

AGENDA

Ordinary Council Meeting Wednesday, 8 December 2021

Date: Wednesday, 8 December 2021

Time: 10.30 am

Location: Ngā Hau e Whā, William Fraser Building

1 Dunorling Street, Alexandra

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

Council's website.

Sanchia Jacobs
Chief Executive Officer

Notice is hereby given that a Meeting of Central Otago District Council will be held in Ngā Hau e Whā, William Fraser Building, 1 Dunorling Street,

Alexandra on

Wednesday, 8 December 2021 at 10.30 am

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

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

In Attendence S Jacobs (Chief Executive Officer), L Macdonald (Executive Manager - Corporate Services), J Muir (Executive Manager - Infrastructure Services), L van der Voort (Executive Manager - Planning and Environment), S Righarts (Chief Advisor), M De Cort (Communications Coordinator), R Williams (Governance Manager)

- 1 **APOLOGIES**
- 2 **PUBLIC FORUM**
- 3 **CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 3 November 2021

MINUTES OF A COUNCIL MEETING OF THE CENTRAL OTAGO DISTRICT COUNCIL HELD AT NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET, ALEXANDRA ON WEDNESDAY, 3 NOVEMBER 2021 COMMENCING AT 10.30 AM

PRESENT: His Worship the Mayor T Cadogan (Chairperson), Cr N Gillespie, Cr T Alley,

Cr S Calvert, Cr I Cooney, Cr S Duncan, Cr S Jeffery, Cr C Laws, Cr N McKinlay,

Cr M McPherson, Cr T Paterson

IN ATTENDANCE: L van der Voort (Acting Chief Executive Officer), L Macdonald (Executive

Manager - Corporate Services), J Muir (Executive Manager - Infrastructure Services), G Robinson (Acting Executive Manager - Planning and Environment), S Righarts (Chief Advisor), J McCallum (Roading Manager), D Rushbrook (General Manager Tourism Central Otago), A Crosbie (Senior Strategy Advisor), G Bailey (Parks and Recreation Manager), A Rodgers (Principal Policy Planner), I Evans (Water Services Manager), Q Penniall (Environmental Engineering Manager), M De Cort (Communications

Coordinator), R Williams (Governance Manager)

1 APOLOGIES

RESOLUTION

Moved: Gillespie Seconded: Alley

That apology from Cr L Claridge be received and accepted.

CARRIED

2 PUBLIC FORUM VIA MICROSOFT TEAMS

<u>Stu Calder of Calder Surveying</u> spoke on behalf of the applicant to form an unformed legal road for property access at Cambrians before responding to questions.

<u>Thomas Cardy</u> spoke as a submitter on the application to form an unformed legal road for property access at Cambrians before responding to questions.

<u>Janet McDonald and Gill Booth</u> had sent in and spoke to feedback from the community about the three waters reform before responding to questions.

<u>Don Sparks and Hugh McIntyre</u> had circulated a paper to Councillors about CouncilMARK and responded to questions.

<u>Jamie Seymour from the Otago Southland Cancer Society</u> spoke about the proposed Smokefree and Vapefree Policy.

3 CONFIRMATION OF MINUTES

RESOLUTION

Moved: Cooney Seconded: Jeffery

That the public minutes of the Ordinary Council Meeting held on 22 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

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

21.8.2 FORMING OF UNFORMED LEGAL ROAD - CAMBRIANS

To consider an application to form an unformed legal road for property access at Cambrians.

RESOLUTION

Moved: McPherson Seconded: Paterson

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the request to form an unformed legal road to provide property access for the applicant, with the following conditions:
 - (i) The road be formed to the relevant right of way subdivision standard.
 - (ii) The road be surveyed to ensure construction occurs within the legal alignment.
 - (iii) The survey and road construction are undertaken at no cost to Council.
 - (iv) The applicant is responsible for maintaining the road in the future to a safe standard. If Council does not believe the condition of the road is safe and the applicant does not remedy this after notification, then Council may undertake work to make the road safe and recover this cost from the applicant.
 - (v) The applicant acknowledges they are aware that Council does not accept any responsibility for future maintenance costs.
 - (vi) The applicant shall not locate any improvements on the road without the prior consent of the Council.
 - (vii) The applicant shall not impede others from using the road.
 - (viii) All costs associated with fencing and cattle stops will be the responsibility of the applicant.

(ix) As the existing track from the end of Cambrian Road is not maintained by Council, all costs associated to provide suitable access to form this section of unformed legal road will be the responsibility of the applicant (i.e. the existing track to reach this area may require metalling prior to construction being undertaken)

CARRIED

Note: Cr Jefferies assumed the Chair as the Economic Development and Community Facilities Portfolio lead.

21.8.3 I-SITE NZ FUTURE NETWORK PROPOSAL

To approve non-binding expressions of interest be submitted for Ranfurly and Roxburgh i-SITE's to remain in the VIN Inc future network and a non-binding expression of interest be submitted on behalf of Alexandra and Cromwell Information Centres as outlined in the proposal document.

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RESOLUTION

Moved: McPherson

Seconded: Alley

That the Council

- A. Receives the report and accepts the level of significance.
- B. Authorises staff to submit a non-binding expression of interest on behalf of Ranfurly and Roxburgh i-SITEs to become Tier Two centres.
- C. Authorises staff to submit a non-binding expression of interest on behalf of Alexandra and Cromwell information centres to become Tier One or Two centres.

CARRIED

21.8.4 SMOKEFREE AND VAPEFREE POLICY UPDATE

To consider the Smokefree and Vapefree Policy developed through the review of the existing Smokefree Policy.

RESOLUTION

Moved: Cadogan Seconded: Duncan

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopt the updated Smokefree and Vapefree Policy

CARRIED

<u>Note</u>: Cr Gillespie and other members of the Hearings Panel noted that they had considered the proposal in item 21.8.5 and would not be withdrawing from the item.

21.8.5 PROPOSAL TO REVOKE PART OF THE GREENWAY RESERVE OFF WAENGA DRIVE, CROMWELL

To consider a recommendation from the Hearings Panel to revoke the Local Purpose (Amenity) Reserve classification for 619m² (subject to survey) from Lot 201 DP 359519 which is part of Waenga Drive Greenway Reserve.

A correction to minutes of the Hearings Panel was noted, with Irene and Dave Wallace being in

attendance when the hearing reconvened on 5 October 2021.

RESOLUTION

Moved: **Duncan** Seconded: Cadogan

That the Council

- Α. Receives the report and accepts the level of significance.
- B. Agrees with the Hearings Panel recommendation to the revocation of the Local Purpose (Amenity) Reserve classification from the specified 619m2 (subject to survey) area from Lot 201 DP 359519.
- C. Agrees to notify the Minister of Conservation in writing of the resolution and request the revocation be approved and notified by Gazette notice.

CARRIED

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

Note: The Mayor left at 11.45 am and returned at 11.47 am.

Note: Cr Cooney left the meeting at 11.48 am.

21.8.6 **PLAN CHANGE 17 - GIS MAPPING**

To consider approval of Plan Change 17.

RESOLUTION

Moved: **Duncan** Seconded: **Jeffery**

That the Council

- Α. Receives the report and accepts the level of significance.
- В. Approves Plan Change 17 without modification in accordance with Clause 10 (1) of the First Schedule to the Resource Management Act 1991.
- C. Directs that the decision to approve Plan Change 17 be publicly notified, and the Central Otago District Plan be amended.

CARRIED

Note: Cr Cooney returned to the meeting at 11.50 am.

21.8.7 RMA REFORM UPDATE

To provide an update on the Resource Management reform.

RESOLUTION

Moved: Gillespie Seconded: Jeffery

That the report be received.

CARRIED

Note: Cr McKinlay assumed the Chair as the Three Waters Portfolio lead.

21.8.8 OPTIONS FOR DISINFECTION OF COMMUNITY WATER SUPPLIES

To consider future options for disinfection of community water supplies to provide bacterial treatment.

RESOLUTION

Moved: Cooney Seconded: Duncan

That the Council

- A. Receives the report and accepts the level of significance.
- B. Notes that current chemical deliveries arrangements result in a lack of resilience in provision of service.
- C. Directs staff to provide a report outlining the work required to meet Hazardous Substances and New Organism Act requirements for the delivery of chlorine to existing treatment sites.
- D. Agrees to the phased transition of chlorine gas disinfection as community water supplies are upgraded

CARRIED

Note: The Mayor assumed the Chair.

Note: Cr Alley left the meeting at 12.07 pm and returned at 12.09 pm.

21.8.9 WASTE SERVICES REVIEW FEEDBACK RESULTS

To consider the results from the waste services review survey.

RESOLUTION

Moved: Cadogan Seconded: Duncan

That the report be received.

CARRIED

Note: Items 21.8.13, 21.8.14, 21.8.15, 21.8.16, 21.8.17, 21.8.18, 21.8.19 and 21.8.11 were taken at this point.

7 STATUS REPORTS

21.8.13 NOVEMBER 2021 GOVERNANCE REPORT

To report on items of general interest, receive minutes and updates from key organisations, consider Council's forward work programme and the legacy and current status report updates.

RESOLUTION

Moved: McPherson Seconded: Jeffery

That the Council receives the report.

CARRIED

8 COMMUNITY BOARD MINUTES

21.8.14 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 11 OCTOBER 2021

RESOLUTION

Moved: Cooney Seconded: McKinlay

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 11 October 2021 be noted.

CARRIED

21.8.15 MINUTES OF THE MANIOTOTO COMMUNITY BOARD MEETING HELD ON 14 OCTOBER 2021

RESOLUTION

Moved: Cooney Seconded: McKinlay

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 14 October 2021 be noted.

CARRIED

21.8.16 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 19
OCTOBER 2021

RESOLUTION

Moved: Cooney Seconded: McKinlay

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 19 October 2021 be noted.

CARRIED

21.8.17 MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 21

OCTOBER 2021

RESOLUTION

Moved: Cooney Seconded: McKinlay

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 21 October 2021 be noted.

CARRIED

9 COMMITTEE MINUTES

21.8.18 ASSESSMENT COMMITTEE MINUTES

To note the confirmed minutes of the Assessment Committee meeting held on Tuesday 16 March 2021.

RESOLUTION

Moved: Calvert Seconded: Alley

That the minutes of the meeting of the Assessment Committee held on 16 March 2021 be noted.

CARRIED

21.8.19 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 1 OCTOBER

2021

RESOLUTION

Moved: Jeffery Seconded: Alley

That the unconfirmed Minutes of the Audit and Risk Committee Meeting held on 1 October 2021 be noted.

CARRIED

21.8.11 **2022 MEETING SCHEDULE**

To approve a schedule of meetings for 2022.

RESOLUTION

Moved: Cadogan Seconded: Alley

That the Council

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

CARRIED

Note: The meeting adjourned at 12.20 pm and reconvened at 1.05 pm.

21.8.10 COUNCILMARK PROGRAMME

To provide an outline of the CouncilMARK programme run by Local Government New Zealand and provide advice on this Council's participation in the programme.

There was a discussion about the benefits of participating in the CouncilMARK programme and the staffing and financial resourcing required to participate in it.

Following discussion and the loss of the original motion, it was agreed that the Mayor would discuss participation in the programme with other Mayors and report back to the January meeting.

MOTION

Moved: McKinlay Seconded: Duncan

That the Council

- A. Receives the report and accepts the level of significance.
- B. Notes that the CouncilMARK programme is a programme designed to review organisational performance.
- C. Notes that participation in the programme is very resource intensive and the organisation is currently juggling multiple work programme commitments.
- D. Agrees to not participate in this programme at this point of time.

LOST on a show of hands 5:6

RESOLUTION

Moved: Cadogan Seconded: Alley

That the Council

- A. Receives the report and accepts the level of significance.
- B. That the Mayor brings to the January Council meeting information from other Mayors as to the benefits or otherwise of participation in CouncilMARK.

CARRIED with Cr Cooney recording his vote against.

6 MAYOR'S REPORT

21.8.12 NOVEMBER 2021 MAYOR'S REPORT

In speaking to his report, the Mayor reflected on the three waters reforms process and the recent decision by Central Government to mandate the decision. He noted that the Central Otago community had the expectation that that they would be heard through the reform process and he would like something done about that. He then invited Councillors to share their views on the reforms.

It was agreed that the Mayor and Three Waters portfolio lead would write an open letter to the Government expressing the concerns outlined.

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RESOLUTION

Moved: Cadogan Seconded: Gillespie

That the Council receives the report.

CARRIED

10 DATE OF NEXT MEETING

The date of the next scheduled meeting is 8 December 2021.

11 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION

Moved: Cadogan Seconded: Gillespie

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of the Ordinary Council Meeting	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
21.8.20 - Minor Boundary Adjustment	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for

	(including commercial and industrial negotiations)	which good reason for withholding would exist under section 6 or section 7
21.8.21 - William Fraser Coal Fired Boiler Replacement	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
21.8.22 - Lake Dunstan Water Supply Project Report	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
21.8.23 - Contract for provision of Enviroschools education	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
21.8.24 - An update of the draft non-audited Annual Report 2020/21	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
21.8.25 - November 2021 Confidential Governance Report	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
21.8.26 - Confidential Minutes of the Vincent Community Board Meeting held on 11 October 2021	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
21.8.27 - Confidential Minutes of the Maniototo Community Board Meeting held on 14 October 2021	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for

	(including commercial and industrial negotiations)	withholding would exist under section 6 or section 7
21.8.28 - Confidential Minutes of the Cromwell Community Board Meeting held on 19 October 2021	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
21.8.29 - Confidential Minutes of the Audit and Risk Committee Meeting held on 1 October 2021	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(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 s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest s7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege 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) s7(2)(j) - 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

Council Meeting Agenda	8 December 2021
	CARRIED



4 DECLARATION OF INTEREST

21.9.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 560229

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 - Interest Register J

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Tamah Alley	Manuherikia Irrigation Co-operative (shareholder) Cromwell Youth Trust (Trustee) Blue Light Central Lakes (Chair) NZ Police (Sworn Constable) Oamaru Landing Service (OLS) (family connection) Cliff Care Ltd (family connection)	Manuherikia Irrigation Co-operative Society Ltd (shareholder) Emergency Management Otago Group Controller (employee)	
Tim Cadogan	Alexandra Musical Society (member) Otago Chamber of Commerce Central Otago Advisory Group member Dunstan Golf Club (member) Alexandra Squash Club (member)	Two Paddocks (employee) Blossom Festival Committee member FarmFresh (Family member sells for this entity)	Airport Reference Group Maniototo Curling International Inc Eden Hore Steering Group Tourism Central Otago Advisory Board Ministerial Working Group on Responsible Camping LGNZ Governance and Strategy Group
Shirley Calvert	Central Otago Health Services Ltd (Employee) Cromwell Rotary (member) Cromwell and District Community Trust Old Cromwell Town (subscription member)		Central Otago Wilding Conifer Group
Lynley Claridge	Affinity Funerals (Director) Central Otago Chamber of Commerce (Advisory Panel)	Affinity Funerals (Shareholder)	Alexandra Council for Social Services
Ian Cooney	Castlewood Nursing Home (Employee)		Omakau Recreation Reserve Committee Promote Alexandra

Item 21.9.1 - Appendix 1

Stuart Duncan	Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (shareholder) Penvose Investments - Dairy Farm at Patearoa (shareholder) Fire and Emergency New Zealand (member) JD Pat Ltd (Shareholder and Director)	Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (shareholder) Penvose Investments - Dairy Farm at Patearoa (shareholder)	Otago Regional Transport Committee Patearoa Recreation Reserve Committee Design and Location of the Sun for the Interplanetary Cycle Trail Working Group
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
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		

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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)		
Martin McPherson	Alexandra Blossom Festival	CODC (employee) CODC (employee) (Daughter)	
Tracy Paterson	Matakanui Station (Director and shareholder) Matakanui Development Co (Director and shareholder) A and T Paterson Family Trust (trustee) A Paterson Family Trust (trustee) Central Otago Health Inc (Chair) Bob Turnbull Trust (Trustee / Chair) John McGlashan Board of Trustees (member) New Zealand Wool Classers Association (board member) Central Otago A&P Association (member)	Matakanui Station (director and shareholder) Matakanui Development Co (director and shareholder) A Paterson Family Trust (trustee) A and T Paterson Family Trust (trustee) Federated Farmers (on the executive team) Omakau Irrigation Co (director) Matakanui Combined Rugby Football Club (President) Manuherikia Catchment Group (member) Omakau Domain Board	Central Otago Health Inc Manuherikia River Group

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5 REPORTS

21.9.2 COUNCIL COMMUNITY GRANT ACCOUNTABILITY REPORTS 2020/21

Doc ID: 557643

1. Purpose

To provide a report on the activity of the Central Otago District Arts Trust, the Central Otago Heritage Trust and Sport Otago over the past financial year.

Recommendations

That the report be received.

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2. Discussion

In line with the 2019 Grant Policy, applicants who receive \$10,000 and above are required to report back to Council in person.¹ This report includes accountability reports from Central Otago District Arts Trust, Central Otago Heritage Trust and Sport Otago. Each group received the following grant for the 2020/21 financial year:

Central Otago District Arts Trust	\$35,000
Central Otago Heritage Trust	\$40,000
Sport Otago	\$41,549

Central Otago District Arts Trust

The Central Otago District Arts Trust (CODAT) is a charitable trust that was formed in 2009, following the creation of the first Central Otago District Arts Strategy. The current Arts Strategy was developed in 2013 is reviewed annually and council staff have been involved in the process. While the focus of this is on public art, the breadth of activities undertaken by the Trust over the 2020/21 year is substantial, and a list of outcomes is included in the attached report (Appendix 1)..

The role of CODAT is to implement the Central Otago District Arts Strategy. CODAT received a grant of \$35,000 from Council for the 2020/21 financial year. This grant contributed to the operational costs of CODAT, though the Trust's financial report for 2020/21 (attached) demonstrates that they have also generated some income from other sources to enable them to carry out additional activities. The Trust has eight trustees (2 from Teviot Valley, 1 from Cromwell, 1 from Maniototo and 4 from Alexandra).

Central Otago Heritage Trust

The Central Otago Heritage Trust is a community organisation that coordinates and represents the collective interests of Central Otago's heritage sector. The Trust successfully

¹ Sport Otago is unavailable to attend the 8 December 2021 meeting date, but gave a presentation at the public forum of the 22 September 2021 Council meeting, outlining activities and outcomes of the 2020/21 financial year; a report is attached.

applied for funding from Council of \$40,000 per annum for three years through Council's 2018-2028 10 Year Plan submission process (resolution 18.6.3).

In 2018 the Trust gained heritage sector consensus and ratification for the *Central Otago Heritage Strategy* and *Plan* (attached). Once adopted by the community, the Trust was tasked with overseeing the strategy and delivering the action points within the Central Otago Heritage Plan. In the 2020/21 financial year the Trust appointed a new part-time coordinator, and undertook a review of the heritage strategy, which was sent out to their members for feedback. The final revised strategy is attached (Appendix 2).

Sport Otago

Sport Otago has received an annual grant from Council since 2001, and this has remained at \$41,549 per annum since 2015. In addition to this grant, Council's Parks and Recreation budget funds \$9,890+GST to cover the cost of renting office space at the Cromwell Pool. This grant funding contributes to salaries for three staff based in Central Otago, and includes human resources, programme delivery resources, general operational costs and travel costs. Sport Otago works with Council's Parks and Reserves team annually to adjust work plans and set priorities.

The accountability report (Appendix 3) highlights that the financial year was affected by COVID-19, including restricted activities during different levels of COVID recovery. The organisation also accepted the resignation of a long serving Sport Central employee, and replacing this person took time, which meant that salary savings were gained. The savings in salary costs during this time were reinvested into Sport Central to replace some resources used to support ongoing Sport Central delivery; these have also been made available for community groups to use.

3. Attachments

Appendix 1 - CODAT Accountability Report 2020-21.pdf

Appendix 2 - COHT Accountability Report 2020 21 pdf

Appendix 2 - COHT Accountability Report 2020-21.pdf J.

Appendix 3 - Sport Otago Accountability Report 2020-21.pdf J.

Report author:

Nikki Aaron

Community Development Officer

5/11/2021

Reviewed and authorised by:

Sanchia Jacobs

Chief Executive Officer

25/11/2021

Community Development -Grants Accountability GRA210914644



Grant Accountability

Original Application Number

unknown

The Applicant:

Organisaton Name Central Otago District Arts Trust

Project Name: Central Otago District Arts Trust - Operational Costs

 Contact
 Rebekah de Jong

 Phone
 022 017 0478

Email info@centralotagoarts.com

Address 14 Centennial Avenue, Alexandra 9320

The Project:

Amount granted by Central Otago District Council

Total cost of the project

If there was any significant variation from your original budget, what were the main reasons for this?

What outcomes were achieved from the project/event? (max 500 words)

35000.00 48559.00

The Arts Trust applies for additional funding from other organisations to complete projects in conjunction with the Central Otago Arts strategy directive. The total costs reflect this additional income we had received.

Continue to work on the primary action plan to develop Central Otago as an Arts Destination including working with Tourism Central Otago to incorporate arts experiences into their marketing material and developing and seeking funding for the People and Place project. Continue to promote and broaden the value of arts activities and encourage the support of activities that enable the public to actively participate in arts and cultural experiences for leisure and wellbeing purposes including working in association with local groups and organisations to identify arts opportunities for their workshops, events and organisational needs, i.e., Clyde Museum, Learning Hub, Light up Winter, Able Minds, Connect Cromwell, Cromwell Pottery Club, Across the Bridge, Winterstellar, Maniototo Arts etc. Continue to encourage the inclusion of public art in our infrastructure, including working in association with CODC on the Chorus box project and Teviot development and working with Lake Dunstan Trail reps to incorporate

art on the cycle trail interpretation panels and website. Working with community members on public art projects including Unichem, Cromwell Rotary and Connect Cromwell. Strengthening bonds with Arts Representatives from DCC and galleries, community arts representatives from Queenstown, Wanaka and further afield to increase the profile, open-up opportunities and further connect our artists and the arts in Central Otago as well as sit on some committees for, independent community arts groups across the district to support and encourage cohesion and maximise opportunities in the arts within Central Otago. Manage and update the region's main public art profile www.centralotagoarts.com and social media pages. Within this we include news articles, a Central Otago arts directory, Central Otago venue directory, an arts calendar, the Central Otago Arts Trail, educational and funding resources, and any opportunities in the arts relevant to our area. Manage the monthly What's on in the Arts in Central Otago newsletter including advertising all arts related events and opportunities in Central Otago on behalf of the district's community. Encourage collaboration between sectors cycling, wine, food, heritage - based on recognizing the contribution the arts can bring to attracting visitors to the region, including working with Central Otago Wine Growers Association to facilitate exhibitions in cellar doors. Encourage the inclusion of regional and international concerts on our arts calendar. Facilitate. provide access to, and an advisory service for, arts programs, exhibitions, workshops, art events across the district. Work with community organizations, groups, community members, businesses, and the CODC to achieve the best possible outcomes for their projects with art components. Advocate the benefits of children and young people's exposure to the arts and provide access to art experiences for young people, including the annual NZQA Art Exhibition at Central Stories, extramural art classes and youth art exhibitions. Help, where necessary to ensure arts projects are successful sometimes facilitating projects, sometimes helping to coordinate these. Continue to help with art exhibitions to the Central Stories Art Gallery, i.e. Muster of Artists, Winterstellar, Arts Gold and the Denis Kent Retrospective. Develop and seek additional funding to coordinate community art projects with the purpose of further achieving objectives outlined in The Central Otago Arts Strategy.

How did your organisation acknowledge the support of the Council grant?

When did you receive your grant funding? Support Documents Ticked

Grants of \$10,000 or more

The Arts Trust acknowledges the CODC on the www.centralotagoarts.com website and in any promotional activity we produce for events, exhibitions and brochures.

21/08/2020

- Proof of expenditure (including receipts, invoices and/or financial statements)
- · Photos of the event or project
- Copies of reviews or feedback relating to the project
- Annual report

Yes

p0

Declaration:

All information provided is complete and correct True
Have read and acknowledge the standard Central Otago Yes

Terms and Conditions of Grant Funding

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

 Name:
 Rebekah de Jong

 Date
 15/09/2021

Signature (5 kb)

Item 21.9.2 - Appendix 1



How the grant money 2020/21 was used.

The Arts Trust receives \$35,000 annually from the CODC to achieve objectives as outlined in the Central Otago Arts Strategy. The grant covers our operational costs which enables the Arts Coordinator to continue with core responsibilities relating to the Central Otago Arts Strategy. These include but are not limited to the following.

- *Continue to work on the primary action plan to develop Central Otago as an Arts Destination
- *Continue to promote and broaden the value of arts activities and encourage the support of activities that enable the public to actively participate in arts and cultural experiences for leisure and wellbeing purposes.
- *In general, CODAT is the first point of contact for all general arts-related queries within and outside of the Central Otago district.
- *Continue to encourage the inclusion of public art in our infrastructure.
- *Encourage and facilitate arts and cultural independent practitioners and groups to engage in local decision-making through participation.
- *Manage and update the region's main public art profile www.centralotagoarts.com and social media pages. Within this we include news articles, a Central Otago arts directory, Central Otago venue directory, an arts calendar, the Central Otago Arts Trail, educational and funding resources, and any opportunities in the arts relevant to our area.
- *Manage the What's on in the Arts in Central Otago newsletter. Includes advertising all arts related events and opportunities in Central Otago on behalf of the district's community.
- *Work with neighbouring districts to maximize positive outcomes in the arts for Central Otago.
- *Encourage multi-cultural collaboration between artists of all genres district wide.
- *Encourage collaboration between sectors cycling, wine, food, heritage based on recognizing the contribution the arts can bring to attracting visitors to the region.
- *Encourage the inclusion of regional and international concerts on our arts calendar.
- *Facilitate, provide access to, and advice for, arts programs, exhibitions, workshops, events across the district.
- *Work with community organizations, groups, community members, businesses, and the CODC to achieve the best possible outcomes for their projects with art components.
- *Advocate the benefits of children and young people's exposure to the arts provide access to art experiences for young people.
- *Help (where necessary) to ensure arts events are successful. Sometimes facilitating projects, sometimes helping to coordinate these.
- *Continue to provide assistance with art exhibitions to the Central Stories Art Gallery
- *Seek additional funding to coordinate community art projects with the purpose of further
- *Continue to aspire to the values of our Central Otago World of Difference identity brand.

The Arts Strategy is reviewed annually by 8 Trustees, (2 from Teviot, 1 from Cromwell, 1 from Maniototo and 4 from Alexandra), in conjunction with Central Otago District Council Community Development representatives, in accordance with the wants/ needs of the community as they arise. We have a volunteer treasurer who oversees our accounts.

In 2020/21 the \$35,000 covered the Arts coordinator's salary, overheads such as office rental, insurance, rates, phone, power, stationary, ACC and the www.centralotagoarts.com website hosting and domain name charges only.

The Arts Coordinator applies to funding organisations such as Central Lakes Trust, Otago Community Trust, Southern Lakes, Dept of Internal Affairs, Creative New Zealand, Trustpower Lend and Hand and more for costs to cover all other community arts projects we develop and coordinate.

Rebekah de Jong
Central Otago District Arts Trust
14-20 Centennial Avenue
Alexandra
info@centralotagoarts.com
www.centralotagoarts.com
022 017 0478

Report from the Chair Central Otago District Arts Trust Thursday 19th August 2021

If you are anything like me, you may have a *kete* – a storehouse - of material relating to your various interests, hobbies and organisations with which you are involved.

For some years I have been the kaitiaki/guardian of a treasure trove of documents in both hard and soft copy, going back to the inauguration of the Trust in 2008/2009. They sit safely, filed in secure boxes in a store cupboard at home and in the Cloud. Have I consulted them when I should have? - probably not; have I referred to them for advice and governance? - not very often. But this week, I thought to change my ways and was curious to look back at our <u>beginnings</u>.

In addition to all these records in hard copy, I also plugged in a memory stick compiled by our past and very competent secretary, Alan Janman. I was looking for a particular obscure piece of information and lo and behold, there it was - exactly where it should be - just waiting to be found.

What I'm really trying to illustrate, is that the <u>beginnings</u> - the Councilled community consultations and the subsequent arts strategy upon which the Trust was founded, resulted in establishing the commitments, ideals and principles which we are still working with and are mindful of today - 13 years later -namely

"The purposes of the Trust are exclusively any purpose which benefits and promotes the arts and artistic endeavours and principles in the Central Otago District."

What has changed over the past 13 years? At our annual planning meeting in January this year, it was really encouraging to note that the high and medium priority objectives set down in 2009 have been completed - and we now have the freedom to concentrate on what remains. These are mainly public art projects which Rebekah will elaborate upon; there is little doubt that public art enlivens our space, gives us food for thought and contemplation - it's not always comfortable and it sometimes challenges us. It may be in the form of sculpture, installations, murals or other enhancement of the environment, like the Chorus boxes.

For some time, we have been tasked by TCO to produce high quality, professional images and text to illustrate the relationship between CO artists and their place – their environment. Out of delivering these obligations to CODC, and especially to the tourism arm of the Council, has come the exciting People and Place project – again, Rebekah will elaborate on this. Throughout 2020/2021, Dorothy Piper and I have been meeting regularly with representatives of TCO to keep them informed of what projects we are undertaking and seeing how we can further work together in the promotion of projects and events. We have found this mutual collaboration to be really effective, helpful and worthwhile.

This brings me to the question of financial support. Until now, CODAT has been generously funded by the CODC for our operational costs, the majority of this funding going towards the coordinator's salary. Council is to be congratulated for its long term commitment to the arts in the region and for acknowledging that support for the arts is crucial to economic, cultural and social development. However, since 2009 the amount we have received annually has remained unchanged and therefore, our coordinator's salary has also remained unchanged.

As you will be aware, from 1* July 2021 all Council and Community Board funding is contestable and we have duly applied for a continuation of our funding, but with an increase to take into account a wage increase for the Trust's coordinator. This would put the coordinator on an equal footing with other arts coordinators throughout New Zealand.

Rebekah will speak to projects already in hand and proposed. But I would like to specifically mention the unfortunate cancellation of the Arts Gold event in 2021. Established by CODAT in 2011, Arts Gold was run biennially by the Trust until 2017. Then, we started the gradual process of handing over the event to ADMI and Central Stories; firstly by providing some operational assistance in 2019, and followed by some lesser support and advice, in 2021 from CODAT.

The Trustees were extremely sad to learn that this important event on the national arts calendar was to be cancelled but we do understand that the current financial climate is unpredictable and challenging. We hope to see Arts Gold return as a major national arts event in 2023.

The Trustees and I don't wish to become embroiled in the Central Stories vs Council predicament except to say just one thing. In response to concerns raised by some artists, CODAT has pledged to continue advocating for local artists who are concerned that the only public art gallery exhibition space may be lost to them and I have approached Council accordingly. To support artists in their own environment is a strong and key commitment for CODAT – all artists in Central Otago need available gallery space in order to promote their work. The promotion of Central Otago as an arts destination lies at the very core of our Arts Strategy and it underpins every project we embark upon.

At this point I want to sincerely acknowledge the support of CODC and the four community boards who have supported us throughout the year. It would not be possible to operate without this support.

In addition to the Central Otago District Council, I would like to acknowledge the generous support of Central Lakes Trust, the Otago Community Trust, Pub Charities, Southern Lakes Trust, Creative Communities and many more.

Finally, I want to say how much I have enjoyed being part of this Trust over the past 13 years. I have learnt so much – I had never had reason to fill out funding applications until recently and I now understand why a great deal of Rebekah's time is spent on this time-consuming task. But that is just the way things are for all organisations such as ours.

We continue to be mindful of the fact that the arts are not only the visual arts. Being a bookworm and having a lifetime love of words, it has long been a dream of mine to establish a series of writers' talks in Central Otago, based on a very successful formula in the UK. The opportunity arose; funding applications were deposited; an author, venue and hospitality were secured; and with the generous assistance of Olivers in Clyde, Paper Plus and Bateman Press we were proud to be presenting the first Cover to Cover event on Sunday 26th September this year. Unfortunately, current Covid19/Delta variant restrictions both in Auckland and here, mean that his event cannot be held in the way it had been planned and it has now been postponed until 28th November.

I love being part of this group of active, enterprising and communityminded peers - we have fun and we enjoy seeing projects on paper come to life in the community. Thank you first to Rebekah - without her we would not be able to operate as we do; to Roger who has undertaken the secretarial role for the past year when his time has been very fragmented and much in demand; to Rachael Buttar who generously gives of her time and knowledge to assist us with our finances and accounting; to Jill Tosswill another long-term Trustee who is always helpful, wise and honest with her observations and ideas; to Russell Read for being an important link with the Teviot Valley; to Dorothy Piper, who is to step into the secretarial role and will soon join Russell in the Teviot Valley; to Amie Pont in the Maniototo; to Judy Lane who undertook the financial portfolio willingly for several years - we wish Judy bon voyage and lots of luck with settling back into life in the UK. And I welcome new Trustee Alan Coull who I know will contribute lots of new and innovative ideas.



Arts Coordinators Report - AGM September 2021

We have had another busy year with the completion of several projects and others in the planning stages.

Throughout 2020 and 2021, in addition to our core responsibilities, the Trust have assisted in the coordination of a number of public exhibitions and bought the NZQA Top Art Folio Exhibition to Central Otago.

We have helped with the planning stages of a selection of community arts projects and completed the first and started on the second phase of the Chorus Box Public Art initiative in association with the CODC.

We worked with cycle trail trust members to get Central Otago poetry on the Clyde to Cromwell cycle trail interpretation panels and are in discussion about incorporating links to the arts on online advertising material for this.

We have developed several literary projects which we hope to roll out toward the end of this year and continue in years to come.

We are working with the Clyde Museum on exhibition ideas which incorporate an art component.

We are assisting with plans to incorporate art into infrastructure upgrades in the Teviot.

After the success of the Teviot Valley Intercultural Mural, we received several enquiries from people across the district wanting to see similar things happening in their areas. Because of this, we are currently working on a major public art piece for Alexandra with a local business.

In response to requests from a number of community members we have been working with two separate organisations to establish some permanent art classes, across a range of disciplines for residents of Cromwell and surrounds.

I continue to communicate, and sit on some committees for, independent community arts groups across the district to support and encourage cohesion and maximise opportunities in the arts in Central Otago.

COVID presented us with a few curve balls which slowed the progress of some of our projects and made it more difficult to achieve the funding we required for others. A lot of my time this year has been occupied with the sometimes-frustrating process of generating money for the things we want to do—however, due to the recent success of some of these applications the end of 2021 and 2022 looks very encouraging.

In November Jan will be launching Cover to Cover, a series of conversations with renowned literary artists. The first of these will begin with an event at Oliver's where Fiona Sussman, an award-winning novelist and short story writer will talk about her work, writing, publishing and much more.

One of the Trusts overriding objectives is to ensure the arts are well resourced, promoted, supported, and fully integrated into the community to maximise social, cultural, and economic benefits to the Central Otago district. Especially, we aim to continue developing Central Otago as a significant arts destination. CODAT has been working on strengthening ties with Tourism Central Otago to achieve this. One of our primary focuses for the rest of 2021 is a project called People and Place. This project will tell the stories of artists and the arts in Central Otago. The Arts Trust plan to engage a professional journalist, photographer, and videographer to compile a suite of images, videos and stories which combined will be a valuable promotional and educational resource for Tourism Central Otago, The Central Otago District Council, The Central Otago Arts Trust, youth, artists, galleries, groups, the community, and for media to use in years to come. We will celebrate the completion of this project with an exhibition at Central Stories in August next year and subsequently tour this throughout the district in coming years. The project will align with Central Otago World of Difference Values, achieve objectives outlined in the Arts Strategy, support, and further invigorate our arts sector, and help to promote Central Otago as an attractive place to visit for everything happening in the arts.

The Trust continues to work in conjunction with other organisations outside of the district to maximise opportunities for the arts in Central. Recently the DCC held an Artists Bootcamp – a series of practical workshops based around the

non-glamorous but essential side of working as a creative. These workshops addressed things like:

- · Basic accounting practices; tax guidance
- · Pitching for work; contracts and negotiation
- · Meeting requirements for health and safety; insurance; compliance
- · Marketing and promotion; media training
- Professional practice, including ethical practice, mentoring, selfassessment

We are working with the DCC to bring some, or all these workshops to Central Otago in 2022.

This year, in line with new CODC policies, the Arts Trust have had to apply for a hardship grant as well as a grant toward ongoing operational costs, to enable us to continue for the next three years. The future of the Arts Trust relies on the approval of this application. We will wait with bated breath!

We are finding more and more people from outside of the region are contacting the Trust hoping to utilise our services with the general purpose of maximising opportunities for artists and organisations in NZ. In addition, we are now being approached by a younger generation of people wanting to develop careers in arts disciplines. This highlights the dynamic nature of our arts community and the strength and success of our support services in Central Otago.

The nature of the Arts Coordinator's position means the role grows organically, as opportunities are presented to us, and as we respond to the changing wants and needs of the people in our region. We hope to be able to continue to offer this service in years to come.

Finally, I would like to say thank you to Trustees whose tireless volunteer efforts ensure my position as Arts Coordinator is supported, and that the arts in Central Otago continue to flourish.

Rebekah de Jong

On Wed, 08 Sep 2021 09:32:04 +1200 Jan Hawkins <ian@sequoiafinewares.co.nz> wrote ----

Hi Rebekah

We had a great line-up for the festival, but sadly we have decided that things are too uncertain, and 2+ is too restricting to be able to go ahead.

As usual, you have been a great supporter, and we really do appreciate all you do for the festival, and for arts in general. We are all very lucky to have you!

I enclose the letter from the committee.

