



AGENDA

Teviot Valley Community Board Meeting Thursday, 25 November 2021

Date: Thursday, 25 November 2021

Time: 2.00 pm

Location: Roxburgh Service Centre
120 Scotland Street, Roxburgh

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 Teviot Valley Community Board will be held in Roxburgh Service Centre, 120 Scotland Street, Roxburgh on Thursday, 25 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 Mr R Gunn (Chair), Ms S Feinerman (Deputy Chair), Ms C Aitchison, Mr N Dalley, Cr S Jeffery

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

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Teviot Valley Community Board meeting - 21 October 2021

**MINUTES OF A MEETING OF THE TEVIOT VALLEY COMMUNITY BOARD
HELD IN THE ROXBURGH SERVICE CENTRE, 120 SCOTLAND STREET, ROXBURGH
ON THURSDAY, 21 OCTOBER 2021 COMMENCING AT 2.02 PM**

PRESENT: Mr R Gunn (Chair), Ms S Feinerman (Deputy Chair), Cr S Jeffery

IN ATTENDANCE: T Cadogan (Mayor), L van der Voort (Acting Chief Executive Officer), S Righarts (Chief Advisor), G Robinson (Acting Executive Manager – Planning and Environment), A Mason (Media and Marketing Manager), N Aaron (Community Development Officer), G Bailey (Parks and Recreation Manager), M Gordon (Parks Officer – Projects), L Stronach (Statutory Property Officer) M Tohill (Communications Assistant) and W McEnteer (Governance Support Officer)

1 APOLOGIES

APOLOGIES

COMMITTEE RESOLUTION

Moved: Jeffery

Seconded: Feinerman

That the apologies received from Ms Aitchison and Mr Dalley be accepted.

CARRIED

2 PUBLIC FORUM

Martin McPherson – Cherry Chaos

Mr McPherson spoke in favour of their application for a promotions grant before responding to questions.

Ann Hill and Douglas Dance – Roxburgh Brass Band

Ms Hill and Mr Dance spoke in favour of their application for an community grant before responding to questions.

Deborah Dons and Dierdre Perkins – Miller Flat Cavalcade

Ms Dons and Ms Perkins spoke in favour of their application for a promotions grant before responding to questions.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Feinerman

Seconded: Jeffery

That the public minutes of the Teviot Valley Community Board Meeting held on 9 September 2021 be confirmed as a true and correct record.

CARRIED

4 DECLARATION OF INTEREST

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

5 REPORTS

21.8.2 PROMOTION GRANT APPLICATIONS 2021 - 22 FIRST ROUND

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

After discussion it was agreed to fund \$500 for Cherry Chaos from the promotions budget but to fund a grant to the Cavalcade Committee from the promotions specific reserve. That would leave money in the promotions budget for any possible applications in the second funding application round.

COMMITTEE RESOLUTION

Moved: Jeffery

Seconded: Gunn

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Declines a promotions grant for the Central Otago District Arts Trust.

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

Year 1 LTP 2021/22 applied \$700 Decline: \$0

- C. Approves a promotions grant for Cavalcade Host Town Committee of \$2,500 to be funded from the Roxburgh Promotions Reserve (7033) for marquee hire.

GRA210925282 The Cavalcade Host Town Committee Inc. - Millers Flat Cavalcade 2022

Year 1 LTP 2021/2022 applied \$10,304 Approve: \$2,500

- D. Approves a promotions grant of \$500 to be funded from the Teviot Valley Promotions budget for marketing and promotions costs.

GRA210804641 Teviot Prospects Cherry Chaos Event Management and Marketing

Year 1 LTP 2021/22 applied \$2,000 Approve: \$500

Year 2 LTP 2022/23 applied \$2,000 Decline: \$0

Year 3 LTP 2023/24 applied \$2,000 Decline: \$0

CARRIED

21.8.3 TEVIOT VALLEY COMMUNITY BOARD COMMUNITY GRANT APPLICATIONS 2021-24 FINANCIAL YEAR

To consider round one of applications to the 2021-22, 2022-23 and 2023-24 Teviot Valley Community Board General Grants fund and to determine the grant allocation of each applicant.

After discussion it was agreed to fund the brass band for the 2021/22 financial year the full amount requested as the group was a key part of the Teviot Valley community and should be supported as much as was possible.

COMMITTEE RESOLUTION

Moved: Gunn
Seconded: Jeffery

That the Teviot Valley 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.
- C. Approves a community grant for Roxburgh Pioneer Energy Brass Band to cover power, insurance and rates

2021/22 Requested: \$2,000 Approve: \$2,000

2022/23 Requested: \$2,000 Decline: \$0

2023/24 Requested: \$2,000 Decline: \$0

CARRIED

21.8.4 PROPOSED ROAD STOPPING - UNNAMED ROAD OFF ROXBURGH EAST ROAD

To consider a proposal to stop part of an unnamed unformed road off Roxburgh East Road in accordance with the provisions of the Local Government Act 1974.

COMMITTEE RESOLUTION

Moved: Feinerman
Seconded: Jeffery

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
 - Agrees to approve the proposal to stop the unnamed unformed road, and to legalise the existing formation of Roxburgh East Road as shown in figure 4 (Legalisation Plan) by:

Subject to:

- Public notification and advertising in accordance with the Local Government Act 1974.
- No objections being received within the objection period.
- An easement (in gross) in favour of (and as approved by) Aurora Energy Limited being registered over the areas marked 'A' to 'D' in figure 4 (Legalisation Plan).
- Council and the applicant sharing the survey costs.
- The applicant paying for the land at valuation, and all other costs associated with the stopping.
- The final survey plan being approved by the Chief Executive Officer.

- B. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED

21.8.5 PROPOSED ROAD STOPPING (PARTIAL WIDTH) - ADJACENT TO 56 LADYSMITH ROAD

To consider a proposal to stop a portion of Ladysmith Road adjacent to 56 Ladysmith Road in accordance with the provisions of the Public Works Act 1981.

COMMITTEE RESOLUTION

Moved: Feinerman

Seconded: Jeffery

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. To recommend to Council to approve the proposal to stop an unformed portion of Ladysmith Road, being approximately 340 square metres as shown in figure 4, subject to:
 - The applicant paying for the land at valuation as prescribed in the Public Works Act 1981.
 - The applicant paying all other costs associated with the stopping.
 - The land being amalgamated with the applicant's Record of Title.
 - An easement (in gross) in favour of (and as approved by) Aurora Energy Limited being registered on the applicant's Record of Title.
 - The final survey plan being approved by the Chief Executive Officer.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED

21.8.6 2022 MEETING SCHEDULE

To approve a schedule of Teviot Valley Community Board meetings for 2022.

