



# AGENDA

## Cromwell Community Board Meeting Tuesday, 23 November 2021

**Date:** Tuesday, 23 November 2021

**Time:** 2.00 pm

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

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.

**Louise van der Voort**  
**Acting Chief Executive Officer**



Notice is hereby given that a meeting of the Cromwell Community Board will be held in Cromwell Service Centre, 42 The Mall, Cromwell on Tuesday, 23 November 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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**Members** Ms A Harrison (Chair), Mr W Murray (Deputy Chair), Mr T Buchanan, Cr N Gillespie, Cr C Laws, Cr N McKinlay, Mr B Scott

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

**1 APOLOGIES**

**2 PUBLIC FORUM**

**3 CONFIRMATION OF MINUTES**

Cromwell Community Board meeting - 19 October 2021



**MINUTES OF A MEETING OF THE CROMWELL COMMUNITY BOARD HELD IN THE CROMWELL SERVICE CENTRE, 42 THE MALL, CROMWELL AND LIVE STREAMED ON MICROSOFT TEAMS ON TUESDAY, 19 OCTOBER 2021 COMMENCING AT 2.00 PM**

**PRESENT:** Ms A Harrison (Chair), Mr W Murray (Deputy Chair), Cr N Gillespie, Cr C Laws, Mr B Scott

**IN ATTENDANCE:** T Cadogan (Mayor), L van der Voort (Acting Chief Executive Officer), L Macdonald (Executive Manager - Corporate Services), S Righarts (Chief Advisor), G Robinson (Acting Executive Manager – Planning and Environment), P Penno (Community and Engagement Manager), N Aaron (Community Development Officer), D Penketh (Project Manager – Property) and W McEnteer (Governance Support Officer)

## **1 APOLOGIES**

### **APOLOGIES**

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#### **COMMITTEE RESOLUTION**

**Moved:** Murray

**Seconded:** Laws

That the apologies received from Cr McKinlay and Mr Buchanan be accepted and that an apology for lateness from Cr Gillespie also be accepted.

**CARRIED**

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## **2 PUBLIC FORUM**

### Shona Rae – Cromwell Mini Golf

Ms Rae spoke about the lease for Cromwell Mini Golf that sits on the Big Fruit reserve.

Note: Cr Gillespie arrived at 2.06 pm.

### Rhys Smith – Cromwell Youth Trust

Mr Smith from Cromwell Youth Trust spoke in favour of their community grant application before responding to questions.

### Megan Phillips – Lake Dunstan Charitable Trust

Ms Phillips from Lake Dunstan Charitable Trust spoke in favour of their community grant application before responding to questions.

## **3 CONFIRMATION OF MINUTES**

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#### **COMMITTEE RESOLUTION**

**Moved:** Scott

**Seconded:** Murray

That the public minutes of the Cromwell Community Board Meeting held on 7 September 2021 be confirmed as a true and correct record.

**CARRIED**

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#### 4 DECLARATION OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. Mr Murray and Cr Gillespie declared an interest in Lake Dunstan Charitable Trust portion of item 21.8.2.

#### 5 REPORTS

Note: Mr Murray declared an interest in the Lake Dunstan Charitable Trust portion of item 21.8.2. He left the room and did not take part in discussion or voting on that portion of the item. Cr Gillespie also declared an interest in the Lake Dunstan Charitable Trust portion of item 21.8.2. In order to maintain quorum he remained at the table but abstained from voting on that portion of the item.

#### 21.8.2 CROMWELL COMMUNITY BOARD COMMUNITY GRANT APPLICATIONS 2021-24 FINANCIAL YEAR

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.

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##### COMMITTEE RESOLUTION

**Moved:** Harrison  
**Seconded:** Gillespie

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to withhold any grant funding for years beyond year one until the conclusion of the Grant Policy Review in November 2021

**CARRIED**

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After discussion it was agreed that a grant should be provided for the purchase and location of the container and that the group should be encouraged to apply for further funding in the second round of grants, scheduled for 2022.

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##### COMMITTEE RESOLUTION

**Moved:** Laws  
**Seconded:** Scott

- C. Approves a community grant for Lake Dunstan Charitable Trust for a community tool shed dependent on permission and consents from LINZ for the cost of the container and the fitout of the container.

2021/22 Requested: \$20,088.44      Approve: \$8580

**CARRIED** with Cr Gillespie abstaining from the vote

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After discussion it was agreed that this should not be included in the contestable grants process and that a rates rebate would be provided in accordance with their lease.

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##### COMMITTEE RESOLUTION

**Moved:** Gillespie  
**Seconded:** Laws

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- 
- D. Declines a community grant for Central Otago Motorcycle Club to cover the cost of their lease. The lease payment to be rebated in accordance with conditions of the lease.

2021/22 Requested: \$23,000

Decline: \$0

**CARRIED**

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After discussion it was agreed that this should not be included in the contestable grants process and that a rates rebate would be provided in accordance with their lease. It was noted that they could apply for a promotions grant for additional support if required.

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#### **COMMITTEE RESOLUTION**

**Moved: Murray**

**Seconded: Scott**

- E. Declines a community grant for Cromwell Speedway for operational expenses.

2021/22 Requested: \$20,000

Decline: \$0

**CARRIED**

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After discussion it was agreed that the Board would consider supporting activities of the Trust, but not wages for staff. It was also noted that the Trust had ongoing assistance from the Board through a rebate on their rent.

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#### **COMMITTEE RESOLUTION**

**Moved: Laws**

**Seconded: Gillespie**

- F. Declines a community grant for Cromwell Youth Trust salary costs for a youth worker.

2021/22 Requested: \$60,000

Decline: \$0

2022/23 Requested: \$60,000

Decline: \$0

2023/24 Requested: \$60,000

Decline: \$0

**CARRIED**

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#### **COMMITTEE RESOLUTION**

**Moved: Murray**

**Seconded: Laws**

- G. Approves a community grant for Cromwell Rotary and Cromwell Lions for the St John House Build Resource Consent Fees.

2021/22 Requested: \$4,937

Approve: \$4,937

**CARRIED**

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### **21.8.3 CROMWELL MEMORIAL HALL/EVENTS CENTRE DESIGN PROCUREMENT PROCESS**

To consider approval for delegation of authority to Council's Chief Executive for awarding the Cromwell Memorial Hall/Events Centre design tender.

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#### **COMMITTEE RESOLUTION**

**Moved: Scott**

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**Seconded:       Laws**

That the Cromwell Community Board

- A.    Receives the report and accepts the level of significance.
- B.    Approves appropriate delegation of authority to Council's Chief Executive for awarding the Cromwell Memorial Hall/Events Centre design tender, within the previously approved budget of \$2,200,000.

**CARRIED**

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**21.8.4       2022 MEETING SCHEDULE**

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

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**COMMITTEE RESOLUTION**

**Moved:           Laws**

**Seconded:       Murray**

That the Cromwell Community Board

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

**CARRIED**

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**6           MAYOR'S REPORT****21.8.5       MAYOR'S REPORT**

His Worship the Mayor gave an update on recent activities:

- Attended the AGM for Central Lakes Trust.
  - Attended a meeting of the Central Otago Tourism Advisory Board.
  - Attended a recent Mayoral Forum.
  - Noted a recent meeting with the new CEO of Business South.
  - Attended the Cromwell Friendship Group and gave a presentation on current issues in the Three Waters space.
  - Attended coffee and chat sessions in Bannockburn, Cromwell and Tarras.
- 

**COMMITTEE RESOLUTION**

**Moved:           Gillespie**

**Seconded:       Laws**

That the Cromwell Community Board receives the report.

**CARRIED**

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## **7 CHAIR'S REPORT**

### **21.8.6 CHAIR'S REPORT**

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

- Noted her fortnightly column in the Cromwell and District News.
- Attended an interview at Radio Central.
- Attended a meeting with Christchurch International Airport.
- Attended a meeting of the Cromwell Youth Trust.
- Attended a meeting of the Cromwell Museum Trust. Noted the upcoming display of a Chafer Beetle.
- Attended a meeting of Cromwell Rotary Club to give an update on the work that the Board was doing at present.
- Attended a meeting of the Hall Project Advisory Group.
- Noted that she was struggling to attend meetings as the Board liaison for Cromwell and Districts Promotions Group due to a regular clash of meetings. Mr Scott offered to replace her as the Board liaison for the group, which was accepted.

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### **COMMITTEE RESOLUTION**

**Moved:** Harrison

**Seconded:** Murray

That the report be received.

**CARRIED**

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## **8 MEMBERS' REPORTS**

### **21.8.7 MEMBERS' REPORTS**

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

**Mr Murray** reported on the following:

- Attended a meeting of the Cromwell Museum Trust. Noted that the museum has had an increased number of school groups through.
  - Noted that there was ongoing problems with parking at Cornish Point with parking for the cycle trail.
  - Attended a meeting of the Lake Dunstan Charitable Trust.
  - Attended the Winning Ideas Night, hosted by Connect Cromwell.
-

- Noted his attendance at the Plan Change 14 hearings.

**Councillor Laws** reported on the following:

- Attended a Council meeting and updated Members on decisions from the meeting.
- Attended the AGM for Cromwell Community Trust. Noted that Leigh-Anne Fox is the new Chair and that Karen Palmer had accepted the role of manager on a permanent basis.
- Noted a recent trip with Cr McKinlay and His Worship to look at the waters races around the Falls Dam area.
- Attended the recent Audit and Risk meeting.
- Attended a meeting of the Cromwell Historic Precinct. Noted that the group were advocating for another toilet at the historic precinct. She also noted that the group were in the process of getting professional photos of McNaulty House to market it as a venue.

**Councillor Gillespie** reported on the following:

- Attended a meeting with Christchurch International Airport.
- Attended the recent Council meeting and gave an update on issues discussed.
- Noted that Council has given feedback to central government regarding its Three Waters proposals.
- Attended a recent Hearings Panel meeting.
- Attended a weekly radio interview on Radio Central.

**Mr Scott** reported on the following:

- Attended the AGM for the Cromwell Rowing Club.
- Watched the recent Council meeting via the live stream.
- Attended the AGM for Central Lakes Trust.
- Attended a meeting with the Central Lakes Equestrian Club.
- Attended the AGM for Lowburn Hall.
- Attended two webinars regarding Three Waters.

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## COMMITTEE RESOLUTION

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

That the report be received.

**CARRIED**

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## 9 STATUS REPORTS

### 21.8.8 OCTOBER 2021 GOVERNANCE REPORT

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

#### COMMITTEE RESOLUTION

**Moved:** Murray  
**Seconded:** Gillespie

That the report be received.

**CARRIED**

## 10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 23 November 2021.

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

#### COMMITTEE RESOLUTION

**Moved:** Scott  
**Seconded:** Murray

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
<b>Confidential Minutes of Ordinary Board Meeting</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>21.8.9 - Minor Boundary Adjustment</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>21.8.10 - Request for funding approval Cromwell Menz Shed</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on,	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting

	without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>21.8.11 - September 2021 Confidential Governance Report</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

The public were excluded at 3.36 pm and the meeting closed at 4.15 pm.

## **4 DECLARATION OF INTEREST**

### **21.9.1 DECLARATIONS OF INTEREST REGISTER**

**Doc ID: 559244**

#### **1. Purpose**

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

#### **2. Attachments**

**Appendix 1 - CCB Declarations of Interest** [↓](#)

<b>Name</b>	<b>Member's Declared Interests</b>	<b>Spouse/Partner's Declared Interests</b>	<b>Council Appointments</b>
Buck Buchanan	Central Speedway Club Cromwell Incorporated (life member) Collie Dog Club (member)	Collie Dog Club (Treasurer) Carrick Irrigation Company (Secretary)	Bannockburn Recreation Reserve Management Committee Inc. Pisa District Community Group
Neil Gillespie	Contact Energy (Specialist - Community Relations and Environment) Clyde & Districts Emergency Rescue Trust (Secretary and Trustee) Cromwell Volunteer Fire Brigade (Deputy Chief Fire Officer) Cromwell Bowling Club (patron) Otago Local Advisory Committee - Fire Emergency New Zealand Returned Services Association (Member)		Lowburn Hall Committee Tarras Community Plan Group Tarras Hall Committee
Anna Harrison	Principal Goldfields Primary School Runs the Dunstan Zone swimming championships Cromwell Swim Club past president and club group coach Central Otago Primary School Sport Association (member) Dunstan Zone Sports Group (member) Principal of Goldfields Primary School	Mojo Modern Joinery Cromwell (Owner / Director)	Cromwell District Museum Cromwell Youth Trust

Cheryl Laws	The Message (Director) Wishart Family Trust (Trustee) Wooing Tree (Assistant Manager - Cellar Door) Daffodil Day Cromwell Coordinator	Otago Regional Council (Deputy Chair) The Message (Director)	Cromwell Resource Centre Cromwell Historical Precinct
Nigel McKinlay	Transition To Work Trust (Board member) Gate 22 Vineyard Ltd (Director) Everyday Gourmet (Director) Central Otago Wine Association (member) Long Gully Irrigation Scheme (member)		
Werner Murray	The Property Group (Employee) Connect Cromwell (member) Guardians of Lake Dunstan (Trustee)	Sole Trader Space at the Base at Allan Scott Wineries Tasting Room, Scott Base Winery (Carolyn Murray) Cromwell Promotions Group (Chair) Central Otago Winegrowers Association (Board member) Schooner Development Ltd (Director)	Cromwell and Districts Community Trust Cromwell District Museum
Bob Scott	Cromwell Golf Club (vice-president)		Ripponvale Hall Committee Cromwell and Districts Promotions Group

## 5 REPORTS

### 21.9.2 CROMWELL MUSEUM ACCOUNTABILITY REPORT 2020-21

Doc ID: 557492

#### 1. Purpose

To provide a report on the objectives and actions of the Cromwell Museum Trust over the past financial year.

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#### Recommendations

That the report be received.

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#### 2. Discussion

Cromwell Museum Trust (the Trust) has been managing the Cromwell Museum since January 2015. The Trust has designated authority from Central Otago District Council to manage the museum collection, in accordance with the *Cromwell Museum Collections Policy 2013*, and to administer the museum building.

The aim of the Trust is to manage the collections of the Cromwell Museum and to foster, promote and celebrate the importance of the Cromwell region's heritage and identity.<sup>1</sup> In return for this delivery of service, the Board provides an annual grant towards the operating costs of the Museum.<sup>2</sup> The Trust is also required to "seek additional external grants or funds from other funding bodies for additional operational, project or structural development costs that are not met by the Council's annual operational grant or asset management budgets."<sup>3</sup> In 2020/21 the annual grant to the Trust remained at \$36,000 for the financial year. This has increased to \$40,000 through the 2021-2031 Long-Term Plan. As a condition of the funding, the Cromwell Museum Trust is required to provide an annual report to Council on objectives and outcomes for the year.

#### 3. Attachments

**Appendix 1 - Cromwell Museum Accountability Report.pdf** [↓](#)

**Appendix 2 - Cromwell Museum MOU 2018 FINAL.pdf** [↓](#)

**Appendix 3 - Final Cromwell Museum Trust Deed - Signed June 2014.pdf** [↓](#)

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<sup>1</sup> Deed of Trust – Central Otago District Council and Cromwell Museum Trust

<sup>2</sup> Memorandum of Understanding – Agreement of Services 2018 (section D.13)

<sup>3</sup> Memorandum of Understanding – Agreement of Services 2018 (section D.15)

Report author:



Nikki Aaron  
Community Development Officer  
11/11/2021

Reviewed and authorised by:



Louise van der Voort  
Acting Chief Executive Officer  
12/11/2021

## Community Development - Grants Accountability GRA211009080



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



## Grant Accountability

Original Application Number 91639

## The Applicant:

Organisation Name	Cromwell Musuem
Project Name:	Cromwell Musuem operational grant
Contact	Jennifer Hay
Phone	027 217 3611
Email	jennifer@cromwellmusuem.nz
Address	47 The Mall, Cromwell 9310

## The Project:

Amount granted by Central Otago District Council	40000.00
Total cost of the project	40000.00
If there was any significant variation from your original budget, what were the main reasons for this?	NA
What outcomes were achieved from the project/event? (max 500 words)	Operational costs
How did your organisation acknowledge the support of the Council grant?	NA
When did you receive your grant funding?	07/10/2021
Support Documents Ticked	
Grants of \$10,000 or more	<ul style="list-style-type: none"> <li>Annual report</li> </ul>

## Declaration:

All information provided is complete and correct	True
Have read and acknowledge the standard Central Otago Terms and Conditions of Grant Funding	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
Name:	Jennifer Hay



Date

07/10/2021

Signature (4 kb)

A handwritten signature in black ink, appearing to read 'J. Hay'.



47 The Mall  
Cromwell, Central Otago 9310  
New Zealand  
Ph 03 445 3287  
Email: [info@cromwellmuseum.nz](mailto:info@cromwellmuseum.nz)

#### Cromwell Museum Report for twelve months to 31/12/2019



IMAGE: Old Cromwell, 1865

The previous report covered the 18 months to 31/12/2018 due to the death of the Museum's initial director Edith McKay. This report covers the twelve month period from 1 January 2019 to 31/12/2019,.

#### **Manage the collection in accordance with Cromwell Museum's collection policy.**

The Museum has ensured that the collection has been cared for and maintained to the highest possible standards. Ongoing research and documentation of items is being undertaken in order to provide the public with accurate and relevant information pertaining to the cultural significance of the collection. Conservation and storage of the collection has greatly improved and volunteers have been trained in the correct handling, documentation and storage of objects.

#### **Ensure proper accountability for all loans and acquisitions.**

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The four main categories of the Collection are:

Natural History

Settlement History

Social History

Industry

Assessment of the acquisition and de-accession of objects relating to the main categories of the Museum collection is undertaken in accordance with the Collections Policy. Only items pertaining to these categories that are relevant and in good condition are retained or acquired as part of the Collection. The Museum continues to ensure that the Collection is accessible to those who have an interest in Cromwell's heritage and this is enhanced further by the appropriate display of collection items.

A list of acquisitions during 2019 is available on request.

#### **Ensure collection stored appropriately**

The collection is currently stored in a small area at the back of the museum. While most objects are carefully packaged in custom made boxes, it is very difficult to access with a limited handling area. The museum has commissioned new mobile and static shelving units from Hydestor Shelving that will be installed in April. This will enable better organisation of the items and a less cluttered environment. It will also create more space for further objects that may come into the collection in the future.

#### **Relationships with other museums**

The Cromwell Museum has collaborated with Central Stories for the Hawksburn Moa Hunting site and has some artefacts from this collection included in the display. Discussions between Cromwell and Alexandra about collection policies and storage has been helpful for both institutions.

The Canterbury Museum has lent the Cromwell Museum a replica of a moa egg for the Extinct Birds display and has assisted in some information for this exhibition. The Cromwell Museum has also expressed interest in hosting some of their smaller touring exhibitions that are available.

Otago Museum continues their support of Cromwell Museum by offering 20 hours per year advice or conservation according to our needs. The Central Otago Wildlife Photography Exhibition is also an annual display that the Otago Museum provides for us.

The recent workshops focussing on museum strategy in the region saw several museum staff members come together to talk about common hurdles and challenges facing the smaller regional museums. This was very constructive and we all hope that further discussions can be scheduled in the future.

#### **Displays refreshed and new displays 2019**

The museum over the last 12 months has made some significant changes to displays and interpretive material.

The entrance way now has the desk moved to the other side allowing for a small area for changing exhibitions. Local arts and crafts from the Cromwell Society of Combined Arts have presented work in this space and the 2019 Otago Museum Wildlife Photography Competition was on display until January. The Cromwell Painters Group and Weavers will also exhibit their work.

The upcoming year will see changing pop up exhibitions in this front area including work by local artists and items from the collection as well as small exhibitions focussing on subjects such as the Cromwell Railway, the story of Bendigo and children themed displays.

There is now a timeline of the history of Cromwell installed in the entrance area as well as items from the collection on shelves that can be changed on a regular basis.

New exhibitions were installed in May and June – ‘The Clyde Dam and Lake Dunstan’ and three complementary exhibitions ‘The Hawksburn Moa Hunting Site’, ‘Extinct Birds of Central Otago’ and ‘Landforms’ are now on display. These have all been very well received and school activity sheets on the extinct birds have been very popular.

New gold mining information panels and the History of Hotels in the Cromwell District have been installed, updating the information on goldmining in Central Otago that is especially useful for school groups.



Wanaka Primary School pupils

The Cromwell Chafer Beetle display is now installed, however due to restrictions from DOC on granting the museum a permit to hold and display captive beetles, the planned live terrarium is postponed until the permit has been approved.

#### External Funding

Funding for new static and mobile shelving has been sought and granted from Pub Charities and The Trusts Community Foundation. Due to the NZ Community Trust declining our application for \$8,028, the shortfall will be met from the Cromwell Museum Trust funds.

Total cost of project \$26, 057.53 less gst

Funds Granted:

Pub Charities \$8, 028

The Trusts Community Foundation: \$10,000

TBC:

NZ Community Trust \$8,028 DECLINED

The shelving will be installed in February.

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In 2019 we were granted:

\$4,500 from CLT for new exhibition displays

\$1,675.66 From Pub Charity for the Winter Series advertising, window lighting, new computer

\$1,323.17 from Pub Charity for display panels for Landforms, drone footage and panels for the Hawksburn moa hunting site.

\$1,200 from Helping Hand, National Services for licensing fees for the Clyde Dam television footage

A further and final grant of \$15,000 from Lotteries Environment and Heritage to support the appointment of the Museum Director. This grant totalled \$45,000 over a period of three years and steps are being taken to seek a renewal of this for a further three years

**TOTAL FUNDING GRANTED:**

\$41, 726. 83

#### **External Funding for 2020**

In order for the Museum to continue refreshing and developing new displays, further funding will be sought in 2020. We are currently exploring other options including the Chinese Poll Tax Heritage Trust, Foodstuffs Community Trust and Helping Hand, National Services.

#### **Internal Funding from the Cromwell Community board**

The Museum is grateful for the continued financial support from the Cromwell Community Board. In the current financial year this amounts to \$36,000 payable in four equal tranches. Without this support the Museum would be unable to continue to operate

#### **Preparation of Annual Budget**

The budget for the year financial year 1/7/2020 to 30/6/2021 is attached as Appendix 1.

#### **Other Statistics**

Number of visitors for the period 1 January 2019 to 31 December 2019: there were 6914 visitors during this period

Amount of Donations 1 January 2019 to 31 December 2019: These totalled \$6348.00 for the period

#### **Trustees**

The Museum trustees are Martin Anderson (chair), Wayman Roughan, Jim Walton, Joan Lawrence and Peter Mead. Meetings of trustees together with Community board representatives are held monthly. I would like to thank the trustees for their ongoing commitment to the Museum and to also acknowledge the support we have received from both Anna Harrison and Werner Murray.

#### **Museum Director**

Our director Jennifer Hay has been in her role now for over a year and I wish both personally and on behalf of the trustees to acknowledge the dedication and professionalism which she brings to the job. Under Jennifer's guidance the Museum has gone from strength to strength and the trustees look forward to working with her over the years ahead.

#### **Volunteers**

Particular thanks are due to our network of volunteers. These people ensure that the Museum is able to open each day and to also undertake a range of other projects from creating a digital archive of the

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collection to conducting genealogy research to arranging visits to the Museum by groups of schoolchildren. We are in the happy situation of having 35 volunteers on our books pointing to a strong and supportive community.

#### **The Year Ahead**

2020 will see the museum change some exhibitions and renew some already existing displays.

The Museum is in initial talks with the WoolOn Committee about a small exhibition for this event that will focus on educational aspects of design and documentation of young designers and their process.

The Museum website is currently outdated and a new site will be developed in collaboration with Phoenix IT

#### **The Bannockburn History Project**

The Old Bannockburn Trust was formed in 2017 evolving from a wide collection of information, photographs, documents and artefacts relating to the history of Bannockburn. This has been assembled over a period of 30 years by Paul Crump.