---- On Tue, 14 Sep 2021 10:35:44 +1200 Victoria Dawes <hello@victoriaclairedawes.com> wrote ----

In December 2019 I moved back to NZ after studying in the US and five years of creative practice and business development in Sheffield UK. The city of Sheffield has the largest population of artists and craftspeople in the UK outside of London. I was very fortunate to have a studio at Persistence Works which had over 100 artists and makers in the building. Needless to say, it is a big shift to make from a building that houses a huge creative community to the solace of a garage studio in Pisa Moorings. The Central Otago Arts Trust's website and trail maps were invaluable resources for me in mid-2020 as we emerged from Lockdown 1 and I began to start finding my feet within a very active but more spread out community of artists in Central Otago.

Since then, I have also received support from Rebekah at the trust in the form of guidance and most importantly a sounding board for me to start teaching pottery classes in Cromwell through the pottery club. As an artist, there is nothing like the freedom of having a solitary space to make and create, the backdrop of our beautiful environment provides that for us but without walls holding a community together the Central Otago Arts trust has provided me with the connection to the arts community that is widely spread across the region.

- Victoria Claire Dawes

On Thu, 25 Feb 2021 20:39:28 +1300 Annemarie Hope-Cross <annemarie@hopecrossphotography.com> wrote ----

Jan I loved your speech, and I thought the whole evening tonight was very worthwhile. I can't believe I nearly missed it... some folk need a whack around the head!!!

Anyway, thank you both for making it happen - you are stars.

Re: the news that we're talking about but not talking about (the Te Papa thing) - I'm not sure best how to (and even *whether to* make a song and dance about it... should I? shouldn't I?) but I'll talk more to Andrea about the brand partnership thing in the next wee while, and then I'll follow up with Ali re 'a story'.

The work itself (the set of 9 images from the "Still" series) has been paid for by Te Papa but has yet to be collected (they're sending an art pick up organisation) so I feel like it's early days yet - and I don't want to seem to be blowing my own trumpet. Is it fear of Tall Poppy syndrome? Then again, this is a Central Otago story - there have been key influences along the way who should be celebrated as part of Central Otago growing world class art... and that I can talk about and be thankful for... LOL

Take care and thank you again



WINTERSTELLAR

A Celebration of Matariki & the Otago Winter Night Sky

Winterstellar, PO Box 1, Alexandra 9340 T: +64 27 645 0619 E: info@winterstellar.com W: www.winterstellar.com

Tuesday, 14th September 2021

Kia ora Rebekah

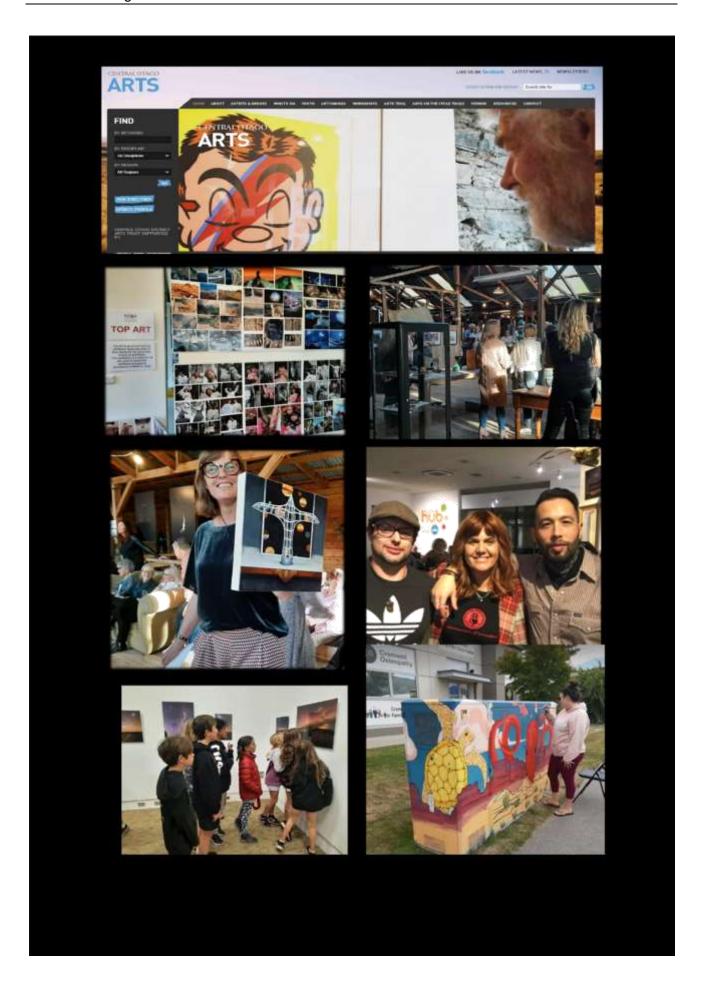
Thank you and the Central Otago District Art Trust for your tremendous support and invaluable help in putting on another successful Winterstellar Exhibition this year.

It's not an exaggeration to say the exhibition would not have been the same without your guidance and encouragement in developing the Winterstellar concept.

And your practical advice and direction in the arrangement of the installations came from a place of knowledge and experience we did not have.

Much appreciated.

Nga mihi Andy Davey



Profit and Loss

Central Otago District Arts Trust For the year ended 30 June 2021 Cash Basis

	2021	2020
Trading Income		
Annual Grant	35,000	35,000
Arts Coordinator Time	1,511	1,605
Arts Trail Registration	*	520
Featured Web Listing	1,470	1,050
Interest - Notice Saver	+	10
Other Funding	+	150
Teviot Valley Community Project	9,000	18,649
Total Trading Income	46,961	56,983
Gross Profit	46,981	56,983
Operating Expenses		
ACC Levy	118	97
Advertising - Art Awards		59
Advertising- General	59	533
Arts Trail - Advertising	438	436
Arts Trail - Printing Brochure	₩.	345
Bank Fees	1	
Consulting & Accounting	621	621
Coordinator Time - Arts Gold	813	
Coordinator Time - Denis Kent Exhibition	913	
Coordinator Time - Teviot Valley Community Project	600	
Electricity	386	366
Food & Beverage	337	364
General Expenses	210	
Gifts	290	200
Insurance	263	259
KiwiSaver Employer Contributions	1,215	142
Mileage	449	1,011
Office Lease	1,258	1,344
Postage, Printing & Stationery	315	250
Rates	119	83
Salaries	38,169	39,656
Telephone & Internet	634	733
Teviot Valley Community Project Expenses		16,476
Website - Foxymail	622	623
Website-Domain Names	316	316
Website-Hosting	414	276
Total Operating Expenses	48,559	64,190

Profit and Loss | Central Otago District Arts Trust

Profit and Loss

	202	1 2020
Net Profit	(1,578	(7,207)

Profit and Loss | Central Otago District Arts Trust

Community Development -Grants Accountability GRA210840545



Grant Accountability

Original Application Number

unknown

40000.00

The Applicant:

Organisaton Name Central Otago Heritage Trust Project Name: Central Otago Heritage Trust

Contact Maggie Hope Phone 0275702485

Email centralotagoheritagetrust@gmail.com Address 34 Sunderland Street, Clyde 9330

The Project:

Amount granted by Central Otago District Council

Total cost of the project

120000.00

If there was any significant variation from your original No budget, what were the main reasons for this?

What outcomes were achieved from the project/event? Our accountability report (attached) summarises progress (max 500 words)

in achieving the goals and associated tasks set out in our 2018 - 2021 plan. The Trust has recently held two workshops to update the Central Otago Heritage Plan. This document, once finalised, will guide our work programme over the next three years. The draft plan builds on the progress we have made since 2018. Ongoing conversations and collaborations with our members have confirmed that the community-inspired recommendations set out in 'Towards Better Heritage Outcomes', are still relevant today. This draft plan has been appended to our funding application and is currently out with our members for further feedback. The Trust has demonstrated that employing a part-time coordinator has: (i) fostered a more integrated and cohesive approach to identifying, preserving and celebrating Central Otago's heritage; (ii) resulted in raising additional project funding almost equal to that provided by Council. COHT appreciates the support of Council funding we have received over the last three years. We will now apply for further funding through

Council's contestable Community Fund for continued support. The Trust welcomes the opportunity for this to be a multi-year grant to provide us with a greater degree of certainty and encourage longer-term heritage planning.

How did your organisation acknowledge the support of

the Council grant?

Via our website (heritagecentralotago.org.nz, Annual Report & our quarterly newsletters

When did you receive your grant funding?

12/11/2020

Support Documents Ticked

 Proof of expenditure (including receipts, invoices and/or financial statements)

· Annual report

Grants of \$10,000 or more

Declaration:

All information provided is complete and correct

True

Have read and acknowledge the standard Central Otago Yes

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

Name: Maggie Hope
Date 23/08/2021

Signature (8 kb)

MI

Our plan 2021- 2024

The Trust has recently held two workshops to update the Central Otago Heritage Plan. This document, once finalised, will guide our work programme over the next three years.

The draft plan builds on the progress we have made since 2018. Ongoing conversations and collaborations with our members have confirmed that the community-inspired recommendations set out in 'Towards Better Heritage Outcomes', are still relevant today. This draft plan, appended to this report, is currently out with our members for further feedback and consultation.

Conclusion

The Trust has demonstrated that employing a part-time coordinator has:

- fostered a more integrated and cohesive approach to identifying, preserving and celebrating Central Otago's heritage
- · resulted in raising additional project funding almost equal to that provided by Council.

COHT appreciates the support of Council funding we have received over the last three years. We will now apply for further funding through Council's contestable Community Fund for continued support. The Trust would also welcome the opportunity for this to be a multi-year grant to provide us with a greater degree of certainty and encourage longer-term heritage planning.

CENTRAL OTAGO HERITAGE TRUST

34 Sunderland Street
Clyde 9330
info@heritagecentralotago.org.nz
www.heritagecentralotago.org.nz



COHT Annual Report February 2021

It is over two years since our last annual report and meeting. The extended period between the annual reports and meetings is largely due to the disruption from the pandemic - we had proposed to hold an annual meeting in early 2020 and partly due to that, and the delay in replacing our Heritage Co-ordinator, it didn't happen. But I can confirm, and will outline in some detail in this report, that solid progress has been made by the Trust, and a number of our heritage group members, over the period.

The Central Otago Heritage Trust (Trust) was established over 12 years ago on behalf of the region's major heritage groups. It has morphed somewhat over time but its key objectives continue to be to support our members in achieving their objectives and to coordinate the achievement of the region's heritage goals.

Based on community consultation, the Trust was tasked with overseeing a heritage strategy and the delivery of action points within the resulting Central Otago Heritage Plan. In 2018 the Central Otago District Council (Council) resolved to assist the Trust to deliver the objectives and actions set out within the Plan by providing \$40,000 per annum for three years to employ a part-time coordinator. This has successfully fostered a more integrated and cohesive approach to identifying, preserving and celebrating Central Otago's heritage.

The Trust Board appreciates the support of Council and the community for this funding and advise that we intend to apply to Council's contestable pool of funds in the new financial year, for continued support of a heritage grant. We would also welcome the opportunity for this to be a multi-year grant to provide us with a greater degree of certainty and encourage longer-term heritage planning.

Heritage is important to the community. There is a pride in Central Otago's 'rich history' - from natural landscapes, to early Maori settlements, to early pastoral settlers, to the gold-rush era - with a mix of cultures, customs, traditions and architecture. Heritage is woven in the fabric of our lives and is an integral part of our identity, to be valued, protected, preserved and celebrated.

On behalf of our membership, we have launched a quarterly Heritage Central Otago newsletter and recently have followed that up with a new website. If you are unaware of these, please let us know and we will add you to the newsletter mailing list. In late 2018 Gary Stewart of The Gas Project very generously developed pro-bono our new logo. This is available to be used by all Central Otago heritage bodies.

The Oral History project has gone from strength to strength, with funding from Central Lakes Trust, NZ Lotteries and the Otago Community Trust. In addition, a very generous donation of over \$6,500 was received from Historic Places Central Otago, at the time of their winding up. These funds have enabled the appointment of a part-time Oral History Manager, the training of over 20 volunteer interviewers and the purchase of additional recording equipment.

We are committed to maintaining momentum on Oral History and are exploring the possibility of linking this to the MemoryBank project. We have a scoping study on a database tool that combines storage and access to all forms of documentation including audio.

Many of our member groups are making great progress in their endeavours. Two examples are: The Otago Goldfields Heritage Trust inventory project, which is identifying and listing heritage sites and have undertaken reviews of Ophir, Northburn and most recently St Bathans area. I understand they are discovering and recording an average of 4 new sites for each site already listed on the Archsite NZ database. And secondly, the Drybread Cemetery Trust that is working closely with the University of Otago and Southern Archaeology. We look forward to hearing shortly about this project.

The museum sector in Central Otago is facing significant challenge at the moment, with major expenditure being required on buildings, facilities and the protection and display of collections in the near future. Eighteen months ago the Trust encouraged the Council to undertake a review and provided them with draft guidelines for that purpose. We recognise there is disappointment and concern within the museum community, on the timeliness and quality of the initial output from this Museum Sector Review, with a draft strategy document currently out for feedback.

Our Trust has offered to step-up and take a leadership role in the review, in conjunction with our museum members, to ensure the museum network is robust and fit-for-purpose for future needs. We have advocated for a sharing of resources and a strong cohesive Network approach to managing the museums, and would include areas of policy development, joint exhibition development, data collection platforms and systems, as benefiting from this approach. This would need to be balanced with strong individual-museum identities that would continue to be local community led and run.

We have recently met with the newly appointed Dunedin-based Heritage New Zealand Area Manager, Jane Macknight and her colleagues. In our discussion we noted a number of similar perspectives across the heritage sector. These included the development of the regional museum strategy; the pressing need for Council developed heritage guidelines and rules for our smaller towns and heritage precincts; and the importance of strong working

relationships between the different local heritage groups, our Trust, Heritage New Zealand and Council. We have committed to work closely with Heritage New Zealand when there is an alignment of objectives.

Over the last 18 months we have had personnel changes at the Trust. We have seen the departure of trustee Margaret West, who has headed north, and our first Heritage Coordinator Alice Spiers, who resigned to spend more time with her growing family. We thank them both for their experience, skills and commitment to furthering the heritage impact in the region. We were delighted to co-opt Ross Naylor onto the Board in late 2020 (nominated for election to the Board at this AGM) and in October 2020, after interviewing a number of excellent candidates, we were pleased to appoint Maggie Hope to the position of Heritage Coordinator.

If you haven't already, many of you will all get to know Maggie over the course of the next few months as she supports, assists and coordinates heritage projects and interactions. Please do contact her if you have questions as to how she and the Trust can support you.

To conclude, on behalf of the Trustees, I would like to thank all our membership groups for their encouragement and support over the past couple of years. We collectively have many challenges ahead and I am confident, after the election of Trustees later this evening, we will have a refreshed and invigorated collective of skilled and capable people working on your behalf, to lead and support the Central Otago heritage community.

David Ritchie

Chairman 9 February 2021

Balance Sheet

Central Otago Heritage Trust As at 30 June 2020



Assets

Cash and Bank		
COHT Coordination		
Kiwibank COHT Savings Account	\$	31,553
Kiwibank COHT Working Account	\$	10
Total COHT Assets	\$	31,563
Oral History Pilot Project		
Kiwibank Oral History Savings Account	\$	10,633
Kiwibank Oral History Working Account	\$	1
Total Oral History Project Assets	\$	10,634
Total Current Assets	\$	42,197
Fixed Assets - Oral History Pilot Project		
Oral History Laptop	\$	1,517
	\$	
Oral History Recording Equipment (depreciated)	Ş	2,233
Oral History Recording Equipment (depreciated) Total Fixed Assets	\$	2,233 3,750
The supplied in the supplied i		3,750
Total Fixed Assets	\$	
Total Fixed Assets Fotal Assets	\$	3,750
Total Fixed Assets Total Assets Liabilities	\$	3,750
Total Fixed Assets Total Assets Liabilities Current Liabilities	\$	3,750
Total Fixed Assets Fotal Assets Liabilities Current Liabilities GST Payable	\$	3,750
Total Fixed Assets Fotal Assets Liabilities Current Liabilities GST Payable Accounts Payable	\$ \$ \$ \$	3,750
Total Fixed Assets Fotal Assets Liabilities Current Liabilities GST Payable Accounts Payable Bank Overdraft	\$ \$ \$ \$ \$	3,750
Total Fixed Assets Fotal Assets Liabilities Current Liabilities GST Payable Accounts Payable Bank Overdraft Loans	\$ \$ \$ \$ \$	3,750

These accounts have been prepared without conducting an audit or review engagement
As per the COHT Trust Deed (February 2021), the Trust is no longer required to have end of year accounts audited

Statement of Profit or Loss

Central Otago Heritage Trust As at 30 June 2020



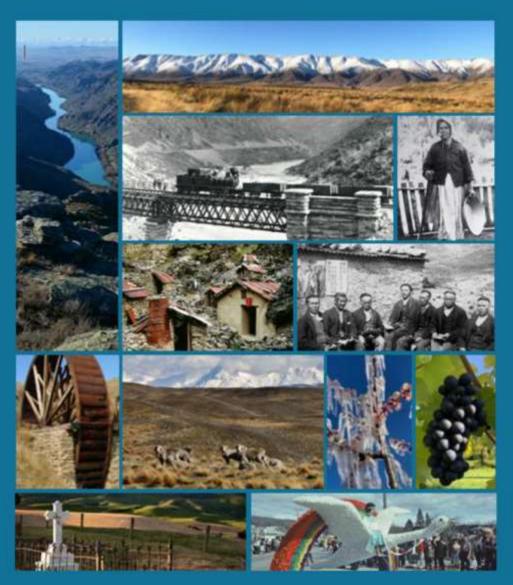
Income (GST Exclusive)

COHT Coordination		
CONT Coordination		
Central Otago District Council Grant	\$	40,000
Oral History Pilot Project		
Otago Community Trust Grant	\$	2,800
Central Lakes Trust Grant	\$	8,34
Historic Places Central Otago Grant	\$	5,40
Lotteries (LEH) Grant	\$	6,00
Alexander Turnbull Library Endowment Fund Grant	\$	50
Total Oral History Project	\$	23,04
Other Income:		
Interest Received	\$	114
Total Income	\$	63,15
Operating Expenses (GST Exclusive)		
COHT Coordination		
Heritage Coordinator Contractor	\$	
Heritage Coordinator Contractor Websites	\$	61
Heritage Coordinator Contractor Websites General Expenses	\$	61 29
Heritage Coordinator Contractor Websites General Expenses Bank Fees	\$ \$ \$	610 29 20
Heritage Coordinator Contractor Websites General Expenses Bank Fees Withholding tax	\$ \$ \$	610 29 20
Heritage Coordinator Contractor Websites General Expenses Bank Fees	\$ \$ \$	610 29 20 1
Heritage Coordinator Contractor Websites General Expenses Bank Fees Withholding tax	\$ \$ \$	610 29 20 1
Heritage Coordinator Contractor Websites General Expenses Bank Fees Withholding tax Meetings and Venue Hire	\$ \$ \$	61 29 2 1 8
Heritage Coordinator Contractor Websites General Expenses Bank Fees Withholding tax Meetings and Venue Hire Oral History Pilot Project Oral History Coordinator Services Oral History Training	\$ \$ \$ \$ \$	61(29) 2(1) 8:
Heritage Coordinator Contractor Websites General Expenses Bank Fees Withholding tax Meetings and Venue Hire Oral History Pilot Project Oral History Coordinator Services	\$ \$ \$ \$ \$	610 29 20 11 83 11,870 73
Heritage Coordinator Contractor Websites General Expenses Bank Fees Withholding tax Meetings and Venue Hire Oral History Pilot Project Oral History Coordinator Services Oral History Training	\$ \$ \$ \$ \$ \$	610 29 20 11 88 11,870 73.
Heritage Coordinator Contractor Websites General Expenses Bank Fees Withholding tax Meetings and Venue Hire Oral History Pilot Project Oral History Coordinator Services Oral History Training Oral History Equipment	\$ \$ \$ \$ \$ \$	26,570 610 299 20 11,870 73,871 100 41,177

These accounts have been prepared without conducting an audit or review engagement
As per the COHT Trust Deed (February 2021), the Trust is no longer required to have end of year accounts audited

Central Otago Heritage Strategic Plan 2021 - 2024





Protecting, preserving & celebrating Central Otago's heritage

ABOUT US

The Central Otago Heritage Trust, established in 2008, comprises member groups and organisations within the local heritage community. The role of the Trust is to represent the collective interests of these groups in protecting, preserving, and celebrating our unique heritage. It is governed by trustees nominated and elected by members.

Our Trustees

David Ritchie (Chair), Greg Bodeker, Russell Garbutt, Lynda Gray, John Kerr, Ross Naylor, Kristy Rusher & Graye Shattky. David Campbell (Council Representative).

Our Members

- Aukaha (formerly Kai Tahu ki Otago)
- Alexandra Miners Village & Riverside Park Trust
- Bodeker Scientific
- Central Otago Environment Society
- Central Lakes Trust
- Central Otago District Council
- Central Otago Libraries
- Central Stories Museum and Art Gallery
- Clyde Museum
- Cromwell Museum

- Department of Conservation
- Drybread Cemetery Trust
- Heritage New Zealand
- Otago Goldfields Heritage Trust
- Otago Museum
- Promote Dunstan
- St Bathans Heritage and Environmental Protection Society
- Teviot District Museum
- Upper Clutha Historical Records Society.

WHAT IS HERITAGE?

Heritage is widely recognised as an important element in defining a 'sense of place' and providing a tangible link with the past. Heritage also plays an important role in the economic well-being in contributing to its attractiveness as a place in which to live and invest, and in helping create a desirable destination for domestic and international tourism.

A Definition

Heritage is that which is inherited from past and current generations, cared for in the present and handed on for the benefit of future generations, and includes:

Built heritage - the legacy of man-made buildings, structures, and objects and associated intangible attributes.

Natural heritage - the legacy of natural places, objects and intangible attributes encompassing the rural and natural environment, including flora and fauna.

Cultural heritage - comprises two components: the tangible – artefacts, ecofacts, buildings, gardens, landscapes, historic places, relics of the past, material remains big and small; and the intangible - folklore, language, music, dance, manners, memories, customs, traditions, histories and notions of identity.

Archaeology - a place or item associated with pre-1900 human activity, where there may be evidence relating to the history of New Zealand. Archaeology includes both in-ground and above ground remnants and can include any of the heritage resources mentioned under Built Heritage and Cultural Heritage above.

CENTRAL OTAGO'S RICH HERITAGE.

Central Otago's rich heritage starts with our powerful landscape, sunny, dry and brown with weathered ancient mountains and fast-flowing rivers. From early Māori settlements, pioneering pastoral farmers, the rush for gold, to fruit and wine – all bringing a mix of cultures, customs, traditions and architecture and giving us a unique sense of place. Heritage surrounds us - it is part of our every day. We live within it, use it, build businesses around it, record it, preserve it, restore it, adapt it and celebrate it.

COMMUNITY ASPIRATIONS FOR HERITAGE

The 2012 'Towards Better Heritage Outcomes for Central Otago' (TBHO) consultation document sets out eight community-inspired recommendations for managing Central Otago's heritage into the future. These eight recommendations are as follows:

Protecting and Preserving our Heritage

- 1. Central Otago's heritage is identified and recorded.
- The community needs to have a good understanding of the statutory and regulatory requirements and access to the processes relating to heritage.
- 3. Ensure relationships are strong between agencies with an interest in heritage.
- 4. There is a range of incentives that facilitate the preservation of heritage preservation.
- 5. Museums are adequately resourced to care for, collect and celebrate our heritage effectively.

Celebrating our Heritage

- Heritage is innovatively promoted to ensure the community understands its value and visitors are enticed to come here.
- 7. Communities share and celebrate heritage in ways that resonate with them.

Funding

8. To ensure that funding for heritage is improved and accessible.

OUR VISION AND GOALS

This strategic document sets out the vision and goals for the Central Otago Heritage Trust's role in progressing the recommendations set out in the TBHO. It also provides a framework and plan for our programme of work over the next three years.

porting the guardians of Central Otago heritage to identify, record, protect preserve our heritage.
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making things happen by identifying needs and opportunities
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OUR PLAN: 2021 - 2024

Our three-year plan sets out our programme of work that will deliver on three strategic goals. Each of these goals has an assigned set of tasks that, together, will result in tangible, positive outcomes for safeguarding and promoting Central Otago's heritage:

#	Tasks	Project Group(s)	Priority	Notes
1.1	Support and advocate for the updating of heritage aspects as part of the District Plan review and any relevant plan changes	• COHT • OGHT • CODC	High	 Participate in CODC review of heritage provision in the District Plan (late 2021/2022)
1.2	Maintain support for the Otago Goldfields Heritage Site Review.	• COHT • OGHT	Medium	 Work with OGHT to progress next steps on the heritage site review
1.3	Identify, encourage, promote and provide advocacy for work being undertaken by heritage groups across Central Otago District.	• COHT	High	 Update list of projects being undertaken by heritage groups
1.4	Continue the work of the Oral History Programme based on the proven systems and processes developed in the pilot phase.	COHT Museum sector	Medium	 Continuation of the programme for another two years i reliant on the success of funding applications. Progress finding a long-term, sustainable 'home' for th Oral History Project
1.5	Conclude investigation into a cost-effective online repository and management plan that is suitable for the MemoryBank and Oral History projects.	• COHT	Medium	 Scoping document completed (Kinksi Ltd) Review 'Recollect' programme with Central Otago Libraries as an alternative platform

#	Tasks	Project Group	Priority	Notes
2.1	Work with Central Otago Museum sector and heritage groups to identify and implement heritage training opportunities focussed on best practice for protecting heritage.	COHT Museum sector Members	High	 Engaging skills and expertise from Te Papa, Heritage New Zealand and Otago Museum for relevant Museum network events
2.2	Provide up-to-date information on NZ's heritage framework & heritage best practice to member groups.	COHT Heritage NZ	Medium	 Keeping abreast of changes in heritage policies and processes (National, Local Govt, Heritage NZ). Any such changes would be communicated to our member and the wider heritage sector
2.3	Identify and promote awareness of incentives that encourage property owners to maintain and enhance Central Otago's heritage.	COHT Heritage NZ	Low	 Continue progress on establishing a Heritage Award at CODC biennial business awards. Promote current incentives e. g. Heritage Equip, CODC resource consent waivers, others? Advocate for greater incentives in District Planning process Review what other districts are doing in this area.
2.4	Identify and develop new funding sources for Central Otago heritage.	 COHT 	Medium	 Work with current funders to develop and promote a list of opportunities that are suited to heritage projects.
2.5	Support the Central Otago Museum Sector with the implementation of the newly established District Museum Function	COHT CODC Museum Sector Otago Museum	High	 Continue to provide co-ordination support to the sector until such time as the sector has a resourced self-sustaining model of operation. Provide COHT membership as Trustee on the proposed Central Otago Museums' Trust and provide recommendations for an independent Chair.

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2.6	Maintain and strengthen relationships with our members and provide advocacy and support to their endeavours.	• COHT	High	 Continue to strengthen relationships to understand member heritage priorities and provide support as required
2.7	Review COHT's relationship with our members and the heritage sector every two years.	COHT Members	Every 2 years	 Identify and promote membership to organisations concerned with safeguarding and celebrating Central Otago heritage
2.8	Review the role and responsibilities of COHT Trustees every three years during the COHT Heritage Plan review	COHT Members	Every 3 years	Ensure we have the right mix of skills amongst Trustees to achieve our objectives
2.9	Review COHT Heritage Plan every three years	COHT Members	Every 3 years	 Ensure ongoing engagement with members to re- confirm our current direction and anticipate future needs and opportunities

Goal 3: Celebrating our heritage					
#	Tasks	Project Group	Priority	Notes	
3.1	Maintain and promote a calendar of heritage, culture, tourism, and arts events within Central Otago.	COHT Members CODAT Museum Sector CODC Tourism Central Otago	High	 Expand events calendar to include relevant culture, tourism, and the arts. Events are listed and promoted on our website, social media and newsletters 	
3.2	Work with the Central Otago Museum Network and Tourism Central Otago to develop a 'Central Otago Heritage Trails' digital brochure/map.	COHT Museum Sector Tourism Central Otago DoC	Low	This goal is also included in the Draft Museum Sector Strategy	

3.3	Work with Central Otago schools and educators to develop relevant ways of using Oral History as a learning tool.	COHT Central Otago schools & educators	Medium	 Progress discussions with Terrace Primary and Dunstan High schools
3.4	Maintain a heritage website and media presence that promotes and celebrates Central Otago heritage to the wider community.	 COHT 	High	 Heritage website launched in December 2020 and Facebook page in February 2021. 2021-2024: Ongoing development and maintenance
3.5	Use existing communications channels to network with heritage groups from the wider Otago region.	• COHT	Low	 Otago Key stakeholders include: Wakatipu Heritage Trust, Otago Museum, Early Settlers Museum, Heritage South, Upper Clutha Records Society, Queenstown Historical Society.
3.6	Publish a quarterly Central Otago Heritage publication with input from member and heritage groups from the wider Otago region.	COHT Members	High	Encourage member contributions to each newsletter
3.7	Identify opportunities to develop heritage educational and networking events that are relevant to members and the wider community.	• COHT • Members	Medium	 Run heritage seminars and presentations (e.g.,Winter series: Heritage Café) Keep abreast of research and projects taking place outside of our region that inspire new ways of thinking and the development of new projects

Community Development -Grants Accountability GRA210921486



Grant Accountability

Original Application Number 85939

The Applicant:

Organisaton Name Sport Otago

Project Name: Sport Central - Operational Funding

 Contact
 Owen Booth

 Phone
 0294746350

Email obooth@sportotago.co.nz
Address PO Box 969, Dunedin 9054

The Project:

Amount granted by Central Otago District Council

Total cost of the project

If there was any significant variation from your original budget, what were the main reasons for this?

41549.00 311383.00

Financial year was affected by COVID-19 Lockdown and restricted activities during different levels of COVID recovery. Resignation of a long serving Sport Central employee took time to refine role and recruit a suitable employee to implement our future objectives in Central Otago so salary savings were gained. The savings in salary costs during this time was reinvested into Sport Central by purchase of replacement resources to support ongoing Sport Central delivery and also be made available for community groups.

What outcomes were achieved from the project/event? (max 500 words)

We have included a detailed report (attachment) of the Programme Achievements in the Central Otago district for the 12 months to 30 June 21. These outcomes have been achieved by our staff based in Central assisted by our Dunedin staff.

How did your organisation acknowledge the support of the Council grant?

When did you receive your grant funding?

Support Documents Ticked

CODC is recognized with the logo on our vehicles and also on other printed material of Sport Otago

31/07/2021

- Proof of expenditure (including receipts, invoices and/or financial statements)
- · Photos of the event or project
- Annual report

Grants of \$10,000 or more

Declaration:

All information provided is complete and correct True
Have read and acknowledge the standard Central Otago Yes

Terms and Conditions of Grant Funding

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

 Name:
 Andrew Finn

 Date
 14/09/2021

Signature (12 kb)

PROGRAMME ACHIEVEMENTS

Sport Central: 1 July 2020 – 30 June 2021 (Central Otago District)

Summary of Key Achievements

Goal 1: Providing opportunities for young children to develop and improve their fundamental movement and basic sport skills.

- 1,680 students in Years 0-8, representing nine schools, were supported in Central Lakes Swim Safe - Water Skills for Life programmes in the Central Otago District. Each student received 10 x 30-minute lessons.
- Five Early Childhood Education (ECE) centres are involved in the On Your Marks (OYM)
 Stage 1 programme, aimed at two to five year olds. These are Kidsfirst Maniototo,
 Kidsfirst Cromwell, Kids at Play Ranfurly, Dunstan Educare, and Little Oaks Alexandra.
 Four training sessions were delivered with 30 teachers being trained through this
 programme. 22 practical sessions were delivered across the five ECEs with 95 children
 participating.
- Five schools are involved in OYM Stage 2, aimed at school-aged children in Years 1-3.
 These are Goldfields Primary, Omakau School, The Terrace School, St Gerard's
 School, and Cromwell Primary. 23 teachers from these five schools are participating in
 this programme, whilst 48 teachers and parents attended the training sessions. We
 delivered 143 practical sessions alongside the teachers to 437 individual children.
- Ranfurly Playcentre have joined our Wriggle and Rhyme initiative. Wriggle and Rhyme
 is a movement and music programme aimed primarily at parents and young children
 aged 0-4 years. 13 sessions were delivered to 43 parents and 47 children. We are in
 discussions with Cromwell Library and hoping that they too will soon join this initiative.
- Nine schools participated in the Physical Activity Leaders (PALs) programme. These
 include Alexandra Primary, Tarras School, Poolburn School, Goldfields Primary, St
 Gerard's School, The Terrace School, Roxburgh Area School, Maniototo Area School,
 and Omakau School. PALs identifies young leaders within the school and trains them
 to deliver physical activity sessions to other students within their school. It is delivered
 in partnership with the Halberg Foundation and has an emphasis on inclusivity. 129
 students in Central Otago completed the PALs training. 32 of these also completed
 follow up PALs specific coaching sessions.
- 34 early learning centres and schools are utilising sport and fundamental movement skills based equipment, facilitated by Sport Central, e.g. large foam shapes.
- Supported Central Otago Primary Schools Sports Association (COPSSA) to deliver an athletics training session to 32 young people.
- Sporting Chance supported two children from a financially disadvantaged situation to participate in sport.

 54 grants made through the Skeggs Foundation to aspiring elite athletes within the region, totalling \$20,566.00.

 Over \$200,000.00 has been granted to organisations such as the Cromwell Youth Trust, Bolder Inn, Real Journeys, and Otago Country Cricket through the Tū Manawa Fund to support and facilitate access to play, active recreation, and sport for tamariki and rangatahi.

Goal 2: Developing and implementing programmes that increase the quality and quantity of coaches and the workforce.

 Coaches Club running in Alexandra through Dunstan High School with support from Grant Milne, Sport Otago Coach Lead. Two Connecting Coaches sessions held, focusing on inclusion and skill development respectively.

Goal 3: Collaborating with others to facilitate well-organised events aimed at increasing both youth and adult participation.

- Assisted the Friendship Society with their Sports Event in Alexandra.
- · Helped M!NT Charitable Trust run their Special Olympics Day in Alexandra.
- Supported COPSSA with their zone events across the region for both athletics and triathlon.
- Organised and delivered the Top Bike event in Alexandra with 300 kids participating.
- Annual events calendar produced and distributed.
- The Central Otago Sports Awards were held in May 2021. Nine awards were handed out, with 157 people attending.
- Two Summer Sport evenings were held in Alexandra and Cromwell aimed at seasonal workers. These events were supported by Cromwell Lions, Cromwell Rotary, Connect Cromwell, Cromwell Community House, Alexandra Rural Community Patrol, Alexandra Lions, Summerfruit NZ, and Webbs Orchard with 10 volunteers assisting.

Goal 4: Improving physical activity and health outcomes for targeted populations.

- 79 Green Prescription referrals and one Active Families referral received from medical practices across Central Otago.
- We are working with Cromwell College students to look at options for activating Cromwell greenspace golf. Ideas include a swing ball and disc golf course.

Goal 5: Assist Regional Sports Organisations and clubs to administer their sport effectively within their means.

- Presentations at funding workshops in both Alexandra and Cromwell, promoting Sporting Chance, Tü Manawa, and the Skeggs Foundation.
- Worked one-on-one with multiple Golf Clubs across the region on a range of capability matters as part of the Southern Golf Initiative.
- Established Basketball Skills training sessions for rangatahi in Alexandra and have been successful in getting junior basketball in the town back up and running.
- Have set up and promoted curling for high school students from Central Otago. Liaised with schools to get students there. Coaching is available after school and we are hoping to get schools to the indoor rink in Term 3. The programme already has 10 participants.
- Facilitated Cromwell Mixed Touch tournament for rangatahi in Cromwell. 12 teams participated. This included training four parents as coaches. Starting point to establish a development pathway for Touch in Central Otago.
- Worked with Cromwell Senior Tennis Club to establish a Junior Club for the season ahead. We have also supported Alexandra Ladies Tennis.
- Facility and tournament work with Omakau and Alexandra Squash Clubs.
- Ongoing work with multiple parties regarding the possibility of a new hockey turf in Alexandra.
- Working to get traction with the Cromwell Collective/Cromwell Sports Club this
 involves six clubs. We are looking at a plan for coach development.
- We are looking at options for establishing a social volleyball court in the Cromwell community (Alpha Street Reserve) and there is interest in starting a volleyball league in Alexandra.

Goal 6: Leading and influencing key stakeholders to coordinate the collaborative development of sport and recreation across Otago, attracting opportunities and benefiting Otago economically.

- Development and maintenance of effective communication networks with key stakeholders in the Central Otago region, e.g.
 - Liaising with School Sports Coordinators.
 - Meeting with COPSSA.
 - Regular meetings with Council staff, advocating for play, sport, and active recreation.
- We have developed some new relationships with the likes of the Cromwell Youth Trust, Real Journeys, Puna Rangatahi, etc., as we look to facilitate new opportunities in the Active Recreation space aimed primarily at rangatahi.

 We have attended Recreation Aotearoa meetings and are looking more at how we can advocate for 'play' opportunities within Central Otago and who we need to partner with to do this.

- 130 media/promotional articles, social media activity, and radio advertising promoting the work of Sport Central within the region.
- Professional development completed by staff over this period included; Halberg Disability Inclusion Training, Sport NZ Woman and Girls Summit, Youthful — Youth Engagement Training, Sport NZ Play Workforce Hui, Understanding Intellectual Disability Online Training, Leadership Development Training, International Play Association Online Hui, First Aid, Fleet Coach Driver Safety Training, Child Protection Training, Regional Leadership Approach Workshop, and Te Reo Māori training.







