIT + RISK	4 Su	4 We	4 Sa	4 Mo	4 Th	4 Sa
5 Tu	5 Fr	5 Fr	5 Mo Easter Monday	5 We COUNCIL	5 Sa	5 Mo	5 Th	5 Su	5 Tu	5 Fr	5 Su
6 We	6 Sa	6 Sa	6 Tu	6 Th	6 Su	6 Tu	6 Fr	6 Mo	6 We	6 Sa	6 Mo
7 Th	7 Su	7 Su	7 We	7 Fr	7 Mo Queen's Birthday	7 We	7 Sa	7 Tu CCB	7 Th	7 Su	7 Tu HEARINGS
8 Fr	8 Mo Waitangi Day Obs	8 Mo CCB	8 Th	8 Sa	8 Tu HEARINGS	8 Th	8 Su	8 We	8 Fr	8 Mo	8 We COUNCIL
9 Sa	9 Tu HEARINGS	9 Tu HEARINGS	9 Fr	9 Su	9 We VCB	9 Fr	9 Mo	9 Th TVCB	9 Sa	9 Tu HEARINGS	9 Th
10 Su	10 We	10 We	10 Sa	10 Mo	10 Th MCB	10 Sa	10 Tu HEARINGS	10 Fr	10 Su	10 We	10 Fr
11 Mo	11 Th	11 Th TVCB	11 Su	11 Tu	11 Fr	11 Su	11 We COUNCIL	11 Sa	11 Mo VCB	11 Th	11 Sa
12 Tu	12 Fr	12 Fr	12 Mo VCB	12 We	12 Sa	12 Mo	12 Th	12 Su	12 Tu HEARINGS	12 Fr	12 Su
13 We	13 Sa	13 Sa	13 Tu HEARINGS	13 Th	13 Su	13 Tu HEARINGS	13 Fr	13 Mo	13 We	13 Sa	13 Mo
14 Th	14 Su	14 Su	14 We	14 Fr	14 Mo	14 We	14 Sa	14 Tu HEARINGS	14 Th MCB	14 Su	14 Tu
15 Fr	15 Mo	15 Mo Assessment Committee	15 Th MCB	15 Sa	15 Tu CCB	15 Th LGNZ Conference	15 Su	15 We	15 Fr	15 Mo	15 We
16 Sa	16 Tu	16 Tu	16 Fr	16 Su	16 We	16 Fr LGNZ Conference	16 Mo	16 Th	16 Sa	16 Tu VCB	16 Th
17 Su	17 We	17 We	17 Sa	17 Mo	17 Th TVCB	17 Sa LGNZ Conference	17 Tu	17 Fr	17 Su	17 We	17 Fr
18 Mo CCB	18 Th	18 Th	18 Su	18 Tu CCB SUBS	18 Fr	18 Su	18 We	18 Sa	18 Mo	18 Th MCB	18 Sa
19 Tu VCB	19 Fr	19 Fr	19 Mo	19 We VCB SUBS	19 Sa	19 Mo	19 Th	19 Su	19 Tu CCB	19 Fr	19 Su
20 We MCB	20 Sa	20 Sa	20 Tu CCB	20 Th TVCB / MCB SUBS	20 Su	20 Tu VCB	20 Fr	20 Mo	20 We	20 Sa	20 Mo
21 Th TVCB	21 Su	21 Su	21 We	21 Fr	21 Mo	21 We	21 Sa	21 Tu	21 Th TVCB	21 Su	21 Tu
22 Fr	22 Mo	22 Mo Anniversary Day Obs	22 Th TVCB	22 Sa	22 Tu	22 Th MCB	22 Su	22 We COUNCIL	22 Fr	22 Mo	22 We
23 Sa	23 Tu	23 Tu	23 Fr	23 Su	23 We	23 Fr	23 Mo	23 Th	23 Sa	23 Tu CCB	23 Th
24 Su	24 We AUDIT AND RISK	24 We COUNCIL and draft Consultation	24 Sa	24 Mo	24 Th	24 Sa	24 Tu	24 Fr	24 Su	24 We	24 Fr
25 Mo	25 Th	25 Th	25 Su ANZAC Day	25 Tu	25 Fr	25 Su	25 We	25 Sa	25 Mo Labour Day	25 Th TVCB	25 Sa Christmas Day
26 Tu	26 Fr	26 Fr	26 Mo ANZAC Obs	26 We	26 Sa	26 Mo	26 Th	26 Su	26 Tu	26 Fr	26 Su Boxing Day
27 We COUNCIL WKSHP	27 Sa	27 Sa	27 Tu	27 Th	27 Su	27 Tu CCB	27 Fr	27 Mo	27 We	27 Sa	27 Mo Christmas Day Obs
28 Th	28 Su	28 Su	28 We	28 Fr	28 Mo	28 We	28 Sa	28 Tu Assessment Committee	28 Th	28 Su	28 Tu Boxing Day Obs
29 Fr		29 Mo	29 Th	29 Sa	29 Tu	29 Th TVCB	29 Su	29 We	29 Fr	29 Mo	29 We
30 Sa		30 Tu	30 Fr	30 Su	30 We COUNCIL	30 Fr	30 Mo	30 Th	30 Sa	30 Tu Assessment Committee	30 Th
31 Su		31 We		31 Mo		31 Sa	31 Tu VCB		31 Su		31 Fr

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Meeting Schedule 2021

Month	Day	Date	Time	Meeting
January	Monday	18	2.00pm	Cromwell Community Board
	Tuesday	19	2.00pm	Vincent Community Board
	Wednesday	20	2.00pm	Maniototo Community Board
	Thursday	21	2.00pm	Teviot Valley Community Board
	Wednesday	27	9.00am	Council (Workshop)
February	Wednesday	3	10.30am	Council (ordinary)
	Tuesday	9	9.30am	Hearings Panel
	Wednesday	24	9.30am	Audit and Risk Committee
March	Tuesday	2	2.00pm	Vincent Community Board
	Thursday	4	2.00pm	Maniototo Community Board
	Monday	8	2.00pm	Cromwell Community Board
	Tuesday	9	9.30am	Hearings Panel
	Thursday	11	2.00pm	Teviot Valley Community Board
	Tuesday	16	10.00am	Assessment Committee (Creative Communities)
	Wednesday	24	10.30am	Council (ordinary and to adopt draft consultation and supporting documents))
April	Monday	12	2.00pm	Vincent Community Board
	Tuesday	13	9.30am	Hearings Panel
	Thursday	15	2.00pm	Maniototo Community Board
	Tuesday	20	2.00pm	Cromwell Community Board
	Thursday	22	2.00pm	Teviot Valley Community Board
May	Wednesday	5	10.30am	Council (ordinary)
	Tuesday	11	9.30am	Hearings Panel
	Tuesday	18	2.00pm	Cromwell Community Board (hearings and deliberations)
	Wednesday	19	2.00pm	Vincent Community Board (hearings and deliberations)
	Thursday	20	2.00pm	Maniototo and Teviot Valley Community Board (hearings and deliberations)