The Cromwell Museum will be accessing this information and designing new information boards for a display in the museum on the history of Bannockburn.

#### **Chinese Display Update**

The current Chinese display has not been updated since the Heritage Rescue in 2015. This update will include a more in-depth view of the Chinese narrative in Cromwell. It will aim to include the following:

History of arrival

Goldfields settlement and lifestyle

Religion, social events (Confucianism, Buddhism, Taoism, animism, spiritism)

Opium

Occupations (gardening, mining, shop keeping)

Women

Habitations (archaeological sites)

Crime

Discrimination – anti Chinese behaviour in Cromwell

Decline years post 1900

Personalities (including the Rev. Don)

Objects and material culture (textiles, writing, coins, drinking)

#### **Pioneer Women Display Update**

Once again, this area at the very back of the museum has not been renewed since 2015. It requires better lighting, a less cramped installation and improved content and presentation of information.

Other Exhibition Topics to be researched as potential displays:

**Exhibition of Portraits:** Cromwell – ‘Town of Immigrants’ that would include historical photographs of gold miners, farmers and orchardists, winemakers leading to the multi culturalism of the 2020s. New portraits could be commissioned of new locals, French, South African, Indian, Nepalese, Phillipino, Thai, Vanuatu etc. Could also include a film with new comers talking about their journey and experiences of Cromwell.

Ashburton Museum has done something similar and we could approach them for advice. (JH)

#### **The History of Viticulture in Central Otago**

This exhibition will aim to present an important part of the Central Otago story from the first grapes planted in 1864 to the eventual growth of the wine industry of Cromwell.

#### **Winter Series**

Over the winter months the museum once again held a series of talks by professionals with expertise in their fields of knowledge such as heritage, natural history and culture of Central Otago. The 2019 Winter Series speakers covered topics ranging from extinct birds of New Zealand, the DNA and migration of Polynesian peoples to New Zealand and the discovery of the moa footprints in Kyeburn. These talks were very well attended with record numbers. The museum can only comfortably and safely accommodate up to 32 people and this year the Presbyterian Church was the venue for over 100 attendees for the talk presented by Dr Caroline Orchiston who spoke about planning for the next magnitude 8 Alpine Fault earthquake.

The Winter Series will continue in 2020 with a theme and speakers currently being developed. Confirmed speakers to date are:

Jo Wakelin – the use of eco sourced indigenous plants in our gardens to attract wild life. Planting suitable for our arid climate

Brian Patrick – expert on invertebrates of Central Otago. Brian will speak on the butterflies unique to Central Otago

#### **Director’s Summary**

*“The Cromwell Museum is a facility that the community is clearly proud of and locals are now becoming regular visitors. The feedback from the public is very positive and the museum is more dynamic with potential to expand its public and educational programmes.”* Jennifer Hay, Museum Director

#### **And finally thanks ...**

On behalf of the trustees I wish to thank Noeline Brown for her sterling work as our secretary and treasurer and for the assistance she provides our Director with funding applications. My thanks also to our group of trustees. I am very grateful for their continuing support. And finally, thanks to the Cromwell Community board for the continued support they provide.

Martin Anderson

27 February 2020



CROMWELL MUSEUM

PRESERVING OUR HERITAGE

## Performance Report

Cromwell Museum Trust  
For the year ended 30 June 2021

Prepared by Mead Stark Ltd





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## Compilation Report

### **Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis**

Compilation Report to the Trustees of Cromwell Museum Trust.

#### **Scope**

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Cromwell Museum Trust for the year ended 30 June 2021.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

#### **Responsibilities**

The Trustees are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

#### **No Audit or Review Engagement Undertaken**

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

#### **Independence**

We have no involvement with Cromwell Museum Trust other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

#### **Disclaimer**

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.

A handwritten signature in black ink that reads 'Mead Stark Ltd'.

Mead Stark Ltd

29 The Mall, Cromwell

Dated: 16 July 2021



## Entity Information

### **Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis**

#### **Legal Name of Entity**

Cromwell Museum Trust

#### **Entity Type and Legal Basis**

Local Museum, Incorporated Society and Registered Charity

#### **Charities Registration Number**

CC52096

#### **Entity's Purpose or Mission**

The museum aims to achieve our vision through the provision of public programmes, including those for schools, exhibitions, research facilities, developing the collection and a range of visitor services.

#### **Entity Structure**

The Museum Trust is made up of trustees which includes a Chairperson. A Director oversees the 35 volunteers who help our manning the museum and doing various tasks including packing of archives, photographing archives, listing archives on the Ehive Website. The secretarial and financial work is done by an honorary secretary/treasurer

#### **Main Sources of Entity's Cash and Resources**

The main source of income is provided by way of a grant from the Central Otago District Council. This is paid out in quarterly instalments. We have received a three-year grant from Lotteries to enable us to pay an honorarium to the museum director. Other grants are applied for as required and donations are requested from visitors to the Museum.

#### **Main Methods Used by Entity to Raise Funds**

Applying for grants from various group and also donations from the visiting public.

#### **Entity's Reliance on Volunteers and Donated Goods or Services**

The museum relies heavily on volunteers help to run the museum. All the collection items have been donated to the museum and because of the lack of records, we do not /have not found any evidence of any being purchased.

#### **Additional Information**

Website: [www.cromwellmuseum.nz](http://www.cromwellmuseum.nz) Phone 03 445 3287 Email: [noeline@cromwellmuseum.nz](mailto:noeline@cromwellmuseum.nz)

#### **Postal & Physical Address**

47 The Mall, Cromwell, Central Otago, New Zealand, 9310



## Approval of Financial Report

### **Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis**

The Trustees are pleased to present the approved financial report including the historical financial statements of Cromwell Museum Trust for the year ended 30 June 2021.

APPROVED

---

Noeline Brown

Secretary

Date .....

---

Martin Anderson

Chairperson

Date .....



## Statement of Service Performance

### Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis

#### Description of Entity's Outcomes

To provide informative and Educational information about the history of the local area to the Cromwell and districts' resident and also to the travelling public.

	2021	2020
<b>Description and Quantification of the Entity's Outputs</b>		
Number of Visitors	4,960	6,914
Number of New Displays	6	2

#### Description and Quantification of the Entity's Outputs

Museum is open to visitors Monday to Sunday from 11 am - 3 pm, the exception to this are Christmas Day, Boxing Day, Good Friday and the morning of ANZAC day when the Museum will remain closed (last Year: same as this year).

#### Additional Output Measures

Over the winter months, the museum once again held a series of talks by professionals with expertise in their fields of knowledge such as heritage, natural history and culture of Central Otago. The 2020 Winter Series was affected in part by Covid-19 restriction, but speakers included Carey Knox and Sean Brosnahan and covered topics ranging from the Gekkos of New Zealand and Scottish immigration to Central Otago. These talks were very well attended despite Covid-19. The museum can only comfortably and safely accommodate up to 32 people

New changing exhibitions for 2020 included installations by local artists Megan Huffadine, Rachel Hirabyashi and AnneMarie Hope Cross.

- A touring exhibition from Otago Museum 'Our Evolutionary Past' was installed at the beginning of June 2021 and will be on display until October 2021.
- New Chinese History in the Cromwell District panels has been installed, updating the information on Chinese gold miners in Central Otago.
- New entrance information panels about Historic Cromwell and Cromwell today have been installed, providing a clearer overview of the developments in Cromwell's history for visitors to the region.
- A renewed website has been designed and attracting site visits.
- New museum shelving has been installed improving the care and access of our collection.
- The Museum has also undertaken a tech upgrade with new computers, lighting and a security system.

#### Additional Information

Under the supervision of our Director, Jennifer Hay, the museum has continued to offer a great service to the locals and the travelling public. It is a friendly, informative place to visit and one that has attracted a lot of school visits over the year.



## Statement of Receipts and Payments

### Cromwell Museum Trust For the year ended 30 June 2021

	NOTES	2021	2020
<b>Operating Receipts</b>			
Donations, fundraising and other similar revenue	1	77,350	83,694
Interest, dividends and other investment receipts	1	19	139
<b>Total Operating Receipts</b>		<b>77,369</b>	<b>83,833</b>
<b>Operating Payments</b>			
Payments relating to public fundraising	2	611	4,545
Volunteer and employee related payments	2	41,310	37,603
Payments relating to providing goods or services	2	17,257	16,659
Other operating payments	2	13,130	13,050
<b>Total Operating Payments</b>		<b>72,308</b>	<b>71,857</b>
<b>Operating Surplus or (Deficit)</b>		<b>5,061</b>	<b>11,976</b>
<b>Capital Payments</b>			
<b>Purchase of resources</b>			
<b>Payment for property, plant and equipment</b>			
Plant & Equipment		6,827	26,911
<b>Total Purchase of resources</b>		<b>6,827</b>	<b>26,911</b>
<b>Repayment of borrowings</b>			
<b>Payments for other liabilities</b>			
GST		(6,657)	3,846
<b>Total Repayment of borrowings</b>		<b>(6,657)</b>	<b>3,846</b>
<b>Total Capital Payments</b>		<b>171</b>	<b>30,757</b>
<b>Increase/(Decrease) in Bank Accounts and Cash</b>		<b>4,891</b>	<b>(18,781)</b>
<b>Cash Balances</b>			
Cash and cash equivalents at beginning of period		14,034	32,815
Cash and cash equivalents at end of period		18,925	14,034
<b>Net change in cash for period</b>		<b>4,891</b>	<b>(18,781)</b>

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



## Statement of Resources and Commitments

### Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis

	2021	2020
<b>Bank Accounts and Cash</b>		
<b>Bank and cash/(bank overdraft)</b>		
BNZ - Cromwell Museum Trust	16,390	11,628
BNZ - Projects Account	2,535	2,406
<b>Total Bank and cash/(bank overdraft)</b>	<b>18,925</b>	<b>14,034</b>
<b>Total Bank Accounts and Cash</b>	<b>18,925</b>	<b>14,034</b>
	2021	2020
<b>Money Held on Behalf of Others</b>		
	2021	2020
<b>Money Owed to the Entity</b>		
	2021	2020
<b>Other Resources</b>		
<b>Non Current</b>		
Property, Plant and Equipment	59,073	52,246
<b>Total Non Current</b>	<b>59,073</b>	<b>52,246</b>
<b>Total Other Resources</b>	<b>59,073</b>	<b>52,246</b>
	2021	2020
<b>Commitments</b>		
<b>Current</b>		
<b>Creditors and Accrued Expenses</b>		
GST	2,772	(3,884)
<b>Total Creditors and Accrued Expenses</b>	<b>2,772</b>	<b>(3,884)</b>
<b>Total Current</b>	<b>2,772</b>	<b>(3,884)</b>
<b>Total Commitments</b>	<b>2,772</b>	<b>(3,884)</b>
	2021	2020
<b>Equity</b>		
Current year earnings	5,061	11,976
Retained earnings/Accumulated funds	70,165	58,189
<b>Total Equity</b>	<b>75,226</b>	<b>70,165</b>

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



## Depreciation Schedule

### Cromwell Museum Trust For the year ended 30 June 2021

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE
<b>Plant &amp; Equipment</b>						
Acer A515-55G 15.6" ( x3)	2,776	-	2,776	-	185	2,591
Acer Aspire C27-962 27" (X2)	2,539	-	2,539	-	169	2,370
Apple 21.5 inch mac computer	1,961	327	-	-	327	-
Computer	4,071	-	-	-	-	-
Data Projector PA503X	597	478	-	-	119	358
Donation Box	507	422	-	-	101	321
Heatpump	2,758	1,103	-	-	552	552
HP ProONE 600 G2	2,238	298	-	-	298	-
Lighting	2,435	1,177	-	-	487	690
Mac Computer	1,434	-	-	-	-	-
New fridge	347	295	-	-	69	226
NVR8-80 Spot Cam (Security)	1,512	-	1,512	-	101	1,411
Photographic equipment	2,527	379	-	-	379	-
Shelving	26,058	25,189	-	-	5,212	19,977
Shelving (storage)	3,618	1,447	-	-	724	724
Shelving in Geneology Room	856	200	-	-	171	29
Silver Lectum	350	70	-	-	70	-
Trolley	255	51	-	-	51	-
Wall panels (We Drove Here)	2,235	1,267	-	-	447	820
<b>Total Plant &amp; Equipment</b>	<b>59,073</b>	<b>32,703</b>	<b>6,827</b>	<b>-</b>	<b>9,463</b>	<b>30,067</b>
<b>Total</b>	<b>59,073</b>	<b>32,703</b>	<b>6,827</b>	<b>-</b>	<b>9,463</b>	<b>30,067</b>

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.





## Statement of Accounting Policies

### **Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis**

#### **Basis of Preparation**

The entity is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not for Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

#### **Goods and Services Tax (GST)**

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

#### **Plant & Equipment**

Plant and equipment have been depreciated at using estimated life (straight line) method and are included at cost less depreciation. All other repairs and maintenance are recognised as expenses in the Statement of Financial Performance in the financial period in which they are incurred. Gains and losses on disposal of fixed assets are taken into account in determining the net result for the year.

#### **Income Tax**

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

#### **Bank Accounts and Cash**

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

#### **Changes in Accounting Policies**

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



## Notes to the Performance Report

### Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis

	2021	2020
<b>1. Analysis of Receipts</b>		
<b>Donations, fundraising and other similar receipts</b>		
CODC Grant	36,000	36,000
Donations	4,251	4,442
Grants Other	35,348	37,193
Other Revenue/Sales	1,551	5,660
Special Donations	200	400
<b>Total Donations, fundraising and other similar receipts</b>	<b>77,350</b>	<b>83,694</b>
<b>Interest, dividends and other investment receipts</b>		
Interest Income	19	139
<b>Total Interest, dividends and other investment receipts</b>	<b>19</b>	<b>139</b>
	2021	2020
<b>2. Analysis of Payments</b>		
<b>Payments related to public fundraising</b>		
Purchases	611	4,545
<b>Total Payments related to public fundraising</b>	<b>611</b>	<b>4,545</b>
<b>Volunteer and employee related payments</b>		
Staff Remuneration	41,310	37,603
<b>Total Volunteer and employee related payments</b>	<b>41,310</b>	<b>37,603</b>
<b>Payments relating to providing goods or services</b>		
Computer Costs	7,275	691
Eftpos Rental	896	860
Insurance	855	1,700
Minor Collections/Displays	3,782	7,903
Repairs and Maintenance	1,193	285
Storage Rent	2,786	3,265
Website Maintenance	471	1,955
<b>Total Payments relating to providing goods or services</b>	<b>17,257</b>	<b>16,659</b>
<b>Other operating payments</b>		
Accounting	515	515
Advertising/Marketing	1,346	620
Bank Fees	56	167
Cleaning	1,075	1,271
Education	352	210
Food & Drink	1,341	712
Freight & Courier	19	11
General Expenses	425	1,047

Notes to the Performance Report



Light, Power, Heating	3,938	3,919
Other consumables	361	949
Printing & Stationery	2,580	2,293
Telephone & Internet	1,122	1,337
<b>Total Other operating payments</b>	<b>13,130</b>	<b>13,050</b>

**2021**                      **2020**

### 3. Capital Receipts & Payments

#### Property, Plant and Equipment

Opening Balance	(52,246)	(25,335)
Plant & Equipment	(6,827)	(26,911)
<b>Total Property, Plant and Equipment</b>	<b>(59,073)</b>	<b>(52,246)</b>

#### Other Liabilities

GST	2,772	(3,884)
<b>Total Other Liabilities</b>	<b>2,772</b>	<b>(3,884)</b>

#### Equity

Opening Balance	70,165	58,189
Current year earnings	5,061	11,976
<b>Total Equity</b>	<b>75,226</b>	<b>70,165</b>

### 4. Related Parties

There were no transactions involving related parties during the financial year.

### 5. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

### 6. Commitments & Contingent Liabilities

The entity has no commitments & no contingent liabilities as at Balance date (Last year: Nil)

## Community Development - Grants Accountability GRA211009080



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



## Grant Accountability

Original Application Number 91639

### The Applicant:

Organisation Name	Cromwell Musuem
Project Name:	Cromwell Musuem operational grant
Contact	Jennifer Hay
Phone	027 217 3611
Email	jennifer@cromwellmusuem.nz
Address	47 The Mall, Cromwell 9310

### The Project:

Amount granted by Central Otago District Council	40000.00
Total cost of the project	40000.00
If there was any significant variation from your original budget, what were the main reasons for this?	NA
What outcomes were achieved from the project/event? (max 500 words)	Operational costs
How did your organisation acknowledge the support of the Council grant?	NA
When did you receive your grant funding?	07/10/2021
Support Documents Ticked	
Grants of \$10,000 or more	<ul style="list-style-type: none"> <li>Annual report</li> </ul>

### Declaration:

All information provided is complete and correct	True
Have read and acknowledge the standard Central Otago Terms and Conditions of Grant Funding	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
Name:	Jennifer Hay

Date

07/10/2021

Signature (4 kb)

A handwritten signature in black ink, appearing to read 'J. Hay'.



47 The Mall  
Cromwell, Central Otago 9310  
New Zealand  
Ph 03 445 3287  
Email: [info@cromwellmuseum.nz](mailto:info@cromwellmuseum.nz)

#### Cromwell Museum Report for twelve months to 31/12/2019



IMAGE: Old Cromwell, 1865

The previous report covered the 18 months to 31/12/2018 due to the death of the Museum's initial director Edith McKay. This report covers the twelve month period from 1 January 2019 to 31/12/2019,.

#### **Manage the collection in accordance with Cromwell Museum's collection policy.**

The Museum has ensured that the collection has been cared for and maintained to the highest possible standards. Ongoing research and documentation of items is being undertaken in order to provide the public with accurate and relevant information pertaining to the cultural significance of the collection. Conservation and storage of the collection has greatly improved and volunteers have been trained in the correct handling, documentation and storage of objects.

#### **Ensure proper accountability for all loans and acquisitions.**

Page 1 of 6

The four main categories of the Collection are:

Natural History

Settlement History

Social History

Industry

Assessment of the acquisition and de-accession of objects relating to the main categories of the Museum collection is undertaken in accordance with the Collections Policy. Only items pertaining to these categories that are relevant and in good condition are retained or acquired as part of the Collection. The Museum continues to ensure that the Collection is accessible to those who have an interest in Cromwell's heritage and this is enhanced further by the appropriate display of collection items.

A list of acquisitions during 2019 is available on request.

#### **Ensure collection stored appropriately**

The collection is currently stored in a small area at the back of the museum. While most objects are carefully packaged in custom made boxes, it is very difficult to access with a limited handling area. The museum has commissioned new mobile and static shelving units from Hydestor Shelving that will be installed in April. This will enable better organisation of the items and a less cluttered environment. It will also create more space for further objects that may come into the collection in the future.

#### **Relationships with other museums**

The Cromwell Museum has collaborated with Central Stories for the Hawksburn Moa Hunting site and has some artefacts from this collection included in the display. Discussions between Cromwell and Alexandra about collection policies and storage has been helpful for both institutions.

The Canterbury Museum has lent the Cromwell Museum a replica of a moa egg for the Extinct Birds display and has assisted in some information for this exhibition. The Cromwell Museum has also expressed interest in hosting some of their smaller touring exhibitions that are available.

Otago Museum continues their support of Cromwell Museum by offering 20 hours per year advice or conservation according to our needs. The Central Otago Wildlife Photography Exhibition is also an annual display that the Otago Museum provides for us.

The recent workshops focussing on museum strategy in the region saw several museum staff members come together to talk about common hurdles and challenges facing the smaller regional museums. This was very constructive and we all hope that further discussions can be scheduled in the future.

#### **Displays refreshed and new displays 2019**

The museum over the last 12 months has made some significant changes to displays and interpretive material.

The entrance way now has the desk moved to the other side allowing for a small area for changing exhibitions. Local arts and crafts from the Cromwell Society of Combined Arts have presented work in this space and the 2019 Otago Museum Wildlife Photography Competition was on display until January. The Cromwell Painters Group and Weavers will also exhibit their work.



The upcoming year will see changing pop up exhibitions in this front area including work by local artists and items from the collection as well as small exhibitions focussing on subjects such as the Cromwell Railway, the story of Bendigo and children themed displays.

There is now a timeline of the history of Cromwell installed in the entrance area as well as items from the collection on shelves that can be changed on a regular basis.

New exhibitions were installed in May and June – ‘The Clyde Dam and Lake Dunstan’ and three complementary exhibitions ‘The Hawksburn Moa Hunting Site’, ‘Extinct Birds of Central Otago’ and ‘Landforms’ are now on display. These have all been very well received and school activity sheets on the extinct birds have been very popular.

New gold mining information panels and the History of Hotels in the Cromwell District have been installed, updating the information on goldmining in Central Otago that is especially useful for school groups.



Wanaka Primary School pupils

The Cromwell Chafer Beetle display is now installed, however due to restrictions from DOC on granting the museum a permit to hold and display captive beetles, the planned live terrarium is postponed until the permit has been approved.

#### External Funding

Funding for new static and mobile shelving has been sought and granted from Pub Charities and The Trusts Community Foundation. Due to the NZ Community Trust declining our application for \$8,028, the shortfall will be met from the Cromwell Museum Trust funds.

Total cost of project \$26, 057.53 less gst

Funds Granted:

Pub Charities \$8, 028

The Trusts Community Foundation: \$10,000

TBC:

NZ Community Trust \$8,028 DECLINED

The shelving will be installed in February.

Page 3 of 6



In 2019 we were granted:

\$4,500 from CLT for new exhibition displays

\$1,675.66 From Pub Charity for the Winter Series advertising, window lighting, new computer

\$1,323.17 from Pub Charity for display panels for Landforms, drone footage and panels for the Hawksburn moa hunting site.

\$1,200 from Helping Hand, National Services for licensing fees for the Clyde Dam television footage

A further and final grant of \$15,000 from Lotteries Environment and Heritage to support the appointment of the Museum Director. This grant totalled \$45,000 over a period of three years and steps are being taken to seek a renewal of this for a further three years

**TOTAL FUNDING GRANTED:**

\$41, 726. 83

#### **External Funding for 2020**

In order for the Museum to continue refreshing and developing new displays, further funding will be sought in 2020. We are currently exploring other options including the Chinese Poll Tax Heritage Trust, Foodstuffs Community Trust and Helping Hand, National Services.

#### **Internal Funding from the Cromwell Community board**

The Museum is grateful for the continued financial support from the Cromwell Community Board. In the current financial year this amounts to \$36,000 payable in four equal tranches. Without this support the Museum would be unable to continue to operate

#### **Preparation of Annual Budget**

The budget for the year financial year 1/7/2020 to 30/6/2021 is attached as Appendix 1.

#### **Other Statistics**

Number of visitors for the period 1 January 2019 to 31 December 2019: there were 6914 visitors during this period

Amount of Donations 1 January 2019 to 31 December 2019: These totalled \$6348.00 for the period

#### **Trustees**

The Museum trustees are Martin Anderson (chair), Wayman Roughan, Jim Walton, Joan Lawrence and Peter Mead. Meetings of trustees together with Community board representatives are held monthly. I would like to thank the trustees for their ongoing commitment to the Museum and to also acknowledge the support we have received from both Anna Harrison and Werner Murray.

#### **Museum Director**

Our director Jennifer Hay has been in her role now for over a year and I wish both personally and on behalf of the trustees to acknowledge the dedication and professionalism which she brings to the job. Under Jennifer's guidance the Museum has gone from strength to strength and the trustees look forward to working with her over the years ahead.

#### **Volunteers**

Particular thanks are due to our network of volunteers. These people ensure that the Museum is able to open each day and to also undertake a range of other projects from creating a digital archive of the

Page 4 of 6

collection to conducting genealogy research to arranging visits to the Museum by groups of schoolchildren. We are in the happy situation of having 35 volunteers on our books pointing to a strong and supportive community.

#### **The Year Ahead**

2020 will see the museum change some exhibitions and renew some already existing displays.

The Museum is in initial talks with the WoolOn Committee about a small exhibition for this event that will focus on educational aspects of design and documentation of young designers and their process.

