



AGENDA

Maniototo Community Board Meeting Thursday, 14 October 2021

Date: Thursday, 14 October 2021

Time: 2.00 pm

Location: Ranfurly Service Centre,
15 Pery Street, Ranfurly

Due to COVID-19 restrictions and limitations of the physical space, **public access will be available through the livestream and Microsoft Teams**. The link to the livestream will be available on the Central Otago District Council's website.

Sanchia Jacobs
Chief Executive Officer

Notice is hereby given that a meeting of the Maniototo Community Board will be held in Ranfurly Service Centre, 15 Pery Street, Ranfurly on Thursday, 14 October 2021 at 2.00 pm

Due to COVID-19 restrictions and limitations of the physical space, **public access will be available through the livestream and Microsoft Teams.**

The link to the livestream will be available on the Central Otago District Council's website.

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	21.7.10 October 2021 Confidential Governance Report	100

Members Mr R Hazlett (Chair), Mr M Harris (Deputy Chair), Cr S Duncan, Mr D Helm, Ms S Umbers

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

1 APOLOGIES

2 PUBLIC FORUM

Tony Hurley from Ida Valley Pool Trust will speak in favour of their funding application.

3 CONDOLENCES

4 CONFIRMATION OF MINUTES

Maniototo Community Board meeting - 2 September 2021

**MINUTES OF A MEETING OF THE MANIOTOTO COMMUNITY BOARD
HELD REMOTELY VIA MICROSOFT TEAMS AND LIVE STREAMED ON THURSDAY,
2 SEPTEMBER 2021 COMMENCING AT 2.02 PM**

PRESENT: Mr R Hazlett (Chair), Mr M Harris (Deputy Chair), Cr S Duncan, Ms S Umbers

IN ATTENDANCE: L Macdonald (Executive Manager - Corporate Services), J Muir (Executive Manager - Infrastructure Services), L van der Voort (Executive Manager – Property and Environment), S Righarts (Chief Advisor), I Evans (Water Services Manager), P Bain (Water Services Team Leader), M De Cort (Communications Coordinator), R Williams (Governance Manager) and W McEnteer (Governance Support Officer)

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: Harris
Seconded: Umbers

That apologies from Mr D Helm be received and accepted.

CARRIED

2 PUBLIC FORUM

There was no public forum.

3 CONDOLENCES

The Chair referred to the deaths of Trevor Lowien, Frances Peattie and Gaynor Gilchrist. Members stood and observed a moment's silence as a mark of respect.

4 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Umbers
Seconded: Harris

That the public minutes of the Maniototo Community Board Meeting held on 22 July 2021 be confirmed as a true and correct record.

CARRIED

5 DECLARATION OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. There were no further declarations of interest.

6 REPORTS FOR INFORMATION

Note: Cr Duncan joined the meeting at 2.04 pm.

21.6.2 NASEBY WATER SUPPLY

To provide the Board with an update regarding the Naseby water supply.

COMMITTEE RESOLUTION

Moved: Harris
Seconded: Duncan

That the report be received.

CARRIED

21.6.3 MANIOTOTO FINANCIAL REPORT FOR THE PERIOD ENDING 30 JUNE 2021

To consider the financial performance overview as at 30 June 2021.

COMMITTEE RESOLUTION

Moved: Duncan
Seconded: Umbers

That the report be received.

CARRIED

7 MAYOR'S REPORT**21.6.4 MAYOR'S REPORT**

His Worship the Mayor was not present at this meeting.

8 CHAIR'S REPORT**21.6.5 CHAIR'S REPORT**

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

- Had meetings with people in Naseby concerned about the water. Noted the clarifier project was underway. Mentioned the water tanks that were brought in during the boil water notice. The outlet was on ground level, so it was hard to put a container under it, particularly for older folks.
 - Met with Stuart Patterson regarding the demolition of the old hospital. Reported that it had passed with no objections from the heritage section and would move to the next phase in its demolition.
 - Reported that there had been a lot of discussion about bridges in the Maniototo in recent times, but that nothing could be done until decisions from Council were made.
-

- Reported a walk round Naseby with Hawkdun Irrigation to look at potential dam sites in the area.
 - Attended the opening of the new technology block at Maniototo Area School.
-

COMMITTEE RESOLUTION

Moved: Harris
Seconded: Duncan

That the report be received.

CARRIED

9 MEMBERS' REPORTS

21.6.6 MEMBERS' REPORTS

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

Ms Umbers reported on the following:

- Attended a meeting of the Maniototo Arts Council. Noted that they have a full committee at this time and that their space is used by a mixed range of community groups.
- Noted that Chorus had been around to fix some of the asphalt that had been dug up during fibre cable installation.
- Mentioned that she has been urging people to engage with the current consultation on recycling and was encouraging people to watch the Mayor's videoclips regarding Three Waters.
- Noted the repair of the entrance to the Council building in Ranfurly. She mentioned that the ramp was shabby with plaster coming away, making it look sandy. She enquired when that might be fixed. Staff agreed to follow up.

Mr Harris reported on the following:

- Attended the recent Three Waters workshops.

Councillor Duncan reported on the following:

- Attended the recent Three Waters workshops. Reflected on current issues in that space.
 - Reflected on current issues with irrigation and the Otago Regional Council.
 - Discussed the issue of roading work in the Maniototo and the low road shoulders. Staff would follow up on what work was programmed for any repairs.
 - Mentioned the roading work being done in Clyde for the development below Miners Lane.
-

COMMITTEE RESOLUTION

Moved: Harris

Seconded: Umbers

That the report be received.

CARRIED

10 STATUS REPORTS

21.6.7 SEPTEMBER 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: Umbers

Seconded: Duncan

That the report be received.

CARRIED

11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 14 October 2021.

12 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Harris

Seconded: Duncan

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

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Board Meeting	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
21.6.8 - September 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	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for

	(including commercial and industrial negotiations)	which good reason for withholding would exist under section 6 or section 7
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CARRIED

The public were excluded at 2.54 pm and the meeting closed at 2.56 pm.

5 DECLARATION OF INTEREST

21.7.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 555101

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 - MCB Declarations of Interest [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Stuart Duncan	Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (shareholder) Penvose Investments - Dairy Farm at Patearoa (shareholder) Fire and Emergency New Zealand (member) JD Pat Ltd (Shareholder and Director)	Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (shareholder) Penvose Investments - Dairy Farm at Patearoa (shareholder)	Otago Regional Transport Committee Patearoa Recreation Reserve Committee Design and Location of the Sun for the Interplanetary Cycle Trail Working Group
Mark Harris	Maniototo Lions (member) Ranfurly Curling Club (member)		Patearoa Water Scheme Liaison Committee
Robert Hazlett	D S Hazlett & Sons (Director)		Taieri Lake Recreation Reserve Committee
Duncan Helm	Maniototo Rugby Club (Life member) Sassenachs Rugby Club (member) Garibaldi Curling Club (member) St John Ambulance (Officer and Committee member) Sheep and beef farm (owner) Gimmerburn Cemetery (Committee member)	Nurse Manager at Maniototo Hospital	
Sue Umbers	Maniototo Health Services		Maniototo Community Arts Council

6 REPORTS

21.7.2 PROMOTION GRANT APPLICATIONS 2021 - 22 FIRST ROUND

Doc ID: 552041

1. Purpose of the Report

To consider promotion grant applications received to the first publicised round for year one of the Long Term Plan 2021 – 2031.

Recommendations

That the Maniototo Community Board

- A. Receives the report and accepts the level of significance.
- B. Resolves to approve / decline a promotion grant to:

- 1. **GRA210750614 Central Otago District Arts Trust – Cover to Cover events – graphic design**

Year 1 LTP 2021/22 applied \$485 \$0 declined

2. Background

A new grant policy was adopted by Central Otago District Council (Council) in 2019 resulting in all community board and Council promotion and community grants becoming fully contestable. As included in the Register of Delegations, the Community Board has a responsibility to ensure that its actions and decisions are always within the policy guidelines adopted by the Council, otherwise the Board's decision will be by way of a recommendation to the Council. Grant budgets were reviewed by each board for inclusion in the 2021 – 2031 Long Term Plan (LTP). The Maniototo Community Board (the Board) promotion grant budget was set and approved at \$5,000.

All previous grant applicants received correspondence in February 2021 advising them of the new process and when applications would be open. Print advertising and social media posts were also undertaken to ensure the community were aware of when and how to apply for grants. Applications to grants opened on 1 July 2021 and closed on 1 August 2021, utilising a new digital online application process.

One application is made to the Board for promotions projects as detailed below for this financial year.

Applicant Details:

- **GRA210750650 Central Otago District Arts Trust (Appendix 2)**
Cover to Cover, Authors Talks – promotional banner
\$485 Year 1 – 2021/22

It is noted that the Board is considering an application for funding to an event which was scheduled to be held in September, however the applicant confirmed that due to ongoing alert level travel restrictions the event has been deferred until late November 2021.

A matrix evaluation is completed to assist the Board in measuring the applications against the policy and criteria for funding. Staff have completed the matrix indicating their assessment of the application against the policy and with consideration to the amount of funding available, and the grant policy principle to offer a second funding round within each financial year. (Appendix 1)

3. Discussion

Promotions grants provide funding that helps meet community needs / desires for events or activities that enhance the experience of locals and visitors. Funding is targeted to attracting people to visit, stay or reside in the area for the betterment of existing residents and ratepayers. Projects must align with the four well-beings and also with the district's community outcome statements.

The application received for the 2021/2022 financial year is less than the total unallocated funding available for distribution.

Staff note that the applicant has sought funding from each of the four community boards promotions grants for a project which could be considered to have district wide benefits. This has occurred because currently there is no Council level events funding budgeted. Whilst the event for year one is planned to be held in the Vincent ward area, the Central Otago District Arts Trust therefore is seeking a proportion of costs toward the event from each community board. The Vincent community board supported the event for year one with a grant of \$2,500. Cromwell declined, however showed support in principle with words of encouragement to apply in future rounds. Teviot is yet to consider the application.

Staff have reviewed each of the applications and provide comments to assist the Board with their decision making:

Applicant:	GRA210750650 Central Otago Districts Arts Trust
Project:	Cover to Cover Authors Talks – coordinator fees
Amount requested:	\$485 Year 1 – 2021/22

- The application is for a new series of events with the first originally scheduled to be held in Clyde on 26 September 2021 featuring Fiona Sussman an internationally recognised writer and winner of a NZ Booklovers Award. (NB: Fiona is Auckland based and at the time of writing this report, the Level four COVID response has the potential to be ongoing. The event has been delayed until late November due to these restrictions.
- The applicant is seeking proportional funding from each of the district's boards for this project as they believe the event has district-wide benefits but there is no district wide promotion grant fund to apply to. The applicant has identified elements of the event budget it is seeking support from for each board. For Maniototo they are seeking support for an event promotional banner.
- It is proposed to hold one event in 2021, two events in 2022 and three events in following years.
- Organisers are aware of a strong community of Central Otago writers who have either published or are working on publishing books, providing a range of choices for planning the future events.
- The 2021 event is not being held within the Maniototo area. It will be a ticketed event held at Olivers in Clyde. For subsequent years there will be at least one of the

planned event held in the Vincent area, with other events in locations throughout Central Otago. A grant from the Maniototo Community Board may be more appropriate at a point in which there is a more specific connection to the Maniototo area.

- It is anticipated that the events will attract participation within the district, and visitation from outside the district. Although the year-one event is not planned to be held in the Maniototo, writers from the area may wish to attend it. If year-one is successful it may result in increased visitor numbers in future years.
- Professional advice and assistance are being provided by Ann Villiers who is a co-founder and Trustee of the popular and successful Dunedin Writers and Readers Festival, thereby increasing the confidence that this event could develop into a successful series of events on the Central Otago calendar.
- The Vincent community Board has provided some grant funding for the planned event as it is being held within their area.
- The event aligns with aspects of the Central Otago Tourism Strategy priorities including: Productivity – addressing seasonality; Connectivity – strengthening relationships, partnerships and collaborations; Targeting for Value – delivering the greatest overall benefit to Central Otago (community, commercial, visitor and environmental); Driving Value through outstanding Visitor Experience – authentic, high touch, high value experiences.

4. Options

Option 1 – (Recommended)

That the Board considers the application received and reviews and agrees the recommended grant amount as per the assessment matrix.

That the Board declines a grant to:

GRA210750614 Central Otago District Arts Trust for Cover to Cover events – graphic design costs:

Declined \$485 Year 1 LTP – 2021/22

Advantages:

- The Board retains funds for new opportunities which may arise for activity more specific to its area and for distribution in the planned second contestable funding round to be facilitated in the first quarter of 2022.

Disadvantages:

- Declining a grant may result in the applicants funding being insufficient to allow them to deliver the project as planned, therefore the event / project does not go ahead, and/or skilled staff are not retained.

Option 2

That the Board considers the applications received and reviews the recommended grant amounts as per the assessment matrix, agreeing to approving a grant in full as requested.

- The Board is providing grants that better meet the level of funding the applicant is seeking in order to deliver their project successfully.
- The Board is showing support to the applicant for the establishment period of a new event.

- The Board is supporting new opportunities thereby extending the local event calendar options with new events or activities, providing additional positive economic, social and cultural value for local businesses and residents.

Disadvantages:

- The Board is approving a grant to a project that may not have direct benefit to its local community.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social/cultural/economic/environmental wellbeing of communities, in the present and for the future by provision of funding that supports community priorities.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	<p>Yes</p> <p>The recommended level of funding will retain the full \$5,000 promotions grants funds in cost centre 5033 allowing for a second funding round to be offered for the 2021/22 year .</p> <p>Grant recipients are required to meet the accountability requirements of Council's grant policy.</p>
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	<p>Applications are being considered in line with the Central Otago District Council grant policy and measured against the principles and objectives of that policy.</p> <p>The Central Otago Tourism Strategy events project specifies the following approach: <i>Advance Central Otago as a region that is capable of delivering superb events (especially in areas related to our unfakeable assets).</i></p> <p>The projects also support the economic development strategy, Central Otago Regional Identity and its values.</p>
Considerations as to sustainability, the environment and climate change impacts	Any recipient of an approved promotion grant is required to adhere to the principles within Councils policies including sustainability, waste minimisation, smokefree etc.
Risks Analysis	Public events carry a level of risk as they bring together in one place a number of people to participate in the activities associated with the particular event.

	Event organisers, community groups, organisations and contractors are required to meet the necessary legislative Health and Safety requirements for their activities. The applicants have not identified within their application that a plan is in place, however Central Otago District Council's Health, Safety and Wellbeing advisor will seek a copy of and review the plan should they deem it necessary.
Significance, Consultation and Engagement (internal and external)	The projects do not meet or exceed any of the criteria thresholds in the policy requiring public consultation. Therefore they are not considered significant.

6. Next Steps

- Applicants will be advised in writing of the Boards decision and resolution.
- Approved grant recipients will receive details as to when and how they may provide an invoice to uplift a grant together with the appropriate resolution details and a purchase order.

