



AGENDA

Cromwell Community Board Meeting Thursday, 29 July 2021

Date: Thursday, 29 July 2021

Time: 2.00 pm

**Location: Cromwell Service Centre,
42 The Mall, Cromwell**

(Unless Central Government changes COVID-19 meeting restrictions before then,
in which case it will be held electronically using Microsoft Teams and livestreamed)

**Sanchia Jacobs
Chief Executive Officer**

Notice is hereby given that a meeting of the Cromwell Community Board will be held in Cromwell Service Centre, 42 The Mall, Cromwell on Thursday, 29 July 2021 at 2.00 pm

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Members Ms A Harrison (Chair), Mr W Murray (Deputy Chair), Mr T Buchanan, Cr N Gillespie, Cr C Laws, Cr N McKinlay

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

1 DECLARATION OF OFFICE

21.6.1 DECLARATION OF OFFICE

Doc ID: 544287

1. Purpose

The new member of the Cromwell Community Board will be required to take the Declaration of Office.

2. Attachments

Appendix 1 - Declaration of Office [↓](#)

Declaration by Member

I, Bob Scott, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of Central Otago, the powers, authorities, and duties vested in, or imposed upon me as member of the Central Otago District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Cromwell, 29 July 2021

Signature:

Signed in the presence of:
Tim Cadogan, Mayor

2 APOLOGIES

3 PUBLIC FORUM

4 CONFIRMATION OF MINUTES

Cromwell Community Board meeting - 15 June 2021

**MINUTES OF A MEETING OF THE CROMWELL COMMUNITY BOARD
HELD IN THE CROMWELL SERVICE CENTRE, 42 THE MALL, CROMWELL
ON TUESDAY, 15 JUNE 2021 COMMENCING AT 2.01 PM**

PRESENT: Ms A Harrison (Chair), Mr W Murray (Deputy Chair), Mr T Buchanan, Cr C Laws, Cr N McKinlay

IN ATTENDANCE: T Cadogan (Mayor), S Jacobs (Chief Executive Officer), L Macdonald (Executive Manager - Corporate Services), L van der Voort (Executive Manager - Planning and Environment), S Righarts (Chief Advisor), G Bailey (Parks and Recreation Manager), M Gordon (Parks Officer – Projects), L Stronach (Property Officer – Statutory), D Shaw (Property and Facilities Officer – Cromwell), F Somerville (Roading Administration Assistant) and W McEnteer (Governance Support Officer)

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: Laws
Seconded: McKinlay

That apologies from Cr N Gillespie be received and accepted.

CARRIED

2 PUBLIC FORUM

There were no public forum items at this meeting.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Murray
Seconded: McKinlay

That the public minutes of the Cromwell Community Board Meeting held on 18 May 2021 be confirmed as a true and correct record.

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

21.5.2 ROAD NAME APPROVAL REPORT - OFF CEMETERY ROAD, CROMWELL

To consider a request to name four public roads in a new development off Cemetery Road, Cromwell.

After discussion it was agreed that three of the names should come from the list of approved road names. It was decided that road one should be named Dunn Road, road two should be named Brodrick Way and road three should be named Turton Crescent after former mayors of the Cromwell District. In addition it was agreed that road four should be named Hucklebridge Place in recognition of Neville and Helen Hucklebridge who served on the Cromwell Borough Council and Cromwell Community Board respectively.

COMMITTEE RESOLUTION

Moved: **Laws**
Seconded: **McKinlay**

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves four new road names, road one to be named Dunn Road, road two to be named Brodrick Way, road three to be named Turton Crescent and road four to be named Hucklebridge Place.

CARRIED

21.5.3 CROMWELL BIKE PARK SHELTER CONSTRUCTION

To consider a request from the Cromwell Bike Park Incorporated to the construct a shelter over the existing starting ramps at the facility on the Neplusultra Recreation Reserve.

COMMITTEE RESOLUTION

Moved: **Murray**
Seconded: **Buchanan**

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the Cromwell Bike Park erecting a shelter over the existing starting ramps subject to necessary consents being sought and approved, and subject to the Minister of Conservation's consent as per Clause 7.2 of the lease.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED

Note: With the agreement of the meeting items 21.5.5 and 21.5.6 were moved forward.

21.5.5 CROMWELL FOOTBALL CLUB APPLICATION TO SITE A CONTAINER

To consider a request from the Cromwell Football Club to temporarily site a 6-metre storage container adjacent to the Alpha Street Reserve clubrooms.

COMMITTEE RESOLUTION

Moved: **Laws**
Seconded: **Murray**

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Authorises the Cromwell Football Club to temporarily locate a 6-metre container adjacent to the Alpha Street Clubrooms.
- C. Authorises that a licence to occupy for the container is issued in terms of the Reserves Act 1977 and in accordance with Council's Community Leasing and Licensing Policy for a period of two years at \$1.00 per annum (if demanded).
- D. Authorise the Chief Executive to do everything necessary to give effect to the resolution.

CARRIED

21.5.6 REVOCATION OF PART OF GREENWAY RESERVE OFF WAENGA DRIVE

Consider recommending to Council to revoke the Local Purpose (Amenity) Reserve classification for 619m² (subject to survey) from Lot 201 DP 359519 which is part of Waenga Drive Greenway Reserve.

COMMITTEE RESOLUTION

Moved: **Laws**
Seconded: **Buchanan**

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Recommends Council agrees to progressing the revocation of the Local Purpose (Amenity) Reserve classification from the specified 619m² (subject to survey) area from Lot 201 DP 359519 for the reasons set out in the report.
 - C. Recommends Council publicly notify the proposed revocation in accordance with section 24(2)(b) of the Reserve Act 1977.
 - D. Recommends (following the successful completion of the public notification process, and decision) that the Minister of Conservation is notified in writing of the Council decision and request that the specified part of Waenga Drive Greenway Reserve be approved for revocation and notified in the Gazette.
 - E. Recommends that if reserve status of the specified Part of Waenga Drive Greenway Reserve is successfully revoked via *Gazette* notice, that all affected parties are notified and the underlying land is disposed of, subject to subdivision, to the adjoining landowner being Foodstuffs South Island Properties Limited on behalf of Cromwell New World.
-

- F. Recommends that the remainder of Lot 201 DP 359519 of the Waenga Drive Greenway Reserve (excluding the relevant part of Waenga Drive Greenway Reserve in recommendation B above) remain as Local Purpose (Amenity) Reserve.

CARRIED

21.5.4 CROMWELL BIG FRUIT SCULPTURE PAINTING BUDGET REQUEST

To consider providing funding from Cromwell General Reserves to repaint the Big Fruit sculpture.

A picture of before and after the painting of the Big Fruit in 2016 was tabled in support of the item.

COMMITTEE RESOLUTION

Moved: McKinlay

Seconded: Murray

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves allocating \$50,000 from Cromwell General Reserves, for the repainting of the Big Fruit sculpture in the 2021/2022 financial year.

CARRIED with Mr Buchanan voting against the motion

Attachments

- 1 Item 21.5.4: Picture of before and after painting of the Big Fruit in 2016.

6 REPORTS FOR INFORMATION

21.5.7 ROUNDABOUT CONSTRUCTION - INTERSECTION STATE HIGHWAY 8B AND BARRY AVENUE

To inform the Board of the Crown's intention to acquire Council land for the purpose of constructing of a roundabout at the intersection of State Highways 8B and Barry Avenue.

COMMITTEE RESOLUTION

Moved: Murray

Seconded: McKinlay

That the report be received.

CARRIED

21.5.8 CROMWELL FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2021

To consider the financial performance overview as at 31 March 2021.

COMMITTEE RESOLUTION

Moved: **Laws**
Seconded: **McKinlay**

That the report be received.

CARRIED

7 MAYOR'S REPORT**21.5.9 MAYOR'S REPORT**

His Worship the Mayor gave an update to the meeting:

- Discussed the Wooing Tree development in a recent Facebook Live session and in the Cromwell News. He outlined the Fast-Track process that this project is engaged in, which is a programme run by central government. He noted that this was quite different to the Resource Management Act provisions.
 - Attended the Rural and Provincial sector meeting last week in Wellington. Noted an update given to the meeting by Dr Ashley Bloomfield regarding COVID-19 and the vaccine rollout. He stressed the need for everyone to continue to use the tracer app.
 - Attended meeting with Lake Dunstan Charitable Trust, Otago Regional Council and Contact regarding weeds in Lake Dunstan.
 - Attended a meeting with Waka Kotahi about the roundabout at the junctions of State Highways 6 and 8B.
 - Noted that the Long-term Plan work was mostly completed. He thanked Members and staff for their work during the process.
-

COMMITTEE RESOLUTION

Moved: **Murray**
Seconded: **Buchanan**

That the Cromwell Community Board receives the report.

CARRIED

8 CHAIR'S REPORT**21.5.10 CHAIR'S REPORT**

The Chair gave an update on activities and issues since the last meeting:

- Gave a interview on Radio Central
 - Attended the ANZAC Day commemorations in Cromwell.
 - Noted her column in the recent Cromwell and Districts News.
-

- Attended a meeting with Waka Kotahi about the roundabout at the junctions of State Highways 6 and 8B.
- Attended a Cromwell and Districts Promotion Group meeting. Noted a number of the projects coming up for the group.

COMMITTEE RESOLUTION

Moved: Harrison
Seconded: McKinlay

That the report be received.

CARRIED

9 MEMBERS' REPORTS

21.5.11 MEMBERS' REPORTS

Members gave an update on activities and issues since the last meeting:

Councillor McKinlay reported on the following:

- Attended the Major Projects Governance Group. Noted that there had been a contract awarded for Cromwell pumpstation upgrade.
- Attended the Council meeting to hear submission and deliberate on the draft Long-term Plan.
- Attended an Audit and Risk meeting.

Councillor Laws reported on the following:

- Attended a meeting of the Cromwell Community Trust board. She noted that there was discussion on whether the trust and Cromwell Community House could work together on projects.
- Attended the Council meeting to hear submission and deliberate on the draft Long-term Plan.
- Attended the Major Projects Governance Group
- Attended as an observer the last Audit and Risk meeting.
- Attended a meeting of Cromwell Community House Board.
- Attended a meeting of the Historic Precinct. Noted their AGM was on 30 June.

Mr Buchanan reported on the following:

- Attended ANZAC Day commemorations in Bannockburn.
- Attended the opening of the new cycle trail.

Mr Murray reported on the following:

- Attended the recent Community Board Conference in Gore. Noted that one of the main topics discussed was Three Waters reform.
 - Attended ANZAC Day commemorations in Bannockburn.
 - Attended the opening of the new cycle trail.
 - Attended two Museum Trust meetings. Noted that there had been a lot of engagement recently from local primary schools.
 - Attended a meeting of the Cromwell and Districts Community Trust. Mentioned that the community plan had been widely circulated.
-

- Noted the Far from Frozen exhibition presented by Otago Museum had recently been in Cromwell.

COMMITTEE RESOLUTION

Moved: Laws
Seconded: McKinlay

That the report be received.

CARRIED

10 STATUS REPORTS**21.5.12 JUNE 2021 GOVERNANCE REPORT**

To report on items of general interest, receive minutes and updates from key organisations and consider the legacy and current status report updates.

COMMITTEE RESOLUTION

Moved: Murray
Seconded: Buchanan

That the report be received.

CARRIED

11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 29 July 2021.

12 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Laws
Seconded: McKinlay

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 |
|---|--|---|
| 21.5.13 - Confirmation of Non-Public Minutes from Ordinary Board Meeting | s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled | 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 |

| | | |
|---|--|--|
| | <p>to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>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)</p> | withholding would exist under section 6 or section 7 |
| 21.5.14 - June 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 |

CARRIED

The public were excluded at 3.23 pm and the meeting closed at 3.25 pm.