The Museum website is currently outdated and a new site will be developed in collaboration with Phoenix IT

#### **The Bannockburn History Project**

The Old Bannockburn Trust was formed in 2017 evolving from a wide collection of information, photographs, documents and artefacts relating to the history of Bannockburn. This has been assembled over a period of 30 years by Paul Crump.

The Cromwell Museum will be accessing this information and designing new information boards for a display in the museum on the history of Bannockburn.

#### **Chinese Display Update**

The current Chinese display has not been updated since the Heritage Rescue in 2015. This update will include a more in-depth view of the Chinese narrative in Cromwell. It will aim to include the following:

History of arrival

Goldfields settlement and lifestyle

Religion, social events (Confucianism, Buddhism, Taoism, animism, spiritism)

Opium

Occupations (gardening, mining, shop keeping)

Women

Habitations (archaeological sites)

Crime

Discrimination – anti Chinese behaviour in Cromwell

Decline years post 1900

Personalities (including the Rev. Don)

Objects and material culture (textiles, writing, coins, drinking)

#### **Pioneer Women Display Update**

Once again, this area at the very back of the museum has not been renewed since 2015. It requires better lighting, a less cramped installation and improved content and presentation of information.

Other Exhibition Topics to be researched as potential displays:

**Exhibition of Portraits:** Cromwell – ‘Town of Immigrants’ that would include historical photographs of gold miners, farmers and orchardists, winemakers leading to the multi culturalism of the 2020s. New portraits could be commissioned of new locals, French, South African, Indian, Nepalese, Phillipino, Thai, Vanuatu etc. Could also include a film with new comers talking about their journey and experiences of Cromwell.

Ashburton Museum has done something similar and we could approach them for advice. (JH)

#### **The History of Viticulture in Central Otago**

This exhibition will aim to present an important part of the Central Otago story from the first grapes planted in 1864 to the eventual growth of the wine industry of Cromwell.

#### **Winter Series**

Over the winter months the museum once again held a series of talks by professionals with expertise in their fields of knowledge such as heritage, natural history and culture of Central Otago. The 2019 Winter Series speakers covered topics ranging from extinct birds of New Zealand, the DNA and migration of Polynesian peoples to New Zealand and the discovery of the moa footprints in Kyeburn. These talks were very well attended with record numbers. The museum can only comfortably and safely accommodate up to 32 people and this year the Presbyterian Church was the venue for over 100 attendees for the talk presented by Dr Caroline Orchiston who spoke about planning for the next magnitude 8 Alpine Fault earthquake.

The Winter Series will continue in 2020 with a theme and speakers currently being developed.

Confirmed speakers to date are:

Jo Wakelin – the use of eco sourced indigenous plants in our gardens to attract wild life. Planting suitable for our arid climate

Brian Patrick – expert on invertebrates of Central Otago. Brian will speak on the butterflies unique to Central Otago

#### **Director’s Summary**

*“The Cromwell Museum is a facility that the community is clearly proud of and locals are now becoming regular visitors. The feedback from the public is very positive and the museum is more dynamic with potential to expand its public and educational programmes.”* Jennifer Hay, Museum Director

#### **And finally thanks ...**

On behalf of the trustees I wish to thank Noeline Brown for her sterling work as our secretary and treasurer and for the assistance she provides our Director with funding applications. My thanks also to our group of trustees. I am very grateful for their continuing support. And finally, thanks to the Cromwell Community board for the continued support they provide.

Martin Anderson

27 February 2020



CROMWELL MUSEUM

PRESERVING OUR HERITAGE

## Performance Report

Cromwell Museum Trust  
For the year ended 30 June 2021

Prepared by Mead Stark Ltd



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## Compilation Report

### **Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis**

Compilation Report to the Trustees of Cromwell Museum Trust.

#### **Scope**

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Cromwell Museum Trust for the year ended 30 June 2021.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

#### **Responsibilities**

The Trustees are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

#### **No Audit or Review Engagement Undertaken**

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

#### **Independence**

We have no involvement with Cromwell Museum Trust other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

#### **Disclaimer**

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.

A handwritten signature in black ink that reads 'Mead Stark Ltd'.

Mead Stark Ltd

29 The Mall, Cromwell

Dated: 16 July 2021



## Entity Information

### **Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis**

#### **Legal Name of Entity**

Cromwell Museum Trust

#### **Entity Type and Legal Basis**

Local Museum, Incorporated Society and Registered Charity

#### **Charities Registration Number**

CC52096

#### **Entity's Purpose or Mission**

The museum aims to achieve our vision through the provision of public programmes, including those for schools, exhibitions, research facilities, developing the collection and a range of visitor services.

#### **Entity Structure**

The Museum Trust is made up of trustees which includes a Chairperson. A Director oversees the 35 volunteers who help our manning the museum and doing various tasks including packing of archives, photographing archives, listing archives on the Ehive Website. The secretarial and financial work is done by an honorary secretary/treasurer

#### **Main Sources of Entity's Cash and Resources**

The main source of income is provided by way of a grant from the Central Otago District Council. This is paid out in quarterly instalments. We have received a three-year grant from Lotteries to enable us to pay an honorarium to the museum director. Other grants are applied for as required and donations are requested from visitors to the Museum.

#### **Main Methods Used by Entity to Raise Funds**

Applying for grants from various group and also donations from the visiting public.

#### **Entity's Reliance on Volunteers and Donated Goods or Services**

The museum relies heavily on volunteers help to run the museum. All the collection items have been donated to the museum and because of the lack of records, we do not /have not found any evidence of any being purchased.

#### **Additional Information**

Website: [www.cromwellmuseum.nz](http://www.cromwellmuseum.nz) Phone 03 445 3287 Email: [noeline@cromwellmuseum.nz](mailto:noeline@cromwellmuseum.nz)

#### **Postal & Physical Address**

47 The Mall, Cromwell, Central Otago, New Zealand, 9310



## Approval of Financial Report

### **Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis**

The Trustees are pleased to present the approved financial report including the historical financial statements of Cromwell Museum Trust for the year ended 30 June 2021.

APPROVED

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Noeline Brown

Secretary

Date .....

---

Martin Anderson

Chairperson

Date .....





## Statement of Service Performance

### Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis

#### Description of Entity's Outcomes

To provide informative and Educational information about the history of the local area to the Cromwell and districts' resident and also to the travelling public.

	2021	2020
<b>Description and Quantification of the Entity's Outputs</b>		
Number of Visitors	4,960	6,914
Number of New Displays	6	2

#### Description and Quantification of the Entity's Outputs

Museum is open to visitors Monday to Sunday from 11 am - 3 pm, the exception to this are Christmas Day, Boxing Day, Good Friday and the morning of ANZAC day when the Museum will remain closed (last Year: same as this year).

#### Additional Output Measures

Over the winter months, the museum once again held a series of talks by professionals with expertise in their fields of knowledge such as heritage, natural history and culture of Central Otago. The 2020 Winter Series was affected in part by Covid-19 restriction, but speakers included Carey Knox and Sean Brosnahan and covered topics ranging from the Gekkos of New Zealand and Scottish immigration to Central Otago. These talks were very well attended despite Covid-19. The museum can only comfortably and safely accommodate up to 32 people

New changing exhibitions for 2020 included installations by local artists Megan Huffadine, Rachel Hirabyashi and AnneMarie Hope Cross.

- A touring exhibition from Otago Museum 'Our Evolutionary Past' was installed at the beginning of June 2021 and will be on display until October 2021.
- New Chinese History in the Cromwell District panels has been installed, updating the information on Chinese gold miners in Central Otago.
- New entrance information panels about Historic Cromwell and Cromwell today have been installed, providing a clearer overview of the developments in Cromwell's history for visitors to the region.
- A renewed website has been designed and attracting site visits.
- New museum shelving has been installed improving the care and access of our collection.
- The Museum has also undertaken a tech upgrade with new computers, lighting and a security system.

#### Additional Information

Under the supervision of our Director, Jennifer Hay, the museum has continued to offer a great service to the locals and the travelling public. It is a friendly, informative place to visit and one that has attracted a lot of school visits over the year.



## Statement of Receipts and Payments

### Cromwell Museum Trust For the year ended 30 June 2021

	NOTES	2021	2020
<b>Operating Receipts</b>			
Donations, fundraising and other similar revenue	1	77,350	83,694
Interest, dividends and other investment receipts	1	19	139
<b>Total Operating Receipts</b>		<b>77,369</b>	<b>83,833</b>
<b>Operating Payments</b>			
Payments relating to public fundraising	2	611	4,545
Volunteer and employee related payments	2	41,310	37,603
Payments relating to providing goods or services	2	17,257	16,659
Other operating payments	2	13,130	13,050
<b>Total Operating Payments</b>		<b>72,308</b>	<b>71,857</b>
<b>Operating Surplus or (Deficit)</b>		<b>5,061</b>	<b>11,976</b>
<b>Capital Payments</b>			
<b>Purchase of resources</b>			
<b>Payment for property, plant and equipment</b>			
Plant & Equipment		6,827	26,911
<b>Total Purchase of resources</b>		<b>6,827</b>	<b>26,911</b>
<b>Repayment of borrowings</b>			
<b>Payments for other liabilities</b>			
GST		(6,657)	3,846
<b>Total Repayment of borrowings</b>		<b>(6,657)</b>	<b>3,846</b>
<b>Total Capital Payments</b>		<b>171</b>	<b>30,757</b>
<b>Increase/(Decrease) in Bank Accounts and Cash</b>		<b>4,891</b>	<b>(18,781)</b>
<b>Cash Balances</b>			
Cash and cash equivalents at beginning of period		14,034	32,815
Cash and cash equivalents at end of period		18,925	14,034
<b>Net change in cash for period</b>		<b>4,891</b>	<b>(18,781)</b>

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



## Statement of Resources and Commitments

### Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis

	2021	2020
<b>Bank Accounts and Cash</b>		
<b>Bank and cash/(bank overdraft)</b>		
BNZ - Cromwell Museum Trust	16,390	11,628
BNZ - Projects Account	2,535	2,406
<b>Total Bank and cash/(bank overdraft)</b>	<b>18,925</b>	<b>14,034</b>
<b>Total Bank Accounts and Cash</b>	<b>18,925</b>	<b>14,034</b>
	2021	2020
<b>Money Held on Behalf of Others</b>		
	2021	2020
<b>Money Owed to the Entity</b>		
	2021	2020
<b>Other Resources</b>		
<b>Non Current</b>		
Property, Plant and Equipment	59,073	52,246
<b>Total Non Current</b>	<b>59,073</b>	<b>52,246</b>
<b>Total Other Resources</b>	<b>59,073</b>	<b>52,246</b>
	2021	2020
<b>Commitments</b>		
<b>Current</b>		
<b>Creditors and Accrued Expenses</b>		
GST	2,772	(3,884)
<b>Total Creditors and Accrued Expenses</b>	<b>2,772</b>	<b>(3,884)</b>
<b>Total Current</b>	<b>2,772</b>	<b>(3,884)</b>
<b>Total Commitments</b>	<b>2,772</b>	<b>(3,884)</b>
	2021	2020
<b>Equity</b>		
Current year earnings	5,061	11,976
Retained earnings/Accumulated funds	70,165	58,189
<b>Total Equity</b>	<b>75,226</b>	<b>70,165</b>

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



## Depreciation Schedule

### Cromwell Museum Trust For the year ended 30 June 2021

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE
<b>Plant &amp; Equipment</b>						
Acer A515-55G 15.6" (x3)	2,776	-	2,776	-	185	2,591
Acer Aspire C27-962 27" (X2)	2,539	-	2,539	-	169	2,370
Apple 21.5 inch mac computer	1,961	327	-	-	327	-
Computer	4,071	-	-	-	-	-
Data Projector PA503X	597	478	-	-	119	358
Donation Box	507	422	-	-	101	321
Heatpump	2,758	1,103	-	-	552	552
HP ProONE 600 G2	2,238	298	-	-	298	-
Lighting	2,435	1,177	-	-	487	690
Mac Computer	1,434	-	-	-	-	-
New fridge	347	295	-	-	69	226
NVR8-80 Spot Cam (Security)	1,512	-	1,512	-	101	1,411
Photographic equipment	2,527	379	-	-	379	-
Shelving	26,058	25,189	-	-	5,212	19,977
Shelving (storage)	3,618	1,447	-	-	724	724
Shelving in Genealogy Room	856	200	-	-	171	29
Silver Lectum	350	70	-	-	70	-
Trolley	255	51	-	-	51	-
Wall panels (We Drove Here)	2,235	1,267	-	-	447	820
<b>Total Plant &amp; Equipment</b>	<b>59,073</b>	<b>32,703</b>	<b>6,827</b>	<b>-</b>	<b>9,463</b>	<b>30,067</b>
<b>Total</b>	<b>59,073</b>	<b>32,703</b>	<b>6,827</b>	<b>-</b>	<b>9,463</b>	<b>30,067</b>

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



## Statement of Accounting Policies

### **Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis**

#### **Basis of Preparation**

The entity is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not for Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

#### **Goods and Services Tax (GST)**

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

#### **Plant & Equipment**

Plant and equipment have been depreciated at using estimated life (straight line) method and are included at cost less depreciation. All other repairs and maintenance are recognised as expenses in the Statement of Financial Performance in the financial period in which they are incurred. Gains and losses on disposal of fixed assets are taken into account in determining the net result for the year.

#### **Income Tax**

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

#### **Bank Accounts and Cash**

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

#### **Changes in Accounting Policies**

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



## Notes to the Performance Report

### Cromwell Museum Trust For the year ended 30 June 2021 Cash Basis

	2021	2020
<b>1. Analysis of Receipts</b>		
<b>Donations, fundraising and other similar receipts</b>		
CODC Grant	36,000	36,000
Donations	4,251	4,442
Grants Other	35,348	37,193
Other Revenue/Sales	1,551	5,660
Special Donations	200	400
<b>Total Donations, fundraising and other similar receipts</b>	<b>77,350</b>	<b>83,694</b>
<b>Interest, dividends and other investment receipts</b>		
Interest Income	19	139
<b>Total Interest, dividends and other investment receipts</b>	<b>19</b>	<b>139</b>
	2021	2020
<b>2. Analysis of Payments</b>		
<b>Payments related to public fundraising</b>		
Purchases	611	4,545
<b>Total Payments related to public fundraising</b>	<b>611</b>	<b>4,545</b>
<b>Volunteer and employee related payments</b>		
Staff Remuneration	41,310	37,603
<b>Total Volunteer and employee related payments</b>	<b>41,310</b>	<b>37,603</b>
<b>Payments relating to providing goods or services</b>		
Computer Costs	7,275	691
Eftpos Rental	896	860
Insurance	855	1,700
Minor Collections/Displays	3,782	7,903
Repairs and Maintenance	1,193	285
Storage Rent	2,786	3,265
Website Maintenance	471	1,955
<b>Total Payments relating to providing goods or services</b>	<b>17,257</b>	<b>16,659</b>
<b>Other operating payments</b>		
Accounting	515	515
Advertising/Marketing	1,346	620
Bank Fees	56	167
Cleaning	1,075	1,271
Education	352	210
Food & Drink	1,341	712
Freight & Courier	19	11
General Expenses	425	1,047

Notes to the Performance Report



Light, Power, Heating	3,938	3,919
Other consumables	361	949
Printing & Stationery	2,580	2,293
Telephone & Internet	1,122	1,337
<b>Total Other operating payments</b>	<b>13,130</b>	<b>13,050</b>

**2021**                      **2020**

### 3. Capital Receipts & Payments

#### Property, Plant and Equipment

Opening Balance	(52,246)	(25,335)
Plant & Equipment	(6,827)	(26,911)
<b>Total Property, Plant and Equipment</b>	<b>(59,073)</b>	<b>(52,246)</b>

#### Other Liabilities

GST	2,772	(3,884)
<b>Total Other Liabilities</b>	<b>2,772</b>	<b>(3,884)</b>

#### Equity

Opening Balance	70,165	58,189
Current year earnings	5,061	11,976
<b>Total Equity</b>	<b>75,226</b>	<b>70,165</b>

### 4. Related Parties

There were no transactions involving related parties during the financial year.

### 5. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

### 6. Commitments & Contingent Liabilities

The entity has no commitments & no contingent liabilities as at Balance date (Last year: Nil)

Date 11/6/14

Parties

CENTRAL OTAGO DISTRICT COUNCIL  
THE CROMWELL MUSEUM TRUST

DEED OF TRUST

This DEED is made the 11<sup>th</sup> day of JUNE 2014.  
Between THE CENTRAL OTAGO DISTRICT COUNCIL, as settlor and MARTIN  
RICHARD ANDERSON and EDITH ANNIE MCKAY as trustees.

BACKGROUND

- a. The Parties wish to establish a Trust for charitable purposes to be registered under the Charitable Trusts Act 1957 and to be known as "The Cromwell Museum Trust" ("the Trust").
- b. It is intended that the Trust manage and operate the Cromwell Museum ("the Museum") and any other assets or collections that are acquired or operated by the Trust, or which by agreement with the Council the Trust agrees to manage or operate on behalf of the Council.
- c. The Trustees have agreed to act as Trustees of the Trust.
- d. This Deed is being completed by the Council and the Trustees for the purpose of constituting the Trust, specifying its objects and providing for its control, governance and regulation.
- e. It is intended that the Trust serves the community and its development by providing vision, leadership and support for the acquisition, care, research, communication, and exhibition of the material evidence and related information of the people of the Cromwell region for the purpose of study, education and enjoyment.

ACKNOWLEDGEMENT OF TRUST AND INITIAL SETTLEMENT

- 1.1 The Council hereby settles a sum of \$10 on the Trustees as an initial settlement on the Trust.
- 1.2 The Trustees acknowledge that the Trustees will hold the Trust assets and collections on trust for the purposes and with the powers set out in this Deed.

2. NAME OF TRUST

- 2.1 The charitable trust established by this deed will be known as The Cromwell Museum Trust.



### 3. AIM OF THE TRUST

- 3.1 The aim of the Trust shall be to manage the collections of the Cromwell Museum and to foster, promote and celebrate a sense of history and awareness of the importance of the Cromwell region's heritage and identity.

### 4. ESTABLISHMENT OF THE TRUST

- 4.1 The Trust shall comprise all Trust assets and collections from time to time acquired or held by the Trustees under this Deed including the income arising from these, and all monies bequeathed or donated to the Trust.
- 4.2 The Trust assets shall be held on trust by the Trustees and shall be managed and administered on the terms contained in this Deed and any funding deed or document entered into with the Council.
- 4.3 The Trust shall commence on the date of this Deed and shall continue until wound up in accordance with Clause 29.

### 5. TREATY OF WAITANGI

- 5.1 The Trust and the Trustees will abide by the Preamble and Articles of the Treaty of Waitangi and be guided by the recommendations of the Waitangi Tribunal in any negotiations or discussions between the Trust and Tangata Whenua.

### 6. OBJECTS OF THE TRUST

- 6.1 The objects for which the Trust is established shall be:
- (a) to manage and operate the Museum in accordance with the Memorandum of Understanding developed between the Council and the Trust as set from time to time in accordance with clause 24, to manage the Trust assets and facilities, and to manage the collections and to operate them for the benefit of the residents of the Cromwell region and the public generally;
  - (b) to foster effective participation with the community on heritage matters;
  - (c) to collaborate with other museums and facilities within the region to maximise community input to heritage issues;
  - (d) to provide services which relate to the education of the residents of the Cromwell region and the wider community generally, relating to the region's past history and heritage issues relating to the present time;
  - (e) to consult with and seek input from the community generally by whatever manner the Trustees deem appropriate to enable the services provided by the Trust and the Museum to be in accordance with the wishes of the community;
  - (f) to support the strategic directions and policies of the Council in relation to heritage issues and to enhance the special character of the region by protecting

and celebrating its heritage;

(g) to establish exhibition programmes and education policies for the Trust facilities

(h) To manage the collection in accordance with the Cromwell Museum Collections Policy 2013 and any amendment to that document or any policy developed by Council or the Cromwell Community Board in the future.

(i) to provide all financial, administration, marketing, technology and other services required for the Trust facilities;

(j) to ensure that all facilities are managed effectively and in particular to be a good employer;

(k) to comply with all relevant legislation and regulations and, where practicable, observe and support all international conventions and treaties as they relate to museums and items held by museums;

(l) to develop and maintain partnership programmes with other Museums;

(m) to protect and manage for the benefit of the Museum all intellectual property, including trademarks, copyright and any reproduction rights;

(n) generally to do all acts, matters and things that the Trustees consider necessary or conducive to further or attain the object and aims of the Trust set out above.

## **7. POWERS OF THE TRUST**

7.1 Subject to the provisions of this Deed and in particular Clause 8 and any provisions as to specific resolutions required, the Trustees shall have all powers over and in respect of the Trust, the Trust assets and collections which they could exercise as if they were the absolute and beneficial owners of the Trust assets subject to the limitations provided for in this Deed with regard to collections.

## **8. RESTRICTION ON EXERCISE OF TRUSTEES' POWERS**

8.1 The Trustees shall obtain the written consent of the Council prior to their exercise of any power to:

(a) sell, acquire or lease any land, buildings or to terminate any lease of any land or buildings;

(b) borrow any money or give any guarantee;

(c) give any security over any of the Trust assets;

(d) enter into any contract of indemnity or act as surety;

(e) undertake any expenditure on any property owned or leased by the Trust.

8.2 Trustees may not enter into a major transaction unless the major transaction is:

- (a) authorised by a Special Resolution; or
- (b) contingent upon the passing of a special resolution.

8.3 Trustees may not in any way deal with any collection or part of any collection contrary to any policy established in accordance with clause 11.

#### **9. POWER TO EMPLOY**

9.1 The Trust shall have power to employ any person and to enter into contracts of employment or service with any persons, body or society whether incorporated or not, and to pay remuneration for services rendered as the Trustees may think fit.

#### **10. PROHIBITION ON BENEFIT OR ADVANTAGE**

10.1 No trustee or person associated with a trustee of the trust shall derive any income, benefit or advantage from the trust except where that income, benefit or advantage is derived from:

- (a) professional services to the trust rendered in the course of normal or usual business; or
- (b) interest on money lent by such person to the trust at no greater rate than current market rates.

10.2 The provision and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document.

#### **11. COLLECTIONS**

11.1 The collections and assets of the Museum shall remain under the ownership of the Council, subject to any special provision or conditions attached to collections and stated at the time of acquisition of any collection.

11.2 All collections, assets or acquisitions of any kind which are acquired by the Trust after the date of the signing of this Deed shall be managed by the Trust (while still owned by the Central Otago District Council), in accordance with any terms and conditions stated by grantees or donors at the time of acquisition as applying to those collections.

11.3 The Trustees shall as far as is practical clearly identify the origin of all collections held by it, or transferred to it, and where any item or collection has been loaned to the Trust, shall keep a clear record of ownership of that collection and record in writing the terms and conditions upon which the collection is to be either held by the Trust or displayed.

11.4 The Trustees shall, in consultation with the Council, review the Cromwell Museum Collections Policy 2013, at least once every five years in accordance

with the policy.

- 11.6 The disposal of any item or part of any collection shall only be in accordance with the approved Cromwell Museum Collections Policy 2013.
- 11.7 Where appropriate taking into account the value of any item or collection, and the cost of insurance and/or replacement of any collection, Council shall insure all of the collection, and the Trust shall advise the Council in respect of any collection or item that has been added to the collection for insurance purposes.

## 12. BOARD OF TRUSTEES

- 12.1 There shall be established a Board of Trustees ("the Trustees") to manage the Trust.
- 12.3 Subject to the provisions of clauses 13.1 to 13.2 inclusive except for the period during which the Initial Trustees hold office as Trustees, there shall be no more than 7 nor fewer than 5 Trustees. The initial Trustees shall be the signatories to this Deed.
- 12.4 If at any time the number of Trustees falls below the minimum number provided for in this clause, the trustees at the time will procure the number of Trustees to be increased to such minimum number as soon as reasonably practical.
- 12.5 Notwithstanding anything to the contrary in this Deed, all acts and decisions of the remaining Trustees or Trustee in relation to the Trust pending the increase in the number of the Trustees will be valid and binding on all persons but subject to approval by the Cromwell Community Board when there are less than five trustees.