Sport Otago Profit & Loss Statement for the Period Ended 30 June 2021

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Enant	Control	 Consolidated 	

Sport Central - Cons	olidated	Year to Date Actual YTD	Budget	Variance	Last YTD
Income					
	DLVR - OCT Funding	40,000	40,000	0	40,000
	DLVR - Event Other Income	5,300	8,000	-2,700	0
	DLVR - Programme Income	3,830	10,950	-7,120	6,873
	DLVR - Grants Trusts & Other	67,500	82,500	-15,000	75,000
	DLVR - Grants Councils	126,549	126,549	0	126,549
	DLVR - Sponsorship	9,888	6,000	3,888	9,564
	SPORT NZ Funding	150	0	150	39,600
	DLVR - Gaming Funding	22,700	36,000	-13,300	35,800
		275,917	309,999	-34,082	333,386
	Total Income	275,917	309,999	-34,082	333,386
Expenses					
Central Otago					
	DLVR - Human Resources - Sports House	31,860	31,860	0	31,860
	DLVR - Promotion - Sports House	3,168	2,160	1,008	1502
	DLVR - Operational - Sports House	13,800	13,800	0	8,700
	DLVR - Admin Consumables	17,123	18,000	-877	16,811
	DLVR - Events Other	4,789	8,000	-3,211	0
	DLVR - Promotion	3,464	3,300	164	1,352
	DLVR - Resources DLVR - Staff Salaries	21,794	7,920	13,874	2,949
	DLVR - Staff Costs	160,552	181,802	-21,250 -368	162,172
	DLVR - Staff Costs DLVR - Professional Development	2,453 8,909	2,821 3,000	5,909	2,458 1075
	DLVR - Vehicle & Travel Exp	11,664	15,200	-3,536	7,908
	DLVR - Vehicle Lease Ex	23,102	23,520	-418	23,517
		302,678	311,383	-8,705	260,304
	Total Expenses	302,678	311,383	-8,705	260,304
Profit (Loss)		-26,761	-1,384	-25,377	73,082



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Partners and Supporters	Twenty Two



Photographs in this report are courtesy of:

Adam Binns Photography • Bronny Bugden • Chris Lankshear • Frankie Vella Sharron Bennett Photography • Stephen Jaquiery/Otago Daily Times • Tania Barr



On behalf of the Board of Trustees and Management of Sport Otago (Tākaro Otakau), we are pleased to present our Annual Report for the year ended 30 June 2020.

Sport Otago exists to enable Otago people to enjoy active, healthy lives. We do this through promoting play, whakahaere healthy lifestyles and providing programmes, events, opportunities, and community activities.

The 2019-2020 year has been extraordinary and challenging for all in the play, active recreation, and sport sector, as along with the entire nation, we have been impacted by the Coronavirus. We would like to acknowledge the mahi of our staff, trustees, partners, and stakeholders in supporting the sector over this uncertain time.

Prior to March 2020, Sport Otago was in a transition year towards a new Strategic direction for itself and Sport New Zealand (Sport NZ). We had been focusing on the Sport NZ Community Sport Strategy and were looking towards successful delivery of the requirements of our major stakeholders and partners.

Despite the impact of the pandemic, as the region emerged from lockdown, the frequency and volume of individual physical activity not only continued, it increased. It was evident that our lockdown female participation (18+) levels rose significantly, however this has not been sustained. The usual barriers to physical activity returned, being lack of motivation and/or energy and time being top for females (Sport NZ Covid-19 Insights Report – August 2020). In particular, our winter codes experienced an increase in participation from schools through to clubs, confirming that Otago is the most active region in New Zealand for young people.

Over the course of 2019-2020 we achieved a range of outcomes, which include meeting our Sport NZ contractual deliverables, providing community participation events and activities, supporting our RSOs and clubs, capability building, progressed the Voice of Rangatahi trial with two schools, made significant progress in regional facility planning and special projects, administered and provided funding to support participation and provide opportunities through Sporting Chance, KiwiSport, Skeggs Foundation, and latterly, the Community Resilience Fund. We evaluated and improved our Healthy Lifestyle Programmes (inclusive of improved accessibility for clients), delivered opportunities for young

people through Wriggle and Rhyme, On Your Marks, Physical Activity Leader Programme, and Water Skills for Life. A small RSO Forum was established, along with the Otago Regional Sports Alliance, creating a network to provide mutual respect, share experiences, knowledge, and encourage collaboration. Success was celebrated through our sub-regional and Otago Sports Awards.

We are enormously grateful to all our funders, partners, and supporters who continued to provide assistance throughout what has been a difficult and peculiar year. We acknowledge and thank you for your investment and commitment in helping us to meet the needs of the communities of Ötäkau.

To the play, active recreation, and sport sector of Otago, thank you for your work, the many volunteer hours, dedication, cooperation, and willingness to work together. You embraced innovation, change, and demonstrate your resilience and commitment to ensure that opportunities continued to be offered to our population thereby contributing to community wellbeing.

We acknowledge the tremendous contribution of the Sport Otago staff in provision of support and assistance to the people of Otago. Thanks team; you are awesome.

We also thank our Board of Trustees for their ongoing support and commitment. During the year we farewelled Jane Mitchell. Jane had completed her nine year term with the Sport Otago Board and we are very grateful for her service to sport and recreation. Brent von Melville also resigned from the Board, as he and his family moved away from the Otago region. We thank them both Jane and Brent and wish them all the best for their next venture. Jason Tibble was welcomed to the Board as a new Trustee and we appreciate his valued contribution to Sport Otago governance. Also joining the Board has been Amy Morrison, an intern Board member. Amy has been growing her governance experience and we are grateful for her perspective in the Boardroom.

Finally, Sport Otago has been impacted by the Coronavirus pandemic. We had budgeted a loss for the year, however due to savings as we transitioned to a new structure, major operational and building lease cost reductions over the Covid-19 lockdown, and assistance through the Ministry of Social Development Wage Subsidy, we achieved a surplus of \$120,000. This is an aberration, as with full staffing and increased costs we are projecting a deficit budget for 2020-2021.



Clare Kearney Chairperson



John Brimble Chief Executive

Trustees

Clare Kearney (Chairperson)
Werner van Harselaar (Deputy Chairperson)
Jane Mitchell (retired October 2019)
Cherie McConville
James Nation
Jono Bredin
Jeff Broughton
Brent von Melville (resigned June 2020)
Jason Tibble
Arny Morrison (Coopted Trustee)

PROFESIVE | SPORT OTAGO ADMINISTRAÇÃO DE 20020

Community Participation

Sport Otago and its Regional Offices facilitate a range of community participation events across Otago that encourage family-friendly physical activities, catering for all ages. We also provide specific, youth-targeted events. Below are some of the events we provide:

Dunedin Primary and Intermediate Schools Triathlon

The ninth Dunedin Primary and Intermediate Schools Triathlon was held in Port Chalmers on 11 March 2020. There were 493 students competing, from 34 Dunedin schools. The event was a great place to showcase a range of abilities, from children who just wanted to give it a go with their friends in a team, to the more competitive individuals. There was a fun atmosphere displayed by all the athletes and supporters.

Making Movement Fun

Our annual Stride, Ride & Slide; a mini triathlon for our Tamariki (2-6 years), saw 642 children participate at four locations; Balclutha, Dunedin, Oamaru, and Wanaka. With family cheering them on, they ran a short course, then transitioned to hop on their scooter, bike, or trike, finishing with the slip-n-slide and being hosed down by the local Fire and Emergency New Zealand Service. This is a full family festival that is growing in participation each year.





PAGETWO | SPORT (MAGO AVAILAL REPORT 2020)





Walk n Wheel Week

Walk n Wheel Week aims to promote and encourage active transport to and from school. It promotes children, parents, and schools to think about the benefits of walking and wheeling in relation to physical activity, health, and the environment. This year, 49 Otago schools and 9065 students participated. There was a good uptake of Walk n Wheel activities and events, with the New Zealand Police involved to promote road safety for both children and drivers. Our mascot, Strider the Zebra, visited a number of schools to assist with road patrols. We acknowledge the financial support of the Dunedin City Council Transport Group and the Otago Motor Club Trust.

Rainbow Runs

The Night n' Day Rainbow Runs for 2019 went extremely well. The Central Otago Rainbow Run had a change of venue and was held in Wanaka. It was pleasing to have all our stations sponsored. Numbers over the four events were great, with nearly 2000 people participating in Dunedin and only a slightly less total at the other three events combined. Night n' Day, and Rainbow Confectionery, partner of the Oamaru Rainbow Run, were happy with the events. Night n' Day has signed on for another three years as the naming right sponsor.



Surf to Stadium Fun Run and Walk

It was impressive to see 1500 people participate in the Impact Roofing and Plumbing Surf to Stadium Fun Run and Walk. The event is well organised and is great value for money. We were fortunate it was able to proceed, as we went into lockdown a week later

Central Otago Touch

Starting from small beginnings in 2018, two tournaments took place in 2019; one in Alexandra and one in Cromwell, with an increased number of teams participating. Linked to this, a Coaches' Club, which was initiated in Wanaka and has now expanded into Queenstown and Cromwell, had 100 coaches attend in what is a Covid-19 struck series.

South Otago

The Sports Extravaganza, organised by Sport Clutha, in partnership with the South West Otago Sports Activator and volunteers from schools involved, was held in November. The event ran over four days, with 835 children participating and 200 volunteers assisting. Children involved in the South West Otago Activator programme take part and throughout the day participate in a range of fun, sporting-based activities. Children were split into groups, generally away from their peers. A highlight was seeing the relationships they formed, working together in their teams, while using fundamental skills they had developed throughout the Activator programme.

The Sport Clutha Lockdown Challenge took place over six weeks during April and May. The initiative was set-up to encourage people in the Clutha District to get active and stay active. Individuals and families kept a record of their daily exercise and logged their results on the Sport Otago website. The district was split into towns and regions and regular results were shown on the Sport Clutha Facebook page and website. It had a positive and motivating impact on people. Sport prizes were given out to participants and a winner was determined. Sport Clutha is now planning to use the initiative to encourage people to get active during winter months in 2021. Other organisations, such as the Otago Secondary School Sports Association used the idea for secondary school students during lockdown.

The Papatowai Challenge, in its second year of being organised by Sport Clutha, had another successful year. Over 350 people participated and the positive vibe the event generated contributed positively to the Catlins community, as well as Sport Otago. Wayne Allen, previous race organiser, is delighted with how the event has transitioned from his management. Still involved, he now enjoys being able to relax, knowing Sport Clutha is committed to managing a quality event where enjoyment and the participants' positive experience are the focus.

Women in Sport Otago

Through the support of Sport Otago, Women in Sport Otago (WiSPO) established a committee, recruited personnel for specific roles, and created a Strategic Plan based on feedback gathered from its members. Subcommittees were formed, with terms of reference and short-term and long-term goals were established.

WiSPO is in regular contact with its members, sending out relevant research, upcoming events, and opportunities such as vacant positions within sports organisations. It currently has 241 active members from a range of sports and backgrounds, 61 of whom are from the Central Otago region. There is a social media presence in the form of a Facebook page, with over 100 followers, as well as a connection with Women in Sport Aotearoa.

The organisation continues to be a voice for women and girls in sport in Otago and strives to find ways to support and advocate for this group.



Strategic Plan

WiSPO's three main pillars are inclusiveness, supporting growth, and advocacy. In the next 12 months the priorities are sharing opportunities for pathways in participation, governance, and leadership. WiSPO hopes to achieve this by delivering meaningful events that are relevant to members, creating opportunities for leadership development, establishing media platforms to share stories, and supporting opportunities to increase female participation.

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Community Support



Funding to Support Participation and Provide Opportunities

Sport Otago manages three different funds that increase sporting participation across Otago.

Sporting Chance funds small grants to children in disadvantaged circumstances, to help them meet basic costs, such as sports fees, footwear, and uniforms. 145 grants, totalling \$18,865.55, were distributed across Otago.

We distributed Sport New Zealand's **KiwiSport Regional Partnership Fund** for Otago that supported increased opportunities for school-aged children to be physically active, play sport, and learn new skills. 41 grants were distributed, totalling \$347,381.

Sport Otago administers the **Skeggs Foundation**, which distributes grants to aspiring, emerging, and elite athletes to help them represent Otago and New Zealand, while remaining based within Otago. 362 grants were made, totalling \$137,652, along with \$50,000 Otago Community Trust funded coaches' grants.

In the latter part of the 2019-2020 year, in response to the impact that Covid-19 has had on the play, active recreation, and sport sector, Sport Otago became the agency for distribution of the Sport New Zealand Community Resilience Fund. The Fund provided immediate critical financial support for our Regional Sports Organisations and clubs throughout Otago and was, in many instances, the difference between survival and ceasing to function. A total of 139 grants were made, representing \$372,544.

KiwiSport Regional Partnership Fund - 41 grants totalling \$347,381

Community Resilience Fund -139 grants totalling \$372,544



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Healthy Lifestyles

The Covid-19 Lockdown provided Sport Otago the opportunity to evaluate our Healthy Lifestyle programmes and improve accessibility of our services to ensure they are client/patient centered.

All Active Families participants from the previous year's programme were approached for feedback. The main finding, to improve the delivery of the programme, was a shift from weekly group sessions, which whanau found difficult to engage due to their timing and the associated transport with the sessions. This resulted in a change to one-on-one sessions with participants, developing activity sessions and goals in conjunction with the child and whanau. This approach will be piloted in Term 3 and we anticipate a major uptake in engagement with this new model of delivery. We are excited to see the outcomes of the participants' goals, health, and wellbeing.

Green Prescription took the opportunity to ask Dunedin-based clients/patients what activities and workshops they would like to see after Covid-19. The time was also used to expand and build on our offine resources and Facebook Support Group content. One of the resources developed was "Hauora at Home – 28 days of Wellbeing. This has improved the quality and accessibility of our communities in the Central Otago, Clutha, and Waitaki regions and provided an incentive for current clients/patients to look after their wellbeing during a stressful time.

Workplace wellbeing and social connections were of essence during lockdown and to support this, online Yoga classes were provided for Sport Otago staff and a weekly social activity was organised via Zoom.

"I am so happy and life is falling into place. I'll be back on track soon enough to a healthy happy lifestyle."

Client feedback as a result of Green Prescription support

> "I can cook much better than McDonald's.

- Client feedback on having more time to cook during Lockdown











SPORT OTAGO XVALUEL REPOST 2020 | PAGE SHE

Young People

Sport Otago has a long-term commitment in focusing on youth. This embodies our work in the early childhood sector and strong relationships and involvement with primary and secondary schools.

Otago continues to lead New Zealand in youth participation in physical activity.

Wriggle & Rhyme

This programme has a focus on the importance of movement for healthy development for our little people. Wriggle & Rhyme is currently offered at 10 locations across Otago. In the Wakatipu region, the Queenstown Lakes District Council Libraries are experiencing high numbers of participants at the Wriggle & Rhyme sessions, with the exciting potential to expand the programme further.

On Your Marks

On Your Marks (OYMs) is a movement-based programme aimed at teachers of tamariki. It offers a valuable opportunity to upskill and support teachers, listen to individual needs, tackle barriers together, and provide positive movement experiences for both staff and students.

Sport Otago delivers OYMs staff and parent/whānau theory workshops, focusing on the importance of fundamental movement skills and the learning outcomes of quality movement experiences.

13 Early Learning Centres and 12 Primary Schools actively participated in over 215 team-teaching sessions.

Physical Activity Leader Programme

The Physical Activity Leader (PAL) Programme supports children in Years 5-8 to develop their leadership skills by testing them to deliver positive and fun physical activity experiences within their school environment.

Together with the Halberg Foundation (No Exceptions Training), Sport Otago, and Sport Central trained 782 PALs, from 57 different primary schools.

Five schools participated in practical coaching and demonstration sessions after the Covid-19 lockdown, to help the PALs kick-start development of physical activity ideas they can promote within their schools.

"I enjoyed trying to run our own activity and demonstrating games, e.g. goal ball." - Student feedback



because it has helped with my own professional development and reminded me how important these fundamental skills are. The coaches have been so positive."

- Teacher feedback

"On Your Marks
has been simple
yet effective in my
classroom. I would
highly recommend
it for all teachers."



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Water Skills for Life Programme

There was a continued focus on Water Safety New Zealand's national Water Skills for Life (WSFL) Programme. The programme introduces students to 27 competencies during their time at school. The competencies are progressive and include getting into the water, submersion, personal buoyancy, orientation, safety, and propulsion. The lessons include children learning to float on their front and back, rolling from one side to the other, survival activities such as; treading water, life jacket activities, river safety, and safe boating activities. Many of the older students also receive tuition on river-safe and outdoor water safe activities. The aim is to improve each child's confidence and competence in water and to build up their water survival and propulsion skills. The aim is to improve their ability to survive in the water, including sustaining swimming propulsion efforts up to 100 metres (or five minutes non-stop). Data on achievement of WSFL competencies is recorded by Sport Otago to monitor progress. Key water safety messages are continually encouraged in classroom work to complement the learning in the water.

The programme had a substantial interruption during Term 2 due to Covid-19. This meant student participation decreased during the busiest of the schools Terms. Consequently, there is a shortfall in participation percentages.

Despite this, 7238 children across Otago have been introduced to the water safety competencies, with community pools utilised 5%, school pools 27%, and Council pools 68%.

7238 children across Otago introduced to water safety

Kelly Sports

Kelly Sports had many highlights this year, including our In-School Programme, where we worked with seven wonderful schools. The teachers were energetic and eager to learn new ways of implementing physical education.

School Holiday Programmes were as busy as ever, with each programme having new fun activities; no day is ever the same for the coaches and children.

We were fortunate enough to be provided with the opportunity to partner with Creators at Home, Homebased Childcare Centre, to coordinate Pop Up Playgrounds on a Friday morning. Children under the age of five engaged in 'play' and enjoyed exploring with the use of some of our awesome equipment.

Birthday parties continued to be celebrated, with the assistance of our Kelly Sports Coaches.

"Awesome
programme, fabulous
and enthusiastic coaches,
top notch facilities and
most importantly the
kids loved every
single day."



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Sport Development



Core to much of Sport Otago's work is assisting and supporting our Regional Sports Organisations (RSOs) and clubs in developing and enhancing capability. We have worked with sports organisations around making significant positive changes that will assist the way these RSOs/clubs operate at management and/or governance level. One example is the Southern Golf Initiative, which is a partnership between Sport Otago and Golf New Zealand, which contracted us to work with and improve capability of golf clubs throughout Otago. Over 2019-2020, we engaged with 12 clubs, some involving multiple

projects, focused on health and safety, funding, promotion, junior golf development, communication/media, lease negotiations, and providing liaison with Councils.

Significant outcomes have been the development of a regionwide plan and the finalisation of junior golf programmes for two sub-association districts. A specific Golf Club Resilience Survey was distributed to all clubs to assess the impact of the Covid-19 pandemic. The analysis has been used as a basis to identify further need and follow up work with clubs.

The Southern Otogo

Coach Developer

by participants

Coaching

Work in the community sport coaching space over the last year has included:

- Regional Coach Workshops in Balclutha, Alexandra, Cromwell, Wanaka, Queenstown, and Dunedin.
- Leading a Residential Coach Developer Course in November 2019.
- Growing the number of Coach Developers throughout Otago.
- Supporting RSOs with their Coach Developer Network hockey, cricket, and netball.
- Partnering with Otago Secondary Schools Sports
 Association to deliver coach education to student coaches in Dunedin and Central Otago.
- Working with the University of Otago supporting SPEX316 students on a year-long placement and with the College of Education, with a workshop on current coaching trends.
- Engaging with RSOs and community groups, through the Otago Regional Sports Alliance (ORSA).

Warkshop, in March 2020, was rated port Otago Sport. Positive R 8/10

- The Sport Otago Keep. Sport. Positive campaign - sharing the message at each Coach Workshop.
- The Coaches in Schools programme at Kaikorai Valley College.
- Assisting St Hilda's Collegiate School with their Balance is Better adaptations for school sport.

11 participants rated the Coach Developer Residential, held in November 2019, on average, 8.9/10.

"Was a welcoming and enjoyable environment that enabled me to be open, expressing my opinions and knowledge."

PAGEBOAT | SPORT OTROCHAMURE PERFORT 2020



Community Sport

Sport Otago responds to local need and in the sports arena, we work with many RSOs and clubs to assist them over a range of issues. 2019-2020 has been a particularly demanding year, with the impact of Covid-19 bringing many issues to a head across the sector. However, with these issues has come opportunities to forge new relationships and develop innovative solutions, encourage initiative, and think outside the box on how the sector delivers play, active recreation, and sport to our communities.

Over the course of the year, Sport Otago has worked to establish a small RSO forum that has seen a network of the minor sports provided with support, shared experiences, knowledge, and encouraged collaboration. This resulted in capability building projects with a number of the specific minor RSOs.

The ORSA was also formed over this time, with the majority of Otago's sports organisations joining together. This proved to be a critically crucial grouping that allowed us to connect with all our sports through Covid-19 and provide a coordinated response, whilst also keeping our sector fully informed.

This regionwide grouping of sports, along with the inclusion of City and District Council personnel, provided the vehicle for an Otago-wide consistent approach to sport survival and recovery. The sporting codes worked extremely well together, sharing, collaborating, and innovating to an extent not seen in the past. This momentum continues with an acceptance that

what, how, when, and the quality of sport delivery must change to reflect the new environment and to meet participants' needs. We are now seeing more conversations around consolidation of sports and the formation of sports hubs.

The two month lockdown saw formal organised sport in particular, cease across New Zealand, placing great financial pressure on National Sports Organisations, Regional Sports Organisations (RSOs), and clubs. Primary and secondary schools were also impacted. Winter sports codes reduced the competition season and responded by developing innovative approaches in delivery and activities, which continues.

Sport Otago provided guidance, support, advice, and coordination to the sport and recreation sector. The health and safety of all was a priority and we worked with the sector to establish safe practices. We are proud to have supported the sector through the pandemic in a range of ways:

Communication and Connection

- · Provided regular updates to the sector on level guides.
- Established the Otago Regional Sports Alliance (ORSA) online forum.
- Liaised with our Territorial Authorities (TAs) to ensure a coordinated and collaborative response
- Kept key stakeholders informed of updates and guides from Sport NZ and other government agencies.



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Capability Building

- Carried out a survey across Otago to assess the impact on the sector to target assistance.
- Coordinated survival and recovery planning for RSOs and clubs.
- Advocated to City and District Councils for ground charges, leases, and rents to be waived.
- Became the distribution mechanism for the Community Resilience Fund on behalf of Sport NZ, providing immediate assistance to RSOs and clubs.

Pandemic Support

- Provided Covid-19 contact tracing signage and hygiene products to all fields, facilities, and clubs across Otago.
- Developed a Health and Safety Plan template for TAs in the region to use, with clubs booking grounds/facilities.
- Worked with the Allied Press (Otago Daily Times) to provide tear off Covid-19 contact tracing strips for public use.

Promoted Sport and Play Activities

- Instituted a virtual Otago Sports Awards, which provided sport and recreation coverage and profile throughout lockdown.
- Generated equipment free activity ideas for schools, through Facebook and YouTube.
- Provided further activity ideas online for families to use with children through lockdown.

Flowing from the need to change how sport is delivered, a number of working groups involving our RSOs have been formed during Covid-19, which continue to focus on new approaches and structures into 2020-2021. These focus areas are:

- Balance is Better potential to remove representative teams below age 15 and the development of inclusive regional competitions.
- Season length, seasonality of codes, structure of competitions, and funding models.
- Skill development and delivery into primary/secondary aged, and RSO/school relationships.
- · Voice of Rangatahi (youth).
- Expectations, needs, and issues from a youth perspective to guide format, influence priorities, and increase opportunity for participation.

PAGETEN | SPORT OTAGO AVADAS REPORT 2000

Celebrating Success

Sport Otago coordinates the sub-regional Sports Awards, culminating in the ASB Otago Sports Awards. At a district and regional level, the Awards recognise excellence and success across all endeavours of active recreation and sport. Due to Covid-19, the Clutha and Central Otago Sports Awards were cancelled. However, the Network Waitaki Sports Awards, in partnership with the North Otago Sports Bodies Association, was delivered just prior to the Covid-19 lockdown. Courtney Duncan, World Motocross Champion, was the recipient of the 2019-2020 Supreme Waitaki award.

The ASB Otago Sports Awards was impacted by Covid-19, so we innovated and, in conjunction with Allied Press, delivered an online, digital Awards, along with an eight week publication of category finalists and winners in the Otago Daily Times, which profiled the athletes and their sports.

Junior Sportswoman and Junior Sportsman were won by Alice Robinson and Nico Porteous, Snowsports exponents. James Doleman, International Rugby Referee, was the Official of the Year, while Hayden Croft was awarded Tech Support Person of the Year, for his work with the World Champion Silver Ferns. The North Otago Rugby Heartland Champions won Team of the Year and Lars Humer, Olympic Swim Coach, won Coach of the Year.

South Pacific Rugby League and Sports Club was presented with the Innovation in Sport award, while Joan Merrilees was recognised for her decades of devotion to athletics with the Services to Sport Award. Hamish Bond was the public's choice in voting for Athlete of the Decade, for his achievements in rowing and cycling. Craig Murray, Freeskiing, was Sportsman of the Year. After many trials and tribulations, North Otago's, Courtney Duncan, World Champion Motocross, won the Sportswoman of the Year and ASB Supreme Award.



Sport New Zealand Outcomes

Reflective of our four year contract with Sport New Zealand, the following is a summary of work carried out over 2019-2020, the last year of the current contract.

Workforce

The focus of our Workforce initiative in 2019-2020 was:

- The establishment of Women in Sport Otago (WiSPO).
- Regional Sports Organisation (RSO) Governance.

Our aim was to establish a WiSPO network to achieve more for women and girls in sport and active recreation in Otago in the areas of Participation, Leadership, Value, and Visibility. There have been three core areas of focus led by working groups of Board members; establishment of WiSPO, Strategy, and Communication and Events. Each of these groups have worked closely with WiSPO members, utilising skills and creating networking opportunities within the sector. There are a number of Workforce outcomes for this project, including leadership and development opportunities through the WiSPO Board roles, network events, mentoring and support for women and girls at secondary school, and for those working in the sports sector (all with the aim of achieving gender equity in participation and leadership and women and girls in sport being valued and visible in our region). Our second main goal focused on RSO Governance. This involved

supporting and enabling RSO Boards to develop succession planning strategies within their Boards and to recruit Board members appropriately based on skill set and need. We have supported RSOs with multiple new governance appointments including; Tennis Otago, Football South, Otago Cricket, Dunedin Netball, and Southern Zone Rugby League. There is a noticeable effort being made by our RSOs to develop programmes aimed at involving more girls in sport (fuelled in part by KāwiSport) and participation numbers reflect this. As evidenced earlier, we are seeing RSOs listening and responding to the need for gender equity on Boards. This should, over time, produce better functioning RSOs, as diversity on Boards and in leadership positions contributes to better overall outcomes.

It is heartening
to know that there
is an appetite from
within our local sport
and recreation sector to
grow organisational
capability in diversity
and inclusion.

Dunedin Primary and Intermediate Schools Triathlon In the two was an Rodger's Larges PLACE THE TWO ALE SMALKING OUT OF THE TWO THE TWO WAS AND THE TWO THE TWO ALE SMALKING THE TWO THE TWO THE TWO ALE SMALKING THE TWO THE TW

Provider Network

Sport Otago's objectives in this space were:

- For the six larger Regionals Sports Organisations (RSOs) to have agreed on their collective purpose and relevant operating systems.
- To have a collective project agreed on and being worked through, e.g. collective local messaging or to have two RSOs implementing change within their own relevant Participant Development areas.

Our work in this area has focused on the establishment of the Otago Regional Sports Alliance (ORSA) group. Originally, this work brought together six of our bigger sports (netball, rugby, football, cricket, hockey, and basketball) and the Otago Secondary Schools Sports Association (OSSSA). The need to bring this group together locally was driven through discussion with the RSOs. They were challenged, with the knowledge that they need to plan for change, they valued an opportunity to share and combine strength through collaboration, and many were looking for an opportunity to network and gain support.

Workshop topics have included; increasing partnership and collaboration with the local Council, women and girls in sport, working collaboratively with primary schools to identify their needs, and work in alignment with the schools for better outcomes for sports. Having the ORSA network already established has made it easier to collaborate and respond to the challenges faced with Covid-19. As a result, the ORSA group has expanded to include the majority of other sporting codes. The group has met regularly and acted promptly to allow sport within our region to recover from Covid-19 as quickly as possible. Through the Covid-19 lockdown period, we facilitated regular meetings of the ORSA group to help coordinate our region's response to the pandemic. This included the establishment of sub-groups to look at health and safety and return to play. We developed Covid-19 health and safety templates to be used by clubs when booking fields. Councils required these forms to be completed before sports were able to use their grounds. We facilitated the discussion around return to play between both winter and summer codes. This work will continue post Covid-19, as we look for more sustained change aligned to Balance is Better (BiB) principles.

The existing ORSA network contributed to an efficient and integrated response to Covid-19.

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Partnering

Sport Otago has coordinated multiple opportunities for our Regional Sports Organisations (RSOs) and the wider sector to connect through various sports forums. Establishing the Otago Regional Sports Alliance (ORSA) group, based on our previous work with the 'Big 6' codes, has been significant in terms

of collaboration and cohesion, particularly in our response to Covid-19. Our messaging around Physical Literacy has been framed within the school setting around wellbeing/Hauora, as we find that this resonates better with teachers. We remain actively engaged across a wide spectrum of Committees, Boards, and Advisory Groups throughout our region. We have also retained all major contracts with our funding partners, reshaped the priorities of some of them

to better align with our future direction, and developed some new contracts based on our experience and the success of previous work. In Central Otago and Waitaki, we have sub-groups

of ORSA established. Led by our Regional Coordinators, we hope these will be sustained beyond Covid-19 and become vehicles and advocates for key sector approaches like Balance is Better. Changes in funding accountability ensures that sports need to look at the quality of their programmes, how they are delivering them, and who they are delivering to. This, along with the focus on women and girls, has seen RSOs

Our work with the Dunedin City Council around school bike tracks and cycling skills has led to more tracks being we have a new contract with the Council play, active recreation, education, health, there is a growing recognition of our role forward, will be for us to grow our partner

developed on school grounds. These have become hubs of activity for the wider community. On the back of this, to work with 12 schools to assist them with school travel planning. Our insights work in the Waitaki region, partnering with the Waitaki District Council, has identified stakeholder needs across the and sport sectors, allowing us to focus our planning for the year ahead. It has also opened further opportunities for more in-depth research with stakeholder groups and the community, which we are pursuing. We know that there is an appetite for change within the Otago sport sector that has been accelerated by the onset of Covid-19. Our RSOs and their clubs are becoming more understanding of the need to share resources and work together. Covid-19 has thrown our short-term focus firmly back into the sport space. As well, through conversations with partners, outside of sport and our wider remit. A key aspect of partnering, looking network with an emphasis on play and active recreation providers

offering new participation opportunities.

The existing Sports Alliance network contributed to an efficient and integrated response to Covid-19.

OTAGO REGIONAL SPORTS ALLIANCE

VISIOM:

Collaborate to provide positive sporting experiences in Otakou

PURPOSE:

To reset, rebuild, and reconnect sport in Otago

Goal 1: Establish an annual calendar that allows equitable and accessible opportunities across all sports codes.

602 2: Present a consistent policy of junior representative sport.

Boal 3: Introduce a Youth Advisory Group to contribute the rangatahi voice into ORSA.

60al 4: Collective voice; lobbying and advocating for sport in Otago

Goal-5: Collaborate on delivery of generic sport skills into school settings.

All our winter codes were prepared and ready for a return to play, with all the documentation, resources, and knowledge in place. Already, their attention is looking to the future, with the ORSA group now working on developing a collaborative three year plan. We have established working groups to look at the following areas through a BiB lens:

- Season length/season timing.
- Shared services.
- Hubs for clubs.
- The school/club relationship.
- Academies and representative programmes.

One mooted change is a potential agreement across codes to move away from all representative sport Under 15 and below. Our role in facilitating change in this environment is complex; we need to remain impartial and balanced and ensure that the drive for change is locally-led. Whilst we have pushed this shift in thinking by raising issues, sharing insights, and facilitating opportunities for discussion, we are now starting to see that the motivation for change is coming from leaders/influencers within RSOs. Like us, funders have been advocating for collaboration amongst codes, but we are also now seeing our Councils supporting and encouraging this as well

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Coaching

Sport Otago's main goal was to broaden the network and capability of the Otago Coach Developer community. Central to the programme, was the implementation of an Otago two-day Residential Coach Developer course, in November 2019. Running alongside Sport New Zealand and National Sports Organisation Coach Developer programmes, Otago now has 41 Coach Developers, with nine of the group also working as trainers. Following on from this, cricket, netball, and hockey are all doing their own coach developer training. We also ran Coach Developer workshops in Balclutha, Wanaka, and Cromwell. Feedback on the Dunedin Coach Developer Residential training was positive, receiving an average rating of 8.9/10. We had a great group, who were able to go back to work directly with their six different sporting codes. "Our network of Coach Developers now has the 'confidence to reach out within the larger group." +The development of our Coach Developer network is pivotal to the sporting experience of the entire Otago region. Working across codes is essential in providing alternative perspectives that lead to growth in all codes. Many teachers have attended Coach Developer workshops to date.

Work with Otago Secondary Schools Sports Association is ongoing.

Otago now has
41
Coach
Developers

Competition Pathways

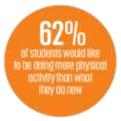
Sport Otago's main focus was to pilot the use of the Voice of Rangatahi (VoR) at Mount Aspiring College and Taieri College. The purpose was to determine the participation needs of secondary school students. In partnership with both schools, the findings were to be used to help progress relevant action plans. We piloted the VoR in two co-ed secondary schools, Mount Aspiring College and Taieri College. Both schools were very interested to find out what their students were doing outside of school to keep active, as that information is not covered in other surveys (NZSSSC Census).

Post survey, we met with the sports departments to further discuss the results and what could be actioned from the students' responses. This step has taken longer than we would have liked due to both schools having staffing changes and the Covid-19 pandemic. Results from both schools highlighted the need to focus on improving facilities in order to increase physical activity. The results also indicated that 62% of students would like to be doing more physical activity than what they do now, but that it needed to be fun and contribute to their health and fitness. We are now in the beginning stages of working with Taieri College to trial a



student-led Physical Activity project. We had good buy-in from the schools, which led to a high response rate, with over 1200 students completing the Survey across both schools (Mount Aspiring College 60%, Taieri College 54%). We are working with Taieri College on a student-led/co-designed initiative, focusing on Year 10 students who are disengaged from sport. The Year 10 cohort is where we see weekly participation, time spent, and number of activities start to decrease (drop-off). The Year 10 boys struggled with motivation, but 54% of them said they wanted to be doing more than they currently were. The Year 10 girls were engaged in physical activity (dance, gymnastics, games, etc.), but 68% of them wanted to be doing more than they currently were, however they lacked confidence. We will work with small focus groups to develop an initiative that concentrates on different physical activities that are less competitive sport-based. The initiative would then be piloted with the whole year group. In partnership with school staff, we are currently looking at examples of other co-designed projects with students to develop a framework

The opportunity to engage with secondary schools, with a bespoke survey tool that can produce meaningful and relevant data has opened the door to a positive working relationship with the schools. The staff we have worked with are thinking more holistically about the activity levels of their students and consequently thinking more creatively as to how they can meet their students' needs.



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Insights

Over 2019-2020, we developed an internal insights system and culture, using Sport New Zealand (Sport NZ) and other tools and resources, to inform strategy and share the sector story. To do this, we have:

- Created an internal system that ensures we collect, analyse, and summarise regional insights data annually, including for target groups:
 - Capability building evaluation (design, fieldwork, analysis, and reporting) for one project.
 - Advice and support in survey design for four projects, along with design, analysis, and reporting for one project.
 - Use of Sport NZ and other tools and resources to develop an Otago Regional Profile.
- Reinforced our role as a respected knowledge hub and developed userfriendly information and resources for communicating insights to the sector:
 - Waitaki organisations' perspectives on Sport Waitaki's effectiveness, target groups, and changes to increase physical activity.
 - Otago sport organisations' perspectives on the impact of Covid-19.
 - Schools' perspectives about the impact of Covid-19 on 'Skills 2 Swim.'
 - Participants' perspectives on the effectiveness of the 'Surf to Stadium Fun Run and Walk'.
 - Future and current trends in sport and recreation in the Otago region.
- Partnered with stakeholders to translate insights into meaningful and actionable initiatives, based on the trends and demographics within Otago communities.
 - Worked on bespoke questions for Voice of Rangatahi pilot.
 - Worked with Otago Polytechnic to incorporate service users' interests into the Green Prescription Programme.
 - Summarised Voice of Participant data with Otago Cricket for use in their planning.

Physical Literacy

An interactive presentation and brainstorming session were conducted at a full staff meeting to gauge baseline understanding of Physical Literacy (PL). A few months later, a Kahoot questionnaire was conducted to see if staff had a better understanding of PL. We are also working to better incorporate our Regional Leadership Approach (PL, Insights, Locally Led) and Treaty of Waitangi principles into programme design and evaluation, which will help staff understanding of the three approaches. A customised approach, integrating the principles of PL was taken when delivering On Your Marks (OYM) theory workshops and practical team-teaching sessions to primary schools throughout Central Otago. This enabled and ensured teachers from different schools and decile levels felt confident that they were well-resourced and had the necessary skills to incorporate movement into their everyday teaching and learning OYM was delivered to three primary schools in the latter half of 2019, with a total of 17 staff and 314 children participating in team-teaching sessions. Two of four staff theory workshops were presented to 20 OYM schools and after initial delays due to Covid-19, teamteaching sessions were delivered to four primary schools during 2020, with a total of 27 staff and approximately 500 children participating. School staff were given the flexibility to choose either four or five 45-minute practical teamteaching sessions per term, to suit timetabling

The Kahoot findings indicated that 94% of staff could define PL.