7. Attachments

Appendix 1 - Grant Assessment Matrix [↓](#)

Appendix 2 - Central Otago District Arts - Cover to Cover application [↓](#)

Report author:

Reviewed and authorised by:



Alison Mason
Media and Marketing Manager
9/09/2021



Sanchia Jacobs
Chief Executive Officer
5/10/2021

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Community Development - Grants

GRA210750650



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand
03 440 0056
Info@codc.govt.nz
www.codc.govt.nz



Application For
Which Grant
Grant Application

Maniototo Community Board
Promotions
GRA210750650

The Applicant:

Organisation Name
Contact
Phone
Email
Address
Organisation Type

Central Otago District Arts Trust
Janess Bean
+64274773458
jan.bean@xtra.co.nz
18 Lookout Drive, Little Valley, Alexandra 9320
Charitable Trust

The Project:

Project Name
Description

Cover to Cover - Authors Talks

"We need writers and artists to show us the worlds we may not be able to see" We wish to establish this literary project over the next three years; we intend bringing renowned New Zealand and international writers to Central Otago to share their stories and the magic of their words with book lovers, writers and readers. The first Cover to Cover event will feature Fiona Sussman, born and raised in South Africa, now based in Auckland for over 30 years, and proud to also be a resident of Central Otago. Her novels and short stories have been published internationally and most recently Fiona was awarded the NZ Booklovers Award for Best Adult Fiction 2021 for her novel Addressed to Greta. We expect the 2021 event to be the 'pilot' of a series, with two events in year 2, building up to three events in year 3. By this time, reputation, success and popularity will hopefully have grown sufficiently to allow us to find an ongoing sponsor with naming rights for the event. Council funding will allow CODAT to present these events in a professional manner. Funding will allow us to - provide a comfortable and attractive environment and venue for the event; create a professional permanent Cover to Cover banner; advertise the event widely; provide transport and accommodation for visiting writers; hire audio equipment and staging blocks. We will conform to the Central Otago

	World of Difference principles and palette.
Start Date	01/07/2021
End Date	30/06/2024
The 4 well beings	
Social	Central Otago has a strong literary tradition and magnetism and CODAT has assessed that there is a strong appetite for literary events in the region. Central Otago is home to many well-known and emerging writers who present their work in many different formats - contemporary fiction, young adult and children's writing; poetry, memoir, historical writing, essays and short stories. Books provide provocative, thought-producing, diverse comment; they deal with social issues facing the world; they can help to make positive change. Some small rural communities (eg Otarehwa) have become hubs for writers and writers' retreats; Henderson House resident writers share new writing and innovative ideas with the community. As the first event falls on Blossom Festival Weekend 2021 and sits alongside the Otarehwa Writers Retreat, it provides another significant event for people to enjoy, to learn and to share ideas. Across the Bridge in Bannockburn follows on.
Economic	Each event will be ticketed. Ticket income, plus Promotions Grant funding, will cover the cost of the events. It has been established that most writers have excellent social media profiles with significant following. Keen readers will travel from outside the region to hear a favourite writer - visitors will be encouraged to stay longer in the area, to sample the tourism offerings within, or perhaps be part of a writers' workshop. Our invited writers will be offered accommodation and hosting during the term of their stay in Central Otago.
Environmental	This event will 'start small' - along with the others to follow in subsequent years, it will have a minimum negative impact on the environment. It is also planned that future Cover to Cover events will present writers who will share their conservation ideas and sustainable thoughts through their work.
Cultural	Supporting, developing and promoting the arts contributes to shaping personal and community identity and helps strengthen a sense of place. Cover to Cover will introduce writers to our community who represent diverse cultural identities - our own tangata whenua, alongside Pasifika, Asian and other internationally recognised writers for whom English may not be their primary language eg. Jindra Tichy, whose first language is Czech but who has been a resident in Otago for many years. Her memoir was published recently and launched in Dunedin.
Measures	Our financial success will be measured by ticket sales and attendance figures. Attendance will be monitored and follow up measures will take place to assess customer satisfaction and recommendations for further events. We will consider this project a success if we introduce our local communities to new and exciting experiences which

will leave them waiting eagerly for the next Cover to Cover event which will leave them with more questions than answers; which will open their eyes to new and exciting literary talent of all genres, alongside our well-loved established New Zealand writers and laureates.

Meet at least three of the strategic priorities:

Promotions was selected

Event been on before?

No

Frequency

Other - please fill out the Different Frequency box

Different Frequency

One-off event in 2021. Bi-annually in 2022 - one event in June and the other in September each year. Thereafter 3 events in 2023 and 2024.

Other events happening?

Blossom Festival; Oturehua Writers Retreat - both of these events significantly enhance and complement Cover to Cover. Cover to Cover will round off the Blossom Festival Weekend on Sunday afternoon and the organisers and attendees of the Oturehua event will be invited to attend. Our event will precede Across the Bridge in Bannockburn.

The Budget:

Year 1 - 2021/22:	485.30
Year 2 - 2022/23:	
Year 3 - 2023/24:	
Total Requested \$	485.30

Cost Breakdown

To provide a substantial, permanent banner to advertise Cover to Cover events. Any graphic design will conform to the Central Otago World of Difference colour palette and will respect the environment.

Previously received funding?

Yes

Amount Received

35000.00

Backup Plan

If we do not get funding for this banner we will have to delay the purchase until the next financial year. This would be a shame, as being able to display it for our first event, would make an immediate, professional statement and put the Cover the Cover brand and logo front and foremost in people's minds.

The End:

Attachments Ticked

- Information about other funding you have applied for
- Financial statement (for applications under \$10,000)
- Supporting documentation such as letters of support, quotes and estimates (if applicable)

All information provided is complete and correct True

Have read and acknowledge the standard Central Otago Terms and Conditions of Grant Funding Yes

Acknowledge that your application will be assessed in accordance with the principles and objective contained in the Grants Policy and that Council's representative funding committee is the final decision-making authority Yes

Information about your application (including the applicant's name, project title, and a summary of the proposal) and any approved funding may be made publicly available by Council Yes

If successful, the grantee will be required to report on the success or otherwise of the event following completion of the project or at a time to be agreed Yes

Name: Janess Bean

Date 28/07/2021

Signature (8 kb)



Cover to Cover Project

Other funding applied for -

The Central Otago District Arts Trust has applied to the Vincent Community Board for Promotional Grant funding for this new series of literary events, branded Cover to Cover.

The Central Otago District Arts Trust has applied to Cromwell Community Board for Promotional Grant funding for coordinators fees over the next 3 years.

The Central Otago District Arts Trust intends to apply to Teviot Community Board for assistance with the graphic design elements necessary to promote the Cover to Cover events.

See attached budget for entire project over the next 3 years.

Cover to Cover Literary Events

CENTRAL OTAGO DISTRICT ARTS TRUST

October 2021 - June 2024

EXPENDITURE

July 2021-June 2022 July 2022 - June 2023 July 2023 - June 2024

Accommodation	\$ 370.00	500.00	500.00
Advertising and publicity			
Coordination fee	\$ 1,600.00	3200.00	4000.00
Food and Beverage	\$ 1,250.00	2500.00	3750.00
General			
Gifts	\$ 100.00		
Graphic design - logo/branding package	\$ 700.00		
Hireage dais	\$ 40.00		
Hireage microphones	\$ 25.00	272	414
Office Expenses	\$ 50.00	100.00	150.00
Printing, stationery	\$ 126.05	161.00	241.50
Vinyl banner		485.30	
TOTAL EXPENDITURE	\$4,261.05	\$7,218.30	\$9,055.50

INCOME

Ticket sales	\$1,500	\$3,000	\$4,500
Accommodation	185		
Venue and staff	280		
Food and beverage	200		
Advertising design and publicity			

In Kind contributions

Cover to Cover - for event Sunday 26th September 2021

Flowers by Wild and Bliss, Arrowtown - no charge

Bateman's Publishers - design of poster and publicity material - no charge

Accommodation at Olivers, Clyde - 50% discount valued at \$185

Food and beverage at Olivers, Clyde - \$200 - \$4 discount on each ticket (50 tickets)

Venue and wait staff at Olivers, Clyde

21.7.3 MANIOTOTO COMMUNITY BOARD COMMUNITY GRANT APPLICATIONS 2021-24 FINANCIAL YEAR

Doc ID: 553800

1. Purpose of Report

To consider round one of applications to the 2021-22, 2022-23 and 2023-24 Council general grants fund and to determine the grant allocation of each applicant.

Recommendations

That the Maniototo Community Board

- A. Receives the report and accepts the level of significance.
- B. Considers the following applications:
 - i. Ida Valley Pool Trust towards a permanent pool roof

2021/22 Requested: \$10,000	Recommend Approve: \$5,000
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 - ii. Maniototo Early Settlers Association Inc towards operational costs

2021/22 Requested: \$10,000	Recommend Approve: \$8,332
2022/23 Requested: \$10,000	Recommend Decline: \$0
2023/24 Requested: \$10,000	Recommend Decline: \$0
 - iii. Naseby Information and Craft Inc towards operational costs

2021/22 Requested: \$4,000	Recommend Decline: \$0
2022/23 Requested: \$4,000	Recommend Decline: \$0
2023/24 Requested: \$4,000	Recommend Decline: \$0

2. Background

The Council adopted a new grant policy in 2019. All grant applicants now go through a contestable and transparent application process. As included in the Register of Delegations, the Community Board has a responsibility to ensure that its actions and decisions are always within the policy guidelines adopted by the Council, otherwise the Board's decision will be by way of a recommendation to the Council. Maniototo Community Board approved \$15,000 per annum for ward-funded community grants through the 2021-31 Long-term Plan. This budget is to be allocated via two annual funding rounds. The current round is the first for the 2021/22 financial year. The second round will occur in the third quarter. Any allocations in this round may have an impact on the grant budget in future funding rounds.

To accommodate the new grant policy, all applicants who have historically received grants from the Council and community boards through the Long-term Plan were contacted. Applicants received correspondence in February 2021 advising them of the new process and when applications would be open. This correspondence included an initial email, followed by

a phone call and final email, to ensure that the information was understood. Applications to grants, via the Council website, opened on 1 July 2021 and closed on 1 August 2021. According to the Grant Policy, applicants can submit for up to three years of funding during year 1 of the Long-term Plan, and Council and community boards are able to allocate funding in advance on a recurring basis for up to three financial years. Three applications have been submitted to the community board for community grants, as detailed below, and two applicants have applied for three years of funding.

A matrix evaluation has been completed to assist the community board in assessing applications against the grant policy and criteria for funding. Staff have completed a matrix for each financial year, assessing the applications against the policy. These matrices also demonstrate the availability of grant funds for the second funding round in this financial year, plus funding rounds in future years, should new applicants wish to apply (Appendix 1).

3. Discussion

Community grants support community-driven initiatives which enhance the well-being of residents. They fund projects which fall outside of the promotions grant criteria and demonstrate a clear connection to one or more aspects of community well-being (social, economic, environmental and cultural). These grants are funded through ward and Council rates.

Any grants approved for future years cannot be uplifted until the applicants have reported back on their previous year's grant, including how the funds were used and outcomes that were delivered. If applicants are approved multi-year grants, they are still eligible to put in a second application for something else if they wish.

The total amount of funds requested in this first funding round for the 2021/22 financial year is higher than the entire year's grant budget, and the requested funds for 2022/23 and 2023/24 equate to nearly the entire available budget. If the community board chooses to fully allocate the community grants budget for all three years of the Long-term Plan, it will not be possible to facilitate any further contestable community grant funding rounds.

The assessment matrices for 2022/23 and 2023/24 demonstrate a match with the current purpose and eligibility grant criteria for some applicants, and multi-year grants would provide greater financial security for projects that run over multiple years. However, staff advice is to be circumspect at committing grant funds from future years' budgets:

- The majority of the contestable grant budgets will be used in this first round, leaving little opportunity for future applicants.
- Applicants receiving annual grants may not be incentivised to seek out alternative funding sources.
- Council's Grant Policy is to be reviewed in November 2021 with the intent of providing clearer direction for applicants and decision-makers; this review may alter future eligibility criteria.
- Fully committing grant budgets in advance will mean there is less flexibility to respond to adverse financial situations. For example, Council agreed to reduce contestable grant budgets to zero for 2020/21 to reduce the impact of a rates rise during the COVID-19 pandemic.
- Multi-year funding may impact decision-making abilities for elected members voted into office at the next local authority elections, in 2022.

Staff have reviewed each of the applications and provided comment below to assist Council with their decision-making.

Application:	Ida Valley Pool Trust GRA210706757 (App. 2)
Project:	Permanent roof for the pool

Amount Requested: 2021/22 \$10,000 Recommended: \$5,000

- The Ida Valley Pool Trust manages and operates the Otarehwa community swimming pool.
- The Otarehwa swimming pool has a plastic roof designed to maintain an ambient water temperature and extend the swimming season beyond a few short weeks in summer. The roof has been irreparably damaged due to snow and wind. As this is not the first time, replacing the roof with another plastic roof would not be economical. This project aims to provide a permanent structure around and over the pool which will also enable the changing rooms to be brought up to an acceptable standard.
- The pool has been well patronised by the local community in the past but now has a reduced patronage due to there being no roof to hold the water temperature. Little or no use has been made of the pool by visitors since the roof was damaged.
- Ongoing maintenance to the pool is funded through key sales, donations and catering fundraisers.
- The existing pool is a point of interest on the itineraries promoted by many cycle companies and cyclists are encouraged to use the pool during their stop over. It is important for the Otarehwa community as well as the Rail Trail experience that this facility continues.
- A letter of support from Big Sky Bike Adventures is included.
- It is expected that this is a one-off request.
- This application aligns strongly with the Grant Policy, and if \$10,000 was available in the budget, then the recommendation would be for the Board to grant \$9,567. The Trust has successfully raised \$62,000 in funding and secured \$11,000 in community contributions towards the project. Only \$9,567 more is needed to have the full funding required for the project. Due to limited funding and a second funding round still scheduled for this financial year, a reduced amount has been recommended.

Application: Maniototo Early Settlers Association Inc (MESA) GRA210702878 (App. 3)

Project: Operational costs

Amount Requested:	2021/22 \$10,000	Recommended: \$8332
	2022/23 \$10,000	Recommended: \$0
	2023/24 \$10,000	Recommended: \$0

- The community board has been providing funding to the Maniototo Early Settlers Association (MESA) since 1997; this increased to \$8,332 per annum through the 2018-2028 Long-term Plan.
- The Maniototo Early Settlers Museum was opened in 1935 by local residents. The collection on display has been donated by the original descendants of the early nationalities, numbering at least 15 different countries throughout the world. These displays are available for viewing along with the written archives from the Mt Ida Chronicle and other resources.
- MESA employs a part-time curator and has a volunteer base who contribute time and local knowledge to facilitate the ongoing opening hours of the museum over the summer season.
- No case has been provided for the increased funding request, which is significantly more than a CPI adjustment.
- Future year granting, whilst permissible, is not recommended given Council's decision to review the Grants Policy in November 2021.
- A letter of support from Naseby Vision is included in the application.