COMMITTEE RESOLUTION

Moved: Gunn

Seconded: Feinerman

That the Teviot Valley Community Board

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

CARRIED

6 MAYOR'S REPORT**21.8.7 MAYOR'S REPORT**

His Worship the Mayor gave an update on his activities since the last meeting:

- Attended a round of Coffee and Chat in the Teviot Valley.
 - Attended the Roxburgh Business Breakfast meeting.
 - Met the new CEO of Business South.
 - Attended the AGM of Central Lakes Trust
 - Noted that the Teviot Valley remains the lowest vaccinated area of the district.
 - Gave an update on current Three Waters issues.
-

COMMITTEE RESOLUTION

Moved: Gunn
Seconded: Jeffery

That the Teviot Valley Community Board receives the report.

CARRIED

7 CHAIR'S REPORT**21.8.8 CHAIR'S REPORT**

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

- Attended a meeting of the Medical Services Trust.
 - Met with Bob Barlin, Chair of Dunedin RSA and Mr Dalley regarding the future use of the plantation land in Roxburgh East.
 - Attended a meeting of the Technical Reference Group for the NZ Battey Project.
 - Attended a meeting of the Roxburgh Pool Committee.
 - Attended a meeting of the Ida McDonald Charitable Trust. Noted the grants distributed from the Trust.
 - Attended a site visit on Scotland Street, Roxburgh for some driveway entrances that had worn away. Noted that the driveways had been repaired and the job was completed.
 - Attended the AGM of the Teviot Valley Rest Home. Noted that the meeting was well attended.
 - Attended the AGM of the Roxburgh Medical Services Trust. Noted that the meeting was also well attended.
 - Noted a trip out to Lake Onslow with Adrian Macy, Chair of the Technical Reference Group to have an informal look at landscape and the scale of the proposed project.
-

COMMITTEE RESOLUTION

Moved: Feinerman
Seconded: Jeffery

That the report be received.

CARRIED

8 MEMBERS' REPORTS**21.8.9 MEMBERS' REPORTS**

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

Ms Feinerman reported on the following:

- Attended a meeting of the Roxburgh Pool Committee and gave an update on current activities of the group.
- Attended an Ida McDonald Trust meeting.
- Attended a meeting of the Teviot Valley Walkways Committee.
- Attended the Roxburgh Business Breakfast meeting.
- Attended a Teviot Valley website content meeting with Tourism Central Otago
- Noted a walk along the river trail from the bridge to Tweed Steet with Marie Gordon and Jim Wilson to price out a possible upgrade to the track.
- Attended a Teviot Prospects meeting.

Councillor Jeffery reported on the following:

- Attended a meeting of the Hearings Panel.
 - Attended the weekly meetings of the Regional labour Chairs.
 - Attended a pre-agenda meeting for the Economic Development and Community Facilities portfolio.
 - Attended two Teviot Prospects meetings.
 - Attended a Council meeting
 - Attended two meetings of the Roxburgh Medical Services Trust.
 - Attended a meeting of the Central Otago Labour Market Governance Group.
 - Attended an Audit and Risk meeting.
 - Attended the AGM of the Teviot Valley Rest Home.
-

- Attended the Roxburgh Business Breakfast meeting.
- Attended the AGM of the Roxburgh Medical Services Trust.

COMMITTEE RESOLUTION

Moved: Jeffery

Seconded: Gunn

That the report be received.

CARRIED

9 STATUS REPORTS**21.8.10 SEPTEMBER 2021 GOVERNANCE REPORT**

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

COMMITTEE RESOLUTION

Moved: Feinerman

Seconded: Jeffery

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 25 November 2021.

The Meeting closed at 3.29 pm.

.....
CHAIR / /

4 DECLARATION OF INTEREST

21.9.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 559259

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 - TVCB Declarations of Interest [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Cushla Aitchison	Roxburgh and District Lions Club (member)	Roxburgh and District Lions Club (member)	I and H McPhail Charitable Trust Roxburgh Entertainment Centre Improvement and Promotions Inc. Teviot District Museum Committee
Norman Dalley	Martel International Limited (Sole Director/Shareholder) Gilmour Development Limited (Sole Director/Shareholder) North Hill Limited (Sole Director/Shareholder) Teviot Valley Rest Home Incorporated (Chair) Roxburgh Entertainment Centre Improvement and Promotions Incorporated (Treasurer/Committee member) Dalley Family Trust (trustee) Teviot Prospects (member) Teviot Valley Rest Home Ltd (Director)	217 Scotland Street, Roxburgh (Property Owner) Gilchrist Town Orchard Limited (Shareholder/Director) Roxburgh and Districts Medical Services Trust (trustee) Roxburgh Entertainment Centre Improvement and Promotions Incorporated (committee member)	I and H McPhail Charitable Trust Roxburgh Cemetery Trustee Committee
Sally Feinerman	Feinerman's Ltd, 109 Scotland Street (Owner / Director) New Zealand Motor Caravan Association (NZMCA) Member Roxburgh Pool Committee (Chair)	Breen Construction (employee / builder) NZMCA (member)	Teviot Valley Walkways Committee Ida MacDonald Charitable Trust Tuapeka County Bursary Fund Committee Teviot Prospects

Raymond Gunn	Stonehaven Limited (Director) Stonehaven Trust (Trustee) Roxburgh Gun Club (Secretary) Central Otago Wilding Conifer Control Group (member) Roxburgh Trotting Club (member) Roxburgh A&P Society (member) Coal Creek Cycleway Trust (Trustee) Teviot Valley Resthome Inc (Medical Services Trust delegate) Teviot Valley Water Care Group (Committee Member) NZ Battery Project Technical Reference Group (TRG) (member)	Stonehaven Trust (Trustee)	Ida MacDonald Charitable Trust Roxburgh and District Medical Services Trust Roxburgh Swimming Pool Redevelopment Committee
Stephen Jeffery	G & S Smith family Trust (Trustee) K & EM Bennett's family Trust (Trustee) Roxburgh Gorge Trail Charitable Trust (Chair) Roxburgh and District Medical Services Trust (Trustee) Central Otago Clutha Trails Ltd (Director) Teviot Prospects (Trustee) Teviot Valley Community Development Scheme Governance Group Central Otago Queenstown Network Trust		

5 REPORTS

21.9.2 APPLICATION TO LEASE LOCAL PURPOSE RESERVE LAND (PRO: 65-7027-00)

Doc ID: 558202

1. Purpose of Report

To consider an application to lease part of the Roxburgh Local Purpose (Public Utility) Reserve.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the granting of a lease over approximately 1.2 hectares of Part Section 142 Block I Teviot Survey District (as shown in figure 1), being Local Purpose (Public Utility) Reserve, to Teviot Ag Works Limited, on the following terms and conditions:
 - Term: Five (5) Years
 - Rights of Renewal: Two (2) of Five (5) Years
 - Commencement Date: 01 December 2021
 - Rental: \$1,200 per annum plus GST plus outgoings
 - Rent Review Methodology: Market Rental
 - Final Expiry: 30 November 2036
 - Permitted Use: Industrial/Agricultural Storage Yard

Subject to:

- The applicant deer fencing the perimeter of the demised area.
- Ownership of the fencing (and any gates) transferring to Council on cancellation or expiry.
- The provisions of the Reserves Act 1977.