June	Tuesday	1	9.00am	Council (to hear submissions and deliberate on LTP)
	Wednesday	2	9.00am	Council (to hear submissions and deliberate on LTP – if required)
	Friday	4	9.30am	Audit and Risk Committee
	Tuesday	8	9.30am	Hearings Panel
	Wednesday	9	2.00pm	Vincent Community Board
	Thursday	10	2.00pm	Maniototo Community Board
	Tuesday	15	2.00pm	Cromwell Community Board
	Thursday	17	2.00pm	Teviot Valley Community Board
	Wednesday	30	10.30am	Council (to adopt LTP and set rates and ordinary business)
July	Tuesday	13	9.30am	Hearings Panel
	Tuesday	20	2.00pm	Vincent Community Board
	Thursday	22	2.00pm	Maniototo Community Board
	Tuesday	27	2.00pm	Cromwell Community Board
	Thursday	29	2.00pm	Teviot Valley Community Board
August	Tuesday	10	9.30am	Hearings Panel
	Wednesday	11	10.30am	Council
	Tuesday	31	2.00pm	Vincent Community Board
September	Thursday	2	2.00pm	Maniototo Community Board
	Tuesday	7	2.00pm	Cromwell Community Board
	Thursday	9	2.00pm	Teviot Valley Community Board
	Tuesday	14	9.30am	Hearings Panel
	Wednesday	22	10.30am	Council
	Tuesday	28	10.00am	Assessment Committee (Creative Communities)

October	Friday	1	9.30am	Audit and Risk
	Monday	11	2.00pm	Vincent Community Board
	Tuesday	12	9.30am	Hearings Panel
	Thursday	14	2.00pm	Maniototo Community Board
	Tuesday	19	2.00pm	Cromwell Community Board
	Thursday	21	2.00pm	Teviot Valley Community Board
November	Wednesday	3	10.30am	Council
	Tuesday	9	9.30am	Hearings Panel
	Tuesday	16	2.00pm	Vincent Community Board
	Thursday	18	2.00pm	Maniototo Community Board
	Tuesday	23	2.00pm	Cromwell Community Board
	Thursday	25	2.00pm	Teviot Valley Community Board
	Thursday	30	10.00am	Assessment Committee (Sports NZ)
December	Friday	3	9.30am	Audit and Risk Committee
	Tuesday	7	9.30am	Hearings Panel
	Wednesday	8	10.30am	Council

Holiday Dates 2021		
New Year's Day	Friday	1 January
New Year's Holiday Observance	Monday	4 January
Waitangi Day Observance	Monday	8 February
Otago Anniversary Day	Monday	22 March
Good Friday	Friday	2 April
Easter Monday	Monday	5 April
ANZAC Day Observance	Monday	26 April
Queen's Birthday	Monday	7 June
Labour Day	Monday	25 October
Christmas Day Observance	Monday	27 December
Boxing Day Observance	Monday	28 December

Executive Committees are on an as required basis.

Council Forward Work Programme 2021

Area of work and Lead Department	Reason for work	Council role (decision and/or direction)	Expected timeframes Highlight the month(s) this is expected to come to Council in 2021											
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Long-term Plan 2021/31														
Long-term Plan Chief Advisor/Chief Executive Officer	Legislative requirement under the Local Government Act 2002.	Decisions required: Direction on key strategic issues and budget direction required in workshops and decisions required on the Consultation Document and key supporting documentation.	W		D		D	D						
Vincent Spatial Plan														
Vincent Spatial Plan Executive Manager: Planning & Environment	Vincent Community Board and Council priority.	Decision required: Workshops and decisions required as the work progresses.						U						
Cromwell Masterplan														
Cromwell Masterplan Executive Manager: Planning & Environment	Cromwell Community Board and Council priority.	Decision required: Workshops and decisions required as the work progresses.			D		D	D						
Three waters reform														
Water reform Water Services Manager/Executive Manager Infrastructure	Key central government legislative priority.	Decision required: Workshops and decisions required as the reform progresses.			D		D	D			D			
Council’s role in housing														
Housing Chief Advisor	Key Council priority.	Decision required: Agree council’s role in the housing.		D				D						
District Plan review														
District Plan Review Planning Manager/Executive Manager Planning & Environment	Legislative requirement under the Resource Management Act 1991.	Decision required: Workshops and decisions required as this work progresses.			U									

Area of work and Lead Department	Reason for work	Council role (decision and/or direction)	Expected timeframes Highlight the month(s) this is expected to come to Council in 2021											
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Lake Dunstan Water Supply and Clyde Waste Water projects														
Major projects Capital Works Programme Manager; Executive Manager Infrastructure	Key Council priority (Long-term Plan 2018-28)	Decision required: Key decisions as required as the work progresses, including approval of tenders. Regular updates will be provided via the Project Governance Group.			D		D	D						
Sustainability Strategy Action Plan														
Sustainability Strategy Environmental Services Manager/Executive Manager Infrastructure	Key Council priority	Decision required: Updates and decisions required as this action plan is implemented.			U							U		

Key – W = workshop, D = decision, U = update

Status Report on Resolutions – Chief Executive Officer

Resolution 20.9.9 – November 2020 Community Leasing and Licensing Policy

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Notes** the written and oral submissions received and thanks the submitters for their time.
- C. **Approves** the proposed amendments to the draft Community Leasing and Licensing Policy.
- D. **Directs** council staff to gather further feedback from golf clubs on the revised definition of subscription income.

STATUS

CLOSED

January 2021 – Feedback received from golfclubs, information provided in separate report to Council.

December 2020 – All golf clubs have been approached for feedback.

November 2020 – Action memo sent to the Policy Advisor.

Resolution 20.9.11 – November 2020 Welcoming Communities Expression of Interest Application

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** in principle to apply to join the Welcoming Communities programme by submitting an expression of interest application.
- C. **Agrees** subject to the Long-term Plan budget approval, to support with overhead and operational costs for the Welcoming Communities Coordinator position in partnership with Ministry of Business, Innovation, and Employment.
- D. **Agrees** for the position, if appointed, to be based within Council staff.