Sport Otago staff used desired programme outcomes, collected from individual teachers at the OYM theory workshops, to tailor sessions according to year level learning objectives and themes, availability and type of equipment, level of current PL awareness and understanding, individual teacher and student needs, and varying school philosophies.

Discussing and identifying links between movement and dispositional learning outcomes, such as critical thinking, courageous learning, developing resilience, creativity, and adaptability, helped to strengthen the buy-in from school staff, Individual school resources and facilities were considered when delivering sessions. This ensured teachers knew how to use the equipment at their disposal, rather than relying on equipment brought in by Sport Otago. Teachers were encouraged to adopt movement across the curriculum. Feedback from teachers and principals reflects the success of the programme.

"This has been valuable professional development for our junior teachers this year."

We are confident that the principles of PL are being applied through our tamariki-targeted programmes like; OYM, Physical Activity Leader, Active Families, and Kelly Sports. The social, emotional, and spiritual benefits of physical activity were incorporated by means of discussions at the beginning and conclusion of each OYM session; initially led by school teachers, but gradually directed by student curiosity and awareness of what PL meant for them, e.g. students took notice of their heartbeat, new friendships, emotions, and ability to listen during both OYM sessions and in the classroom setting. Student engagement and awareness noticeably increased when teachers were seen joining in with their class.



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Spaces and Places

The Queenstown Lakes and Central Otago Regional Sport and Recreation Facilities Strategy was updated to include 2018 Census figures. Individual sport profiles were also updated as appendices to the Strategy. The Strategy itself was also reviewed in collaboration with both Councils and changes were made based on progress made and new information. We are also looking at multiple sports hub projects across the region in Cromwell, Alexandra, Wanaka, and Queenstown. Utilisation of the Queenstown Lakes and Central Otago Strategy is evident. In Queenstown, there are nine sports working together on a shared facility project. In Wanaka, another nine groups are in similar discussions. In Cromwell and Alexandra, there is interest in developing sports hubs, with clubs talking.

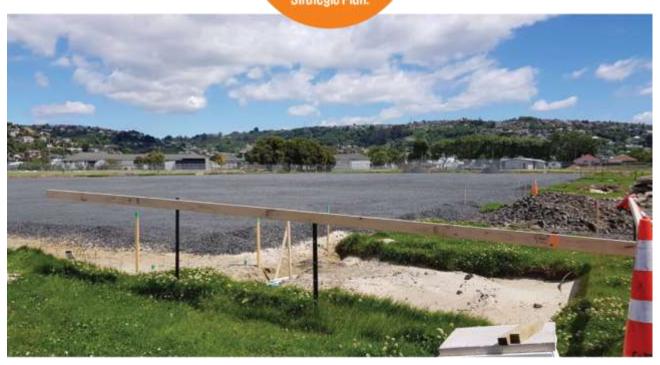
Coordination of the Otago Hockey/King's High School turf project has continued. It has faced many challenges, the latest being Covid-19, but we have managed to navigate the various parties through these challenges and the turf remains a reality. Working with Council, regional, and national funders, and the Ministry of Education, has culminated in the signing of a construction contract for work to commence in September 2020 on the development of the hockey turf. We have provided leadership and have been the constant across all aspects of this project, driving the Project Control Group and liaising with all parties to coordinate and keep matters progressing despite a range of obstacles.

The Dunedin City Council (DCC) has commenced with the development of a Sport and Active Recreation Facility Strategic Plan. We are part of the governance group overseeing the project. Phase One will focus on DCC

owned and operated facilities. Phase Two will look at non-DCC owned facilities. The project aligns to the DCC's Parks and Recreation Strategy and will link to both an Aquatics review project and their Open Spaces plan.

We completed the Waitaki District Indoor Facility Options report for the Waitaki District Council as a follow up to our earlier work, considering Council specifications and financial implications. The Waitaki Options report provides the Council with outline specifications for a six-court indoor facility with conference centre, fitness centre, creche, and catering kitchen. The various options presented, along with estimated operating costs, has resulted in Council providing for this facility within their long-term plan and allowed planning for Council's level of contribution.

The Dunedin
City Council has
commenced with the
development of a
Sport and Active
Recreation Facility
Strategic Plan.



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Financial Statements

Sport Otago
Summary Financial Statements
Summary Statement of Comprehensive Revenue and Expense
For the Year Ended 30 June 2020

	2020 \$	2019 \$
Revenue from Non-Exchange Transactions Sport New Zealand Grant - Otago Community Trust Other Grants/Sponsorship/Donations and Sundry Income	721,000 172,250 608,783	716,800 173,250 547,567
Revenue from Exchange Transactions Other Revenue	830,040	884,126
Total Revenue	2,332,073	2,321,743
Less Expenditure Audit Fees	10,400	10,450
Depreciation and Amortisation Expense	37,234	44,357
Operating Lease Expenditure	190,178	202,378
Other Operating Expenditure	1,973,761	2,111,555
Total Expenditure	2,211,573	2,368,740
Net Surplus/ (Deficit) and Total Comprehensive Revenue or Expense	120,500	(46,997)
Summary Statement of Changes in Net Assets for the Year Ended 30 June 2020	2020 \$	2019 \$
Opening Equity Comprehensive Revenue or Expense	1,179,025 120,500	1,226,022 (46,997)
Closing Equity	1,299,525	1,179,025
Summary Statement of Cash Flows for the Year Ended 30 June 2020		
	2020 \$	2019 \$
Net Cash Inflow/(outflow) from Operating Activities Net Cash Inflow/(outflow) from Investing Activities	587,479 (589,033)	(11,388) 9,644
Net Increase/{Decrease} in Cash Held for the Year	(1,554)	(1,744)
Cash at Beginning of the Year	28,461	30,205
Cash at End of Year	26,907	28,461

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Sport Otago Summary Financial Statements Summary Statement of Financial Position as at 30 June 2020

	2020	2019 \$
Equity	TO STATE OF THE ST	28
Establishment Fund	210,835	210,835
Bequest Fund	166,300	166,300
Property Development Fund Note	7	138,050
Retained Earnings Note	8 784,340	663,840
TOTAL EQUITY	1,299,525	1,179,025
REPRESENTED BY:		
Current Assets	New pulse	
Cash	26,907	28,461
Sundry Debtors	43,117	42,142
Accrued Revenue	132,493	134,072
GST		6,917
Bequest Investments	166,300	166,300
Other Investments	1,736,066	1,139,106
Prepayments	Sec.	5,401
	2,104,883	1,522,399
Non-current Assets		
Property, Plant and Equipment	63,641	80,934
Intangible Assets	10,500	17,504
	74,141	98,438
TOTAL ASSETS	2,179,024	1,620,837
Current Liabilities		
Prepaid Revenue	78,156	78,795
Prepaid revenue Otago Community Trust	175,750	
Employee Entitlements	129,138	138,115
Accounts Payable	103,657	68,633
Sundry Accruals	46,429	50,919
GST	27,439	40.000
On Call Loans	10,000	10,000
KiwiSport Funding	32,357	40,838
Community Resilience Fund Third Party Agency Funding	225,738	E4 E40
Third Party Agency Funding	50,835	54,512
	879,499	441,812
TOTAL LIABILITIES		0.0000000000000000000000000000000000000
The control of the same and the	879,499	441,812

Signed for and on behalf of the Board of Trustees who authorised these financial statement for issue on the 6 October 2020

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Sport Otago Summary Financial Statements

Notes to the Summary Financial Statements for the Year Ended 30 June 2020

- These summary financial statements have been extracted from the full financial statements approved by the Board of Trustees on 6 October 2020.
- The summary financial statements do not include all disclosures provided in the full financial statements and cannot be expected to provide as complete an understanding as provided by the full financial statements.
- Interested parties may request a copy of the full financial statements from the Sport Otago, 40 Logan Park Drive, Logan Park, Dunedin 9016.
- The full financial statements were authorised for issue by the Trustees on 6 October 2020, have been audited and an unmodified audit opinion has been issued. In addition, these summary financial statements have been examined by the auditor, and their report is attached.
- 5. The full financial statements have been prepared in accordance with Generally Accepted Accounting Practica. They comply with Public Benefit Entity Accounting Standards as applicable for Not for Profit (PBE NFP). Sport Otago is eligible for Tier 2 PBE NFP Reduced Disclosure Regime (RDR) on the basis it does not have public accountability and is not defined as large. The Summary Financial Statements comply with PBE FRS-43 Summary Financial Statements.
- Functional and presentation currency These summary financial statements are presented in New Zealand Dollars (\$), which is Sport Otago's functional currency.
- There are no commitments at 30 June 2020 (2019: \$Nil), other than operating lease commitments of \$516,100 (2019: \$588,672) over the life of the relevant lease arrangements.
- 8. The funding available, in the form of retained earnings, for ongoing trading of \$784,340 represents only 34% of the 2019-2020 total turnover. With the majority of contracts currently ranging from only 12 to 24 month terms the Trustees of Sport Otago consider the level of reserves currently held is a prudent level to cover unexpected decline in our current funding sources allowing Sport Otago to maintain it's operating for a period of time and make necessary adjustments.
- The allocation of equity into a Property Development Fund is to assist in the creation of a Sport House/s.
 Funds are transferred from the fund for costs associated with the relocation of Sport Otago from 184 High Street to
 the Sargood Centre, 40 Logan Park Drive Dunedin in September 2012. Funds are also available for other Sport
 House developments
- There were no changes to accounting policies in the current year.
- 11. The outbreak of Covid-19 and the subsequent quarantine measures and travel restrictions imposed by the New Zealand Government have caused disruption to businesses and economic activity. On 12 August 2020 the New Zealand Government raised the alert level to level 2 in Otago which has impacted Sport Otago's ability to run events, however, the impact is unlikely to be material. While the impact of Covid-19 is difficult to predict, Sport Otago forecasts it will be able to operate for at least 12 months from the approval date of the financial statements.



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Deloitte.

Independent Auditor's Report on the Summary Financial Statements

To the Trustees of Sport Otago

Opinion

The summary financial statements of Sport Otago (the 'entity'), which comprise the summary statement of financial position as at 30 June 2020, and the summary statement of comprehensive revenue and expense, summary statement of changes in net assets/equity and summary cash flow statement for the year then ended, and related notes, are derived from the audited financial statements of the entity for the year ended 30 June 2020.

In our opinion, the accompanying summary financial statements, on pages 1 to 3, are consistent, in all material respects, with the audited financial statements, in accordance with PBE FRS 43: Summary Financial Statements issued by the New Zealand Accounting Standards Board.

Summary financial statements

The summary financial statements do not contain all the disclosures required by Public Benefit Entity Standards Reduced Disclosure Regime. Reading the summary financial statements and the auditor's report thereon, therefore, is not a substitute for reading the audited financial statements and the auditor's report.

The audited financial statements and our report thereon We expressed an unmodified audit opinion on the audited financial statements in our report dated 6 October 2020.

Trustees' responsibilities for the summary financial statements The Trustees are responsible on behalf of the entity for the preparation of the summary financial statements in accordance with PBE FRS 43: Summary Financial Statements.

Auditor's responsibilities

Our responsibility is to express an opinion on whether the summary financial statements are consistent, in all material respects, with the audited financial statements based on our procedures, which were conducted in accordance with international Standard on Auditing (New Zealand) 810 (Revised): Engagements to Report on Summary Financial Statements ("ISA (NZ) 810").

Restriction on use

This report is made solely to the Trustees. Our audit has been undertaken so that we might state to the Members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Members as a body, for our audit work, for this report, or for the opinions we have formed.

Dunedin, New Zealand 6 October 2020

This audit report relates to the summary financial statements of Sport Otago (the "entity") for the year ended 30 June 2020 included on the Entity's website. The Trustees are responsible for the maintenance and integrity of the entity's website. We have not been engaged to report on the integrity of the Entity's website. We accept no responsibility for any changes that may have occurred to the summary financial statements since they were initially presented on the website. The addit report refers only to the summary financial statements named above. It does not provide an opinion on any other information which may have been hyperlinked to/from these summary financial statements. If readers of this report are concerned with the inherent risks arising from electronic data communication they should refer to the published hard copy of the summary financial statements and related audit report dated 6 October 2020 to confirm the information included in the summary financial statements presented on this website.

SPORT STAGO ANNO AL REPORT 2000 | PAGE TWENTY ONE

Partners and Supporters

Sport Otago gratefully acknowledges the support of the principal sponsors of our programmes:







We would like to acknowledge and thank the following supporters of our programmes:

A.C.E Shacklock Charitable Trust
Animation Research Limited
Athletics Otago
Brackens Print
CERT
Dunedin Casino Charitable Trust
Dunedin Print
Edgar Centre
Golf Otago
MCK Design and Print
Otago Academy of Sport
Otago Secondary Schools
Sports Association

Sports Association
Pub Charity
Rainbow Confectionery
Trusts administered by
Wilkinson Rodgers Lawyers
Waitaki District Youth Council
Workplace First Aid Training

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Sargood Centre 40 Logan Park Drive Dunedin 9054 03 474 6350



Cromwell Swim Centre 3 Barry Avenue Cromwell 9342 027 436 7172



Wanaka Recreation Centre 41 Sir Tim Wallis Drive Wanaka 9382 027 212 4290



Abacus House 100 Thames Street. Oamaru 9400 029 434 9379



Cross Recreation Centre 18 Glasgow Street Balclutha 9230 027 436 7174





21.9.3 EDEN HORE CENTRAL OTAGO STEERING GROUP AND CHARITABLE TRUST

Doc ID: 559801

1. Purpose of Report

To consider continuing the Eden Hore Central Otago Steering Group for a second term and approving the establishment of a charitable trust for project donations and bequests.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Authorises the continuation of the Eden Hore Central Otago Steering Group for a second term, through to the end of 2023.
- C. Approves the establishment of the Eden Hore Central Otago Charitable Trust for the purpose of holding and utilising community-raised funds towards projects and activities that benefit the collection and related experiences.

collection and related experiences.

2. Background

In August 2017 the Central Otago District Council approved the formation of a steering group for Eden Hore Central Otago (EHCO). This was a recommendation of the feasibility study on the long-term care and display of the Eden Hore fashion collection, undertaken for Council in 2016 (resolution 17.4.9). The purpose of the steering group was to provide innovative thinking for this nationally significant collection, leverage partnerships, and create promotional opportunities that celebrate Central Otago values and draw visitation to the region.

The steering group has provided strategic oversight for the development and delivery of a programme of initiatives that exemplifies the essence of EHCO – i.e., Eden Hore plus Central Otago adds up to a magical proposition that connects with and engages people. Since coming together, the steering group's expertise has guided a number of milestone projects:

- Development of a collections policy (including procedures for loaning garments)
- EHCO brand, logo and storyline
- A fashion photoshoot with an internationally recognised photographer and project team
- A strategic partnership with Te Papa Tongarewa Museum of New Zealand
- A feature exhibition at The Dowse Art Museum (December 2021 March 2022)
- National media exposure and coverage of EHCO activities

Contingent on the continued development of EHCO experiences and conservation is the ongoing availability of funding. Council has been approached by members of the community wishing to donate/bequest to the care and display of the collection. There is a desire from potential donors for a charitable trust to be formed whose specific role is to receive and utilise funds raised for the betterment of the EHCO collection and projects.

Council staff have researched trust deeds of similar nationally significant collections throughout the country and have sought independent legal advice. Advantages of establishing an independent charitable trust include having an independent entity that can

seek out funding opportunities that Council could not otherwise approach, as well as providing public assurance that any monies donated to EHCO will be ringfenced from other Council activities and will remain with the collection for as long as they are needed.

3. Discussion

Steering group term renewal

The current steering group members have been extremely generous of their time to EHCO projects and have created opportunities that Council would not have achieved if it had acted independently. Each member brings unique insight and expertise to discussions and the group gels well as a team. All steering group members are willing to continue their involvement for a second term.

It is proposed that the structure of the group will remain the same in this second term. His Worship the Mayor will remain as chairperson² and Council staff will continue to provide administrative support and implementation. Formal meetings of the entire group are no more than twice a year, though staff will continue to liaise with individual members on specific projects, as needed. Online meetings via Microsoft Teams are also utilised, from time to time, for specific project discussions.

The proposed timeframe for this second term is two years. This will enable the group to progress projects that are already underway – such as refining content on the www.edenhorecentralotago.com website and creating a mobile interactive visitor experience about EHCO for the Central Otago region – as well as seeking out new opportunities for the collection at a national level.

Establishment of a charitable trust

A draft deed for the Eden Hore Central Otago Charitable Trust is attached to this report (Appendix 3). The purpose of this trust is to:

- raise and utilise funds to further the awareness, preservation, promotion and presentation of the EHCO collection and story;
- advance education through promoting the value of the collection to New Zealand's fashion, textiles and design;
- advance education through promoting the value of the collection to Central Otago's social and cultural history;
- be a vehicle for raising, holding, enhancing and dispensing funds;
- provide support and assistance to the owner consistent with these charitable purposes.³

The exclusive role of this trust is to hold and utilise fundraised monies for EHCO. The EHCO steering group will continue to advise Council on potential projects and activities for the collection. Projects seeking funding through the trust will need to be presented to trustees and funding would be allocated according to the project's relative fit with the purposes of the trust.

Council will continue to cover the operational costs and staff time of caring for and managing the EHCO collection, and will seek out grant funding for projects through agencies that give monies to local authorities. The trust will hold donations and bequests from the public specifically for the collection, and may apply for additional project funding from agencies where appropriate.

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² It is acknowledged that Council's representative on this group may change as a result of the 2022 local authority elections.

³ Draft Trust Deed: The Eden Hore Central Otago Charitable Trust (section 3.1)

Should Council agree to the establishment of this charitable trust, staff will seek out individuals to fill the trustee positions. It is anticipated that four to five trustees will be sufficient to serve the needs of the trust, as trust activities and transactions are expected to be relatively low.

4. Financial Considerations

Council staff administer the EHCO project through the Central Otago Regional Identity work programme and budget. An annual budget of \$20,000 is set aside for operational and administrative costs associated with EHCO. These costs include website hosting and maintenance, storage and curation costs, and expenses related to the EHCO steering group. The cost of continuing the steering group membership for a second term will therefore be absorbed into this existing budget allocation.

Similarly, the establishment of the Eden Hore Central Otago Charitable Trust and ongoing administrative and support costs will also be absorbed into existing Council operational budgets and staff time.

5. Options

Option 1 – (Recommended)

To continue the Eden Hore Central Otago Steering Group for a second term and to approve the establishment of a charitable trust for project donations and bequests.

Advantages:

- The steering group has guided Council in the development of a strategic directive for EHCO that encompasses the Central Otago high country farmer and his impresario approach to life, alongside his unique and high-quality fashion collection this direction is promoting unique opportunities for the region.
- The steering group is now established and working well together; a second term will build on this relationship.
- The steering group has and continues to create nationally significant outcomes for the EHCO collection.
- Establishing an independent charitable trust for EHCO will provide assurance to potential donors that any gifted funds will be used exclusively for EHCO projects.
- The charitable trust may act as a vehicle to garner additional funding for EHCO.
- Funds invested in the charitable trust will support the collection and the purposes of the trust deed.

Disadvantages:

 Developing an independent trust could be viewed as creating additional administrative work when Council could manage donations raised through its own financial processes.

Option 2

To discontinue the Eden Hore Central Otago Steering Group and decline the proposal of establishing a charitable trust for project donations and bequests.

Advantages:

There would be administrative savings for Council in the 2021-22 year.

Disadvantages:

- National leveraging and relationship opportunities would be lost.
- The creation of innovative solutions that celebrate this collection in unique ways that do not excessively drain ratepayer funding, will be seriously compromised.
- A trust fund would provide financial transparency for donors for where the funds are being used, without the added complexities of Council overhead or administration costs.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social, cultural and economic wellbeing of communities in the present and for the future by maximising opportunities to celebrate and amplify the high value / high story proposition of Eden Hore Central Otago. Through creative thinking, relationship developments and maximising the use of funds raised, this collection can enhance regional pride, cultural appreciation and economic opportunities for Central Otago district.	
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes Central Otago Regional Identity Values Central Otago Tourism Strategy 2018-2028	
Considerations as to sustainability, the environment and climate change impacts	 EHCO projects and initiatives are looking to develop exceptional experiences and interactions that celebrate the EHCO story rather than investing in fixed infrastructure with high ongoing overheads. Affordable and equitable provision of services to promote well-being; Keep developing culture and heritage opportunities; Improve value-added tourism through Central Otago. 	
Risks Analysis	The EHCO steering group provides advice and connections but ultimate decision-making remains with Council, as owner of the collection. The proposed charitable trust will operate independently of Council. There is a financial risk of fraud and of funds being mishandled. Due diligence will therefore be required when selecting the trustees. The trust will also need to have an effective finance system to track income and expenditure, as well as an annual review of their accounts (in line with the Charities Act 2005 requirements for a tier 4 organisation and section 6 of this draft trust deed).	

Significance, Consultation and	Checketts McKay Law has written the trust deed,
Engagement (internal and	in consultation with Council staff and the EHCO
external)	steering group chair.
	Advice will be sought from Council's Corporate
	Services Manager on the establishment of
	appropriate financial processes for the proposed
	charitable trust.

7. Next Steps

Should Council approve the recommendations of this report, staff will proceed with sourcing trustees, establishing financial processes and applying for charitable status through New Zealand's Charities Services for the proposed Eden Hore Central Otago Charitable Trust.

Steering group members will be asked to sign the attached terms and conditions (Appendix 1) and will continue their involvement with EHCO as they have in their first term.

8. Attachments

Appendix 1 - EHCO Steering Group Terms of Reference 2022-23 (Draft) J.

Appendix 2 - EHCO Steering Group Member Biographies J.

Appendix 3 - Eden Hore Central Otago Charitable Trust Deed (Draft) J

Report author: Reviewed and authorised by:

Community and Engagement Manager

23/11/2021

Sanchia Jacobs

Chief Executive Officer

29/11/2021

Eden Hore Central Otago

Steering Group Terms of Reference 2022 - 2023

Authors

This document was prepared by:

Project Administrator

Paula Penno

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Version History

Date	Version	Revision History	Author/Reviser	Approved (name, role)	Approved (sign/date)
4/11/2021	2.0	Initial draft	Paula Penno		

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1. Background

The Eden Hore Central Otago Steering Group [Steering Group] was established in 2017 as an action point from the 2016 *High Fashion High Country; Eden Hore Fashion Collection Feasibility Study* [Feasibility Study]⁴, written by Tim Walker Associates. The feasibility study was developed for the Central Otago District Council [Council], to explore and test opportunities for *Eden Hore Central Otago* fashion collection and related stories [EHCO] to:

- Be recognised as a unique cultural treasure (recognition of its value as a fashion / design / NZ's social & cultural history);
- Be protected for current and future communities;
- Safeguard the connection between the collection and its Maniototo 'home';
- Contribute to economic development opportunities (diversity of visitor experience; opportunity for the development of creative experiences within the region);
- Be an exemplar for the Central Otago regional identity values.

The Feasibility Study recommended Council develop a 'strategic coalition' between Council and a number of strategic partners and other parties to deliver a programme of events and initiatives to leverage value of Council's ownership of the Collection.

The purpose of this inaugural EHCO Steering Group was to make strategic and at time bold decisions in line with an agreed Terms of Reference, to guide and enhance the development of the EHCO proposition. Steering group members with expertise in unique areas relevant to EHCO were individually approached – these ranged from knowledge in fashion, textiles conservation, event management and local knowledge. Collectively, the Steering Group provides the strategic vision, local nous and ability to leverage extensive networks and opportunities at a national level. It also provides guidance and advice to Council staff and elected members.

Over the past four years the Steering Group has created opportunities for EHCO that would not have been achieved if Council had operated independently. The support and guidance of the Steering Group is greatly valued by Council and it is proposed that the EHCO Steering Group is continued into a second term. This Steering Group Terms of Reference relates to 2021 through to the end of 2023.

Council's Chief Executive is project sponsor for EHCO and His Worship the Mayor will continue as chairperson for the EHCO Steering Group. Existing members of the Steering Group have been invited to continue in their roles.

The continuation of the EHCO Steering Group will enable the growth and exploration of future opportunities that will enhance the conservation, enjoyment and understanding of EHCO.

2. Role of the Steering Group

The role of the Steering Group for this second term is as follows:

- Develop, for endorsement by Council, an EHCO Strategy and work programme [Programme] for 2022 through 2024, based on but not limited to the recommendations and approaches outlined in the Feasibility Study, and building upon the outcomes achieved by the Steering Group during their past term.
- Oversee the development of Programme objectives and initiatives, and evaluate proposals for EHCO
- Develop and continually update a 1-2 year Programme framework, ensuring all Programme projects and initiatives are aligned with the Strategy.

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⁴ High Country / High Fashion Eden Hore Fashion Collection Feasibility Study, Tim Walker Associates (2016)

• Ensure all Programme initiatives make appropriate and effective use of EHCO in relation to the Strategy and the Collection policy and procedures.

- Assist with resolving strategic level issues and risks.
- Provide advice whether to approve or reject changes that have a high impact on timelines and budget.
- Provide advice and guidance on business issues and strategic opportunities facing the project.
- Use influence and authority to assist the project in achieving its outcomes.
- Review and approve final project deliverables.

3. Responsibilities of the Steering Group Chair

Mr Tim Cadogan, Mayor of Central Otago District Council is the Steering Group Chair⁵. Should he be unable to attend a meeting, Tim Walker will serve as Group Chair. Note that the Project Administrator should not serve as Group Chair in the absence of the Project Sponsor.

The responsibilities of the Steering Group Chair (supported by the Project Administrator) are as follows:

- Sets the agenda for each meeting
- Ensures that agendas and supporting materials are delivered to members in advance of meetings
- Ensure conflicts of interest are identified in relation to all agenda items in advance of the meeting commencing (see 5.5.3)
- Makes the purpose of each meeting clear to members and explains the agenda at the beginning of each meeting
- Clarifies and summarizes what is happening throughout each meeting.
- Keeps the meeting moving by putting time limits on each agenda items
- Encourages broad participation from members in discussion by calling on different people
- Ends each meeting with a summary of decisions and assignments
- Follows up with consistently absent members to determine if they wish to discontinue membership
- Ensures the Group nominates replacements for members who discontinue participation

4. Responsibilities of Steering Group Members

Individual Steering Group members have the following responsibilities:

- Understand the goals, objectives, and desired outcomes of the project.
- Understand and represent the interests of project stakeholders.
- Apply their expertise to and take a genuine interest in the project's outcomes and overall success.
- Act on opportunities to communicate positively about the project.
- Check that the project is making sensible financial decisions especially in procurement and in responding to issues, risks and proposed project changes.
- Check that the project is aligned with the organisational strategy as outlined in the Feasibility Study as well as policies and directions across Council and relevant regional, national and international contexts.
- Actively participate in meetings through attendance, discussion, and review of minutes, papers and other Steering Group documents.
- Support open discussion and debate, and encourage fellow Steering Group members to voice their insights.

⁵ It is acknowledged that the appointment may be subject to change as a result of the 2022 local authority elections.

5. General

5.1 Membership

The table below lists the inaugural membership of the Steering Group, as at [] 2017.

Name	Title	Organisation
His Worship Tim Cadogan (Chair)	Mayor	Central Otago District Council
Claire Regnault	Senior Curator New Zealand History & Culture	Museum of New Zealand Te Papa Tongarewa
Jane Malthus	Curator, and Hore family liaison	Otago Museum
Margi Robertson	Director	Nom D
Paul Blomfield	Consultant	Paul Blomfield PR
John Crawford	Advisor, community	Big Skies Tours
Tim Walker (Facilitator)	Consultant	Tim Walker Associates

5.2 Term

Additional members may be added at the behest to the Chair. The mix of members may be refreshed provided at least 50% of the sitting members remain through any single refreshment of membership, to ensure continuity.

5.3 Ex-officio members

Individuals with relevant expertise may be appointed as ex-officio members, to assist the Steering Group. Ex-officio members will not have voting rights or responsibilities.

5.4 Payment

Members who do not work for Council or an organisation which has signed a formal partnership with Council in relation to the EHCO project will receive an honorarium of \$1,000 plus GST per day for attendance of meetings and the costs of travel and accommodation. For professional services outside of the context of meetings, members will negotiate any fees payable with Council on a case-by-case basis.

5.5 Quorum and Decision-making

5.5.1 **Quorum**

All efforts will be made to schedule meetings when all members can attend. That said, a minimum number of 5 Steering Group members are required for decision-making purposes. The quorum must include the Chair or his proxy from Council, the Facilitator and a minimum number of 3 other members. It is expected that all members will be present at meetings; however if necessary a member may participate via a remote connection (such as Teams), as deemed appropriate by the Chair, and their involvement will be counted toward the quorum.

5.5.2 Decision-making Process

The process the Steering Group will use to make decisions is **2/3 Majority** - a course of action requires support from 2/3 of the members who attend the meeting if there is quorum.

5.5.3 Conflict of Interest

Conflicts of interest will be managed as follows:

A direct conflict of interest

 Where a member or the organisation they represent on the Steering Committee stands to benefit financially and/or materially from an initiative or decision of the Steering Group. In such cases the member will stand down for that item.

An indirect conflict of interest

When a person or organisation other than the member submits or is the subject of a
proposal or application for which the member or the organisation they represent on the
Steering Group would benefit financially or otherwise if a commitment was made to
progress. In such cases the member may, at the invitation of the Chair, contribute to
discussion of that item but will stand down for deliberation and decision-making.

A perceived conflict of interest

When an associate, friend, family member or organisation associated with a member submits
or is the subject of a proposal or application there is potential for a perceived conflict of
interest. In such cases the member will declare this to the Chair who will decide on the
appropriate action.

All conflicts of interest will be declared to the Chair ahead of the commencement of the relevant meeting.

5.6 Frequency of Meetings

No more than two ordinary meetings will be held per annum according to another schedule set out by the Chair. The Chair reserves the right to call extraordinary meetings.

5.7 Agenda, Minutes, and Decision Papers

A package will be sent to members three to five business days in advance of a Steering Group meeting. This package will include the following:

- Agenda for upcoming meeting
- Minutes of previous meeting
- A progress report for the project
- Decision papers
- Any other documents/information to be considered at the meeting

5.8 Proxies

Members of the Steering Group have specialist skills, so there will be a presumption against sending proxies to meetings. If however there is good cause, and a skilled proxy can be identified, Steering Group members will inform the Chair Sponsor as soon as possible of their recommendation to send a proxy to a meeting in their place. This will occur no less than five business days before the scheduled meeting. Proxies are entitled to participate in discussion but are only allowed a role in decision-making at the invitation of the Chair.

6. Signatures

Project Owner

These Terms of Reference have been read by and are understood to provide the guidelines within which the Eden Hore Central Otago Steering Group is established and will operate, as below:

Sanchia Jacobs, Chief Executive, Central Otago District Council		
Steering Committee Chair	date	
His Worship Tim Cadogan, Mayor, Central Otago Distri	ct Council	
Steering Committee members		
Claire Regnault	date	
Paul Blomfield	date	
John Crawford	date	
Jane Malthus	date	
Margi Robertson	date	
Tim Walker	date	
Project Administrator		
Paula Penno, Community and Engagement Manager, C	Central Otago District Council	
	date	



His Worship Tim Cadogan Mayor of Central Otago District

Mayor Tim came to the Mayoralty following a career in Law and before that, a career as a radio broadcaster and copywriter. Tim was the winner of the 2003 New Zealand Radio Award for Best Station Promotion. Tim has had a long involvement with the Alexandra-based WoolOn Creative Fashion Event, including being the MC of the first few WoolOn events in the early 2000's as well as a number of events in the 2010's, through being Deputy Chair of the Alexandra Blossom Festival Committee for 8 years, during which time that Committee ran the event. Tim chaired the first WoolOn Committee following its becoming a stand-alone event in 2017 – he resigned from this position upon taking up the Mayoralty.

Paul Blomfield

Paul Blomfield is a well known fashion industry advocate, PR professional and event manager. He runs Paul Blomfield PR which covers Public Relations, event management, brand creation and development, research and strategic planning.

Paul has worked with many of New Zealand's iconic brands and big events as varied as The Auckland Darts Masters, Top Gear Live, The Auckland Home Show, The BMW Polo Open, Taste of Auckland and the Armageddon Expo to name a few.

Whilst now not actively involved in the fashion sector, Paul's extensive experience in this field means he's always available to offer support and professional assistance for those in the sector.

John Crawford

John has a 30 year association with Naseby and the broader Maniototo area and chaired Naseby Vision Inc for 13 years and remains a committee member. Naseby Vision has had an interest in the future of the Eden Hore collection since it was acquired by the CODC and has been actively involved in the Council's consultation process.

John was until a couple of years ago General Manager of Dunedin-based international television production company NHNZ Ltd. He co-owns, with Jacquie his wife, Big Sky Adventures Ltd, an Otago Central Rail Trail tour business and a small floriculture business, both of which are Naseby based. He has previously held a number of company directorships and has served on committees and trusts.

Tim Walker

Tim Walker is an Auckland-based arts & culture consultant. After 3 decades in the art gallery sector (as fine arts curator at Waikato Museum, senior art curator at National Art Gallery/Te Papa and director at the Dowse Art Museum) he set up his own company to work with cultural organisations, iwi, government and local government and tourism operators throughout New Zealand and in the Pacific.

Tim undertook the Eden Hore Fashion Collection Feasibility study for the Central Otago District Council in 2016. Tim is chair of the Board of Toi Whakaari; NZ Drama School. He has a MA in Art History and was awarded an Honorary Degree in Creative Technologies by the Wellington Institute of Technology

Margarita Robertson

The influence that Margarita Robertson has had on the New Zealand fashion industry began in 1975 in the Dunedin retail environment. The first PLUME store opened in 1978, offering a curated selection of avant-garde designers, the business expanded in 1986 with the conception of now-ubiquitous label NOM*d. Initially a knitwear range, however as the collection developed, PLUME became the flagship store for the label. Robertson opened a second PLUME in Christchurch in 1992, confirming the success and longevity of NOM*d, and the international designers that are stocked alongside. In 1998 NOM*d was invited alongside three other NZ designers known as the NZ Four to show her collection at London Fashion Week. Since then, NOM*d has been recognised as the epitome of avant-garde Antipodean fashion, and Robertson has shown the label in conjunction with both London, Paris and New York Fashion Weeks. Collections such as Red (AW 2003), Caveat Emptor (SS 2005-06) and Turncoats (AW 2010) have galvanised NOM*d's dark, deconstructivist and utilitarian attitude. The significance of the label has been recognised by its acquisition into dress collections at the National Gallery of Victoria and Te Papa Tongarewa. In 2018, Robertson was appointed an ONZM for her ongoing services to the New Zealand fashion industry. After 35 years, NOM*d and Robertson's impact on fashion and print culture is enduring, continuing to offer innovative clothing for the discerning customer.

Claire Regnault

Claire is the Senior Curator New Zealand History & Culture at the Museum of New Zealand Te Papa Tongarewa. Her research interests lie primarily in New Zealand's fashion histories and associated industries. Her publications include Dressed: Fashionable Dress in Aotearoa 1840 to 1910 (Te Papa Press, 2021), which has been described by NZ Geographic as 'social history at its best', The Dress Circle: New Zealand Fashion Design Since 1940 (Godwit, 2010) and the New Zealand Gown of the Year (HBCT, 2003). She is an active member of the Costume & Textile Association of New Zealand.

Dr Jane Malthus

Jane is Honorary Curator of European Dress at Otago Museum and an independent dress historian, curator and artist. She co-curated Otago Museum's current Fashion Forward: Disruption Through Design exhibition. She has played an instrumental role in developing the Eden Hore Fashion Collection, before and since it was acquired by Council. She has organised exhibitions, overseen cataloguing, contributed to conservation assessment, given conference papers and talks on the Eden Hore collection, published scholarly articles and provided professional advice to Council as required. Throughout this process she has undertaken research into the items and designers represented in the Collection. This work is ongoing.

Trust Deed

The Eden Hore Central Otago Charitable Trust

THIS DEED is made the

day of

2021

BETWEEN: LINNET MARY JULIUS, of Alexandra, Solicitor ("Settlor")

AND: TRUSTEES of address, occupation ("Trustees")

BACKGROUND:

- A. The Owner purchased the Collection of fashion garments from family members of the late Eden Hore in 2013. Central Otago high-country farmer Eden Hore amassed the collection of mainly couture ladies' fashion garments between the 1960s and 1980s. Recognised as the largest privately owned collection of its kind in the southern hemisphere, the Council agreed to purchase the Collection to keep it together as a single entity, and to ensure that it remains in its Central Otago 'home'.
- B. The Collection represents multiple layers of New Zealand's social history. It includes garments from New Zealand's leading fashion designers of the time, a number of which were worn at significant national events such as the Benson and Hedges Fashion Show and Miss New Zealand pageants. Through the garments we can gain a deeper understanding of New Zealanders' lifestyles and its emerging fashion industry of the time.
- C. The paradoxical nature of a high-country farmer living in a remote Central Otago location and having a passion for this refined interest creates mystique and intrigue. Mr Hore was a successful farmer and acclaimed stockman who had a strong affinity for his Maniototo homeland. His ability to transition from the farming to entertainment industry is intriguing and inspiring. It is the intention of the Eden Hore Central Otago project to honour this impresario collector; the beauty of both the garments he collected and the landscapes that he adored; and the events, activities and people that surrounded Eden during this time. Further, the Owner intends that the stories of Eden Hore and Central Otago are amplified to motivate others to celebrate beauty and craftsmanship, and to follow their passions.
- D. The Settlor has recognised the need for the provision of funding for the preservation of the collection and its ongoing interpretation and display.
- E. The Settlor considers it desirable to establish a trust for the purposes set out in detail in this deed.
- F. The Trustees are prepared to act as trustees of the Trust Fund.