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

2. Background

Teviot Ag Works Limited (the Applicant) have applied to lease a site on the Roxburgh Local Purpose (Public Utility) Reserve (the Reserve). The site identified is situated to the north west of the Roxburgh Transfer Station. It has an area of approximately 1.2 hectares.

The Reserve is described as Part Section 142 Block I Teviot Survey District. It has an area of 32.4109 hectares. The Reserve is a Crown-derived reserve, originally vested in Council as plantation reserve. The Reserve was later reclassified to a Local Purpose (Public Utility) Reserve to enable expansion of the disposal field for the Roxburgh sewerage ponds.

The Applicant is an agricultural contractor based in Roxburgh. The Applicant proposes to clear and level the site, then fence it for security purposes. The yard will be used as an industrial storage facility for machinery and equipment associated with the operation of the Applicant's business.

An overview of the Reserve with an outline of the proposed lease site is shown below in figure 1.



Figure 1 – Proposed Lease Site on Roxburgh (Local Purpose) Reserve

3. Discussion

Existing Occupations

There are three existing leases in place on the Reserve. They include an earthmoving contractor, a firewood merchant, and a transport operator.

The earthmoving contractor's lease commenced in 2009. He originally leased an area of 1.0650 hectares at \$100 per annum plus GST per annum. In 2012 the lease was varied to increase the demised area to 2.6 hectares and the rental increased to \$250 per annum plus

GST. The rental was reviewed again in 2019 and is currently set at \$265 per annum plus GST. The lease expires on 30 June 2024.

The wood merchant's lease commenced in 2017. He originally leased an area of 4000 square metres at \$265 per annum plus GST. In 2019 the lease was varied to increase the demised area to 1.2 hectares and to provide for the rental to be set at market value on review. The rental was reviewed in 2020 and is now \$1,200 per annum plus GST.

The transport operator leases a 7,765 square metre site at a rate of \$265 per annum plus GST. The lease agreement provides for a review of the rental on renewal, being 01 November 2024. The methodology for that review is market rental based on valuation advice.

In summary, assuming the earthmoving contractor renews his lease, by the end of 2024, all existing lessees would be expected to be paying rentals based on valuation advice.

The Applicant's proposed usage of the land is consistent with zoning and the existing leases.

Other Activities

Other activities on the Reserve include the Roxburgh Transfer Station, an informal track between the Clutha Gold Cycle Trail and Clutha Gold Holiday Park, and occasional temporary storage.

Granting a lease over the site identified in figure 1 will not have any effect on these activities.

An overview of the existing occupations and other activities is shown below in figure 2.

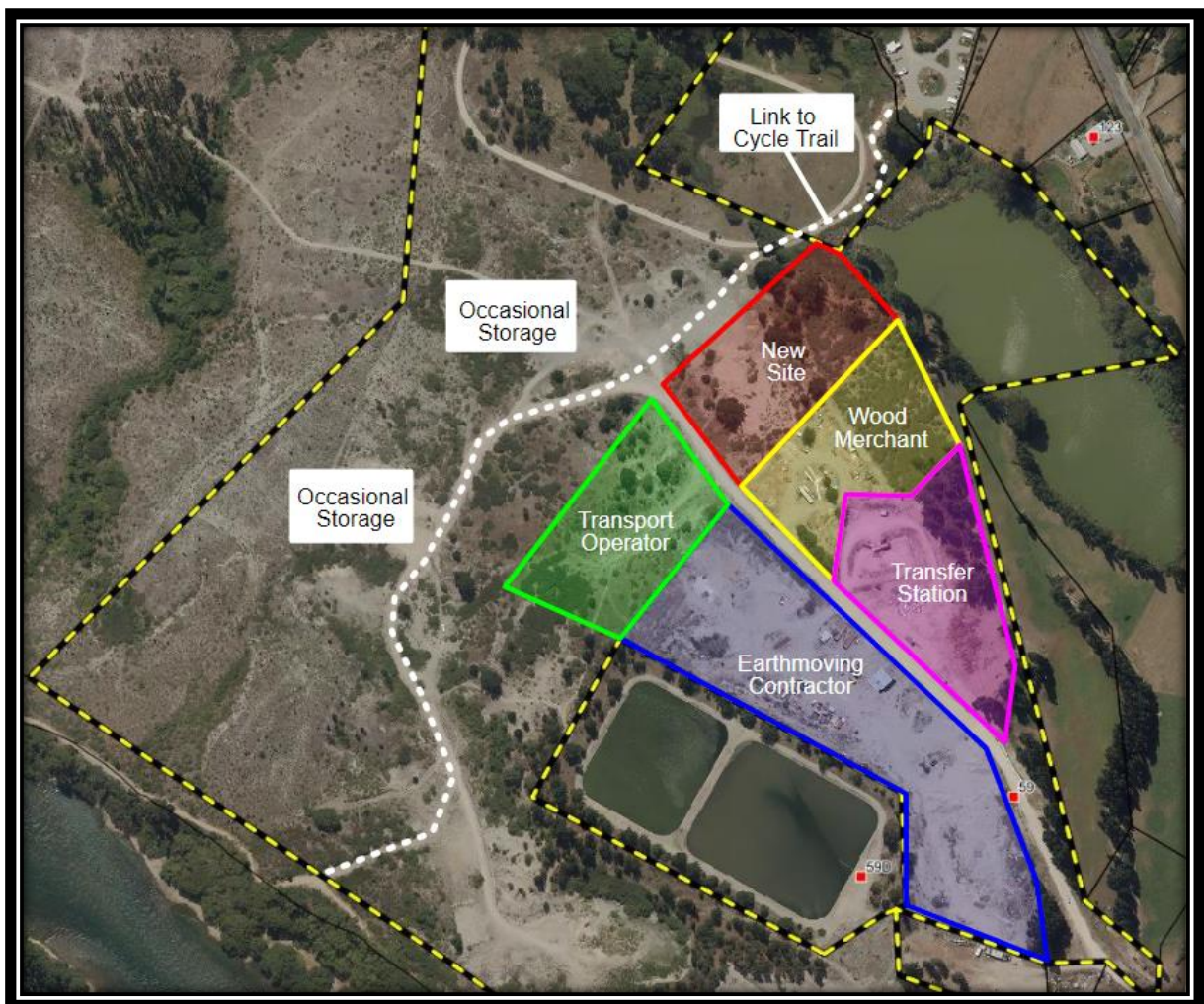


Figure 2 – Overview of Existing Occupations & Activities

Fencing

The existing lease sites are all deer fenced for safety and security purposes. It is also a requirement of each lease agreement.