STATUS

January 2021 – A written letter of acceptance to the programme has been received from MBIE, outlining the next steps.

December 2020 – Completed application has been sent to CEO and Mayor for sign off and ready for submission.

November 2020 – Action memo sent to the Community Development Officer.

Resolution 19.11.8 – December 2019
Business Case for Central Stories Building

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** that once Council has made decisions on the i-SITE review and draft Museum Strategy, the business case to then go to Vincent Community Board for comment and report back to Council.

STATUS

November-January 2021 – Awaiting feedback from the district museum strategy before proceeding. The Central Stories project will not be included in the 2021 Long-term Plan consultation document.

September-October 2020 – Council/Vincent Community Board discussions are underway through the LTP workshop programme.

January-July 2020 – Action memo sent to Community and Engagement Manager. Awaiting outcomes of the i-SITE review and museum strategy adoption before proceeding.

Resolution 19.10.6 – November 2019
Council's Role in Housing

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Notes** the work to date on council's role in housing.
- C. **Approves** the expenditure of up to \$50,000 from general reserves to progress the work on council's role in housing.

STATUS

January 2021 – A separate report is being considered at the 3 February Council meeting.

December 2020 – An update will be provided at the December meeting.

November 2020 – No further update available.

September 2020 – A paper was presented to the 22 September Cromwell Community Board meeting. Further advice will be provided to the Cromwell Community Board at their meeting in November.

August 2020 – Potential development options for Gair Avenue to be discussed at the next Cromwell Community Board meeting.

June 2020 – Modelling work underway.

May 2020 - Council agreed to a new two-stage approach for this work at their May meeting. For stage one, in addition to work on incentivise and promote density options, that land development and construction options be developed as part of a COVID-19 economic recovery package for consideration. For stage two an updated market analysis will be provided in 2021 and any further work an affordable housing option will be deferred until consideration of the updated market analysis.

February 2020 – Investment logic mapping and options analysis workshop held on 18/19 February. A Council workshop is scheduled for 18 March 2020.

January 2020 – Ward data analysis now underway. Investment logic mapping analysis workshop to identify possible options is scheduled for the 18/19th February 2020. It is intended that there will be a presentation of the data and discussion of options with Council during March.

December 2019 – Preferred contractor has been notified. Work now underway.

November 2019 – Action memo sent to the Chief Advisor.

Resolution 18.13.7 – December 2018

Lighting Policies to Reinforce Council's Position on Dark Skies Protection (COM 01-02-021)

- A. RESOLVED that the report be received and the level of significance accepted
- B. RESOLVED that Council commits to the development of a Lighting Policy for the Central Otago District owned and managed or administered building facilities and infrastructure which promotes lighting standards that comply with current International Dark Sky Association requirements
- C. RESOLVED that Council commits to promoting lighting standards that comply with current International Dark Sky Association requirements, into the first draft of the new Central Otago District Plan.

STATUS

January 2021 – No update available.

September-November 2020 – The community are currently undertaking consultation with local residents in regard to the proposed plan change.

August 2020 – The community is developing content (including the required community consultation) for a District Plan change application, and are in liaison with Council staff during the process.

May-June 2020 – No update available.

March 2020 – Met with local planning consultant who is willing to assist Naseby community put together a plan change request. They will work with Naseby group to prepare this.

February 2020 – No further update available. An update will be provided once there is progress to report on.

January 2020 – No further update available.

December and November 2019 – Council staff are currently investigating how to include dark skies protection parameters within the District Plan.

October 2019 - The Project Plan for the District Plan Review is being prepared and includes this, as well as other topics. There has been no prioritisation of any urgent topics at this stage.

May 2019 – Further scoping work for Naseby is occurring with Council's Community Development Manager and Planning Team. Update to be provided in Spring 2019.

April 2019 – Council adopted a lighting policy for Council-owned assets in February 2019. Planning staff are reviewing recommended International Dark Skies lighting requirements and their potential fit into the Central Otago District Plan.

January 2019 - Council staff are preparing a lighting policy on Council-owned infrastructure and this is scheduled for presentation to the February 2019 Council meeting. Naseby Vision has circulated a newsletter on IDA lighting standards to residents over the Christmas period and are collecting signatures from people who are willing to adhere to these standards on their own properties.

January 2019 – Action Memo sent to the Community Development Manager.

Resolution 17.5.7 – May 2017

Manuhereikia River Minimum Flow Economic Impact Study (COM 27-03-001)

- A. RESOLVED that the report be received and the level of significance accepted.
- B. AUTHORISED a study of the economic impact on the Central Otago District of flow settings for the Manuhereikia River based on lower and upper minimum flows shown in the Otago Regional Council Plan.

STATUS

January 2021 – The economic impact study is set to begin late January. The hydrology model is expected to be signed off before the end of the month also.

August - November 2020 – Hydrology model expected late November

January 2020 – August 2020 - No further update available.

December 2019 – Meeting held with contractors and hydrologist to plan work for early next year (dependent on ORC agreeing to hydrology model at a meeting to be held in December).

November 2019 – No further update available.

September 2019 - Work is planned before the end of the calendar year. An update will be provided once this commences.

June - August 2019 – No further update at this stage.

May 2019 – Work is underway to confirm the best model to use for the hydrology report before the study is commissioned. It has been recommended that the Goldsim model that has been developed is modified so that it can be used for this study. Currently waiting for advice before we proceed.

January 2019 – a verbal update provided at the meeting.

November 2018 – Work is still progressing taking into consideration recent decisions by Otago Regional Council. Further update will be given at next meeting.

August 2018 – Work is still under way with the contractor to determine the flows of the Manuherikia that should be modelled.

July 2018 - A hydrology model is now available that is able to provide the information on the hydrology of the main catchment. Work is now under way with the contractor to determine the flows of the Manuherikia that will be modelled and to refine other aspects of the project. The contract will then be reconfirmed.

June 2018 – Awaiting updated hydrology report to progress this project.

February 2018 – Work is under way to gain more information on the hydrology of the main catchment necessary to inform economic modelling.

September 2017 – Commissioning study, Short Form Agreement has been approved for the contractor to commence work.

July 2017 – Economic Development Manager is arranging a meeting with Compass Agribusiness to commence this process.

June 2017 – Action memo sent to Economic Development Manager.

Status Report on Resolutions – Planning and Environment**Resolution 20.10.5 – December 2020**
Dog Control Bylaw and Policy 2020

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** that Dog Control Bylaw 2020 is consistent with the New Zealand Bill of Rights Act 1990.
- C. **Adopts** the Dog Control Bylaw 2020 and Dog Control Policy 2020, to be implemented on 18 December 2020.