CHAIR / /

5 DECLARATION OF INTEREST

21.6.2 DECLARATIONS OF INTEREST REGISTER

Doc ID: 546424

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 - CCB Declarations of Interest [↓](#)

| Name | Member's Declared Interests | Spouse/Partner's Declared Interests | Council Appointments |
|----------------|---|---|---|
| Buck Buchanan | Central Speedway Club Cromwell Incorporated (life member) Collie Dog Club (member) | Collie Dog Club (Treasurer) Carrick Irrigation Company (Secretary) | Bannockburn Recreation Reserve Management Committee Inc. Pisa District Community Group |
| Neil Gillespie | Contact Energy (Specialist - Community Relations and Environment) Clyde & Districts Emergency Rescue Trust (Secretary and Trustee) Cromwell Volunteer Fire Brigade (Deputy Chief Fire Officer) Cromwell Bowling Club (patron) Otago Local Advisory Committee - Fire Emergency New Zealand | | Lowburn Hall Committee Tarras Community Plan Group Tarras Hall Committee |
| Anna Harrison | Principal Goldfields Primary School Runs the Dunstan Zone swimming championships Cromwell Swim Club past president and club group coach Central Otago Primary School Sport Association (member) Dunstan Zone Sports Group (member) Principal of Goldfields Primary School | Mojo Modern Joinery Cromwell (Owner / Director) | Cromwell District Museum Cromwell Youth Trust |
| Cheryl Laws | The Message (Director) Wishart Family Trust (Trustee) Wooring Tree (Assistant Manager - Cellar Door) Daffodil Day Cromwell Coordinator | Otago Regional Council (Deputy Chair) 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) | | |
| Werner Murray | The Property Group (Employee) Connect Cromwell (member) Guardians of Lake Dunstan (Trustee) | Sole Trader Space at the Base at Allan Scott Wineries Tasting Room, Scott Base Winery (Carolyn Murray) Cromwell Promotions Group (Chair) Central Otago Winegrowers Association (Board member) Schooner Development Ltd (Director) | Cromwell and Districts Community Trust Cromwell District Museum |

6 REPORTS FOR DECISIONS

21.6.3 REQUEST FOR APPROVAL TO SITE A CONTAINER AT CROMWELL GOLF CLUB

Doc ID: 540096

1. Purpose of Report

To consider a request from the Cromwell Golf Club to site a '40-foot' storage container on Section 4 Block XCII Town of Cromwell, being recreation reserve leased from Council.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Authorises the Cromwell Golf Club to locate a container within the area currently used for storage as indicated in **Appendix 2**.
 - C. Recommends to Council under delegated authority for the Minister of Conservation that a container be located for storage at the Cromwell Golf Club in the area indicated in **Appendix 2**.
-

2. Background

The Cromwell Golf Club occupy an area of 22.2780 hectares being Part Certificate of Title 77782. The land is held by Council in a fee simple title. In 1984 a Gazette Notice was registered classifying the land as "Recreation Reserve", and so the land is subject to the Reserves Act 1977. The Club occupy the land by Deed of Lease dated 22 September 2008.

The land contains the 'back nine' holes, the carpark, driving range, clubhouse and auxiliary buildings. The Club use the auxiliary buildings for a variety of purposes, including storing their 10 golf carts. The Club hires these carts to members and visitors to generate income. Over the last five years, demand for cart hire has increased substantially. To meet this increased demand the Club now plan to purchase more carts.

Once purchased, the new carts will need to be stored securely and out of the weather. The Club have investigated a variety of storage options, including the construction of a purpose-built shed. However, this option proved to be cost prohibitive. The Club have determined that using a '40-foot' storage container (12.19 metres long) is a cost-effective and secure option, which can also be easily moved or relocated if required.

3. Discussion

The container's proposed location would be within the 2015 Cromwell Sports Park Reserve Management Plan area. The purpose of a management plan is to ensure that the development and implementation of objectives and policies for reserves enhances the long-term use of reserves without compromising their existing use.

The Club's proposal enhances the long-term use of the reserve by increasing the availability of golf carts to members and visitors. This improves access to and enjoyment of the reserve.

Revenue from hiring out the golf carts also aids the long-term sustainability of the Club, who are the primary users of the reserve.

In considering whether siting a container might compromise the reserve's existing use, the management plan provides the following guidance regarding structures on the reserve:

Objectives

2. *To ensure all buildings managed and owned by clubs on reserve land have a current lease agreement.*

Policies

3.1 *Neither they, nor associated car parking, unduly restrict the area useable for outdoor recreation.*

3.2 *They do not obstruct the entrances to the park.*

3.3 *They do not detract from the open nature of the park, especially as seen from surrounding roads.*

Carefully choosing the location for a container can ensure that car parking and outdoor recreation area is not unduly restricted, and that entrances are not obstructed. Minimising the visual impact of a container on the reserve can ensure that it does not detract from the open nature of the park.

The Club propose to locate the container alongside an existing shed used for storage, and paint it in a colour sympathetic to its surroundings. As such, there would be only minimal effects of siting the container on the land.

A photograph indicating the container's proposed location beside the existing storage shed is shown in **Appendix 1**.

A plan indicating the container's proposed location is shown in **Appendix 2**.

The land is also subject to a lease agreement between Council (the lessor) and the Club (the lessee).

Clause 6 (a) of the lease agreement states that:

"The Lessee will not make any structural alterations to the buildings already standing on the said land and will not erect or make any further buildings structures or improvements on the said land without the consent in writing of the Lessor and the Minister of Lands first had and obtained."

Reference to the Minister of Lands

Pursuant to section 64B of the Conservation Act 1987, the Minister of Conservation may exercise any power that, at the time it was conferred, was expressed to be exercisable by the Minister of Lands. Therefore, the consent required from the Minister of Lands can be given by the Minister of Conservation.

Minister of Conservation's Consent

Under the Reserves Act 1977, the Minister of Conservation's consent is required by the administering body when granting a lease over recreation reserve. The purpose of the Minister's consent is to ensure due process under the Act has been followed by the administering body.

Pursuant to section 10 of the Act, and in accordance with the 'Instrument of Delegation to Territorial Authorities' dated 12 June 2013, the Minister of Conservation has delegated the granting of that consent to the Council.

Therefore, to site a container, the Club require:

- Authorisation of the Cromwell Community Board

- Authorisation from Council acting under delegated authority for the Minister of Conservation

4. Options

Option 1 – (Recommended)

To authorise the Cromwell Golf Club to site a '40-foot' storage container on Section 4 Block XCII Town of Cromwell to provide for additional storage subject to:

- The container being sited as indicated in **Appendix 2**.
- The Council approving the colour to match the adjacent shed.
- The consent of Council acting under delegated authority for the Minister of Conservation

Advantages:

- Having additional golf carts available can facilitate public recreational use and enjoyment of this outdoor space
- Revenue from hiring out the golf carts aids the long-term sustainability of the Club, who are the primary users of the reserve
- The conditions for siting and colour of the container minimise impact on the reserve

Disadvantages:

- None to Council

Option 2

To not authorise the Cromwell Golf Club to locate a container on the lease area as indicated in **Appendix 2**.

Advantages:

- There are no additional structures sited on the reserve

Disadvantages:

- The benefits from having additional golf carts available cannot be realised

5. Compliance

| | |
|---|--|
| Local Government Act 2002 Purpose Provisions | This decision promotes the social and economic wellbeing of communities, in the present and for the future by providing storage space for hireable golf carts. |
| Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan? | There are no financial implications or costs to Council or the Cromwell Community Board associated with this decision. |
| Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc. | The decision is consistent with the 2015 Cromwell Sports Parks Reserve Management Plan. |

| | |
|--|---|
| Considerations as to sustainability, the environment and climate change impacts | There are no sustainability, environmental, or climate change impacts related to this decision. |
| Risks Analysis | There are no risks identified with this decision. |
| Significance, Consultation and Engagement (internal and external) | Council's Significance and Engagement policy is not triggered by this decision. |

6. Next Steps

Community Board Approval
 Consent of the Minister of Conservation sought
 Club advised of the outcome

29 July 2021
 11 August 2021
 August 2021

7. Attachments

Appendix 1 - Photograph indicating proposed site for storage container [↓](#)

Appendix 2 - Plan indicating proposed site for storage container [↓](#)

Report author:

Reviewed and authorised by:



Debbie Shaw
 Property and Facilities Officer (Cromwell)
 5/07/2021



Louise van der Voort
 Executive Manager - Planning and Environment
 14/07/2021

Appendix 1: Photograph indicating proposed site for storage container



Appendix 2: Plan indicating proposed site for storage container



21.6.4 CROMWELL TOWN HALL/EVENTS CENTRE PROJECT

Doc ID: 545758

1. Purpose of Report

To consider the programme for the planning phase for delivery of the Cromwell Town Hall/Events Centre project.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Receives the project structure.
 - C. Approves the programme of work for the Cromwell Town Hall/Events Centre.
 - D. Appoints two Community Board members to the Advisory Group.
 - E. Agrees to apply for/confirm external funding for the Cromwell Town Hall/Events Centre.
-

2. Background

The establishment report for the “Cromwell “Eye to the Future” Masterplan” contained a workstream for the Cromwell Memorial Hall. An investment logic map (ILM) was subsequently prepared for the hall which identified the aim as improving our ability to support diverse events, increase activity and celebrate our values. The ILM is attached as **Appendix 1**.

The Masterplan process incorporated significant community engagement throughout, including e-Updates, static displays, social media, online surveys of residents, Council’s website, public drop-in sessions, stakeholder workshops and further public survey.

In September 2018, a report was presented to the Cromwell Community Board (the Board) which identified a number of shortlisted options being:

- 1. Upgrade the memorial hall and improve access to the Heritage Precinct
- 2. Create a memorial hall and functions centre more connected to the lakefront
- 3. Create and arts, culture and heritage centre with potential visitor accommodation.

The Board agreed to the options and authorised community consultation. The “Let’s Talk Options” survey was consulted on from Friday 19 October until Monday 19 November 2018. 477 responses were received. In summary, 57% of respondents supported Option 3 and 29% supported Option 2. Many comments were received during the survey about making the hall a destination that attracts tourists and visitors, creating a multi-purpose facility and also a centre for arts and culture.

The results for the Cromwell Memorial Hall are attached as **Appendix 2**.

The Cromwell Masterplan capital projects were included in the Consultation Document for the Long-Term Plan (LTP). The hall/events centre was included in the Arts Culture and Heritage Precinct with the Museum. A 2000m² building was financially modelled for the hall/events centre with an approximate capital cost of \$16 million. The community had the opportunity to comment on 3 options being:

- A. 2000m² building with approximate cost of \$16 million
- B. 1200m²-1400m² building with approximate cost of \$10 million
- C. 1100m² building being a redeveloped memorial hall option based on earlier plans, with approximate cost of \$7.2 million

The Consultation Document also noted the opportunity to work with the Town and Country Club, which is situated next to the Cromwell Memorial Hall, and also planning to extend/refurbish their building. It was considered there may be some opportunities to work together to deliver a facility/facilities that meet the needs of community, club members and cater for future events.

There was wide-ranging feedback in submissions to the LTP in relation to the size of the building, involvement of the town and country club and also involvement of a Trust to help deliver the project.

A summary of submissions to the LTP on this topic is contained in **Appendix 3**.

The Council approved Option A, being a 2000m² multi-functional building and adopted the LTP on 30 June 2021. Whilst funding is included in the Long Term Plan the assumption is that external funding agencies will contribute to the build.

There has been extensive community engagement through the Cromwell Masterplan and the LTP on the topic of a hall/events centre. It is important to take on board the feedback from the community, and the users of the facility to deliver a facility that is fit for purpose, future proofed, culturally sensitive, maintains the memorial status of the hall and is sustainable.

Council has previously undertaken work in relation to a refurbished facility and understand expectations and needs of hall users. Sets of plans were prepared for a refurbished facility that would meet current and future needs, and also for an extended facility that could cater larger events.

During the Cromwell Masterplan process interested community members formed a trust, called the Cromwell Cultural Centre Trust (CCCT) to assist in the delivery of a hall/events centre facility. During 2020 the CCCT engaged with the community and hall users and helpfully produced a research summary and concept images.

Scoping of the project will involve pulling together all the information held by Council, including previous planning, research and findings of the Cromwell Masterplan, submissions to the LTP, and information obtained by the CCCT.

3. Discussion

The Cromwell Masterplan and the LTP Consultation Document provided high level concepts for capital projects. Further design work will need to ensure the building meets community demand and provide opportunities for future events as the population grows. Design for increased capacity should be provided in a manner that is scalable and flexible (and possibly staged) so that the facility meets the needs of the community now and does not deliver an oversized underutilised facility. Scale is also relevant when considering design, taking into account potential income generation and operational costs, including depreciation, to ensure the facility is financially sustainable.