The applicant has been advised that they will also be required to deer fence the perimeter and has agreed to do so.

Statutory

As a Local Purpose (Public Utility) Reserve the land is subject to the Reserves Act 1977 (the Act). Section 61(2A) of the Act outlines the rights of Council as the administering body:

“in the case of a local purpose reserve vested in the administering body, the administering body may lease all or part of the reserve to any person, body, voluntary organisation, or society, whether incorporated or not, for any of the following purposes:

- (a) Community building, play centre, kindergarten, plunket room, or other like purposes:*
- (b) Farming, grazing, cultivation, cropping, or other like purposes.*

The proposed lease aligns with the existing occupations which are all loosely consistent with the provisions of section 61(2A)(b).

Section 61(2B) of the Act outlines the provisions on which a lease may be granted. They are:

- (a) the lease shall be for a term not exceeding 33 years, with or without a right of renewal, perpetual or otherwise, for the same or any shorter term, but with no right of acquiring the fee simple, and, subject to paragraph (b), shall be on such other conditions as the administering body determines:*
- (b) the lease shall include a condition that the land leased shall be used solely for such purposes as are specified in the lease, and that upon breach of that condition the administering body may terminate the lease in such manner as is prescribed or implied in the lease, whereupon the land, together with all improvements, shall revert to the lessor without compensation being payable to the lessee for improvements or otherwise.*

The proposed lease will be granted subject to the provisions of section 61(2B).

Leases of local purpose reserves do not require public consultation or notification.

Policy

Council's Operative District Plan identifies the underlying zone of the reserve as industrial. The Applicant's proposed use of the site is consistent with that zoning.

Parts of the Roxburgh local purpose reserve land have been used for waste disposal in the past. The District Plan and the landfill closure maps indicate that the site of the new lease was not part of the former landfill.

4. Financial Considerations

As noted previously, historic rentals have been set at what could be best described as a site fee. This is because the demand for land was low and there was no valuation data.

During recent years, a move has been made to bring the rentals into line with valuation advice. As such, it is proposed that the new lease be granted at \$1,200 per annum plus GST being a rate of \$1,000 per hectare in accordance with valuation advice.

In addition to the rent, the applicant will also be responsible for any rates, utilities, and other outgoings associated with the lease.

5. Options

Option 1 – (Recommended)

To approve the granting of a lease over approximately 1.2 hectares of Part Section 142 Block I Teviot Survey District (as shown in figure 1), being Local Purpose (Public Utility) Reserve, to Teviot Ag Works Limited, on the following terms and conditions:

- Term: Five (5) Years
- Rights of Renewal: Two (2) of Five (5) Years
- Commencement Date: 01 December 2021
- Rental: \$1,200 per annum plus GST plus outgoings
- Rent Review Methodology: Market Rental
- Final Expiry: 30 November 2036

- Permitted Use: Industrial/Agricultural Storage Yard

Subject to:

- The applicant deer fencing the perimeter of the demised area.
- Ownership of the fencing and any gates transferring to Council on cancellation or expiry.
- The provisions of the Reserves Act 1977.

Advantages:

- The land, which is not currently being used, will be cleared, and fenced.
- The proposed terms and rental are consistent with existing leases on the reserve.
- The income from the Reserve will be increased.
- The permitted use is consistent with the underlying zoning and complimentary to the existing leases and activities.
- The proposal is consistent with the provisions of the Reserves Act 1977.

Disadvantages:

- None

Option 2

To not approve the granting of a lease over part of Part Section 142 Block I Teviot Survey District being Local Purpose (Public Utility) Reserve.

Advantages:

- None

Disadvantages:

- The land, which is not currently being used, not will be cleared or fenced.
- The proposed terms and rental are consistent with existing leases on the reserve.
- The income from the Reserve will be increased.
- Does not recognise the provisions of the Reserves Act 1977.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the economic wellbeing of communities, in the present and for the future, by enabling industrial growth within the Teviot Valley, and by generating income from unused Reserve Land.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The recommended option is consistent with: <ul style="list-style-type: none"> – Council's Leasing and Licencing Policy. – The Operative District Plan. – The Reserves Act 1977.
Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the recommendation.

Risks Analysis	There are no risks associated with the recommended option.
Significance, Consultation and Engagement (internal and external)	<p>The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.</p> <p>Public consultation is not required when a lease is granted under section 61 of the Reserves Act.</p>

7. Next Steps

Lease drafted and executed

Early December 2021

8. Attachments

Nil

Report author:

Reviewed and authorised by:



Linda Stronach
Statutory Property Officer
4/11/2021



Lee Webster
Acting Executive Manager - Planning and Environment
11/11/2021

21.9.3 ROXBURGH CEMETERY TRUSTEES

Doc ID: 557454

1. Purpose of Report

To consider a request from the Roxburgh Cemetery Trustees for Council to take over the management and running of the Roxburgh cemetery.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
 - B. Agrees to the return of administration, management and operation of the Roxburgh Cemetery from the Roxburgh Cemetery Trustees subject to the land encroachment of the Cemetery being resolved.
-

2. Background

The Roxburgh Cemetery is situated in Ladysmith Road Roxburgh East, the land comprises of 3.694 hectares and described as Sections 145 and 146 Block I Teviot Survey District.

The cemetery was originally established by Cemeteries Ordinance 1865, Session XX No. 202, comprising of 10 acres. Section 145 was added in 1934 (5th July) by gazette notice.

Current Trustees are Brian McLean (Chairperson), Stuart Edgecumbe, John Kerr, Arthur Moore, Grant Botting, John Gilchrist, Ruth Clarke, Norman Dalley and Judith Whyte (Secretary). The Roxburgh Lions and Roxburgh Rotary Clubs appoint two trustees each and the Community Board appoints one.

The Roxburgh Cemetery was within the jurisdiction of the Tuapeka County Council (now Central Otago District Council) in accordance with Section 4 of the Cemeteries Act 1882 and Cemeteries Amendment Act 1885.

At the May 2021 meeting of the Roxburgh Cemetery trustees it was RESOLVED "That the Roxburgh Cemetery Trust folds and hands over the cemetery to Council to take over burials and cover maintenance of the Roxburgh Cemetery."

3. Discussion

Cemeteries are governed by the Burial and Cremation Act 1964 and under Section 4 of this Act, it is the duty of every local authority, where provision is not otherwise made for the burial of bodies of persons dying within the district to establish and maintain a suitable cemetery.

Section 23 of the Burial and Cremations Act 1964 allows for the appointment of trustees to undertake the administration of cemeteries at a local level. Under section 22(3) of the Act, if due to resignation, death or absence of trustees there is at any time no person holding the office of trustee in respect of that cemetery, the local authority will take over control of the cemetery.