STATUS**CLOSED**

January 2021 – Bylaw and Policy implemented with the public notification and the CODC website updated.

December 2020 – Action memo sent to the Regulatory Services Manager.

Resolution 20.10.7 – December 2020
Minister of Conservation's Consent – Easement over Recreation Reserve

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to grant consent (under delegated authority), on behalf of the Minister of Conservation, to the granting of an easement in favour of Aurora Energy, over Part Section 115 Block VII Leaning Rock Survey District and Sections 2 – 3 Survey Office 524226, being Recreation Reserve.
- C. **Authorise** the Chief Executive to do all that is necessary to give effect to the resolution.

STATUS**CLOSED**

January 2021 – Applicants advised of approval. Contractors will now manage the works.

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

Resolution 20.10.8 – December 2020
Minister of Conservation's Consent – Easement over Scenic Reserve

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to grant consent (under delegated authority), on behalf of the Minister of Conservation, to the granting an easement (the right to convey water) over Lot 206 DP 404040 and Lots 6 – 7 DP 433991 (scenic reserve), in favour of Swann Road Farm.

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

STATUS**CLOSED**

January 2021 – Applicants advised of approval. Contractors will now manage the works.

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

Resolution 20.8.4 – October 2020**Dog Control Policy and Practices Report 2020**

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Approves** the dog control policy and practices report 2019-2020 in accordance with Section 10A of the Dog Control Act 1996.
- C. **Approves** the publication of the dog control policy and practices report 2019-2020.

STATUS**CLOSED**

January 2021 – Report publicly notified and updated on CODC website. Details sent to the Department of Internal Affairs.

December 2020 – Final report to recommend the adoption of the Bylaw and Policy going to the December Council Meeting, to be implemented on 18 December 2020.

November 2020 – The Hearing Panel are scheduled to deliberate on 10 November regarding all submissions received. Following this, the Hearing Panel will recommend the final form of the Bylaw and Policy to Council for adoption.

October 2020 – Action memo sent to Regulatory Services Manager.

Resolution 20.7.18 – August 2020**Legalising the Existing Rural Networks South Island Occupations**

That the Council:

- A. **Receives** the report and recognises the level of significance
- B. **Approves**, subject to the Reserves Act 1977, the granting of licences to Rural Networks South Island for the purpose of locating telecommunications towers on sites on the following reserves:
- Gilligans Gully Road, being Part Lot 8 DP 429123,
 - Clyde Lookout Road, being Part Town Belt of Clyde,
 - Earnsclough Road, being Part Section 149 Block I Fraser Survey District, and;
 - Sugarloaf, being Part Lot 15 DP 418764

- C. **Agrees** to the inclusion of terms in the Gilligans Gully licence providing for:
- the existing sub-tenancy to 2 Degrees Limited, and;
 - the charging of a fee to cover power at \$750 per annum per tenant, subject to adjustment by any increases in supply of energy or network charges.
- D. **Agrees** to include a term in the Clyde Lookout Road licence providing for the charging of a fee to cover power at \$750 per annum, subject to adjustment by any increases in supply of energy or network charges.
- E. **Agrees** to grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council issuing licences over sites on the scenic and recreation reserves identified above in B.
- F. **Approves**, subject to the Airport Authorities Act 1966, the granting of a lease to Rural Networks South Island for the purpose of locating a telecommunications tower at the Alexandra Airport, being Part Lot 2 DP 300842, subject to the Company continuing to provide free internet services to the Airport Terminal.
- G. **Agrees** to the new licences and the lease being granted for a term of 5 years each, with one right of renewal, subject to adjustment by CPI on renewal, commencing 01 July 2020.
- H. **Approves** the use of the Licence Fee Calculator (shown in Figure 6) for the purpose of determining current rentals and subrentals.
- I. **Agrees**, subject to adjustment by CPI, to the Licence Fee Calculator being adopted as the standard for determining future rentals and subrentals for telecommunications sites on Council reserves.
- J. **Authorises** the Chief Executive to do all that is necessary to give effect to the resolution.

STATUS

January 2021 – Evidence received and being considered. Further information report likely.

December 2020 – Licensee is collating evidence to forward through for consideration.

November 2020 – Licensee has advised that his business will not be able to sustain payment of the proposed fees, so they have been asked to provide evidence of the impact on their business.

September 2020 – Licensee notified of outcome.

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

Resolution 20.5.4 – July 2020**Lease of Kyeburn Reserve – Ratification**

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to grant the Kyeburn Committee a lease pursuant to Section 61(2A) of the Reserves Act 1977, on the following terms:

- | | |
|-----------------------|-------------------------------|
| 1. Permitted use: | Community Hall |
| 2. Term: | 33 years |
| 3. Rights of Renewal: | None |
| 4. Land Description | Sec 20 Blk V11 Maniototo SD |
| 5. Area: | 0.4837 hectares |
| 6. Rent: | \$1.00 per annum if requested |

Subject to the Kyeburn Hall Committee

1. Becoming an Incorporated Society
2. Being responsible for all outgoings, including utilities, electricity, telephone, rubbish collection, rates, insurance and ground maintenance

STATUS

January 2021 – Waiting for confirmation of their status as an Incorporated Society before issuing the lease.

September – December 2020 – Kyeburn Hall Committee to follow up progress on getting their status as an Incorporated Society, in response to email sent to them September 2020.

August 2020 – Advised Kyeburn Hall Committee of Council's resolution and waiting for confirmation of their status as an Incorporated Society before issuing the lease.

July – Action memo sent to Property and Facilities Officer - Maniototo

Resolution 20.5.3 – July 2020**Cemeteries Bylaw 2020**

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** that the proposed Central Otago District Council Cemeteries Bylaw 2020 is the most appropriate way to address and regulate the management of cemeteries in the Central Otago district.
- C. **Approves** the proposed Central Otago District Council Cemeteries Bylaw 2020 and proposed Cemeteries Handbook as the preferred option for managing cemeteries.

- D. **Authorises** the proposed Central Otago District Council Cemeteries Bylaw 2020 and proposed Cemeteries Handbook for public consultation following the special consultative procedure.

STATUS**CLOSED**

January 2021 – Bylaw took effect on 18 December following public notification.

December 2020 – Council approved the Bylaw at its November meeting with the Bylaw taking effect from 18 December 2020.

November 2020 – To be considered at November Council meeting.

September 2020 – To be considered at October Council meeting.

August 2020 – Bylaw currently out for public consultation until 21 August. Submissions received will be heard at October Council meeting.