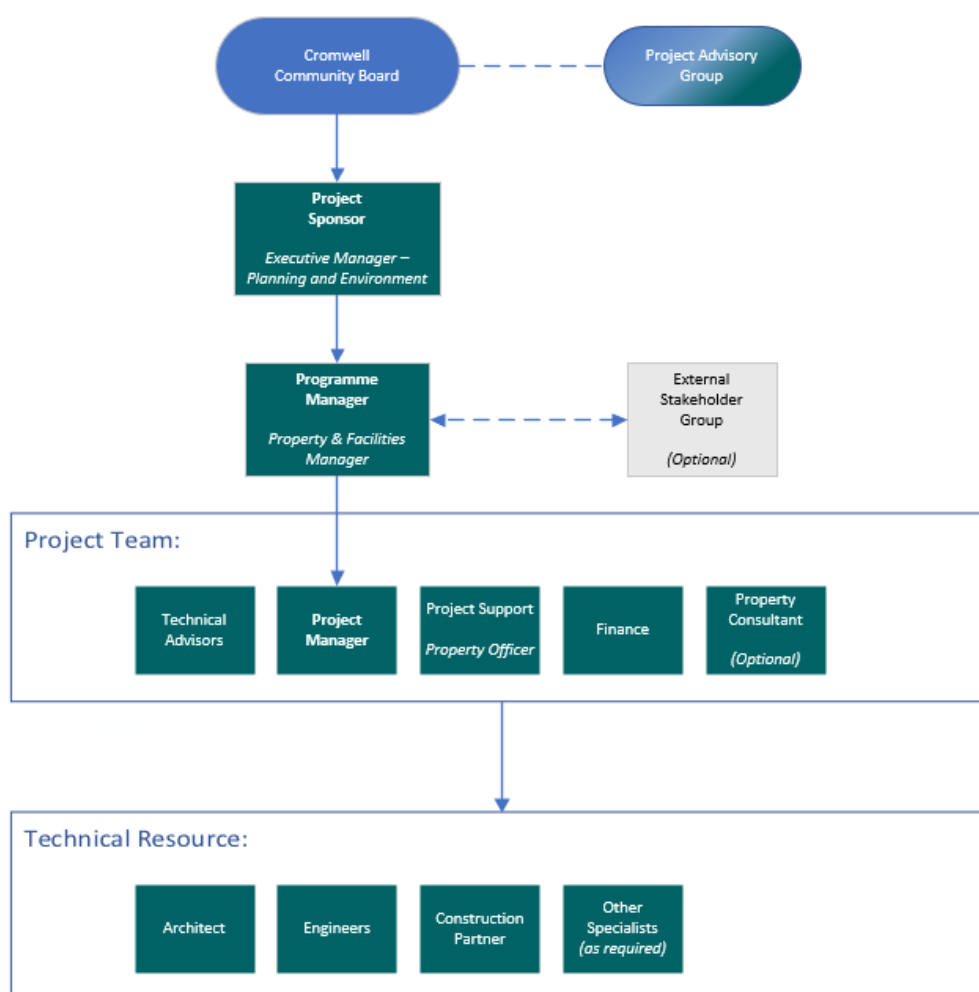
The LTP approved on 30 June 2021 provides for the 12 months of planning (commencing 1 July 2021) to design and develop full detailed plans for a 2000m² multi-functional building.

The project needs to be fully scoped and external parties engaged with in the development of the design. There will be a number of decision points for the Board to finalise the scale and design of the building.

External funding had previously been approved for a refurbished memorial hall. Funding agencies will need to be contacted to confirm previously committed funding and applications made to other agencies to secure funding for the project.

Projects of this nature require a clear and well-structured governance and decision-making arrangement, particularly as engaging the parties, scoping the project, and delivering detailed design in a 12-month timeframe is ambitious. The figure below indicates the proposed structure for the hall/events centre projects.

Figure 1: Advisory Group structure



The Project Advisory Group would comprise the Project Sponsor, the Programme Manager and two members of the Cromwell Community Board. The advisory group would look at the proposed scope developed by the architect, provide feedback, and generally be a sounding board for the project. The advisory group would ensure the Board's interests are being represented in how staff progress the work, in a more timely manner than reporting back in the normal meeting cycle. Updates would be provided at Community Board meetings.

It is important to take the community on the journey through the design phase of the project. An external stakeholder group could be formed if considered necessary to provide advice and

feedback to the project team. If a stakeholder group is formed, it should be comprised of a cross section of the community and industry selected through an Expression of Interest (EOI) process to ensure the group has the right people and skills to inform the project.

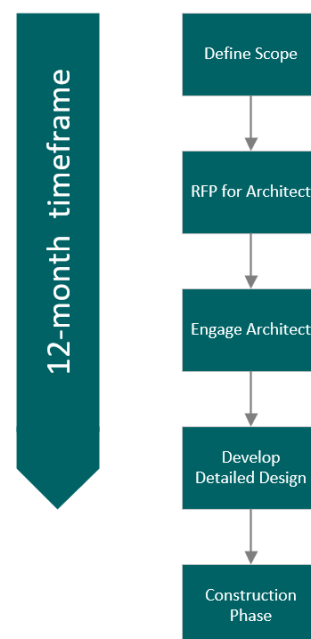
If a stakeholder group is not considered necessary, an alternative would be targeted meetings with hall users and trust members to assist in the scoping and design process. The CCCT have already engaged with community and hall users and have provided helpful information which was used for the financial modelling for the LTP.

The project has had a high level of community interest and attracted a large number of submissions through the Masterplan and LTP processes. There has already been significant community engagement and many submitters told Council to “get on with it”. Whilst it is important to expediate the hall/events centre project, an additional step providing the community the opportunity to view and feedback on concept plans would assist in informing the final design.

The programme is detailed below:

Phase 1 - Design

- Set up the project team and advisory group
- Appoint external stakeholder group (optional)
- Engage an architect - RFP process
- Engage and scope project – project team and architect
- Finalise scope with Project Advisory Group
- Develop detailed concept plans – architect
- Adopt detailed concept plan – CCB
- Engage with funding agencies to confirm committed funds and apply for funding
- Appoint construction partner (RFP)
- Early engagement with construction partner – architect, programme manager, project manager
- Develop detailed design
- Approve detailed design – CCB



Phase 2 project – Construction

- From 1 July 2022

4. Options

Option 1 – (Recommended)

Appoint two members to Project Advisory Group and approve the programme detailed in the report.

Advantages:

- The project advisory group is an efficient way to interface with the Cromwell Community Board and the project team
- The programme delivers the hall/events centre to the community in accordance with the Cromwell Masterplan and the LTP

Disadvantages:

- Additional delays on a project with significant community support

Option 2

Do not appoint Community Board members to the Project Advisory Group and do not approve the programme of work.

Advantages:

- None apparent

Disadvantages:

- Will delay delivery of the Cromwell Town Hall/Events Centre

5. Compliance

| | |
|---|--|
| Local Government Act 2002 Purpose Provisions | This decision promotes the social and cultural wellbeing of communities, in the present and for the future by delivering a hall/events centre to the community which will enable a range of events and community use and a hub for arts and culture. |
| Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan? | \$16 million is including in the 2021/31 Long Term Plan. External funding will be sought to minimise impact on ratepayers. |
| Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc. | This decision is consistent with the “Eye to the Future” Cromwell Masterplan and the Long-Term Plan. |
| Considerations as to sustainability, the environment and climate change impacts | The construction of the hall/events centre on the existing site will not impact on sustainability of the environment. |
| Risks Analysis | Risks will be managed by project planning and close project management. |
| Significance, Consultation and Engagement (internal and external) | There has been significant consultation through the “Eye to the Future” Cromwell Masterplan and the project and funding was included in the consultation document for the 21/31 Long Term Plan. |

6. Next Steps

- Progress as per approved programme of work

7. Attachments

Appendix 1 - Investment Logic Map for the Cromwell Memorial Hall [↓](#)

Appendix 2 - "Let's Talk Options" - Cromwell Memorial Hall results excerpt [↓](#)

Appendix 3 - Summary of Submissions to LTP on Cromwell Town Hall/Events Centre [↓](#)

Report author:

Reviewed and authorised by:

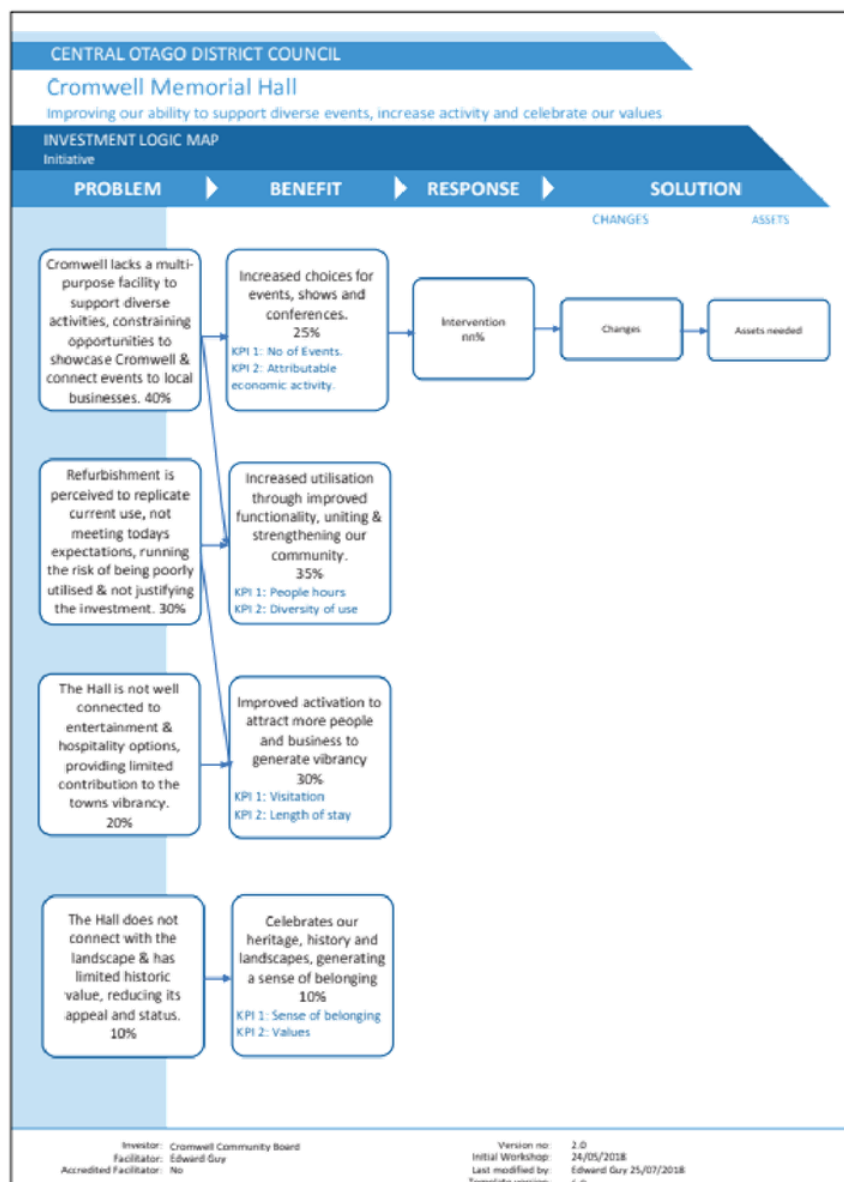


Garreth Robinson
Property and Facilities Manager
12/07/2021



Louise van der Voort
Executive Manager - Planning and Environment
13/07/2021

Appendix 1: Investment Logic Map for the Cromwell Memorial Hall



A PRECINCT FOR ARTS, CULTURE AND HERITAGE

The community was asked which of the three arts, culture and heritage options they preferred and why. This question was compulsory with all 467 respondents providing a response.