There are existing trustees in place for Roxburgh Cemetery, so the cemetery land (and therefore the Reserve) is vested in those trustees in accordance with sections 8 and 10 of the Cemeteries Act 1882.

Section 25 of the Burial and Cremations Act 1964 outlines the functions of trustees where they have the control and management of any cemetery which they are trustees of.

The current trustees wish to stop administering the cemetery after being involved for a significant length of time. Currently the trustees undertake the maintenance of the cemetery e.g. mowing, weed spraying and keeping the site tidy. The trustees also undertake the administration of the cemetery including keeping the records, supplying genealogical information, taking plot bookings, and arranging for burials. Sexton and grave preparation duties are undertaken by the Roxburgh Lions Club. Graves are dug by excavator in the new area and generally by hand in the older parts.

The number of interments per annum are approximately 6. There is adequate room within the cemetery for burials for many years.

The current cemetery has burial plots that sit outside the legal boundary of the cemetery reserve. Council is working with the Department of Conservation (DoC) on correcting the boundary to reflect the actual situation prior to the land being transferred from the trustees to Council. **Appendix 1** shows the proposed alignments to resolve the encroachments.

In summary the Crown is purchasing Sec 2 and Sec 3 as shown on the attached map, which contain burial plots owned by GND International Ltd. Sec 1 is cemetery reserve, however the existing fence is not located on the legal boundary. GND International Ltd have been waiting for the encroachment issue to be resolved for some time. To resolve these encroachments, the land must be purchased as the Act does not enable a land exchange.

Once purchased the land will be transferred from the Crown to form part of the Cemetery reserve. For DoC to progress this work, a resolution is required confirming the trustees wish to resign and Council will take over the management of the cemetery. There is a cost share agreement for the survey work between Council and DoC to progress this work. It is anticipated this will be funded from funds held by the trustees.

In terms of financial implications there will be an additional cost to the Council for administering and operating the cemetery. This will see the administration of burials and maintenance of the cemetery records undertaken like other Council administered cemeteries.

It is proposed that the maintenance of the cemetery would be undertaken through the Council's current Open Spaces contract.

Some of the Roxburgh cemetery records will soon be available on-line through Council's website. This has been part of a work programme for some time. The remaining records and associated maps are currently being worked on and are anticipated to be available online in the coming six months.

Several of the current trustees would be happy to act as local liaisons for the cemetery and answer questions at a local level for families visiting the cemetery.

4. Financial Considerations

The Trustees have some funds in an operational account (approximately total \$13,000) which will be used to cover the maintenance costs in the short term until the costs can be rated for through the next annual plan. Within the cemetery there is a large area of land not

currently required for cemetery purposes. This land could be leased for grazing to reduce maintenance costs and provide an additional income stream.

Estimated annual costs.

Mowing/Spraying \$5000.00

Interments \$500.00 (per interment)

Administration will be covered through existing Council budgets.

It should be noted that interment costs will rise in line with Council's district cemetery fees. This is to reflect the actual costs of undertaking an interment. Plot sales and other fees are used to offset any rating contribution.

Existing fees.

Council plot fee \$900.00

Interment fee \$950.00

Trustee existing plot fee \$500.00

Trustee existing ashes interment fee \$150.00

Trustee existing interment fee \$500.00

Council's Cemeteries Bylaw 2020 and requirements set out in the Council's Cemeteries Handbook will also apply.

5. Options

Option 1 – (Recommended)

Council accepts the return of administration, management and operation of the Roxburgh Cemetery from the Roxburgh Cemetery Trustees, subject to the land encroachment issues being resolved.

Advantages:

- Enables consistency of administration as seen with other Council managed cemeteries.
- Enables the ongoing management of the cemetery for the residents of Roxburgh.
- The encroachment by the cemetery into neighbouring land will be resolved.
- Existing Trustees funds can be utilised to offset maintenance costs in the short term.

Disadvantages:

- Accepting the cemetery back from Trustees will see additional costs incurred by the Council and ultimately the ratepayers.
- Cost of interment and plots are likely to rise.

There are no other viable options as it is a legal requirement under section 22(3) of the Burial and Cremations Act 1964 for Council to take control of a trustee managed cemetery should the trustees resign.

6. Compliance

Local Government Act 2002 Purpose Provisions

This decision promotes the cultural wellbeing of communities, in the present and for the future by ensuring the Roxburgh cemetery is operated, maintained and available to the local community.

Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	This decision is consistent with the Central Otago Cemeteries Strategy 2010.
Considerations as to sustainability, the environment and climate change impacts	This decision will not have any impacts on the environment or global warming.
Risks Analysis	There are no perceived risks with this decision.
Significance, Consultation and Engagement (internal and external)	This decision does not require consultation.

7. Next Steps

- DoC to undertake the boundary adjustment process.
- Ministry of Health and Roxburgh Cemetery Trustees are advised of the recommendation.
- Handover of records and remaining funds to Council by the cemetery trustees.
- Council assumes the operation of the Roxburgh cemetery.

8. Attachments

Appendix 1 - Roxburgh Cemetery land acquisition plan [↓](#)

Report author:

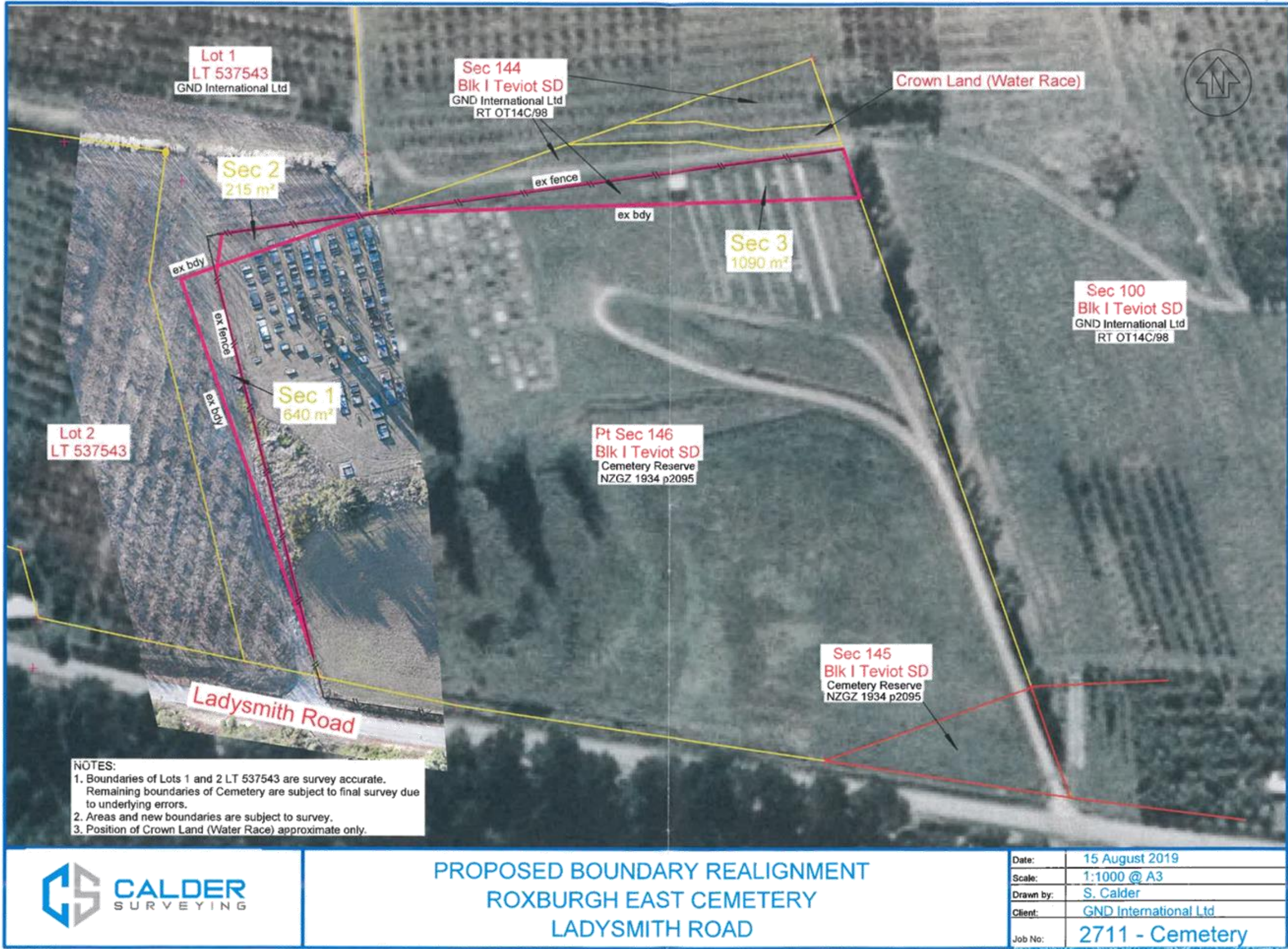


Gordon Bailey
Parks and Recreation Manager
1/11/2021

Reviewed and authorised by:



Lee Webster
Acting Executive Manager - Planning and Environment
11/11/2021



21.9.4 TEVIOT VALLEY FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2021

Doc ID: 557112

1. Purpose

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

Recommendations

That the report be received.

2. Discussion

The operating statement for the three months ending 30 September 2021 shows a favourable variance of \$41k against the revised budget.

2021/22 Full Yr Annual Plan \$000	3 MONTHS ENDING 30 SEPTEMBER 2021					2021/22 Full Yr Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		
	Income:					
23	Internal Interest Revenue	3	6	(3)	●	23
18	User Fees & Other	5	4	1	●	18
-	Reserves Contributions	-	-	-	●	-
503	Rates	101	102	(1)	●	503
544	Total Income	109	112	(3)	●	544
	Expenditure					
11	Rates Expense	13	11	(2)	●	11
142	Cost Allocations	34	34	-	●	142
82	Other Costs	2	24	22	●	82
10	Staff	4	2	(2)	●	10
14	Fuel & Energy	2	5	3	●	14
167	Contracts	25	35	10	●	167
24	Building Repairs and Mtce	2	14	12	●	24
22	Grants	-	1	1	●	22
18	Members Remuneration	4	4	-	●	18
98	Depreciation	25	25	-	●	98
588	Total Expenses	111	155	44	●	588
(44)	Operating Surplus / (Deficit)	(2)	(43)	41		(44)

This table has rounding (=/-1)

Income for period ending 30 September 2021:

Operating income reflects no significant variances from revised budget. Internal interest revenue is trending lower than budget due to low market interest rates.

Expenditure for period ending 30 September 2021:

Expenditure has a favourable variance of \$44k to revised budget.

- Other costs show a favourable variance of \$22k against budget. Main contributors to the underspend are maintenance, professional fees and compliance schedule expenditure. These expenses are more needs based and will vary against budget from time to time.
- Contracts has a favourable variance of \$10k. This is driven by the open space contract, which is tracking with the budget. The open space contract moves with seasonal open space requirements.
- Building repairs and maintenance has a favourable variance of \$12k. These expenses are more needs based and will vary against budget from time to time.

Capital Expenditure:

Capital expenditure for the period ending 30 September 2021 reflects no significant variances. The actual CAPEX spent ended with a 2% spend against total revised budget.

2021/22 Full Year Annual Plan \$000	3 MONTHS ENDING 30 SEPTEMBER 2021				2021/22 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000	
	Parks & Reserves:				
7	Roxburgh Reserves - Landscaping & Planting	7	-	(7)	7
12	Roxburgh Reserves - Bins, Signs, Structures	3	7	4	27
3	Millers Flat Recreation Reserve - Tennis Courts	2	4	2	6
500	Roxburgh Pool	-	-	-	500
522	Total Parks & Reserves:	12	11	(1)	540
	Property:				
-	Roxburgh Town Hall	-	-	-	72
-	Total Property:	-	-	-	72
522	Total Capital Expenditure	12	11	(1)	612

This table has rounding (≠/-1)

Parks and reserves – Overall on schedule with budget, with small underspends being offset by the (\$7k) variance relating to the timing of landscaping and planting budget.

Property - The Roxburgh Entertainment Centre stage upgrade project has been carried forward from 2020/21 for completion in 2021/22.

Reserve Funds table for Teviot Valley Ward

- As at 30 June 2021 the Teviot Valley Ward has an audited closing reserve funds balance of \$1.3M. 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 Teviot Valley Ward is projected to end the 2021-22 financial year with a closing balance of \$1.1M.