July – Action memo sent to Parks and Recreation Manager.

Resolution 20.2.5 – March 2020**Vincent Spatial Plan**

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to the development of the Vincent Spatial Plan for the Alexandra Basin, to be funded through existing 2019-20 and 2020-21 annual budgets.

STATUS

January 2021 – Community consultation on options underway.

December 2020 – Options have been approved by Council and will be consulted over December 2020 and January 2021.

November 2020 – Workshop with Vincent Community Board regarding the Vincent Spatial Plan to be held on 11 November. Report on Vincent Spatial Plan going to Council's 18 November meeting.

September 2020 – Stakeholder workshop was held on 9 September 2020. Options being developed from the workshop for public consultation.

August 2020 – Public drop-in sessions being held during August.

July 2020 – ILM workshop held and work underway on the options with further consultation also planned.

April – May 2020 – Initial consultation through survey completed with over 600 responses. Scoping of Spatial Plan with consultants completed and workshops to commence once restrictions eased.

March 2020 – Action memo sent to Executive Manager – Planning and Environment.

Resolution 19.10.9 – November 2019

Minister of Conservation's Consent – Lease of Recreation Reserve

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council issuing a lease over part of the Clyde Recreation Reserve, to the Dunstan Golf Club Incorporated.

STATUS

January 2021 – Negotiations are subject to the approval of the Community Leasing Policy.

December 2020 – Negotiations are on-going.

November 2020 – Club have provided feedback on the draft lease. Fine-tuning of terms and conditions underway.

September 2020 – Club's lawyer advised of reclassification of reserve over area for pump station and has been asked to follow up with the club.

August 2020 – Club have advised they will not sign their lease until the submissions to the proposal to reclassify part of the reserve to local purpose have been heard.

July 2020 – Query received from the Club regarding term of lease. No other update available.

May 2020 – Lease drafted and forwarded to the Dunstan Golf Club for execution.

February 2020 – With Council's lawyers, awaiting new title to be issued in the name of Council as the existing title is outdated and in the name of HMTQ.

January 2020 – Advice to be sought on defining the various areas of occupation on the reserve prior to the lease being drafted.

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

Resolution 18.4.7 – April 2018

Omakau Waste Water Treatment (PRJ 04-2018-01, PRO 61-6020-00)

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

- B. AGREED to enter into enter into negotiations to acquire an easement for Council over the existing gravel road described as Part Section 54 Block I Tiger Hill Survey District for right of access, and power infrastructure.
- C. AUTHORISED the Chief Executive to do all that is necessary to give effect to this resolution.

STATUS

January 2021 – Lawyers still hope to secure additional right to convey water. MOU being drafted in interim.

December 2020 – Possibility of power being provided via MOU with Aurora being researched.

November 2020 – Landowner's lawyer has been asked to provide an update on status – response not yet received.

September 2020 – Paperwork for power easement drafted and will be presented to property owner at the end of September.

August 2020 – Alternate options for securing access for Aurora are being investigated as the landowner has objected to the proposal.

July 2020 – Aurora have asked to be added to the agreement as a grantee as this will enable them to access and maintain network infrastructure that is located at the plant.

May 2020 – Landowner has signed & returned the amended documents, survey plan lodged with LINZ for approval, additional A & I (to cover registration of the right to convey water) being prepared.

February 2020 – Landowner has now agreed to the agreement being varied to include the right to convey water. Amended documents forwarded for execution at the end of January. No response received as yet.

January 2020 – Water Services Manager writing to the landowner to advise that the works to install power to the treatment plant are to commence later this month. If the landowner does not respond, neither the plant or the landowner will be connected to water. Refer to June 2019 update.

November 2019 – Water Services have advised that the additional right to convey (water) is on hold while a waterless option is investigated.

October 2019 – Landowner is declining to negotiate, options under PWA to be discussed.

September 2019 – Negotiations underway with Grantor regarding the proposed variation to the easement.

July 2019 – Negotiations still in progress regarding the amendment to the agreement. An offer has been made. Awaiting response.

June 2019 – New negotiations underway to have the right to convey water added to the existing agreement – registration of existing document on hold in the interim.

May 2019 – Signed Authority and Instruction Certificate returned to GCA Legal for registration.

April 2019 – With CEO for signature. Registration to follow.

March 2019 – This now sits with Property Officer – Statutory. Waiting on survey to be approved, then the Easement documents can be registered.

January 2019 – Owners have been contacted and are still reviewing documentation. Update to be provided once the documentation has been signed.

October 2018 – Awaiting owner to return the signed documents.

September 2018 – The owner has reviewed the documentation and an onsite meeting has occurred. The document has been amended where appropriate. The agreement is now with the owners to sign.

August 2018 – Owner is reviewing documentation. Extra time required, as owner had a family bereavement.

July 2018 – Easement agreement sent to owner. Owner is currently reviewing documentation.

June 2018 – Meeting with landowner has occurred. Lawyer drafting agreement for owner to review.

May 2018 – Meeting with the landowner set for late May.

April 2018 – Action memo sent to the Property and Facilities Officer – Vincent and Teviot Valley.

Resolution 17.9.9 – October 2017

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

- A. RESOLVED that the report be received and the level of significance accepted.
- B. 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. APPROVED the Vincent Community Board's recommendation for 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. 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

January 2021 – Construction has commenced. Work programme to be fully finalised in coming weeks.

December 2020 – Lawyer is drafting variation to agreement for discussion with developer.

November 2020 – Due to one of the shareholders passing away in late June the developer AC/JV Holdings has been working on a succession plan which should be finalised in early November. The need to agree succession has meant recent delays to the development but Staff are in regular contact with the contractor to ensure that works begin as soon as possible.

Once succession arrangements are confirmed it will enable construction to progress and sections to be put on market as soon as possible. To further ensure this outcome a variation to the development agreement will be prepared which will confirm stages and tighten progress requirements.

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.

May – August 2020 – Due to Covid 19, engineering design and construction start date delayed. As of May, engineering design mostly complete and work on site expected to start soon with a staged approach. Also 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.

September – October 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.

March – April 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.

November 2017 – Action Memo sent to the Property Officer.