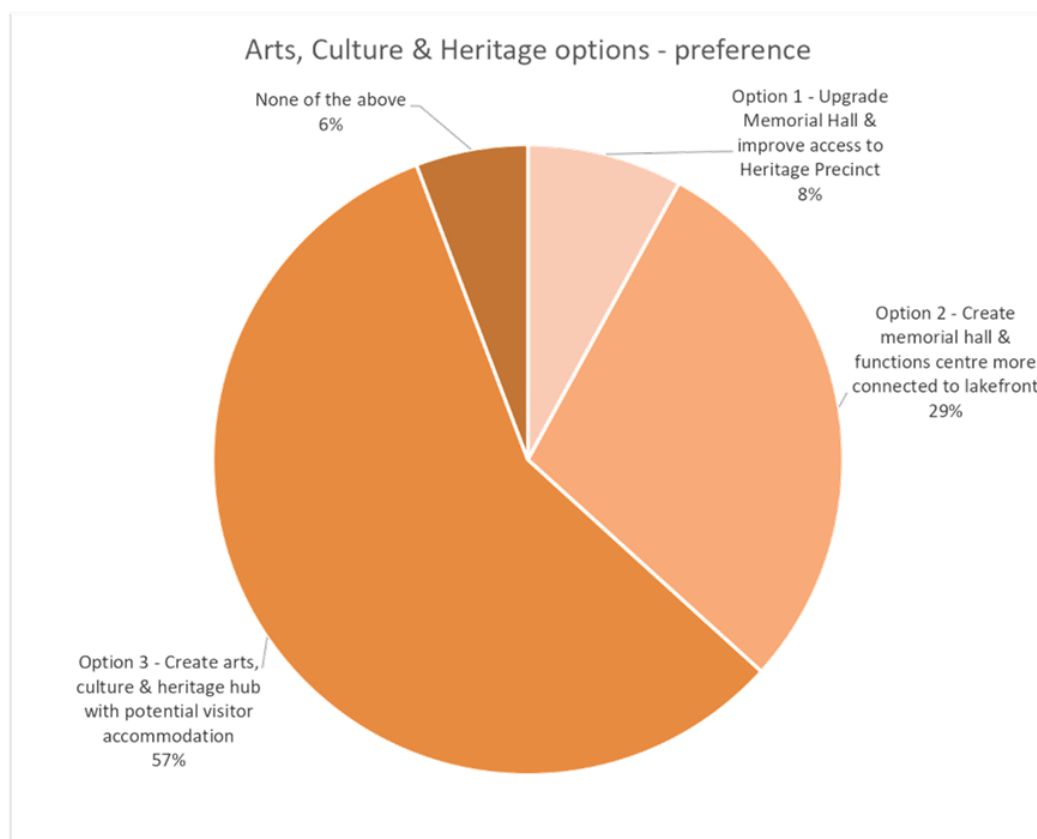


Figure 15. Respondent preference for arts, culture and heritage options

WHY?

There were 404 comments offering reasons why respondents chose the option they did. All comments have been categorised into lists of commonly mentioned themes. The graphs that follow show the list of themes based on the option chosen.

Option 3 - Create an arts, culture and heritage hub with potential visitor accommodation (260 respondents)

Figure 16 below shows the list of themes that came through in the comments and the number of times each theme was mentioned.

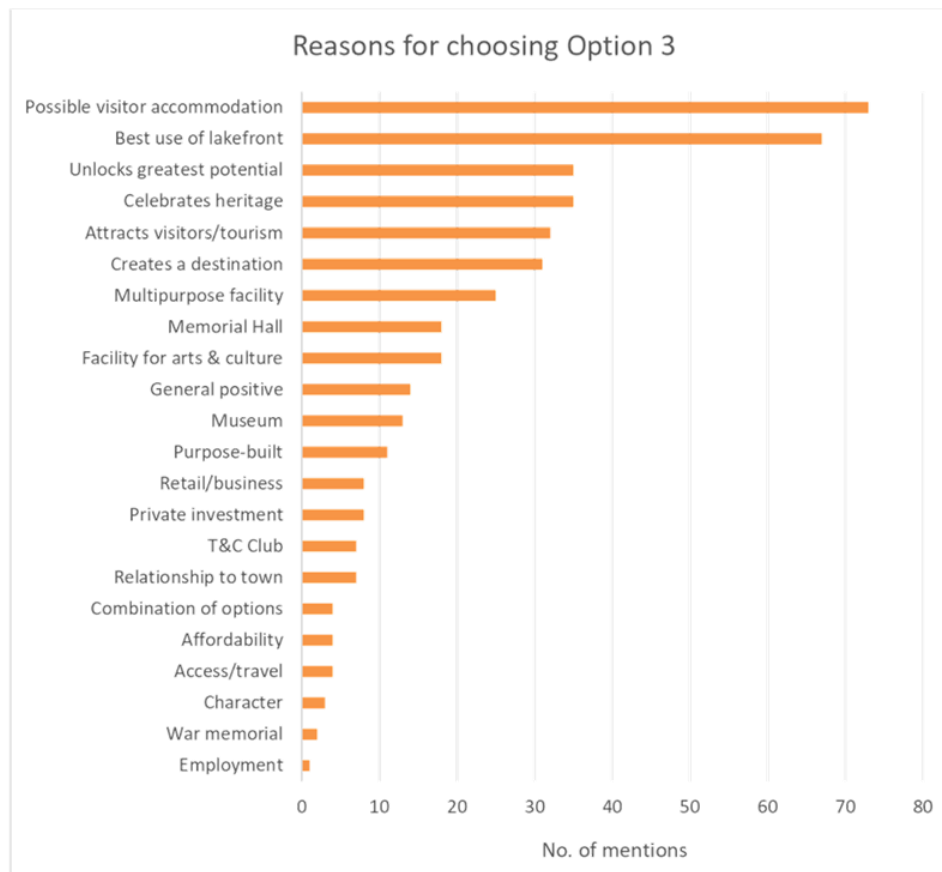


Figure 16. Commonly mentioned reasons respondents chose Option 3

The commentary below provides more detail about responses for those themes that were mentioned 10 or more times.

'Possible visitor accommodation' (73 comments)

Respondents liked the possible hotel. They think the location makes sense to take advantage of the lake views and the town needs as much accommodation as possible. Some mentioned that a new hotel would encourage private investment. Five (5) respondents like this option but did not support the hotel because they all thought the location was wrong.

'Best use of lakefront' (62 comments)

Respondents liked this option because it makes the best use of the whole lakefront in that area. Many said that the lakefront is currently underutilised, that it has a lot of potential and that we need to make the most of the beautiful views - they felt this was the best option to achieve this. 'We have a beautiful lake and views. Let's use it.' 'Brilliant. This is our dress circle and best piece of land in town. Make use of the view!'

'Celebrates heritage' (35 comments)

Respondents said that this option provides an opportunity to celebrate our heritage. They said that it allows for development without negatively impacting on the existing 'Old Town' (as many people referred to it as), and will encourage more people to the area. Some mentioned they liked the linkage between the new facilities and the Precinct. Some suggested they didn't want the existing Heritage Precinct to get 'lost' or 'overshadowed'. 'Showcasing our heritage is important so having a multi-use facility I think is the best option.'

'Unlocks greatest potential' (35 comments)

Respondents mentioned that there is so much room and opportunity for development in the Heritage Precinct. People said this option has vision and is the best one to unlock the potential in the area. 'This type of development is what Cromwell needs to move forward into the future.' 'This is the option with the most potential and real vision.'

'Attracts visitors/tourism' (32 comments)

Respondents said that this option will encourage more visitors and tourists into the area and would help make Cromwell a tourist destination. It also provides the facilities to meet visitor needs. 'Go for broke we need this to be a tourist draw card.' 'The potential for the whole area to become a major tourist attraction should not be under-estimated.'

'Creates a destination' (31 comments)

Respondents said that this option makes the wider Heritage Precinct area a destination for both visitors and locals. Many feel that Cromwell needs something to make it a destination in its own right and that this option offers that. 'It should be a destination for locals and tourists alike to use and enjoy.' 'This is exactly the type of thing we need – when I travel overseas this is the type of place I go visit.'

'Multipurpose facility' (25 comments)

Respondents liked the multipurpose nature of the development. Many listed their thoughts on the types of activities that could take place in a new facility including balls/discos, workshops, reunions, weddings, hosting visitors, theatre, retail, concerts, lectures, Anzac Day services. Some mentioned that thought needs to be put into the design so there is flexibility in its use.

'Facility for arts & culture' (18 comments)

Respondents liked this option because it offers an 'aspirational' facility for arts and culture and that there is a strong existing arts community to support it. 'With this option, I see Cromwell could develop into a well-recognised centre for arts & culture.' 'Option 3 would just be awesome for the whole town – culture, culture, culture.'

'Memorial Hall' (18 comments)

Respondents said that they liked that this option included a new Memorial Hall as part of the development. Five people specifically mentioned that the current Hall must be demolished and re-built.

'General positive' (14 comments)

These respondents simply said this was the best option and didn't provide a reason why.

'Museum' (13 comments)

Respondents liked the fact that the new facility would include the museum and many said that this was the most logical place for it.

'Purpose-built' (11 comments)

Respondents liked that this option offered a purpose-built facility, particularly with regard to the arts (theatre, visiting artists).

Option 2 - Create a memorial hall and functions centre more connected to the lakefront (130 respondents)

Figure 17 below shows the list of themes that came through in the comments and the number of times each theme was mentioned.

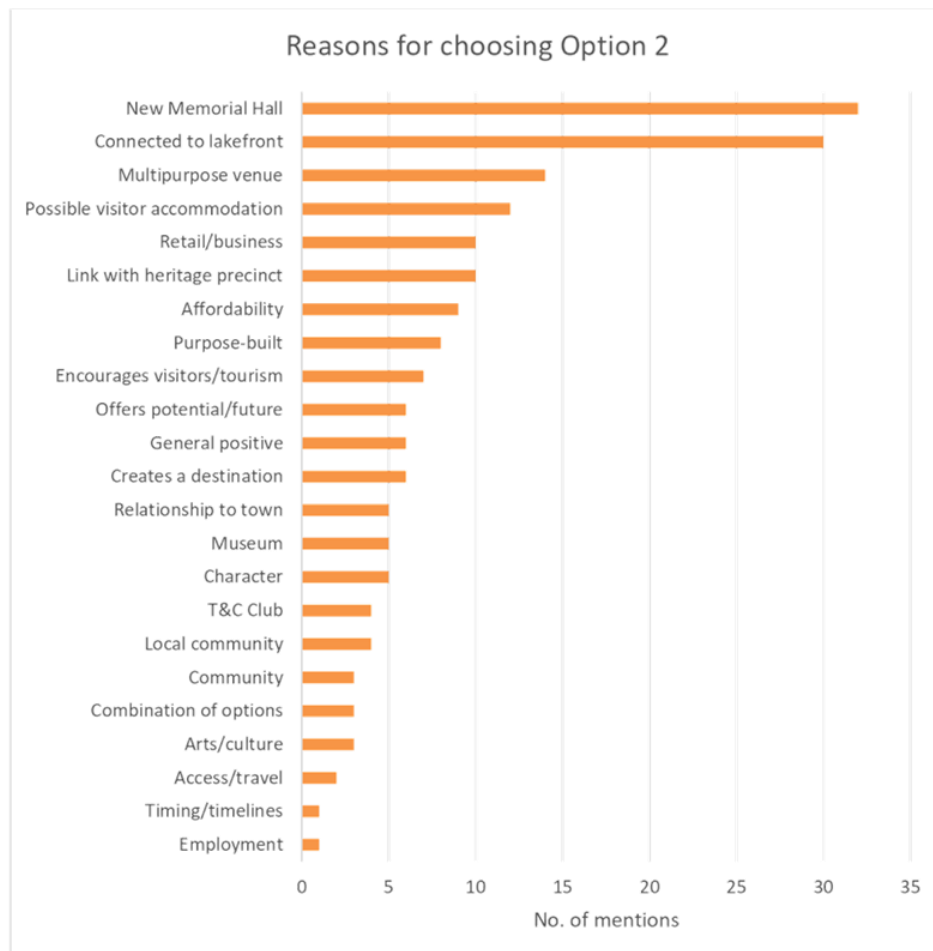


Figure 17. Commonly mentioned reasons respondents chose Option 2

The commentary below provides more detail about responses for those themes that were mentioned 10 or more times.

'New Memorial Hall' (32 comments)

Respondents liked this option as it looks to build a new Memorial Hall - many comments mentioned specifically that they did not want to see the existing Hall revamped. 'A building to replace the Hall is a must do.' 'The existing memorial hall must be demolished and a replacement built on that site.'

'Connected to lakefront' (30 comments)

Respondents liked this option for the improved connection to the lakefront and want development to make the most of the lakefront and views. 'Love the idea of having an arts and cultural precinct that makes better use of the lakefront.' 'I like the idea of connecting it better to the lake.'

'Multipurpose venue' (14 comments)

Respondents said the Memorial Hall becoming a multipurpose venue was a good idea. 'A multi-functional centre would make sense.' 'A multi-purpose hall and functions centre would more user friendly.'

'Possible visitor accommodation' (12 comments)

These respondents all mentioned that they did not like the possible hotel in Option 3. Most said they didn't visitor accommodation was needed at this location.