## 13. INITIAL TRUSTEES

- 13.1 Martin Richard Anderson and Edith Annie McKay shall be the initial trustees and signatories to this Trust Deed.
- 13.2 The initial Trustees shall immediately upon the signing of this Deed of Trust take the necessary steps to enable the appointment of Trustees pursuant to clause 14.

## 14. APPOINTMENT OF TRUSTEES

- 14.1 Trustees shall be appointed as follows:
  - (a) The current trustees shall seek nominations of persons for consideration as Trustees of the Cromwell Museum Trust from the public and shall prior to the appointment process taking place, advertise within the local newspapers calling for nominations for Trustees.
  - (b) An appointments committee consisting of the initial Trustees of the Trust Deed, or the Chair and Deputy Chair of the Cromwell Museum Trust once established, except where either of these trustees is to retire in accordance

with clause 15 in which case a non-retiring trustee will be appointed to the committee, and two Cromwell Community Board members, shall appoint Trustees from the list of persons nominated and in making any appointment shall take into account the following criteria:

1. Trustees should be interested in and able to promote the objectives of the Cromwell Museum Trust.
  2. Trustees should be persons known in the communities for their respective business acumen, competence in financial stewardship, or expertise and knowledge in heritage matters and issues.
  3. Trustees should be familiar with and have or be willing and able to gain an appreciation of heritage issues.
- 14.2 All persons appointed as Trustees shall hold office in accordance with Clause 16 until the Annual Meeting which takes place on the expiry of any Trustee's term of office or immediately after the expiry of that term.

#### **15. ROTATION OF TRUSTEES**

- 15.1 At the conclusion of each Annual Meeting of the Trust two Trustees shall retire from office. A retiring Trustee shall be eligible for reappointment as a Trustee. The Trustees who so retire shall be those Trustees who have been longest in office since their last appointment or reappointment. As between persons who became Trustees on the same day, those to retire shall, unless they otherwise agree among themselves, be determined by lot.
- 15.2 Trustees to fill the vacancies arising pursuant to clause 16 shall be appointed in accordance with clause 14

#### **16. TERMINATION OF APPOINTMENT OF TRUSTEES**

- 16.1 Notwithstanding anything to the contrary contained in this Deed a Trustee will cease to hold office if:
- (a) the Trustee resigns from office;
  - (b) the Trustee becomes bankrupt or insolvent;
  - (c) the Trustee is convicted of any indictable offence;
  - (d) the Trustee becomes of unsound mind;
  - (e) the Trustee dies;
  - (f) the Trustee is removed in accordance with clause 18;
  - (g) the Trustee is removed from office by a court of competent jurisdiction.

- (h) the Trustee fails to attend 3 consecutive meetings unless the failure to attend those meetings is excused (whether before the meeting or after) at a meeting of the Trustees.

## 17. PROCEEDINGS OF TRUSTEES

### 17.1 Election of Chairperson

The Trustees shall at their first meeting, and thereafter at each first meeting directly following the Annual Meeting of the Trust, elect from one of their number a Chairperson, and if they so desire a Deputy Chairperson.

### 17.2 Chairperson to Preside

The Chairperson or in his/her absence the Deputy Chairperson (if there is one) will preside over meetings of the Trustees, but if at any meeting the Chairperson or Deputy Chairperson is not present within five minutes after the time appointed for holding the meeting, the Trustees present may choose one of their number to be Chairperson of the meeting.

### 17.3 Rules of Proceedings

Subject to any provisions in this Deed to the contrary, the Trustees will dispatch business and regulate their decision making as they think fit but shall observe the following rules of proceedings:

#### (a) *Majority Vote*

Questions arising at any meeting of the Trustees will be decided by a majority decision provided that in the event of an equality of votes, the Chairperson shall have a casting vote.

#### (b) *Notice of Meetings*

Trustees shall be given notice of all meetings by phone, fax, post, email, or letter, provided that it will not be necessary to give notice of a meeting of the Trustees to any Trustee for the time being absent from New Zealand.

#### (c) *Quorum*

The quorum necessary for the transaction of the business of the Trustees will be a majority of the Trustees but not less than three trustees should there be five Trustees on the Trust and four Trustees should there be more than five Trustees on the Trust.

#### (d) *Frequency of Meetings*

The Trustees shall meet as necessary to conduct the business of the Trust but shall meet not less than once every three months. One of such meetings, to be held not more than one month after the end of each Financial Year, shall be designated as the Annual Meeting of the Trust. Meetings of Trustees shall be convened by the Chairperson at such place or time as the Chairperson or in his/her absence the Deputy Chairperson may determine.

#### (e) *Written Resolutions*

A resolution in writing signed by all of the Trustees entitled to receive

notice of a meeting of the Trustees will be as valid and effectual as if it had been passed at a meeting of the Trustees duly convened and held. Any such resolution may consist of several documents in like form each signed by one or more Trustees.

- (f) Copies of all resolutions of Trustees passed without notice to a Trustee who is overseas shall as soon as practicable after the passing of the resolutions be sent to the last known address of such absent Trustee.

- (g) Meetings to be Open to the Public  
Trustees shall conduct their meetings and deliberations in public, but may exclude the public for the reasons permitting the exclusion of the public under the Local Government Official Information and Meetings Act, 1987.

- (h) *Minutes*

The Trustees will cause to be kept full and proper minutes of their decision making process and resolutions.

#### **18. APPOINTMENT OF ADVISORY COMMITTEES**

- 18.1 An Advisory Committee may be established as the Trustees see fit for the Trust or for any specific part of the Trust, properties, or collections or programmes. Any such Committee may be disestablished by the Trustees at any time.
- 18.2 Trustees will negotiate with Tangata Whenua, the relationship with any such committee advising on Tangata Whenua issues.
- 18.3 Each Advisory Committee shall comprise such persons including any Trustees as the Trustees may appoint, and shall provide recommendations and information to the Trustees in respect of the matter for which the Advisory Committee was established.
- 18.4 The Trustees shall carefully consider any advice or recommendations submitted by the Advisory Committee, and whether that advice or those recommendations should be incorporated into any decision made by the Trust, provided that the Trustees shall not be bound to accept any advice or recommendations made.
- 18.5 Time spent by any Trustees serving on an Advisory Committee shall not be deemed as service to the Trust for remuneration purposes.

#### **19. MEETINGS BY WAY OF ELECTRONIC COMMUNICATION**

- 19.1 The contemporaneous linking together by telephone or other means of communication of a number of Trustees being not less than the quorum (whether or not any one or more of the Trustees is out of New Zealand) shall be deemed to constitute a meeting of Trustees and all the provisions of this Deed in respect of such meetings shall apply, so long as the following conditions are met:

- (a) All the Trustees for the time being entitled to receive notice of a meeting of

- the Trustees shall be entitled to notice of the meeting by telephone or other means of communication and to be linked by telephone or other means for the purpose of such meeting and shall have received two working days notice prior to such meeting.
- (b) Each Trustee taking part in a meeting by telephone or other means of communication must throughout the meeting be able to hear each of the Trustees taking part in the meeting.
- (c) At the commencement of the meeting each Trustee must identify himself/herself to each other Trustees and must acknowledge the Trustees presence for the purpose of the meeting to all other Trustees taking part.

## **20. INTEREST OF TRUSTEES**

- 20.1 Any Trustee of the Trust may contract and have dealings with the Trust in respect of the Trust assets, whether as purchaser, vendor, lessor, lessee, licensor, licensee, manager, employee or otherwise howsoever, provided that if any Trustee of the Trust or any other person (whether that person and the Trustee are associated persons as defined in the Income Tax Act 1976), either personally or by virtue of being a director or shareholder of any company or as Trustee of any other Trust:
  - (a) is in any way interested in any contract or dealing with the Trust; or
  - (b) shall have an interest or duty in any particular matter or matters which shall conflict with the duty of the Trustee or the terms of the Trust herein; then such Trustee must prior to any relevant discussion declare his or her interest in the matter and he or she shall not be entitled to participate or vote in any consideration of it by the Trustees.
- 20.2 Where any matter in which a Trustee or Trustees have a personal interest is being considered then that Trustee or Trustees shall declare that interest prior to any discussions or decision being made.

## **21 EXECUTION OF DOCUMENTS**

- 21.1 All documents shall be executed in accordance with Section 19 of the Charitable Trusts Act 1957.

## **22. ACCOUNTS AND AUDIT**

- 22.1 The Trustees will cause true and full records to be kept in accordance with proper accounting practices of all their receipts, credits, payments and liabilities and all other matters necessary for showing the true state and condition of the Trust and its assets.
- 22.2 The annual accounts of the Trust will be prepared annually and their preparation overseen by the Central Otago District Council.
- 22.3 The books of account will be kept at the Trustees' office or at such other place as



the Trustees think fit and will always be open to the inspection of the Trustees.

### **23. ANNUAL MEETING AND REPORTING**

- 23.1 Once each year the Trustees shall call a meeting of the Trustees with the Council at which the Trustees shall provide and report in respect of the following:
- (a) The annual accounts.
  - (c) Compliance with the Strategic Plan and the Aims and Objectives of the Trust.
  - (c) Compliance with the terms and conditions upon which any collection is held.
  - (d) Compliance with the Cromwell Museum Collections Policy 2013.
  - (e) The disposal of any item or part of any collection in accordance with the approved Deaccessioning Policy.
- 23.2 The Trustees shall prepare and submit to the Council such accounting and other information concerning the Trust as the Council may require to fulfil their own obligations under the Local Government Act 1974.
- 23.3 The Council may ask the Trustees to report to them at any time but only in respect of such other matters as may reasonably be required by the Council to fulfill or comply with any statutory obligation.

### **24. STRATEGIC PLAN**

- 24.1 The Trustees shall within the first 12 months from the date of this Deed develop and complete a Strategic Plan to give effect to the Aims and Objectives of the Trust Deed and the Cromwell Museum Collection Policy 2013. That Strategic Plan shall be submitted to the Council in draft form not less than three months prior to the end of the financial year and the Council shall be invited to submit comment in respect of that Strategic Plan which shall be had regard to by the Trustees in finalising that Plan.
- 24.2 The Strategic Plan shall be reviewed once each year no later than the end of the financial year and the Council shall be given the opportunity to comment each year in respect of the Trust's Strategic Plan.

### **25. TRUSTEES INDEMNITY AND LIABILITY**

- 25.1 The Trustees shall not be liable for:
- (a) any losses or liabilities except losses or liabilities arising from their own dishonesty, wilful default or wilful breach of trust; or
  - (b) any act or acts or attempted act done in exercise of or pursuant to any trust, power or discretion vested in them by this Deed; or
  - (c) any omission or omissions or non-exercise in respect of any trust, power or

discretion of the Trustees under this Deed.

25.2 Each Trustee is indemnified by the Council for any loss, liability or expense suffered or incurred by a Trustee where:

- (a) the loss liability or expense is properly suffered or incurred by the Trustee in carrying out the Trusts of the Deed, and is not due to any breach by the Trustee of their obligations under this Deed); and
- (b) the Trust Assets are insufficient to cover the liability or expense; and
- (c) any Trustees' insurance effected by the Trustees is insufficient to cover the liability or expense (and in that case to the extent of the insufficiency of cover); and
- (d) the Council are satisfied on reasonable grounds that the Trustees (or any of them) have made reasonable efforts to minimise that liability or expense.

25.3 The Trustees will notify the Council immediately they become aware of any contingent liability or expense or loss for which indemnity may be sought under Clause 25.2 and act in accordance with any reasonable directions of the Council.

## **26. DELEGATION BY TRUSTEES**

26.1 The Trustees shall have, to the extent permitted by law, full power to delegate.

## **27. INCORPORATION UNDER THE CHARITABLE TRUST ACT 1957**

27.1 The Trustees shall after the execution of this Deed apply for incorporation under the Charitable Trusts Act 1957 and the Trustees are authorised to make such application on behalf of the Trust.

## **28. ALTERATION TO THE DEED**

28.1 The Trustees may from time to time by special resolution alter, or add to any of the provisions of this Deed provided that:

- (a) any alteration or addition to this Deed made to correct a manifest error or which is of a formal, technical or administrative nature only, other than an alteration or addition shall not be made without the prior consent in writing of the Council.
- (b) at least 14 days notice of intention to move any amendment to this Deed has been given to all Trustees.

28.2 No alteration, or addition may be made to this Deed which detracts from the exclusively charitable nature of the Trust.

## **29. WINDING UP OF THE TRUST**

29.1 On the winding up of the Trust or on its dissolution by the Registrar of

Incorporated Societies, all surplus assets after the payment of costs, debts and liabilities shall be disposed of in accordance with the directions of the High Court pursuant to Section 27 of the Charitable Trusts Act 1957.

- 29.2 Neither the Trustees nor any individual Trustee shall make an application under Section 25 of the Charitable Trusts Act 1957 to the High Court to put the Trust into liquidation without first obtaining the written consent of the Council.
- 29.3 The Council may make application to the High Court under the said Section 25.
- 29.4 On any winding up of the Trust, Collections are to be retained by the Council as an entity within the region and used for Charitable Purposes similar to those specified in this deed.

### 30. INTERPRETATION DEFINITIONS

- 30.1 In this Deed unless the context otherwise requires,  
"Advisory Committee" means a committee established under clause 18.

"Assets" or "Trust Assets" means all money, material, information, investments, property and leases of property and anything from time to time owned or beneficially held by the Trust, but excludes:

- (a) all collections
- (b) the Trust facilities.

"Charitable Purpose" means every purpose which under the law of New Zealand is charitable, and without limiting its generality includes a purpose which is for the education or benefit or enjoyment and advancement of the people of the Cromwell region and other people of New Zealand with particular regard to heritage issues, history, aesthetics and culture.

"The "Collection" and "Collections" means all material evidence and associated information, also referred to as specimens or artefacts and taonga that are registered as belonging to or in the care of the Museum or Trust for the purpose of preservation, research, documentation, exhibition or interpretation.

"Deed" means this Deed including any schedules and any amendments.

"Financial Year" means the same period adopted by the Council as their financial year or with the consent of the Council any other period.

"Major Transaction" means a transaction, undertaking agreement or arrangement that has or is likely to have the effect of the Trustees acquiring rights or interests or incurring obligations or liabilities as the value of which is more than 25% of the value of the Trust Assets at that time.

"The Museum" means Cromwell Museum. "Property" means real property.

"Region" means within the boundaries of the Cromwell Ward of the Central Otago District Council.

"Special Resolution" means a resolution passed at a meeting of Trustees at which not less than three quarters of the Trustees present vote in favour of the resolution.

"Strategic Plan" means the Strategic Plan for the Trust, completed in accordance with Clause 29.

"Trust " means the Trust established by Deed and known as the Cromwell Museum Trust.

(a) "Trust facilities" means the facilities known as the Cromwell Museum and any other facilities for the provision of Museum and the gallery services acquired or managed by the Trust, and includes any digital or electronic site, entity or mechanism.

(b) "Trustees" means the Trustees of the Trust from time to time

- 30.2 A person includes any individual, company, corporation, firm, partnership, joint venture, association, organisation, trust, state or agency of state (in each case whether or not having separate legal personality).
- 30.3 This Deed is binding upon the parties and their respective successors and permitted assigns, where the context permits words describing the singular include the plural and vice versa and words importing masculine, feminine or neuter gender include all genders.

IN WITNESS WHEREOF THIS Deed has been executed

SIGNED by Central Otago District Council )  
As Settlor in the presence of )

*Tracy Stechman*  
Personal Assistant, Alexandra

SIGNED by Martin Richard Anderson )  
as Trustee in the presence of )

*Neil Gillespie*  
Cromwell

SIGNED by Edith Annie McKay )  
as Trustee in the presence of )

*Neil Gillespie*  
Cromwell.

### 21.9.3 MURRAY TCE CARPARKING

Doc ID: 559389

#### 1. Purpose of Report

To consider allocating a carpark to the Cromwell Youth Trust at 5 Murray Terrace, Cromwell.

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#### Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the allocation of one carpark to the Hut for the purpose of loading, unloading, and storing their passenger van on Part Lot 47 DP 18370 as shown in green in figure 4, at no charge.
- C. Authorise the Chief Executive to do all that is necessary to give effect to the resolution.

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#### 2. Background

Central Otago District Council owns the property at 5 Murray Terrace. The land is described as Part Lot 47 Deposited Plan (DP) 18370 (Part Lot 47). Part Lot 47 contains a large commercial styled building. The building is split into three tenancies. Public footpaths and carparking are also constructed over Part Lot 47.

An overview of the property identifying the three tenancies, the footpaths, and the carparking is shown below in figure 1.

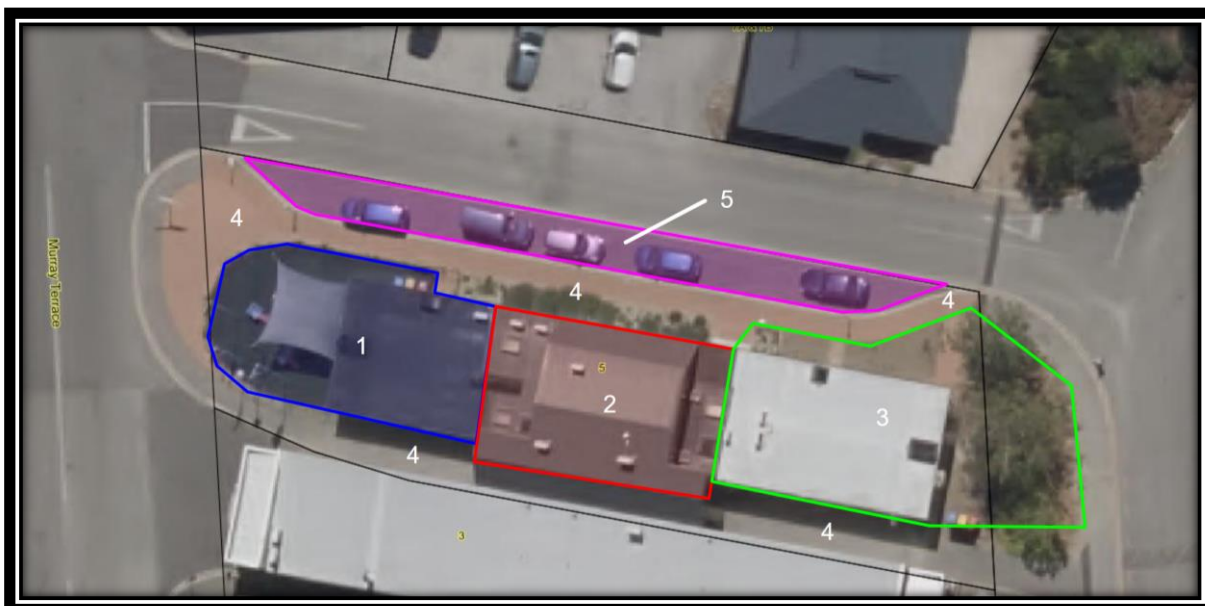


Figure 1 – Overview of 5 Murray Terrace showing tenancies and current land uses



Area 1 is occupied by the Royal New Zealand Plunket Society Incorporated (Plunket). Area 2 is occupied by the Cromwell Resource Centre Trust (Resource Centre). Area 3 is occupied by the Cromwell Youth Trust (the Hangout).

The areas marked 4 are public footpaths. The area marked 5 are used for public carparking.

The area marked 5 is developed and used as public carparking. Whilst the area is Council land, it is not classified as road and therefore not included in the Roding Bylaw which identifies area 5 as being 'private'.



Figure 2 – Extract from Roding Bylaw identifying area 5 as 'Private'

Despite not being in the bylaw, signs in area 5 indicate that parking is restricted to 60 minutes with the exception of the accessibility park, which is 120 minutes.

Area 5 can accommodate approximately five vehicles, in addition to the accessibility park. An overview of the parking signage is shown below in figure 3.



Figure 3 – Overview of parking signage

The Hangout have recently purchased a van to transport students to and from events. To assist with the loading, unloading, and storage of the vehicle, the Hangout have asked if they could park the van in the area marked 5 permanently.

To understand the demand for parking, all three tenants were asked to consider their needs and to provide some feedback.

Plunket has advised that they would like two car parks. This would allow the Plunket Nurse's car to be parked in front of the Plunket rooms for the duration of the visit. It would also leave a park for parents.

The Cromwell Resource Centre advised that they are happy with the status quo. They believe the current restrictions to be effective. They also advised that the accessibility park received very little use and could be better utilised as a loading zone.

### **3. Discussion**

As shown in figure 1, the leases are specific to the building and do not include provisions for parking. While area 5 is developed and used as public carparking, the Council Bylaw does not apply to this area.

This means that parks in area 5 could be allocated to the tenants on any terms or conditions which are deemed appropriate.

Most of the demand for parking appears to come from the Resource Centre. This is because the Resource Centre hire out meeting rooms for temporary use.

The people that hire the meeting rooms are encouraged to park behind the Mall. This leaves the 60-minute parks free for visitors or the clients of the people hiring the meeting rooms.

While the Plunket Nurse could park in the area marked 5 it would be prudent for her to also park behind the Mall. This would leave the 60-minute parks free for parents visiting the Plunket Rooms.

As the Hangout is the only tenant with a vehicle requiring permanent parking, it is proposed that they be allocated a park immediately in front of the accessibility carpark. It is proposed that new signage identifying the private park be erected to advise the public of the change.

This will leave at least four 60-minute parks available for general public use. Sixty-minute parking would suit the needs of visitors to Plunket and the Resource Centre as their meetings are usually short and by appointment.

An overview of the proposed layout is shown below in figure 4.

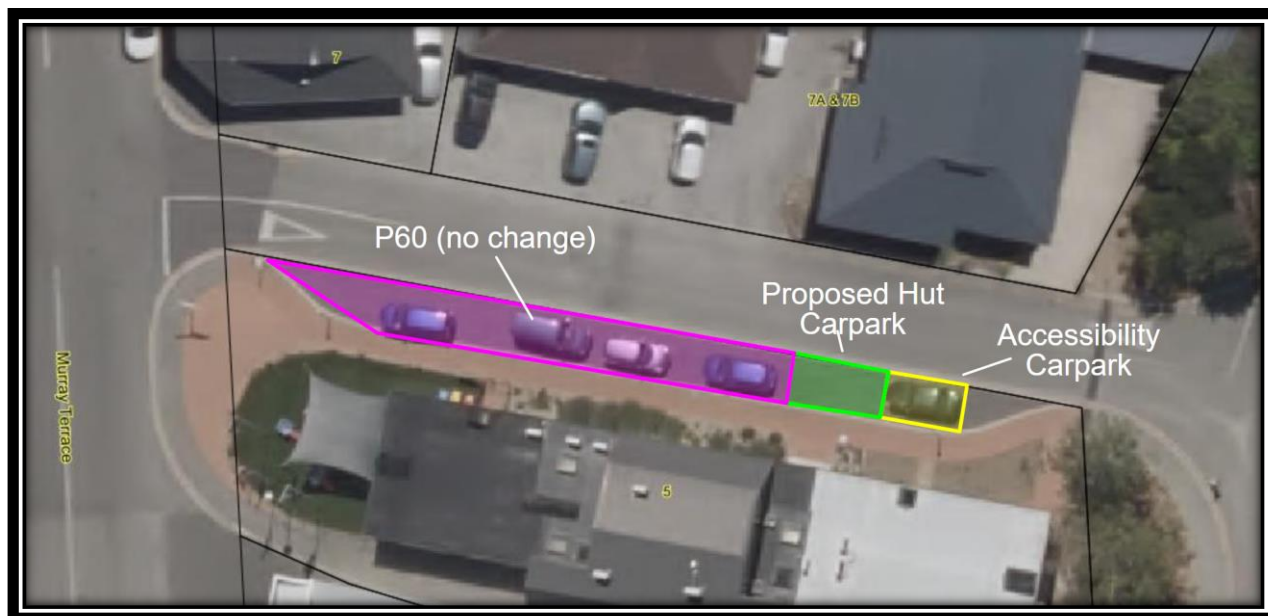


Figure 4 – Proposed parking layout (not to scale)

The Hangout is a non-profit organisation funded by grants and donations, therefore. It is not proposed that a fee be charged for the carpark.