3. Attachments

Appendix 1 - Teviot Valley Community Board Reserves 2021-22 [↓](#)

Report author:



Donna McKewen
Accountant
26/10/2021

Reviewed and authorised by:



Leanne Macdonald
Executive Manager - Corporate Services
29/10/2021

UNAUDITED - 2020/21 Annual Report					2021/22 AP	2021/22 Forecast	Approved By Council	2021/22 Revised
TEVIOT VALLEY RESERVES	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
Teviot Valley Promotion								
7033 - Roxburgh Promotions	14,683	213	-	14,897	234	15,130	-	15,130
	<u>14,683</u>	<u>213</u>	<u>-</u>	<u>14,897</u>	<u>234</u>	<u>15,130</u>		<u>15,130</u>
Teviot Valley Recreation and Culture								
7411 - Community Halls Teviot	3,924	5,772	-	9,697	(6,000)	3,697	-	3,697
7413 - Roxburgh Memorial Hall	-	-	-	-	-	-	-	-
7414 - Roxburgh Entertainment Centre	207,240	5,719	-	212,959	17,360	230,319	-	230,319
7461 - Reserves Roxburgh (all)	-	-	-	-	71	71	-	71
7463 - Teviot Valley Walkway Committee	11,780	175	(1,447)	10,509	1,955	12,463	-	12,463
7491 - Roxburgh Pool	45,846	4,813	-	50,659	(249,141)	(198,481)	-	(198,481)
7492 - Millers Flat Pool	16,444	3,371	-	19,815	3,167	22,981	-	22,981
	<u>285,234</u>	<u>19,851</u>	<u>(1,447)</u>	<u>303,639</u>	<u>(232,588)</u>	<u>71,051</u>		<u>71,051</u>
Teviot Ward Services Rate								
7111 - General Revenues & Development Roxburgh	689,170	34,307	-	723,477	42,610	766,087	-	766,087
7341 - Forestry Roxburgh	-	-	-	-	-	-	-	-
7351 - Endowment Land Roxburgh	171,117	2,558	(7,537)	166,137	(4,656)	161,482	-	161,482
7353 - Other Property Roxburgh	-	-	-	-	-	-	-	-
7431 - Roxburgh Grants	28,566	407	(13,595)	15,378	290	15,668	-	15,668
7451 - Millers Flat Recreation Reserve Committee	11,768	174	(8,324)	3,618	(2,981)	637	-	637
	<u>900,620</u>	<u>37,447</u>	<u>(29,457)</u>	<u>908,610</u>	<u>35,264</u>	<u>943,874</u>		<u>943,874</u>
Teviot Ward Services Charge								
7211 - Elected Members Teviot Valley	-	-	-	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>		<u>-</u>
Teviot Ward Specific Reserves								
7130 - CE Horseshoe Bend Fund	1,720	116	(1,836)	0	13	13	-	13
7131 - Roxburgh Hydro Village Upgrade Fund	(163)	-	(2)	(165)	-	(165)	-	(165)
	<u>1,557</u>	<u>116</u>	<u>(1,838)</u>	<u>(165)</u>	<u>13</u>	<u>(152)</u>		<u>(152)</u>
Teviot Ward Development Fund								
7122 - Teviot Valley Reserves Contribution	77,962	12,667	(903)	89,726	1,554	91,280	-	91,280
	<u>77,962</u>	<u>12,667</u>	<u>(903)</u>	<u>89,726</u>	<u>1,554</u>	<u>91,280</u>		<u>91,280</u>
Grand Total	1,280,057	70,293	(33,644)	1,316,706	(195,523)	1,121,183	-	1,121,183
*2021/22 Revised Closing Balance does not factor in the district-wide reserves of \$16.7M								

6 MAYOR'S REPORT

21.9.5 MAYOR'S REPORT

Doc ID: 559265

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Teviot Valley 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

21.9.6 CHAIR'S REPORT

Doc ID: 559266

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

21.9.7 MEMBERS' REPORTS

Doc ID: 559267

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

21.9.8 NOVEMBER 2021 GOVERNANCE REPORT

Doc ID: 559057

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

Status Report

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

Legacy Status Report

The legacy status reports have been updated with any actions since the previous meeting (see appendix 2).

Teviot Valley Community Board Forward Work Programme

The TVCB Forward Work Programme has been updated (see appendix 3).

3. Attachments

Appendix 1 - TVCB Status Reports [↓](#)

Appendix 2 - TVCB Legacy Status Report [↓](#)

Appendix 3 - TVCB Forward Work Programme [↓](#)

Report author:

Reviewed and authorised by:



Wayne McEnteer
Governance Support Officer
11/11/2021



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

Meeting	Report Title	Resolution No	Resolution	Officer	Status
22/04/2021	Roxburgh Entertainment Centre - Stage Upgrade Project	21.3.2	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the Roxburgh Entertainment Centre Stage Upgrade Project to proceed. Additional funding of \$15,500 to be funded from the Roxburgh Entertainment Centre's depreciated reserves account.</p>	Property and Facilities Officer (Vincent and Teviot Valley)	<p>28 Apr 2021 Action memo sent to the Property and Facilities Officer - Vincent and Teviot Valley</p> <p>08 Jun 2021 Construction work to be coordinated with the Roxburgh Entertainment Centre Improvement and Promotions Group's install of the new cinema screen. Awaiting installation date from community group.</p> <p>16 Jun 2021 Awaiting update from the Roxburgh Entertainment Centre Promotions Group in respect of when the screen will be installed so the balance of the work can be carried out at the same time.</p> <p>19 Jul 2021 Awaiting update from the Roxburgh Entertainment Centre and Promotions Group. They are waiting on advice from the structural engineer with regards to fixings for the cinema screen.</p> <p>25 Aug 2021 A meeting with the structural engineer and representative from the Roxburgh Entertainment Centre Improvement and Promotions Group (RECIP) has occurred. The Engineer is to provide drawings of the fixings required for the screen to RECIP by the end of August.</p> <p>21 Sep 2021</p>

					<p>RECIP has received the Engineer's drawings of the screen fixings and is planning installation of the screen. The newly-purchased scaffolding was erected to access the auditorium bar. All lights were tested and found to be safe. Lights were weighed and bar dimensions taken. This information was provided to the Engineer to calculate whether the bar is safe as-is, now that it is shackled to the truss and accessed by scaffolding.</p> <p>08 Nov 2021 Council and RECIP have received the engineers advice around existing lighting bar. There is a possibility that it is safe to leave in place if the weight on the bar is limited. RECIP considering this possibility. Staff are working with RECIP to develop a site specific safety plan for the installation of the screen and new curtain rail.</p>
17/06/2021	Allocation of Teviot Valley Walkways Reserve Fund	21.5.2	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the proposed work programme and expenditure to come from the Teviot Valley Walkways Reserve.</p> <p>C. Agrees to retain the Teviot Valley Walkways Reserve account.</p> <p>D. Recommend to Council that the delegation from the Teviot Valley Community Board to the Teviot Valley Walkways Committee be reviewed as part of the next delegation manual update.</p>	Parks Officer - Projects	<p>21 Jun 2021 Action memo sent to Parks Officer - Projects and Finance</p> <p>19 Jul 2021 Signage design being completed on a site-by-site basis, starting with the River Track. Improvements on Grovers Hill will wait until the wind-blown forestry damage is removed.</p> <p>24 Aug 2021 Staff working with Walkways Committee to implement signage and track improvements</p> <p>08 Oct 2021 Staff continue to work with Walkways Committee to implement signage and track improvements</p> <p>10 Nov 2021 Staff are working with the Walkways Committee to implement signage and track improvements.</p>