'Retail/cafes' (10 comments)

Respondents said that more food and retail outlets will encourage people to the precinct and liven it up. 'More cafes and little shops would bring life to this area.' 'A few more cafes and small retail outlets fitting in with the heritage area.'

'Link with heritage precinct' (10 comments)

Respondents said that they like the linkage with the existing Heritage Precinct and be in keeping with existing heritage theme of the area. 'I think this option is good as long as it keeps with the old heritage theme.' 'As long as this interlinks well with Cromwell Heritage Precinct.'

Option 1 – Upgrade the Memorial Hall and improve the access to the Heritage Precinct (36 respondents)

There were four clear themes in the comments provided by respondents who selected Option 1:

1. Respondents felt that the Memorial Hall just needs to be upgraded to meet building standards, any refurbishments needs to be in keeping with the original building design as it was a 'design of its time' and part of the heritage.
2. Respondents felt this was the most realistic, achievable and affordable option.
3. Respondents like the quiet, relaxed nature of the Heritage Precinct as it is.
4. Respondents said to focus spend on the Town Centre.

None of the above (26 respondents)

There were also four clear themes in the comments provided by respondents who selected 'None of the above':

1. Respondents felt that a combination of option 2 & 3 would be best.
2. An arts, culture and functions centre should be located in the Town Centre.
3. A functions centre needs to incorporate sports clubs and facilities.
4. The library should be included in an arts, culture and heritage precinct.

Appendix 3: Summary of Submissions to the Long-Term Plan on the Cromwell Town Hall/Events Centre

Cromwell Masterplan – Hall/Events centre scale options

The graph below shows the options selected by all 852 submitters. Option A. 2000m² building (Council's preferred option) was the clear preference, selected by 497 submitters. Followed by option B. 1200 – 1400m² building, selected by 50 submitters.

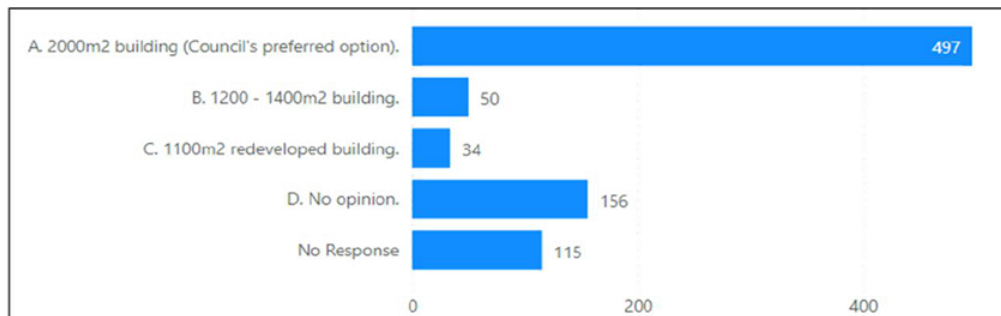


Figure 3. Hall/Event centre option preference of all submitters.

The graph below shows the options selected by people in Cromwell ward. This follows a similar trend to that of the total number of submitters with option A selected by a large majority of Cromwell ward submitters (the dark blue represents the Cromwell ward submitters; the light blue is the remaining residents in the district).

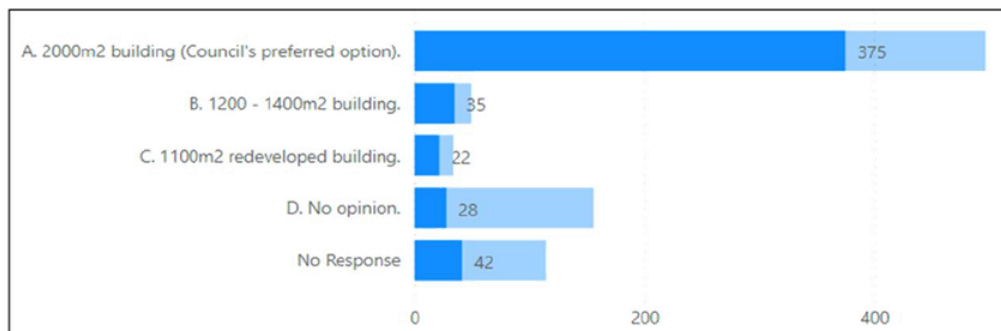


Figure 4. Hall/Event centre option preference of submitters from Cromwell ward.

Comments

There were 303 comments received about the hall/events centre scale options.

2000m² building (Council's preferred option) (230 comments)

Themes that came through in the comments from those who selected the 2000m² building option as their preference include:

- Make bigger – that the proposed 2000m² is too small for a growing community. One hundred and fourteen submitters commented that it should be bigger, anywhere between 3000m² - 4000m².
- Future proof – needs to be appropriate for the future growth of the town.
- Cromwell Cultural Centre Trust (CCCT) – many comments were in support of the CCCT to lead this project.
- Many comments were encouraging action now, 'ASAP', 'do it properly now', 'stop procrastinating'.
- Multi-faceted hub – building needs to be multi-purpose.
- Other comments included – engage with the Town and Country Club and build to attract performances/events.

1200 – 1400m² building or 1100m² redeveloped building (33 comments)

Themes that came through in the comments from those who selected either of the smaller hall building options as their preference include:

- Town and Country Club – submitters generally support the redevelopment of the memorial hall as long as it does not impact on the Cromwell Town and Country Club.
- Other comments included– don't develop existing building, potential for expansion in the future, minimise cost, large venue not justified, and this is not a Council function.

Other issues raised in the submissions

Submitters had the opportunity to provide other comments on the key proposals or the content of the consultation document. One hundred and ninety-two comments were received relating to Cromwell. The following is a summary of the key themes coming through in the comments:

- 'Need action' – 38 submitters said they want to see progress with the Cromwell Masterplan workstreams as soon as possible. These comments related to either the town centre or the hall/events centre.
- General support for multi-purpose cultural centre – 27 submitters support the development of a multi-purpose cultural centre.
- Twenty submitters support the Cromwell Cultural Centre Trust to be involved in the development of a hall/events centre.
- Seventeen submitters felt the service centre and library should be used for a different purpose rather than be demolished.
- Crematorium in Cromwell – thirteen submitters want a crematorium located in Cromwell.
- Fees and charges Cromwell pool – thirteen submitters opposed the proposed change in fees and charges at Cromwell pool.
- Twelve submitters didn't think a new service centre and library were needed or were a good use of rate payer money as part of the Cromwell Masterplan.

Comments relating to project timing:

There were 284 comments received about the timing options.

Hybrid Option (Council's preferred) (86 comments)

Themes that came through in the comments from those who selected the Hybrid Option as their preference include:

- Let's go – 'Let's go' and 'just get on with it' was the sentiment from a number of submitters indicating that they want action.
- Too small – the proposed size of 2000m2 is too small and a new building should be larger (many mentioned it should be at least 3000m2).
- Cromwell Cultural Centre Trust (CCCT) – in support of the CCCT to lead the project.
- The need for a new service centre was queried.
- Other comments included things such as develop and preserve heritage area, build a multi-purpose hub, hall should be first then town centre, these facilities are needed to support growth, don't demolish council buildings.

Arts, Culture & Heritage Precinct First Option (141 comments)

Themes that came through in the comments from those who selected the arts, culture & heritage precinct first option as their preference include:

- Many comments were in support of the CCCT to lead this project.
- Long overdue – submitters felt that this was long overdue, and to 'get on with it'.
- Multi-purpose hub – comments relating to building a multi-purpose hub.
- Make bigger – proposed size of 2000m2 is too small.
- Do not demolish Council buildings in the mall.
- Use an urban planner for town centre.
- Other comments included things such as, hall first, needed for growth, attract people and performances, town centre plan needs more work, mall is privately owned.

7 MAYOR'S REPORT

21.6.5 MAYOR'S REPORT

Doc ID: 542756

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Cromwell Community Board receives the report.

His Worship the Mayor will give a verbal update.

2. Attachments

Nil

8 CHAIR'S REPORT

21.6.6 CHAIR'S REPORT

Doc ID: 542760

1. Purpose

The Chair will give an update on activities and issues since the last meeting.

Recommendations

That the report be received.

2. Attachments

Nil

9 MEMBERS' REPORTS

21.6.7 MEMBERS' REPORTS

Doc ID: 542764

1. Purpose

Members will give an update on activities and issues since the last meeting.

Recommendations

That the report be received.

2. Attachments

Nil

10 STATUS REPORTS

21.6.8 JULY 2021 GOVERNANCE REPORT

Doc ID: 541724

1. Purpose

To report on items of general interest, receive minutes and updates from key organisations and consider the legacy and current status report updates.

Recommendations

That the report be received.

2. Discussion

Minutes from Cromwell Museum Trust meetings.

Unconfirmed Minutes from the Cromwell Museum Trust meetings held 14 June 2021 (see appendix 1) and 12 July 2021 (see appendix 2).

Status Reports

The status reports have been updated with any actions since the previous meeting (see appendix 3).

Legacy Status Reports

The status reports have been updated with any actions since the previous meeting (see appendix 4). A report back from the 2019-20 Cromwell Promotions Grant is attached (see appendix 5).

3. Attachments

Appendix 1 - Minutes of Cromwell Museum Trust - June 2021 [↓](#)

Appendix 2 - Minutes of Cromwell Museum Trust - July 2021 [↓](#)

Appendix 3 - CCB Status Report [↓](#)

Appendix 4 - CCB Legacy Status Report [↓](#)

Appendix 5 - Report Back from 2019-20 Cromwell Promotions Grant [↓](#)

Report author:

Reviewed and authorised by:



Wayne McEnteer
Governance Support Officer
19/07/2021



Sanchia Jacobs
Chief Executive Officer
19/07/2021

Cromwell Museum Trust

Minutes of meeting held on 14 June 2021 at 5.30pm
held at the Museum – 47 The Mall, Cromwell

Present Martin Anderson Chairperson, Joan Lawrence, Jim Walton, Wayman Roughan, Peter Mead, Werner Murray.

Apologies Anna Harrison

Resolved that the apologies be received.

Martin Anderson
Carried

Minutes

Resolved that the minutes of the meeting held on 10 May 2021 be approved.

J Walton/P Mead
Carried

Matters arising from Minutes and Chairperson's Report

Jennifer and Martin made two verbal submissions on behalf of the Museum – one to Cromwell Community Board and one to Council in Alexandra. This was as part of a wider district museums proposal on the Museum Strategy Document presenting an Option 5 re employing an Administrator over the four regional Museums.

Outcome of Council meeting re administrator – they have asked the district museums to develop their ideas further. The museums have around three months to make a case.

First meeting on Thursday – Jennifer and Peter attending.

Outcome of Council's LTP very encouraging – includes a new Museum for Cromwell and an increase in operational budget of \$4,000 per annum.

Resolved that the matters arising from Minutes and the Chairperson's Report be received.

M Anderson/P Mead
Carried

Director's Report

New exhibition in situ at museum will run until October. The Wildlife Photo Exhibition from Otago Museum is available to be exhibited in Cromwell Museum in October.

Volunteers are currently uploading the museum's photographic collection onto Ehive software.

A designer, Martin Fisher, is looking at the photographic albums with a view to redesigning them in an acrylic material. Jennifer wants to apply to Pub Charities for funding for this – either in the intake on 7 July or 11 August depending on the availability of quotes. The current stands will be reusable but will need painting. Winter Series – starts 27th June – Thomas McLean – In search for Cromwell.. The legacy of a forgotten painting.

Jennifer has contacted Kelvin Lloyd - Lost forests of Central Otago. Waiting for a date.

Jennifer had a visit from Judith Taylor – she was very complimentary of the Museum. She encouraged Jennifer to apply for another round of the Hardship Grant for wages through Te Papa.

Donations from Lyn Anderson had been received.

Resolved that the Director's Report be received.

W Roughan/J Walton
Carried

Visitor Numbers for May 2021

914 includes school visits

Donations \$306.90 – donation from Goldfields school still to come.

Finance

Bank Balance as at 10 June 2021

00a/c \$21838.48

97 a/c \$2534.40

| Name | Amount |
|---|------------------|
| Creative Framing – glass repair | 137.00 |
| Cromwell Self Storage | 291.20 |
| J Hay – reimbursement – tea, coffee etc | 55.80 |
| Heartland Design and Print – Coalboard Design and Print | 226.21 |
| Heartland Technology - photocopier | 209.88 |
| Initial – Toilet Paper | 50.60 |
| Paper Plus - Stationery | 57.52 |
| Paymark | 20.70 |
| Pioneer Energy - electricity | 382.62 |
| Quantum Print – Anzac poster | 108.33 |
| Voyager – ISP provider | 103.78 |
| Total | \$1643.64 |

Resolved that the financial report be received and approved and the accounts, as listed, be passed for payment.