G. By way of initial gift to the Trustees to establish the Trust, the Settlor has paid the sum of \$10 to the Trustees on the date of execution of this deed.

TERMS:

1. PAPAKUPU/GLOSSARY

1.1 In this deed, the following terms shall, where the context admits, have the following meanings:

"Balance Date" means 30 June or any other date adopted from time to time by the Trustees as the end of the Trust's Financial Year;

"Chairperson" means the Trustee appointed in accordance with clause 6.4;

"Collection" means the nationally significant collection of avant garde 1960s-1980s fashion purchased by the Owner in 2013 which provides a unique insight into the fashion industry and NZ social history of the time and is described in more detail in the Background paragraph A above;

"Concessionary Provisions" means sections <u>CW 41</u> (Charities: non-business income), <u>CW 42</u> (Charities: business income), <u>CX 25</u> (Benefits provided by charitable organisations), <u>DB 41</u> (Charitable or other public benefit gifts by company) and <u>DV 12</u> (Maori authorities: donations) and subpart <u>LD</u> (Tax credits for gifts and donations) of the Income Tax Act 2007; and, if the Trustees are registered under the <u>Goods and Services Tax Act 1985</u>, the provisions of that Act relating to non-profit bodies, as defined in section <u>2(1)</u> of that Act;

"Financial Year" means any year or other accounting period ending on the Balance Date:

"Owner" means the Central Otago District Council;

"Patron" means those appointed under clause 16.1 of this deed;

"Property" means real or personal property of any kind and includes any right or interest in such property and any thing in action;

"Secretary" means the person appointed in accordance with clause 6.5;

"Settlor" means Linnet Mary Julius, Solicitor of Alexandra;

"Story" means the Eden Hore Central Otago (EHCO) Story which is that the Collection has a rich story value both for avant-garde fashion and the big sky thinking of Central Otago high country impresario Eden Hore;

"Trust" means the trust created by this deed;

"Trust Fund" means any Property, which may be paid to or held under the control of or vested in or acquired by the Trustees for the Trust from any source on or after the date of this deed and whether by way of gift, bequest, devise, purchase, exchange or otherwise; and

"Trustees" means the trustee or trustees for the time being of the Trust, and, where the trustees of the Trust have incorporated as a board under the Charitable Trusts Act 1957, either the trustees acting as a board or the trustee or trustees for the time being constituting the board, as the context requires;

- 1.2 References to clauses are references to this deed's clauses:
- 1.3 Expressions defined in the main body of this deed have the defined meaning in the whole of this deed including the background;
- 1.4 References to one gender include the other gender;
- 1.5 Section, clause and other headings are for ease of reference only and do not form any part of the context or affect this deed's interpretation;
- 1.6 Any obligation not to do anything includes an obligation not to suffer, permit or cause that thing to be done;
- 1.7 References to anything of a particular nature either before or after a general statement do not limit the general statement unless the context requires;
- 1.8 References to parties are references to parties to this deed;
- 1.9 References to persons include references to individuals, companies, corporations, partnerships, firms, joint ventures, associations, trusts, organisations, governmental or other regulatory bodies or authorities or other entities in each case whether or not having separate legal personality;
- 1.10 Singular words include the plural and vice versa; and

1.11 References to any statutory provision include any statutory provision, which amends or replaces it, and any subordinate legislation made under it.

2. TE INGOA/ NAME:

- 2.1 The name of the Trust is The Eden Hore Central Otago Charitable Trust.
- 2.2 The Trustees may change the name of the Trust by deed to any other name which they may determine from time to time, provided that:
 - 2.2.1 The Trustees will be incorporated as a trust board under the Charitable Trusts Act 1957 under the new name; or
 - 2.2.2 If the Trustees will not be incorporated as a trust board, the new name is not offensive or liable to mislead any member of the public.

3. WHĀINGA/ PURPOSE

- 3.1 The Trustees hold the Trust Fund on trust to pay or apply so much of the capital and income of the Trust Fund as the Trustees think fit exclusively for or towards any one or more of the following exclusively charitable purposes, which are declared to be the purposes of the Trust, namely:
 - 3.1.1 For the benefit of the New Zealand and Central Otago community through raising and utilising funds to further the awareness, preservation, promotion and presentation of the Eden Hore Central Otago Collection and Story.
 - 3.1.2 For the advancement of education through promotion of the value of the Collection to New Zealand's fashion, textiles and design, particularly in relation to 1960s and 1980s New Zealand avant garde fashion.
 - 3.1.3 For the advancement of education through promotion of the value of the Collection to Central Otago's social and cultural history, particularly in relation to the Story.
 - For the achievement of the purposes listed in clause 3 through being a vehicle for raising, holding, enhancing and dispensing funds.

3.1.5 To provide other support and assistance to the Owner consistent with these charitable purposes.

- 3.2 If, because of any change in the law brought about by the enactment of new legislation and/or the amendment or repeal of existing legislation, or by any change in the official interpretation or official application of any such legislation, it is at any time necessary to amend the terms of this deed in order to achieve and/or preserve the availability of any concession in relation to the Trust under any of the Concessionary Provisions, which would otherwise be available were it not for the change in the law, then, despite clause 14, the terms of this deed will at that time be deemed to be amended to the extent necessary.
- 3.3 None of the purposes of the Trust will be:
 - 3.3.1 in any way limited or restricted by reference to or inference from the terms of any other clause or the name of the Trust, except where the context specifically or expressly requires it; and
 - 3.3.2 treated as subsidiary or ancillary to any other purpose of the Trust.
- 3.4 The Trustees are empowered to carry out any one or more of the purposes of the Trust independently of any other purpose of the Trust.
- 3.5 All of the purposes of the Trust must be pursued wholly or mainly within New Zealand.

4. TARI/OFFICE

The office of the Trust will be in such place in New Zealand as the Board of Trustees may from time to time determine.

5. APPOINTMENT AND REMOVAL OF TRUSTEES

- 5.1 The number of Trustees must be not less than three nor more than ten provided that:
 - 5.1.1 if at any time there are less than three Trustees, the person having the power of appointment of Trustees must increase the number of Trustees to three as soon as is reasonably practicable; and

5.1.2 the remaining Trustees will be entitled to act until the number of Trustees is increased and no act or decision of the remaining Trustees will be called into question on account of the fact that there were less than three Trustees when that act or decision was carried out or made.

- 5.2 The power of appointment of replacement Trustees is vested in the person in whom that power is vested by section <u>92</u> of the Trusts Act 2019, who also has the following powers:
 - 5.2.1 to appoint at any time or times an additional Trustee or additional Trustees:
 - 5.2.2 to reappoint any retiring or retired Trustee as Trustee; or
 - 5.2.3 to appoint that person, or any of them, to be a Trustee.
 - 5.3 The person having the powers of appointment under clause 5.2 also has the power to remove any Trustee.
 - 5.4 The following persons may not hold office as a Trustee:
 - 5.4.1 an individual who is under the age of 16 years;
 - 5.4.2 an individual who is an undischarged bankrupt or who is a discharged bankrupt but is prohibited by the Court from engaging in any form of business activity;
 - 5.4.3 a company, incorporated society or any other body corporate:
 - (a) which is being wound up or has gone into liquidation;
 - (b) in respect of which a resolution has been passed appointing a liquidator;
 - (c) in respect of which an order has been applied for or made by the court appointing a liquidator;
 - in respect of which a meeting of shareholders or members has been called at which the appointment of a liquidator will be considered;
 - (e) for which a receiver or statutory manager has been appointed in respect of all or any part of its assets; or
 - (f) which has made or entered into, or attempted to make or enter into, any compromise, assignment or other arrangement with or for the benefit of all or any class of its creditors;

- 5.4.4 a person who has been:
 - (a) convicted of any crime involving dishonesty, within the meaning of section 2(1) of the Crimes Act 1961, and sentenced for that crime within the last seven years; or
 - (b) convicted of any offence punishable by a term of imprisonment of two or more years, or sentenced to imprisonment for any offence, unless that person has:
 - (i) obtained a pardon; or
 - (ii) served, or otherwise suffered, the sentence imposed on that person;
 - provided that that person will not be disqualified from appointment as a Trustee, or may continue to hold office as a Trustee, but will be deemed to have taken leave of absence, until the expiry of the time for appealing against the conviction or sentence of imprisonment, and if there is an appeal against conviction or sentence, until the appeal has been determined;
- 5.4.5 a person who is prohibited from being a director or promoter of, or being concerned or taking part in the management of, a company under the <u>Companies Act 1993</u>, the <u>Financial Markets Conduct Act 2013</u> or the <u>Takeovers Act 1993</u>;
- 5.4.6 a person who is subject to a property order made under the <u>Protection of Personal and Property Rights Act 1988</u> or whose Property is managed by a trustee corporation under section <u>32</u> of that Act; or
- 5.4.7 a person who is subject to an order made under section <u>31</u> of the Charities Act 2005 disqualifying the person from being an officer of a charitable entity.
- 5.5 If any person having the powers of appointment under clause 5.2 and removal under clause 5.3:
 - 5.5.1 dies or, in the case of a body corporate, is liquidated or otherwise dissolved; or
 - 5.5.2 in precluded from holding office as a Trustee under clause 5.4;

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• then the Trustees, but excluding that person if that person is also Trustee, will have the power to:

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5.5.3 remove those powers of appointment and removal from that person; and

5.5.4 revest those powers of appointment and removal in another person who may or may not be a Trustee.

From the date of any such revesting, this clause 5.5 will apply to the person in whom the powers of appointment and removal are revested as if that person were originally named in clause 5.2.

- 5.6 A Trustee will cease to hold office if that Trustee:
 - 5.6.1 resigns by giving 30 days' written notice to the Secretary, who must circulate that written notice to the remaining Trustees within 10 days of receipt;
 - 5.6.2 is precluded from holding office as a Trustee under clause 5.4;
 - 5.6.3 fails to attend a meeting of the Trustees for a period of 12 months;
 - 5.6.4 dies while holding office as a Trustee; or
 - 5.6.5 is removed by the person having the power of removal of Trustees.
- 5.7 On every appointment, reappointment, removal or cessation of office of any Trustee, the Trustees must cause an entry to that effect to be recorded in the Trust's minute book.

6. ADMINISTRATION OF THE TRUST

- 6.1. The Trustees must regulate and conduct meetings as follows:
 - 6.1.1 within four months of the end of each Financial Year, the Trustees must hold an annual general meeting;
 - 6.1.2 the Secretary must give no less than 30 days' written notice of the annual general meeting to the Trustees;
 - 6.1.3 the business to be transacted at the annual general meeting will be the:
 - (a) receipt of the financial statements;
 - (b) appointment of the auditor (if any); and

(c) setting of the Trustees' remuneration; and any other business will be treated as special business and will be dealt with in accordance with clause 6.1.4;

- 6.1.4 written notice of any special business must be given to the Secretary no less than 21 days before the annual general meeting and the Secretary must circulate a written agenda including all special business to the Trustees no later than 14 days before the annual general meeting;
- 6.1.5 the Trustees may otherwise meet at any times and places, which they may agree, provided that any two or more Trustees may at any time requisition a meeting of Trustees by giving written notice to the Secretary and the Secretary must, within 10 days of receipt of that notice, convene a special general meeting by giving, subject to clause 13.1 not less than 10 days' notice of the meeting to the Trustees; and
- 6.1.6 every notice of meeting given by the Secretary to the Trustees must:
 - (a) be in writing; and
 - (b) state the date, time and place of the meeting; and every notice of a meeting requisitioned under clause 6.1.5 must state the matters to be discussed at that meeting, but notice of any meeting may be abridged or waived if all the Trustees consent in writing to that abridgment or waiver.
- 6.2 A quorum at meetings of the Trustees will be comprised of half the number of Trustees.
- 6.3 All acts done by any meeting of Trustees or by any person acting as Trustee will be as valid and effectual as if that Trustee or those Trustees:
 - 6.3.1 had been duly appointed;
 - 6.3.2 were qualified to hold office as Trustee; and
 - 6.3.3 had complied with the rules and regulations made in accordance with clause 6.1;
 - even if it is later discovered that:

•

6.3.4 there was some defect in the appointment of any of the Trustees;

6.3.5 any of the Trustees were for any reason disqualified from holding office as Trustee; or

- 6.3.6 there was accidental failure to comply with the rules and regulations made in accordance with clause 6.1.
- 6.4 The Trustees must appoint a Chairperson of the Trustees from among their number who will hold office at the Trustees' pleasure.
- 6.5 The Trustees must from time to time appoint either one of their number or some other person to be Secretary who shall hold office at the Trustees' pleasure.
- 6.6 Except as otherwise provided, and subject to clause 6.2, all resolutions passed at a meeting of the Trustees may be by a majority of Trustees present at that meeting and any such resolution will be binding on all Trustees. The Chairperson will have a casting as well as a deliberative vote if there is a tie and equality of votes.
- 6.7 A written resolution, signed by all the Trustees, will be as valid and effectual as if it had been passed at a meeting of the Trustees. Any such resolution may consist of several documents in like form each signed by one or more Trustees.
- 6.8 The Trustees may from time to time rescind or vary any resolution of the Trustees by the same majority as was necessary to pass the resolution being rescinded or varied.
- 6.9 The Trustees must provide and keep a minute book. The Secretary must prepare and enter a record of all resolutions of the Trustees in the minute book. If confirmed by the Trustees, the Chairperson must sign those minutes as a true and correct record. Every minute purporting to be so signed will be prima facie evidence of the facts stated in those minutes.
- 6.10 The Trustees must keep an account at a bank, which they may determine from time to time. Payments from the bank account must be authorised by at least two Trustees.
- 6.11 The Trustees must ensure that:
 - 6.11.1 full and correct records and accounts are kept of all their receipts, credits, payments, assets, liabilities, transactions and all other matters necessary for showing the true state and condition of the Trust Fund; and

6.11.2 financial statements are prepared as soon as practicable after the end of each Financial Year, those statements must include:

- (a) a statement of financial position;
- (b) a statement of financial performance; and
- (c) notes to those statements;
- giving a true and fair view of the financial position of the Trust Fund for that Financial Year and, if the Trustees so resolve, a chartered accountant appointed for the purpose by the Trustees will audit those financial statements; and

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- 6.11.3 any change to the Balance Date for the Trust has been approved, if required, pursuant to section <u>41</u> of the Charities Act 2005 or otherwise.
- 6.12 Subject to clause 6.13, all documents required to be executed by the Trustees will be deemed to be validly executed and binding if those documents have been signed by at least two Trustees.
- 6.13 If the Trustees become incorporated as a board under the Charitable Trusts Act 1957, then:
 - 6.13.1 the Trustees will provide a common seal for the board, which will be:
 - (a) deposited with the Secretary; and
 - (b) affixed to any document requiring execution by the board under common seal; and
 - 6.13.2 every affixing of the common seal must be:
 - (a) performed in the presence of and accompanied by the signatures of two Trustees, which will be sufficient evidence of authority to affix the seal; and
 - (b) recorded in a seal register retained for such purpose.
- 6.14 The Trustees must cause to be prepared, and retained and/or filed with any relevant authority all necessary tax accounts, returns, reports, declarations, notices, certificates, reconciliations, applications, forms and other information required to be prepared or filed, pursuant to any revenue legislation, the Charities Act 2005 or otherwise, so as to achieve or preserve the availability of any concession in relation to the Trust under any of the Concessionary Provisions.

6.15 Any notice to be given to the Secretary under this deed must be in writing signed by the person giving the notice and served at the office of the Trust. Any notice or document so served will be deemed to be duly given:

- 6.15.1 if delivered by hand, when so delivered;
- 6.15.2 if delivered by facsimile, when receipt is confirmed;
- 6.15.3 if delivered by post, on the third working day after posting; or
- 6.15.4 if sent by e-mail, on the sender's receipt of an e-mail message indicating that the e-mail has been opened at the recipient's terminal.

7. TAKETAKE/ POWERS

- 7.1 The Trustees, in connection with the Trust, will only promote the exclusively charitable purposes of the Trust described in clause 3.
- 7.2 In particular and in addition to all other powers conferred by law, but subject to the restrictions contained in this deed:
 - 7.2.1 the Trustees will have the same powers as if they were the beneficial owner of the Trust Fund; and
 - 7.2.2 the Trustees' powers will not be limited or restricted by any principle of construction or rule of law or statutory power or provision except to the extent that it is obligatory.
- 7.3 None of the powers or authorities conferred on the Trustees by this clause or otherwise will be deemed subsidiary or ancillary to any other power or authority. The Trustees may exercise any of those powers and authorities independently of any other power or authority. If there is any ambiguity, this provision will be construed so as to widen and not restrict the Trustees' powers provided that at no time shall this provision be construed so as to prevent the availability of any concession in relation to the Trust under any of the Concessionary Provisions, which would otherwise be available.

8. KO NGĀ RAWA HEI PAINGA MO TE IWI/TRUSTEE REMUNERATION AND EXPENSES

8.1 Subject to clause 8.3, any Trustee being a lawyer, accountant or other person engaged in any profession, business or trade is entitled to be paid all usual professional, business and trade charges for services provided by that person or that person's employee or partner in connection with the Trust including acts, which a Trustee, not being in any profession, business or trade, could have done personally.

- 8.2 Subject to clause 8.3, each Trustee is entitled to such remuneration for services provided as may be reasonable having regard to that Trustee's duties and responsibilities and to any remuneration paid to that Trustee in accordance with clause 8.1 for those services.
- 8.3 Any payment to a Trustee referred to in clauses 8.1 and 8.2 must not exceed fair market value for services provided and, where any such payment is a benefit or advantage to which clauses 10.2 to 10.4 apply, no Trustee receiving such payment and no person associated with such Trustee may:
 - 8.3.1 take part in any deliberations or proceedings relating to that payment; or
 - 8.3.2 in any way determine or materially influence directly or indirectly the nature or amount of that payment or the circumstances in which it is to be paid.
- 8.4 Each Trustee is entitled to be indemnified against, and reimbursed for, all travelling, hotel and other expenses properly incurred in connection with the Trust.

9. NO PRIVATE PROFIT

Nothing expressed or implied in this deed will permit:

- 9.1 the Trustees' activities; or
- 9.2 any business carried on by or on behalf of or for the benefit of the Trustees, in connection with the Trust;

to be carried on for the private profit of any individual.

10. RESTRICTIONS RELATING TO BUSINESS INCOME

10.1 In any tax year, for the purposes of the <u>Income Tax Act 2007</u>, where any business, within the ambit and scope of that Act and in particular section CW 42 of that Act, is carried on by or for the benefit of the Trust:

- 10.1.1 the Trustees must not derive directly or indirectly from any such business any amount of income that is not exempt from income tax under section CW 42 of the Income Tax Act 2007; and
- 10.1.2 within the ambit and scope of clauses 10.2 to 10.4, no person with some control over the business may direct or divert, to their own benefit or advantage, any amount derived from that business.
- 10.2 For the purposes of clause 10.1.2, a person who may have some control over the business is a person who is, within the ambit and scope of section CW 42(5)–(7) of the Income Tax Act 2007:
 - 10.2.1 a settlor or trustee of a trust carrying on the business or of a trust that is a shareholder in a company carrying on the business; or
 - 10.2.2 a director or shareholder of a company carrying on the business; or
 - 10.2.3 a person associated with any person described in clauses 10.2.1 and 10.2.2.
- 10.3 For the purpose of clause 10.1.2, an amount is directed or diverted to the benefit or advantage of a person described in clause 10.2 if that person is given or receives from the business any benefit or advantage, whether or not convertible into money, within the ambit and scope of section CW
 42(6)-(8) of the Income Tax Act 2007, or any income of a kind specified in and not excluded by those sub-sections.
- 10.4 For the purpose of clause 10.1.2, a person described in clause 10.2 has some control over the business and is able to direct or divert amounts from the business to their own benefit or advantage if, by virtue of their position described in clause 10.2 and within the ambit and scope of section CW 42(5)-(8) of the Income Tax Act 2007, that person is, in any way, whether directly or indirectly, able to determine or materially influence in any way the determination of:

10.4.1 the nature or extent of any benefit, advantage or income described in clause 10.3; or

10.4.2 the circumstances in which any benefit, advantage or income described in clause 10.3 is, or is to be, given or received.

11. TAKAWAENGA/ MEDIATION & ARBITRATION

- Any dispute arising out of or relating to this deed may be referred to mediation, a non-binding dispute resolution process in which an independent mediator facilitates negotiation between parties. Mediation may be initiated by either party writing to the other party and identifying the dispute which is being suggested for mediation. The other party will either agree to proceed with mediation or agree to attend a preliminary meeting with the mediator to discuss whether mediation would be helpful in the circumstances. The parties will agree on a suitable person to act as mediator or will ask the Arbitrators' and Mediators' Institute of New Zealand Inc. to appoint a mediator. The mediation will be in accordance with the Mediation Protocol of the Arbitrators' and Mediators' institute of New Zealand Inc.
- 11.2 The mediation shall be terminated by:
 - 11.2.1 The signing of a settlement agreement by the parties; or
 - 11.2.2 Notice to the parties by the mediator, after consultation with the parties, to the effect that further efforts at mediation are no longer justified; or
 - 11.2.3 Notice by one or more of the parties to the mediation to the effect that further efforts at mediation are no longer justified; or
 - 11.2.4 The expiry of sixty (60) working days from the mediator's appointment, unless the parties expressly consent to an extension of this period.
- 11.3 If the mediation should be terminated as provided in 11.2.2, 11.2.3 or 11.2.4 any dispute or difference arising out of or in connection with this deed, including any question regarding its existence, validity or termination, shall be referred to and finally resolved by arbitration in New Zealand in accordance with New Zealand law and the current Arbitration Protocol of the Arbitrators' and Mediators' Institute of New Zealand Inc. The arbitration shall be by one arbitrator to be agreed upon by the parties and if they should fail to agree within twenty-one (21) days, then to be

appointed by the President of the Arbitrators' and Mediators' Institute of New Zealand Inc.

12. TAUNAHA/ TRUSTEE LIABILITY

- 12.1 No Trustee will be liable for any loss to the Trust Fund arising from any act or omission of the Trustee unless it is attributable to that Trustee's own dishonesty or to the wilful commission or omission of any act known by that Trustee to be a breach of trust or from that Trustee's gross negligence.
- 12.2 Subject to clause 12.1, despite:
 - 12.2.1 the provisions of section <u>30</u> of the Trusts Act 2019; and
 - 12.2.2 the likelihood that the Trustees will from time to time include persons whose profession, employment or business is or includes acting as a trustee or investing money on behalf of others;

the care, diligence and skill to be exercised by those persons will not be that required by section <u>30</u> of the Trusts Act 2019 but will at all times be the care, diligence and skill that a prudent person of business would exercise in managing the affairs of others.

- 12.3 No Trustee will be bound to take, or be liable for failure to take, any proceedings against any other Trustee or former Trustee for any breach or alleged breach of trust committed by that other Trustee or former Trustee.
- 12.4 Subject to clauses 12.1 and 12.2, a Trustee will be chargeable only for any money, which that Trustee has received. For the purposes of this clause, a Trustee is deemed to have received money even if not actually paid to that Trustee if that money has been credited in account, reinvested, accumulated, capitalised, carried to any reserve, sinking or insurance fund, or otherwise dealt with on that Trustee's behalf.
- 12.5 Notwithstanding the procedure or otherwise of retaining assets in the Trust Fund no Trustee shall be liable for any loss suffered by the Trust Fund by reason of the Trustees retaining any asset forming part of the Trust Fund.
- 12.6 Each Trustee or former Trustee is entitled to be indemnified out of the Trust Fund against all actions, proceedings, claims, damages, losses, demands, calls, liabilities, costs (including legal costs) and expenses

(together called "liabilities") suffered or incurred by that Trustee or former Trustee in connection with the Trust, except to the extent that those liabilities are due to:

- 12.6.1 that Trustee's or former Trustee's own dishonesty or lack of good faith;
- 12.6.2 that Trustee's or former Trustee's wilful commission or omission of an act known by that Trustee or former Trustee to be a breach of trust; or
- 12.6.3 that Trustee's or former Trustee's gross negligence.

13. TE TUKU TOENGA RAWA/DISPOSITION OF SURPLUS ASSETS

- The Trustees may wind up the Trust by a unanimous resolution of the Trustees, provided that, in the event there is more than one Trustee:
 - 13.1.1 that resolution must be passed at a Trustees' meeting called for that purpose; and
 - 13.1.2 the Secretary must give not less than 30 days' notice of that meeting to the Trustees.
- 13.2 If, on the winding up of the Trust, any portion of the Trust Fund remains after satisfaction of all the debts and liabilities of the Trustees in connection with the Trust, none of that portion may be paid out or distributed other than for similar charitable purposes to this Trust, carried out exclusively within New Zealand. Alternatively, any surplus Property remaining after the winding up or dissolution of the Trust may be disposed of at the direction of a Judge of the High Court of New Zealand.

14. WHAKAREREKĒTANGA TURE/ALTERATION OF THIS DEED

- 14.1 The Trustees may by consensus or pursuant to a motion decided by a majority of votes, by supplemental deed make alterations or additions to the terms and provisions of this deed provided that no such alteration or addition will allow the Trust:
 - 14.1.1 to operate other than for exclusively charitable purposes;
 - 14.1.2 to operate for private profit;

14.1.3 result in the distribution of its assets on winding up or dissolution for any purpose that is not exclusively charitable; or

14.1.4 affect the eligibility of the Trust for the benefit of any of the Concessionary Provisions, unless in relation to any such provision the Trustees have unanimously determined that eligibility for the benefit of that provision is not required in the best interests of pursuing the purposes of the Trust.

14.2 Any alteration or addition must be recorded in writing either in a supplemental deed or a trustees' resolution signed by all Trustees.

15. GOVERNING LAW

This deed is governed by New Zealand law. The Trustees submit to the non-exclusive jurisdiction of all courts having jurisdiction in New Zealand.

16. PATRON

- 16.1 There shall be patrons of the Trust who shall be appointed by the Trustees from time to time.
- 16.2 Each Patron shall:
 - 16.2.1 be recognised also as patron for the Eden Hore Central Otago project;
 - abide by this deed and each other specification pertaining to the status of Patron determined from time to time by the Trustees;
 - 16.2.3 not attempt to injure the Trust or objects or purposes of the Trust or bring the Trust or its objects or purposes into disrepute;
 - 16.2.4 adopt and conform to all decisions and directions of the Trustees from time to time; and
 - 16.2.5 have no right or claim upon the Trust or to or against the Trust Funds at the time when the Patron ceases to be a Patron.
- 16.3 If any Patron refuses or neglects to adopt or conform to any decision or direction of the Trustees in any matter whatsoever, or does not abide by this deed, or injures the Trust or defeats or attempts to defeat the objects

or purposes of the Trust, the Trustees shall give the Patron written notice of default whereupon the Patron shall have 10 days to rectify the default failing which the Trustees may, by not less than one months' notice in writing, terminate the Patron's status as a Patron.

- 16.4 Despite clause 16.3, no Patron shall be appointed or continue to hold the status of Patron if they fall under one of the circumstances listed in clause 5.4 of this deed.
- 16.5 A Patron may resign their status as a Patron of the Trust by giving notice in writing to the Chairperson or any other person or persons appointed by the Trustees for this purpose.

Executed as a deed.

SIGNED by <non-Council person> [1=FULL NAME OF SETTLOR] as Settlor in the presence of:

	_
[1=FULL NAME OF SETTLOR]	
Witness:	
Signature of witness	_
Full name of witness	_
Occupation of witness	_
Address of witness	_
SIGNED by [2=FULL NAME OF TRUSTEE 1] as one of the Tr	ustees in the presence of:
	_
[2=FULL NAME OF TRUSTEE 1]	
Witness:	

Signature of witness	
Full name of witness	
Occupation of witness	
Address of witness	
SIGNED by [3=FULL NAME OF TRUSTEE 2] as one of the Tru	stees in the presence of:
[3=FULL NAME OF TRUSTEE 2]	
Witness:	
Signature of witness	
Full name of witness	
Occupation of witness	
Address of witness	
SIGNED by [4=FULL NAME OF TRUSTEE 3] as one of the Tru	stees in the presence of:
[4=FULL NAME OF TRUSTEE 3]	
Witness:	
Signature of witness	
Full name of witness	
Occupation of witness	
Address of witness	

Council meeting

8 December 2021

NOTE: The Trust Deed has to be certified as a correct copy by one of the trustees, or a member of the committee or governing body of the society with the following statement:

"I hereby certify that this is a correct copy of the trust deed or rules of the [Name of Trust Board]".
Full Name:
Signed:
Date:



21.9.4 RESPONSIBLE CAMPING NATIONAL LEGISLATIVE UPDATE AND PLANS FOR MANAGING THE 2021/22 SUMMER SEASON

Doc ID: 559869

1. Purpose

To provide an update on the national legislative framework development and plans for managing responsible camping in the district this season.

Recommendations

That the report be received.

2. Discussion

National legislative framework

In April this year the Government released a discussion paper seeking feedback on supporting sustainable freedom camping in Aotearoa New Zealand. The discussion paper outlined several proposals and Council submitted on this in May 2021. Refer to appendix 1 for a copy of Council's submission.

In November 2021 Minister Nash announced the Government's plan to introduce legislation in the new year. The key features of the proposed legislation are:

- Freedom campers will need to be in a certified self-contained vehicle to stay overnight on land managed by local councils, unless the council has designated the area for non-certified vehicles.
- Freedom campers will be able to stay on Department of Conservation (DoC) land in vehicles that are not self-contained, unless DoC has formally restricted or prohibited camping in such vehicles.
- Freedom campers can continue to stay overnight in tents, where permitted.
- The infringement system will be strengthened with tougher fines and penalties of up to \$1000, replacing the current \$200 fine.
- A new regulatory system to enable vehicles to be certified as self-contained. To be certified as self-contained, a vehicle will need a fixed toilet.
- Certification will be overseen by agents authorised by the Plumbers, Gasfitters and Drainlayers Board.
- The new rules can also be extended to cover land managed by Waka Kotahi-NZTA, and Toitū Te Whenua-Land Information NZ.

This legislation, if passed, will be implemented over a period of two years. The timing of the legislative changes means there are no changes to the legislative framework for the upcoming 2021/22 season. These proposed changes, however, will likely impact the way in which Council manages and enforces responsible camping from the 2022/23 season onwards. Staff will provide advice on how this legislation will impact the district and options for managing responsible camping into the future as this legislation progresses through legislative processes next year.

While there are no legislative changes that will impact this summer, there are funding changes. In August 2021, the Ministry for Business, Innovation and Employment announced that they would no longer be providing central government funding for managing responsible camping. Council, in conjunction with Land Information New Zealand, has successfully applied to this fund to run a largely educational-focussed enforcement programme over the past few years. The removal of this funding has necessitated a change to the way in which Council and Land Information New Zealand approach managing freedom camping this summer.

Managing camping this summer in Central Otago

The Ministry for Business, Innovation and Employment agreed that Council and Land Information New Zealand could retain un-spent funds of \$41,000 from the 20/21 season. Council will use a portion of these funds to pay for the wi-fi survey, as well as contract Cougar to conduct targeted education and enforcement on council-owned land (primarily at Pinders Pond). The reminder of the funding will be used to assist Land Information New Zealand to manage camping around Lake Dunstan. Land Information has a small budget for this summer to pay for the remainder of the education and enforcement on their land.

While the expenditure this summer will be less than previous years, given borders will not be re-opening until the end of the summer it is not anticipated that it will create any serious problems. The numbers were relatively low last season, and the same volume is expected for this summer.

Staff will report back next year on data from this season and provide advice as the proposed legislation moves through the legislative process.

3. Attachments

Appendix 1 - Central Otago Responsible Camping Submission to MBIE May 2021.pdf &

Report author: Reviewed and authorised by:

Saskia Righarts Chief Advisor

19/11/2021

Sanchia Jacobs

Chief Executive Officer

30/11/2021





Supporting Sustainable Freedom Camping in Aotearoa New Zealand – Submission Form

How to provide us with feedback

The Ministry of Business, Innovation and Employment (MBIE) is collecting written submissions to gather a range of views on the Government's proposals to improve the management of freedom camping in New Zealand.

This submission form brings together all the questions asked throughout the discussion document Supporting Sustainable Freedom Camping in Aotearoa New Zealand – Proposed changes to support effective management of freedom camping in New Zealand.

Please feel free to answer as many or as few of these questions as you wish.

For more information and discussion about these topics please refer to the discussion document available at https://www.mbie.govt.nz/have-your-say/supporting-sustainable-freedom-camping-in-aotearoa-new-zealand.

Your submission can be returned by email to <u>responsiblecamping@mbie.govt.nz</u>. Submissions are due by midnight on Sunday 16 May.

Use and release of information

After the consultation period has closed, MBIE will publish a summary of submissions on our website at www.mbie.govt.nz.

We will not be publishing any individual submissions or names of individuals who made a submission. We may wish to include part of your submission in the summary of submissions; in that case, MBIE will first ensure we have your permission to do so.

If you are submitting on behalf of a business or organisation, MBIE will consider that you have consented to the content being included in the summary of submissions unless you clearly state otherwise. If your submission contains any information that is confidential or that you do not want published, you can say this in your submission.

The Privacy Act 2020 applies to your submission. Any personal information you supply to MBIE through your submission will only be used by MBIE for the purpose of producing a summary of submissions. The summary will present themes and no personally identifiable information will be included. The summary will be reported to the Minister of Tourism and be published online.

Submissions may be subject to requests for information under the Official Information Act 1982 (OIA). If your submission, or part of it, comes within the scope of an OIA request, MBIE would normally release it (excluding any personal information) to the person who asks for it. If you consider there are reasons for MBIE to withhold any of the information you are providing, please indicate these reasons in your submission.

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Supporting Sustainable Freedom Camping in Actearoa New Zealand

Your details

What is the	name of the person making	this submission?	
Alix Crosbie	– Senior Strategy Advisor		
If you are su	bmitting on behalf of an org	ganisation, what is the name of that organisation?	
Central Otag	o District Council		
		to be published if we publish which organisations made a nission in the summary of submissions?	
⊠ Yes, you	can publish my organisation's	s details with information from my submission.	
🗌 No, keep	my organisation's details cor	nfidential.	
Can we use	information in your submiss	ion as a case study in the summary of submissions?	
submissions		n my submission as a case study in the summary of	
Please provi	de us with your email addre	ess in case we need to contact you about your submission.	
Email	alix.crosbie@codc.gov	alix.crosbie@codc.govt.nz	
What sector	(s) does your submission mo	ost closely relate to, if applicable?	
For example	, the sector in which you ma	y work or operate, or which you represent.	
☐ Accommo	modation provider		
☐ Rental ve	Rental vehicle business Non-tourism business		
🗆 lwi, hapū	or Mãori organisation	□ Local Government	
☐ Individual	or camper	☐ Club or club representative (eg camping club)	
☐ Other		(please specify)	
□ N/A			

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Supporting Sustainable Freedom Camping in Antesioa New Zealand

Context to Supporting Sustainable Freedom Camping in Aotearoa New Zealand

1.1 How much do you agree that certain types of vehicle-based freedom camping is a problem?

Please write a (Y) next to the option which applies to you

Strongly agree Agree Y

Neutral

Disagree

Strongly disagree

What are your views on freedom camping in vehicles?

When answering this question you may like to think about:

- Is vehicle-based freedom camping an issue in your area?
- 1.2

 Have you observed any specific issues?
 - · Are there specific behaviours which impact on your use of local amenities/infrastructure?
 - · What benefits does vehicle-based freedom camping provide for your region?

The Central Otago District Council (CODC) has a 'destination management' approach to camping. Responsible camping is welcome. The preference is an emphasis on educating campers and providing appropriate areas for camping, rather than focusing on restrictions. This approach has worked well for the district, for example, since taking this approach the number of concerns raised form the public has significantly reduced.

The Council recognises the benefits of freedom camping, including the unique role it plays in New Zealand accommodating seasonal workers connected to the region's horticulture industry. There are, of course, challenges presented by the influx of visitors to a geographically large region with a relatively small population. The Responsible Camping Fund has been the single most successful intervention in the Central Otago area. Continuation of these initiatives are vital to the continued success in managing responsible camping.

- Infrastructure requirements
 - Further infrastructure investment is required to minimise the impacts of camping, protect the environment, and provide a safe and positive experience.
- Funding certainty
 - Council has previously received funding via the Responsible Camping Fund (to manage camping issues on both Council and LINZ land).
 - The process of reapplying for this funding each year makes future planning difficult and results in managing issues reactively rather than proactively planning for growth.
 - There is uncertainty about the availability of funding in the future.
- Smaller population over large area presents further funding challenge
 - The Central Otago district is the fourth largest district in New Zealand by area, however it
 is characterised by wide open spaces with a smaller population just 23,900 people as of
 June 2020; and far fewer ratepayers.
 - This presents significant funding challenges as the number of overnight stays by campers in just three popular camping spots nearly doubles our ratepaying population each summer.
 - Central Otago District Council recommends that the future funding of freedom camping is explored as a national framework would be far more effective if there is a national funding approach. The current reliance on local government funding places an unfair burden on

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Supporting Sustainable Freedom Camping in Acteoroa New Zealand

those regions such as Central Otago that are popular freedom camping destinations but have few ratepayers to share the financial burden among.