21/10/2021	Promotion Grant Applications 2021 - 22 First Round	21.8.2	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Declines a promotions grant for the Central Otago District Arts Trust.</p> <p>GRA210750614 Central Otago District Arts Trust – Cover to Cover events – graphic design</p> <p>Year 1 LTP 2021/22 applied \$700 Decline: \$0</p> <p>C. Approves a promotions grant for Cavalcade Host Town Committee of \$2,500 to be funded from the Roxburgh Promotions Reserve (7033) for marquee hire.</p> <p>GRA210925282 The Cavalcade Host Town Committee Inc. - Millers Flat Cavalcade 2022</p> <p>Year 1 LTP 2021/2022 applied \$10,304 Approve: \$2,500</p> <p>D. Approves a promotions grant of \$500 to be funded from the Teviot Valley Promotions budget for marketing and promotions costs.</p> <p>GRA210804641 Teviot Prospects Cherry Chaos Event Management and Marketing</p> <p>Year 1 LTP 2021/22 applied \$2,000 Approve: \$500</p> <p>Year 2 LTP 2022/23 applied \$2,000 Decline: \$0</p> <p>Year 3 LTP 2023/24 applied \$2,000 Decline: \$0</p>	Media and Marketing Manager	<p>28 Oct 2021 Action memo sent to the Media and Marketing Manager and to Finance.</p> <p>08 Nov 2021 Applicants advised of Board decision with details on when and how to draw down approved grants</p>
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21/10/2021	Teviot Valley Community Board Community Grant Applications 2021-24 Financial Year	21.8.3	<p>That the Teviot Valley 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 Roxburgh Pioneer Energy Brass Band to cover power, insurance and rates</p> <p style="text-align: right;">2021/22 Requested: \$2,000 Approve: \$2,000</p> <p style="text-align: right;">2022/23 Requested: \$2,000 Decline: \$0</p> <p style="text-align: right;">2023/24 Requested: \$2,000 Decline: \$0</p>	Community Development Officer	<p>28 Oct 2021 Action memo sent to the Community Development Officer and to Finance.</p> <p>08 Nov 2021 Applicant has been informed of outcome of their application, and details for uplifting grant have been provided. Invoice has been received from the applicant. CLOSED</p>
21/10/2021	Proposed Road Stopping - Unnamed Road off Roxburgh East Road	21.8.4	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <ul style="list-style-type: none"> - Agrees to approve the proposal to stop the unnamed unformed road, and to legalise the existing formation of Roxburgh East Road as shown in figure 4 (Legalisation Plan) by: <p>Subject to:</p> <ul style="list-style-type: none"> - Public notification and advertising in accordance with the Local Government Act 1974. - No objections being received within the objection period. - An easement (in gross) in favour of (and as approved by) Aurora Energy Limited being 	Statutory Property Officer	<p>28 Oct 2021 Action memo sent to the Statutory Property Officer.</p> <p>03 Nov 2021 Report to Council's meeting of 08 December 2021 finalised and awaiting presentation.</p>

			<p>registered over the areas marked 'A' to 'D' in figure 4 (Legalisation Plan).</p> <ul style="list-style-type: none"> - Council and the applicant sharing the survey costs. - The applicant paying for the land at valuation, and all other costs associated with the stopping. - The final survey plan being approved by the Chief Executive Officer. <p>B. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>		
21/10/2021	Proposed Road Stopping (Partial Width) - Adjacent to 56 Ladymith Road	21.8.5	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. To recommend to Council to approve the proposal to stop an unformed portion of Ladysmith Road, being approximately 340 square metres as shown in figure 4, subject to:</p> <ul style="list-style-type: none"> - The applicant paying for the land at valuation as prescribed in the Public Works Act 1981. - The applicant paying all other costs associated with the stopping. - The land being amalgamated with the applicant's Record of Title. - An easement (in gross) in favour of (and as approved by) Aurora Energy Limited being registered on the applicant's Record of Title. - The final survey plan being approved by the Chief Executive Officer. <p>C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>	Statutory Property Officer	<p>28 Oct 2021 Action memo sent to the Statutory Property Officer.</p> <p>03 Nov 2021 Report to Council's meeting of 08 December 2021 finalised and awaiting presentation.</p>

21/10/2021	2022 Meeting Schedule	21.8.6	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Adopts the proposed 2022 meeting schedule for the Teviot Valley Community Board.</p>	Governance Manager	<p>28 Oct 2021 Action memo sent to the Governance Manager.</p> <p>08 Nov 2021 2022 meeting dates have been adopted by the Community Board MATTER CLOSED</p>

Teviot Valley Community Board Legacy Status Report on Resolutions

Planning and Environment

Resolution 19.9.6 – November 2019

Otago Fish and Game Council Proposal to Construct a Jetty and Walking Track at Pinders Pond, Roxburgh. (COM 07-65-006)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** in principle to the proposal to construct a floating pontoon and associated walking track on Pinders Pond Reserve, and to initiate community engagement on the proposal.
- C. **Notes** that a further report will be presented that conveys the findings from the community engagement process and informs a final decision.

STATUS

ON HOLD

August 2021 – Further correspondence sent attempting to progress project. Project unable to progress until able to engage with Contact Energy.

February – July 2021 – Contact was made with Contact Energy Ltd. prior to Christmas requesting a status update. Awaiting detail design material.

December 2020 – Awaiting detail design material.

November 2020 – Awaiting detail design material. The planned consultation process is likely to be rescheduled into 2021.

September 2020 – Design detail work is progressing.

July 2020 – Design detail has not yet been received.

June 2020 – Initial scoping of the site and advice on the track detail has been completed by Contact Energy Ltd. Awaiting design detail from Otago Fish and Game Council and Contact Energy so that public consultation can be carried out.

April 2020 – Plans have not yet been made available to plan the community engagement process.

January 2020 – Otago Fish and Game Council and Contact Energy are to provide Council with design drawings for the community engagement process.

December 2019 – Action memo sent to the Parks Officer Projects

<p align="center">Teviot Valley Community Board Forward Work Programme 2021/22</p>	
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[illegible]

Other Council and external priorities:

Area of work and Lead Department	Reason for work	Expected timeframes											
		Nov 21	Dec21	Jan22	Feb22	Mar22	Apr 22	May22	Jun22	Jul22	Aug22	Sep22	Oct22
Lake Onslow Proposal													
Lake Onslow Proposal Chair of TVCB/Economic Development Manager	Key central government legislative priority	Stage 1: Feasibility study; Board meeting/update TBC											
Sustainability Strategy Action Plan													
Sustainability Strategy Environmental Services Manager/Executive Manager Infrastructure	Key Council priority				Council update							Council update	
Roxburgh Pool													
Roxburgh Pool Chair of Roxburgh Swimming Pool Committee/Executive Manager Planning and Environment	Key community priority	Start minor demolition	Outcome from lotteries application known; building consent complete		Construction								

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 3 February 2022.