J Lawrence/J Walton

Carried

Agenda Items

Size, scope & fundamental requirements of a new Museum

Discussion on the best way to indicate our willingness to Council to assist with planning of the new museum.

Suggestion to write to Chief executive of Council and outline what we think is required.

Jennifer to ask Judith Taylor for info on requirements for new a new Museum.

W Roughan/J Lawrence

Carried

Martin to write letter. Copy to Mayor and Chair of Community Board.

Meeting closed 6.35pm

Next Meeting Monday 12 July 2021

_____ Chairperson

_____ Date

Cromwell Museum Trust

Minutes of meeting held on 12 July 2021 at 5.30pm
held at the Museum – 47 The Mall, Cromwell

Present M Anderson Chairperson, Joan Lawrence, Jim Walton, Peter Mead

Apologies Wayman Roughan Werner Murray

Resolved that the apologies be received.

M Anderson/P Mead
Carried

Minutes

Resolved that the minutes of the meeting held on 14 June 2021 be approved.

P Mead/J Walton
Carried

Matters arising from Minutes

Photo Albums - Heartland Print has person visiting with samples of materials that could be used.

Jennifer looking at current text and thinking of other info needed to be included.

Chairperson's Report

Martin sent email to Chief Executive CODC offering Museum Trustees service and expertise re planning for the new Museum.

Resolved that the Chairperson's Report be received.

M Anderson/J Walton
Carried

Director's Report

Unusual month – very few visitors. Jennifer has advertised Winter Series and exhibitions. This has had benefits in good attendance to the museum and Winter Series.

Lotteries application has been submitted, requested \$20,000.

Interim report to National Services for Hardship Grant. Encouraged us to apply again in September.

New volunteer – Marilyn Dodds – has a lot of knowledge in the heritage field and being trained in ehive by Nicolle Fournier

Went to meeting in Alexandra with Peter Mead re Central Otago Museums Trust draft document discussion.

Resolved that the Director's Report be received.

J Lawrence/J Walton
Carried

Finance

Donations for June 2021 \$219.30

2020 \$200.30

Visitor Numbers 190

166

Finance

| Name | Amount |
|--------------------------------------|------------------|
| Cromwell Bulletin – Ad Winter Series | 115.00 |
| Cromwell Self Storage | 291.20 |
| Ehive Yearly Subscription | 956.59 |
| Feldwick Insurance | 983.25 |
| J hay – Directors Fee | 3330.00 |
| Heartland Technology - Photocopier | 209.88 |
| Initial – Hygiene services | 21.18 |
| Pioneer Energy - Electricity | 570.00 |
| Quantum Print advert | 109.25 |
| Quantum Print - Posters | 86.25 |
| Voyager ISP Provider | 102.74 |
| Total | \$6775.34 |

Resolved that the financial report be received and approved and the accounts, as listed, be passed for payment.

P Mead/J Walton

Carried

Agenda Items**Discussion Paper – the new museum**

Trustees thanked and congratulated Jim Walton on discussion paper.

Trustees felt there was a need to visit other museums and directors/trustees on a wide variety of things.

Suggestion to have a daytime meeting in August in the Cromwell Historical Precinct area and scope out area possible for new museum.

Martin to make contact with Chief Executive and reconfirm our interest.

Agreed to hire van and travel to Museums in the South. Two days/one night. This to be done in September.

Jennifer to do some planning and to write to Directors of Museums.

Meeting closed 6.30pm

Next Meeting Monday 9 August 2021

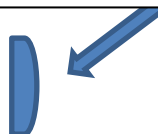
_____ **Chairperson**

_____ **Date**

| Meeting | Report Title | Resolution No | Resolution | Officer | Status |
|------------|--|---------------|--|--|---|
| 18/01/2021 | Cromwell Bowling Club Inc - Request for funding to assist with the cost of upgrading the Bowling Clubrooms | 21.1.4 | <p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>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.</p> <p>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.</p> | Property and Facilities Officer (Cromwell) | <p>28 Jan 2021 Action memo sent to the Property and Facilities Officer - Cromwell</p> <p>23 Feb 2021 Cromwell Bowling Club updated on Resolution. An account will be forthcoming for monies to be paid when work completed</p> <p>08 Apr 2021 Works are being started 25 April 2021 to follow end of bowling season. An invoice will be received from the Cromwell Bowling Club once works complete.</p> <p>30 Apr 2021 Works are underway - invoice will be provided when works complete</p> <p>08 Jun 2021 Invoice received, payment to be processed.</p> <p>21 Jun 2021 Invoice paid - MATTER CLOSED</p> |
| 8/03/2021 | Cromwell Pool Heating Upgrade | 21.2.6 | <p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves additional funding of up to \$162,000 for the Cromwell Pool water sourced heating project from the Cromwell Reserves Contribution cost centre.</p> | Parks and Recreation Manager | <p>12 Mar 2021 Action memo sent to the Parks and Recreation Manager</p> <p>09 Apr 2021 The procurement plan is currently being prepared.</p> <p>30 Apr 2021 Request for proposal to engage a suitable contractor was sent out late April with evaluation of tenders received scheduled for late May.</p> <p>02 Jun 2021 The evaluation process for selecting a preferred contractor for undertaking the heat pump upgrade has taken place. Work is continuing on background checks before appointing a preferred contractor. This is expected to occur in early June.</p> |

| | | | | | |
|------------|---|--------|---|--|---|
| | | | | | 19 Jul 2021 Preferred contractor has been identified. Work is no progressing to prepare documentation for this contract. |
| 20/04/2021 | Request for a new Lease: Cromwell Youth Centre Trust | 21.3.3 | That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Agrees to issue a new lease to the Cromwell Youth Centre Trust over Part Lot 47 Deposited Plan 18370 OT15A/567 including a variation adding Part Lot 3 Deposited Plan 421855, being part of the land comprised in Computer Freehold Register 483838 as per plan below: | Property and Facilities Officer (Cromwell) | 22 Apr 2021 Action memo sent to the Property and Facilities Officer - Cromwell 30 Apr 2021 Preparation of new lease under way. Current lease does not expire until 30 June 21 08 Jun 2021 Lease drawn up and letter with resolution provided to Youth Centre Trust. Awaiting trustees to approve and return. 06 Jul 2021 Lease to be returned from Cromwell Youth Trust Centre signed by the Trust |

(5) part of previous lease
Area in blue additional area requested



| | | | | | |
|------------|---|--------|---|--|---|
| | | | C. Authorises the Chief Executive to do all that is necessary to give effect to this resolution. | | |
| 20/04/2021 | Request for new Lease: Cromwell Menz Shed | 21.3.4 | <p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to lease the proposed area to the Cromwell Menz Shed.</p> <p>C. Recommends to Council to approve a lease for Cromwell Menz Shed over 1000m² (more or less) of land (shown in Figure 1) located on the Cromwell Transfer Station/Closed Landfill site, being part of Lot 3 DP 526140.</p> <p>D. Authorise the Chief Executive to do all that is necessary to give effect to this resolution.</p> | Property and Facilities Officer (Cromwell) | <p>22 Apr 2021 Action memo sent to the Property and Facilities Officer - Cromwell</p> <p>30 Apr 2021 Report being prepared for Council Meeting of 30 June 21 for approval of new lease to Cromwell Menz Shed</p> <p>06 Jul 2021 Cromwell Menz Shed updated of Cromwell Community Board resolution. Report prepared and presented to Council on 30/06/2021 who approved the resolution to provide a new lease for the Cromwell Menz Shed at the Cromwell Transfer Station/Landfill. MATTER CLOSED</p> |
| 20/04/2021 | Hardship Grant Application Cromwell and Districts Promotion Group | 21.3.5 | <p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves a promotion grant to Cromwell and Districts Promotion Group for the period of 1 July to 30 September 2021. The amount of the grant to be funded from the 2021-2022 Cromwell Promotions Grant budget and used for the Light Up Winter Event July 2021 only.</p> <p>Requested \$35,000</p> <p>Approved \$15,000</p> | Media and Marketing Manager | <p>22 Apr 2021 Action memo sent to the Media and Marketing Manager</p> <p>20 May 2021 Applicant advised of board decision with details on when and how to uplift grant.</p> <p>07 Jul 2021 Promotions group invoice received and authorised for payment.</p> |
| 18/05/2021 | Submissions on the Long-term Plan 2021-31 Consultation Document | 21.4.3 | <p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Considers and receives all submissions.</p> | Chief Advisor | <p>25 May 2021 Action memo sent to the Chief Advisor.</p> <p>27 May 2021 Recommendations to Council will be discussed at the 1 June meeting.</p> |

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| | | | <p>That the Cromwell Community Board recommends to Council to amend the fees and charges schedule so that the fees charged at the Cromwell Pool to be \$30 per hour for lane hire for private swim schools as well as a concession card charging \$1.00 for pool entry for all swim school students. COMPLETED</p> <p>That the Cromwell Community Board recommends to the Council that funding for the Cromwell museum be increased by \$4,000 to take the proposed funding from \$36,000 to \$40,000 per annum. COMPLETED</p> <p>That the Cromwell Community Board recommends to the Council that staff are requested to investigate the request for a toilet from the Cromwell Bike park further and provide a report for consideration in a future annual or long-term plan.</p> <p>That the Cromwell Community Board recommends to the Council that that it proceeds with the preferred option in the consultation document for the Arts, Culture and Heritage Precinct projects being the town hall / events centre and the museum. The Board notes that the size of the hall/event centre can change as necessary once further planning and detailed design work has been undertaken to understand needs, growth and future opportunities. This work would also explore options for construction, operation and ownership of the facility. COMPLETED</p> <p>That the Cromwell Community Board recommends to the Council that the funding for the town centre projects progress, and that the library and service centre building will not be demolished and that further urban design work will be undertaken. COMPLETED</p> | | <p>19 July 2021 All CCB recommendations approved by Council.</p> |
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| | | | That the Cromwell Community Board recommends to the Council that it proceeds with the preferred timing option as outlined in the consultation document, being the hybrid option. COMPLETED | | |
| 15/06/2021 | Road Name Approval Report - off Cemetery Road, Cromwell | 21.5.2 | <p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves four new road names, road one to be named Dunn Road, road two to be named Brodrick Way, road three to be named Turton Crescent and road four to be named Hucklebridge Place.</p> | Roading Administration Assistant | <p>18 Jun 2021 Action memo sent to the Roding Administration Assistant.</p> <p>18 Jun 2021 Road naming information will be passed to LINZ and signage arranged. CLOSED</p> |
| 15/06/2021 | Cromwell Bike Park Shelter Construction | 21.5.3 | <p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the Cromwell Bike Park erecting a shelter over the existing starting ramps subject to necessary consents being sought and approved, and subject to the Minister of Conservation's consent as per Clause 7.2 of the lease.</p> <p>C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p> | Property and Facilities Officer (Cromwell) | <p>18 Jun 2021 Action memo sent to the Property and Facilities Officer - Cromwell</p> <p>21 Jun 2021 Copy of resolution sent to Cromwell Bike Park - report being prepared for Council July meeting</p> <p>06 Jul 2021 Report prepared for Council meeting of 11 August to request approval on behalf of Minister of Conservation</p> |
| 15/06/2021 | Cromwell Football Club Application to Site a Container | 21.5.5 | <p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Authorises the Cromwell Football Club to temporarily locate a 6-metre container adjacent to the Alpha Street Clubrooms.</p> <p>C. Authorises that a licence to occupy for the container is issued in terms of the Reserves Act 1977 and in accordance with Council's Community</p> | Parks and Recreation Manager | <p>18 Jun 2021 Action memo sent to the Parks and Recreation Manager and Finance</p> <p>19 Jul 2021 The Club have been advised of this resolution and Councils Property team are working through the process for leasing the site for the container with the Club.</p> |