Application: Naseby Information and Craft Inc GRA210743337 (App. 4)

Project: Operational Costs

Amount Requested:	2021/22 \$4,000	Recommended: \$0
	2022/23 \$4,000	Recommended: \$0

2023/24 \$4,000

Recommended: \$0

- Naseby Information and Craft Inc is a volunteer run organisation, though the budget shows that \$1,600 per annum is used for remuneration of a holiday operator
- The community board has been providing financial support to this organisation since 2006. This was formalised into a grant of \$2,441 per annum in 2015.
- The establishment acts as a visitor centre for Naseby, where visitors to the area can go for information about local attractions and destinations.
- Largely focussed on the visitor market and therefore out of the scope of the community grants criteria.
- Members of the community are also able to sell their crafts at the centre for a profit.
- Council already funds the separately located i-Site in Ranfurly, which provides visitor information for the Maniototo.
- The application does not clearly meet the criteria for a community grant. There may be better alignment with promotions grants given the emphasis on visitors and that relationship to the Tourism Strategy.
- No case has been provided for the increased funding request, which is significantly more than a CPI adjustment.
- Future year granting, whilst permissible, is not recommended given Council's decision to review the Grants Policy in November 2021.
- The application includes a letter of support from Maniototo Early Settlers Inc. and the Naseby Holiday Park.

4. Options

Option 1 – (Recommended)

That the community board considers the applications received and reviews the recommended grant amounts as specified in the grant assessment matrix for each of the three years of the 2021-2031 Long-term Plan.

That the community board allocates grants for the following applicants:

Name of Applicant	2021/22	2022/23	2023/24
Opening balance	\$15,000	\$15,000	\$15,000
Proposed applicant funding:			
• Ida Valley Pool Trust	\$5,000	-	-
• Maniototo Early Settlers Association Inc	\$8,332	-	-
• Naseby Craft and Information Inc	-	-	-
Total amount allocated in this round:	\$13,332		
Total 2021/22 grants budget remaining:	\$1,668	\$15,000	\$15,000

That the community board declines grants for the following applicants:

Name of Applicant	2021/22	2022/23	2023/24
Maniototo Early Settlers Association Inc	-	\$10,000	\$10,000
Naseby Information and Craft Inc	\$4,000	\$4,000	\$4,000
Total applied for but not allocated:	\$4,000	\$14,000	\$14,000

Advantages:

- The recommended allocation is within community grant budgets: \$1,668 remains in the 2021/22 budget and the full budget allocation remains in the 2022/23 and 2023/24 financial years.
- The community board is declining applicants whose projects do not clearly align with the 2019 Grant Policy.
- Remaining funds are available for a second funding round in 2021/22 and full budgets are available for future years.

Disadvantages:

- The recommended grant amounts are less than requested and may impact on project delivery.
- Limiting grant funding to a single year reduces financial stability for applicants running longer term projects and may jeopardise their ongoing functionality.

Option 2

The community board considers allocating different amounts of funding to applicants, in line with the grants criteria and available budget, taking into consideration the following:

- Alignment with the grants criteria.
- Total budget and available funds.
- Ongoing functionality of well-performing community organisations.
- A second funding round to be advertised in the third quarter of the 2021/22 financial year, and two funding rounds per year in the 2022/23 and 2023/24 financial years.

Advantages:

- The community board has the discretion to allocate grants of a lesser or greater amount, in line with the 2019 Grant Policy and assessment matrix, and within the set budgets.

Disadvantages:

- Recommendations have been made with consideration to the available budgets, and the 2019 Grant Policy and assessment matrix.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the (social/cultural/economic/environmental) wellbeing of communities, in the present and for the future by providing financial support for community-led projects and initiatives.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Yes
Decision consistent with other Council plans and policies? Such	Yes, consistent with the 2019 Grant Policy.

as the District Plan, Economic Development Strategy etc.	
Considerations as to sustainability, the environment and climate change impacts	None
Risks Analysis	There is a risk that some applicants may not be able to carry out their projects as outlined due to insufficient funding.
Significance, Consultation and Engagement (internal and external)	None required

6. Next Steps

The community board agrees on and resolves the grant amount for each applicant.

The applicants are advised in writing of the community board's decision, with information about any conditions applied to the approved grant, and the process for uplifting the grant if relevant.

If approved, payment of the approved grant is made once an accountability form has been submitted for any previous grants, and an invoice is received.

7. Attachments

Appendix 1 - MCB Assessment Matrix 2021-24 [↓](#)

Appendix 2 - Ida Valley Pool Trust Grant Application.pdf [↓](#)

Appendix 3 - MESA Grant Application.pdf [↓](#)

Appendix 4 - Naseby Information and Craft Centre Grant Application.pdf [↓](#)

Report author:



Nikki Aaron
Community Development Officer
24/09/2021

Reviewed and authorised by:



Sanchia Jacobs
Chief Executive Officer
27/09/2021

MCB Funding Applications Evaluation Matrix 2021/22 FY

MCB Grant Cost Centre 5431 2435						Balance Budget 2021-22	\$ 15,000	Granted	\$0.00	Surplus / Deficit				\$15,000.00	
Applicant/Project		Purpose				Criteria					\$ Funded Previousl y	\$ Cost	\$ Applied	\$ Recommen ded to Grant	Comments
	Ref	Empo wers local comm unities	Communit y-driven, enhances well-being of residents	Support s approve d strategie s plans	Deliver s comm unity-outco mes	Proje ct well plann ed defin ed	Benefits clearly demonst rated	Costs clear reasona ble	Broad comm unity gain not individ ual	Demons trates ability to become self-sustaini ng					
Ida Valley Pool Trust	GRA2107 06757	Yes	Yes	Yes	Yes	More	Yes	Yes	Yes	Yes	\$0.00	\$86,567.00	\$10,000.00	\$5,000	This is a one-off cost to replace the roof of the pool. The roof has had to be replaced multiple times in the past due to flimsy materials. This project will ensure that the new roof is far more durable and long-lasting. The pool is an important community asset for locals as well as visitors. It is volunteer run and maintained by the community. The Trust has secured \$62,000 in funding and \$11,000 in community contributions. The required amount remaining is \$9,567.
Maniototo Early Settlers Association Inc	GRA2107 02878	Yes	Yes	Yes	Yes	No	Some	Yes	Yes	Some	\$8,332.00	\$11,160.00	\$10,000.00	\$8,332	
Naseby Information and Craft Inc	GRA2107 43337	Some	Yes	Some	Yes	No	Some	Some	Some	No	\$2,241.00	\$16,920.00	\$4,000.00	\$0	
											\$10,573.00	\$ 114,647.00	\$24,000.00	\$13,332.00	
TOTAL											\$ 10,573.00	\$ 114,647.00	\$ 24,000.00	\$ 13,332.00	

No - does not align with criteria

Some - aligns somewhat with criteria

More - goes above expectations for criteria alignment

Yes - aligns with criteria

MCB Funding Applications Evaluation Matrix 2022/23 FY

MCB Grant Cost Centre 5431 2435						Balance Budget 2021-22		\$ 15,000	Granted	\$0.00	Surplus / Deficit			\$15,000.00	
Applicant/Project		Purpose				Criteria					\$ Funded Previously	\$ Cost	\$ Applied	\$ Recom mended to Grant	Comments
	Ref	Empowers local communities	Communi- driven, enhance s well- being of resident s	Support s approve d strategie s plans	Delivers communit y- outcomes	Project well planned defined	Benefits clearly demonstr ated	Costs clear reasona ble	Broad communi ty gain not individu al	Demonstrates ability to become self- sustaini ng					
Maniototo Early Settlers Association Inc	GRA210702878	Yes	Yes	Yes	Yes	No	Some	Yes	Yes	Some	\$8,332.00	\$11,160.00	\$10,000.00	\$0	Financial contribution for operational costs of the museum. Employs one part-time curator and otherwise volunteer run. This is a partial contribution. The museum applies for other grants as required to top up annual expenses and cover the cost of any maintenance and upkeep of the building. Application contains limited information on outcomes and benefits of the museum to the local community.
Naseby Information and Craft Inc	GRA210743337	Some	Yes	Some	Yes	No	Some	Some	Some	No	\$2,241.00	\$16,920.00	\$4,000.00	\$0	Some community benefit by being volunteer run and providing an opportunity for locals to sell local goods. Largely focussed on visitor market and therefore out of the scope of the community grants criteria. Supports Tourism strategy, would be more appropriate to fund from Promotions grants. Council funds the i-Site in Ranfurly which provides information to visitors in the Maniototo.
											\$10,573.00	\$28,080.00	\$14,000.00	\$0.00	
TOTAL											\$10,573.00	\$28,080.00	\$14,000.00	\$-	

No - does not align with criteria

Some - aligns somewhat with criteria

More - goes above expectations for criteria alignment

Yes - aligns with criteria

MCB Funding Applications Evaluation Matrix 2023/24 FY

MCB Grant Cost Centre 5431 2435						Balance Budget 2021-22		\$ 15,000	Granted	\$0.00	Surplus / Deficit			\$15,000.00	
Applicant/Project		Purpose				Criteria					\$ Funded Previously	\$ Cost	\$ Applied	\$ Recommended to Grant	Comments
	Ref	Empowers local communities	Community-driven, enhances well-being of residents	Supports approved strategies plans	Delivers community-outcomes	Project well planned defined	Benefits clearly demonstrated	Costs clear reasonable	Broad community gain not individual	Demonstrates ability to become self-sustaining					
Maniototo Early Settlers Association Inc	GRA21070 2878	Yes	Yes	Yes	Yes	No	Some	Yes	Yes	Some	\$8,332.00	\$11,160.00	\$10,000.00	\$0	Financial contribution for operational costs of the museum. Employs one part-time curator and otherwise volunteer run. This is a partial contribution. The museum applies for other grants as required to top up annual expenses and cover the cost of any maintenance and upkeep of the building. Application contains limited information on outcomes and benefits of the museum to the local community.
Naseby Information and Craft Inc	GRA21074 3337	Some	Yes	Some	Yes	No	Some	Some	Some	No	\$2,241.00	\$16,920.00	\$4,000.00	\$0	Some community benefit by being volunteer run and providing an opportunity for locals to sell local goods. Largely focussed on visitor market and therefore out of the scope of the community grants criteria. Supports Tourism strategy, would be more appropriate to fund from Promotions grants. Council funds the i-Site in Ranfurly which provides information to visitors in the Maniototo.
											\$10,573.00	\$ 28,080.00	\$14,000.00	\$0.00	
TOTAL											\$ 10,573.00	\$ 28,080.00	\$ 14,000.00	\$ -	

No - does not align with criteria

Some - aligns somewhat with criteria

More - goes above expectations for criteria alignment

Yes - aligns with criteria

Community Development - Grants

GRA210706757



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand

03 440 0056

Info@codc.govt.nz
www.codc.govt.nz



Application For
Which Grant
Grant Application

Maniototo Community Board
Community
GRA210706757

The Applicant:

Organisaton Name
Contact
Phone
Email
Address
Organisaton Type

Ida VALley Pool Trust
Tony Hurley
0274455337
info@inverlairlodge.co.nz
3422 Ida Valley-Omakau Road, RD 2, Oturehua 9387
Charitable Trust

The Project:

Project Name
Description

Community Pool Enclosure

he Oturehua swimming pool has a plastic roof designed to maintain an ambient water temperature and extend the swimming season beyond a few short weeks in summer. The roof has been irreparably damaged due to snow and wind. As this is not the first time, replacing the roof with another plastic roof would not be economic. This project aims to provide a permanent structure around and over the pool which will also enable the changing rooms to be brought up to an acceptable standard. The cinder block walls are in poor condition and may become a hazard in the near future

Start Date

25/10/2021

End Date

10/12/2021

The 4 well beings

Social

It is acknowledged that the pool has lifted the quality of life for Otarehua residents and has enabled a better quality social connection. Being able to continue to provide this facility will strengthen community networks as a place to meet and enjoy shared activities for members of all ages.

Economic

Economically, the pool is a key piece of infrastructure that supports our social wellbeing. It will generate visitor

Environmental

stays which in turn generates employment and the wealth necessary to provide many of the requirements that make for social wellbeing

Cultural

The proposed project will result in a visually attractive environment that will encourage its use which in turn strengthens the community network

Measures

Culturally, it is our desire to create a space that visually connects the community to its history through the use of landscaping, sculptures and artefacts that highlight this connection. This will be an important consideration in "telling our story" to the town's visitors

Success will be measured in the numbers using the facility. The pool has been well patronised by the local community in the past but has now a reduced patronage due to there being no roof to hold the water temperature. Little or no use has been made of the pool by visitors since the roof was damaged. We will want to see a return to normal use by the local community but will also wish to see increased use by visiting rail trail cyclists.

Meet at least three of the strategic priorities:

The Budget:

Year 1 - 2021/22:	20000.00
Year 2 - 2022/23:	0.00
Year 3 - 2023/24:	0.00
Total Requested \$	20000.00

Cost Breakdown

Cost Breakdown is provided in the Ida Valley Pool Trust Project Plan

Previously received funding?

No

Backup Plan

We have also applied to the Southern Trust and Otago Community Trust for funding for this project. If the required funding balance is not achieved, the back up plan will be to re engineer the existing structure to be able to retrofit corrugated iron sides and corrugated clear light sheets on the roof

The End:

Attachments Ticked

- Your project plan
- Information about other funding you have

applied for

- Financial accounts (for applications of \$10,000 or more)
- Supporting documentation such as letters of support, quotes and estimates (if applicable)

All information provided is complete and correct True

Have read and acknowledge the standard Central Otago Terms and Conditions of Grant Funding Yes

Acknowledge that your application will be assessed in accordance with the principles and objective contained in the Grants Policy and that Council's representative funding committee is the final decision-making authority Yes

Information about your application (including the applicant's name, project title, and a summary of the proposal) and any approved funding may be made publicly available by Council Yes

If successful, the grantee will be required to report on the success or otherwise of the event following completion of the project or at a time to be agreed Yes

Name: Tony Hurley

Date 01/07/2021

Signature (6 kb)



Ida Valley Pool Trust

Swimming Pool project plan. June 2021

Background

The Ida Valley Pool Trust is seeking funding for a permanent structure to cover the old school swimming pool

Oturehua is a small village on the Otago Central Rail Trail and relies heavily on Rail Trail cyclists stopping and staying the night to support essential business and the employees of those businesses.

The existing pool is a point of interest on the itineraries promoted by many cycle companies and cyclists are encouraged to use the pool during their stop over. It is important for the Oturehua community as well as the Rail Trail experience that this facility continues.

Unfortunately the swimming pool cover has been lost due to snow and high winds and it is not practical to replace the existing cover with another of the same materials so it is the intention of the Pool Trust to raise funds for a permanent structure to cover the pool

Funding from the Central Otago District Council Community grants will go a long way towards keeping the facility open and continuing the local and Rail Trail experiences

Project details

The project involves the following;

- Removal of old remaining swimming pool roof structure.
 - The labour to remove this will be supplied by the community
 - It is intended to advertise the old structure for sale as a tunnel house and hope to return approximately \$2000 towards the cost of the project
- Ground works for new structure.
 - This requires professional assistance and cost
- Supply of new materials for new structure
 - Specifications for the proposed 'Widespan' kitset shed are attached
- Construction
 - Professional help in the form of a 'Licensed Building Practitioner' will be required to meet council building standards. Quoted within Widespan proposal
- Landscaping
 - Landscaping is planned to enhance the complex grounds and blend the structure into the surrounding environment
 - Painting and upgrades to the pool

Project costs

1) Supply of shed in kitset form	\$40,689.00
2) Groundworks and construction	\$35,778.00
3) Landscaping	\$3,000.00
Total Cost	\$82,567.00

Less;

1) Sale of existing structure	\$1,000.00
2) Landscaping donations	\$2,000.00
3) Landscaping volunteer labour	\$3,000.00
4) Construction contribution. (Labour, machinery)	\$5,000.00

Community contributions 11,000.00

5) Funding received to date

Trans power Trust	\$34,500.00
Community Trust of Maniototo	\$2,500.00
Maniototo Trust Fund	\$2,000.00
Broad Calvert Charitable Trust	\$3,000.00
Otago Community Trust	\$20,000.00
<i>Funding to date total</i>	<i>\$62,000.00</i>

\$73,000.00

Further Required Funding **\$9,567.00**

Project Timeframes.