Outstanding resolutions from the previous Planning and Environment Committee

Resolution 17.8.15 – September 2017

Rural Fire Land and Buildings (COM 09-02-03)

- A. RESOLVED that the report be received and the level of significance accepted.
- B. AUTHORISED the Chief Executive Officer under the financial delegations to negotiate leases and/or sales to New Zealand Fire Service Commission for the following properties:
- Omakau Rural Fire site: Section 1 SO 462989
 - Tarras Rural Fire Depot: PT SEC 19 BLK I TARRAS SD
 - Boundary Road Alexandra: LOT 1 DP 432084
 - Millers Flat Rural Fire station: Part Section 167 Block III Bengier SD

STATUS

January 2021 – Report coming to Council at the 10 March 2021 meeting with regards to Tarras, Millers Flat, and Omakau Rural Fire Stations.

November – December 2020 – Plans for proposed Tarras depot development received. Following review, a report with recommendation on transfer will be presented to Council in 2021.

September 2020 – Meeting has taken place. Now awaiting proposed plans for Tarras site from FENZ.

August 2020 – A meeting with Fire and Emergency New Zealand representatives has been set in August to start negotiations with regards to Tarras Rural Fire Depot transfer.

May - July 2020 – Update provided to Council on 11 March within the Alexandra Men's Shed Development. Each property to be looked at individually. Boundary Road transaction complete. Tarras Rural Fire Depot next.

February 2020 – Update to be provided to Council at its 11 March meeting.

January 2020 – This has now been handed over to Property and Facilities Officer - Vincent and Teviot Valley. Report to Council with regards to Boundary Road was provided on 18 December 2019. The next report to Council regarding this property will be on 11 March 2020, together with an update on the balance of properties.

November 2019 – Update to Council will be given at the December meeting as part of the Men's Shed Development Report.

May – October 2019 – Update to be provided once FENZ has responded to Council.

March 2019 – No further update. This is to be followed up by Property Officer – Statutory.

February 2019 – Meeting held with FENZ at the end of January who confirmed they have no budget for purchasing land and/or buildings. Further information has been requested from FENZ. When information is received, Property staff will update Council on FENZ position and preferred options.

January 2019 – Meeting scheduled with FENZ on 18 January to discuss preferred options. FENZ have advised they have no budget for purchasing land and/or buildings.

October 2018 – Feedback received from FENZ. Further discussion required with FENZ before preferred options are confirmed.

August – September 2018 – Awaiting feedback from FENZ. Update to be provided once this has been received.

July 2018 – Met with FENZ. Options for sites discussed and options paper provided to FENZ 6 July to consider for further discussion.

March – April 2018 – In negotiations with Fire, Emergency New Zealand.

February 2018 – Property Manager met with Fire Emergency New Zealand to discuss options, Council preference being the sale of properties. Scoping options for more negotiations, land is a mix of Council freehold and reserve and therefore sale not an option for all.

November 2017 – With Property team.

September 2017 – Initial meeting held with FENZ Representatives. Further discussion being handled by Property team.

September 2017 – Action Memo sent to Chief Financial Officer.

Status Report on Resolutions – Infrastructure Services**Resolution 20.10.6 – December 2020****Proposed Road Stopping – Part Oven Hill Road, Millers Flat**

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Approves** the proposal to stop an unformed portion of Oven Hill (legal) Road, being approximately 6,730 square metres, subject to the applicants:
- meeting all costs
 - purchasing the land at valuations, and:
 - the land being amalgamated with the adjoining record of title 278088.
- C. **Authorise** the Chief Executive Officer to do all that is necessary to give effect to the resolution.

STATUS**CLOSED**

January 2021 – Applicants advised of outcome. Contractors engaged to manage works. Matter Closed.

December 2020 – Action memo sent to the Property Officer – Statutory

Resolution 20.9.4 – November 2020**Ripponvale Community Water Funding Options**

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** that properties on the Ripponvale Community Water Scheme pay half the \$600,000 costs of upgrading the Ripponvale network to meet the New Zealand Drinking Water Standards, and minimum engineering standard requirements.
- C. **Agrees** that the Council share of \$300,000 be funded from the water stimulus fund allocation.
- D. **Agrees** that Ripponvale Community Water Scheme accumulated \$100,000 funds can be used to contribute to the \$300,000 to be funded by properties on the Ripponvale Community Water Scheme.
- E. **Agrees** that existing properties on the Ripponvale Community Water Scheme will have the option of paying their share of the \$300,000, less any contribution by the Ripponvale Community Water Scheme, by either a lump sum payment or as a targeted rate.
- F. **Agrees** that transfer of the scheme will occur on 30 March 2021, and that Council will not meet any costs accrued prior to 30 March 2021.

- G. **Agrees** that properties on the Ripponvale Community Water Scheme be charged the standard rates for a council water connection from 30 March 2021.
- H. **Agrees** that properties within the Ripponvale Community Water Scheme supply area be included within the Cromwell Water Supply Area, and that development contributions be applied to all properties that connect to this supply from 30 March 2021.

STATUS

January 2021 – Ripponvale Community Water have been asked to supply the customer database, we are still awaiting this information. Until we receive this data, we are unable to progress.

December 2020 – Obtaining legal advice on rating options. Ripponvale Committee advised of decision. Information package being prepared for communicating with suppliers who wish to discuss transfer to council ownership.

November 2020 – Action memo sent to the Water Services Manager.

Resolution 20.9.12 – November 2020

Solid Waste Bylaw

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** that the proposed Solid Waste Bylaw 2020 is the most appropriate form of bylaw and does not give rise to any implications under the New Zealand Bill of Rights Act 1990.
- C. **Approves** the proposed Solid Waste Bylaw 2020 for public consultation.
- D. **Approves** the Statement of Proposal and Summary of Statement of Proposal for public consultation.

STATUS

January 2021 – Consultation closed. Review of submissions underway.

December 2020 – Consultation is now underway.

November 2020 – Action memo sent to the Environmental Engineering Manager.

Resolution 20.9.15 – November 2020

Proposal to Legalise Conroys Dam Road and to Stop and Dispose of an Unnamed Road off Conroys Road

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to legalise a portion (the first approximately 300 metres, as formed) of Conroys Dam Road, and to stop the unnamed road off Conroys Road as shown in figures 3 and 4, subject to:
- Council paying the survey fees,

- The parties sharing the fees of the Land Information New Zealand Accredited Supplier (gazettal),
- Each party bearing its own cost of transfer (legal fees),
- The land is exchanged,
- The stopped road being amalgamated with the applicant's adjacent record of title OT187/133.

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

STATUS

CLOSED

January 2021 – Applicant's advised of the outcome. Contractors engaged to manage the works.

December 2020 – Memo received.

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

Resolution 19.8.10 – September 2019

Consideration of New Zealand Standard (NZS) 4404:2010 (Doc ID 422658)

- A. RESOLVED that the report be received, and the level of significance accepted.
- B. AGREED to adopt NZS 4404:2010 as Council's subdivision standard subject to the development of an updated addendum for local conditions.