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| | | | <p>Leasing and Licensing Policy for a period of two years at \$1.00 per annum (if demanded).</p> <p>D. Authorise the Chief Executive to do everything necessary to give effect to the resolution.</p> | | |
| 15/06/2021 | Revocation of Part of Greenway Reserve off Waenga Drive | 21.5.6 | <p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends Council agrees to progressing the revocation of the Local Purpose (Amenity) Reserve classification from the specified 619m² (subject to survey) area from Lot 201 DP 359519 for the reasons set out in the report.</p> <p>C. Recommends Council publicly notify the proposed revocation in accordance with section 24(2)(b) of the Reserve Act 1977.</p> <p>D. Recommends (following the successful completion of the public notification process, and decision) that the Minister of Conservation is notified in writing of the Council decision and request that the specified part of Waenga Drive Greenway Reserve be approved for revocation and notified in the Gazette.</p> <p>E. Recommends that if reserve status of the specified Part of Waenga Drive Greenway Reserve is successfully revoked via <i>Gazette</i> notice, that all affected parties are notified and the underlying land is disposed of, subject to subdivision, to the adjoining landowner being Foodstuffs South Island Properties Limited on behalf of Cromwell New World.</p> <p>F. Recommends that the remainder of Lot 201 DP 359519 of the Waenga Drive Greenway Reserve (excluding the relevant part of Waenga Drive</p> | Parks and Recreation Manager | <p>18 Jun 2021 Action memo sent to the Parks and Recreation Manager</p> <p>19 Jul 2021 Report considered by Council to confirm the revocation of part of the reserve. This is now progressing through the public submission stage which closes in August with the Hearings Panel to hear submissions in September.</p> |

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| | | | Greenway Reserve in recommendation B above) remain as Local Purpose (Amenity) Reserve. | | |
| 15/06/2021 | Cromwell Big Fruit sculpture painting budget request | 21.5.4 | <p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves allocating \$50,000 from Cromwell General Reserves, for the repainting of the Big Fruit sculpture in the 2021/2022 financial year.</p> | Parks Officer - Projects | <p>18 Jun 2021 Action memo sent to the Parks Officer - Projects and Finance</p> <p>19 Jul 2021 Project brief being reviewed in July. In August a procurement process will commence with works likely to be scheduled for early in the new year when overnight temperatures are suitable.</p> |

Cromwell Community Board Legacy Status Report on Resolutions

Chief Executive Officer

Resolution 19.10.7 – December 2019

Cromwell Promotions Grant Applications 2020-21 Financial Year (Doc ID 433487)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Approves** a grant from the 2020-21 financial year Cromwell Promotions cost centre 3033 2460 to Cromwell and District Promotions Group 2020-21 year projects:
- | | | |
|-------------------------------------|--------------------|--------------------------|
| a. Media and Communications Manager | | |
| | Requested \$23,100 | Approved \$23,100 |
| b. Community Relationships Manager | | |
| | Requested \$23,100 | Approved \$23,100 |
| c. Marketing and Advertising | | |
| | Requested \$25,500 | Approved \$15,000 |
| d. Operating Expenses | | |
| | Requested \$12,500 | Approved \$12,000 |
| e. Light Up Winter | | |
| | Requested \$10,000 | Approved \$9,000 |
| f. Cherry Festival | | |
| | Requested \$4,000 | Approved \$2,000 |
| g. Fireworks Street Party | | |
| | Requested \$10,000 | Approved \$2,000 |
| h. Spring Market | | |
| | Requested \$2,000 | Declined |
- C. **Declines** a grant of \$10,000 from the 2020-21 financial year Cromwell Promotions cost centre 3033 to WoolOn Creative Fashion Society Incorporated. for costs associated with

Marketing and Promotion, event Master of Ceremonies and a proportion of venue hire for WoolOn Creative Fashion Event to be held in Cromwell 14 – 16 August 2020.

Requested: \$34,121.50

Declined

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

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

Motion carried

STATUS

July 2021 – financial year now complete staff to follow up with group to get report back complete. May be delayed until AGM / financial reports are tabled – generally September.

June 2021 – no update final quarter grant invoiced and approved for payment.

April 2021 – no update

February 2021 – Third Quarter grant invoiced and approved for payment.

December 2020 – no further update

November 2020 – second quarter grant invoiced and approved for payment

September 2020 – no further update

August 2020 – First Quarter Cromwell Promotions Grant invoiced and approved for payment.

June 2020 – As per May update

May 2020 – No update – grant will not be accessed until financial year beginning 1 July 2020.

February 2020 – no update available

December 2019 – Action memo sent to Media and Marketing Manager

Resolution 19.7.17 – August 2019

Grant Applications to 2019-2020 Cromwell Promotions Grant (COM 14-05-004)

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

Murray / Harrison

- B. **APPROVED** a grant from the 2018-19 financial year Cromwell Promotions cost centre 3033 2460 to Cromwell and Districts Community Arts Council Inc for projects. It was noted that \$300 had been requested for funding towards prizes, and the board agreed that this money could be used for other appropriate purposes.

- (i) Across the Bridge in Bannockburn venue hire, advertising and promotion, administration

Requested \$1,500

Approved \$1,500

- (ii) Chamber Music Series venue hire, advertising and promotion

Requested \$1,375

Approved \$1,375

- C. Promotions grants are approved subject to the following conditions:

1. Grant recipients must report back to the Board in accordance with the accountability requirements as detailed in section 5 of Central Otago District Council Grant Policy 2016.
2. It is the Grant recipient's responsibility to obtain and/or have in place the appropriate consents, plans and licences (including Resource Consent, Health and Safety plans, Traffic Management plans etc) as required by legislation, agencies, property owners, and/or individuals to undertake the project.
3. That grant recipients provide Council with a copy of their Health and Safety plan for the project / event when requested.
4. Funding is approved for the purpose outlined in the funding application – should funds not be used for said purpose the Board shall request funds be returned in full.
5. That information on events is provided in a timely manner to Central Otago Visitor Centres and Tourism Central Otago for promotional and information purposes.
6. That grant recipients acknowledge Council as a funding provider in promotional material as and when appropriate.
7. Grant recipients should provide information as to the outcomes of the individual project when reporting back to the Board on the approved grant.

STATUS

CLOSED

July 2021 – Report back received. Attached Matter Closed.

June 2021 – no update – new contact tried – referred back to original. Staff continue to follow up.

April 2021 – no update – staff to try a new contact within the group.

February 2021 – no further update received regarding report back. Staff to make further follow up approach.

December 2020 – Staff followed up about the outstanding report back.

November 2020 – Staff have been in contact with group treasurer and reminder given regarding requirement to complete report back. Further follow up will be made.

September 2020 Cromwell Community Arts \$550 refund paid by direct credit to CODC for events not held. Staff to follow up seeking report back for full grant.

August 2020 – no further update. Staff to follow up.

June – As per May update. Refund to be repaid direct to CODC.

May 2020 – Group contacted staff regarding process for refunding portion of grant that will not be used due to COVID 19 and cancellation of some events. Information supplied.

February 2020 – No update available.

December 2019 – No update available.

September – applicant advised of Board decision with information on how to uplift the grant.

August 2019 – Action memo sent to the Media and Marketing Manager.

Planning and Environment

Resolution 20.3.4 – June 2020

Application to Purchase Part of Greenway off Waenga Drive (PRO 62-3134-00)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Recommends** to Council to agree to sell 609m² (subject to survey) from Lot 201 D P 359519, known as Waenga Drive Greenway Reserve, to the adjoining landowner Foodstuffs South Island Properties Ltd, on terms and conditions to be agreed by the Chief Executive Officer and at a price based on valuation advice.
- C. **Recommends** Council include the following minimum terms and conditions:
 - The land being developed in line with the landscape concept plan provided by the purchaser.
 - The Chief Executive determining the sale price based on valuation advice.
 - The Chief Executive agreeing to the final detail of the redevelopment of the reserve immediately adjoining Cromwell New World and that work is arranged and funded by the purchaser. The final sign off of practical completion is to be by the Parks and Recreation Manager.
 - The purchaser obtaining resource consent for the boundary adjustment and all necessary land use consents.
 - The purchaser meeting all survey and legal costs.

- Public advertising under Section 24(2) of the Reserves Act of revocation of the reserve status. Costs to be covered by the applicant.
- The Minister of Conservation consenting to revocation of the reserve status over the 609 m² of reserve land.

D. **Recommends** that all submissions received will be considered by Council's Hearings Panel.

E. **Resolves** that the Chief Executive Officer be delegated the authority to determine the final terms of sale.

STATUS

CLOSED

July 2021 – Board approved recommending the revocation to Council, which approved the reserve revocation. Superseded by Cromwell Community Board resolution 21.5.6

June 2021 – Report regarding reserve revocation to be received at the Board's June 2021 meeting.

April 2021 – As applicants are still progressing the revocation of reserve status, a report is unable to be provided at this time. When further update is received from applicants, a report can be provided.

February 2021 – Work is progressing on the reserve status uplifting procedure with a report expected for the Board's consideration in April 2021.

December 2020 – Sale and purchase agreement signed by Council and applicant. Process to uplift reserve status will commence.

November 2020 – A sale and purchase agreement is with the applicant for their consideration.

September 2020 – Negotiations are ongoing regarding the sale price.

July 2020 – Parks and Recreation Manager presented the Board with a report at the June meeting referring to the previous resolution, 19.1.8. A valuation is being obtained for the land area proposed for sale. This will form the basis of negotiations between Council and Foodstuffs South Island Ltd.

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

Resolution 20.3.10 – June 2020

Central Lakes Equestrian Club Licence to Occupy (PRO 62-3012-L1)

That the Board:

- Receives** the report and accepts the level of significance.
- Agree** to grant a new licence to occupy to the Central Lakes Equestrian Club over a reduced area of 7.3 hectares on the Cromwell Aerodrome Reserve for a period of five (5) years commencing from 1 July 2020.
- Agree** that the licence will be under the same terms and conditions as the previous licence with the following amendments and additional conditions:

- a. The rent to be reviewed on adoption of Council's proposed Community Occupation Policy.
- b. Allowance for either party to terminate the licence to occupy with 6 months written notice.

STATUS

June 2021 – Property Officer preparing a report to Council.

April – May 2021 – Central Lakes Equestrian Club have not accepted the terms and conditions of the new Licence to Occupy as they disagree with the condition to mow the runway in lieu of rent. However, on further investigation it has also been identified that the Cromwell Community Board do not have delegation to issue the Licence to Occupy on the Cromwell Aerodrome under the Airport Authorities Act 1966. Therefore a report will go to Council to consider the Board's recommendation.

February 2021 – Workshop with the Board to be held 8 March 2021.

December 2020 – The club made changes to the Licence to Occupy which has been returned to them with a letter advising that they cannot amend this document. They have been asked to write in indicating the issues they have with the licence.

November 2020 – Licence to Occupy has been prepared and is with club for signing as per the original resolution.

September 2020 – A valuation to let land as grazing land has been received, to ascertain the best way of moving forwards.

July 2020 – Followed up with Equestrian Club in relation to determining the reason that mowing stopped, as stopping mowing is contrary to their licence to occupy. A valuation is being sought on the 7.3ha of land as grazing, which will enable further discussion to be had (if required) in relation to the cost of mowing as opposed to a lease value before any licence to occupy is formally drawn up.

June 2020 – Action memo sent to the Property and Facilities Officer – Cromwell

Resolution 20.2.12 – May 2020

Request to Renew the Cromwell Golf Club Lease (PRO 62-3048-L1)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Declines** the request for early renewal of the lease held by the Cromwell Golf Club Incorporated over Section 4 Block XCII Town of Cromwell for a term of 21 years.
- C. **Agrees** to the development of a consultation document for the purposes of consulting with the Cromwell Golf Club about the future of the Cromwell Golf Course.

STATUS

June 2021 – Awaiting further response from Golf NZ.

April 2021 – Discussions continue with Golf NZ.

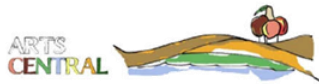
February 2021 – Awaiting further response from Golf NZ.

September – December 2020 – NZ Golf working with Golf Club to progress.

July 2020 – Chair of Cromwell Community Board and Executive Manager – Planning & Environment attended a meeting with the Golf Club on 21 July to discuss a way forward.

June 2020 – Golf Club advised of the decision. Chair of CCB and staff will attend a meeting of the Golf Club.

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



8 June 2021

Alison Mason
Market Support
Central Otago District Council
1 Dunorling Street
ALEXANDRA

Dear Alison

CROMWELL PROMOTIONS GRANTS 2019 - 2020

In April 2019 we undertook a re-branding exercise and launched our website under the “Arts Central” brand; www.artscentral.co.nz. This was driven partially by the closure of the Cromwell iSite that handled our ticket sales plus the need to link to the modern digital environment. The website along with an on-line ticketing system has seen our ticket sales generally increase.