The Ida Valley Pool Trust would like the completed cover in place in time for the 20021 22 swimming season

• Completed project	1 December 2021
• Construction commencement	1 November 2021
• Council building consent submitted	30 September 2021
• Contract with Wide sheds finalised	30 September 2021
• Funding finalised	30 September 2021

Nikki Aaron

From: Inverlair Lodge <info@inverlairlodge.co.nz>
Sent: Tuesday, 28 September 2021 10:56 am
To: Nikki Aaron
Subject: Re: Oturehua Grant Application

Hi Nikki

As per our conversation yesterday we wish to reconfirm the amount of funding the Ida Valley Pool Trust would like to apply for. Due to a recent offer of funding from the Otago Community Trust we are in a position where we can complete the project with a lessor amount than indicated in our application to the Central Otago District Council

We wish to reduce the amount of funding in our Community Grant application to \$10,000.00.

If you have any question, please let me know
Regards

Tony Hurley

On Sep 28 2021, at 10:11 am, Nikki Aaron <Nikki.Aaron@codc.govt.nz> wrote:

Mōrena Tony,

Following our chat yesterday, can you please send through an update on the confirmed funding for the pool to date and how much you would like to request from the Maniototo Community Board as a reflection of this?

Many thanks,

Nikki



Page 1 of 6

Cohesive Construction Central Otago Limited Kitset and Construction Proposal

Prepared by
Brett Haugh
Sales Agent
Brett.Haugh@cohesive-construction.co.nz
027 297 2660

For
Ida Valley Pool Trust

Site Address:
3408 Ida Valley-Omakau Road, Oturehua 9387, New Zealand

Job Description:
10m x 20m x 3m eave farm shed as per Wide Span Sheds Quote # BRETTH2106013



Page 2 of 6

Quote Number: BRETTH2106013

Date Quote Created: 23 Jun 2021

SCOPE OF WORK FOR a 10m x 20m x 3m eave farm shed as per Wide Span Sheds Quote # BRETTH2106013

Client Name Ida Valley Pool Trust

Site Address 3408 Ida Valley-Omakau Road, Oturehua 9387, New Zealand

Thank you for requesting a quote for your building project with Cohesive Construction Central Otago Limited. Detailed below are the inclusions and exclusions for your project based on the information provided. We welcome any questions about the details of the attached quote BRETTH2106013 for your Wide Span Sheds Kitset and Construction costs.

Details of your Wide Span Sheds Building	
Area of shed	200.00m2
Concrete Floor Area	0.00m2
Personal Access Door	2
Windows	0
Skylights	8
Internal Walls	0
Roofing Underlay Allowance	220.00m2
Roller Doors	
Roller Door Motors	

Scope of Work

Wide Span Sheds shall provide the services and deliverables as follows:

Foundations and Floors

- Concrete floor, piers and footings constructed as per Wide Span Sheds engineered drawings.
- Damp proof membrane (250um) to underside of concrete floor.
- SE 62 Mesh and pier reinforcing as specified for 100mm thick floor.
- U3 Finish, expansion cuts as specified (house floor finish).



Structure and Installations

- Construction of building as per Wide Span Sheds Quote # BRETTH2106013
- Safety mesh with Thermakraft 403 roofing underlay.
- Crane, hiab, scissorlift and scaffolding as required to complete construction.
- 125mm box gutter with heavy duty gutter brackets.
- Two 80mm PVC downpipes to ground level ready to connect to stormwater connections.

Inclusions

- Site specific Health and Safety plan.
- Contract works and public liability insurance cover (Full schedule available on request).
- Freight of building to site (assumes suitable access for truck and trailer units).
- Site setup and profile marking for earth works contractors.
- Lodging of council plans, managing all council inspections and obtaining final documentation for contracted works.
- Engineering costs to upgrade to importance level 2 PC Sum \$5000

Wide Span Shed Kitset	\$38,860.87
Construction	\$31,112.32
Sub Total (ex GST)	\$69,973.19
GST	\$10,495.98
Total Price (inc GST)	\$80,469.17

Please note: This quote is valid for 30 days from the 24/06/2021.

Our Quotation is based on earthworks all completed, at the required height, ready for us to start boxing (refer to page 5). Price does not include hardfill nor foundation digout. A site visit is required to ascertain site specific requirements.

Exclusions

- Additional Local Authority requirements, or costs for specific building consent, drainage, engineering inspections/construction monitoring or other council requirements.
- Services to and from the building.
- Stormwater connections to soak pits or water tank.
- Preparation of site and pier holes below concrete slab and any hard fill required (please see additional notes for further information).
- Geo tech or ground testing.
- Any additives required over and above 25MPa concrete due to weather conditions will be charged accordingly after the slab is placed.
- Preparation of site and foundations/ Piers
- Steel coating or other application or solution to protect steel on pool environment
- Upgrade to skylight/ clearlite cladding (can be priced and engineered)
- Anything not mentioned in this quotation or the Wide Span Sheds Kitset quotation.



WHAT YOU NEED TO KNOW ABOUT YOUR WIDE SPAN SHED BUILD

Do I need to organise my own building consents for my project?

There are two options available if your shed required a building consent:

- Wide Span Sheds can create all necessary plans as well as applying for the consent and answering any questions from council during this process (Council consent fees to be paid by client).
- If you wish to undertake the process yourself, Wide Span Sheds will provide you with the construction drawings and engineering documentation for the structure. Additional charges will be made to provide other documents the council may require such as a site plan or internal fit out details.

Do I need a Resource Consent?

A Resource Consent may be required for your shed. This will depend on the council the application is lodged with as well as other factors such as the shed's height, location in relation to the boundary and other buildings on the proposed site. Wide Span Sheds can complete or assist you with this process.

Can Wide Span Sheds design and manage the internal fit-out of my shed if required?

If you require your building to have an internal fit-out, additional design work and drawings will be required to submit for building consent. We have our own in-house team able to undertake this work and can provide you with a fee estimate for this work. Our licensed building teams can complete this work as required.

Will I need soil and geotech reports?

Some council's may require soil testing and/or geotechnical reports on the ground conditions. Additionally other factors may mean a soil test is required such as the historical use of the land and if any recent demolition work has taken place. A geotechnical report can also assist the structural engineer in determining the design of a suitable foundation.

What facilities are we expected to provide for Wide Span Shed staff during construction?

- Toilet facilities are required for our staff and contractors on site, if this is not available then a port-a-loo will be arranged with costs passed on to the client.
- We will require a power source and access to water for the duration of the build. If this is not available please discuss this with us prior to the start of the build.
- Site access - suitable clear access is required so that trucks, cranes etc can safely access the site. Clear access means access clear of overhead power lines and overhanging trees, as well as level ground entry that is at least 2m wide to the building platform. If we are unable to access the building platform safely then variation may be raised and additional costs billed. Please discuss this with your Wide Span Sheds Sales Agent if you have any questions regarding access.

What is involved in Site Preparation?

The preparation of your shed site is the first stage of development, this stage is vital to the solidity of your shed foundations and must be carried out to a high standard. Earthworks are not included in your quoted foundation price as the nature of each site can vary significantly. For earthworks carried out by others on the site please see attached drawing and spec of what is required to enable us to start on site. Should piers and/or slab be constructed by others, slab and/or external piers must be the required height +/- 5mm per metre. Slab dimensions must measure within +/- 5mm.

What happens if changes are required to the foundations?

Wide Span Sheds quote is based on good ground. Should the foundation design change, we will re-quote this for you.

What does the standard Wide Span Sheds slab and footings quote cover?

Our slabs have a 200mm concrete edge beam regardless of overall slab thickness, and piers under all load bearing portal structures, expansion cuts and roller door ramps.

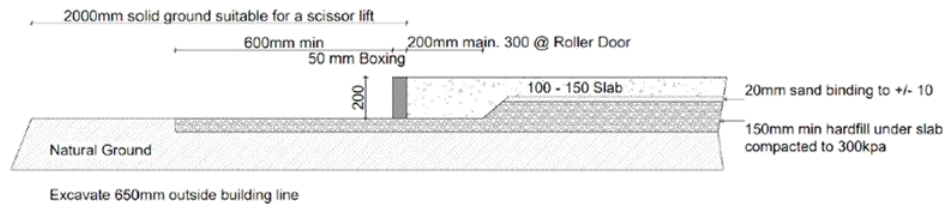
What do we need to know about obtaining a Code Compliance Certificate?

A Code Compliance Certificate is required from the council to ensure that the building has been built to both the NZ Building Code and the Building Consent. Not obtaining a Code Compliance Certificate could affect future property sales or your insurance, so it is important to obtain one once works are completed.

Should Wide Span Sheds be undertaking all aspects of the build then we will apply for and complete this application on your behalf.

If Wide Span Sheds is completing only a part of the build, and something such as the drainage or electrical work falls outside of our scope, we will provide you with all the documentation for a Code Compliance application from our scope, on completion of the build.

INFORMATION ABOUT PREPARING YOUR SITE



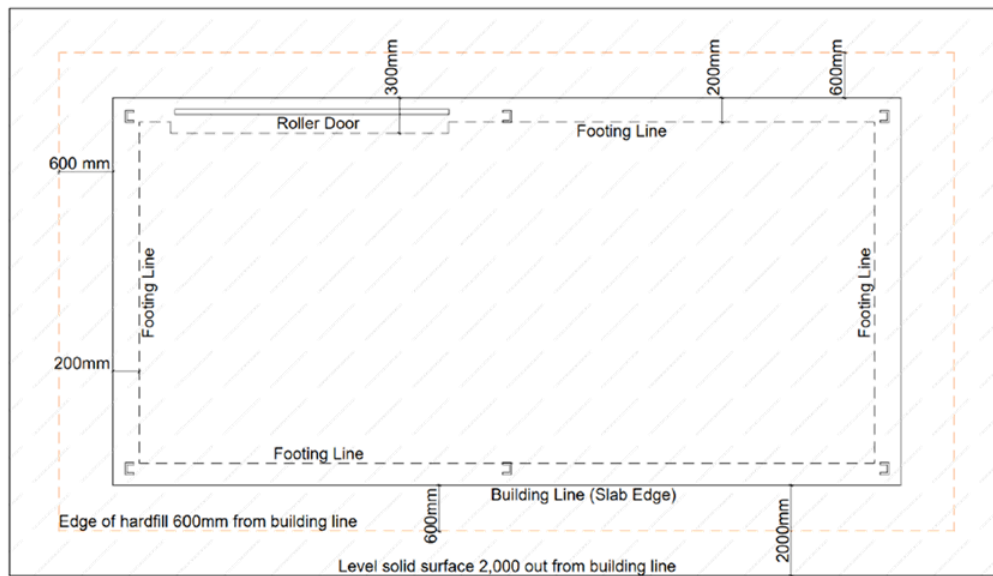
Excavation and fill edge detail for standard slab

ADDITIONAL INFORMATION

1. The finished concrete floor height is to be 150mm above the highest surrounding ground level at the sheds edge unless shown differently on the consent stamped drawings (residential min 225mm).
2. Refer to any geotechnical information in the consent documentation.
3. The detail above is for a slab excavation and fill for good ground with a minimum allowable bearing capacity of 300kpa. Please check with building consent documentation.
4. Refer to the stamped consent drawings for ALL footing depths and widths.
5. All hard fill is to extend a minimum of 600mm out from the perimeter of the slab.
6. If the eave (stud height) is over 3.0 metres a solid flat surface is to extend 2.0 metres outside the perimeter of the slab to allow for mobile scaffold or mechanical work platform.
7. All pier holes should have clean natural ground bases.
8. Please ensure any required inspections by council or engineer's are completed as required as per consented plans.

If for any reason the above items cannot be achieved please contact Cohesive Construction Central Otago Limited to discuss an alternative. Cohesive Construction Central Otago Limited will not be liable for any work carried out that does not meet the consent stamped documentation and the items above.

An example of the site layout required:





Wide Span Sheds South Island Ltd
GST: 116-300-389

Rolleston Canterbury 7643
Rolleston, Canterbury 7614
Phone 0272 972 660
Mobile 0272 972 660

www.sheds.co.nz

QUOTATION

Tony Hurley
3422 Ida Valley-Omakau Rd
Oturehua
Otago, 9387
New Zealand

Reference # : BRETTTH2106013
Date : 23 Jun 2021

Dear Tony,

Thank you for the opportunity to quote you on your new steel building. The features and benefits of this quotation refer to the supply of a kit only, based on the information discussed to date. Your steel building will be manufactured locally in Christchurch.

If you have any questions, please don't hesitate to call us.