- Multiple government and territorial agencies
 - In addition to Council land, the sites most often utilised by freedom campers in the region are owned, and therefore managed, by the following crown agencies: The Department of Conservation (DOC); Toitū Te Whenua Land Information New Zealand (LINZ); Waka Kotahi. Another site is owned by Contact Energy.
 - Council has partnered with these agencies with success in recent years on managing camping in the region, however there are not always processes or funding mechanisms in place to allow for a coordinated approach.
 - For example, LINZ currently do not have budget allocated to manage camping at their Lake Dunstan sites and is unable to retain any revenue collected from camping at LINZ sites. LINZ would need to seek a separate appropriation from the Treasury to manage the camping activities/improve infrastructure at the LINZ sites. Or alternatively, it would be beneficial if LINZ could directly access government funding to manage freedom camping.
 - If the Responsible Camping Fund is not renewed, LINZ currently do not have funding for freedom camping at their sites and will need to consider alternatives (such as charging, closing or re-prioritisation of budgets). If LINZ were to close or charge for their sites, this will result in immediate and serious challenges for Council with campers dispersing onto council land.
 - The choice by one agency to close or alter the approach to freedom camping has an immediate impact on all other nearby sites.
 - Education and coordination is required across all communities and stakeholders to drive cultural change
- Other priority issues identified for the Central Otago district and relevant to the discussion document include:
 - o Difficulties of enforcement
 - Impact of campers on day visitors (especially around Lake Dunstan and access to boat ramps) and other traditional camper groups
 - o Horticultural workers choosing to camp as an accommodation option
 - o Environmental impact of human waste and litter
 - Impact of free camping on commercial camp operations.

How much do you support the proposal to make it mandatory for vehicle-based freedom campers to use a certified self-contained vehicle? 2.1

Please write a (Y) next to the option which applies to you

Strongly agree Neutral Disagree

Strongly disagree Y

Do you support this proposal?

2.2

Agree

When answering this question you may like to think about:

- Do you consider this option will improve camper behaviour?
- Will this option support or improve tourism outcomes in your region?
- Will this option decrease pressure on the environment and local government infrastructure?
- Are there impacts of this proposal that you are concerned about?
- Central Otago District Council does not support option one as it is not likely to improve camper behaviour in the area and may even lead to further challenges.
- Under this proposal it appears it would be legal to camp in a vehicle that is not self-contained if the camper camped beside the vehicle in a tent. In practice, this would lead to enforcement challenges, the waste issue of any cheap camping equipment, and would not resolve any of the existing challenges.
- This may increase the pressure on the environment and on local government infrastructure: the degradation of land and reserves near popular camping locations and solid waste challenges from discarded camping equipment - particularly if cheap camping gear is purchased that is not suitable to the Central Otago environment.
- This proposal does not include any changes to legislation that would give enforcement officers power of entry and as such it could be difficult to enforce.
- Funding enforcement remains a significant challenge for Central Otago District Council. As a large area geographically, with a small population, the cost of funding freedom camping would be a significant burden on our ratepayers. Council would prefer a centralised model that put this cost back onto campers or is funded through the New Zealand tax system.

How might this proposal impact you?

When answering this question you may like to think about:

- Will this proposal increase or decrease the likelihood of you camping?
- 2.3 Will this proposal have a direct financial impact on you or your business?
 - If yes, please indicate if this is a personal or business expense, and quantify how much you estimate it would impact you.
 - Will this option increase or decrease the attractiveness of visiting other regions in New Zealand?
- This proposal would have significant enforcement difficulties for Central Otago District Council. The proposal does not target behaviour and we immediately foresee significant challenges with tent camping beside vehicles, exacerbating the environmental impact.
- Council is concerned the tent camping loophole could have a financial impact through damage to grassed areas and solid waste from cheap camping equipment.

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Supporting Sustainable Freedom Camping in Anteoroa New Zealand

- This option pushes people toward the heaviest, highest emission vehicles. There is possibly an equity
 issue also with the higher cost of these vehicles.
- The cost of enforcement would be a significant challenge for Central Otago.

What things should Government consider to implement this option?

When answering this question you may like to think about:

- 2.4 What exceptions should Government allow under this proposal?
 - · Do you have any ideas about how this proposal could be implemented?
 - Should this option be considered alongside other options proposed in this discussion document?
- Government should consider a centralised model that ensures the costs associated with freedom camping are spread more evenly. The current model means some small groups of ratepayers face significant cost pressures.

How much do you support the proposal to make it mandatory for freedom campers to stay in vehicles which are certified self-contained, <u>unless</u> they are staying at a site with toilet facilities (excluding public conservation lands and regional parks)?

Please write a (Y) next to the option which applies to you

Strongly agree

Agree Y

Neutral

Disagree

Strongly disagree

Do you support this proposal?

When answering this question you may like to think about:

- Do you consider this option will improve camper behaviour?
- 3.2 Will this option support or improve tourism outcomes in your region?
 - Will this option decrease pressure on the environment and local government infrastructure?
 - · Are there impacts of this proposal that you are concerned about?
- Council prefers this option to option one (assuming bylaws can be used to identify the areas where
 campers in non-self contained vehicles can go, and exclude other areas with toilets that are not
 suitable for these campers). It is largely consistent with our current approach to proactively manage
 responsible camping through education, infrastructure, and some enforcement.
- · Council is, however, concerned at the financial impact of the cost of enforcement.
- Notwithstanding the comment on bylaws above, Council also believe a national enforcement system
 to replace the use of bylaw provisions would ultimately provide a better experience for campers.
 Differences between local authorities can be difficult for travellers to understand, let alone know they
 are in a different area from the previous night with different rules.

How might this proposal impact you?

When answering this question you may like to think about:

- Will this proposal increase or decrease the likelihood of you camping?
- 3.3 Will this proposal have a direct financial impact on you or your business?
 - If yes, please indicate if this is a personal or business expense, and quantify how much you estimate it would impact you.
 - Will this option increase or decrease the attractiveness of visiting other regions in New Zealand?
- Funding enforcement remains a significant challenge for Central Otago District Council. As a large area geographically, with a small population, the cost of funding freedom camping is a significant burden on our ratepayers. Council would prefer a centralised funding model.
- Council welcome freedom camping when it is, in fact, responsible camping. Some toileting facilities
 have been provided and previous education campaigns have had success when combined with
 enforcement. This is the preferred approach and is consistent with this proposal.
- 3.4 What things should Government consider to implement this option?

MINISTRY OF BUSINESS, INNOVATION & EMPLOYMENT

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Supporting Sustainable Freedom Camping in Anteoroa New Zealand

When answering this question you may like to think about:

- What do you think is required to achieve this option?
- · What exceptions should Government allow under this proposal?
- How far from toilet facilities should a person be able to freedom camp if not in a vehicle with a toilet? eg, 100 metres, 200 metres?
- · Should this option be considered alongside other options proposed in this discussion document?
- It is unclear whether this proposal would require councils to provide toilet facilities and clarification on
 this is required. It is this Council's position that it should not be a requirement. It is also unclear if this
 proposal would allow for staying outside a private site with toilet facilities. Again, it is this Council's
 position that is should not. These factors could lead to difficulties for local authorities and would need
 to be clarified if this option is progressed by government
- The Central Otago rate paying population is small in comparison to the size of the region and its
 popularity as a freedom camping destination. Funding enforcement under the proposed model would
 be a significant challenge.

How much do you support the proposals to improve the regulatory tools for government land managers?

Please write a (Y) next to the option which applies to you

Strongly agree Agree

4.1

Neutral

Disagree Y

Strongly disagree

Do you support this proposal?

When answering this question you may like to think about:

- Are there any specific parts of this proposal you support or propose?
- Do you consider this option will improve camper behaviour?
 - · Will this option support or improve tourism outcomes in your region?
 - · Will this option decrease pressure on the environment and local government infrastructure?
 - · Are there impacts of this proposal that you are concerned about?

Council has significant concerns with this proposal.

Council recommends a national enforcement regime is considered over a reliance on each council to create different bylaws.

As vehicles are transient by nature, they move quickly between territorial authorities. This means repeat offenders are very difficult to identify as they have quickly moved into a different jurisdiction without information sharing mechanisms – and potentially with privacy concerns if they were to be created.

It is also difficult for campers to understand the differing standards when they could drive through several territorial authorities in one day.

The largest and most important concern, however, is the challenge presented by the costs of managing freedom camping. The Central Otago rate paying population is small in comparison to the size of the region and its popularity as a freedom camping destination. Funding enforcement under the proposed model would be a significant challenge.

Council does not support the proposal for territorial authorities to undertake enforcement on crown land. There are significant concerns around the resourcing, funding, and requirements of this proposal.

Council does support measures to increase the rate of payment of infringement fees.

How might this proposal impact you?

When answering this question you may like to think about:

- Will this proposal increase or decrease the likelihood of you camping?
- 4.3 Will this proposal have a direct financial impact on you or your business?
 - If yes, please indicate if this is a personal or business expense, and quantify how much you estimate it would impact you.
 - Will this option increase or decrease the attractiveness of visiting other regions in New Zealand?

MINISTRY OF BUSINESS, INNOVATION & EMPLOYMENT

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Supporting Sustainable Freedom Camping in Anteoroa New Zealand

The sites most often utilised by freedom campers around Lake Dunstan are owned by LINZ, DOC, Waka Kotahi, Council and Contact Energy. There is currently no funding mechanism for the three crown agencies to manage freedom camping. None of the proposals under Proposal 3 open up a mechanism for crown agencies to manage or maintain their own sites, and council is concerned that the proposal pushes further responsibility onto territorial authorities.

Enforcement costs will have a significant negative financial impact due to our large geographic area, popularity as a freedom camping destination, and small rate paying population.

What things should Government consider to implement this option?

When answering this question you may like to think about:

· What would you like to see in practice?

4.4

Should this option be considered alongside other options proposed in this discussion document?

Without the Responsible Camping Fund, many territorial authorities do not have the ability to fund enforcement. The government should consider centralised measures to fund freedom camping enforcement, moving this cost off ratepayers and onto campers. A national system of funding should be considered, allocating based on areas of need. The current system is unfairly burdens residents in regions popular with camping that have a small ratepaying base, such as Central Otago.

The government should consider ensuring crown agencies can access funding to manage issues on their own land.

Freedom campers are transient by nature, moving quickly between regions governed by various territorial agencies. This proposal includes further penalties for repeat offenders, however there is currently no mechanism for information sharing between organisations in order to identify repeat offenders.

Councils do not have power of entry to enter a vehicle. Any enforcement undertaken would be based on the stickers on a vehicle and reliant on the word of the owner of said vehicle.

What would be an appropriate penalty?

When answering this question you may like to think about:

- Should non-compliant vehicles be confiscated? If so, under what conditions?
- 4.5 If vehicles are confiscated, what conditions should be placed on returning the vehicle?
 - . Should fines be similar to those for not holding a valid Warrant of Fitness for a motor vehicle?
 - What levels should fines be set at?
 - Who should collect a fine?

Council has concerns around the logistics of confiscated vehicles and the responsibility of territorial authorities to manage this.

A fee of \$1000 for freedom camping appears to be out of step with our infringement rates for other, arguably worse, offences. Council supports an infringement scheme closer to \$200 per offence.

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Supporting Sustainable Freedom Camping in Anteoroa New Zealand

Although understanding the financial hardship currently faced by rental companies due to the challenges associated with Covid 19, this council supports initiatives to strengthen the infringement scheme and pass on infringement notices. Council note a bond system or similar may lessen the burden on these companies.

MINISTRY OF BUSINESS, INNOVATION & EMPLOYMENT

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Supporting Sustainable Freedom Camping in Antearoa New Zealand

5.1 Do you think that the requirements for self-containment should be strengthened?

Please write a (Y) next to the option which applies to you

Yes Y Neutral

Is the current standard fit for purpose?

When answering this question you may like to think about: 5.2

- Should there be a requirement that self-contained vehicles have fixed toilets?
- Should there be specific reference to the types of vehicles that can be self-contained?

No

Council believe there should be a required and certified standard for self-contained vehicles (eg similar to the national vehicle Warrant of Fitness system). These vehicles should have greater freedom of movement, while non self-contained vehicles should be required to park near toilet facilities.

Who should certify to the Standard?

When answering this question you may like to think about:

- Should any Plumber registered under the Plumbers, Gasfitters and Drainlayers Act 1976 be able to certify to the Standard, or should certifiers be separately recognised and licensed?
 - · Once a vehicle has passed its initial certification, should other entities be able to re-certify it?

Council is supportive of the standard being certified and supports the industry in determining how these standards would be licensed.

What transition arrangements should be in place?

When answering this question you may like to think about:

- 6.1 How long should Government give people to upgrade or dispose of their vehicles?
 - Should currently certified self-contained vehicles be exempt from any new rules?
 - · Are there any other transition arrangements we should consider?

The government needs to work with territorial authorities to ensure there is resourcing for the required education and infrastructure to increase rates of compliance, rather than relying on territorial authorities to be able to enforce any changes.

How could Government ensure vulnerable groups are not further disadvantaged?

 6.2 • Could Government make homelessness exempt from any new regulatory system? What might this look like?

Council supports exempting homelessness from any new regulatory system, though notes identifying those as homeless versus other campers is not necessarily straightforward and national guidance would be beneficial.

7.1 Is there anything else on the proposed changes or discussion document you would like to mention?

Council has seen a number of cheap slider vans disposed of and quickly replaced by tourists after encountering issues. We have a concern that these measures focus on the vehicles rather than measures that can impact behaviour: finding and publishing places to camp, education, and providing infrastructure and facilities (including toilets). Although these measures should be partnered with an appropriate enforcement regime, it is vital they are in place first.



21.9.5 REQUEST FOR MINISTER OF CONSERVATION'S CONSENT TO RECLASSIFY PART OF THE ALEXANDRA TOWN BELT RECREATION RESERVE [PRO: 61-2000-00]

Doc ID: 558362

1. Purpose of Report

To consider granting the consent of the Minister of Conservation (under delegated authority) to the reclassification of part of the Alexandra Town Belt Recreation Reserve.

Recommendations

That the Council

A. Receives the report and accepts the level of significance.

- B. To grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council:
 - 1. Reclassifying approximately 250 square metres of Lot 8 Deposited Plan 492123, being part of the Alexandra Town Belt/Recreation Reserve, as Local Purpose (Water Reservoir) Reserve.

2. Background

Resolution 21.8.4

At its meeting of 11 October 2021, the Vincent Community Board (the Board) considered a report proposing the reclassification of approximately 250 square metres of the Alexandra Town Belt (Recreation Reserve) to Local Purpose (Water Reservoir) Reserve.

The purpose of the proposed reclassification is to increase the size of the land parcel containing the existing water reservoir. Increasing the size of the land parcel will enable Council to construct a new 4000 cubic metre water tank immediately adjacent to the existing reservoir on Lot 1 Deposited Plan (DP) 27045.

A copy of the report to the Board, dated 11 October 2021, is attached as **Appendix 1**.

On consideration to the Board resolved as follows:

- B. Agrees to:
 - 1. Reclassify approximately 250 square metres of Lot 8 Deposited Plan 492123 being part of the Alexandra Town Belt/Recreation Reserve, as Local Purpose (Water Reservoir) Reserve.
 - 2. To extend designation 20 (subject to the process under the Resource Management Act 1991) to include the newly reclassified area.

Subject to:

- Public consultation in accordance with the Reserves Act 1977.
- The consent of the Minister of Conservation.

- The costs being met by the Alexandra Northern Reservoir Capital Project.
- The Chief Executive approving the final tank/reservoir design and survey boundaries

Consultation

In accordance with Resolution 21.8.4 and pursuant to the provisions of the Reserves Act 1977, Council publicly advertised their Notice of Intention in the Central Otago News edition of 14 October 2021.

The public notice advised that a Statement of Proposal was available in hard copy at the Alexandra Council Office or online via Council's website.

The notice invited the public to make submissions to the proposal to reclassify part of the Alexandra Town Belt Recreation Reserve to Local Purpose (Water Reservoir) Reserve.

A copy of the Notice of Intention [as advertised] is attached as **Appendix 2**.

A copy of the Statement of Proposal [with submission form] is attached as **Appendix 3**.

As noted in the advertising, submissions closed at 12.00pm Monday 15 November 2021 with no submissions either in support of, or in opposition to, the proposal being received.

Consideration of Submissions

In accordance with the "Register of Delegations to Community Boards, Portfolios, Committees and the Chief Executive Officer" dated 14 April 2020, Council has delegated the hearing of submissions to proposals to change reserve classifications to the Hearings Panel (the Panel).

Accordingly, at its meeting of 07 December 2021, the Panel considered a report detailing the proposal and the absence of submissions.

A copy of the report the Panel, dated 07 December 2021, is attached as **Appendix 5**.

An update on the Panel's findings and its recommendation to the Minister of Conservation will be provided in conjunction with the presenting of this report.

3. Discussion

Due Process – Reclassification of Reserve Land

Section 24 of the Reserves Act 1977 provides the mechanism for changing the classification or purpose of a reserve. It also provides for the revocation of reserve status.

The proposal to reclassify 250 square metres of the Alexandra Town Belt Recreation Reserve to 'Local Purpose (Water Reservoir) Reserve' is consistent with section 24(1)(b) of the Reserves Act which states that where:

the local authority within whose district a reserve is situated or the administering body of any reserve notifies the Commissioner in writing that, pursuant to a resolution of the local authority or of the administering body, as the case may be, it considers for any reason, to be stated in the resolution, that the classification or purpose of the whole or part of the reserve should be changed to another classification or purpose, or that the reservation of the whole or part of the land as a reserve should be revoked,—

then, subject to the succeeding provisions of this section, the Minister [of Conservation] may, in his or her discretion, by notice in the Gazette, change the classification or purpose of the whole or part of the reserve, which thereafter shall be held and administered for that changed classification or purpose, or revoke the reservation of the whole or part of the land as a reserve.

The succeeding provisions which are applicable to the proposal to reclassify part of the recreation reserve are found in sections 24(2)(b) - (h). These include:

- the requirement to publicly notify the proposal to change the classification and to specify the reason or reasons for the proposal.
- the requirement to invite every person claiming to be affected by the proposed reclassification to give notice in writing of his or her objections to the proposed change.
- having the Minister of Conservation consider the proposed change of classification and all objections received during the submission period.

For the purpose of confirming due process, the following steps have been undertaken in preparation of the change of reclassification are outlined below:

Step	Date
Resolution of the Vincent Community Board	11 October 2021
2. Notice of Intention and Statement of Proposal Advertised	21 October 2021
3. Submission Period Closed	15 November 2021
4. Submission(s) heard (by Hearings Panel under Delegation)	07 December 2021

Minister of Conservation

When an administering body proposes to reclassify a reserve (or any part thereof) in accordance with section 24 of the Reserves Act 1977, they must obtain the consent of the Minister of Conservation.

The role of the Minister is to ensure that the provisions of the Reserves Act are applied appropriately. Those provisions include the Minister of Conservation:

- being satisfied that the reclassification conforms with the provisions of the Reserves Act.
- ensuring that due process under the Reserves Act has been followed,
- considering submissions resulting from public notification (when required).

Section 10 of the Reserves Act provides for delegation of the Minister's consent in certain circumstances.

In the "Instrument of Delegation to Territorial Authority's" dated 12 June 2013 the Minister delegated the following powers to Council as the administering body:

- the power to change the classification or purpose of a reserve by notice in the Gazette, and,
- the power to consider all objections received to a proposed change of classification or purpose.

Summary

In summarising the discussion points above, due process under the Reserves Act 1977 has been confirmed as being followed.

Accordingly, the Minister of Conservation's consent may now be granted to the proposal outlined in Resolution 21.8.4, being:

1. Reclassifying approximately 250 square metres of Lot 8 Deposited Plan 492123, being part of the Alexandra Town Belt/Recreation Reserve, as Local Purpose (Water Reservoir) Reserve.

4. Financial Considerations

Council will be required to pay the costs associated with the reclassification of the land, the surveying, and the registering of the Gazette Notices.

As noted in the report dated 11 October 2021, the costs (approximately \$11,000) will form a very minor component of the greater budget associated with the Alexandra Northern Reservoir Capital Project and can be accommodated within the existing budget.

5. Options

Option 1 – (Recommended)

To grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council:

Reclassifying approximately 250 square metres of Lot 8 Deposited Plan 492123, being part of the Alexandra Town Belt/Recreation Reserve, as Local Purpose (Water Reservoir) Reserve.

Advantages:

- Recognises that the proposal to reclassify part of Lot 8 Deposited Plan 492123 conforms with the provisions of the Reserves Act 1977.
- Recognises that due process has been followed.
- The new tank/reservoir will be able to be constructed as designed.

Disadvantages:

None.

Option 2

To not grant consent on behalf of the Minister of Conservation to the proposal outlined in Option 1.

Advantages:

None.

Disadvantages:

- Does not recognise that the proposal to reclassify part of Lot 8 Deposited Plan 492123 conforms with the provisions of the Reserves Act 1977.
- Does not recognise that due process has been followed.
- The new tank/reservoir will not be able to be constructed as designed.

6. Compliance

Local Government Act 2002 Purpose Provisions	The Local Government Act 2002 does not apply to this decision.
	The Minister of Conservation's consent is delegated to Council in accordance with the

	Reserves Act 1977, and the "Instrument of Delegation to Territorial Authority's" dated 12 June 2013.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The recommended option is consistent with the Reserves Act 1977.
Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the decision to reclassify part of Lot 8 Deposited Plan 492123.
Risks Analysis	There are no risks to Council associated with the recommended option.
Significance, Consultation and Engagement (internal and external)	The proposal to reclassify part of the Alexandra Town Belt Recreation Reserve to Local Purpose (Water Reservoir) Reserve has already been publicly advertised and consulted upon in accordance with the provisions of the Reserves Act 1977. Notice of the reclassification will be published in the New Zealand Gazette.

7. Next Steps

Reclassification Works Commence:	Late 2021
Construction of the new tank/reservoir:	2021/2022
Survey of the land and registration of required easements:	Early 2022
Reclassification advertised in New Zealand Gazette:	Mid 2022

8. Attachments

Appendix 1 - Copy of Report to the Board dated 30 June 2021 J.

Appendix 2 - Notice of Intention [as advertised] J.

Appendix 3 - Statement of Proposal J

Appendix 4 - Copy of Report to the Panel dated 07 December 2021 J

Report author:

Reviewed and authorised by:

Linda Stronach

Property Officer - Statutory

wonach.

15/11/2021

Lee Webster

Acting Executive Manager - Planning and Environment

25/11/2021

21.5.14 REQUEST FOR MINISTER OF CONSERVATION'S CONSENT TO GRANT EASEMENTS OVER, AND TO RECLASSIFY PART OF, THE CLYDE RECREATION RESERVE [PRO: 63-4066 AND PRO: 63-4068]

Doc ID: 540489

1. Purpose of Report

To consider granting the consent of the Minister of Conservation (under delegated authority) to the granting of easements over and to the reclassification of part of, the Clyde Recreation Reserve.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council:
 - 1. Reclassifying part of Section 4 Block XLIX Town of Clyde (site 1) and part of Section 34 Bock IV Town of Clyde (site 2), being part of the Clyde Recreation Reserve, as Local Purpose (Pumping Station) Reserve.
 - Granting easements containing the right to convey water, wastewater, and power over Section 4 Block XLIX Town of Clyde and Section 34 Bock IV Town of Clyde (as required).
 - Grant an easement, (in gross) in favour of Central Otago District Council, containing the right to convey wastewater, over Sections 26, 27, 28, and 29 Block VII Town of Clyde

2. Background

Resolution 21.3.2

At its meeting of 12 April 2021, the Vincent Community Board considered a report proposing the granting of easement over, and the reclassification of two sites on the Clyde Recreation Reserve to Local Purpose (Pumping Station) Reserve.

The purpose of the proposed reclassifications is to provide for the construction of two 'interstage' pumping stations. The two 'inter-stage' pumping stations are integral to the construction of the Clyde Wastewater Reticulation Project.

The purpose of the proposed easements is to:

- Facilitate the connection of each pumping station to the water, wastewater, and electricity networks.
- Connect new (proposed) public toilets Section 34 Bock IV Town of Clyde to the new pumping station on site 1, and.
- Enable 95 Sunderland Street to be connected to the new wastewater main in O'Reilly Avenue.

A copy of the report to the Board, dated 12 April 2021, is attached as **Appendix 1**.

On consideration, the Board resolved (Resolution 21.3.2) as follows:

- A. Receives the report and accepts the level of significance.
- B. Agrees to:
 - 1. Reclassify part of Section 4 Block XLIX Town of Clyde (site 1) and part of Section 34 Bock IV Town of Clyde (site 2), being part of the Clyde Recreation Reserve, as Local Purpose (Pumping Station) Reserve.
 - 2. Grant easements containing the right to convey water, wastewater, and power over Section 4 Block XLIX Town of Clyde and Section 34 Bock IV Town of Clyde (as required).
 - 3. Grant an easement, (in gross) in favour of Central Otago District Council, containing the right to convey wastewater, over Sections 26, 27, 28, and 29 Block VII Town of Clyde.

Subject to:

- The Chief Executive approving the final pumping station design and survey boundaries.
- Public consultation of the proposal to reclassify sites 1 and 2 in accordance with the Reserves Act 1977.
- The consent of the Minister of Conservation.
- C. Authorises the Chief Executive Officer to do all that is necessary to give effect to the resolution.

Consultation

In accordance with Resolution 21.3.2 and pursuant to the provisions of the Reserves Act 1977, Council publicly advertised their Notice of Intention in the Central Otago News edition of 15 April 2021.

The public notice advised that a Statement of Proposal was available in hard copy at the Alexandra Council Office or online via Council's website.

The notice invited the public to make submissions to the proposal to reclassify two sites on the Clyde Recreation Reserve to Local Purpose (Pumping Station) Reserve.

A copy of the Notice of Intention [as advertised] is attached as **Appendix 2**.

A copy of the Statement of Proposal [with submission form] is attached as **Appendix 3**.

As noted in the Statement of Proposal, submissions closed at 5pm on 17 May 2021 with one electronic submission in support of the proposal being received.

A copy of the submission as extracted from the submission portal is attached as attached as **Appendix 4**.

The details of that submission and an overview of the proposal were then collated into a report for Council's Hearing Panel.

Consideration of Submissions

In accordance with the "Register of Delegations to Community Boards, Portfolios, Committees and the Chief Executive Officer" dated 14 April 2020, Council has delegated the hearing of submissions to proposals to change reserve classifications to the Hearings Panel.

Accordingly, at its meeting of 08 June 2021, the Hearings Panel considered the report detailing the proposal and the submission.

A copy of the report the Hearings Panel, dated 08 June 2021, is attached as Appendix 5.

Following deliberation, the Hearings Panel resolved (Motion 21.6.1) as follows:

21.6.1 Proposal to Reclassify Two Areas of Recreation Reserve, Section 4 Block XLIX Town of Clyde (2846127500)

A report to consider the submissions to the proposal to reclassify two sites on the Clyde Recreation Reserve as Local Purpose (Pumping Station) Reserves had been circulated.

Also circulated was the report of the Property Officer in relation to the proposal.

RESOLVED that the report of the Property Officer be approved.

Nixon / Jeffery

3. Discussion

<u>Due Process – Reclassification of Reserve Land</u>

Section 24 of the Reserves Act 1977 provides the mechanism for changing the classification or purpose of a reserve. It also provides for the revocation of reserve status.

The proposal to reclassify the two areas of recreation reserve to 'Local Purpose (Pumping Station) Reserve' is consistent with section 24(1)(b) of the Reserves Act which states that where:

the local authority within whose district a reserve is situated or the administering body of any reserve notifies the Commissioner in writing that, pursuant to a resolution of the local authority or of the administering body, as the case may be, it considers for any reason, to be stated in the resolution, that the classification or purpose of the whole or part of the reserve should be changed to another classification or purpose, or that the reservation of the whole or part of the land as a reserve should be revoked,—

then, subject to the succeeding provisions of this section, the Minister [of Conservation] may, in his or her discretion, by notice in the Gazette, change the classification or purpose of the whole or part of the reserve, which thereafter shall be held and administered for that changed classification or purpose, or revoke the reservation of the whole or part of the land as a reserve.

The succeeding provisions which are applicable to the proposal to reclassify part of the recreation reserve are found in sections 24(2)(b) - (h). These include:

- the requirement to publicly notify the proposal to change the classification and to specify the reason or reasons for the proposal.
- the requirement to invite every person claiming to be affected by the proposed reclassification to give notice in writing of his or her objections to the proposed change.
- having the Minister of Conservation consider the proposed change of classification and all objections received during the submission period.

For the purpose of confirming due process, the following steps have been undertaken in preparation of the change of reclassification are outlined below:

Step	Date
Resolution of the Vincent Community Board	12 April 2021
2. Notice of Intention and Statement of Proposal Advertised	15 April 2021
3. Submission Period Closed	17 May 2021
4. Submission heard (by Hearings Panel under Delegation)	08 June 2021

Due Process - Rights of Way and other Easements over Reserve Land

Section 48 of the Reserves Act 1977 authorises the granting of rights of way and other easements over a reserve.

In the case of reserves vested in an administering body, the administering body may, with the consent of the Minister, grant rights of way and other easements over any part of the reserve for—

- (a) any public purpose; or
- (b) providing access to any area included in an agreement, lease, or licence granted under the powers conferred by this Act; or
- (c) providing access to any area included in an agreement, lease, or licence granted under the powers conferred by this Act; or
- (d) an electrical installation or work, as defined in section 2 of the Electricity Act 1992; or
- (e) the provision of water systems; or
- (f) providing or facilitating access or the supply of water to or the drainage of any other land not forming part of the reserve or for any other purpose connected with any such land.

Should the Minister consent to the proposal to reclassify sites 1 and 2, an 'inter-stage' pumping station will be constructed on each site as part of the greater Clyde Wastewater Reticulation Project.

To connect each pumping station to the water, wastewater, and electricity networks, easements (in gross, in favour of Council) will be required over Section 4 Block XLIX Town of Clyde and Section 34 Bock IV Town of Clyde, being recreation reserve.

To connect 95 Sunderland Street to the new wastewater main in O'Reilly Avenue an additional easement (also in gross, in favour of Council) will be required over Sections 26, 27, 28, and 29 Block VII Town of Clyde, also being recreation reserve.

The granting of the proposed easements is consistent with section 48 of the Reserves Act as they are required to facilitate access to and the operation of the pumping station which has a public purpose.

While public notice can be required when easements or other rights are granted over a reserve, section 48(3) states that public notification is not required when:

- the reserve is vested in an administering body, and;
- is not likely to be materially altered, or permanently damaged, and;
- the rights of the public in respect of the reserve are not likely to be permanently affected.

As the services will all be located underground, they will not materially alter the reserve or affect the rights of the public. Accordingly, public consultation is not required in this instance.

Minister of Conservation

When an administering body proposes to reclassify a reserve (or any part thereof) in accordance with section 24 of the Reserves Act 1977, they must obtain the consent of the Minister of Conservation.

The Minister's must also consent to the granting an easement or other rights over recreation reserve under section 48 of the Reserves Act.

The role of the Minister is to ensure that the provisions of the Reserves Act are applied appropriately. Those provisions include the Minister of Conservation:

- being satisfied that the reclassification or easement conforms with the provisions of the Reserves Act.
- ensuring that due process under the Reserves Act has been followed,
- considering submissions resulting from public notification (when required).

Section 10 of the Reserves Act provides for delegation of the Minister's consent in certain circumstances.

In the "Instrument of Delegation to Territorial Authority's" dated 12 June 2013 the Minister delegated the following rights to Council:

- the right to consider all objections received to a proposed change of classification or purpose to Council.
- the right to consent or refuse consent to the administering body granting rights of way and other easements over any part of a vested reserve for any of the purposes specified in section 48(1).

Summary

In summarising the discussion points above, due process under the Reserves Act 1977 has been confirmed as being followed.

Accordingly, the Minister of Conservation's consent may now be granted to the proposal outlined in Resolution 21.3.2, being to:

- 1. Reclassify part of Section 4 Block XLIX Town of Clyde (site 1) and part of Section 34 Bock IV Town of Clyde (site 2), being part of the Clyde Recreation Reserve, as Local Purpose (Pumping Station) Reserve.
- 2. Grant easements containing the right to convey water, wastewater, and power over Section 4 Block XLIX Town of Clyde and Section 34 Bock IV Town of Clyde (as required).
- 3. Grant an easement, (in gross) in favour of Central Otago District Council, containing the right to convey wastewater, over Sections 26, 27, 28, and 29 Block VII Town of Clyde.

4. Options

Option 1 – (Recommended)

To grant consent (under delegated authority), on behalf of the Minister of Conservation, to Council:

- 1. Reclassifying part of Section 4 Block XLIX Town of Clyde (site 1) and part of Section 34 Bock IV Town of Clyde (site 2), being part of the Clyde Recreation Reserve, as Local Purpose (Pumping Station) Reserve.
- Granting easements containing the right to convey water, wastewater, and power over Section 4 Block XLIX Town of Clyde and Section 34 Bock IV Town of Clyde (as required).
- 3. Grant an easement, (in gross) in favour of Central Otago District Council, containing the right to convey wastewater, over Sections 26, 27, 28, and 29 Block VII Town of Clyde.

Advantages:

 Recognises that the proposal to reclassify sites 1 and 2 of the reserve conforms with the provisions of the Reserves Act 1977.

- Recognises that the proposal to grant easements (in gross, as required) conforms with the provisions of the Reserves Act 1977.
- Recognises that due process has been followed.
- 'Inter-stage' pumping stations will be able to be constructed on sites 1 and 2.
- Services connecting each 'inter-stage' pumping station to utility networks will be able to be installed.

Disadvantages:

None.

Option 2

To not grant consent on behalf of the Minister of Conservation to the proposal outlined in Option 1.

Advantages:

None.

Disadvantages:

- Does not recognise that the proposal to reclassify sites 1 and 2 of the reserve conforms with the provisions of the Reserves Act 1977.
- Does not recognise that the proposal to grant easements (in gross, as required) conforms with the provisions of Reserves Act 1977.
- Does not recognise that due process has been followed.
- 'Inter-stage' pumping stations will not be able to be constructed on sites 1 and 2.
- Services connecting each 'inter-stage' pumping station to utility networks will not be able to be installed.

5. Compliance

Local Government Act 2002 Purpose Provisions	The Local Government Act 2002 does not apply to this decision.
	The Minister of Conservation's consent is delegated to Council in accordance with the Reserves Act 1977, and the "Instrument of Delegation to Territorial Authority's" dated 12 June 2013.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Council will be required to pay the costs associated with the reclassification of the land and the surveying and registering of the easements.
	The costs (approximately \$7,500) will form a very minor component of the greater budget

	associated with the installation of the Clyde Wastewater Reticulation Project.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The recommended option is consistent with the Reserves Act 1977.
Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the decision to reclassify sites 1 and 2, or to the granting of the proposed easements.
Risks Analysis	There are no risks to Council associated with the recommended option.
Significance, Consultation and Engagement (internal and external)	The proposal to reclassify part of the Clyde Recreation Reserve to Local Purpose (Pumping Station) Reserve has already been publicly advertised and consulted upon in accordance with the provisions of the Reserves Act 1977. Pursuant to section 48(3) of the Reserves Act 1977, public advertising of the intention to grant the required easements is not required in this instance.

6. **Next Steps**

Construction of the 'inter-stage' pumping stations: 2021/2022 Survey of the land and registration of required easements: **Early 2022** Gazettal and completion of proposed reclassification: Early 2022

7. **Attachments**

Appendix 1 - Copy of report to the Board dated 12 April 2021

Appendix 2 - Notice of Intention (Public Notice)

Appendix 3 - Statement of Proposal

Appendix 4 - Copy of Electronic Submission

Appendix 5 - Copy of report to Hearings Panel dated 08 June 2021

Report author:

Reviewed and authorised by:

Linda Stronach Property Officer - Statutory

turbonach.

14/06/2021

Louise van der Voort

Executive Manager - Planning and Environment

16/06/2021

Proposed Reclassification of Reserve Land

Pursuant to a resolution of the Vincent Community Board, and to section 24 of the Reserves Act 1977, the Central Otago District Council proposes to reclassify the land described in the Schedule of Land below, from Recreation Reserve to Local Purpose (Water Reservoir) Reserve.

Schedule of Land:

250 square metres more or less, being part of Lot 8 Deposited Plan 492123.

The land in the Schedule has been identified as being required to facilitate the construction of a new water reservoir (tank) at the Alexandra Northern Reservoir site. To achieve this the land needs to be reclassified.

A statement of proposal outlining the proposed reclassification in more detail (including aerial maps), is available on Council's website. Hard copies are also available from the Alexandra Council Office at 1 Dunorling Street.

You can make a submission on the proposed reclassifications online at www.codc.govt.nz/consultation or you can email it to submissions@codc.govt.nz. Written submissions can be posted to: Proposed Reclassification of Reserve Land, Central Otago District Council, PO Box 122, Alexandra 9340. Submissions must be received by 12.00pm Monday 15 November 2021.

For general enquiries please contact Linda Stronach on 0220144095 or email linda.stronach@codc.govt.nz.

Proposed Reclassification of Recreation Reserve



Public Notice Date: 14 October 2021

Statement of Proposal

Pursuant to a resolution of the Vincent Community Board, and to section 24 of the Reserves Act 1977, the Central Otago District Council proposes to reclassify the land described in the Schedule below, from Recreation Reserve to Local Purpose (Water Reservoir) Reserve.

Schedule of land

250 square metres more or less, being part of Lot 8 Deposited Plan 492123.

Outline of Proposal

Lot 8 Deposited Plan 492123 (Lot 8) has an overall area of 6.6896 hectares. It is part of the Alexandra Town Belt Recreation Reserve as shown in figure 1 below. The strip of land proposed for reclassification is magnified in the lower left hand corner of figure 1.



Figure 1 - Land proposed for reclassification (outlined in red).

Why is the reclassification of the land needed?

The Alexandra Northern (Water) Reservoir sits on Lot 1 DP 27045 (Lot 1). The capacity of the existing reservoir needs to be increased to enable water from the new treatment plant (in Clyde) to be stored to meet demand during peak population periods in Alexandra. This can be achieved most effectively by increasing storage capacity at the existing reservoir site.

Lot 1 is approximately 70 metres long and approximately 33 metres wide. The new tank has a diameter of almost 33 metres. For the tank to be connected to the existing infrastructure in the most efficient manner, it will need to sit just forward of the southern boundary of Lot 1. This means a small portion of the tank would be constructed over Lot 8 DP 492123 (Lot 8).