#### 4. Financial Considerations

The cost quoted by Fulton Hogan to install 2 signs was \$256.04 + GST on July 23, 2021. If one sign only is required, the cost would be halved.

#### 5. Options

##### Option 1 – (Recommended)

To allocate one carpark to the Hangout for the purpose of loading, unloading, and storing their passenger van on Part Lot 47 DP 18370 as shown in green in figure 4, at no charge.

Advantages:

- The Hangout will be able to park their van onsite permanently.
- Enables students to enter and exit the van safely.
- No review of existing lease will be required.
- Not charging a fee recognises the groups non-profit status.
- Five 60-minute parks will be retained for the use of other persons and tenants.

Disadvantages:

- One 60-minute park will be lost.
- Plunket may consider that their needs have not been met.

##### Option 2

To allocate one park to the Hangout and two parks to Plunket:



**Advantages:**

- The Hangout will be able to park their van onsite permanently.
- Enables students to enter and exit the Hangout's van safely.
- Plunket will have two parks available for their use.
- No review of existing leases will be required.
- Not charging a fee recognises the groups non-profit status.
- Three 60-minute parks will be retained for the use of other persons and tenants.

**Disadvantages:**

- Three 60-minute parks will be lost.
- If the Plunket Nurse parked in the park for the duration of the visit, it would reduce the overall parking availability.
- The reduction in parking availability may negatively impact visitors to the area.

**Option 3**

That the Board allocates carparks and/or other restrictions which it deems to be appropriate:

**Advantages:**

- The Board may consider other parks or restrictions to be appropriate.

**Disadvantages:**

- Other parks or restrictions determined by the Board may not reflect the current usage or needs of the tenant, their visitors or clients.

**6. Compliance**

<b>Local Government Act 2002 Purpose Provisions</b>	This decision promotes the wellbeing of the community by recognising the needs of a non-profit organisation that contribute to the overall wellbeing of youth of the district.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	As noted in the Roding Bylaw the area marked 5 is private.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	None
<b>Risks Analysis</b>	There are no risks associated with the recommended option.
<b>Significance, Consultation and Engagement (internal and external)</b>	The Significance and Engagement policy has been considered with none of the criteria being triggered or met.

**7. Next Steps**

1. Tenant's advised of the outcome
2. Signage erected.

**8. Attachments**

**Nil**

Report author:



Debbie Shaw  
Property and Facilities Officer (Cromwell)  
3/11/2021

Reviewed and authorised by:



Garreth Robinson  
Acting Executive Manager - Planning and Environment  
5/11/2021

## **21.9.4 CENTRAL OTAGO BRANCH OF THE VINTAGE CAR CLUB OF NEW ZEALAND INCORPORATED REQUEST FOR FUNDING**

**Doc ID: 555497**

### **1. Purpose of Report**

To consider a request from the Central Otago Branch of the Vintage Car Club of New Zealand Incorporated from the Club's Fund Account. Funding to assist with the cost of sealing 1356m<sup>2</sup>, being part of their total lease area of 3170m<sup>2</sup>.

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### **Recommendations**

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
  - B. Approves the request for funding from the Central Otago Vintage Car Club to assist with the cost of sealing part of their leased area.
  - C. Approves funding not exceeding \$4,586.08 from the Cromwell Otago Vintage Car Club funds. Funds to assist with the cost of sealing part of their leased area but subject to copies of the invoices from contractors being provided at the conclusion of the project.
- 

### **2. Background**

The Central Otago Vintage Car Club currently lease land situated on a the Neplusultra Street Reserve comprising an area of 3170m<sup>2</sup> more or less being part of Deposited Plan 17280 and part section 3 Blk XC11 Town of Cromwell.

In terms of the Reserves Act 1977, the former Cromwell Borough Council established fund accounts for each of the clubs that leased Council reserve land. Each club fund account is funded by the annual rentals that the club pays for the land.

The purpose of the fund accounts is to enable the lessees to build up a capital development fund. The funds can be called upon to spend on their particular reserve/facilities for specific projects. Use of the fund is subject to approval by the Cromwell Community Board.

### **3. Discussion**

Attached is a letter from the Central Otago Vintage Car Club requesting funds to seal part of the land area in which they lease. The lease is current with an expiry of 30 June 2034. The Club states that this would enhance the appearance of the property, making it easier to control the weeds and reduce the amount of dust and leaves that get blown into the clubrooms and parts sheds.

### **4. Financial Considerations**

The balance of the Central Otago Vintage Car Club Fund Account as of 30 June 2021 is \$4,800.00.

## 5. Options

### Option 1 – (Recommended)

The Board approves the request for funding from the Central Otago Vintage Car Club's fund account to assist with the cost of sealing 1356m<sup>2</sup> of the total lease area of 3170m<sup>2</sup> (more or less).

Advantages:

- The Club can use the funds that have accumulated within its fund account to assist with the capital development of the lease area.
- The sealing of part of the lease area is providing good quality facilities.

Disadvantages:

- The funds will be diminished by \$4,586.08.

### Option 2

The Board declines the request for funding from the Central Otago Vintage Car Club's fund account to assist with the cost of sealing part of the lease area.

Advantages:

- The fund remains intact for future projects.

Disadvantages:

- If the Board declined the request, the Club would need to raise funding to assist with the costs.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	By providing funding towards the Central Otago Vintage Car Clubs sealing project will enable the lease area and clubrooms to be maintained to a high standard and contributes to social wellbeing.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	The Club's annual rentals have been accumulating within the account for a number of years. The Club has sufficient money within the account to provide for recommended funding of \$ 4,586.08
<b>Considerations as to sustainability, the environment and climate change impacts</b>	Not applicable for this decision.
<b>Risks Analysis</b>	There are no risks associated with the request for funding from the Club's account.

<b>Significance, Consultation and Engagement (internal and external)</b>	The proposal does not exceed any of the thresholds nor meet any of the criteria in the Significance and Engagement Policy so public consultation is not required.
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## 7. Next Steps

- Inform Central Otago Vintage Car Club Cromwell Inc of the Board's decision.
- Advise Council's Finance department of Cromwell Community Board Resolution.

## 8. Attachments

**Appendix 1 - CODC Yard Seal letter.pdf** [↓](#)

**Appendix 2 - Yard Seal 2.pdf** [↓](#)

Report author:



Debbie Shaw  
Property and Facilities Officer (Cromwell)  
2/11/2021

Reviewed and authorised by:



Garreth Robinson  
Acting Executive Manager - Planning and Environment  
3/11/2021



15 Humphrey Street  
9300 Frankton  
Queenstown

Debbie Shaw  
Property & Facilities Officer  
Central Otago District Council  
PO Box 2  
Cromwell 9342

6<sup>th</sup> October 2021

**Application for development funding to seal the Central Otago Vintage Car Club  
Yard Litany Street Cromwell**

Dear Debbie

As discussed by email the Central Otago Branch of the New Zealand Vintage Car Club now wish to apply for development funding to put towards the total cost of \$5,274 to seal the yard area outlined on the emailed map.

This work will enhance the appearance of the property, making it easier to control the weeds and reduce the amount of dust and leaves that get blown into our clubrooms and parts sheds.

We are using Milled Asphalt, a material that has been successfully used on one on the tucking company yards in Cromwell.

We plan to have the material delivered sometime after the National Veteran Car Rally that we are hosting from 29th to 31st October. The quote we have for purchase and delivery of the required material is \$1,449.

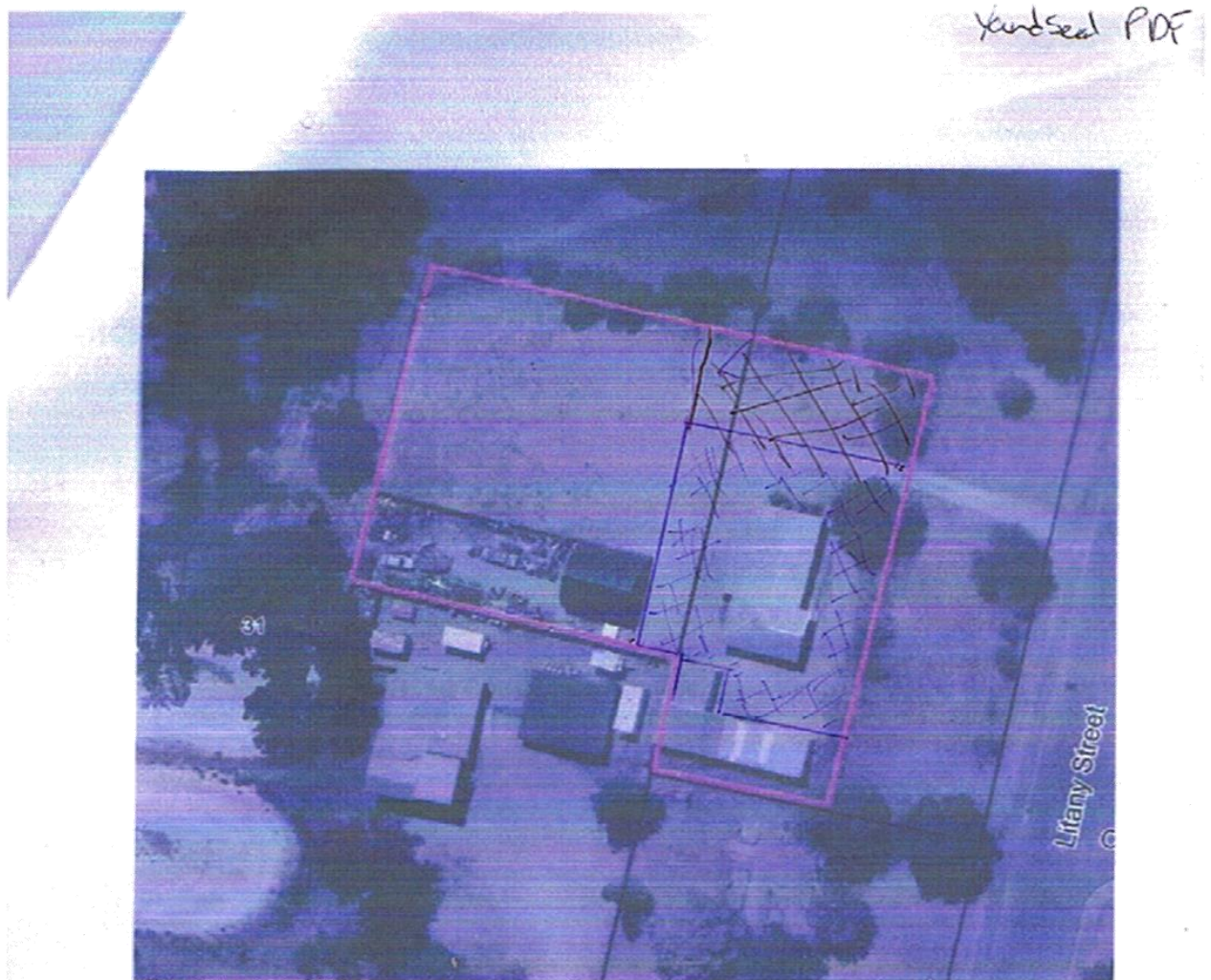
The area will then be prepared and the material laid and compacted once the weather is hot enough. Costs to complete this part are a digger and truck \$3,450 and a roller \$375. All these costs are GST incl, a summary of these costs exclusive of GST attached.

I understand there is \$4,800 available in the account. If approved we will claim in the two stages as the invoices come in.

Yours sincerely

Noel Hased  
Chairman  
Central Otago Branch

<b>Cost Excluding GST</b>	<b>\$</b>
Purchase and Delivery of material:	1260.00
Digger and truck hire 3 days @ \$1000.00 /day. (To prepare the area, and lay the asphalt)	3000.00
Roller Hire 1 day	326.08
<b><u>Total Cost of works exclusive of GST</u></b>	<b><u>\$ 4586.08</u></b>



**Boundary Lines approximate only (not to scale)**



## 21.9.5 ROAD NAME APPROVAL REPORT - OFF CEMETERY ROAD, CROMWELL

Doc ID: 556822

### 1. Purpose of Report

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

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### Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
  - B. Agrees to approve three road names. Continuation of road one to be named Harvest Road. Road two to be named Fitzgerald Drive and road three to be named Proctor Way.
- 

### 2. Background

Three roads need to be named in the new sub-division off Cemetery Road in Cromwell.

### 3. Discussion

The subdivision is an extension of Harvest Road. Road one is already named Harvest Road (blue on the attached map – appendix 1). Harvest Road will join Cemetery Road.

The developer has requested the name Fitzgerald Drive (road two in green on the attached map) and Proctor Way (road three in yellow on the attached map). The names provided are after family members of the developer.

### 4. Financial Considerations

Costs for the road signs will be met by the developer.

### 5. Options

#### Option 1 – (Recommended)

Road one will continue it's preapproved road name of Harvest Road. Name road two Fitzgerald Drive and road three Proctor Way.

Advantages:

- Developer's preferred choice.
- Names meet Council policy.

Disadvantages:

- None identified.

Option 2

Name road two Proctor Drive and road three Fitzgerald Lane.

Advantages:

- Developer's second choice.
- Names meet Council policy.

Disadvantages:

- Not the first choice of the developer.

Option 3

Name road two Bullion Drive and road three Ingot Road.

Advantages:

- Developer's third choice.
- Names meet Council policy.
- Names are off the list approved Cromwell Community Board's road names list.

Disadvantages:

- Not the preferred choice of the developer.

Option 4

Select names from the list of approved Cromwell Community Board road names (appendix 2 or the list of Aukaha's list of approved Māori road names (appendix 3).

Advantages:

- Not the developer's choice.
- Names meet Council policy.
- Names are off pre-approved lists.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision enables democratic local decision making and action by, and on behalf of communities by providing clear direction to access points for emergency services.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Decision is consistent with other policies.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	Managing change while protecting and enhancing our culture, heritage and landscape is one of council's sustainability goals. Road naming has no climate change impacts or benefits.

<b>Risks Analysis</b>	Approval of these road names presents no discernible risk.
<b>Significance, Consultation and Engagement (internal and external)</b>	The decision does not trigger engagement under the Significance and Engagement Policy.

## 7. Next Steps

- 1) Council confirms the road names.
- 2) Council sends a copy of the resolution to the Registrar-General of Land and the Surveyor-General.

## 8. Attachments

**Appendix 1 - Map off Cemetery Road** [↓](#)

**Appendix 2 - Cromwell Community Board list of approved road names** [↓](#)

**Appendix 3 - Aukaha List of Approved Maori Road Names** [↓](#)

Report author:

Reviewed and authorised by:



Faye Somerville  
Roading Administration Assistant

2/11/2021



Julie Muir  
Executive Manager - Infrastructure  
Services  
10/11/2021



## Cromwell Area Road Name Options

### Bannockburn

Name	Definition or Place of Origin
Cowan	Farm manager of Kawarau Station for a long period.
Craig Roy	A potential name for the access way to Craig Roy farm. <i>Note: Council Roading Policies do not encourage road names of more than one word.</i>
*Bilton	John Bilton – Operated Cromwell's first radio station, 4CZ (private lane named "Bilton Lane" but no formal process).
Dicey	Robin Dicey – local resident and well known winegrowing identity.
Dow	Fallen soldier in World War I (from the Nevis).
Go By	A former gold mine at Carrick.
Heart of Gold	A former gold mine at Carrick.
John Bull	A former gold mine at Carrick.
Lucknow	A former gold mine at Carrick.
Matheson	Fallen soldier in the World Wars (from the Nevis).
McElroy	Farming family – Hawksburn Station (Ron McElroy). Mr A McElroy was an elected member on the Vincent County Council in the 1940's.
Menzies	John Menzies and David Stewart built the dam at Stewart Town that supplied the miners with water; William Menzies owned the Nevis Hotel; his descendants still live in the area.
Nil Desperandum	A former gold mine at Carrick.
Point d'Or	A former gold mine at Carrick.
Royal Standard	A former gold mine at Carrick.
Struthers	Fallen soldier in World War II (from the Nevis).
Williamson	Fallen soldier in World War II (from the Nevis).

### Northburn

Name	Definition or Place of Origin
Lake	Former farmers at Northburn Station for a short period of time.
Pinckney	Farmers at Northburn Station.

### Tarras

Name	Definition or Place of Origin
Aurora	A former gold mine at Bendigo.
Beverley	Fallen soldier in the World Wars (from the Lindis Pass).
Brennan	Fallen soldier in the World Wars.
Cowie	A long term farming family in the area ('Willie Wong') was part of this family). Colin Cowie – A well known school teacher.
Davidson	A local farming family; Ron Davidson was a Vincent County Council Chairperson.
Emmerson	Russell Emmerson – Local farmer (Forest Range Station).
Gaudin	Fallen soldier in the World Wars.
Goodman	Fallen soldier in the World Wars.
Helm	Fallen soldier in the World Wars.
Hyde	Fallen soldier in the World Wars.
Jenkins	A local farming family (Morven Hills & Malvern Downs Stations).
Lucas	A local farming family (former owners of Bendigo Station).
MacGibbon	Fallen soldier in the World Wars.
McAughtrie	Fallen soldier in the World Wars.
Purvis	A local farming family (Cluden Station); son was an All Black.
Snow	Max & Madge Snow – local farmers (Morven Hills Station).
Waide	Fallen soldier in the World Wars.

Wong	Willie Wong – local identity.
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*Pisa*

Name	Definition or Place of Origin
McCall	Fallen soldier in the World Wars
Mt Koinga	A 'bump' in the Dunstan Mountains, near Bendigo that is viewed from Gilmore Road (across the lake in the Pisa area).

*Lowburn*

Joblin	Fallen soldier in the World Wars
Stene	Nordal Stene - local identity; he and his wife were ardently against the Dam

*Cromwell*

Bella	Bella McElligott (nee Hansen) – a local identity who was a staunch Labour supporter; she lived in the mouth of the Kawarau Gorge.
Behrens	M Behrens – Former Mayor of Cromwell (1881-1883). (N.B. A barn in Old Cromwell Town is named after Mr Behrens)
Colclough	C Colclough – Former Mayor of Cromwell (1878-1881).
Corse	Local doctor
Cox	Two generations of local chemists
Escort	Reference unknown – from the Community Board's existing "unused road/street name list"; potentially a reference to the 'police escort' of gold from the area.
Ewart	Reference unknown – from the Community Board's existing "unused road/street name list"
Ewing	Fallen soldier in the World Wars
Girvan	Fallen soldier in the World Wars
Hitchcock	Isabella Hitchcock was the first teacher in Queensbury
Holmes	Unsure of origin
Horn	James Horn – Local entrepreneur and member of Parliament; was a shareholder in the 'Lady Ranfurly' gold dredge (N.B. There is a mountain peak on the Dunstan Range called Horn)
How-Johns	A long-standing local family
Kilgour	Established the Bell-Kilgour goldmine; The Kilgour family has been involved in mining for four generations.
Kloog	Fallen soldier in the World Wars
Love	Fallen soldier in the World Wars
Mangos	Leo Mangos – Local carpet layer and business owner; Borough Councillor and CCB 2007.
McBride	Ron McBride – Former transport operator.
McCraken	T McCracken – Former Mayor of Cromwell (1889-1891).
McKechnie	Fallen soldier in the World Wars
McMahon	Doctor served in Vietnam.
McNamara	Well known local family; Community Board member 2007.
Mills	Fallen soldier in the World Wars
Mooney	Fallen soldier in the World Wars
Morris	Local doctor.
Munro	James Munro – Former Mayor of Cromwell (1950-1951). <i>This name currently is used in Tarras.</i>
Murrell	E Murrell – Former Mayor of Cromwell (1905-1913)
Orr	Former dredge master.

Pretsch	K Pretsch – Former Mayor of Cromwell (1897-1899).
Pryde	A former local identity involved in a number of mining venture.
Quinn	Tony Quinn – Founder of Highland Motorsport Park.
Rooney	T Rooney – Former Mayor of Cromwell (1895-1897).
Skinner	L R Skinner – Former Mayor of Cromwell (1956-1958).
Stumbles	Well known family; grocers shop on the main street.
Tidey	Fallen soldier in the World Wars.
Ussher	Ron Ussher – Local wool and skin buyer; Borough Councillor and CCB 2007; philanthropist.
Walsh	Fallen soldier in the World Wars.
Whetter	W Whetter – Former Mayor of Cromwell (1868-1869).
Wrightson	Fallen soldier in the World Wars.