Kind Regards,

Brett Haugh
Sales Manager
ph: 0272 972 660
email: brett.haugh@sheds.co.nz

Pricing	
Kit Price	\$38,860.87
GST	\$5,829.13
TOTAL (inc GST)	\$44,690.00

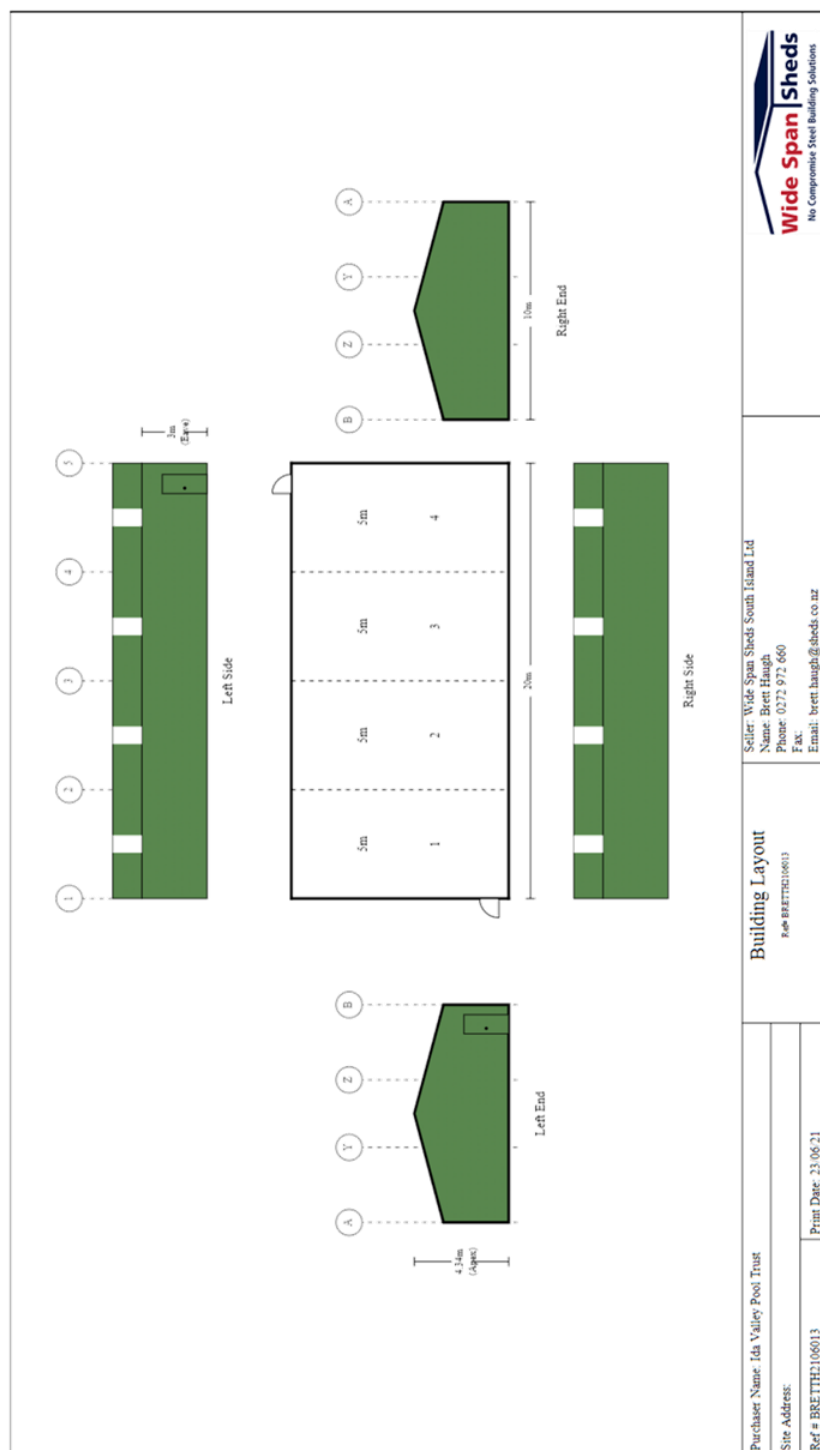
Payment Schedule Kits Sets

- 25% initial deposit to be paid to receive all appropriate plans, engineering specifications & certificates.
- 25% further deposit to be paid to commence manufacturing.
- 50% to be paid 7 working days prior to pick up or delivery of your steel building.

The price covers entirely our offer. Anything discussed or implied but not specifically referenced in this quote, does not form part of our offer. Please contact us for a revised quote if there are any amendments or inclusions you require.

www.sheds.co.nz

Building Layout



www.sheds.co.nz

Details of your Wide Span Sheds Building

Weight	Approximately: 5,600 kg
Span	10 metres
Length	20 metres (4 Bays of 5 metres each)
Height	3 metres
Roof Type	Gable, 15 degree pitch
Roof	Colorsteel High Profile 0.40 BMT sheeting, New Zealand Steel
Walls & Trims	Colorsteel High Profile 0.40 BMT sheeting, New Zealand Steel
PA Doors	Two (2) double skin, foam insulated deluxe Colorsteel steel doors with keyed lockset;
Skylights	Eight (8) sheets of 1800gsm Industrial Grade Translucent (Opal) Fibreglass. Four (4) on left side of steel building roof. Four (4) on right side of steel building roof.
Vermin Flashing	To the perimeter of the building excluding any openings.
Bracing	The building will have Knee and Apex braces. Minimum internal knee clearances are: Main Building 2.172m. Minimum internal apex clearance is: 3.575m.
Roof Purlins & Wall Girts	Tophat sections with a minimum overlap of 10% of the bay width.
Fixing to Concrete	Screw-Bolts fitted after concrete is cured.

Additional Items Quoted - Included In Total Price Above

Freight to site	\$0.00
Upgrade to heavy duty gutter brackets	\$0.00
Promo	\$-5,170.00
Total Cost of Additional Items	\$-5,170.00

Specific Inclusions

- Determination of the design criteria by the engineer. This includes assessment in 8 cardinal directions to determine the site design wind speed based on the building orientation.
- Engineering certification of the steel building to the appropriate New Zealand Standards for the building class nominated above.
- Slab or Piers designs to suit sites with a minimum safe bearing capacity of 100kPa.
- Materials as nominated above supplied as per the attached "General Specification".

Specific Exclusions

- Drawings other than detailed above.
- Consent authority including any building, development or construction certificate application(s).
- Construction of the steel building and any foundations (building is supplied as a kit).
- Insurance of the steel building once delivered to site or collected from depot.

www.sheds.co.nz

Site Location	
Site Address	3408 Ida Valley-Omakau Road Otarehua New Zealand
Building Orientation	Left Side of building orientated to 120° (southeasterly direction)
Classification	5
Importance Level	1 with a Vr of 41 m/s
Design Wind Criteria	Region A7; TC = 2.0; Mt = 1.11; Ms = 1.0; giving a Vdes of 41.4 m/s.
Snow Load	Snow loading has been allowed for a site with a maximum height above sea level of 508.52m in the designated region for a sub alpine site.
Earthquake	An Earthquake Hazard Factor up to 0.4 has been allowed for in the design of the building, however wind is the determining design factor.



www.sheds.co.nz

Building Information

The design criteria nominated has been assessed by your trained sales consultant. This assessment is subject to the certifying engineers confirmation. Final assessment by the engineer may result in a change to the materials and price.

- Importance Level of 1 - Buildings presenting a low degree of hazard to life and other property in the event of failure (e.g. farm buildings)
- Importance Level of 2 - Buildings not included in 1, 3 or 4(e.g.houses).
- Importance Level of 3 - Buildings or structures that are designed to contain a large number of people(e.g.football stadium).
- Importance Level of 4 - Buildings that are essential to post disaster recovery or associated with hazardous facilities(e.g.aircraft control tower).

Refer to AS / NZS 1170.0 for a full description of Importance Levels.

From the site location and the usage information we have at hand, it is likely that the building is subject to a Marine Influence and/or Industrial Influence. We refer you to BlueScope Technical Bulletins (in particular TB1A, TB1B, TB4, TB30 and TB35) to consider the environmental conditions and the materials that have been specified in your quotation. It is likely that the BlueScope and any other warranties will be limited for the specified materials. If you contact BlueScope on 1800 800 789, they will be able to discuss this further with you. Should you wish to consider changing any materials, your sales consultant will be able to assist.

General Specifications

Due to ongoing product development, the seller reserves the right to make design and engineering changes up to the point of commencing manufacture. The engineer's final design requirements may override anything nominated.

Standards & Codes - All buildings are designed in accordance with the loads of AS/NZS 1170, AS 3600 for the concrete components, the methods of AS 4100 for steel components and the specific requirements of AS 4600 for cold formed sections.

Building Orientation - The building orientation nominated in the quote is critical to the design.

Design Criteria - Prior to issuing engineering certification, the engineer does a site specific check of the wind speed and a structural design check. This design takes into account the building orientation. Changes to the site wind speed may result in a price increase or decrease. To minimise any cost increases, the purlins and girts may be changed from Top Hat to fully bolted Zs. This will only be done if, by doing so, it represents a net cost saving to the client. Unless nominated, no allowance has been made for earthquake or snow loading. The building is not suitable for lining with gyprock.

Unless nominated, no allowance has been made for earthquake or snowloading. The building is not suitable for lining with plaster board.

It is the responsibility of the purchaser to ensure that the Design Criteria nominated is suitable for the site and proposed building use. This should be obtained from a suitably qualified & insured person/company.

Dimensions - all dimensions nominated are nominal sizes only. Length and span are to inside of sheeting. Height is to top of gutter. Length and span may vary when sides are fully open by up to 150mm per side/end. If an exact opening or clearance is required, then this must be specifically nominated as "exact size" in the quotation.

Environmental Characteristics - All components of the steel building are designed to suit the conditions generally described as "Non aggressive". Care must be taken with any steel building to ensure that regular maintenance is carried out. The suitable conditions and Maintenance requirements are defined in the various New Zealand Steel Information Bulletins.

Roof & Wall Sheeting - NZ Steel as nominated. TCT refers to Total Coated Thickness. BMT refers to Base Metal Thickness. Refer to NZ Steel TB-1a&1b

ZINCALUME® steel Sections - ZINCALUME® steel purlins and girts have a minimum coating of 275-gm/m² (Z275) and a minimum yield strength of 450Mpa.

Fasteners - All major connections are bolted, all other connections are tec screwed. Fasteners are supplied to a class 4 standard as defined in AS3566.

Bracing

Wall & Roof: Cross and Fly bracing as per the engineering plans, steel strapping will be supplied unless otherwise nominated. In open bays, a double eave purlin is provided for bracing purposes. Subject to engineering cross bracing in some open bays and over windows may be required.

Apex: Where nominated by the engineering, apex braces are supplied. Apex braces will reduce the apex clearance height. rafters.

Knee Braces: Where nominated by the engineering, lateral and/or transverse knee braces are provided. Knee braces will reduce the clearance heights.

End Wall Mullions - Fixed at 90 degrees to the columns and inside the rafter. These will reduce internal clearance.

Piers and Slab - Designs are for a safe bearing value $\geq 100\text{kPa}$. (400kPa ultimate). Where a concrete slab, or concrete slab and piers is nominated, the wall sheeting will be supplied to extend 27 mm past the slab (building height + 27 mm). When concrete piers only are nominated, wall sheeting is provided to building height. When concrete piers only are nominated, wall sheeting is provided to building height.

Fixing Method - The fixing method nominated is for the main side columns. Other columns are supplied as per engineering design. Where chemical studs are nominated, due to hazardous transport laws, the chemical is to be supplied by others. The Engineers design may override your request.

Gutters - The gutter type supplied will be nominated by our supplier as the most common type for the area.

Marking, Cutting and Drilling - Most components are marked for easy identification and placement. Most are also cut to length and drilled to suit bolt placement. It will be necessary to cut and/or drill some components on site.

symbol indicates items that are only included when specifically nominated in your quotation.

Access Doors - All roller doors, sectional doors, shutters, steel sliding or bifold doors and PA doors are NOT wind rated. The sizes quoted are approximate door sizes - NOT clear opening sizes. Clear opening sizes may be reduced due to the building height, widths, motors or chains. At least 70mm in height will be lost due to the 'lead in'. All roller doors keys (where included) are keyed alike, unless otherwise stated. All Stable shutters will be provided in the same colour as the wall colour. Sliding doors are supplied so that each door will slide across the door bay plus one other bay as per shed layout. All doors are supplied as base rolling only.

Colours - Not all colours are available from all manufacturing depots.

Ex Works - Collection will be from our supplier's depot nominated as the manufacturing location in the quote letter.

Insulation + Wire - Of the type nominated in the quote.

Internal Stud Walls - No sheeting provided.

Internal Use - (21-06-01 NZ)

Roller Door Transport Protection - All doors are either steel wrapped or cardboard boxed to protect them during transport.

Skylights - Translucent (Opal) Fibreglass sheeting. Industrial weight (1800gsm) unless otherwise nominated. Safety mesh (if required) is to be provided by others. Maximum of one sheet per bay, per side.

This is our Guarantee to you!

We at Wide Span Sheds know it's important to you that your building is delivered in full, meets the New Zealand Building Code requirements and is manufactured using quality New Zealand Steel. That is why we guarantee it.



ShedSafe Accredited

ShedSafe is a new industry benchmark for New Zealand manufactured steel sheds. It is an independent accreditation program designed to assist shed buyers in making an informed purchase decision. ShedSafe accreditation means that both the shed manufacturer and seller are committed to ensuring sheds meet New Zealand Standards and are the best fit for your site and circumstance.

For more information, visit:
www.sheds.co.nz/shedsafe



New Zealand Steel Guarantee

This is our guarantee to you:

Wide Span Sheds only uses New Zealand steel for all the structural components of your buildings. All steel is high tensile and a minimum of 450MPa.

For more information, visit:
www.sheds.co.nz/steel-guarantee



Site Specific Engineering

This is our guarantee to you:

Site specific engineering is the process of ensuring that your building is designed to suit the exact location it is going to be built. At Wide Span Sheds our team will assess the design needs of your building including Wind Region, Surrounding Terrain and Topography.

For more information, visit:
www.sheds.co.nz/site-specific-engineering

www.sheds.co.nz

COM 03-99-01
COM 03-99-02

10 June 2021

Ida Valley Pool Trust
C/- Tony Hurley
3422 Ida -Valley – Omakau Road
RD 2
Oturehua 9387



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand

03 440 0056

Info@codc.govt.nz
www.codc.govt.nz



Dear Tony

Ida Valley Pool Trust – Permanent Pool Structure Project

The Maniototo Trust Fund (MTF) is an internal Central Otago District Council investment fund, which has been delegated to the Maniototo Community Board as Trustees to oversee and distribute funds within the Maniototo community for capital projects.

This fund was derived from the sale of Otago Central Electric Power shares following the electricity reforms in 1999. The Maniototo Community Board of the day elected to invest the proceeds from the sale of the shares rather than pool the funds as other Community Boards did. The other Community Boards passed their proceeds from the sale of the shares to Central Lakes Trust. This is why Central Lakes Trust funding is not available for projects within the Maniototo.

The Community Trust of Maniototo (CTM) is independent of the Central Otago District Council. CTM's principal reason for being, is to provide financial support to individuals and organisations in the Maniototo district to help build and foster the wellbeing of the community.

The Trustees of both the Community Trust of Maniototo (CTM) and the Maniototo Trust Fund (MTF) were very interested to learn about the Ida Valley Pool Trust – Permanent Pool Structure Project (the Project) today.

Both the CTM and MTF are pleased to be able to financially support the Project with grants of \$2,500 and \$2,000 respectively.

The Central Otago Rail Trail passes through Oturehua where many cyclists stay overnight. During the summer they and the Oturehua community greatly benefit from having the swimming pool operational.

The Trustees acknowledge and congratulate the work that the Ida Valley Pool Trust has undertaken for the provision of owning and operating the community pool which is a great asset for the community.



www.centralotagonz.com



Trustees of the CTM and MTF support and endorse further funding applications that the Ida Valley Pool Trust may make to other funding agencies.

When making applications to other funding providers for the Project, please include this letter of support.

The Trustees wish the Ida Valley Pool Trust all the best with the fundraising venture.

Yours sincerely

A handwritten signature in black ink, appearing to read "Robert Hazlett".

Robert Hazlett
Chairman Maniototo Community Board
Maniototo Trust Fund

A handwritten signature in blue ink, appearing to read "Dawn Sangster".

Dawn Sangster
Chairperson
Community Trust of Maniototo

From: Carmel McDonald <themillbandb@gmail.com>
Date: Sat, 21 Mar 2020 at 5:24 PM
Subject: Re: Pool fundraising
To: John Crawford <john@bigskyadventures.co.nz>

That's great, thank you.

On Sat, 21 Mar 2020 at 4:53 PM, John Crawford <john@bigskyadventures.co.nz> wrote:
Hi Carmel

We would like to add our support to the Otarehwa community's fundraising efforts to refurbish the community pool. The pool is a fantastic asset for both the locals, as well as Rail Trail travellers after a long hot and dusty summer's ride on the Trail.

Our company actively promotes the pool to our Rail Trail customers prior to their journey along the trail and we get wonderful feedback from them after visiting the pool. It's a unique resource along the Trail and we would encourage potential funders to support this project.