Lot 8 is recreation reserve. It forms part of the land commonly known as the Alexandra Town Belt. A narrow strip of Lot 8, approximately 250 square metres, would need to be reclassified to allow the tank to be constructed.

An outline plan of the new tank sitting just over of the boundary is shown below in figure 2.

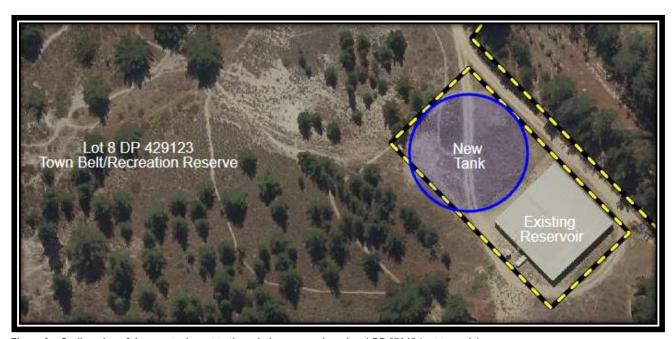


Figure 2 – Outline plan of the new tank next to the existing reservoir on Lot 1 DP 27045 (not to scale).

How will the construction of the new reservoir affect the landscape?

Lot 1 DP 27045 and Lot 1 DP 492123 are identified on District Plan Map 2 of Council's Operative District Plan. It is a Rural Resource Area. Lot 1 DP 27045 is marked D20. It is designated as being for 'Water Reservoir and Access Purposes'. This means that constructing the tank on Lot 1 is a permitted activity.

If the reclassification is approved, constructing the tank just forward of the existing boundary will have no greater impact on the landscape than if it were inside that boundary line.

As shown in figure 2, the new tank will be constructed immediately adjacent to the existing tank. Both tanks will be sheltered from view is sheltered from view by large established pines trees.

The new tank will be bolted steel with a domed roof. It will sit on a concrete foundation and look similar to the tank shown below in figure 3. The new tank will have capacity of 4000 cubic metres.



Figure 3 - Example of new bolted steel tank with domed roof.

How are the areas used now?

Part of the strip of land proposed for reclassification is used by Council staff and Contractors is used for vehicular purposes. This is a matter of convenience rather than necessity. Otherwise, the strip of land is currently vacant.

How will the construction of the tank affect users of the reserves?

Construction of the tank will not affect users of the reserve. As noted above, the for the greater part, the tank will be contained to Lot 1 DP 27045, or on the strip of land proposed for reclassification, which is currently vacant.

What is the process and how long will the process take?

Section 24 of the Reserves Act 1977 provides the mechanism for the proposed change of reserve classification. The proposal is to reclassify part of Lot 8 DP 429123 from Recreation Reserve to Local Purpose (Pumping Station) Reserve is consistent with the provisions of Section 24.

Reclassification of the site to Local Purpose (Water Reservoir) Reserve will allow the reservoir to be constructed on the site identified above. A reclassification usually takes between 6 – 12 months.

How can you be involved in this process?

You can make a submission on the proposed reclassification. It must be received by 12.00pm Monday 15 November 2021.

Your submission may address any aspect of the proposal. Your submission to the proposal will then be considered by Council's Hearings Panel (under delegation) and in accordance with the provisions of the Reserves Act 1977 as they relate to the reclassification process.

You may also have the opportunity to attend a hearing of submissions if such a hearing is held.

Submissions can be made online via Council's website www.codc.govt.nz/consultation or by completing the attached form.

Your form can be dropped into the Council office at 1 Dunorling Street, Alexandra, or posted to:

Proposed Reclassification of Reserve Land, Central Otago District Council, PO Box 122, Alexandra 9342.

For general enquiries please contact Linda Stronach on 022 0144 095 or email linda.stronach@codc.govt.nz



Hearings Panel 7 December 2021

Report for Decision

PROPOSAL TO RECLASSIFY (PT) ALEXANDRA TOWN BELT RECREATION RESERVE (PRO 61-2000-00)

PURPOSE OF REPORT

To consider the submissions to the proposal to reclassify part of the Alexandra Town Belt Recreation Reserve as Local Purpose (Water Reservoir) Reserve and to obtain a recommendation to Council.

BACKGROUND

At its meeting of 11 October 2021, the Vincent Community Board (the Board) considered a report proposing the reclassification of approximately 250 square metres of the Alexandra Town Belt (Recreation Reserve) to Local Purpose (Water Reservoir) Reserve.

The purpose of the proposed reclassification is to increase the size of the land parcel containing the existing water reservoir. Increasing the size of the land parcel will enable Council to construct a new 4000 cubic metre water tank immediately adjacent to the existing reservoir on Lot 1 Deposited Plan (DP) 27045.

A copy of the report to the Board, dated 11 October 2021, is attached as **Appendix 1**.

On consideration to the Board resolved (Resolution 21.8.4) as follows:

- B. Agrees to:
 - 1. Reclassify approximately 250 square metres of Lot 8 Deposited Plan 492123 being part of the Alexandra Town Belt/Recreation Reserve, as Local Purpose (Water Reservoir) Reserve.
 - 2. To extend designation 20 (subject to the process under the Resource Management Act 1991) to include the newly reclassified area.

Subject to:

- *Public consultation in accordance with the Reserves Act 1977.*
- The consent of the Minister of Conservation.
- The costs being met by the Alexandra Northern Reservoir Capital Project.
- The Chief Executive approving the final tank/reservoir design and survey boundaries

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STATUTORY PROCESS

Section 24 of the Reserves Act 1977 provides the mechanism for changing the classification or purpose of a reserve. It also provides for the revocation of reserve status.

The proposal to reclassify part of the Town Belt recreation reserve as 'Local Purpose (Water Reservoir) Reserve' is consistent with section 24(1)(b) of the Reserves Act which states that where:

the local authority within whose district a reserve is situated or the administering body of any reserve notifies the Commissioner in writing that, pursuant to a resolution of the local authority or of the administering body, as the case may be, it considers for any reason, to be stated in the resolution, that the classification or purpose of the whole or part of the reserve should be changed to another classification or purpose, or that the reservation of the whole or part of the land as a reserve should be revoked,—

then, subject to the succeeding provisions of this section, the Minister [of Conservation] may, in his or her discretion, by notice in the Gazette, change the classification or purpose of the whole or part of the reserve, which thereafter shall be held and administered for that changed classification or purpose, or revoke the reservation of the whole or part of the land as a reserve.

The *succeeding provisions* which are applicable to the proposal to reclassify part of the recreation reserve are found in sections 24(2)(b) - (h). These include:

- the requirement to publicly notify the proposal to change the classification and to specify the reason or reasons for the proposal.
- the requirement to invite every person claiming to be affected by the proposed reclassification to give notice in writing of his or her objections to the proposed change.
- having the Minister of Conservation consider the proposed change of classification and all objections received during the submission period.

The role of the Minister of Conservation also includes:

- being satisfied that the reclassification conforms with the provisions of the Reserves Act, and;
- ensuring that due process has been followed.

PROVISIONS FOR CONSIDERING SUBMISSIONS

While section 24(2)(c) of the Reserves Act 1977 provides every person claiming to be affected by the proposed change of classification with a right of objection, those objections must relate specifically to the proposal to change the classification of the reserve.

Consideration should also be given to the section 24(2)(h) of the Reserves Act 1977 which specifies that:

any person who does not lodge an objection in accordance with this subsection [24(2)] shall be deemed to have assented to the change of classification or purpose or the revocation of reservation set forth in the public notification.

STATUS OF THE PROPOSAL

In accordance with Resolution 21.8.4 and pursuant to the provisions of the Reserves Act 1977, Council publicly advertised their Notice of Intention in the Central Otago News edition of 14 October 2021.

The public notice advised that a Statement of Proposal was available in hard copy at the Council Office or online via Council's website.

The notice invited every person claiming to be affected to make a submission to the proposal to reclassify part of the Alexandra Town Belt Recreation Reserve to Local Purpose (Water Reservoir) Reserve.

A copy of the Notice of Intention [as advertised] is attached as **Appendix 2**.

A copy of the Statement of Proposal [with submission form] is attached as **Appendix 3**.

As noted in the Statement of Proposal, submissions closed at 12.00pm on Monday 15 November 2021.

SUBMISSIONS

No submissions have been received in support of, or in opposition to, the proposal to reclassify the land described in the Schedule of Land and as shown below in figure 1.

CONFIRMATION OF DUE PROCESS

Section 24 of the Reserves Act 1977 provides Council with the mechanism for changing the classification or purpose of a reserve or any part thereof. It also details the process and steps which must be followed to implement the change of classification.

In accordance with the provisions of section 24, and in consideration of the proposed reclassification, the following steps have been taken:

Step Date

1. Resolution of the Vincent Community Board

11 October 2021

2. Notice of Intention and Statement of Proposal Advertised

14 October 2021

3. Invitation to affected parties to make submissions

14 February 2021

4. Hearing of submissions (if any)

07 December 2021 (today)

After considering the submissions received (if any), the Hearings Panel are required to make a recommendation to the Minister of Conservation. The Minister of Conservation will then make the final determination of whether to proceed with the reclassification of the reserve.

SUMMARY AND RECOMMENDATION

Should the reclassification not be approved, the new tank will not be able to be constructed immediately adjacent to the existing reservoir. This means alternate options such as constructing a smaller tank or constructing the tank on an alternate site would need to be considered.

Constructing a smaller tank would not align with consumption or growth projections. It could also hinder Council's ability to meet peak and increasing water demand.

While an alternate site could be considered, the tank would still need to be constructed somewhere in the immediate vicinity. This would require the reclassification of a much larger area of the recreation reserve. This would also result in a significant delays to the project, which could jeopardise funding and an increase in overall costs.

As noted in the report to Board dated 11 October 2021, the purpose of constructing the new tank just forward of the current boundary is to allow it to be connected to the existing

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infrastructure. This is not only the most practical use of the existing site, but also the most cost effective solution which will have the least impact on the surrounding reserve.

The lack of objections would seem to reflect the public's understanding of the overall benefit of the reclassifying approximately 250 square metres of Lot 8 DP 492123 as Local Purpose (Water Reservoir) Reserve.

Therefore, in accordance with Resolution 21.3.2 and in consideration of the provisions of the Reserves Act 1977, I recommend that the Hearings Panel agrees to recommend to Council that they agree to grant the consent of the Minister of Conservation (under delegated authority) to the reclassification of the land described in the Schedule of Land.

SCHEDULE OF LAND

250 square metres more or less, being part of Lot 8 Deposited Plan 492123 (as shown below in figure 1).



Figure 1 - Plan of land proposed for reclassification (outlined in red).

ATTACHMENTS

Appendix 1: Report to Vincent Community Board dated 11 October 2021 (Document ID: 555091)

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Appendix 2: Notice of Intention (Public Notice)

(Document ID: 555649)

Appendix 3: Statement of Proposal

(Document ID: 555646)

Report author: Reviewed and authorised by:

Linda Stronach

Statutory Property Officer Acting Executive Manager - Planning and

Lee Webster

Environment 15/11/2021 25/11/2021

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21.9.6 PROPOSAL TO REVOKE THE RESERVE STATUS, AND DISPOSE OF PART SARGOOD LOCAL PURPOSE (AMENITY) RESERVE

Doc ID: 558459

1. Purpose of Report

To consider revoking the reserve status of part of the Sargood Highway Local Purpose (Amenity) Reserve, being part of Lot 202 Deposited Plan 359519, to facilitate its disposal to (Waka Kotahi New Zealand Transport Agency as agents of) the Crown.

Recommendations

A. Receives the report and accepts the level of significance.

B. Agrees to:

- Revoke the reserve status and dispose of the 'required land' being approximately 0.6700 hectares of Lot 202 DP 359519, (Local Purpose (Amenity) Reserve), to (Waka Kotahi New Zealand Transport Agency as agents of) the Crown, for 'Road or Use in Connection with a Road' in accordance with the provisions of the Public Works Act.
- 2. Accept payment of \$350,000 as assessed by the independent valuer in accordance with the provisions of the Public Works Act as compensation.
- 3. Use the proceeds of the disposal for the purpose of improving existing reserves under the control of Council or in, or toward, the purchase of other land for reserves within in the Cromwell Ward.
- 4. Notify the Minister of Conservation of Council's intention to:
 - revoke the reserve status and dispose of the 'required land',
 - accept the payment of \$350,000 as compensation,
 - use the proceeds of the disposal to improve existing reserves, or to purchase land for new reserves, and to,
 - request that the revocation, disposal, and use of the proceeds be approved and notified by publication of notice in the New Zealand Gazette.

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2. Background

Report for Information

At their meeting of 08 March 2021, the Cromwell Community Board (the Board) received a Report for Information titled 'Roundabout Construction - Intersection State Highways 6 and 8B'.

The purpose of the report was to inform the Board of the Crown's intention to acquire part of the Lot 202 Deposited Plan (DP) 359519 (Lot 202). The purpose of the acquisition is to enable the construction of a roundabout at the intersection of State Highways 6, and 8B.

A copy of the report dated 08 March 2021 is attached as **Appendix 1**.

As noted in the report, the Crown have formally notified Council of their intention to acquire part of Lot 202 in accordance with the provisions of the Public Works Act 1981.

A copy of the formal notice is attached as **Appendix 2**.

A plan of the proposed roundabout and the land to be taken is attached as **Appendix 3**.

Correction

The Report for Information notes the area of land being taken as being 670 square metres. This is incorrect.

The area of the land being taken from Lot 202 DP 359519 is 6700 square metres.

Compensation

Quotable Value were engaged to assess the compensation payable for the land being taken in accordance with the provisions of the Public Works Act.

Quotable Value determined that the 'before' (current) value of the land was \$750,000. They then determined that the 'after' value (post taking) would be \$400,000. The compensation payable i the difference between the two values being \$350,000.

A copy of Quotable Value's Valuation Report dated 16 April 2021 is attached as **Appendix 4.**

Memorandum of Agreement Pursuant to the Public Works Act 1981

After the land was valued, the Crown and Council entered into a Memorandum of Agreement Pursuant to the Public Works Act 1981 (the MoA).

In extract, the MoA records the acquisition details, background, and terms of the agreement as follows:

Acquisition Details

Purpose:Road or Use in Connection with a roadProject:Cromwell Roundabout — SH6 & SH8B

Background

Council is the registered owner of the Land for an estate of freehold in possession. The Land is held for the purpose of a Local Purpose Reserve (Amenity).

The Council is a local authority as defined in Section 2 of the Public Works Act 1981.

Pursuant to Sections 20 and 50 of the Public Works Act 1981, the Land will be transferred to the Crown for Road or Use in connection with a road.

This Agreement records the terms of the parties' agreement for the transfer of the Land from the Council to the Crown for another public work under Section 50 of the Public Works Act 1981.

Agreement

- 1. The Crown requires the Land for the Project.
- 2. The Council, being the registered owner of the Land, agrees to sell the Land to the Crown for the purposes set out on the front page, and on and subject to the conditions set out below and in the Schedules to this agreement, and further agrees to:

- (a) the Required Land being set apart for Road or Use in Connection with a Road pursuant to Section 50 the Public Works Act 1981 and being vested in the Crown free of all leases and tenancies and discharged from all encumbrances;
- (b) the Required Land being acquired by Proclamation or Declaration under the Public Works Act 1981;
- (c) the Crown attending to preparation and publication of the appropriate Gazette Notice taking and declaring the Land to be Road under sections 20, 50 and 114 of the Public Works Act 1981; and.
- (d) accept the Compensation under this Agreement as full and final payment for the transfer and vesting of the Land in the Crown.

Description of the Land to be acquired ("Required Land")

Legal Description:Part Lot 202 Deposited Plan 359519

Required Area: 0.6700 hectares

As noted in clause 2(c) of the MoA, the required land will be transferred to the Crown in accordance with the provisions of sections 20, 50, and 114 of the Public Works Act.

Section 50 of the Public Works Act provides for the transfer of land held for public works.

The Minister (of Lands) may, by agreement, acquire land which is held by a local authority for a public work, to use for or in conjunction with, another public work, (and vice versa).

Lot 202 is a Local Purpose Reserve. By definition, a reserve is land held for a public work.

The purpose for which the land is being acquired does not have to align with the purpose for which is currently held. The land must simply be required for another public work.

Once agreed, the acquiring party must issue a notice under section 20 Public Works Act declaring the purpose for which the land is being acquired and the use to which it will be put.

In this instance, the required land is to be 'set apart for Road or in Conjunction with a Road'. The required land will then be declared road and gazetted in accordance with section 114 of the Public Works Act.

To summarise the acquisition process, the land will be:

- transferred subject to agreement under section 50,
- following declaration (Proclamation) under section 20,
- then declared road and gazetted in accordance with section 114.

To facilitate the transfer, the reserve status must now be revoked, and the Minister of Conservation's consent obtained.

3. Discussion

Land Status

Lot 202 DP 359519 (Lot 202) is a Local Purpose (Amenity) Reserve. It is a freehold reserve held in a fee simple title subject to section 23 of the Reserves Act 1977. The reserve is commonly referred to as the Sargood Highway Amenity Reserve.

Lot 202 was vested in Council, by Council, on deposit of plan 359519. The associated resource consent application (a 28 lot commercial subdivision adjacent to Murray Terrace) records the purpose of Lot 202 as being a:

"...buffer area between the commercial allotments and State Highways 6, 8B and Sargood Road."

The Reserves Act 1977

Section 24 of the Reserves Act 1977 provides the mechanism for revoking the status of a reserve. In particular, section 24(1)(b) of the Reserves Act states that where:

the local authority within whose district a reserve is situated or the administering body of any reserve notifies the Commissioner in writing that, pursuant to a resolution of the local authority or of the administering body, as the case may be, it considers for any reason, to be stated in the resolution, that the classification or purpose of the whole or part of the reserve should be changed to another classification or purpose, or that the reservation of the whole or part of the land as a reserve should be revoked,—

then, subject to the succeeding provisions of this section, the Minister [of Conservation] may, in his or her discretion, by notice in the Gazette, change the classification or purpose of the whole or part of the reserve, which thereafter shall be held and administered for that changed classification or purpose, or revoke the reservation of the whole or part of the land as a reserve.

The succeeding provisions which would usually be applicable to any proposal to revoke a reservation, or any part thereof, are found in sections 24(2)(b) - (h) of the Reserves Act.

These include the requirement to:

- publicly notify the proposal to revoke the status.
- invite every person claiming to be affected by the proposed revocation to give notice in writing of his or her objection to the proposal.
- having the Minister of Conservation consider the proposed revocation and all objections received during the submission period.

However, as Lot 202 is a Local Purpose Reserve sections 24(2(b - (h))) do not apply. Instead, it is subject to section 24(7) of the Reserves Act which states:

Subsection (2) shall not apply to any local purpose reserve, other than a reserve made on a subdivision of land under section 13 of the Land Subdivision in Counties Act 1946 or a reserve vested in the Corporation of a borough pursuant to the Municipal Corporations Act 1954 or the Corporation of a county pursuant to Part 2 of the Counties Amendment Act 1961 or section 16 of the Land Act 1924 or section 17 of the Land Laws Amendment Act 1920 or Part 20 of the Local Government Act 1974 (as enacted by section 2 of the Local Government Amendment Act 1978) or as a condition of any resource consent under the Resource Management Act 1991:

provided that the Minister may, after considering such evidence as may be submitted to him or her, direct that the proposals be publicly notified, and in that case subsection (2) shall apply.

Accordingly, the requirement to public notify the intention to revoke the status will not apply unless it is required by the Minister of Conservation.

Disposals under the Reserves Act 1977

To facilitate the disposal of the land, Council should now resolve to revoke the reserve status and to dispose of the 'required land'.

The resolution should detail the reason for the revocation and disposal, outline how the proceeds of the disposal will be spent, and then ask the Minister of Conservation to revoke the reserve status in accordance with section 24(1)(b) of the Reserves Act.

4. Financial Considerations

The acquiring party is required to pay all costs associated with acquisition of the required land. This includes purchasing the land at valuation.

As the 'required land' is reserve land, the proceeds of the disposal must be used or applied in or toward the improvement of other reserves under the control of Council or in or toward the purchase of other land for reserves.

In this instance, as the required land is located in Cromwell, the proceeds will be used or applied in or toward the improvement or toward the purchase of other land for reserves within the Cromwell Ward.

5. Options

Option 1 – (Recommended)

To agree to:

- Revoke the reserve status and dispose of the 'required land' being approximately 0.6700 hectares of Lot 202 DP 359519, (Local Purpose (Amenity) Reserve), to (Waka Kotahi New Zealand Transport Agency as agents of) the Crown, for 'Road or Use in Connection with a Road' in accordance with the provisions of the Public Works Act.
- 2. Accept payment of \$350,000 as assessed by the independent valuer in accordance with the provisions of the Public Works Act as compensation.
- 3. Use the proceeds of the disposal for the purpose of improving existing reserves under the control of Council or in, or toward, the purchase of other land for reserves within in the Cromwell Ward.
- 4. Notify the Minister of Conservation of Council's intention to:
 - revoke the reserve status and dispose of the 'required land',
 - accept the payment of \$350,000 as compensation,
 - use the proceeds of the disposal to improve existing reserves, or to purchase land for new reserves, and to,
 - request that the revocation, disposal, and use of the proceeds be approved and notified by publication of notice in the New Zealand Gazette.

Advantages:

- The land will be able to be transferred to (Waka Kotahi as agents of) the Crown.
- Will facilitate the construction of a roundabout at the intersection of State Highways 6 and 8B.
- The sale proceeds will be retained for the purpose of improving existing reserves or in or toward the purchase of other land for reserves.
- Recognises the provisions of the Public Works Act 1981.
- Recognises the provisions of the Reserves Act 1977.
- Recognises that due process has been followed.

Disadvantages:

• There will be a loss of greenspace.

Option 2

To not agree to the proposal to revoke the reserve status and dispose of the 'required land' to (Waka Kotahi New Zealand Transport Agency as agents of) the Crown, for 'Road or Use in Connection with a Road' in accordance with the provisions of the Public Works Act.

Advantages:

• There will be no loss of greenspace.

Disadvantages:

- The land will not be able to be transferred to (Waka Kotahi as agents of) the Crown.
- Will not facilitate the construction of a roundabout at the intersection of State Highways 6 and 8B.
- The sale proceeds will be available for the purpose of improving existing reserves or in or toward the purchase of other land for reserves.
- Does not recognise the provisions of the Public Works Act 1981.
- Does not recognise the provisions of the Reserves Act 1977.
- Does not recognise that due process has been followed.

6. Compliance

Local Government Act 2002 Purpose Provisions	The Local Government Act 2002 does not apply to this decision. The required land is being taken in accordance with the provisions of the Public Works Act 1981. The revocation of the reserve status and disposal of the land is subject to the provisions of the Reserves Act 1977.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Council has no policy regarding the sale and disposal of reserve land.
Considerations as to sustainability, the environment and climate change impacts	There are no sustainability, environmental, or climate change impacts associated with the recommendation.
Risks Analysis	There is no risk associated with the recommendation which is consistent with the provisions of the Public Works and Reserves Acts.
Significance, Consultation and Engagement (internal and external)	The Minister of Conservation will arrange for the notice of revocation, disposal, and use of the proceeds be to be published in the New Zealand Gazette.

7. Next Steps

- If the recommendation is approved, the Minister of Conservation will be notified in writing of the resolution and will be requested to approve the revocation, the disposal, and the use of the proceeds of sale.
- Once approved, the Minister of Conservation will tend to the publishing of the associated notice in the New Zealand Gazette.

8. Attachments

Appendix 1 - Copy of Report to the Board dated 08 March 2021 4

Appendix 2 - Copy of Formal Notice Appendix 3 - Plan of Roundabout Appendix 4 - Valuation Report

Report author:

Reviewed and authorised by:

Linda Stronach Statutory Property Officer 18/11/2021 Lee Webster

Acting Executive Manager - Planning and Environment 25/11/2021

21.2.5 ROUNDABOUT CONSTRUCTION - INTERSECTION STATE HIGHWAYS 6 AND 8B

Doc ID: 523998

1. Purpose

To inform the Board of the Crown's intention to acquire part of the Sargood Highway Local Purpose (Amenity) Reserve for the purpose of constructing of a roundabout at the intersection of State Highways 6 and 8B.

Recommendations

That the report be received.

2. Discussion

Background

The intersection of State Highway 6 and State Highway 8B is located on the northern edge of the Cromwell township.



Figure 1 – the Intersection of Highways 6 and 8B

State Highway 6 is a major New Zealand state highway. It extends from the north eastern corner of the South Island across the top of the island, then down the length of the island. It is also the main road from Cromwell to Wanaka and Cromwell to Queenstown.

State Highway 8B, which is shown below in figure 2, links State Highway 6 with State Highway 8. State Highway 8 forms an anticlockwise loop through the southern scenic regions of the Mackenzie Basin and Central Otago.



Figure 2 - State Highway 8B





Figure 3 – Overview of State Highway 6

Figure 4 – Overview of State Highway 8

A number of serious injury crashes have occurred at the intersection of State Highway 6 and State Highway 8B. Over recent years the safety record has worsened. Rising tourist numbers noted pre-Covid (which are expected to return) and high levels of growth within the district are also causing increased pressure on the intersection.

Plan to Remedy

Waka Kotahi New Zealand Transport Agency have been working on a project to address the safety risks and improve traffic flows at the intersection. The project is called 'The SH6 – SH8B Junction Cromwell Intersection Upgrade'. To resolve the safety risks and improve traffic flows

Waka Kotahi New Zealand Transport Agency propose to construct a roundabout in the intersection. A concept plan of the roundabout is shown below in figure 5.



Figure 5 - Concept Plan: SH6 - SH8B Junction Cromwell Intersection Upgrade

As the radius of the proposed roundabout is larger than the existing legal road width, Waka Kotahi New Zealand Transport Agency will acquire two small parcels of land from the neighbouring landowners.

The first parcel of land will be taken from Part Section 56 Block III Cromwell Survey District. This parcel of land is privately owned. The second parcel of land will be taken from Lot 202 Deposited Plan (DP) 359519.

Lot 202 DP 359519 is a council freehold reserve. It vested in council on deposit as a Local Purpose (Amenity) Reserve. Waka Kotahi New Zealand Transport Agency plan to acquire a long narrow strip of the reserve being the area between the red line and the existing road boundary as shown in Figure 5 above. The being taken has an area of approximately 670 square metres.

Both parcels of land will be acquired by Waka Kotahi New Zealand Transport Agency, as agents of the Crown, in accordance with the Public Works Act 1991. Formal notice of the Crown's intention to acquire the land has been received and is attached as **Appendix 1**.

A plan of the roundabout and the land to be taken is attached as **Appendix 2**.

Public Works Act 1991

The Public Works Act 1991 (the Act) outlines the process whereby the Crown may acquire land for public works. The Act also outlines:

- how the land will be valued and compensation assessed;
- what costs will be paid to the landowner;
- the rights of the landowner; and,
- the legal process for having the land declared legal road.

Compensation and Costs

The land to be taken will be valued on a 'before and after' basis in accordance with the provisions of the Public Works Act 1981. This means the reserve will be valued in its current state and again at the reduced area. Compensation is assessed and paid as the difference between the two values.

An independent valuer will undertake the valuer on behalf of both parties. As the land to be taken is reserve, compensation will be paid into the Cromwell Reserves Contribution Account.

Once the land is valued, it will be resurveyed with new titles then issued. The land taken for road will then be gazetted as legal road and will become State Highway.

All costs associated with the acquisition including the valuation, payment of compensation, survey, gazettal, and legal fees are payable by Waka Kotahi New Zealand Transport Agency.

Effect on the Reserve and Mitigation

Taking approximately 670 square metres of the land for road will have very little impact on the reserve. The reserve has an existing area of 1.6670 hectares meaning just four percent of the land will become legal road. Effectively, the northern boundaries of the reserve will move inward slightly.

Preliminary landscaping plans associated with the project provide for the planting of easy care low growing plants inside the roundabout. It is proposed that these will be watered via a connection to the reserve's existing irrigation system. The existing irrigation system will be modified to accommodate the new roading layout.

While Waka Kotahi New Zealand Transport Agency will fund the landscaping and modifications to the irrigation system, it is expected that ongoing maintenance of the plantings inside the roundabout will become a function of council's Parks and Reserves contractors on completion of the project.

Discussions relating to the final landscaping plan and the transfer of responsibility are ongoing at this time.

Timeline for Works

Waka Kotahi New Zealand Transport Agency plan to commence construction of the roundabout in Spring 2021. The works are expected to take approximately four to six months and to be completed in early 2022. The project has an estimated value of \$8 million.

3. Attachments

Appendix 1 - Formal Notice.pdf

Appendix 2 - Plan.pdf

Report author:

Reviewed and authorised by:

Linda Stronach Property Officer - Statutory 23/02/2021

Executive Manager – Infrastructure Services

1/03/2021

Julie Muir



25 February 2021

Linda Stronach Property Officer - Statutory Central Otago District Council PO Box 122 Alexandra 9340 WSP Dunedin 197 Rattray St Dunedin 9016 New Zealand

+64 274367838 wsp.com/nz

Sent by email: linda.stronach@codc.govt.nz

Dear Linda CPC/2005/11093

Waka Kotahi NZ Transport Agency - Acquisition of Land - New Roundabout Intersection SH 6 & 8B Cromwell

Further to previous discussions and email communications with representatives of Waka Kotahi NZ Transport Agency (the Transport Agency) and WSP regarding the proposed acquisition of a parcel of Central Otago District Council (CODC) owned land required for construction of a new roundabout at the intersection of SH6 and SH8B at Cromwell ("the Project").

The purpose of this letter is to:

- Formally advise you that the Transport Agency is proposing to upgrade the intersection of SH6 and SH8B by constructing a roundabout which will require the purchase of part of a parcel of land owned by CODC, held for Local Purpose Reserve.
- Inform Council of its rights and entitlements in accordance with the Public Works Act 1981 (PWA).

WSP has been engaged as an accredited supplier by the Transport Agency to manage the acquisition process.

This work would impact on Council's property and the effect on that property would be as follows:

- Acquisition of part of Council owned land for road or use in connection with a road as part of the Project
- (ii) Construction of the Project with localised disturbance impacting on access to parts of the balance area of the Local Purpose Reserve for the duration of the construction phase which is expected to take approximately 3-4 months.
- (iii) Existing electricity and water services located within the required land will be fully investigated and relocated if required with any related easements adjusted to the extent necessary to ensure ongoing security for those interests.

The land that the Transport Agency requires for the Project is:

Legal Part Lot 202 DP 359519 contained in Record of Title

Description: 242326

Area Required: 0.6700 ha

Plan: Shown with hatched lines and labelled A on Land

Requirement Plan reference 6-XT021,00 Sheet No V001

Rev E (copy attached).

Valuation of the land to be acquired and Memorandum of Agreement

I will now instruct a Registered Valuer to undertake a valuation of the land to be acquired.

Once I have received the valuation for the Crown, I will contact you to discuss the compensation assessment at which stage you will be able to consider whether CODC may wish to obtain its own independent valuation undertaken in terms of the PWA.

A Public Works Act Memorandum of Agreement (MoA) will then be prepared to acquire the required land. Once the MoA is in an acceptable form and compensation established, the next action is the document is signed on behalf of CODC. The MoA will then be forwarded to Waka Kotahi and LINZ for approval and execution on behalf of the Crown.

Once approved, the legal process of attending to settlement is undertaken in accordance with the MoA.

Following completion of construction survey will be undertaken to define and legalise the land to be declared road and a new RT issuing for the balance area of the current RT retained by CODC.

Your Rights and Entitlements

A copy of the booklet published by Land Information New Zealand (LINZ) 'Landowner's Rights When the Crown Requires Your Land for A Public Work' is available online at:

http://www.linz.govt.nz/crown-property/acquisition-and-disposal-land/landinvolved-public-works/landowners-rights-when-cro-1

This booklet explains the PWA acquisition process and your entitlements.

Engagement of Suppliers/Consultants

The PWA provides for the reimbursement of reasonable valuation and legal fees or costs incurred in respect of the land being acquired.

WSP CONTINE WSP

If CODC considers it necessary to engage consultants (such as accountants, planners, surveyors and negotiators) the Minister may agree to reimburse reasonable fees, subject to approval in writing being obtained from LINZ before any consultant is engaged. Please advise details of any other consultants that CODC may wish to engage and a request will be forwarded for approval.

Any claim for reimbursement must be by way of a written request from CODC as owner

If agreement cannot be reached, then a claim for compensation can be made under part 5 of the PWA.

Execution of Agreements and Binding Commitments

The Minister of Lands or LINZ acting under delegation are the only parties who can execute acquisition agreements or give any contractually binding commitments on behalf of the Crown, including any decision on the reimbursement of costs incurred.

Please feel free to contact me to discuss any of the above further.

Regards

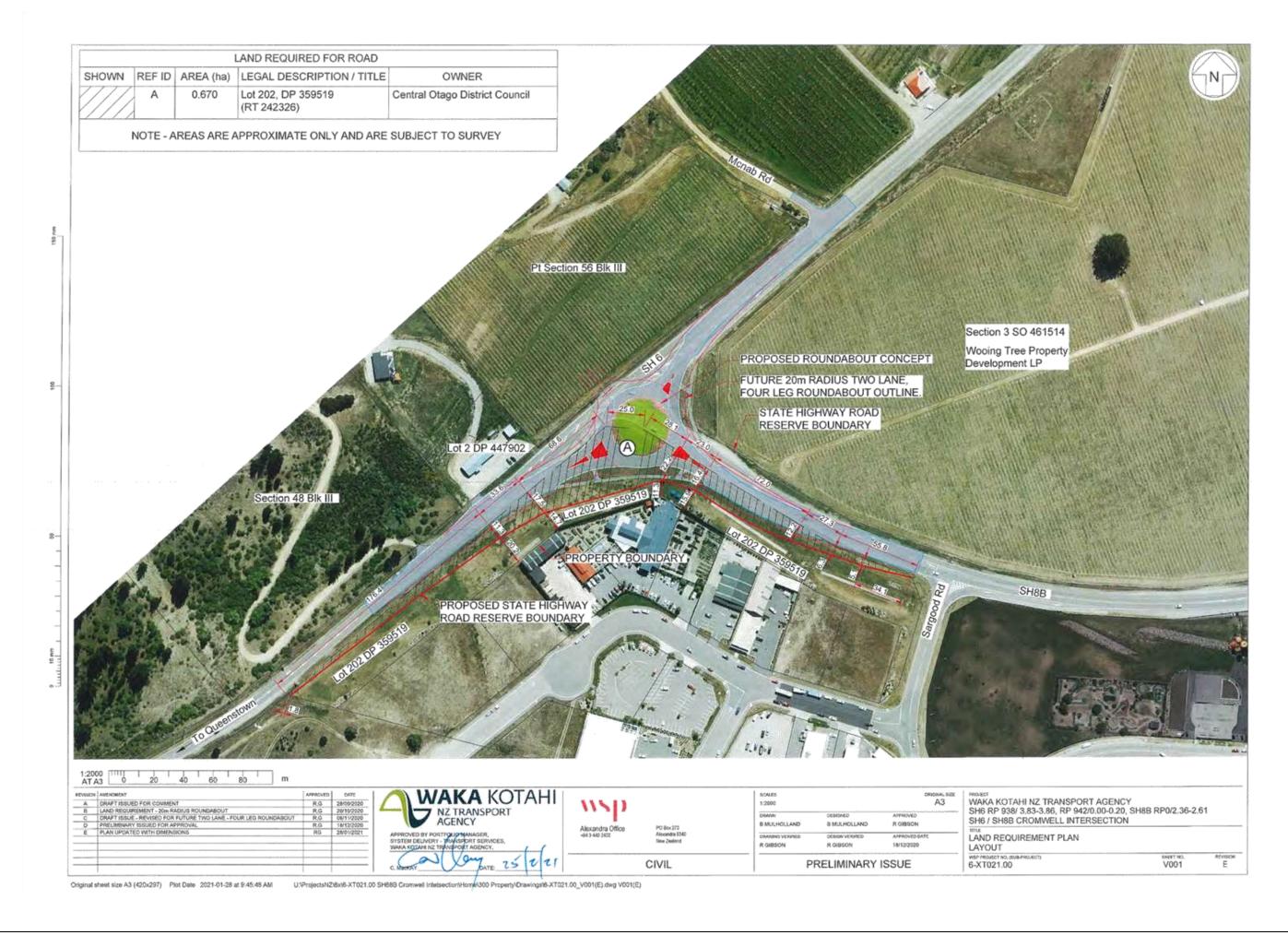
Dave Payton

Principal Property Consultant

Ph: 03 471 5514

Email: dave.payton@wsp.com

WSP COTY/Fiz WSP



Item 21.9.6 - Appendix 3



Valuation Report



Acquisition of Land
State Highway 6
State Highway 8B Intersection
Cromwell

Waka Kotahi New Zealand Transport Agency
On behalf of Land Information New Zealand
Effective date: 16 April 2021

41-43 Tarbert Street Alexandra 9320 PO Box 27 Alexandra 9340 Tet: +64 (0)3 440 0179 Fax: +64 (0)3 448 9099

Think property. Think QV.



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1 Executive Summary

1.1 Instructions

I refer to your written instructions dated 1 March 2021 to prepare a Market Valuation for compensation purposes under the Public Works Act for the property at State Highway 6, State Highway 8B Intersection, Cromwell, before and after the acquisition of land, for compensation purposes pursuant to Part 5, Public Works Act 1981.

I inspected the subject property on 23 March 2021 and now report as follows:

1.2 Brief Property Description

We have undertaken this valuation on a "before and after" basis. The first valuation is based on the value of the whole property including 1.6670 hectares. The after valuation will be based on the removal of approximately 6700m² therefore a land area of 0.9970 hectares.