STATUS

January 2021 – No change.

December 2020 – The status of this work will be reviewed in February 2021 and a further update provided then.

January 2020 - November 2020 – No change.

December 2019 – Workshops continuing for updating engineering standards. The Environmental Engineering team will be working with planning to ensure the design standards from the Cromwell masterplan are developed alongside the updated engineering standards.

November 2019 – Drafting of an updated addendum is underway and expected to be included in report to Council in early 2020.

October 2019 – Action memo sent to the Environmental Engineering Manager.

Outstanding resolutions from the previous Roding Committee

Resolution 19.6.3 – August 2019

2019-2021 Roding Improvement Projects (Doc ID 387801)

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

B. APPROVED construction of the following road improvement projects for 2019-2021:

- New footpaths
- Central Otago Touring Route
- Associated Improvements
- Bannockburn bridge cycle facility
- Omakau - Ophir cycle path
- Clyde Historic Precinct streetscape work
- Small bridge replacement
- Speed threshold and restriction treatments
- Swindon Street, Ophir traffic calming
- Roxburgh streetscape improvements
- Vehicle activated speed signs – Patearoa and Bannockburn
- Harvey Street/Deaker Street, Omakau - Intersection improvement
- Naseby drainage upgrades
- Boundary Road, safety improvements

C. APPROVED that Council's share of the funding for the Bannockburn Bridge clip on to be shared equally between the Central Otago District Council and the Central Otago Queenstown Trail Network Trust.**STATUS***December 2020 –*

- *New footpaths – nearing completion, Roding team to pursue the Pisa Moorings footpaths with residents.*
- *Central Otago Touring Route – First lot of signs installed; remaining signs ordered*
- *Associated Improvements – Completed.*
- *Bannockburn bridge cycle facility – Completed.*
- *Omakau – Ophir – Clyde path – Completed.*
- *Clyde Historic Precinct streetscape work – design nearing completion, physical works underway in January 2021 for first stages.*
- *Small bridge replacement – still to be progressed.*
- *Speed threshold and restriction treatments – still to be progressed.*
- *Swindon Street, Ophir traffic calming – draft plan presented to Ophir community, meeting to be undertaken January/February 2021.*
- *Roxburgh streetscape improvements – Works to start progressing in near future.*
- *Vehicle activated speed signs – Patearoa and Bannockburn – completed.*
- *Harvey Street/Deaker Street, Omakau – Intersection improvement – design option confirmed, consultation with affected parties completed 20/11/2020. Physical works underway on 12 January 2021.*
- *Naseby drainage upgrades – estimates from Fulton Hogan approved, physical works programmed for March 2021. Consultation with Heritage NZ on historic road culvert completed.*
- *Boundary Road, safety improvements – completed.*

November 2020 –

- *New footpaths – nearing completion, Roding team to pursue the Pisa Moorings footpaths with residents.*
- *Central Otago Touring Route – First lot of signs ordered; final signage discussions underway with the COTR project manager. – Completed.*
- *Associated Improvements – Completed.*
- *Bannockburn bridge cycle facility – Completed.*
- *Omakau – Ophir – Clyde path – Completed.*
- *Clyde Historic Precinct streetscape work – design nearing completion, physical works underway in near future. Roding manager progressing this as a priority.*
- *Small bridge replacement – still to be progressed.*
- *Speed threshold and restriction treatments – still to be progressed.*
- *Swindon Street, Ophir traffic calming – in discussions with Ophir residents and awaiting WSP concept to be completed.*
- *Roxburgh streetscape improvements – Works to start progressing in near future.*
- *Vehicle activated speed signs – Patearoa and Bannockburn – completed.*
- *Harvey Street/Deaker Street, Omakau – Intersection improvement – design option confirmed, consultation with affected parties completed 20/11/2020. Physical works to progress in near future.*
- *Naseby drainage upgrades – estimates from Fulton Hogan approved, physical works programmed for March 2021. Consultation with Heritage NZ on historic road culvert underway.*
- *Boundary Road, safety improvements – underway, should be completed before 23 December 2020.*

October 2020 –

- *New footpaths – nearing completion.*
- *Central Otago Touring Route – nearing completion.*
- *Associated Improvements – Completed.*
- *Bannockburn bridge cycle facility – Completed*
- *Omakau – Ophir – Clyde path – Completed.*
- *Clyde Historic Precinct streetscape work – design nearing completion, physical works underway in near future.*
- *Small bridge replacement – still to be progressed.*
- *Speed threshold and restriction treatments – still to be progressed.*
- *Swindon Street, Ophir traffic calming – design options still being considered.*
- *Roxburgh streetscape improvements – Underway.*
- *Vehicle activated speed signs – Patearoa and Bannockburn – completed*
- *Harvey Street/Deaker Street, Omakau – Intersection improvement – design options still being considered.*
- *Naseby drainage upgrades – underway.*
- *Boundary Road, safety improvements – underway.*

September 2020 –

- *New footpaths – nearing completion.*
- *Central Otago Touring Route – nearing completion.*
- *Associated Improvements – Completed.*
- *Bannockburn bridge cycle facility – nearing completion.*

- *Omakau – Ophir – Clyde path – Completed.*
- *Clyde Historic Precinct streetscape work – design nearing completion.*
- *Small bridge replacement – still to be progressed.*
- *Speed threshold and restriction treatments – still to be progressed.*
- *Swindon Street, Ophir traffic calming – design options still being considered.*
- *Roxburgh streetscape improvements – underway.*
- *Vehicle activated speed signs – Patearoa and Bannockburn – completed*
- *Harvey Street/Deaker Street, Omakau – Intersection improvement – design options still being considered.*
- *Naseby drainage upgrades – underway.*
- *Boundary Road, safety improvements – underway.*

August 2020 –

- *New footpaths – Construction underway, expected completion September 2020*
- *Central Otago Touring Route – Construction of two observation areas completed on Blacks Hill June 2020. Inspection for additional site near Oturehua carried out. Signage and landscaping work*
- *Associated Improvements – Completed.*
- *Bannockburn bridge cycle facility – Construction underway, expected completion August 2020.*
- *Omakau – Ophir cycle path – Construction completed June 2020.*
- *Clyde Historic Precinct streetscape work – design underway, vegetation work has begun.*
- *Small bridge replacement – 2020/21 financial year.*
- *Speed threshold and restriction treatments – 2020/21 financial year.*
- *Swindon Street, Ophir traffic calming – Roading Manager met with community group to consider traffic calming options. Community group asked for further information.*
- *Roxburgh streetscape improvements – 2020/21 financial year.*
- *Vehicle activated speed signs – Patearoa and Bannockburn – Installation complete*
- *Harvey Street/Deaker Street, Omakau – Intersection improvement – design complete, works to be carried out late 2020.*
- *Naseby drainage upgrades – 2020/21 financial year.*
- *Boundary Road, safety improvements – Expected completion Winter 2020, delayed due to management change at wastebusters.*