*Generic Names and Terms:*

Beech	Trees originally found in district.
Bracken	Shrubs originally found in district.
Manuka	Trees originally found in district.
Marram	Native grass
Norfolk	Trees originally found in district.
Redwood	Trees originally found in district.
Totara	Trees originally found in district.
Alpine	Landscape reference
Plantation	Landscape reference
Tirau	Place name: The pre-European name for Cromwell, meaning “place of many cabbage trees.” Allegedly groves of cabbage trees were planted as markers for travelling routes. As they did not grow naturally in the area, they stood out in the landscape (and provided an additional source of food).
Herringbone	Type of alluvial mining – This name was selected (but not used) in the 1978 Cromwell street naming competition.
Kells	Place name – A town in County Meath, Southern Ireland.
Omega	Place name – Alpha and Omega were also gold mining towns in California (est. in the 1850's) - both towns were mostly engulfed by hydraulic diggings; Last letter of the Greek alphabet. Omega is also a variety of plum.
Pontoon	Part of a mining dredge – The name was selected (but not used) in the 1978 Cromwell street naming competition.
Roscommon	A place name – A county in Northern Ireland.
Mica	Geological term – A shiny silicate mineral used as a thermal or electric insulator; is readily found in schist rock.
Anvil	From gold mining/pioneering era – a hard metal block used by farriers, etc.
Buggy	From gold mining/pioneering era – A horse drawn buggy.
Bullion	From gold mining/pioneering era – bullion traditionally stands for gold bars.
Ingot	From gold mining era – a gold ingot is refined metallic gold.
Shaft	From gold mining era – gold mine shaft

<b>Māori names associated with the Central Otago Region</b>	
<b>Common name</b>	<b>Known as</b>
	<b>Geology</b>
Kurupaku	Otago Schist
Mauka	Mountains in Otago
	<b>Lizards</b>
Kawariki	Jewelled gecko
Karara-moko-huruhuru	Green lizard
Karara-mokomoko	Kind of lizard
Karara-papani	Kind of lizard
Mokomoko	Kind of lizard
Mokopapa	Tree lizard, poss. <i>Hoplodactylus</i> spp.
Toropahiki	Grass lizards
	<b>Birds</b>
Pihoihi	NZ pipit
Whioi	NZ pipit
Kātaitai	NZ pipit
Manu kahaki	NZ pipit
Hiwaiwaka	Fantail
Pitakataka	Fantail
Titakataka	Fantail
Titaiwaka	Fantail
Riroriro	Grey warbler, <i>Gerygone igata</i>
Tata	Brown duck
Hoho	Duck
Parera	Grey duck, wild duck
Parera-kowhio	Blue mountain duck
Pateke	Teal
Kahu	Harrier hawk
Pouakai	Bush hawk, <i>Falco novaseelandiae</i>
Kaireka	Skylark
Pakeha piopio	Skylark
Pioioi	Lark, ground lark
Kaka	Parrot
Kakariwai	Robin
Kakaruai	Robin
Totoara	Robin
Weka	Weka
Kea	Parrot, <i>Nestor notabilis</i>
Kārearea	Sparrowhawk/Falcon
Kaeaea	Sparrowhawk/Falcon
Karewarewa	Sparrowhawk/Falcon
Kiwi	Kiwi, <i>Apteryx</i> spp.
Koreke	Quail
Miromiro	Tomtit, <i>Petroica macrocephala</i>
Pakura	Swamp hen, swamp turkey



Pukaki	Swamp hen, swamp turkey
Pukeko	Swamp hen, swamp turkey
Peopeo	Morepork, <i>Ninox novaseelandiae</i>
Piopia	Morepork, <i>Ninox novaseelandiae</i>
Putakitaki	Paradise duck
Rerewaka	Pied stilt
Tatariki	Yellowhead, <i>Mohoua ochrocephala</i>
Titiripounamu	Rifleman, <i>Acanthisitta chloris</i>
Tutaki	Thrush, <i>Bowdleria punctata</i>
	<b>Fish</b>
Piharau	Lamprey
Kanakana	Lamprey
Kanakana-wairaki	Young lamprey
Wairiki	Young lamprey
Tuna	Eel, <i>Anguilla</i> spp.
Tunahau	Eel
Tunaheke	Eel
Arokehe	Eel
Hao	Eel
Horepara	Eel
Mairehe	Kind of eel, <i>Anguilla</i> spp.
Kirirua	Big black eel, <i>Anguilla</i> spp.
Kokekehe	Kind of eel, <i>Anguilla</i> spp.
Korakiraki	Kind of eel, <i>Anguilla</i> spp.
Papaaka	Kind of eel, <i>Anguilla</i> spp.
Punuatuna	Young eels
Hiwihiwi	Freshwater fish
Kokopala	Freshwater fish, <i>Galaxias</i> spp.
Panako	Freshwater fish, poss. <i>Galaxias</i> spp.
	<b>Invertebrates</b>
Awheto	Insect
Purehurehu	Insect
Pukawerewere	Spiders, general term for most insects
Kata	Snail
Pāpapa	Tiger beetle/Cockroach/Slater
Hakopa	Ladybird
Kikihiwaru	Dragon fly
Mahitihiti	Grasshopper
Pakau	Kind of grasshopper
Namu	Sandfly
Pongarongaro	Gnats or midges
Rongaronga	Midges
Popokorua	Ants
Upokorua	Ants
Waerau	Centipede
Wairo	Daddy-long-legs

Wairua-takata	Moths
	<b>Mammals</b>
Hea	Hare
Hipi	Sheep
Hoiho (Can)	Horse
Kuri	Dogs
Ruarangi	Maori dog
Naninani	Goat
Poaka	Wild pig
Pouhawaiki	English rat, <i>Rattus spp.</i>
Pohowaiki	English rat, <i>Rattus spp.</i>
Rapiti	Rabbit
	<b>Plants</b>
Apora (Can)	Apple
Hapura (Mur)	Apple
Aruhe	Fernroot, <i>Pteridium spp.</i>
Rarauhe	Fernroot, <i>Pteridium spp.</i>
Rauaruhe	Fernroot, <i>Pteridium spp.</i>
Aruhe-rakau	Fernroot, prob. <i>Pteridium spp.</i>
Haka	Vine, prob. white <i>Clematis spp.</i>
Popohue	Vine, white <i>Clematis</i>
Popuhua	Vine, white <i>Clematis</i>
Hokokuku	Vine, <i>Clematis spp.</i>
Pikiarero	Vine, <i>Clematis spp.</i>
Korokio	Shrub, <i>Corokia cotoneaster</i>
Korokio tāranga	Shrub, <i>Corokia cotoneaster</i>
Hakeke	Tree daisy, <i>Olearia ilicifolia</i>
Haki	Native Holly, <i>Olearia ilicifolia</i>
Pekapeka	Tree daisy
Hakihaki	Tree
Harakeke	Flax, <i>Phormium tenax</i>
Harareke	Flax, <i>Phormium tenax</i>
Pao	Kind of flax, <i>Phormium spp.</i>
Takirikau	Kind of flax, prob <i>Phormium spp.</i>
Kakaha	Bush flax
Wharariki	Mountain flax, <i>Phormium cookianum</i>
Horopito	Pepper tree, prob. <i>Pseudowintera colorata</i>
Inaka	Spider plant tree, <i>Dracophyllum sp.</i>
NeiNei	Spider plant tree, <i>Dracophyllum sp.</i>
Kapuka	Broadleaf tree, prob. <i>Griselinia littoralis</i>
Karamu	Shrub, <i>Coprosma spp.</i>
Mikimiki	<i>Coprosma spp.</i>
Mingimingi	<i>Coprosma spp.</i>
Hūpiro	<i>Coprosma spp.</i>
Kio kio	Fern, prob. <i>Blechnum spp.</i>
Kirimoko	Small manuka, <i>Leptospermum sp.</i>

Kilimoko	Small manuka, <i>Leptospermum</i> sp.
Kohai	Tree, <i>Sophora</i> spp.
Kowhai	Tree, <i>Sophora</i> spp.
Goai	Tree, <i>Sophora</i> spp.
Tōtara	Tree, Totara
Kokomuka	Shrub, <i>Veronica/Hebe</i> spp.
Koromiko	Shrub, <i>Veronica/Hebe</i> spp.
Kuta	Cress, watercress
Mania	Tussock
Pātītī	Silver tussock, <i>Poa</i> sp.
Mauku	Common tussock, <i>Poa</i> spp.
Pupatiti	Kind of tussock
Tarahikoau	Kind of tussock
Toetoe	Toetoe
Mata	Kind of toetoe, poss. <i>Cortaderia</i> spp.
Makomako	Tree, <i>Aristotelia serrata</i>
Taramea	Spaniard grass, <i>Aciphylla</i> sp.
Papaii	Kind of speargrass, <i>Aciphylla</i> spp.
Ti kōuka	Cabbage tree, <i>Cordyline</i> spp.
Ti-whanake	Cabbage tree, <i>Cordyline</i> spp.
Kauru	Cabbage tree, <i>Cordyline</i> spp.
Ti-whanake	Cabbage tree, <i>Cordyline</i> spp.
Tauhinu	Cottonwood, <i>Ozothamnus leptophyllus</i>
Raukaua	Tree, <i>Raukaua simplex</i>
Houhere	Mountain ribbonwood, <i>Hoheria glabrata</i>
Whauwhau	Mountain ribbonwood, <i>Hoheria glabrata</i>
Whauwhi	Mountain ribbonwood, <i>Hoheria glabrata</i>
Tawai	Silver beech, <i>Nothofagus menziesii</i>
Tawhai	Silver beech, <i>Nothofagus menziesii</i>
Tirowhāangi	Silver beech, <i>Nothofagus menziesii</i>
Tawhairauriki	Black beech, <i>Nothofagus solandri</i>
Tawairauriki	Black beech, <i>Nothofagus solandri</i>
Hututawai	Red beech, <i>Nothofagus fusca</i>
Hutu	Red beech, <i>Nothofagus fusca</i>
Tawhairaunui	Red beech, <i>Nothofagus fusca</i>
Tūmatakuru	Wild Irishman, <i>Discaria toumatou</i>
Taunoka	Native broom bush
Pinātoro	NZ Daphne
Wharengāngara	NZ Daphne
Pānako	Thread fern
Tāwiniwini	Snowberry, <i>Gaultheria</i> spp.
Koropuka	Snowberry, <i>Gaultheria</i> spp.
Takapo	Snowberry, <i>Gaultheria</i> spp.
Taupuku	Snowberry, <i>Gaultheria</i> spp.
Mānuka rauriki	Kanuka
Pōpōhue	Wire vine, <i>Muehlenbeckia complexa</i>

Tororaro	Wire vine, <i>Muehlenbeckia complexa</i>
Waekāhu	Wire vine, <i>Muehlenbeckia complexa</i>
Puka	Wire vine, <i>Muehlenbeckia australis</i>
Niniao	Everlasting daisy, <i>Helichrysum lanceolatum</i>
Tātaraheke	Vine Bush lawyer, <i>Rubus</i> sp.
Tātarahika	Lawyer vine, <i>Rubus</i> spp.
Tataramoa	Kind of bramble <i>Rubus</i> spp.
Tarakupenga	Lycopodium/Club moss
Mingi	Shrub, <i>Leucopogon</i> sp.
Kaiwhiria	NZ Jasmine, <i>Parsonsia capsularis</i>
Tōtorowene	NZ Jasmine, <i>Parsonsia capsularis</i>
Tōtoroene	NZ Jasmine, <i>Parsonsia capsularis</i>
Kaikū	NZ Jasmine, <i>Parsonsia capsularis</i>
Tawhiwhi	NZ Jasmine, <i>Parsonsia capsularis</i>
Kohuhu	Tree, <i>Pittosporum tenuifolium</i>
Tarata	Tree lemonwood, <i>Pittosporum eugenoides</i>
Hinahina	Tree, Mahoe
Piripiriwhata	Tree, Marbleleaf
Māpau	Tree, Matipo
Miro	Tree, Miro
Toromiro	Tree, Miro
Rautawhiri	Tree, Rautawhiri
Wīwī	Rush
Mākaka	Saltmarsh
Runa	Saltmarsh
Rautawhiri	Rautawhiri
Pirita	Supplejack
Kōtukutuku	Tree fuchsia
Okaoka	Stinging nettle
Ongaonga	Stinging nettle
Paku	Kind of moss
Piripiri	Plant, kind of <i>Acaena</i> spp.
Hutuwai	Plant, kind of <i>Acaena</i> spp.
Bidibidi	Plant, kind of <i>Acaena</i> spp.
Pitau	Part of raupo or koareare
Poroporo	Maori gooseberries, <i>Solanum</i> spp.
Puha	Sowthistle, ordinary kind, bush thistle
Pukio	Plant/grass, poss. <i>Carex secta</i>
Pukiu	Plant/grass, poss. <i>Carex secta</i>
Purau	Plant, poss. <i>Bulbinella</i> spp.
Tarutaru	Grass
Taru whenua	Ordinary grass of the plains
Tikapu	Mountain lily
Tikumu	Mountain daisy, <i>Celmisia</i> spp.
Wiwi	Rushes, poss. <i>Juncus</i> spp.

## **21.9.6 ROAD NAMING APPROVAL REPORT - RIVER TERRACE DEVELOPMENTS, CROMWELL**

**Doc ID: 545393**

### **1. Purpose of Report**

To consider a request to name one road and one right of way in the River Terrace Development in Cromwell.

-----

### **Recommendations**

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
  - B. Agrees to approve one road name and one right of way. Road one to be named Stone Drive and right of way to be named Mason Lane.
- 

### **2. Background**

One road and one right of way in the new River Terrace subdivision off Sandflat Road needs to be named.

### **3. Discussion**

The developer has requested the Board considers three “pairs” of road names to ensure continuity within the area. He has requested that names are not a mixture of the options suggested. The first pair have a commemorative theme.

Stone Drive is requested for road one, referred to as link road on the attached map (appendix 1) and Mason Lane chosen for the right of way. The developer selected these names in memory of his father Tony Meehan who passed away three years ago. Tony was a local bridge builder and stonemason with strong involvement in the community.

Stones Road has been used in the Waikerikeri Valley therefore pre-approval has been received by Land Information New Zealand. Stone Drive is over 25km away from Stones Road so locations should not confuse emergency services.

The second “pair” of options for consideration are also linked to Tony Meehan and his contribution as a stonemason.

Road one to be named Bridge Drive and the right of way to be named Stonemason Lane.

The third “pair” of options for consideration are linked to the landscaping within the subdivision.

Road one to be named Cedar Drive and the right of way to be named Broadleaf Lane.

#### 4. Financial Considerations

Costs for the road signs will be met by the developer.

#### 5. Options

##### Option 1 – (Recommended)

Name road one Stone Drive and the right of way Mason Lane.

Advantages:

- Developer's preferred choice.
- Land Information New Zealand have pre-approved the name Stone Drive.
- Names meet council policy.

Disadvantages:

- Stones Road is used in the Waikerikeri Valley.

##### Option 2

Name road one Bridge Drive and the right of way Stonemason Lane.

Advantages:

- Developer's second choice of names.
- Names meet council policy.

Disadvantages:

- None identified.

##### Option 3

Name road one Cedar Drive and the right of way Broadleaf Lane

Advantages:

- Developer's third choice of names.
- Names meet Council Policy.

Disadvantages:

- None identified.

##### Option 4

Select names from the list of approved Cromwell Community Board road names (appendix 2 or the list of Aukaha's list of approved Māori road names (appendix 3).

Advantages:

- Names meet Council Policy.
- Names are off pre-approved lists.

Disadvantages:

- Not the developer's preferred choice.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision enables democratic local decision making and action by, and on behalf of communities by providing clear direction to access points for emergency services.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Decision is consistent with other policies.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	Managing change while protecting and enhancing our culture, heritage and landscape is one of council's sustainability goals. Road naming has the ability to celebrate cultural and heritage aspects of the area. Road naming has no climate change impacts or benefits.
<b>Risks Analysis</b>	Approval of these road names presents no discernible risk.
<b>Significance, Consultation and Engagement (internal and external)</b>	This decision does not trigger engagement under the Significance and Engagement Policy.

## 7. Next Steps

- 1) Council confirms the road names.
- 2) Council sends a copy of the resolution to the Registrar-General of Land and the Surveyor-General.

## 8. Attachments

**Appendix 1 - Map - River Terrace off Sandflat Road.pdf** [↓](#)

**Appendix 2 - Cromwell Community Board list of approved road names.docx** [↓](#)

**Appendix 3 - Aukaha List of Approved Maori Road Names.docx** [↓](#)

Report author:



Faye Somerville  
Roading Administration Assistant  
20/10/2021

Reviewed and authorised by:



Julie Muir  
Executive Manager - Infrastructure Services  
10/11/2021



River Terrace - Masterplan for Road Naming Purposes

29-March-2021



RIVER TERRACE



## Cromwell Area Road Name Options

### Bannockburn

Name	Definition or Place of Origin
Cowan	Farm manager of Kawarau Station for a long period.
Craig Roy	A potential name for the access way to Craig Roy farm. <i>Note: Council Roading Policies do not encourage road names of more than one word.</i>
*Bilton	John Bilton – Operated Cromwell's first radio station, 4CZ (private lane named "Bilton Lane" but no formal process).
Dicey	Robin Dicey – local resident and well known winegrowing identity.
Dow	Fallen soldier in World War I (from the Nevis).
Go By	A former gold mine at Carrick.
Heart of Gold	A former gold mine at Carrick.
John Bull	A former gold mine at Carrick.
Lucknow	A former gold mine at Carrick.
Matheson	Fallen soldier in the World Wars (from the Nevis).
McElroy	Farming family – Hawksburn Station (Ron McElroy). Mr A McElroy was an elected member on the Vincent County Council in the 1940's.
Menzies	John Menzies and David Stewart built the dam at Stewart Town that supplied the miners with water; William Menzies owned the Nevis Hotel; his descendants still live in the area.
Nil Desperandum	A former gold mine at Carrick.
Point d'Or	A former gold mine at Carrick.
Royal Standard	A former gold mine at Carrick.
Struthers	Fallen soldier in World War II (from the Nevis).
Williamson	Fallen soldier in World War II (from the Nevis).

### Northburn

Name	Definition or Place of Origin
Lake	Former farmers at Northburn Station for a short period of time.
Pinckney	Farmers at Northburn Station.

### Tarras

Name	Definition or Place of Origin
Aurora	A former gold mine at Bendigo.
Beverley	Fallen soldier in the World Wars (from the Lindis Pass).
Brennan	Fallen soldier in the World Wars.
Cowie	A long term farming family in the area ('Willie Wong') was part of this family). Colin Cowie – A well known school teacher.
Davidson	A local farming family; Ron Davidson was a Vincent County Council Chairperson.
Emmerson	Russell Emmerson – Local farmer (Forest Range Station).
Gaudin	Fallen soldier in the World Wars.
Goodman	Fallen soldier in the World Wars.
Helm	Fallen soldier in the World Wars.
Hyde	Fallen soldier in the World Wars.
Jenkins	A local farming family (Morven Hills & Malvern Downs Stations).
Lucas	A local farming family (former owners of Bendigo Station).
MacGibbon	Fallen soldier in the World Wars.
McAughtrie	Fallen soldier in the World Wars.
Purvis	A local farming family (Cluden Station); son was an All Black.
Snow	Max & Madge Snow – local farmers (Morven Hills Station).
Waide	Fallen soldier in the World Wars.

Wong	Willie Wong – local identity.
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*Pisa*

Name	Definition or Place of Origin
McCall	Fallen soldier in the World Wars
Mt Koinga	A 'bump' in the Dunstan Mountains, near Bendigo that is viewed from Gilmore Road (across the lake in the Pisa area).

*Lowburn*

Joblin	Fallen soldier in the World Wars
Stene	Nordal Stene - local identity; he and his wife were ardently against the Dam

*Cromwell*

Bella	Bella McElligott (nee Hansen) – a local identity who was a staunch Labour supporter; she lived in the mouth of the Kawarau Gorge.
Behrens	M Behrens – Former Mayor of Cromwell (1881-1883). (N.B. A barn in Old Cromwell Town is named after Mr Behrens)
Colclough	C Colclough – Former Mayor of Cromwell (1878-1881).
Corse	Local doctor
Cox	Two generations of local chemists
Escort	Reference unknown – from the Community Board's existing "unused road/street name list"; potentially a reference to the 'police escort' of gold from the area.
Ewart	Reference unknown – from the Community Board's existing "unused road/street name list"
Ewing	Fallen soldier in the World Wars
Girvan	Fallen soldier in the World Wars
Hitchcock	Isabella Hitchcock was the first teacher in Queensbury
Holmes	Unsure of origin
Horn	James Horn – Local entrepreneur and member of Parliament; was a shareholder in the 'Lady Ranfurly' gold dredge (N.B. There is a mountain peak on the Dunstan Range called Horn)
How-Johns	A long-standing local family
Kilgour	Established the Bell-Kilgour goldmine; The Kilgour family has been involved in mining for four generations.
Kloog	Fallen soldier in the World Wars
Love	Fallen soldier in the World Wars
Mangos	Leo Mangos – Local carpet layer and business owner; Borough Councillor and CCB 2007.
McBride	Ron McBride – Former transport operator.
McCracken	T McCracken – Former Mayor of Cromwell (1889-1891).
McKechnie	Fallen soldier in the World Wars
McMahon	Doctor served in Vietnam.
McNamara	Well known local family; Community Board member 2007.
Mills	Fallen soldier in the World Wars
Mooney	Fallen soldier in the World Wars
Morris	Local doctor.
Munro	James Munro – Former Mayor of Cromwell (1950-1951). <i>This name currently is used in Tarras.</i>
Murrell	E Murrell – Former Mayor of Cromwell (1905-1913)
Orr	Former dredge master.

Pretsch	K Pretsch – Former Mayor of Cromwell (1897-1899).
Pryde	A former local identity involved in a number of mining venture.
Quinn	Tony Quinn – Founder of Highland Motorsport Park.
Rooney	T Rooney – Former Mayor of Cromwell (1895-1897).
Skinner	L R Skinner – Former Mayor of Cromwell (1956-1958).
Stumbles	Well known family; grocers shop on the main street.
Tidey	Fallen soldier in the World Wars.
Ussher	Ron Ussher – Local wool and skin buyer; Borough Councillor and CCB 2007; philanthropist.
Walsh	Fallen soldier in the World Wars.
Whetter	W Whetter – Former Mayor of Cromwell (1868-1869).
Wrightson	Fallen soldier in the World Wars.

*Generic Names and Terms:*

Beech	Trees originally found in district.
Bracken	Shrubs originally found in district.
Manuka	Trees originally found in district.
Marram	Native grass
Norfolk	Trees originally found in district.
Redwood	Trees originally found in district.
Totara	Trees originally found in district.
Alpine	Landscape reference
Plantation	Landscape reference
Tirau	Place name: The pre-European name for Cromwell, meaning “place of many cabbage trees.” Allegedly groves of cabbage trees were planted as markers for travelling routes. As they did not grow naturally in the area, they stood out in the landscape (and provided an additional source of food).
Herringbone	Type of alluvial mining – This name was selected (but not used) in the 1978 Cromwell street naming competition.
Kells	Place name – A town in County Meath, Southern Ireland.
Omega	Place name – Alpha and Omega were also gold mining towns in California (est. in the 1850's) - both towns were mostly engulfed by hydraulic diggings; Last letter of the Greek alphabet. Omega is also a variety of plum.
Pontoon	Part of a mining dredge – The name was selected (but not used) in the 1978 Cromwell street naming competition.
Roscommon	A place name – A county in Northern Ireland.
Mica	Geological term – A shiny silicate mineral used as a thermal or electric insulator; is readily found in schist rock.
Anvil	From gold mining/pioneering era – a hard metal block used by farriers, etc.
Buggy	From gold mining/pioneering era – A horse drawn buggy.
Bullion	From gold mining/pioneering era – bullion traditionally stands for gold bars.
Ingot	From gold mining era – a gold ingot is refined metallic gold.
Shaft	From gold mining era – gold mine shaft

<b>Māori names associated with the Central Otago Region</b>	
<b>Common name</b>	<b>Known as</b>
	<b>Geology</b>
Kurupaku	Otago Schist
Mauka	Mountains in Otago
	<b>Lizards</b>
Kawariki	Jewelled gecko
Karara-moko-huruhuru	Green lizard
Karara-mokomoko	Kind of lizard
Karara-papani	Kind of lizard
Mokomoko	Kind of lizard
Mokopapa	Tree lizard, poss. <i>Hoplodactylus</i> spp.
Toropahiki	Grass lizards
	<b>Birds</b>
Pihoihi	NZ pipit
Whioi	NZ pipit
Kātaitai	NZ pipit
Manu kahaki	NZ pipit
Hiwaiwaka	Fantail
Pitakataka	Fantail
Titakataka	Fantail
Titaiwaka	Fantail
Riroriro	Grey warbler, <i>Gerygone igata</i>
Tata	Brown duck
Hoho	Duck
Parera	Grey duck, wild duck
Parera-kowhio	Blue mountain duck
Pateke	Teal
Kahu	Harrier hawk
Pouakai	Bush hawk, <i>Falco novaseelandiae</i>
Kaireka	Skylark
Pakeha piopio	Skylark
Pioioi	Lark, ground lark
Kaka	Parrot
Kakariwai	Robin
Kakaruai	Robin
Totoara	Robin
Weka	Weka
Kea	Parrot, <i>Nestor notabilis</i>
Kārearea	Sparrowhawk/Falcon
Kaeaea	Sparrowhawk/Falcon
Karewarewa	Sparrowhawk/Falcon
Kiwi	Kiwi, <i>Apteryx</i> spp.
Koreke	Quail
Miromiro	Tomtit, <i>Petroica macrocephala</i>
Pakura	Swamp hen, swamp turkey

Pukaki	Swamp hen, swamp turkey
Pukeko	Swamp hen, swamp turkey
Peopeo	Morepork, <i>Ninox novaseelandiae</i>
Piopio	Morepork, <i>Ninox novaseelandiae</i>
Putakitaki	Paradise duck
Rerewaka	Pied stilt
Tatariki	Yellowhead, <i>Mohoua ochrocephala</i>
Titiripounamu	Rifleman, <i>Acanthisitta chloris</i>
Tutaki	Thrush, <i>Bowdleria punctata</i>
	<b>Fish</b>
Piharau	Lamprey
Kanakana	Lamprey
Kanakana-wairaki	Young lamprey
Wairiki	Young lamprey
Tuna	Eel, <i>Anguilla</i> spp.
Tunahau	Eel
Tunaheke	Eel
Arokehe	Eel
Hao	Eel
Horepara	Eel
Mairehe	Kind of eel, <i>Anguilla</i> spp.
Kirirua	Big black eel, <i>Anguilla</i> spp.
Kokekehe	Kind of eel, <i>Anguilla</i> spp.
Korakiraki	Kind of eel, <i>Anguilla</i> spp.
Papaaka	Kind of eel, <i>Anguilla</i> spp.
Punuatuna	Young eels
Hiwihiwi	Freshwater fish
Kokopala	Freshwater fish, <i>Galaxias</i> spp.
Panako	Freshwater fish, poss. <i>Galaxias</i> spp.
	<b>Invertebrates</b>
Awheto	Insect
Purehurehu	Insect
Pukawerewere	Spiders, general term for most insects
Kata	Snail
Pāpapa	Tiger beetle/Cockroach/Slater
Hakopa	Ladybird
Kikihiwaru	Dragon fly
Mahitihiti	Grasshopper
Pakau	Kind of grasshopper
Namu	Sandfly
Pongarongaro	Gnats or midges
Rongaronga	Midges
Popokorua	Ants
Upokorua	Ants
Waerau	Centipede
Wairo	Daddy-long-legs