Kind regards

John



JOHN CRAWFORD / WWW.BIGSKYADVENTURES.CO.NZ
P. 0800 BIG SKY (0800 244 759) / M. +64 275 244 759
P.O. BOX 7 NASEBY, 9354, NEW ZEALAND

From: Steve Goodlass <bookings@shebikesheebikes.co.nz>
Date: Wed, 18 Mar 2020 at 12:41 PM
Subject: Letter of support for the community swimming Pool
To: <themillbandb@gmail.com>

Kia ora Carmel

I understand that the Oturehua community is looking at funding opportunities for your local pool. Can I just say what an asset it is for Rail Trail clients. By the time they've made it to Oturehua they're away from the major river systems and it's can get pretty dry and hot up in your area. The option to be able to go for a swim and sooth that body after cycling is a fantastic thing for them when they can't get in the river like they do in Omakau and out along the Taieri. We wish you well in seeking funding and fulling commend the community initiative.

I also understand that the Oturehua population is on the increase as well!

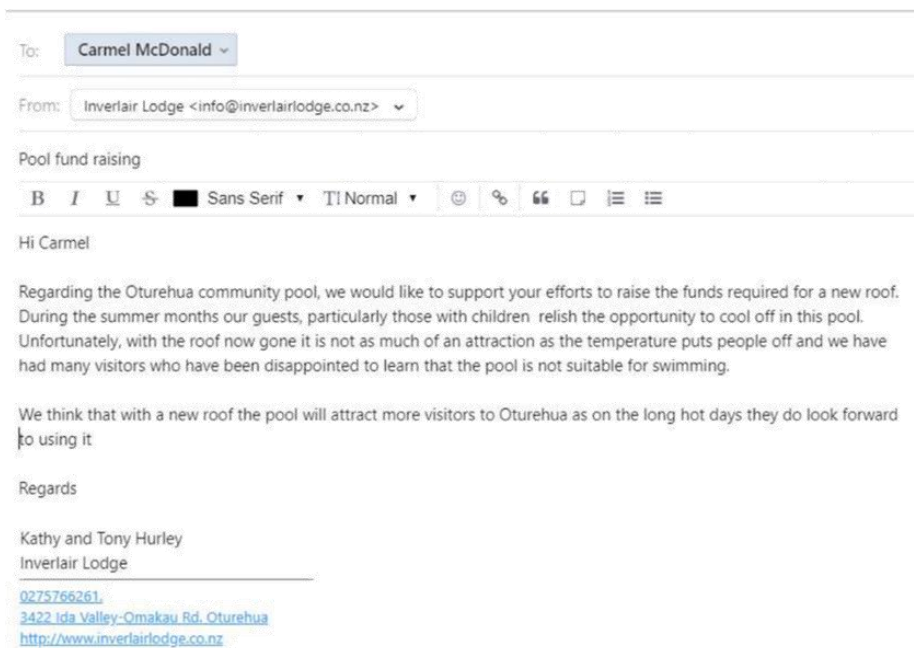
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Hei konā (farewell)

Steve Goodlass

shebikesheebikes ltd
[11 Wilson St](#)
[Omakau](#)
[Central Otago](#)
[New Zealand](#)

[Ph +64 3 447 3271](tel:+6434473271)
[Ah +64 3 447 4047](tel:+6434474047)
[Mb +64 21 072 4572](tel:+64210724572)



Ida Valley Pool TrustBalance Sheet - 1st July 2019 to 30th June 2020Opening Balance at Bank: \$12589.59INCOME:

Key Sales (4)	280.00
Catering	576.00
Interest - Westpac	7.69
Donations	30.00

Total:	<u>893.69</u>
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EXPENSES:

Nil

Total:	<u>Nil</u>
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<u>\$13,483.28</u>	Balance C/Fwd:	<u>\$13,483.28</u>
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Ida Valley Pool TrustInterim Balance Sheet - 1st July 2020 to 30th June 2021Opening Balance at Bank: \$13483.28INCOME:

Key Sales (6)	410.00
Catering	1156.00
Interest - Westpac	5.01
Donations	162.10
Total:	<u>1733.11</u>

EXPENSES:

OWSC - (Partial payment)	14,000.00
Power -	6384.00
Chemical-	4267.00
R & M-	2957.00
Water Co.-	970.00
Total:	14,000.00

<u>\$15216.39</u>	Balance C/Fwd:	<u>\$1216.39</u>
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Community Development - Grants

GRA210743337



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand
03 440 0056
Info@codc.govt.nz
www.codc.govt.nz



Application For
Which Grant
Grant Application

Maniototo Community Board
Community
GRA210743337

The Applicant:

Organisation Name
Contact
Phone
Email
Address
Organisation Type

Naseby Information and Craft Inc
Hazel Harrison
034449937
ladyjaine@yahoo.com
PO Box 113, Naseby 9354
Incorporated Society

The Project:

Project Name
Description

Annual Expenditure

To assist towards 2021 - 2022 operating expenses. The funds will enable the organisation to continue operating as an Information Centre and Craft outlet for the next twelve months

Start Date
End Date

01/09/2021
31/08/2022

The 4 well beings

Social

The organisation provides a central point in Naseby for visitors where they get a friendly welcome and assistance with hospitality services available plus attractions of the area and local crafts on sale. This provides a feeling of 'belonging' to the visitors

Economic

The organisation provides an outlet for craft people to sell their creations on commission, thus boosting their income.
By promoting the attractions of Naseby and surrounds it encourages them to stay at least one night thus boosting the hospitality income and employment

Environmental

The organisation actively promotes conservation of town water supply to visitors
The forest fire danger statue is displayed and explained to visitors

Cultural

Craft people are encouraged to use natural and/or recycled products - there is a large section of N. Z. wool creations
The organisation uses energy saving light bulbs and paper bags for purchases

Measures

The history and life style of the area is displayed and promoted to visitors
Local products, e.g wool, are promoted
That the organisation has survived financially another year. This will be monitored by monthly cash flow sheets

Meet at least three of the strategic priorities:

The Budget:

Year 1 - 2021/22:	4000.00
Year 2 - 2022/23:	
Year 3 - 2023/24:	
Total Requested \$	4000.00

Cost Breakdown

Insurance \$9920; Power and heating \$1500; Ground Maintenance \$700; Office and Admin. \$1000; Telephone and Communications \$1200; Rates \$2600

Previously received funding?

Yes

Amount Received

2241.00

Backup Plan

Closely monitor expenses and trim whenever possible, use surplus funds, fund raise

The End:

Attachments Ticked

- Financial statement (for applications under \$10,000)
- Supporting documentation such as letters of support, quotes and estimates (if applicable)

All information provided is complete and correct

True

Have read and acknowledge the standard Central Otago Terms and Conditions of Grant Funding

Yes

Acknowledge that your application will be assessed in accordance with the principles and objective contained in the Grants Policy and that Council's representative funding committee is the final decision-making authority

Yes

Information about your application (including the

Yes

applicant's name, project title, and a summary of the proposal) and any approved funding may be made publicly available by Council

If successful, the grantee will be required to report on the success or otherwise of the event following completion of the project or at a time to be agreed

Yes

Name:

Hazel Harrison

Date

26/07/2021

Signature (5 kb)

H Harrison

19th July 2021

Central Otago District Council

Re: Naseby Information & Craft Centre

To Whom It May Concern:

The Naseby Information & Craft Centre has been a valuable asset to the Naseby and Maniototo communities. Providing advice and information to travellers and locals alike.

Without hesitation the museum committee supports The Naseby Information and Craft Centre' application for continued community funding, their positive and diligent contribution to the sector is an invaluable asset and we hope that they are able to continue to and progress their role in the tourist, local and heritage community.

Yours sincerely

Maryann Devereux

Curator/Secretary - Maniototo Early Settlers Museum Association.



8 Swimming Dam Road
Naseby
9396

Central Otago District Council
PO Box 122
Alexandra
9340

20 July 2021

We write in support of the application for funding, to the Central Otago District Council, from the Naseby Information Centre.

The volunteers that operate the Naseby Information Centre provide an invaluable service to Naseby and the wider Maniototo by providing a warm welcome, giving knowledgeable information and providing a location for selling locally made arts and crafts, to Naseby visitors and residents.

Housed in an iconic Naseby building, a tourist destination in its' own right, located on the main street of Naseby, the information centre acts as a hub for the town and support for local businesses by providing visitors with an insight into what Naseby and surrounds has to offer now and what it was like in years gone by. This service is vital in encouraging visitors to stay and support the town and the Maniototo.

Yours sincerely,

Beth & Mike Connell
Naseby Holiday Park
(64) 03 444 9904
www.NasebyHP.nz

Naseby Information and Crafts Inc.**Proposed Budget 1st October 2021 – 30th September 2022****Income**

Donations	Nil
Grants Central Otago District Council	4000.00
Lotteries	Nil
Southern trust	1300.00
Fund Raising [Book Sales]	200.00
	<u>\$5500.00</u>
Sale of Own Goods [less costs]	2700.00
Contributor Sales [less payment to Contributors]	800.00
	<u>\$3500.00</u>
<u>TOTAL INCOME</u>	<u>\$1000.00</u>

Expenditure

Goods Purchased	4500.00
Insurance	920.00
Power and Heating	1500.00
Ground Maintenance	700.00
Building Maintenance	20.00
Office/Admin. Costs [includes eftpos connection]	1000.00
Tele. Communications	1200.00
Honorariums	450.00
Holiday Operator Remuneration	1600.00
Rates	2600.00
<u>TOTAL</u>	<u>\$15,490.00</u>

Worksheet for Monthly & Annual Financial Statements
Year ended March 2021

Prepared - 03/05/2021

Opening Cash Balance as per Bank Statement		No	282	283	284	285	286	275	276	277	278	279	280	281	
		BAL	11439.92	11498.98	11377.74	10519.23	12626.84	12438.57	0.00	0.00	0.00	0.00	0.00	0.00	
		Mnth	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	YR TO DATE
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Sales of own goods			617.50	139.50	89.50	144.00	63.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1053.50
- less Costs - (on a cash basis)			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Surplus - subject to stock held			617.50	139.50	89.50	144.00	63.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1053.50
Contributors Sales			397.30	593.00	236.00	289.90	54.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1570.90
- less payment to Contrib.			356.68	583.34	397.71	144.00	397.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1879.04
Surplus			40.62	9.66	-161.71	145.90	-342.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-308.14
Fund Raising (1)	Book Sale														0.00
Fund Raising (2)	xxxxxxxx														0.00
Donations (1)	Heritage														0.00
Donations (2)	xxxxxxxx		12.60	22.40											35.00
Grants (1)	CODC					2441.00									2441.00
Grants (2)	Sth Trust														0.00
Grant Lottery															0.00
Refunds/Subsidies	CODC						99.00	313.00							412.00
Banking	xxxxxxxx														0.00
Sundry (specify)	xxxxxxxx		0.25	0.27	0.25	0.28	0.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.35
			670.97	171.83	-71.96	2830.18	33.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3634.71
									</						

Community Development - Grants

GRA210743337



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand
03 440 0056
Info@codc.govt.nz
www.codc.govt.nz



Application For
Which Grant
Grant Application

Maniototo Community Board
Community
GRA210743337

The Applicant:

Organisation Name
Contact
Phone
Email
Address
Organisation Type

Naseby Information and Craft Inc
Hazel Harrison
034449937
ladyjaine@yahoo.com
PO Box 113, Naseby 9354
Incorporated Society

The Project:

Project Name
Description

Annual Expenditure

To assist towards 2021 - 2022 operating expenses. The funds will enable the organisation to continue operating as an Information Centre and Craft outlet for the next twelve months

Start Date
End Date

01/09/2021
31/08/2022

The 4 well beings

Social

The organisation provides a central point in Naseby for visitors where they get a friendly welcome and assistance with hospitality services available plus attractions of the area and local crafts on sale. This provides a feeling of 'belonging' to the visitors

Economic

The organisation provides an outlet for craft people to sell their creations on commission, thus boosting their income.
By promoting the attractions of Naseby and surrounds it encourages them to stay at least one night thus boosting the hospitality income and employment

Environmental

The organisation actively promotes conservation of town water supply to visitors
The forest fire danger statue is displayed and explained to visitors

Cultural

Craft people are encouraged to use natural and/or recycled products - there is a large section of N. Z. wool creations
The organisation uses energy saving light bulbs and paper bags for purchases

Measures

The history and life style of the area is displayed and promoted to visitors
Local products, e.g wool, are promoted
That the organisation has survived financially another year. This will be monitored by monthly cash flow sheets

Meet at least three of the strategic priorities:

The Budget:

Year 1 - 2021/22:	4000.00
Year 2 - 2022/23:	
Year 3 - 2023/24:	
Total Requested \$	4000.00

Cost Breakdown

Insurance \$9920; Power and heating \$1500; Ground Maintenance \$700; Office and Admin. \$1000; Telephone and Communications \$1200; Rates \$2600

Previously received funding?

Yes

Amount Received

2241.00

Backup Plan

Closely monitor expenses and trim whenever possible, use surplus funds, fund raise

The End:

Attachments Ticked

- Financial statement (for applications under \$10,000)
- Supporting documentation such as letters of support, quotes and estimates (if applicable)

All information provided is complete and correct

True

Have read and acknowledge the standard Central Otago Terms and Conditions of Grant Funding

Yes

Acknowledge that your application will be assessed in accordance with the principles and objective contained in the Grants Policy and that Council's representative funding committee is the final decision-making authority

Yes

Information about your application (including the

Yes

applicant's name, project title, and a summary of the proposal) and any approved funding may be made publicly available by Council

If successful, the grantee will be required to report on the success or otherwise of the event following completion of the project or at a time to be agreed

Yes

Name:

Hazel Harrison

Date

26/07/2021

Signature (5 kb)

H Harrison

19th July 2021

Central Otago District Council

Re: Naseby Information & Craft Centre

To Whom It May Concern:

The Naseby Information & Craft Centre has been a valuable asset to the Naseby and Maniototo communities. Providing advice and information to travellers and locals alike.

Without hesitation the museum committee supports The Naseby Information and Craft Centre' application for continued community funding, their positive and diligent contribution to the sector is an invaluable asset and we hope that they are able to continue to and progress their role in the tourist, local and heritage community.

Yours sincerely

Maryann Devereux

Curator/Secretary - Maniototo Early Settlers Museum Association.



8 Swimming Dam Road
Naseby
9396

Central Otago District Council
PO Box 122
Alexandra
9340

20 July 2021

We write in support of the application for funding, to the Central Otago District Council, from the Naseby Information Centre.

The volunteers that operate the Naseby Information Centre provide an invaluable service to Naseby and the wider Maniototo by providing a warm welcome, giving knowledgeable information and providing a location for selling locally made arts and crafts, to Naseby visitors and residents.

Housed in an iconic Naseby building, a tourist destination in its' own right, located on the main street of Naseby, the information centre acts as a hub for the town and support for local businesses by providing visitors with an insight into what Naseby and surrounds has to offer now and what it was like in years gone by. This service is vital in encouraging visitors to stay and support the town and the Maniototo.