July 2020 –

- *New footpaths – Construction underway, expected completion September 2020*
- *Central Otago Touring Route – Construction of two observation areas completed on Blacks Hill June 2020.*
- *Associated Improvements – Completed.*
- *Bannockburn bridge cycle facility – Construction underway, expected completion August 2020.*
- *Omakau – Ophir cycle path – Construction completed June 2020.*
- *Clyde Historic Precinct streetscape work – design underway, vegetation work has begun.*
- *Small bridge replacement – 2020/21 financial year.*
- *Speed threshold and restriction treatments – 2020/21 financial year.*
- *Swindon Street, Ophir traffic calming – Roading Manager met with community group to consider traffic calming options. Community group asked for further information.*

- *Roxburgh streetscape improvements – 2020/21 financial year.*
- *Vehicle activated speed signs – Patearoa and Bannockburn – Installation complete*
- *Harvey Street/Deaker Street, Omakau – Intersection improvement – design complete, works to be carried out late 2020.*
- *Naseby drainage upgrades – 2020/21 financial year.*
- *Boundary Road, safety improvements – Expected completion Winter 2020, delayed due to management change at Wastebusters.*

June 2020 –

- *New footpaths – Report going to June Council meeting with list of sites*
- *Central Otago Touring Route – construction planned on two observation areas on Blacks Hill June 2020.*
- *Associated Improvements – completed.*
- *Bannockburn bridge cycle facility – Construction underway, expected completion August 2020*
- *Omakau – Ophir cycle path – Construction underway, expected completion June 2020*
- *Clyde Historic Precinct streetscape work – design underway.*
- *Small bridge replacement – 2020/21 financial year.*
- *Speed threshold and restriction treatments – 2020/21 financial year.*
- *Swindon Street, Ophir traffic calming – Roading Manager met with community group to consider traffic calming options. Community group asked for further information.*
- *Roxburgh streetscape improvements – 2020/21 financial year.*
- *Vehicle activated speed signs – Patearoa and Bannockburn – signs ordered; installation June 2020.*
- *Harvey Street/Deaker Street, Omakau – Intersection improvement – design complete, works to be carried out late 2020*
- *Naseby drainage upgrades – 2020/21 financial year.*
- *Boundary Road, safety improvements – Expected completion June 2020.*

February 2020 –

- *New footpaths – prioritise list being prepared for Council consideration on 22 April.*
- *Central Otago Touring Route – construction planned on two observation areas on Blacks Hill May 2020.*
- *Associated Improvements – completed.*
- *Bannockburn bridge cycle facility – design underway, construction April - June.*
- *Omakau – Ophir cycle path – location being identified, and construction priced.*
- *Clyde Historic Precinct streetscape work – design underway.*
- *Small bridge replacement – 2020/21 financial year.*
- *Speed threshold and restriction treatments – 2020/21 financial year.*
- *Swindon Street, Ophir traffic calming – Roading Manager met with community group to consider traffic calming options. Community group asked for further information.*
- *Roxburgh streetscape improvements – 2020/21 financial year.*
- *Vehicle activated speed signs – Patearoa and Bannockburn – signs ordered; delivery expected in March.*
- *Harvey Street/Deaker Street, Omakau – Intersection improvement – design complete, pole replacement being arranged with Aurora.*
- *Naseby drainage upgrades – 2020/21 financial year.*
- *Boundary Road, safety improvements – preliminary design with contractor.*

January 2020 –

- *New footpaths – it's anticipated that the new footpaths programme to be presented in March 2020 Council meeting for approval.*

- *Bannockburn bridge cycle facility – project approved now with Fulton Hogan design phase.*
- *Central Otago Touring Route – CODC ready to proceed, waiting on DCC team input.*
- *Boundary Road, safety improvements – liaison with landowners complete, consultants finalising design.*
- *Remaining project remain no change.*

November 2019 –

- *Associated Improvements – Omakau School, Road marking safety improvements. Completed*
- *New footpaths – it's anticipated that the new footpaths programme to be presented in March 2020 Council meeting for approval.*
- *Bannockburn bridge cycle facility – projects report, and estimates received awaiting approval to proceed.*
- *Remaining projects remain no change.*

October 2019 – Central Otago Touring Route Memorandum of Understanding signed with CODC, QLDC and DCC. Scoping visit planned for Monday 14/10/19. Discussion with Central Otago Queenstown Trail Network Trust still to occur. This is awaiting estimates.

- *New footpaths – paths currently being priced; report will be provided in December to enable Councillors to approve a prioritised list.*
- *Central Otago Touring Route - MoU has been signed with QLDC, DCC, CODC & NZTA, site visit undertaken with all parties, work being priced.*
- *Associated Improvements – underway.*
- *Bannockburn bridge cycle facility – design options report due early November, with estimates.*
- *Omakau - Ophir cycle path – location being finalised and contractor pricing.*
- *Clyde Historic Precinct streetscape work – design is underway.*
- *Small bridge replacement – no change.*
- *Speed threshold and restriction treatments – no change.*
- *Swindon Street, Ophir traffic calming – no change.*
- *Roxburgh streetscape improvements – no change.*
- *Vehicle activated speed signs – Patearoa and Bannockburn – pricing underway, and signs expected to be ordered in November.*
- *Harvey Street/Deaker Street, Omakau - intersection improvement – design complete currently being priced.*
- *Naseby drainage upgrades – no change.*
- *Boundary Road, safety improvements – draft design completed, liaison occurring with adjoining landowners prior to proceeding.*

September 2019 – Work underway on delivery of 2019/20 road improvement projects.

August 2019 – Action memo sent to Asset Engineer.

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 24 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
21.1.23 - Confirmation of Non-Public Minutes	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
21.1.24 - Confidential Minutes of the Cromwell Community Board Meeting held on 18 January 2021	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons 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
21.1.25 - Confidential Minutes of the Vincent Community Board Meeting held on 19 January 2021	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
21.1.26 - Confidential Minutes of the Maniototo Community Board Meeting held on 20 January 2021	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
21.1.27 - February 2021 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