Wairua-takata	Moths
	<b>Mammals</b>
Hea	Hare
Hipi	Sheep
Hoiho (Can)	Horse
Kuri	Dogs
Ruarangi	Maori dog
Naninani	Goat
Poaka	Wild pig
Pouhawaiki	English rat, <i>Rattus spp.</i>
Pohowaiki	English rat, <i>Rattus spp.</i>
Rapiti	Rabbit
	<b>Plants</b>
Apora (Can)	Apple
Hapura (Mur)	Apple
Aruhe	Fernroot, <i>Pteridium spp.</i>
Rarauhe	Fernroot, <i>Pteridium spp.</i>
Rauaruhe	Fernroot, <i>Pteridium spp.</i>
Aruhe-rakau	Fernroot, prob. <i>Pteridium spp.</i>
Haka	Vine, prob. white <i>Clematis spp.</i>
Popohue	Vine, white <i>Clematis</i>
Popuhua	Vine, white <i>Clematis</i>
Hokokuku	Vine, <i>Clematis spp.</i>
Pikiarero	Vine, <i>Clematis spp.</i>
Korokio	Shrub, <i>Corokia cotoneaster</i>
Korokio tāranga	Shrub, <i>Corokia cotoneaster</i>
Hakeke	Tree daisy, <i>Olearia ilicifolia</i>
Haki	Native Holly, <i>Olearia ilicifolia</i>
Pekapeka	Tree daisy
Hakihaki	Tree
Harakeke	Flax, <i>Phormium tenax</i>
Harareke	Flax, <i>Phormium tenax</i>
Pao	Kind of flax, <i>Phormium spp.</i>
Takirikau	Kind of flax, prob <i>Phormium spp.</i>
Kakaha	Bush flax
Wharariki	Mountain flax, <i>Phormium cookianum</i>
Horopito	Pepper tree, prob. <i>Pseudowintera colorata</i>
Inaka	Spider plant tree, <i>Dracophyllum sp.</i>
NeiNei	Spider plant tree, <i>Dracophyllum sp.</i>
Kapuka	Broadleaf tree, prob. <i>Griselinia littoralis</i>
Karamu	Shrub, <i>Coprosma spp.</i>
Mikimiki	<i>Coprosma spp.</i>
Mingimingi	<i>Coprosma spp.</i>
Hūpiro	<i>Coprosma spp.</i>
Kio kio	Fern, prob. <i>Blechnum spp.</i>
Kirimoko	Small manuka, <i>Leptospermum sp.</i>

Kilimoko	Small manuka, <i>Leptospermum</i> sp.
Kohai	Tree, <i>Sophora</i> spp.
Kowhai	Tree, <i>Sophora</i> spp.
Goai	Tree, <i>Sophora</i> spp.
Tōtara	Tree, Totara
Kokomuka	Shrub, <i>Veronica/Hebe</i> spp.
Koromiko	Shrub, <i>Veronica/Hebe</i> spp.
Kuta	Cress, watercress
Mania	Tussock
Pātītī	Silver tussock, <i>Poa</i> sp.
Mauku	Common tussock, <i>Poa</i> spp.
Pupatiti	Kind of tussock
Tarahikoau	Kind of tussock
Toetoe	Toetoe
Mata	Kind of toetoe, poss. <i>Cortaderia</i> spp.
Makomako	Tree, <i>Aristotelia serrata</i>
Taramea	Spaniard grass, <i>Aciphylla</i> sp.
Papaii	Kind of speargrass, <i>Aciphylla</i> spp.
Ti kōuka	Cabbage tree, <i>Cordyline</i> spp.
Ti-whanake	Cabbage tree, <i>Cordyline</i> spp.
Kauru	Cabbage tree, <i>Cordyline</i> spp.
Ti-whanake	Cabbage tree, <i>Cordyline</i> spp.
Tauhinu	Cottonwood, <i>Ozothamnus leptophyllus</i>
Raukaua	Tree, <i>Raukaua simplex</i>
Houhere	Mountain ribbonwood, <i>Hoheria glabrata</i>
Whauwhau	Mountain ribbonwood, <i>Hoheria glabrata</i>
Whauwhi	Mountain ribbonwood, <i>Hoheria glabrata</i>
Tawai	Silver beech, <i>Nothofagus menziesii</i>
Tawhai	Silver beech, <i>Nothofagus menziesii</i>
Tirowhāangi	Silver beech, <i>Nothofagus menziesii</i>
Tawhairauriki	Black beech, <i>Nothofagus solandri</i>
Tawairauriki	Black beech, <i>Nothofagus solandri</i>
Hututawai	Red beech, <i>Nothofagus fusca</i>
Hutu	Red beech, <i>Nothofagus fusca</i>
Tawhairaunui	Red beech, <i>Nothofagus fusca</i>
Tūmatakuru	Wild Irishman, <i>Discaria toumatou</i>
Taunoka	Native broom bush
Pinātoro	NZ Daphne
Wharengāngara	NZ Daphne
Pānako	Thread fern
Tāwiniwini	Snowberry, <i>Gaultheria</i> spp.
Koropuka	Snowberry, <i>Gaultheria</i> spp.
Takapo	Snowberry, <i>Gaultheria</i> spp.
Taupuku	Snowberry, <i>Gaultheria</i> spp.
Mānuka rauriki	Kanuka
Pōpōhue	Wire vine, <i>Muehlenbeckia complexa</i>

Tororaro	Wire vine, <i>Muehlenbeckia complexa</i>
Waekāhu	Wire vine, <i>Muehlenbeckia complexa</i>
Puka	Wire vine, <i>Muehlenbeckia australis</i>
Niniao	Everlasting daisy, <i>Helichrysum lanceolatum</i>
Tātaraheke	Vine Bush lawyer, <i>Rubus</i> sp.
Tātarahika	Lawyer vine, <i>Rubus</i> spp.
Tataramoa	Kind of bramble <i>Rubus</i> spp.
Tarakupenga	Lycopodium/Club moss
Mingi	Shrub, <i>Leucopogon</i> sp.
Kaiwhiria	NZ Jasmine, <i>Parsonsia capsularis</i>
Tōtorowene	NZ Jasmine, <i>Parsonsia capsularis</i>
Tōtoroene	NZ Jasmine, <i>Parsonsia capsularis</i>
Kaikū	NZ Jasmine, <i>Parsonsia capsularis</i>
Tawhiwhi	NZ Jasmine, <i>Parsonsia capsularis</i>
Kohuhu	Tree, <i>Pittosporum tenuifolium</i>
Tarata	Tree lemonwood, <i>Pittosporum eugenoides</i>
Hinahina	Tree, Mahoe
Piripiriwhata	Tree, Marbleleaf
Māpau	Tree, Matipo
Miro	Tree, Miro
Toromiro	Tree, Miro
Rautawhiri	Tree, Rautawhiri
Wīwī	Rush
Mākaka	Saltmarsh
Runa	Saltmarsh
Rautawhiri	Rautawhiri
Pirita	Supplejack
Kōtukutuku	Tree fuchsia
Okaoka	Stinging nettle
Ongaonga	Stinging nettle
Paku	Kind of moss
Piripiri	Plant, kind of <i>Acaena</i> spp.
Hutuwai	Plant, kind of <i>Acaena</i> spp.
Bidibidi	Plant, kind of <i>Acaena</i> spp.
Pitau	Part of raupo or koareare
Poroporo	Maori gooseberries, <i>Solanum</i> spp.
Puha	Sowthistle, ordinary kind, bush thistle
Pukio	Plant/grass, poss. <i>Carex secta</i>
Pukiu	Plant/grass, poss. <i>Carex secta</i>
Purau	Plant, poss. <i>Bulbinella</i> spp.
Tarutaru	Grass
Taru whenua	Ordinary grass of the plains
Tikapu	Mountain lily
Tikumu	Mountain daisy, <i>Celmisia</i> spp.
Wiwi	Rushes, poss. <i>Juncus</i> spp.



## 21.9.7 CROMWELL FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2021

Doc ID: 557203

### 1. Purpose

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

### Recommendations

That the report be received.

### 2. Background

The operating statement for the three months ending 30 September 2021 show a favourable variance of \$137k against the revised budget.

2021/22 Full Year Annual Plan \$000	AS AT 30 SEPTEMBER 2021					2021/22 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		
	<b>Income:</b>					
489	Internal Interest Revenue	56	122	(66)	●	489
7,536	Land Sale Proceeds	-	-	-	●	900
618	User Fees & Other	178	155	23	●	618
-	Reserves Contributions	39	-	39	●	-
-	External Interest & Dividends	1	-	1	●	-
3,093	Rates	805	805	-	●	3,093
-	Other Capital Contributions	-	-	-	●	-
<b>11,736</b>	<b>Total Income</b>	<b>1,079</b>	<b>1,082</b>	<b>(3)</b>	●	<b>5,100</b>
	<b>Expenditure</b>					
130	Rates Expense	118	130	12	●	130
7,536	Cost of Sale of Land	2	-	(2)	●	900
47	Professional Fees	13	8	(5)	●	47
905	Cost Allocations	217	216	(1)	●	905
263	Fuel & Energy	66	67	1	●	263
197	Grants	20	37	17	●	197
245	Other Costs	18	57	39	●	252
541	Contracts	116	133	17	●	541
65	Internal Interest Expense	(7)	13	20	●	65
133	Building Repairs and Mtce.	27	40	13	●	142
729	Staff	132	158	26	●	718
44	Members Remuneration	8	11	3	●	44
736	Depreciation	184	184	-	●	736
<b>11,571</b>	<b>Total Expenses</b>	<b>914</b>	<b>1,054</b>	<b>140</b>	●	<b>4,940</b>
<b>165</b>	<b>Operating Surplus / (Deficit)</b>	<b>165</b>	<b>28</b>	<b>137</b>	●	<b>160</b>

**Income for period ending 30 September 2021:**

Operating income reflects an insignificant variance to the revised budget of (\$3k).

- Internal interest revenue has an unfavourable variance of (\$66k). This is due to low market interest rates plus property purchases post setting the Long-term Plan budget.
- User fees and other has a favourable variance of \$23k. A breakdown of this is provided in the table below. Rental and hire income are higher than budget. This is due to annual lease payments made in the first quarter. There was a small drop in pool revenue because of COVID-19 restrictions.
- Reserves contributions has a favourable variance of \$39k. These are difficult to gauge when setting budgets and are dependent on developers' timeframes.

2021/22 Full Year Annual Plan \$000	User Fees and Other Income					2021/22 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		
113	Other Misc. Income	30	29	1	●	113
238	Rentals & Hires	92	60	32	●	238
250	Cromwell Pool / Swim School	55	62	(7)	●	250
16	Cemeteries	1	4	(3)	●	16
<b>618</b>	<b>Total User Fees Income</b>	<b>178</b>	<b>155</b>	<b>23</b>		<b>618</b>

**Expenditure for period ending 30 September 2021:**

Expenditure has a favourable variance of \$140k against the revised budget. These variances are detailed below:

- Grants are favourable against budget by \$17k. This is due to timing of the grant's application rounds in October 2021.
- Other costs are favourable to budget by \$39k. Driving this variance is the timing of the water charges which are billed in November 2021. The other expenses are more needs-based and will vary against budget from time to time.
- Contracts are favourable to budget by \$17k. This is due to the timing of maintenance programme.
- Internal interest expense has a favourable variance of \$20k. Low market interest rates are driving this variance.
- Staff costs has a favourable variance of \$26k. This is due to the seasonal staff recruitment and associated costs.

**Capital Expenditure:**

Capital expenditure for the period ending 30 September 2021 has a year-to-date favourable variance of \$280k. The actual CAPEX spend ended with 2% of the total revised budget being spent.

2021/22	AS AT 30 SEPTEMBER 2021				2021/22
Full Year Annual Plan \$'000		YTD Actual \$'000	YTD Revised Budget \$'000	YTD Variance \$'000	Full Year Revised Budget \$'000
	<b>Parks and Reserves:</b>				
4	Cromwell Reserves - Playground equipment	-	1	1	13
107	Cromwell Reserves - Irrigation	-	9	9	167
21	Cromwell Reserves - Landscaping	-	8	8	30
-	Cromwell Reserves - Recreation Equipment	-	-	-	40
35	Cromwell Reserves - Fencing & Bins	-	5	5	134
-	Cromwell Lighting	-	5	5	5
15	Cromwell Cemetery	-	-	-	15
10	Anderson Park - Landscaping	-	8	8	141
15	Anderson Park - Irrigation & Bins	-	17	17	81
33	Anderson Park - Lighting	2	-	(2)	33
140	Cromwell - Other	-	-	-	140
<b>380</b>	<b>Total Parks &amp; Reserves</b>	<b>2</b>	<b>53</b>	<b>51</b>	<b>799</b>
	<b>Cromwell Swimming Pool:</b>				
8	Building upgrades	10	6	(4)	42
11	Machinery & Plant	60	269	209	1,076
23	Recreation equipment / furniture & fittings	-	24	24	31
<b>42</b>	<b>Total Cromwell Swimming Pool</b>	<b>70</b>	<b>299</b>	<b>229</b>	<b>1,149</b>
	<b>Property:</b>				
-	Cromwell Front Reserve	-	-	-	1,800
-	<b>Total Property</b>	-	-	-	<b>1,800</b>
<b>422</b>	<b>Total Capital Expenditure</b>	<b>72</b>	<b>352</b>	<b>280</b>	<b>3,748</b>

**Parks and Reserves:**

- Cromwell parks and reserves has an overarching favourable variance of \$51k. Work has been stretched out by COVID-19 restrictions and contractors prioritising workloads. This impact will not be resolved until November or December 2021.

**Swimming Pool:**

- Machinery and plant has a favourable variance of \$209k. The replacement heating system is on order but is not expected to arrive until February 2022.

**Property:**

- Cromwell front reserve - The town centre upgrade has been delayed and will become part of the Cromwell Masterplan.

**Reserve Funds table for Cromwell Ward**

- As at 30 June 2021 the Cromwell Ward has an unaudited closing reserve funds balance of \$18.9M. This is the ward specific reserves and does not factor in the district-wide reserves which are in deficit at (\$16.7M). Refer to Appendix 1.
- Taking the 2020-21 unaudited Annual Report closing balance and adding 2021-22 income and expenditure, carry forwards and resolutions, the Cromwell Ward is projected to end the 2021-22 financial year with a closing balance of \$19.3M.

**3. Attachments****Appendix 1 - Cromwell Community Board Reserves 2021-22** [↓](#)

Report author:



Donna McKewen  
Accountant  
26/10/2021

Reviewed and authorised by:



Leanne Macdonald  
Executive Manager - Corporate Services  
28/10/2021

UNAUDITED - 2020/21 Annual Report					2021/22 AP	2021/22 Forecast	Approved By Council	
<b>CROMWELL RESERVES</b>	Opening Balance	Transfers In	Transfers Out	Closing Balance	Net Transfers In and Out	Forecast Closing Balance	2021/22 Forecast	2021/22 Revised Closing Balance
	A	B	C	D = A + B - C	E	F = D + E	G	H = F + G
<b>Cromwell Recreation and Culture Charge</b>								
3412 - Bannockburn Community Centre	(277,516)	4,366	-	(273,150)	-	(273,150)	-	(273,150)
3414 - Cromwell Memorial Hall	(171,120)	22,658	-	(148,462)	2,200	(146,261)	3,000	(143,261)
3416 - Cromwell Sports Pavilions	53,087	18,183	-	71,269	2,091	73,360	-	73,360
3417 - Tarras Community Centre	30,548	497	(19,707)	11,338	(136,284)	(124,947)	-	(124,947)
3419 - Cromwell Resource Centre Building	(45,003)	11,925	-	(33,078)	837	(32,241)	-	(32,241)
3463 - Cromwell Reserves	-	-	-	-	(7,200)	(7,200)	-	(7,200)
3491 - Cromwell Pool	(423,533)	40,217	-	(383,316)	44,601	(338,715)	-	(338,715)
3418 - Cromwell Museum	-	-	-	-	-	-	-	-
3461 - Anderson Park	48,501	24,945	-	73,446	(66,136)	7,310	-	7,310
	<b>(785,036)</b>	<b>122,790</b>	<b>(19,707)</b>	<b>(681,953)</b>	<b>(159,891)</b>	<b>(841,844)</b>	<b>3,000</b>	<b>(838,844)</b>
<b>Cromwell Ward Services Rate</b>								
3111 - Cromwell General Revenues	4,982,222	198,721	(208,539)	4,972,404	433,317	5,405,722	-	5,405,722
3341 - Forestry Cromwell	-	-	-	-	-	-	-	-
3351 - Property General Cromwell	8,734,084	123,703	(3,950,411)	4,907,376	23,852	4,931,228	(5,896)	4,925,332
3352 - Endowment Land Cromwell	800,082	2,171,777	-	2,971,859	189	2,972,048	-	2,972,048
3353 - Medical Centre Cromwell	(123)	2	-	(122)	-	(122)	-	(122)
3361 - Industrial Estate Cromwell	6,724,236	100,223	(109,649)	6,714,810	4,569	6,719,379	-	6,719,379
3431 - Cromwell Community Grants	-	-	-	-	-	-	-	-
3451 - Bannockburn Recreation Reserve Commi	13,095	292	-	13,387	(6,899)	6,488	-	6,488
3757 - Cromwell Town Centre	(1,656,722)	219,222	-	(1,437,501)	102,440	(1,335,060)	(300)	(1,335,360)
	<b>19,596,874</b>	<b>2,813,940</b>	<b>(4,268,599)</b>	<b>18,142,215</b>	<b>557,468</b>	<b>18,699,682</b>	<b>(6,196)</b>	<b>18,693,486</b>
<b>Cromwell Promotion Charge</b>								
3033 - Crom Promotions	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Cromwell Ward Services Charge</b>								
3831 - Cromwell Cemetery	-	-	-	-	(8,000)	(8,000)	-	(8,000)
3832 - Nevis Cemetery	1,899	28	(402)	1,525	450	1,976	-	1,976
3211 - Elected Members - Cromwell	-	-	-	-	-	-	-	-
	<b>1,899</b>	<b>28</b>	<b>(402)</b>	<b>1,525</b>	<b>(7,550)</b>	<b>(6,024)</b>	-	<b>(6,024)</b>
<b>Cromwell Ward Specific Reserves</b>								
3120 - Cromwell Athenaeum Trust	84,818	1,261	-	86,079	1,693	87,773	-	87,773
3122 - CO Sports Turf Trust	22,255	2,340	-	24,595	443	25,038	-	25,038
3125 - Cromwell Bowling Club fund	10,262	925	-	11,186	204	11,391	-	11,391
3135 - Cromwell Golf Club fund	14,999	223	-	15,222	297	15,519	-	15,519
3139 - Cromwell Land Endowment fund	228,242	3,393	-	231,635	4,557	236,192	-	236,192
3150 - Cromwell Speedway Club Fund	4,933	73	-	5,006	98	5,105	-	5,105
3151 - Cromwell Sports Club Fund	65,003	966	-	65,969	1,298	67,267	-	67,267
3153 - Cromwell Squash Club Fund	4,455	66	-	4,521	89	4,610	-	4,610
3157 - Cromwell Vintage Car Club Fund	4,799	71	-	4,871	96	4,966	-	4,966
3760 - Cromwell Master Plan	(736,175)	-	(42,404)	(778,579)	-	(778,579)	-	(778,579)
	<b>(296,409)</b>	<b>9,319</b>	<b>(42,404)</b>	<b>(329,494)</b>	<b>8,776</b>	<b>(320,718)</b>	-	<b>(320,718)</b>
<b>Cromwell Ward Development Fund</b>								
3146 - Cromwell Reserves Contribution	1,555,686	222,649	(7,640)	1,770,695	30,992	1,801,687	-	1,801,687
	<b>1,555,686</b>	<b>222,649</b>	<b>(7,640)</b>	<b>1,770,695</b>	<b>30,992</b>	<b>1,801,687</b>	-	<b>1,801,687</b>
<b>Grand Total</b>	<b>20,073,014</b>	<b>3,168,727</b>	<b>(4,338,753)</b>	<b>18,902,988</b>	<b>429,795</b>	<b>19,332,783</b>	<b>(3,196)</b>	<b>19,329,586</b>

\*2021/22 Revised Closing Balance does not factor in the district-wide reserves of \$16.7M

## **6 MAYOR'S REPORT**

### **21.9.8 MAYOR'S REPORT**

**Doc ID: 559260**

#### **1. Purpose**

To consider an update from His Worship the Mayor.

---

#### **Recommendations**

That the Cromwell Community Board receives the report.

---

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

#### **2. Attachments**

**Nil**

## **7 CHAIR'S REPORT**

### **21.9.9 CHAIR'S REPORT**

**Doc ID: 559261**

#### **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**

## **8 MEMBERS' REPORTS**

### **21.9.10 MEMBERS' REPORTS**

**Doc ID: 559262**

#### **1. Purpose**

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

---

#### **Recommendations**

That the report be received.

---

#### **2. Attachments**

Nil



## 9 STATUS REPORTS

### 21.9.11 NOVEMBER 2021 GOVERNANCE REPORT

Doc ID: 559075

#### 1. Purpose

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

---

#### Recommendations

That the report be received.

---

#### 2. Discussion

##### **Minutes for the October meeting of the Cromwell Museum Trust**

Minutes were received from the October meeting of the Cromwell Museum Trust. They had previously been sent to members (see appendix 1).

##### **Letter received from Cromwell Community House**

A letter was received from Cromwell Community House regarding recent appointments after their AGM (see appendix 2). A reply from the Board was sent in return (see appendix 3).

##### **Letter received from Cromwell College Charitable Trust**

A letter was received from Cromwell College Charitable Trust regarding the recent resignation of one of the trustees appointed by the Chair of the Cromwell Community Board. Recruitment of a replacement trustee is underway (see appendix 4).

##### **Status Reports**

The status reports have been updated with any actions since the previous meeting (see appendix 5).

##### **Legacy Status Reports**

The status reports have been updated with any actions since the previous meeting (see appendix 6).

#### 3. Attachments

**Appendix 1 - Minutes of the Cromwell Museum Trust October meeting** [↓](#)

**Appendix 2 - Letter from Cromwell Community House** [↓](#)

**Appendix 3 - Reply to Cromwell Community House** [↓](#)

**Appendix 4 - Letter from Cromwell College Charitable Trust** [↓](#)

**Appendix 5 - CCB Status Reports** [↓](#)

**Appendix 6 - CCB Legacy Status Reports** [↓](#)

Report author:



Wayne McEnteer  
Governance Support Officer  
11/11/2021

Reviewed and authorised by:



Louise van der Voort  
Acting Chief Executive Officer  
11/11/2021

**Cromwell Museum Trust**

Minutes of meeting held on 18 October 2021 at 5.30pm  
held at the Museum – 47 The Mall, Cromwell

**Present** Martin Anderson, Chairperson, Joan Lawrence, Jim Walton, Wayman Roughan,  
Jennifer Hay, Werner Murray.

**Apologies** Peter Mead, Anna Harrison.

**Resolved that** the apologies be received.

M Anderson/J Walton  
**Carried**

**Minutes**

**Resolved that** the minutes of the meeting held on 20 September 2021 be approved.

J Lawrence/J Walton  
**Carried**

**Resolved that** the "in committee" minutes held on 20 September 2021 be approved.

J Lawrence/J Walton  
**Carried**

**Matters arising from Minutes**

Meeting at Central Lakes Trust – J Walton and J Hay attended. Outlined the need for a business case study when applying for Trust Funds for New Museum. Jim suggested to update Central Lakes Trust every six months or so.