Yours sincerely,

Beth & Mike Connell
Naseby Holiday Park
(64) 03 444 9904
www.NasebyHP.nz

Naseby Information and Crafts Inc.**Proposed Budget 1st October 2021 – 30th September 2022****Income**

Donations	Nil
Grants Central Otago District Council	4000.00
Lotteries	Nil
Southern trust	1300.00
Fund Raising [Book Sales]	200.00
	<u>\$5500.00</u>
Sale of Own Goods [less costs]	2700.00
Contributor Sales [less payment to Contributors]	800.00
	<u>\$3500.00</u>
<u>TOTAL INCOME</u>	<u>\$1000.00</u>

Expenditure

Goods Purchased	4500.00
Insurance	920.00
Power and Heating	1500.00
Ground Maintenance	700.00
Building Maintenance	20.00
Office/Admin. Costs [includes eftpos connection]	1000.00
Tele. Communications	1200.00
Honorariums	450.00
Holiday Operator Remuneration	1600.00
Rates	2600.00
<u>TOTAL</u>	<u>\$15,490.00</u>

Worksheet for Monthly & Annual Financial Statements
Year ended March 2021

Prepared - 03/05/2021

Opening Cash Balance as per Bank Statement		No	282	283	284	285	286	275	276	277	278	279	280	281	
		BAL	11439.92	11498.98	11377.74	10519.23	12626.84	12438.57	0.00	0.00	0.00	0.00	0.00	0.00	
		Mnth	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	YR TO DATE
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Sales of own goods			617.50	139.50	89.50	144.00	63.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1053.50
- less Costs - (on a cash basis)			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Surplus - subject to stock held			617.50	139.50	89.50	144.00	63.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1053.50
Contributors Sales			397.30	593.00	236.00	289.90	54.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1570.90
- less payment to Contrib.			356.68	583.34	397.71	144.00	397.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1879.04
Surplus			40.62	9.66	-161.71	145.90	-342.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-308.14
Fund Raising (1)	Book Sale														0.00
Fund Raising (2)	xxxxxxxx														0.00
Donations (1)	Heritage														0.00
Donations (2)	xxxxxxxx		12.60	22.40											35.00
Grants (1)	CODC					2441.00									2441.00
Grants (2)	Sth Trust														0.00
Grant Lottery															0.00
Refunds/Subsidies	CODC														0.00
Banking	xxxxxxxx					99.00	313.00								412.00
Sundry (specify)	xxxxxxxx		0.25	0.27	0.25	0.28	0.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.35
			670.97	171.83	-71.96	2830.18	33.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3634.71

21.7.4 MANIOTOTO BRIDGE UPDATE

Doc ID: 553993

1. Purpose

To provide the Board with an update regarding the status of the Maniototo Bridges that are currently closed to traffic.

Recommendations

That the report be received.

2. Discussion

At their 22 September meeting, Council was provided with a report updating the status of the three Maniototo bridges that are currently closed due to the significant weather event in January 2021.

The three bridges are:

- Bridge no. 121 - Scott Lane, Kyeburn River
- Bridge no. 145 - Maniototo Road (Halls Ford), Taieri River
- Bridge no. 160 - Linnburn Runs Road, Taieri River

Council have engaged Beca to undertake principal inspections on the Maniototo Road (Halls Ford) and Linnburn Runs bridges.

It is anticipated that the principal inspection will be carried out between 4-8 October and a verbal update will be provided at the Maniototo Community Board regarding the outcome of these inspections.

Principal inspections were programmed in July and September but had to be postponed due to high flow in the Taieri River making the access impractical. The second COVID-19 national lockdown also led to further delay.

The bridge on Scott Lane was partially washed away in the weather event, and it is not cost effective to reinstate this very old timber structure due to its pre-existing deterioration. Council's structural engineering consultant Beca have been engaged to start the feasibility process on a cost-effective alternative structure for Scott Lane. Once options and their feasibility have been prepared for this site, an update will be provided to Council and the Maniototo Community Board.

3. Attachments

Appendix 1 - Maniototo Bridges and District Wide Bridge Strategy Update Presented to Council - 22 September.pdf [↓](#)

Report author:



James McCallum
Roding Manager

24/09/2021

Reviewed and authorised by:



Julie Muir
Executive Manager - Infrastructure
Services

28/09/2021



21.7.9 MANIOTOTO BRIDGES AND DISTRICT WIDE BRIDGE STRATEGY UPDATE

Doc ID: 551311

1. Purpose

To provide an update for the three Maniototo Bridges currently closed to traffic, along with an update on the development of a district wide bridge strategy.

Recommendations

That the report be received.

2. Maniototo Bridges

After the significant weather event in January 2021, three bridges in the Maniototo were closed to traffic. This was due to damage caused by the weather event accelerating pre-existing deterioration on the old timber structures that were already nearing the end of their useful life.

The bridges are:

- Bridge no. 121 - Scott Lane, Kyeburn River
- Bridge no. 145 - Maniototo Road (Halls Ford), Taieri River
- Bridge no. 160 - Linnburn Runs Road, Taieri River

The three bridges were closed in early January 2021. Council do not have in-house staff that can undertake structural inspections and outsource this work to specialist engineering consultants.

Beca were engaged to undertake general inspections on bridges that had likely suffered damage as a result of the significant weather event in January.

A general inspection involves a visual check of everything that a structural engineer can assess from either the bridge itself or any areas that are easily accessible around the structure. A general inspection is a good starting point to determine if there is any obvious damage or issues that need a more detailed principal inspection.

Due to the issues found on the Maniototo Road (Halls Ford) and Linnburn Runs Road structures during their general inspections, Council have engaged Beca to undertake a more detailed principal inspection of them.

The principal inspections of these two structures will involve specialty access (ropes, boat access and physical material sampling). This will determine the overall existing condition of the structure by assessing all of its structural components. Having the information of its current condition will aid to determine what loading (if any) each structure may be able to withstand.

Scott Lane had four sections physically swept away during the January weather event, so there was no point in undertaking a principal inspection at this location. This bridge was in poor condition and weight restricted prior to the January weather event.

Agenda

The structural inspections have taken longer to complete than originally anticipated. This has been due to vacancies within the roading team and demand on a small resource pool of structural engineers in the South Island. This has been further impacted by the significant weather events in Canterbury and Marlborough in recent times.

Principal inspections were programmed in July but had to be delayed due to high flow in the Taieri River and then the second COVID-19 national lockdown.

Inspections are programmed to resume on 20 September.

Scott Lane

The 13-span timber bridge at Scott Lane was significantly damaged in the weather event, with four of its 13 spans being physically swept away.

The Scott Lane timber bridge is 91 years old and was at the end of its economic life. It was heavily restricted to heavy vehicles prior to this weather event and subsequent closure and repair of the existing bridge is not a viable option.

Beca are investigating more cost-effective options that may service this area. While the bridge has been closed, road users have been utilising an existing ford crossing point. Council's contractor has been undertaking basic maintenance on the ford crossing point and this has provided access under the normal low flow conditions of the Kyeburn.

A more permanent option is being investigated for this location, and it is possible that a concrete wash over box culvert may be able to service Scott Lane users - with the exception of high flooding situations when an alternative route is available.

A concrete wash over box culvert would be a much more cost-effective and resilient solution compared to a new replacement bridge. Although the investigation phase is well underway, it is too early to estimate costs involved.

A report will be provided to Council outlining available options and the costs involved when the investigation is completed.



Item - Report author:

Page 2

Agenda

*Scott Lane bridge damage**Maniototo Road (Halls Ford)*

This bridge was closed to traffic because at least one of the primary load bearing timber beams is showing significant longitudinal cracking. It was also noted that other timber components were in poor condition due to their age (warped primary load carrying beams, deep cracking, bowed beams etc.).

At 91 years of age, the Maniototo Road bridge was nearing the end of its useful life and was already heavily restricted to large vehicles prior to this flood event. There was already existing deterioration occurring in most of its structural timber components.

This bridge will have a principal inspection undertaken by Beca in September, from which will determine what loading this bridge is capable of in its current condition or if moderate repairs (if possible) were made.

There is a possibility this bridge could be opened to light vehicles (<3500kg) with moderate repairs, but this cannot be confirmed until the principal inspection and site testing have been undertaken. The overall deterioration of this structure (due to its age) may also make reopening challenging if further significant issues are found during the inspection.

This location is also known as *Halls Ford*, and there are suggestions this was historically a ford crossing point on the Taieri River. Assessment on site has determined a 'deep ford crossing' (600mm depth approx.) may be possible to construct on site.

Construction of a deep ford crossing would involve excavating suitable approaches on each side of the riverbank and placing rock stabilised platform across the bed of the river, to an estimated overall cost of \$15,000. This would only be suitable for the likes of farm equipment that is capable of crossing such a depth.



Maniototo Road bridge damage

Agenda

Linnburn Runs Road:

This bridge was closed because it has unsupported beams at two locations resulting in an unsafe load path through the deck members. There was also severe decay present at various beam ends and visible sag on one span.

There is no definite age for this bridge recorded, but old plans suggest it is at least 70 years of age and is primarily constructed from timber with steel tramway rail piles.

This bridge will have a principal inspection undertaken by Beca in September, from which will determine what loading this bridge is capable of in its current condition or if moderate repairs (if possible) were made.

It is anticipated that this bridge may be possible to open to light vehicles (<3500kg) with moderate repairs, but this cannot be confirmed until the principal inspection and site testing have been undertaken. The overall deterioration of this structure (due to its age) may also make reopening challenging if unexpected results are found during the inspection.

This site was not deemed appropriate for a ford crossing due to the depth of the river. Cost-effective bridge alternatives are not considered favourable for this site, however Council will discuss this in more detail with the Structural Engineer when on site for the principal inspection.



Linnburn Runs Road bridge damage

3. District Wide Bridge Strategy Update

Item - Report author:

Page 4

Agenda

The Maniototo bridge closures, among other known bridge related issues have highlighted the importance of progressing an overall district wide bridge strategy.

Council has 179 maintained bridges within the district.

These bridges greatly vary in terms of:

- Condition
- Age
- Historical significance
- Type of structure
- Utilisation (i.e. current traffic volumes, are there alternative routes that could be/are used in lieu of the structure)
- Maintenance and renewal requirements going forward
- Physical location of structure (i.e. some extent of network bridges are not even on Council land or serve only one property)

Since March 2021, Council's Roading team have been putting together the early stages of an overall district wide bridge strategy.

This is a large piece of work and will take time to fully complete. There has never been an overall bridge strategy of this detail to date for the district and this will be a very comprehensive document.

Known issues relating to the bridge network include:

- There are many bridges coming to the end of their economic life or have significant component replacement imminent.
- Council do not know what will be needed in terms of renewals across the entire network for the next 1-30 years (or the priorities).
- There are some clear priority bridges that Council don't have enough information on to understand what future renewal cost and implications may apply.
- Council know about the short term/immediate bridging issues – such as the current Maniototo bridge closures – but do not have an understanding on how they should be prioritised against the remainder of the bridges in the district.
- Some bridges are not maintained, are not even located on legal road reserve or only serve one property.
- Expectation that total network costs to maintain the existing level of service for our bridges will exceed the community (and possibly Waka Kotahi) willingness and/or ability to fund.

A bridge strategy will provide Council with a plan for the replacement, renewal and disposal for all bridges in the district. This will include consideration of required levels of service and potential replacement of some bridges with wash-over structures.

Analysis will include:

- General inspection of all bridges – essentially a line in the sand of their current condition and immediate/upcoming maintenance requirements (to date approx. 45 of 179 bridges have had a general inspection since March 2021).

Agenda

- Understanding the full renewal requirements, timing and costs
- Knowing what the absolute network need is from a public access and loading requirement. What bridges are essential lifelines, what bridges have alternative options/routes to consider.
- Knowing the options for bridges that require replacement
- Knowing what component renewals will provide a long period until the next significant renewal on each bridge is required (striving for value for money)
- A level of service statement – where, when and what.
- Inspection schedule – how often for each bridge (i.e. determine if/what historical bridges may need more detailed and frequent inspections)

Next Steps:

- Completion of full network inspections – Early/Mid 2022
- Draft Bridge Strategy – Late 2022
- Consultation – Early 2023
- Development of 2024 Long Term Plan funding requests – July-October 2023
- Final Bridge Strategy approved – Mid 2023

4. Attachments

Nil

Report author:



James McCallum
Roading Manager
9/09/2021

Reviewed and authorised by:



Julie Muir
Executive Manager - Infrastructure Services
9/09/2021

21.7.5 2022 MEETING SCHEDULE

Doc ID: 554594

1. Purpose of Report

To approve a schedule of Maniototo Community Board meetings for 2022.

Recommendations

That the Maniototo Community Board

- A. Receives the report and accepts the level of significance.
 - B. Adopts the proposed 2022 meeting schedule for the Maniototo Community Board.
-

2. Background

The Local Government Act 2002 Schedule 7 Clause 19 states that a local authority must hold the meetings that are necessary for the good government of its district. The Chief Executive must give notice in writing to each member of the time and place of a meeting not less than 14 days before the meeting or the local authority can adopt a schedule of meetings.

Council and the community boards have in the past adopted a schedule of meetings for the following year, as this provides certainty of dates to members and staff. Having a yearly schedule allows for good forward planning and significantly reduces the administrative workload of advising members for each meeting.

The meeting schedule reflects the terms of reference for committees, Council and boards as well as working towards legislative deadlines such as adopting the 2022-23 Annual Plan. It also enables scheduling of meetings and workshops to progress significant pieces of work that have elected member input and oversight.

3. Discussion

The proposed meeting schedule continues with a six weekly cycle of meetings where possible in the lead up to the 2022 local body elections. Dates following the elections in October 2022 will need to be endorsed by the incoming community boards and Council.

A meeting schedule, once adopted, can be amended so there is still flexibility to respond to a change of circumstances.

4. Financial Considerations

There are no financial considerations for this decision.

5. Options

Option 1 – (Recommended)

Adopt the proposed 2022 meeting schedule.

Advantages:

- Elected members and staff have certainty of dates for meetings in 2022.

Disadvantages:

- None.

Option 2

Hold meetings on an ad hoc basis.

Advantages:

- High degree of flexibility.

Disadvantages:

- Does not facilitate forward planning.
- May impact on members' ability to attend meetings at shorter notice.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by having a known schedule of meetings.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	This is a procedural decision and therefore has no impact on other plans and policies and is consistent with them.
Considerations as to sustainability, the environment and climate change impacts	There are no implications arising from this decision.
Risks Analysis	There are no risks arising from the recommended option.
Significance, Consultation and Engagement (internal and external)	The proposed meeting schedule was discussed with the Executive Team, Planning department and Corporate Services to ensure that the proposed dates accommodated different work plans.

7. Next Steps

Once the meeting schedule has been adopted, it will be published on the Central Otago District Council's website and meetings will be publicly notified according to the Local Government Act and the Local Government Official Information and Meetings Act 1987.