In previous years the Cromwell Promotions grants has assisted in events including Across the Bridge in Bannockburn, Chamber Music concerts and the annual Trashion Show event. Unfortunately, this year the Trashion Show was deleted for our calendar through declining participant and audience interest in the event.

Our report on the Across the Bridge Festival in Bannockburn and the Chamber Music events follows:

Across the Bridge in Bannockburn Festival

In the face of Covid and the ongoing challenges for event organisers the decision was made to proceed with the 9th Bannockburn Arts Festival: Across the Bridge as a way of supporting the local community. The festival ran from Tuesday 6th of October to Sunday the 11th of October 2020. The content was modified to rely predominantly on talent residing in the region with the exception of The Royal New Zealand Air Force ‘which performed to a capacity house, the talented chamber music duo of Rowena Simpson and Douglas Mews from Wellington and visiting guest painter Angela Maritz (Bay of Plenty).

The festival showcased fourteen events; a combination of new and established themes.

For the first time the festival played host to both the regional heats (Queenstown, Wanaka and Cromwell) and final of the Slam Poetry competition. The winner of the regional final was supported to attend the national finals held in Christchurch. These events attracted poets from outside of the region to compete and provided an extremely dynamic and high-quality audience experience.

Another first for the festival was the Big Conversation: a panel conversation on the highly topical issue of the state of Tourism in the region. The Conversation was facilitated by Philip Tremewan, the director of the Wanaka Festival of Colour, and he was joined by Meg Taylor, Max Rushbrooke and Sarah Bennett.

The Art Exhibition (13 local artists and three guest artists) was expanded this year to include an auction of work of Central Otago artists (21 artists participated) on the opening night. This attracted an even bigger audience to what is normally a popular event.

Writers and Wine, an opportunity to hear in person well-known writers read their work and to be introduced to the winner of the festival, poetry competition, was another well supported event. This year's writers at this year's event were Kate De Goldi (as facilitator of the session), Fiona Farrell, Annabel Wilson and Sue Wootton.

In 2019 the opportunity to attend a wine master class was introduced into the Across the Bridge programme and proved to be a sell-out. Valli Wines was this year's wine maker hosted by Stewart Town vineyard and it received the same result.

'Iconic', the floral arts display based around mid-century white ceramics saw a steady stream of visitors to the Bannockburn Church. There was also interest in the opportunity to learn about Bannockburn of old through the historic ramble and the historic display.

Workshop enthusiasts had the opportunity to learn photographic skills with Celia Walmsley and drawing skills with Alan Coull, both established artists living in Bannockburn.

The Festival Dinner at The Black Rabbit Bar and joining local musicians Pearly and Shay for an afternoon of entertainment at the Bannockburn Hotel were the concluding events for the festival.

The total cost of the festival was \$16,785. This was reduced significantly by the contribution of voluntary labour and fees. Income was secured through commission on arts sales, entry fees, grant funding and sponsorship. The financial result for the festival was a surplus of \$1,400.

The festival is organised by a group of five volunteers. This we believe is an outstanding effort for a society of our limited size.

Chamber Music

The committee continues to host Chamber Music performances made possible through Chamber Music New Zealand and our efforts are being rewarded by an increase in support from the Cromwell and the surrounding district. Most chamber music events are presented in the recently refurbished Coronation Hall, Bannockburn which also permanently houses the Steinway grand piano in a purpose-built humidity-controlled enclosure.

We presented three concerts, two in collaboration with Chamber Music NZ and one independent concert over the year. All three concerts were held in the Coronation Hall, Bannockburn.

The first concert on 7 September 2019 by Tonu Chen Lin Piano who performed Mozart; Fantasia and sonata in C Minor, Goa Ping; suite for piano commissioned especially for the concert tour, Janacek; Sonata 1X 1905 From the Street and Robert Schumann; Fantasie in C Minor.

The second concert on 5th October 2019 was The Jacquin Trio comprising Jessie Grimes: Clarinet, Kaye Stephen: Viola and Charis Hanning: Piano who performed some less know composers being Max Burch, Gillian Whitehead (NZ) and Charlotte Bray plus better-known composer including Robert Schumann and Mozart.

The third concert on 14th February 2020 was Justine Cormack (violin) and Kate Boyd (piano) who gave a 3 Concert Series to celebrate 250th anniversary of Beethoven's birth. The concerts were in Bannockburn, Wanaka, Queenstown and including 10 of Beethoven's sonatas over the three concerts. The Promotions Group support assisted in the Bannockburn concert.

We had two events cancelled due to the Covid 19 pandemic in 2020. These events included:
Karaka Collective: Soprano, Baritone and Piano trio.
Jun Bouterey-Ishido: Christchurch international performing pianist.

The committee have refunded \$550 of the 2019-20 for these cancelled concerts grant leaving \$825 to be accounted for in our report.

Details of the Financial Performance for these three events are enclosed below.

We believe the grants the Community Board has given the Cromwell and Distriicts Arts Council Incorporated have been well spent and the outcomes represent good value for money and the funding has resulted in a very successful year. We trust the Community Board members concur with us.

Yours sincerely



Brian Reed

Secretary

CROMWELL & DISTRICTS COMMUNITY ARTS COUNCIL INC

Ph 027 490 3646

| Across the Bridge in Bannockburn. | | | | | | | | | | | | | | |
|-----------------------------------|------------------|---------------|---------------|------------------------|-------------------------|-------------------------------|-------------------|--|---------------------------------------|--------------------------------------|------------------------------------|---------------------|----------------|--------------|
| Financial Outcomes 2019 | | | | | | | | | | | | | | |
| INCOME (GST excluded) | The Great Debate | Fridays Flock | Bannie Beanie | Artists of Bannockburn | Felton Road Masterclass | Poetry Open Mic & Competition | Three Men Reading | Workshops In The Hall - Avi Duckor-Jones | Workshops In The Hall - Celia Walmsly | Workshops In The Hall - Bruce Foster | Workshops In The Mall - Alan Coull | Music In The Garden | Writers & Wine | Total |
| Ticket Sales | \$ 706.95 | \$ 2,521.74 | \$ - | \$ - | \$ - | \$ - | \$ 608.69 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 278.26 | \$ 4,115.64 |
| Commissions | \$ - | \$ - | \$ - | \$ 4,077.35 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 4,077.35 |
| Entry Fees | \$ - | \$ - | \$ - | \$ - | \$ 326.09 | \$ - | \$ - | \$ 26.09 | \$ 78.26 | \$ 182.61 | \$ 130.43 | \$ - | \$ - | \$ 743.48 |
| Community Board | \$ 150.00 | \$ 250.00 | \$ 250.00 | \$ 50.00 | \$ - | \$ - | \$ 550.00 | \$ - | \$ - | \$ - | \$ - | \$ 250.00 | \$ - | \$ 1,500.00 |
| Creative Communities | \$ - | \$ 775.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 775.00 |
| Central Lakes Trust | \$ - | \$ 930.73 | \$ - | \$ - | \$ - | \$ - | \$ 609.06 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,539.79 |
| Donations | \$ - | \$ - | \$ - | \$ 195.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 195.00 |
| | \$ 856.95 | \$ 4,477.47 | \$ 250.00 | \$ 4,322.35 | \$ 326.09 | \$ - | \$ 1,767.75 | \$ 26.09 | \$ 78.26 | \$ 182.61 | \$ 130.43 | \$ 250.00 | \$ 278.26 | \$ 12,946.26 |
| LESS EXPENSES (GST excluded) | | | | | | | | | | | | | | |
| Performance Fees | | \$ 1,620.00 | | | | | \$ 450.00 | | | | | \$ 275.00 | \$ 450.00 | \$ 2,795.00 |
| Tutor Fees | | | | | \$ 130.43 | | | \$ 150.00 | \$ 150.00 | \$ 150.00 | | | | \$ 580.43 |
| Prizes | \$ 34.00 | | \$ 150.00 | | | \$ 300.00 | | | | | | | | \$ 484.00 |
| Ticket Commission | \$ 51.18 | \$ 158.88 | | | \$ 18.03 | | \$ 46.02 | \$ 1.54 | \$ 3.10 | \$ 7.73 | \$ 7.73 | | \$ 38.18 | \$ 332.39 |
| Advertising (Direct) | | | \$ 250.00 | | | | | | | | | | | \$ 250.00 |
| Advertising (Allocated) | \$ 354.10 | \$ 354.10 | \$ 255.75 | \$ 354.10 | | \$ 177.05 | \$ 255.75 | \$ 19.68 | \$ 19.68 | \$ 19.67 | \$ 19.67 | \$ 78.70 | \$ 59.00 | \$ 1,967.25 |
| Catering | \$ 370.93 | \$ 370.93 | \$ 100.00 | \$ 182.96 | | | | \$ 31.25 | \$ 31.25 | \$ 31.25 | \$ 31.25 | | \$ 77.22 | \$ 631.11 |
| Venue Hire | \$ 75.00 | \$ 150.00 | \$ 100.00 | | | | \$ 177.40 | \$ 88.70 | | | | | \$ 75.00 | \$ 525.00 |
| Accommodation | | \$ 417.39 | | | | | \$ 631.45 | \$ 155.37 | | | | | \$ 177.40 | \$ 860.89 |
| Travel | | \$ 1,000.41 | | | | | | | | | | | \$ 631.44 | \$ 2,418.67 |
| Licence | \$ 27.50 | \$ 27.50 | \$ 26.35 | \$ 25.00 | | | \$ 115.83 | \$ 30.43 | | | | | | \$ 55.00 |
| General Expenses | | | | | | | \$ 91.30 | | | | | | | \$ 197.61 |
| Administration | \$ 541.78 | \$ 4,477.47 | \$ 782.10 | \$ 562.06 | \$ 148.46 | \$ 477.05 | \$ 1,767.75 | \$ 476.97 | \$ 204.03 | \$ 208.65 | \$ 58.65 | \$ 353.70 | \$ 1,508.24 | \$ 11,566.91 |
| | \$ 315.17 | \$ - | \$ - | \$ 3,760.29 | \$ 177.63 | \$ 477.05 | \$ 0.00 | \$ - | \$ 450.88 | \$ 26.04 | \$ 71.78 | \$ - | \$ - | \$ 1,379.35 |

| CROMWELL & DISTRICTS COMMUNITY ARTS COUNCIL INC | | | | |
|--|------------------|---------------------|-----------------------------------|-------------|
| CHAMBER MUSIC CONCERT FINANCIAL PERFORMANCE FOR YEAR ENDING 30 JUNE 2020 | | | | |
| | Tony Chen Lin | The Jacquin Trio | Justine Cormack & Kate Boyd | Total |
| INCOME | | | | |
| Ticket Sales | \$ 552.18 | \$ 1,113.04 | \$ 2,391.30 | \$ 4,056.52 |
| Community Board Grant | \$ 275.00 | \$ 275.00 | \$ 275.00 | \$ 825.00 |
| Creative Communities Grant | | \$ 250.00 | \$ 250.00 | \$ 500.00 |
| CLASS Grant | \$ 1,608.54 | \$ 1,437.71 | \$ 379.63 | \$ 3,425.88 |
| Donations | | | | |
| | \$ 2,435.72 | \$ 3,075.75 | \$ 3,295.93 | \$ 8,807.40 |
| EXPENSES | | | | |
| Performance fee | \$ 1,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 5,000.00 |
| Ticket commission | \$ 29.52 | \$ 81.39 | \$ 165.32 | \$ 276.23 |
| Venue hire | \$ 75.00 | \$ 75.00 | \$ 75.00 | \$ 225.00 |
| Piano use | \$ 175.00 | \$ 175.00 | \$ 175.00 | \$ 525.00 |
| Piano tune | \$ 177.39 | \$ 177.39 | \$ 282.61 | \$ 637.39 |
| Advertising /Posters | \$ 431.31 | \$ 217.50 | \$ 239.30 | \$ 888.11 |
| Licence | | \$ 27.50 | | \$ 27.50 |
| Programmes | \$ 212.50 | \$ 155.01 | | \$ 367.51 |
| Accommodation | \$ 252.17 | | | \$ 252.17 |
| Administration | \$ 82.83 | \$ 166.96 | \$ 358.70 | \$ 608.48 |
| | \$ 2,435.72 | \$ 3,075.75 | \$ 3,295.93 | \$ 8,807.39 |
| SURPLUS | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.01 |

11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 7 September 2021.

12 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 |
|---|--|--|
| 21.6.9 - Gair Avenue, Cromwell | 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 |
| 21.6.10 - July 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 |