Volunteers Christmas Function - Jennifer visited Domaine Thomson – Friday 17 December. \$30 per head – wine tasting, nibbles and main meal. They can only take 30 so venue possibly not big enough.

Jennifer to talk with Desert Heart and see if they could accommodate us again this year.

**Director's Report**

Museum quite busy in school holidays.

Interactive touch screen will be delivered shortly to Museum for the Wild Life Photography display that has been installed at the Museum.

Barbara Barrett from Ag Research will visit Museum to set up the Chafer Beetle display. Children's activities and quiz will be set up for this display.

Wanaka Primary will be sending groups of children along to the Museum first week of November.

New E Hive Manager, Marilyn, is doing great job. Nicole is very unwell and now in Golden View Hospital.

Vintage Heritage Car rally on 31 October. Hoping some visitors to Cromwell will attend the Museum during that time.

**Resolved that** the Director's Report be received.

W Roughan/J Walton  
**Carried**

**Donations (2 weeks only)** \$109.10

**Visitors** 81

**Finance**

Balances as at 14 October 2021

00 \$27203.40

97 2575.78

Name	Amount
Aurum Wines	49.00
Charities Services – Annual Services Fee	51.11
COVCC - Advertisement	100.00
Cromwell Self Storage	291.20
Franck - cleaner	75.00
J Hay – Directors Fee	3300
Heartland Technology - Photocopier	209.88
Paper Plus - stationery	68.81
Phoenix IT – Computer Services	127.65
Paymark	20.70
Pioneer Energy - Electricity	525.09
Voyager – ISP Provider	121.31
<b>Total</b>	<b>\$4939.75</b>

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

Wayman Roughan/J Lawrence  
**Carried**

#### **Agenda Items**

##### **“Investment Logic Map” CODC Museum Strategy (2 day workshop)**

Workshop at CODC by Rationale - How CODC can support Museums across the district?

Another workshop to be held shortly to resolve issues over the sector.

Council has supported the setting up of the trust – Trust Deed currently being drawn up.

\$50,000 from Council towards a person who will liaise between the museums under the council's jurisdiction.

A trustee from the Cromwell Museum needs to be nominated to serve on the new Trust.

Martin would support Peter Mead's nomination to that trust if Peter agreed to this.

##### **Expert Knowledge Exchange – National Services Te Paerangi**

Moving forward for new Museum Project. How can we tap into help from National Services.?

Cromwell Museum could host an expert for five days – this can be applied for. One expert per annum is available.

Help could be obtained for Collection handling . shifting collection from one building to New Museum or similar advice.

Establish services from another Museum – draw upon advice from them.

Cromwell Museum Trust deed allows an external advisory committee to be set up if need be.

##### **Certificate in Museum Practice**

Two volunteers interested in this qualification. Judith Taylor will get an advisor to come and visit volunteers and talk through what it involves.

Could be interesting in engaging with school leavers down the track

##### **Rotation of Trustees**

Discussion ensued on this subject. It was agreed that five trustees were sufficient at present but it was thought that there may be a wish to add a trustee later.

MOU – current until July 2021. Needs to be reconfirmed with the Council.

**Need to nominate person for External Stakeholder Group.**

Resolved that Jennifer Hay be nominated for the role

M Anderson/J Walton

***Carried***

**Road Trip**

Owaka will see Trustees at any time

Best dates 11 – 12 Nov, or 18 – 19 November.

Wayman Roughan advised of very interesting tailings at TeKano wines property.

Jennifer to talk with Volunteers re a trip up to Te Kano Wines to see these.

**Meeting closed** 6.30pm

**Next Meeting Monday 15 November 2021**

\_\_\_\_\_ **Chairperson**

\_\_\_\_\_ **Date**



5 Murray Terrace, Cromwell, 9310 PH: 03 445 1690 [cch@xtra.co.nz](mailto:cch@xtra.co.nz)

13 October 2021

Governance Support Officer  
Central Otago District Council  
PO Box 122  
ALEXANDRA 9340



Dear Sir/Madam

**Appointment of Trustees**

The Cromwell Community House Board wishes to advise that, at our recent AGM on 27<sup>th</sup> September, Leigh- Anne Fox has been appointed Acting Chairperson and Erin Hall was appointed the Secretary.

Sue Woodard has resigned from all positions, due to ongoing health issues.  
Karen Palmer has been appointed the Manager.

We look forward to acknowledgement of this appointment from the Council in due course.

Kind regards,

Erin Hall

Secretary.



1 Dunorling Street  
PO Box 122, Alexandra 9340  
New Zealand

03 440 0056

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



27 October 2021

Erin Hall  
Cromwell Community House  
5 Murray Terrace  
Cromwell, 9310

Dear Erin,

**Recent appointments at Cromwell Community House**

Many thanks for your letter dated 13 October 2021. The Cromwell Community Board acknowledges the recent appointments of Leigh-Anne Fox as Acting Chairperson, Karen Palmer as Manager and yourself as Secretary. We also recognise Sue Woodard's service over a period of many years.

We wish the Board well for the year ahead.

Yours sincerely

A handwritten signature in black ink, appearing to read "Anna Harrison".

Anna Harrison  
Chair, Cromwell Community Board



Barry Avenue, Cromwell  
New Zealand  
T. 03 445 1121 F. 03 445 1122  
[www.cromwell.school.nz](http://www.cromwell.school.nz)  
[admin@cromwell.school.nz](mailto:admin@cromwell.school.nz)

28/10/2021

The Chairperson of Cromwell Community Board  
Central Otago District Council  
P O Box 122  
Alexandra 9340

Hello Anna

I am writing to you on behalf of the Cromwell College Charitable Trust (CCCT) due to the fact that one of our Trustees (Neville Hucklebridge) resigned after 15 years as of Wed 20<sup>th</sup> 2021.

Neville's position on the CCCT was one of two representatives of the Cromwell Community Board (CCB) as dictated by our Trustees Deed (Copy attached). The other position is held by our current chair Robin Pimm. Our Representative from the two primary schools is held by Phil Ryan, while our BOT representative's are the Principal (Mason Stretch) and the BOT Chairperson (Matt Dicey).

We are asking for a new representative to be selected by the CCB. Our understanding is this person does not have to be a sitting member of the CCB but just be a person nominated by the CCB to represent them as a Trustee.

For your information we only meet two to three times a year and the meetings only last for about 1 hour so is not an onerous position. The role is just governance to ensure the CCCT follows its deed.

We look forward to receiving the name of the new CCB representative in due course.

If you have any questions, please feel free to contact any of the existing Trustees or myself.

Yours Sincerely

For and on behalf of the Trustees

Rowan Dunnet  
Honorary Secretary of CCCT  
Cromwell College  
03 445 11 21 ext 2  
[rowandunnet@cromwell.school.nz](mailto:rowandunnet@cromwell.school.nz)

*Whaia te taumata – Deserve Success*



Meeting	Report Title	Resolution No	Resolution	Officer	Status
8/03/2021	Cromwell Pool Heating Upgrade	21.2.6	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves additional funding of up to \$162,000 for the Cromwell Pool water sourced heating project from the Cromwell Reserves Contribution cost centre.</p>	Parks and Recreation Manager	<p><b>12 Mar 2021</b> Action memo sent to the Parks and Recreation Manager</p> <p><b>09 Apr 2021</b> The procurement plan is currently being prepared.</p> <p><b>30 Apr 2021</b> Request for proposal to engage a suitable contractor was sent out late April with evaluation of tenders received scheduled for late May.</p> <p><b>02 Jun 2021</b> The evaluation process for selecting a preferred contractor for undertaking the heat pump upgrade has taken place. Work is continuing on background checks before appointing a preferred contractor. This is expected to occur in early June.</p> <p><b>19 Jul 2021</b> Preferred contractor has been identified. Work is now progressing to prepare documentation for this contract.</p> <p><b>24 Aug 2021</b> Heat pump ordered, expected to arrive in approximately 6 months' time. In process of preparing detailed design work for pricing by preferred contractor.</p> <p><b>07 Oct 2021</b> Hanlons Plumbing have been appointed as contractor for this work. The heat pump is due around Feb 2022</p> <p><b>10 Nov 2021</b> Final designs have been prepared and are being priced by the contractor Hanlons. Price is expected mid-November.</p>

20/04/2021	Hardship Grant Application Cromwell and Districts Promotion Group	21.3.5	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves a promotion grant to Cromwell and Districts Promotion Group for the period of 1 July to 30 September 2021. The amount of the grant to be funded from the 2021-2022 Cromwell Promotions Grant budget and used for the Light Up Winter Event July 2021 only.</p> <p>Requested \$35,000</p> <p>Approved \$15,000</p>	Media and Marketing Manager	<p><b>22 Apr 2021</b> Action memo sent to the Media and Marketing Manager</p> <p><b>20 May 2021</b> Applicant advised of board decision with details on when and how to uplift grant.</p> <p><b>07 Jul 2021</b> Promotions group invoice received and authorised for payment.</p> <p><b>26 Aug 2021</b> Event completed. Staff to follow up and seek a report back as soon as possible.</p> <p><b>27 Sep 2021</b> Group advised that report back is now due - link to online form provided. Staff will continue to follow up as necessary.</p> <p><b>08 Nov 2021</b> No further update available.</p>
18/05/2021	Submissions on the Long-term Plan 2021-31 Consultation Document	21.4.3	<p>That the Cromwell Community Board recommends to the Council that staff are requested to investigate the request for a toilet from the Cromwell Bike park further and provide a report for consideration in a future annual or long-term plan.</p>	Property and Facilities Officer (Cromwell)	<p><b>24 Aug 2021</b> Cromwell Bike Park committee to undertake a usage study of the toilet facilities at the site in summer to reflect peak usage - ON HOLD</p>
15/06/2021	Cromwell Big Fruit sculpture painting budget request	21.5.4	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves allocating \$50,000 from Cromwell General Reserves, for the repainting of the Big Fruit sculpture in the 2021/2022 financial year.</p>	Parks Officer - Projects	<p><b>18 Jun 2021</b> Action memo sent to the Parks Officer - Projects and Finance</p> <p><b>19 Jul 2021</b> Project brief being reviewed in July. In August a procurement process will commence with works likely to be scheduled for early in the new year when overnight temperatures are suitable.</p> <p><b>24 Aug 2021</b></p>

					Works scheduled for early 2022 - ON HOLD
15/06/2021	Revocation of Part of Greenway Reserve off Waenga Drive	21.5.6	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends Council agrees to progressing the revocation of the Local Purpose (Amenity) Reserve classification from the specified 619m<sup>2</sup> (subject to survey) area from Lot 201 DP 359519 for the reasons set out in the report.</p> <p>C. Recommends Council publicly notify the proposed revocation in accordance with section 24(2)(b) of the Reserve Act 1977.</p> <p>D. Recommends (following the successful completion of the public notification process, and decision) that the Minister of Conservation is notified in writing of the Council decision and request that the specified part of Waenga Drive Greenway Reserve be approved for revocation and notified in the Gazette.</p> <p>E. Recommends that if reserve status of the specified Part of Waenga Drive Greenway Reserve is successfully revoked via <i>Gazette</i> notice, that all affected parties are notified and the underlying land is disposed of, subject to subdivision, to the adjoining landowner being Foodstuffs South Island Properties Limited on behalf of Cromwell New World.</p> <p>F. Recommends that the remainder of Lot 201 DP 359519 of the Waenga Drive Greenway Reserve (excluding the relevant part of Waenga Drive Greenway Reserve in recommendation B above) remain as Local Purpose (Amenity) Reserve.</p>	Parks and Recreation Manager	<p><b>18 Jun 2021</b> Action memo sent to the Parks and Recreation Manager</p> <p><b>19 Jul 2021</b> Report considered by Council to confirm the revocation of part of the reserve. This is now progressing through the public submission stage which closes in August with the Hearing Panel to hear submissions in September..</p> <p><b>24 Aug 2021</b> Submissions have closed. 12 submissions were received. Report prepared for Hearings Panel's September meeting.</p> <p><b>07 Oct 2021</b> The Hearings Panel have met and their recommendation will go to the November Council meeting.</p> <p><b>08 Nov 2021</b> Council considered a recommendation from the Hearing Panel to revoke the reserve status of the land. Council adopted that recommendation and will ask the Minister of Conservation to formally revoke the reserve status over part of the reserve and notify the revocation in the Gazette. The applicant has asked that Council delay this process until they have obtained the resource consents required for the development.</p>

29/07/2021	Cromwell Town Hall/Events Centre Project	21.6.4	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Receives the project structure.</p> <p>C. Approves the programme of work for the Cromwell Town Hall/Events Centre.</p> <p>D. Approves the establishment of an Advisory Group and appoints Anna Harrison and Nigel McKinlay to that group.</p> <p>E. Approves that the Advisory Group determines if an external stakeholder group is required and if so makes such a recommendation to the Cromwell Community Board.</p> <p>F. Agrees to apply for/confirm external funding for the Cromwell Town Hall/Events Centre.</p>	Property and Facilities Manager	<p><b>04 Aug 2021</b> Action memo sent to the Property and Facilities Manager and Finance</p> <p><b>24 Aug 2021</b> Advisory group established and initial meetings held. Report to be brought to Cromwell Community Board (CCB) regarding External Stakeholder Group at its September meeting.</p> <p><b>27 Sep 2021</b> Per CCB resolution 21.7.5, invites for an Expression Of Interest (EOI) to join the External Stakeholder Group have been sent to identified groups.</p> <p><b>10 Nov 2021</b> Tenders have gone out for architect. Evaluation is underway.</p>
7/09/2021	Promotion Grant Applications 2021 - 22 First Round	21.7.2	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves a promotions grant to Cromwell and Districts Promotions Group and declines a promotions grant to Central Otago District Arts Trust:</p> <p>1. <b>GRA210739436 Cromwell and Districts Promotions Group – Operational, Staff, Marketing and events as outlined in the application</b> Year 1 LTP 2021/22 applied \$87,143 Approved Total \$64,270 as detailed</p> <p>\$17,760 Contractor – Media and Communications</p> <p>\$17,760 Contractor – Community Relations</p> <p>\$11,250 Advertising</p>	Media and Marketing Manager	<p><b>13 Sep 2021</b> Action memo sent to the Media and Marketing Manager and to Finance</p> <p><b>27 Sep 2021</b> Correspondence sent to applicants confirming grants decisions - both approve and decline. For approved grant purchase order raised and provided for invoicing.</p> <p><b>08 Nov 2021</b> No further update available.</p>

			<p>\$9,000 Operating Expenses (excl bad debts and donations)</p> <p>\$3,000 Christmas Parade traffic management</p> <p>\$2,000 Cherry Festival 2021</p> <p>\$3,500 Street Party and Fireworks 2021</p> <p>Year 2 LTP 2022/23 applied \$104,000 \$0 declined</p> <p>Year 3 LTP 2023/24 applied \$106,000 \$0 declined</p> <p>2. <b>GRA210750451 Central Otago District Arts Trust – Cover to Cover events</b></p> <p>Year 1 LTP 2021/22 applied \$1,600 \$0 declined</p> <p>Year 2 LTP 2022/23 applied \$3,200 \$0 declined</p> <p>Year 3 LTP 2023/24 applied \$4,800 \$0 declined</p>		
7/09/2021	Cromwell Greenway Reserves Disc Golf Proposal	21.7.3	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to the development of a disc golf course on Anderson Park and accepts the donation of the course assets from Connect Cromwell.</p> <p>C. Authorises the Parks and Recreation Manager to negotiate an appropriate nine-hole course layout with Connect Cromwell.</p> <p>D. Require that the facility be completed by 30 June 2023, or the approval is relinquished.</p>	Parks Officer - Projects	<p><b>13 Sep 2021</b> Action memo sent to the Parks Officer - Projects</p> <p><b>07 Oct 2021</b> Disc golf course layout to be mapped out with Connect Cromwell on 29 October 2021.</p> <p><b>10 Nov 2021</b> Site meeting to scope course has been completed. Awaiting map from Connect Cromwell.</p>

7/09/2021	Notice of Intention to Prepare a Reserve Management Plan	21.7.4	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to notify its intention to prepare a Reserve Management Plan for the Bannockburn Recreations Reserve legally described as Section 164 Block 1 Cromwell Survey District, S O Plan 19606 – 3.5365 hectares.</p>	Parks and Recreation Manager	<p><b>13 Sep 2021</b> Action memo sent to the Parks and Recreation Manager</p> <p><b>07 Oct 2021</b> No progress at this stage.</p> <p><b>08 Nov 2021</b> There has been no progress on this at this stage.</p>
7/09/2021	Cromwell Town Centre Project Structure	21.7.6	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the project structure.</p> <p>C. Appoints Werner Murray to the Advisory Group.</p> <p>D. Recommends to Council to approve the project structure and programme.</p> <p>E. Recommends to Council to appoint a Councillor to the Advisory Group.</p>	Property and Facilities Manager	<p><b>13 Sep 2021</b> Action memo sent to the Property and Facilities Manager</p> <p><b>27 Sep 2021</b> Council has accepted the recommendation from Cromwell Community Board (CCB) and has appointed Cr Nigel McKinlay as Council's representative.</p> <p><b>10 Nov 2021</b> Council has approved the recommendations and the Advisory Group has been set up. MATTER CLOSED</p>
19/10/2021	Cromwell Community Board Community Grant Applications 2021-24 Financial Year	21.8.2	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to withhold any grant funding for years beyond year one until the conclusion of the Grant Policy Review in November 2021</p> <p>C. Approves a community grant for Lake Dunstan Charitable Trust for a community tool shed dependent on permission and consents from LINZ for the cost of the container and the fitout of the container.</p> <p style="text-align: right;">2021/22 Requested: \$20,088.44 Approve: \$8580</p> <p>D. Declines a community grant for Central Otago Motorcycle Club to cover the cost of their lease.</p>	Community Development Officer	<p><b>26 Oct 2021</b> Action memo sent to the Community Development Officer and to Finance.</p> <p><b>08 Nov 2021</b> Applicants have been contacted and notified of the outcome of their applications. No further update at this time.</p>

			<p>The lease payment to be rebated in accordance with conditions of the lease.</p> <p>2021/22 Requested: \$23,000 Decline: \$0</p> <p>E. Declines a community grant for Cromwell Speedway for operational expenses.</p> <p>2021/22 Requested: \$20,000 Decline: \$0</p> <p>F. Declines a community grant for Cromwell Youth Trust salary costs for a youth worker.</p> <p>2021/22 Requested: \$60,000 Decline: \$0</p> <p>2022/23 Requested: \$60,000 Decline: \$0</p> <p>2023/24 Requested: \$60,000 Decline: \$0</p> <p>G. Approves a community grant for Cromwell Rotary and Cromwell Lions for the St John House Build Resource Consent Fees.</p> <p>2021/22 Requested: \$4,937 Approve: \$4,937</p>		
19/10/2021	Cromwell Memorial Hall/Events Centre Design Procurement Process	21.8.3	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves appropriate delegation of authority to Council's Chief Executive for awarding the Cromwell Memorial Hall/Events Centre design tender, within the previously approved budget of \$2,200,000.</p>	Project Manager - Property	<p><b>26 Oct 2021</b> Action memo sent to the Project Manager - Property, 11/11/2021 Tenders have gone out for architect. Evaluation is underway.</p> <p><b>11 Nov 2021</b> Tenders have gone out for architect. Evaluation is underway.</p>
19/10/2021	2022 Meeting Schedule	21.8.4	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p>	Governance Manager	<p><b>26 Oct 2021</b> Action memo sent to the Governance Manager.</p>

			B. Adopts the proposed 2022 meeting schedule for the Cromwell Community Board.		<b>08 Nov 2021</b> 2022 meeting dates have been adopted by the Community Board MATTER CLOSED
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## Cromwell Community Board Legacy Status Report on Resolutions

### Chief Executive Officer

#### Resolution 19.10.7 – December 2019

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

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Approves** a grant from the 2020-21 financial year Cromwell Promotions cost centre 3033 2460 to Cromwell and District Promotions Group 2020-21 year projects:
- a. Media and Communications Manager  
Requested \$23,100 Approved **\$23,100**
  - b. Community Relationships Manager  
Requested \$23,100 Approved **\$23,100**
  - c. Marketing and Advertising  
Requested \$25,500 Approved **\$15,000**
  - d. Operating Expenses  
Requested \$12,500 Approved **\$12,000**
  - e. Light Up Winter  
Requested \$10,000 Approved **\$9,000**
  - f. Cherry Festival  
Requested \$4,000 Approved **\$2,000**
  - g. Fireworks Street Party  
Requested \$10,000 Approved **\$2,000**
  - h. Spring Market  
Requested \$2,000 **Declined**
- C. **Declines** a grant of \$10,000 from the 2020-21 financial year Cromwell Promotions cost centre 3033 to WoolOn Creative Fashion Society Incorporated. for costs associated with Marketing and Promotion, event Master of Ceremonies and a proportion of venue hire for WoolOn Creative Fashion Event to be held in Cromwell 14 – 16 August 2020.
- Requested: \$34,121.50 **Declined**

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

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

## STATUS

*November 2021 – Staff continue to follow up with group regarding need to complete report back, which is now overdue.*

*October 2021 – Group provided with reminder that report back is due with link to online form. Staff to follow up if not received by mid – late October.*

*September 2021 – Group AGM scheduled for 14 September. Report back to be completed after that utilising new digital report back option.*

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

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

*April 2021 – no update*

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

*December 2020 – no further update*

*November 2020 – second quarter grant invoiced and approved for payment*

*September 2020 – no further update*

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

*June 2020 – As per May update*

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

*February 2020 – no update available*

*December 2019 – Action memo sent to Media and Marketing Manager*

## Planning and Environment

**Resolution 20.3.10 – June 2020**  
**Central Lakes Equestrian Club Licence to Occupy (PRO 62-3012-L1)**

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agree** to grant a new licence to occupy to the Central Lakes Equestrian Club over a reduced area of 7.3 hectares on the Cromwell Aerodrome Reserve for a period of five (5) years commencing from 1 July 2020.
- C. **Agree** that the licence will be under the same terms and conditions as the previous licence with the following amendments and additional conditions:
  - a. The rent to be reviewed on adoption of Council's proposed Community Occupation Policy.
  - b. Allowance for either party to terminate the licence to occupy with 6 months written notice.

## STATUS

*November 2021- A letter informing Club of Council's resolution and enclosing new Licence to Occupy (LTO) for signing sent to Club at end of September. Awaiting formal response from Club as to whether they want to proceed with the new LTO with reviewed licence fee. Property Manager advised feedback from the Club at meeting in October was that they were not happy with licence fee so has requested another meeting with Club to discuss.*

*October 2021 – Meeting with Equestrian Club scheduled for 22 October 2021.*

*August 2021 –Licence to Occupy approved by Council with licence fee option. Licence now being prepared.*

*June 2021 – Property Officer preparing a report to Council.*

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

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

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

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

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

*July 2020 – Followed up with Equestrian Club in relation to determining the reason that mowing stopped, as stopping mowing is contrary to their licence to occupy. A valuation is being sought on the 7.3ha of land as grazing, which will enable further discussion to be had*

*(if required) in relation to the cost of mowing as opposed to a lease value before any licence to occupy is formally drawn up.*

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

**Resolution 20.2.12 – May 2020**

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

That the Board:

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

**STATUS**

*November 2021 – Staff are working with the club and considering options. No further update is available at this stage.*

*August - October 2021 – Golf NZ working with Cromwell Golf Club.*

*June 2021 – Awaiting further response from Golf NZ.*

*April 2021 – Discussions continue with Golf NZ.*

*February 2021 – Awaiting further response from Golf NZ.*

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

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

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

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

**10            DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 15 February 2022.

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

### Recommendations

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>Confidential Minutes of Ordinary Board Meeting</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>21.9.12 - Gair Avenue, Cromwell</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>21.9.13 - Cemetery Road Industrial Subdivision Stage 2</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>21.9.14 - November 2021 Confidential Governance Report</b>	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