8. Attachments

Appendix 1 - 2022 Meeting Schedule List [↓](#)

Appendix 2 - 2022 Meeting Schedule Calendar [📅](#)

Report author:

Reviewed and authorised by:



Rebecca Williams
Governance Manager
24/09/2021



Sanchia Jacobs
Chief Executive Officer
29/09/2021

Meeting Schedule 2022

Month	Day	Date	Time	Meeting
January	Wednesday	26	10.30am	Council
February	Monday	1	2.00pm	Vincent Community Board
	Thursday	3	2.00pm	Teviot Valley Community Board
	Tuesday	8	9.30am	Hearings Panel
	Tuesday	15	2.00pm	Cromwell Community Board
	Thursday	17	2.00pm	Maniototo Community Board
	Friday	25	9.30am	Audit and Risk Committee
March	Tuesday	8	9.30am	Hearings Panel
	Wednesday	9	10.30am	Council
	Tuesday	22	10.00am	Creative Communities Assessment Committee
	Tuesday	22	2.00pm	Vincent Community Board
	Thursday	24	2.00pm	Teviot Valley Community Board
	Tuesday	29	2.00pm	Cromwell Community Board
	Thursday	31	2.00pm	Maniototo Community Board
April	Tuesday	12	9.30am	Hearings Panel
	Wednesday	20	10.30am	Council
May	Tuesday	3	2.00pm	Vincent Community Board
	Friday	5	2.00pm	Teviot Valley Community Board
	Monday	9	2.00pm	Cromwell Community Board
	Tuesday	10	9.30am	Hearings Panel
	Thursday	12	2.00pm	Maniototo Community Board
	Thursday (if required)	19	2.00pm	Cromwell Community Board (hearings and deliberations if required)
	Friday (if required)	20	2.00pm	Vincent Community Board (hearings and deliberations if required)
	Monday (if required)	23	2.00pm	Maniototo Community Board (hearings and deliberations if required)
	Tuesday (if required)	24	2.00pm	Teviot Valley Community Board (hearings and deliberations if required)

June	Monday	1	10.30am	Council (hearings and deliberations if required)
	Friday	3	9.30am	Audit and Risk Committee
	Monday	13	2.00pm	Vincent Community Board
	Tuesday	14	9.30am	Hearings Panel
	Thursday	16	2.00pm	Teviot Valley Community Board
	Tuesday	21	2.00pm	Cromwell Community Board
	Thursday	23	2.00pm	Maniototo Community Board
	Wednesday	29	10.30am	Council (to adopt LTP and set rates if not 1 June)
July	Tuesday	12	9.30am	Hearings Panel
	Wednesday	13	10.30am	Council
	Tuesday	26	2.00pm	Vincent Community Board
	Thursday	28	2.00pm	Teviot Valley Community Board
August	Tuesday	2	2.00pm	Cromwell Community Board
	Thursday	4	2.00pm	Maniototo Community Board
	Tuesday	9	9.30am	Hearings Panel
	Wednesday	24	10.30am	Council
September	Tuesday	6	2.00pm	Vincent Community Board
	Thursday	8	2.00pm	Teviot Valley Community Board
	Monday	12	2.00pm	Cromwell Community Board
	Tuesday	13	9.30am	Hearings Panel
	Thursday	15	2.00pm	Maniototo Community Board
	Tuesday	20	10.00am	Creative Communities Assessment Committee
	Wednesday	28	10.30am	Council
	Friday	30	9.30am	Audit and Risk

October	Saturday	8		ELECTION DAY
	Tuesday	11	9.30am	Hearings Panel
	Wednesday	19	9.00am	Induction Day
	Wednesday	26	2.00pm	Inaugural Council Meeting
	Monday	31	2.00pm	Inaugural Vincent Community Board
November	Tuesday	1	2.00pm	Inaugural Cromwell Community Board
	Wednesday	2	2.00pm	Inaugural Teviot Valley Community Board
	Thursday	3	2.00pm	Inaugural Maniototo Community Board
	Tuesday	8	9.30am	Hearings Panel
	Wednesday	9	10.30am	Council
	Wednesday	16	9.00am	Council Workshop
	Tuesday	22	2.00pm	Vincent Community Board
	Tuesday	22	10.00am	Sport NZ Assessment Committee
	Thursday	24	2.00pm	Teviot Valley Community Board
	Tuesday	29	2.00pm	Cromwell Community Board
December	Thursday	1	2.00pm	Maniototo Community Board
	Friday	2	9.30am	Audit and Risk Committee
	Tuesday	13	9.30am	Hearings Panel
	Wednesday	14	10.30am	Council

Holiday Dates 2022		
New Year's Day Observance	Monday	3 January
Day After New Year's Holiday Observance	Tuesday	4 January
Waitangi Day Observance	Monday	7 February
Otago Anniversary Day	Monday	21 March
Good Friday	Friday	15 April

Easter Monday	Monday	18 April
ANZAC Day	Monday	25 April
Queen's Birthday	Monday	6 June
Matariki	Friday	24 June
Labour Day	Monday	24 October
Christmas Day Observance	Monday	26 December
Boxing Day Observance	Tuesday	27 December

Executive Committees are on an as required basis.

2022 Calendar

January	February	March	April	May	June	July	August	September	October	November	December
1 Sa New Year's Day	1 Tu VCB	1 Tu	1 Fr	1 Su	1 We Council / Hearings?	1 Fr	1 Mo	1 Th	1 Sa	1 Tu Inaugural CCB	1 Th MCB
2 Su	2 We	2 We	2 Sa	2 Mo	2 Th	2 Sa	2 Tu CCB	2 Fr	2 Su	2 We Inaugural TVCB	2 Fr AUDIT & RISK
3 Mo NY Day Obs	3 Th TVCB	3 Th	3 Su	3 Tu VCB	3 Fr AUDIT & RISK	3 Su	3 We	3 Sa	3 Mo	3 Th Inaugural MCB	3 Sa
4 Tu NY Obs	4 Fr	4 Fr	4 Mo	4 We	4 Sa	4 Mo	4 Th MCB	4 Su	4 Tu	4 Fr	4 Su
5 We	5 Sa	5 Sa	5 Tu	5 Th TVCB	5 Su	5 Tu	5 Fr	5 Mo	5 We	5 Sa	5 Mo
6 Th	6 Su	6 Su	6 We	6 Fr	6 Mo Queens B-Day	6 We	6 Sa	6 Tu VCB	6 Th	6 Su	6 Tu
7 Fr	7 Mo Waitangi Day Obs	7 Mo	7 Th	7 Sa	7 Tu	7 Th	7 Su	7 We	7 Fr	7 Mo	7 We
8 Sa	8 Tu Hearings	8 Tu Hearings	8 Fr	8 Su	8 We	8 Fr	8 Mo	8 Th TVCB	8 Sa ELECTION DAY	8 Tu Hearings	8 Th
9 Su	9 We	9 We Council	9 Sa	9 Mo CCB	9 Th	9 Sa	9 Tu Hearings	9 Fr	9 Su	9 We Council	9 Fr
10 Mo	10 Th	10 Th	10 Su	10 Tu Hearings	10 Fr	10 Su	10 We	10 Sa	10 Mo	10 Th	10 Sa
11 Tu	11 Fr	11 Fr	11 Mo	11 We	11 Sa	11 Mo	11 Th	11 Su	11 Tu Hearings	11 Fr	11 Su
12 We	12 Sa	12 Sa	12 Tu Hearings	12 Th MCB	12 Su	12 Tu Hearings	12 Fr	12 Mo CCB	12 We	12 Sa	12 Mo
13 Th	13 Su	13 Su	13 We	13 Fr	13 Mo VCB	13 We Council	13 Sa	13 Tu Hearings	13 Th Official Results Dec	13 Su	13 Tu Hearings
14 Fr	14 Mo	14 Mo	14 Th	14 Sa	14 Tu Hearings	14 Th	14 Su	14 We	14 Fr	14 Mo	14 We Council
15 Sa	15 Tu CCB	15 Tu	15 Fr Good Friday	15 Su	15 We	15 Fr	15 Mo	15 Th MCB	15 Sa	15 Tu	15 Th
16 Su	16 We	16 We	16 Sa	16 Mo	16 Th TVCB	16 Sa	16 Tu	16 Fr	16 Su	16 We Council Workshop	16 Fr
17 Mo	17 Th MCB	17 Th	17 Su	17 Tu	17 Fr	17 Su	17 We	17 Sa	17 Mo	17 Th	17 Sa
18 Tu	18 Fr	18 Fr	18 Mo Easter Monday	18 We	18 Sa	18 Mo	18 Th	18 Su	18 Tu	18 Fr	18 Su
19 We	19 Sa	19 Sa	19 Tu	19 Th CCB Hearings?	19 Su	19 Tu	19 Fr	19 Mo	19 We Induction??	19 Sa	19 Mo
20 Th	20 Su	20 Su	20 We Council	20 Fr VCB Hearings?	20 Mo	20 We	20 Sa	20 Tu CCS	20 Th	20 Su	20 Tu
21 Fr	21 Mo	21 Mo Otago Ann Day Obs	21 Th	21 Sa	21 Tu CCB	21 Th LGNZ Conference	21 Su	21 We	21 Fr	21 Mo	21 We
22 Sa	22 Tu	22 Tu CCS/VCB	22 Fr	22 Su	22 We	22 Fr LGNZ Conference	22 Mo	22 Th	22 Sa	22 Tu VCB/ Sports NZ	22 Th
23 Su	23 We	23 We	23 Sa	23 Mo MCB Hearings?	23 Th MCB	23 Sa LGNZ Conference	23 Tu	23 Fr	23 Su	23 We	23 Fr
24 Mo	24 Th	24 Th TVCB	24 Su	24 Tu TVCB Hearings?	24 Fr Matariki	24 Su	24 We Council	24 Sa	24 Mo Labour Day	24 Th TVCB	24 Sa
25 Tu	25 Fr AUDIT & RISK	25 Fr	25 Mo ANZAC Day	25 We	25 Sa	25 Mo	25 Th	25 Su	25 Tu	25 Fr	25 Su Christmas Day
26 We Council	26 Sa	26 Sa	26 Tu	26 Th	26 Su	26 Tu VCB	26 Fr	26 Mo	26 We Inaugural Council	26 Sa	26 Mo Boxing Day
27 Th	27 Su	27 Su	27 We	27 Fr	27 Mo	27 We	27 Sa	27 Tu	27 Th	27 Su	27 Tu Christmas Day (obs.)
28 Fr	28 Mo	28 Mo	28 Th	28 Sa	28 Tu	28 Th TVCB	28 Su	28 We Council	28 Fr	28 Mo	28 We
29 Sa		29 Tu CCB	29 Fr	29 Su	29 We AP Council ?	29 Fr	29 Mo	29 Th	29 Sa	29 Tu CCB	29 Th
30 Su		30 We	30 Sa	30 Mo	30 Th	30 Sa	30 Tu	30 Fr AUDIT & RISK	30 Su	30 We	30 Fr
31 Mo		31 Th MCB		31 Tu		31 Su	31 We		31 Mo Inaugural VCB		31 Sa

Data provided 'as is' without warranty

7 MAYOR'S REPORT

21.7.6 MAYOR'S REPORT

Doc ID: 552630

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Maniototo Community Board receives the report.

His Worship the Mayor will give a verbal update on activities and issues of interest since the last meeting.

2. Attachments

Nil

8 CHAIR'S REPORT

21.7.7 CHAIR'S REPORT

Doc ID: 552634

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

21.7.8 MEMBERS' REPORTS

Doc ID: 552638

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

21.7.9 OCTOBER 2021 GOVERNANCE REPORT

Doc ID: 554204

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

Letter from Business Breakfast group regarding a Christmas tree for Ranfurly

A letter was received from the Business Breakfast Group in Ranfurly regarding buying a Christmas tree for Ranfurly. The Parks and Recreation Manager has contacted the group, so far with no reply.

Legacy Status Reports

The legacy status reports have been updated with any actions since the previous meeting (appendix 1).

3. Attachments

Appendix 1 - MCB Legacy Status Report [↓](#)

Report author:

Reviewed and authorised by:



Wayne McEnteer
Governance Support Officer
24/08/2021



Sanchia Jacobs
Chief Executive Officer
5/10/2021



Maniototo Community Board Status Report on Resolutions

Planning and Environment

Resolution 20.3.6

Lease of Kyeburn Reserve (Doc ID 446033)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to formally acknowledge that the Kyeburn Hall is owned by the Kyeburn Hall Committee.
- C. **Agrees** to recommend that Council grants the Committee a lease pursuant to Section 61 (2A) of the Reserves Act 1977, on the following terms:
 - 1. Permitted use: Community Hall
 - 2. Term: 33 years
 - 3. Rights of Renewal: None
 - 4. Land Description: Sec 20 Blk VII Maniototo SD
 - 5. Area: 0.4837 hectares
 - 6. Rent: \$1.00 per annum if requested

Subject to the Kyeburn Hall Committee:

- 1. Becoming an Incorporated Society
- 2. Being responsible for all outgoings, including utilities, electricity telephone, rubbish collection, rates and ground maintenance.

STATUS

ON HOLD

August – On hold until meeting able to take place

July 2021 – The Committee requested that the meeting be delayed until July, due to an illness.

May 2021 – due to delays, Property and Facilities Officer – Ranfurly to discuss next steps with Committee in June.

February - April 2021 – Property and Facilities Officer - Ranfurly to meet Committee in May 2021 and discuss next steps.

September – December 2020 – Hall Committee are still working on getting their Incorporated status.

24 July 2020 – Council ratified the lease. Waiting for confirmation from the Hall Committee of their Incorporated status to issue the lease.

25 June 2020 – Kyeburn Hall Committee advised of Board's resolution. Report for ratification of Lease going to Council on 15 July 2020.

June 2020 – Action memo sent to Property and Facilities Officer - Ranfurly

Resolution 19.5.9 – September 2019**Ex Patearoa School Building – Consent to Sublease (PRO 64-5111-L1)**

- A. RESOLVED that the report be received and the level of significance accepted.
- B. RESOLVED that the Board consent to the Patearoa Community Trust Incorporated subleasing the school building to Dairy Farm Partnership for a term expiring 31 December 2021, subject to the Chief Executive Officer being satisfied with the sublease agreement.
- C. RESOLVED that the Board consent to a variation of the lease between the Patearoa Community Trust Incorporated and Council by amending clause 3.2 to refer specifically to any future income from “a camping ground”, when the Trust income from the reserve is greater than operating costs.

STATUS**ON HOLD**

August 2021 – No response from Chairman of the Patearoa Community Trust, the lease is up for review in 2022 with the process commencing in January 2022. On hold until lease is reviewed in 2022.

July 2021 – Formally emailed the Chair of the Patearoa Community Trust to progress matters, but have not yet received a reply.

June 2021 - Letter sent to Patearoa Community Trust chairman (Hunter Stevenson), requesting a copy of the sub lease given it is understood Dairy Farm Partnership continue to occupy the school building on an exclusive, permanent basis for which the Trust is receiving payment. Letter copied to Max Paterson.

September 2020 – Updates to resume once matter no longer on hold.

May – July 2020 – No further progress to date

March 2020 – As per the below. Resolution to be placed on hold until the agreement has been received.

January 2020 - Patearoa Community Trust have advised that they are on hold with the proposed sub-lease with Dairy Farm Partnership.

November 2019 – Council’s Property and Facilities Officer – Maniototo has followed up with the Patearoa Community Trust and is waiting to view the agreement between the Trust and Dairy Farm Partnership.

October 2019 – Action memo sent to the Property and Facilities Officer – Maniototo.

11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 18 November 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
Confidential Minutes of Ordinary Board Meeting	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
21.7.10 - October 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