At the time of the inspection the property comprised an irregular shaped section with an artificial rolling contour forming part of the western approach to the town of Cromwell. The area is grassed and well maintained. The land forms a buffer between the highways and an adjacent lifestyle facility and commercial properties.

The proposed land for acquisition is to undertake work associated installing a roundabout at the intersection of State Highways 6 and 8B to improve traffic flows and safety.

1.3 Before the Acquisition Valuation Summary

Current Total Land 1.6670 hectares

Area

Market Valuation \$750,000 (Seven Hundred and Fifty Thousand Dollars) plus GST (if

any

Specified Date 16 April 2021

1.4 After the Acquisition Valuation Summary

Total Land Area 0.9970 hectares

Market Valuation \$400,000 (Four Hundred Thousand Dollars) plus GST (if any)

Specified Date 16 April 2021

1.5 Compensation Payable

6,700m² acquired land \$350,000 (Three Hundred and Fifty Thousand Dollars) plus GST (if

any)

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ar e

Ken Taylor, FNZIV, FPINZ, FNZIPIM

Kerrell R Taylor

Registered Valuer

Q۷

Inspected Property Analysed Information Prepared Report David Paterson, FNZIV, FPINZ

Registered Valuer

Q۷

Reviewed workings and report

This executive summary must be read together with the full valuation report attached herein. All comments, exclusions and limitations contained in the full report relate directly to this executive summary. No part of this report should be read in isolation.

This valuation is conditional upon:

The overriding limitations and conditions contained in the body of the report.

All data provided in this summary is wholly reliant on and must be read in conjunction with information provided in the attached report. Furthermore, the information outlined above may be subject to specific limitations and assumptions which may affect the value and/or saleability. It is a synopsis only designed to provide a brief overview and must not be acted on in isolation.

This valuation is for the use only of the party to whom it is addressed and for no other purpose. No responsibility is accepted to any third party who may use or rely on the whole or any part of the content of this valuation.



2 Introduction

2.1 Instructions

We confirm that we have received written instructions from Dave Payton of WSP, on behalf of Waka Kotahi New Zealand Transport Agency. We have been asked to undertake an independent assessment of the compensation for the acquisition of land currently part of the property at State Highway 6, State Highway 8B Intersection, Cromwell, pursuant to Part 5 of the Public Works Act 1981.

 Date of Inspection
 23 March 2021

 Specified Date
 16 April 2021

 Date report produced
 16 April 2021

 Report Version
 Version 1

We attach herewith a copy of the letter of instruction in Appendix 3 to this report.

A copy of our Scope of Works is attached in Appendix 4 to this report.

PINZ Professional Practice guidelines and International Valuation Standards define the "Valuation Date" as the date on which the opinion of value applies. In this case the "Valuation Date" is the Specified Date.

2.2 Statement of Independence

We confirm that we are not aware of any conflicts of interest or pecuniary interests in the property being valued, either on the part of QV or the principal valuer undertaking this report.

2.3 Compliance statement

We confirm that:

- · the statements of fact presented in the report are correct to the best of valuer's knowledge;
- the analysis and conclusions are limited only by the reported assumptions and conditions;
- the valuers have no interest in the subject property;
- the valuers' fee is not contingent upon any aspect of the report;
- · the valuation was performed in accordance with an ethical code and performance standards;
- the valuers have satisfied professional education requirements;
- the valuers have experience in the location and category of the property being valued;
- the valuers have made a personal inspection of the property;

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- no one, except those specified in the report, has provided professional assistance in preparing the report; and
- this report is made by the registered valuers as independent registered valuers.

2.4 Definition of Market Value

Both PINZ and the IVS Council define Market Value as: "the estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently, and without compulsion."

2.5 Valuation Standards

Our valuation has been prepared in accordance with International Valuation Standards (IVS) set out below and the relevant Australia & New Zealand Valuation Guidance Notes (ANZVGN) and Technical Information Papers (TIPS).

IVS	Framework
IVS 101	Scope of Work
IVS 102	Investigations and Compliance
IVS 103	Reporting
IVS 104	Bases of Value
IVS 105	Valuation Approaches and Methods
IVS 410	Development Property
ANZPS 1	Valuations for Compulsory Acquisitions
ANZVGN 5	Valuations for Compulsory Acquisitions
ANZRPGN 7	Disclaimer Clauses and Qualification Statements

2.6 Goods and Services Tax

Our valuation has been carried out on a plus GST (if any) basis.

2.7 Information Received

We have been provided with the following information from Dave Payton which has been adopted in the valuation process:

- · Plans showing the location and areas of the parcels of land to be acquired
- Advice of use of the proposed land to be taken

Our valuation has proceeded on the basis that the supplied information is true and correct.

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3 Land Particulars

3.1 Location and Services

Physical Position: Intersection State Highways 6 and 8B, Cromwell

Services: Cromwell offers a full range of services including schooling.

Surrounding Land Use: Surrounding uses comprise commercial and life-care facilities.



Figure 1 Location

3.2 Legal Description

The property is held on one Record of Title described as follows:

Record of Title Identifier 242326, Otago Registry
Legal Lot 202 Deposited Plan 359519

Tenure Fee Simple

Purpose Local Purpose Reserve (Amenity)

Area 1.6670 hectares more or less

Registered Proprietor Central Otago District Council

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Relevant Registered Interests

- Subject to the Reserves Act 1997
- 7441418.1 Right to convey water in gross to Central Otago District Council
- 970005.1 Gazette Notice declaring State Highway No 8B adjoining part of the within land to be a limited access road
- Subject to various Land Covenants
- 11147520.5 Subject to a right (in gross) to convey electricity in favour of Aurora Energy

Comment

The above registered interests limit the options for this area indicating a value significantly less than that which applies to the adjacent commercial properties.

The reserve status recognises the legal status of the land creating little opportunity for commercial development.

The property adjoins a limited access road further restricting the opportunity for commercial development.

The land covenants also determine land use opportunities

We are unable to comment on the process of re-purposing the site for a road.

A copy of the Record of Title is attached at Appendix 2 for further information.

3.3 Land Acquisition Details

Acquisition of land is approximately 6,700m² to upgrade the intersection of State Highways 6 and 8B by establishing a roundabout.

The acquisition includes land for the establishment of the round-about, associated road realignment and a revised road reserve.

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3.4 Rating Valuation

The Rating Valuation of the property as at 1 September 2019 was:

Roll Number	28506/48130
Component	Apportioned Value
Land Value (LV)	\$255,000
Value of Improvements (VI)	\$0
Capital Value (Combined LV + VI)	\$255,000

This valuation is for rating purposes only and represents the market value of the freehold interest at the date of the valuation. Often these assessments are undertaken on an indexed or kerbside basis and as a consequence may not necessarily fairly represent market value at the time.

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4 Resource Management

4.1 District Plan

Local Authority Central Otago District Council
Status of Plan Operative as of 1 April 2008

Zoning/Activity Area Most of the site is designated for Recreation Purposes with

underlying zonings of Business Resource Area and Residential Resource Area. A small area with frontage to Sargood Road is

Zoned Business Resource area.

The land across SH 8B is zone Rural Resource

Permitted Activities Public Recreation

Comment The designation reflects the reserve status of the land.

We have carried out appropriate investigations and it would appear that the property complies with the provisions of the District Plan. However we have not sought town planning advice or written confirmation to verify such. If required the zoning should be verified by application to council for the issue of a Land Information Memorandum.

The planning information noted has been obtained from the Central Otago District Council website. This information has been relied upon in our assessment of value and no responsibility is accepted for the accuracy of the planning information provided. Should the information prove to be incorrect in any significant respect, the matter should be referred to us for a review of the valuation as deemed appropriate.

4.2 Environmental Considerations

We have not been provided with an engineering or soil survey report on the subject land. As at the date of this valuation we have no knowledge of any adverse effects or contamination of the land which may have resulted through previous uses.

Our valuation is based upon the assumption that the land is not contaminated. If at a later stage contamination of the land is found to exist, this could have a significant impact on our assessed value. In such circumstances the report should be referred back to the principal valuer for comment.

4.3 Consents and Permits

We aren't aware of any consents or permits over the subject property.

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5 Physical Description

5.1 Effective Area

1.6670 hectares

5.2 Current Land Use

Public amenity.

5.3 Highest and Best Use

Public amenity

5.4 Contour

The subject is flat to easy rolling. The frontage to SH 8B has an been re-contoured for drainage and amenity purposes.

5.5 Weeds

Free of weeds.

5.6 Erosion and Reversion

Nil.

5.7 Photos from Inspection





SH 8B frontage

SH 6 Frontage

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6 Improvements Description

There are no building Improvements.

6.1 Fencing

The properties backing onto the land are fenced, or in some cases the rear of the buildings are on the boundary.

We have not included these fences in our assessment and they will not be affected by the proposed works

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7 Compensation Rationale

When part of a property is acquired for a Public Work, the measure of compensation in terms of the Public Works Act 1981 is the overall reduction in the market value. The guiding principle of the Act is to ensure that the property owner is no better or worse off after the acquisition and that the acquiring authority is also no worse off due to the specific requirement for the property to be acquired.

Part 5 of the Public Works Act deals with the issue of compensation. Section 60 covers the basis entitlement to compensation, while Section 62 provides guidance on the assessment of compensation. Important aspects of Section 62 of the Act include:

- No allowance shall be made on the account of the taking of the land being compulsory.
- Values assessed are to open market values as would be expected between a willing seller to a
 willing buyer on the specified date.
- Any change in value due to the prospect of the Public Work on or before the specified date shall not be taken into account.

This section of the Act also defines the specified date for compensation as being the earliest of:

- · The date of notification by the acquiring authority that the land will be taken,
- The date the first entry onto the land for construction purposes,
- · The date on which the land is first injuriously affected by the work, or
- The date of any agreement made under section 80 (1) (C) of the Public Works Act, or any date specified in such agreement.

The most satisfactory method of arriving at the loss of market value is the making of two valuations, firstly a valuation of the entire property prior to the taking of any land and the construction of the work, and secondly, a valuation on the basis that the land has been taken and the work constructed. The difference represents the loss of value. This 'before and after' approach has been accepted by the courts.

In addition to compensation for the permanent loss of land, the claimant is entitled to compensation for unavoidable losses or expenses flowing from the taking of the land for which the claimant receives no benefit. This is termed a disturbance payment and covers such items as legal and valuation fees and fees and expenses relating to the necessary reinstatement work over and above capital costs. Business loss payments are also available for the loss of revenue incurred by a business whilst the works were being undertaken. These additional payments are generally assessed on the basis of actual and reasonable costs and would usually be claimed after the costs or losses have been incurred.

In this case the property currently comprises 1.6670ha, with a proposed area of 6400m² to be acquired. Before and after valuations are therefore appropriate.

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In this case the acquisition is to acquire approximately 40% of the land in the title all of which has been developed for passive recreation and amenity purposes. An indicative copy of the proposed plan for land acquisition is included in Section 3.3 of this report. Key components are:

- The land to be acquired is identified as Local Purpose Reserve on the Record of Title and is designated for recreation purposes in the District Plan
- The land has been developed into an attractive recreation and amenity area through contouring, grassing and some amenity planting
- The purpose of the acquisition is to establish a roundabout at the intersection to improve safety and traffic flows.

In considering the wider injurious effect on the residual land we note that the residual land will form a narrower strip to the adjacent properties reducing the suitability of the site for public enjoyment.

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8 Market Commentary

8.1 Market Overview

At present there has been limited disruption to the property market in the Central Otago District. There are varying views and predictions from economic commentators, local government and real estate agencies on how the property market will perform in the coming months. Pre Covid-19 the property market in the District was showing steadily performing market conditions. Characterised by low inventory levels, reduced/variable sales volume, steady value levels on the back of limited supply. The market was considered to be experiencing late cycle challenges as opposed to early cycle. We are now at Alert Level 1 on the Covert alert scale and this is having a generally positive effect on the local economy in the short to medium term as more of the population returns to work. Global financial markets however have become more volatile as the rest of the world struggles to emerge from the grips of the virus. The property market is being affected by the uncertainty that the COVID-19 outbreak has caused. Market conditions are currently subject to higher potential for change and there is significant market uncertainty. The statistics for the next two or three quarters will provide a stronger indication of market expectations with the pre-Covid 19 sales having exited the market.

Quotable Values statistics to 31 March 2021 for residential property in the District report an increase in property values over the past year of +9.5% and +8.2% over the past three months. The average current value is now \$654.318 of all developed residential properties. We also note that a healthy 176 sales have been recorded.

Real estate statistics also report that the last quarter of 2020 delivered a strong quarter for residential real estate with strong residential and lifestyle sale results. Notable also is the increasing demand and sale prices for the well performing higher value property segment. In general the local market has rebounded quickly from lockdown with growth in market volume that few commentators were expecting. Property management firms report that the residential tenancy market has now stabilised. Rental levels appear to have also found a stable equilibrium.

The continued low OCR rate with very competitive interest rates from banks has supported and will likely continue to support local and nationally based purchasers. However, we consider that any new lending for refinance or new purchases will be strictly assessed by loans managers with income for debt servicing paramount. We note that LVR's are now removed with first home buyers and investors more active. The mortgage deferral scheme has been extended until March 2021.

"This is a recent and very fluid situation that is changing daily. As yet there is no evidence that COVID-19 has impacted negatively on the Roxburgh market up to the date of the announcement of the strict border controls. Sales after this date (14 March 2020) will provide a better understanding of the impact, if any the virus has had on the market. Two other factors that will influence the market include significantly cheaper interest rates and reductions in first home buyers Kiwi Saver investments impacting on the house deposit scheme."

In March, the Government announced new measures they hope will dampen the rapidly rising property market. These measures include an extension of the bright line test to 10 years and the removal of interest tax deductibility for property investors. They also increased the caps for first home buyer assistance. At the time of this report, it is too early to say whether these changes have impacted the market.

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9 Market Evidence

9.1 Methodology

We have approached this valuation using the direct sales comparison approach. With this method, sales of similar properties are analysed to unit rates on the sale price of the land and buildings. Adjustments are then made to reflect differences in location, contour, and other factors that influence value. The subject property is then ranked with the sales to ensure the value fits within the appropriate range.

9.2 Sales Considerations

In assessing the value of the subject property we have considered a cross section of transactions within the Cromwell market.

Vacant Residential Sections:

25 Hosking Drive, Cromwell

 Sale Date
 August 2020

 Sale Price
 \$310,000

 Land Area
 709 m²

Comment This section is much smaller than the subject and is situated within

a modern subdivision. It has an easy contour with no particular views. We consider it to provide a lower level for a residential site.

While smaller that the subject in a different zone it provides a

guide for an individual title. Analysed at \$437/m².

16 Travertine Street, Cromwell

 Sale Date
 January 2021

 Sale Price
 \$365,000

 Land Area
 783 m²

Comment This section is much smaller than the subject and is situated within

a new subdivision on land that was previously part of the Cromwell Holiday Park. It has an easy contour with mountain views. We consider it to provide a middle level for a residential

site.

While smaller that the subject in a different zone it provides a useful guide for an individual title. Analysed at \$466/m².

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12 Searle Street, Cromwell

Sale Date February 2021

 Sale Price
 \$365,000

 Land Area
 771 m²

Comment This section is much smaller than the subject and is situated within

a new subdivision on land that was previously part of the Cromwell Holiday Park. It has an easy contour with mountain views. We consider it to provide a middle level for a residential

site.

While smaller that the subject in a different zone it provides a useful guide for an individual title. Analysed at \$473/m².

Pinot Gris Place, Cromwell

Sale Date January 2021

 Sale Price
 \$384,000

 Land Area
 1535 m²

Comment While a larger residential site, this section is still much smaller

than the subject and is situated at the edge of the industrial area and in proximity to SH 6. It has an easy contour with mountain views. We consider it to provide an upper level for a residential

site.

While smaller that the subject in a different zone it provides a useful guide for an individual title. Analysed at \$250/m² and reflects the decline average as section size increased.

Other Vacant sites:

9 Venning Crescent, Cromwell

Sale Date September 2020

Sale Price \$3,350,000

Land Area 12,507 m² zoned industrial

Comment This is an industrial site at the southern edge of Cromwell in a

rapidly developing industrial area. It is not particularly

comparable but indicates a high value for scarce industrial land.

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Luggate-Cromwell Road, Cromwell

Sale Date October 2020

Sale Price \$1,250,000

Land Area 2.9653 hectares lifestyle

Comment This is an irregular site on the edge of Cromwell in close proximity

to the subject. It is a level contour with residual orchard and other trees. It is zoned rural, and will require resource consent to construct a dwelling given the size being smaller than the minimum site size of 8 hectares. Due to the location and zoning we consider this property to be inferior on a per square metre

rate.

We have analysed this sale at \$40.00/m²

We are also aware of the sale of a commercial site in Murray Terrace which is in close proximity to the subject, but consider this to represent a totally different market.



10 Valuation

10.1 Valuation Rationale

The point of compensation is that the owner is no better or worse off than before the land was taken. In this case the land being acquired is part of an amenity area on the western approach to the town of Cromwell. In our view the adverse effect relates directly to the reduced area and less desirable shape of the residual land.

Before the proposed land acquisition:

Residential sections in Cromwell range from \$310,000 to \$384,000, while these are in a different zone they provide a useful indicator for a single title without further subdivision potential. Please note that these sales are reported inclusive of GST.

While the Designation Schedule in the district plan identifies the underlying zones as "Commercial" and "Business Resource" we consider it more akin to the "Rural Resource" across both highways meaning the commercial and industrial sales are of limited assistance.

In our view the most relevant sale is the larger block of land on the Luggate – Cromwell Road. This sale analysed at \$40/m² which should be lower than the subject due to location and presentation.

The shape, reserve status and location of the subject would however make any development of the site in the foreseeable future unlikely.

We have therefore based our assessment on \$45/m2 giving a value of \$750,000.

After the proposed land acquisition:

The removal of approximately 6700m² giving a new area of 9970m² will significantly impact the value of the residual title reducing its ascetic value and creating an even narrower less useful site

We believe that a m² rate lower than that above should adopted as the land remaining is inferior. We have therefore adopted a value based on \$40/m2 for the 9970m² area giving a value of \$400,000.

This would indicate a difference in values of \$350,000 being an appropriate compensation payment.

We have considered the impact on the adjoining land which we believe is recognised in the "after value".

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10.2 Market Value

Current Title:

Total Land Area 1.6770 ha

Market Valuation \$750,000 (Seven Hundred and Fifty Thousand Dollars) plus GST

(if any)

Following to Land Acquisition:

Total Land Area 9970m²

Market Valuation \$400,000 (Four Hundred Thousand Dollars) plus GST (if any)

Specified Date 16 April 2021

10.3 Compensation Payable

6700m² acquired land \$350,000 (Three Hundred and Fifty Thousand Dollars) plus GST (if

any)



11 Valuation Conclusions

QV confirm that we undertook a valuation of the property at the intersection of State Highways 6 and 8B, Cromwell on 23 March 2021 in order to assess the market value for compensation purposes. Subject to the critical assumptions and comments noted within this report, we hereby assess the compensation payable in relation to the abovementioned property at the specified date of 16 April 2021 to be:

\$350,000 plus GST (if any)

(THREE HUNRED AND FIFTY THOUSAND DOLLARS)

Ken Taylor FNZIV, FNZIPIM

Kennett & Taylor

Registered Valuer

Q۷

David Paterson, FNZIV, FPINZ

Registered Valuer

Q۷



Appendices

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Appendix 1 Valuation Policies

Publication

Neither the whole nor any part of this valuation report or any reference to it may be included in any published document, circular or statement without the written approval of QV as to the form and context in which it may appear.

Information

Information has generally been obtained from a search of records and examination of documents or by enquiry to Government Departments or Statutory Authorities. Where it is stated in the valuation report that information has been supplied to us by another party, this information is believed to be reliable but we can accept no responsibility if this should prove to be not so.

Confidentiality

Our responsibility in connection with this valuation report is limited to the client to whom it is addressed; we disclaim all responsibility and accept no liability to any other party.

Purpose of valuation

This valuation report has been prepared for the specific purpose stated. Any party that relies upon it for an alternative purpose without reference to QV does so at its own risk.

Mortgage recommendation

The value provided in this valuation is our opinion of the market value on a willing buyer/willing seller basis. That value may change in the future due to market conditions and changes to the state of the property the subject of this report. Any decision to lend should take these factors into account and allow a reasonable and prudent margin between the amount advanced and the current market value given in this. Additionally the margin should also recognise the consequences and costs of a forced sale.

Structural survey

This report has been undertaken for valuation purposes only and is not a structural survey. The valuer is not a building construction and/or structural expert and is therefore unable to comment as to the structural soundness of the improvements. We have undertaken a visual inspection of the building/s but have not commissioned a structural survey or tested any of the services and are therefore unable to confirm that these are free from defect. We have not inspected the unexposed or inaccessible parts of the building/s and are unable to certify that these are free from defect. Any elements of deterioration apparent to the general state of repair of the building/s have been noted and reflected in our valuation. No undertaking is given about the structural soundness, weathertightness, or durability of any building or building element associated with the structure. No undertaking is given about the absence of rot, insect or pest infestation, nor the use in construction of materials such as asbestos or other materials now considered hazardous.

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Title boundaries

We have made no survey of the property and assume no responsibility in connection with such matters. Unless otherwise stated it is assumed that all improvements lie within the title boundaries. We reserve the right to amend our valuation should this not be the case.

Plant and machinery

The valuation is conditional upon any hot and cold water systems, drainage systems, electrical systems, air conditioning or ventilating systems and other installations being in proper working order and functioning for the purpose for which they were designed.

Site or environmental contamination

Our valuation and report is conditional upon the land being free of any contamination or industrial waste problems unless otherwise noted.

Measurements

All property measurement is carried out in accordance with ANZRPGN 4 – Methods of Measurement unless we specifically state that we have relied upon another source of information or method.

Compliance

Unless otherwise stated in our report our valuation is on the basis that the property complies with the Building Act 2004, Health and Safety at Work Act 2015, Evacuation of Buildings Regulations 1992 and Disabled Persons Community Welfare Act 1975 or that the legislation has no significant impact on the value of the property.

Registrations

Our investigation has included searching of the Computer Interest Register and, if appropriate and where available, the ground and/or building lease(s) and other relevant tenancy schedules and documents. Unless stated otherwise our report is subject to there being no detrimental or beneficial registrations affecting the value of the property other than those appearing on the title(s) so valued in this report. Such registrations may include Wahi Tapu registrations and Heritage New Zealand registrations.

Forecasts

Every effort has been made to ensure the soundness and accuracy of the opinions, information and forecasts expressed in this report. Information, opinions and forecasts contained in this report should be regarded solely as a general guide. While we believe statements in the report are correct, no liability is accepted for any incorrect statement, information or forecast. QV disclaims any liability which may arise from any person acting on the material within. Readers should take advice from a professional staff member of QV prior to acting on any matter contained in this report.

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Market movement

This valuation is current as at the date of valuation only. The value assessed herein may change significantly unexpectedly over a relatively short period (including as a result of general market movements or factors specific to the particular property). We do not accept liability for losses arising from such subsequent changes in value. Without limiting the generality of the above comment, we do not assume any responsibility or accept any liability where this valuation is relied upon after the expiration of three months from the date of valuation, or such earlier date if you become aware of any factors that have any effect on the valuation.

Goods and services tax (GST)

Non-Residential: Capital and rental valuations are (unless otherwise stated) carried out on the basis that the valuation is plus GST (if any).

Residential: Capital and rental valuations of residential property are (unless otherwise stated) carried out on the basis that the valuation includes GST (if any).

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Appendix 2 Record of Title

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RECORD OF TITLE UNDER LAND TRANSFER ACT 2017 FREEHOLD

Search Copy



Identifier 242326 Land Registration District Otago Date Issued 31 January

Prior References

18325 OT19C/244

Estate Fee Simple

Area 1.6670 hectares more or less
Legal Description Let 202 Deposited Plan 359519
Purpose Local Purpose Reserve (Amenity)

Registered Owners Central Otago District Council

Interests

Subject to a right to convey water in gross over part marked a-b-c,b-d DP 359519 to Central Otago District Council created by Transfer 741418.1 - 2.11.1989 at 10:18 am

970005.1 Gazette Notice declaring adjoining State Highway No 8B to be a limited access road. - 21.6.1999 at 3.59

pes

Subject to the Reserves Act 1977

Land Covenant in Easement Instrument 6735752.11 - 31.1.2006 at 9:00 am

Land Covenant in Easement Instrument 6735752.12 - 31.1.2006 at 9:00 am.

 $6802241.1\ Variation of the conditions of the Land Covenant created by Easemest Instrument 6735752.12 - 27.3.2006 at 9:00 um$

6809927.1 Surrender of Land Covenant in Easement Instrument 6735752.12 as to Lot 23 DP 359519 - 31.3.2006 at 9:00 am

Land Covenant in Easement Instrument 9011988.2 - 5.4.2013 at 8:42 am

Land Covenant in Easement Instrument 9011988.3 - 5.4.2013 at 8:42 am

10634828.1 Surrender of the land covenant created by Easement Instrument 6735752.11 as to Lot 8-9 DP 359519 – 12.1.2017 at $12:10~\mathrm{pm}$

Land Covenant in Easement Instrument 10634828.2 - I2.1.2017 at 12:10 pm

10570433.1 Surrender of Land Covenant in Easement Instrument 6735752.12 as to Lot 1 DP 411098 - 10.2.2017 at 3:50 pm

Subject to a right (in gross) to convey electricity over parts marked K and L and a right (in gross) to occupy for transformer over part marked L on DP 512533 in favour of Aurora Energy Limited created by Easement Instrument 11147520.5 - 16.13.2018 at 1:26 pm

Transaction Id 62891538 Client Reference 6-GCA14.98 Search Copy Dated 15/12/26 11:49 am. Page 1 of 1 Register Only

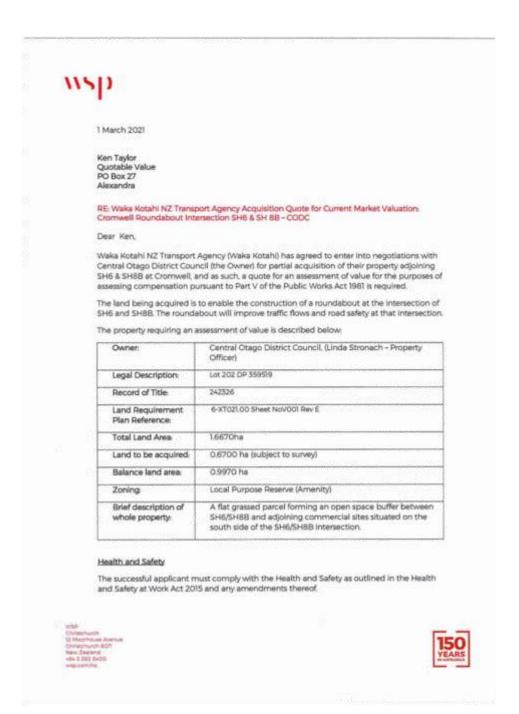
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Appendix 3 Letter of Instruction

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As part of your quote, please confirm and if applicable, provide the following:

- 1. Confirmation of Sitewise registration and provide if held
- 2. Confirmation Public Liability/Indemnity Insurance is held by you/your firm
- 3. Confirmation any persons driving to the site hold a full and current driver licence
- 4. Provide your Company Health and Safety Plan that includes controls/mitigation measures and confirm it is implemented and reviewed regularly
- 5. Provide a copy of your company training and competency register related to Health and Safety Risks/Hazards (if applicable)

Prior to going to the property all of the above must be confirmed/provided to WSP. You will be provided with the list of known risks and hazards and minimum PPE Requirements for the inspection and be requested to confirm receipt and acknowledgement of these.

You must also be familiar with Waka Kotahi Health and Safety requirements https://www.nzta.govt.nz/resources/contractor-health-and-safety-expectations/

Please provide a quote for completing this and as part of the quote can you please also provide confirmation that the valuation report would be available by 1 April 2021

Regards

Principal Consultant Property

Ph 05 471 5514 Email dave payton@vasp.com

- Attachments:
 Land Requirement Plan
 RT 242326

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Appendix 4 Scope of Work

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QV

Scope of Work

a) Identification and status of the valuers

The valuations will be carried out by Ken Taylor (Registered Valuer) of Quotable Value. The valuer is competent to undertake the valuation and is in a position to provide an objective and unbiased opinion and has no material connection or involvement with the subject of the valuation or the party commissioning the valuation.

b) Identification of the client and any other intended users

WSP, Waka Kotahi NZ Transport Agency, Land Information NZ

c) Purpose of the valuation

To provide valuations for compensation (Proposed Roundabout SH6 - SH8B intersection)

d) Identification of the asset to be valued

Part Record of Title 242326 Otago Registry as shown on the attached plan

e) Basis of value

Before and after market value based on market sales evidence using direct sales comparison.

f) Currency

All values will be expressed in New Zealand Dollars

g) Valuation date

Date of inspection

- h) Extent of investigation
 - An inspection of the subject area is to be completed and a roadside inspection and analysis of relevant sales.
- i) Nature and source of the information to be relied upon

Market sales information obtained from QV's database and where required additional sales details obtained from other sources such as real estate agents.

Zoning and planning information from the applicable District Plan.

Historic records held by QV.

Site plans provided by WSP

WSP

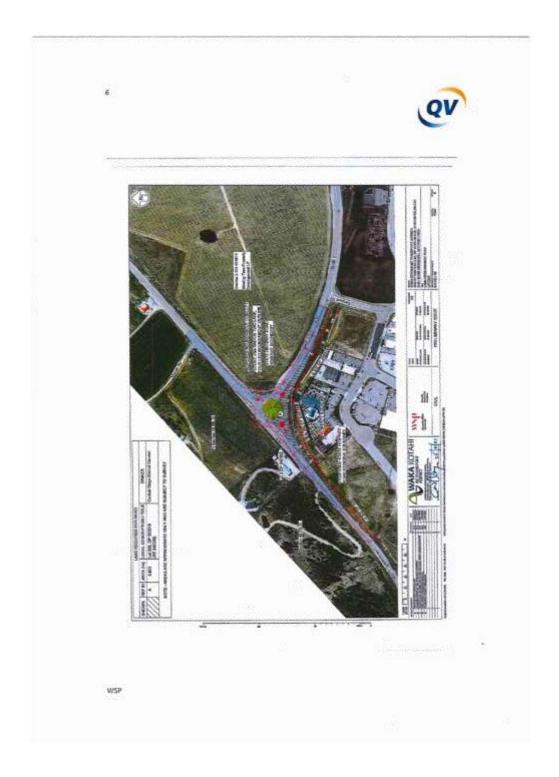
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Assumptions and special assumptions None that are additional to those detailed in the Valuation Conditions section of our k) Site Hazards The site is adjacent to a State Highway. A separate safety plan has been provided. Restrictions on use, distribution or publication Our responsibility in connection to this valuation is limited solely to those parties described in Section b) of this Scope of Work. Neither the whole nor any part of the valuation or any reference thereto may be included in any document, circular or statement without our approval of the form and context in which it will appear. m) Confirmation that the valuation will be undertaken in accordance with the IVS The report will be completed in accordance with International Valuation Standards (IVS), the New Zealand Institute of Valuer (NZIV) and Property Institute of New Zealand (PINZ) Code of Ethics and Valuation Standards. n) Description of report The format of the report shall be Quotable Values standard report format, meeting requirements of IVS 103 Reporting. WSP

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21.9.7 CONSIDERATION OF CONTRIBUTION TO WOOING TREE UNDERPASS

Doc ID: 559533

1. Purpose of Report

To consider a financial contribution to the Wooing Tree underpass.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to contribute to funding the underpass through a reduction of the remaining roading development contributions of up to \$630,000.

._____

2. Background

On 7 May 2021, the applicant, Wooing Tree, lodged an application under the Fast-Track process for the Wooing Tree Estate project. The project lodged with the Environmental Protection Authority proposed the subdivision of a 25-hectare block in Cromwell to create a medium density residential development and a small commercial precinct.

The consent was granted 29 September 2021 and compromises of:

- 360 residential lots.
- a hospitality centre compromising of a 350m² cellar door for the Wooing Tree Vineyard (and adjacent outdoor seating area of 150m²) and 500m² of retail.
- a childcare facility.
- a super lot for visitor's accommodation.

Wooing Tree Estate is required to deliver the roundabout and pedestrian underpass before it can deliver future stages of the development.

The total cost of the infrastructure is now \$4,393,000 apportioned as follows:

Roundabout \$3,285,000 Underpass \$1,108,000 **Total:** \$4,393,000

The roundabout has been geometrically designed to support the broader Cromwell area and provide for future population growth. The full \$3,285,000 cost of the roundabout includes an estimated additional \$775,000 in costs related to future proofing.

These costs do not account for the land required from Council and Wooing Tree Estate for both the roundabout and underpass. The land acquisition for the roundabout and underpass has been further 'future proofed' to accommodate growth.

The pedestrian underpass is a requirement of the Wooing Tree Estate consent. The underpass will improve pedestrian interconnectivity through Wooing Tree Estate to Lake Dunstan via McNulty Inlet. Creating a cycleway connection will support and connect cyclists to local business in the Cromwell Mall and further enhance the region's reputation and

desirability for cycle tourism. The underpass will improve safety for pedestrians, cyclists, and motorists by creating a grade separated split between respective users.

In September 2021 Waka Kotahi confirmed they would not be funding any part of the roundabout or underpass.

Wooing Tree Estate have approached Council to consider either:

- (a) A fair and equitable contribution to the roundabout and underpass construction costs. Wooing Tree Estate will fund the roundabout.
- (b) Entering into a developer's agreement with Wooing Tree Estate whereby costs associated with the underpass are credited against roading development contributions.

Council have committed no funding through the Long-term Plan towards the construction of the roundabout or underpass.

3. Discussion

The pedestrian underpass will provide benefit to the wider Cromwell community. The underpass will support the connectivity of the cycleway network from the lake directly with the town centre.

The development and financial contributions policy allows for Council to enter into development agreements with developers for the provision of infrastructure. The value of these works can be deducted from the relevant contribution category.

The principal basis for levying development and financial contributions against subdivisions and development is to ensure that those who create the demand for additional services and assets pay fairly and reasonably for this.

The provision of suitable infrastructure is a key strategic activity that aids in the provision of social, economic, environmental, and cultural well-being of the community. It is important to ensure that the funding of this infrastructure is fair, reasonable, and equitable. The existing community has invested in its needs and enjoys the benefits derived from those assets and services. Council considers it appropriate to use development and financial contributions where new subdivisions and development benefit from existing infrastructure, generate need for additional infrastructure and/or require infrastructure extensions.

The Wooing Tree development has been assessed for contributions under the 2018 Development and Financial Contributions policy. The roading contribution is \$1,772 (excl GST) per residential lot.

Wooing Tree Estate is anticipated to yield between 340-360 residential allotments plus approximately 1,000m² of boutique retail space. To-date, titles have been issued for 32 residential allotments, therefore 308-328 residential allotments are yet to be titled and subject to contributions.

4. Financial Considerations

The total estimated roading contribution is \$630,000 based on 328 remaining residential lots and 1,000m² of retail.

5. Options

Option 1 – (Recommended)

Waiver of up to \$630,000 of roading development contributions in recognition of wider benefit in the provision of an underpass and roundabout.

Advantages:

- The underpass provides wider community benefit.
- No direct cash contribution is required.

Disadvantages:

 Reduction in development contributions income reducing available funding for other growth-related roading infrastructure.

Option 2

Provide a cash contribution to the construction of the underpass.

Advantages:

The underpass provides wider community benefit.

Disadvantages:

No available funding through current long term plan budgets.

Option 3

Do not contribute to the cost of the underpass.

Advantages:

- No cost to Council through either cash funding or through waiver of development contributions.
- The roundabout and underpass are a condition of the Wooing Tree Estate consent.

Disadvantages:

 Council would not be recognising the broader benefit of the underpass and roundabout through a contribution.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social, cultural, economic, and environmental wellbeing of communities, in the present and for the future by providing a safe connection for pedestrians and cyclists.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, The recommendation is consistent with Council's 2018 Policy on Development and Financial Contributions.
Considerations as to sustainability, the environment and climate change impacts	Yes, the provision of an underpass supports the wider pedestrian and cycling network.
Risks Analysis	The availability of roading contributions for growth related roading projects may be impacted.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with no public consultation required.

7. Next Steps

If the recommendation is accepted then a revised development contribution assessment will be undertaken on the Wooing Tree Estate development recognising the reduction in roading contributions.

8. Attachments

Nil

Report author:

Reviewed and authorised by:

Quinton Penniall

Environmental Engineering Manager

25/11/2021

Julie Muir

Executive Manager - Infrastructure Services

25/11/2021



21.9.8 SOLID WASTE CONTRACT - LEVEL OF SERVICE

Doc ID: 560259

1. Purpose of Report

To approve the level of service options for tendering of Solid Waste Services Contract.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the proposed level of service for tender.

2. Background

All of Council's contracts for waste services (kerbside rubbish and recycling collections, resource recovery centres and transfer stations) expire in June 2023, except the landfill agreement with Queenstown Lakes District Council which expires in 2029.

The way the services are delivered is due for a refresh with consideration given to trends and expectations both globally and throughout New Zealand; in particular, the growing demand for reduction of landfilled organic material.

The costs of waste disposal are continuing to increase. In June 2020, central government introduced auctioning for New Zealand Emission Units (NZUs) together with an increase on the price cap on NZUs from \$25/tonne to \$50/tonne. In July 2020, central government announced it will increase the Waste Disposal Levy through a progressive increase from \$10/tonne to \$60/tonne by July 2024.

On 11 August 2021 Council approved the 'Have Your Say on Our Waste Services' document for community feedback. The engagement document and survey enabled the public to provide feedback on the proposed kerbside services and their current use of council's waste services.

There was a strong response from community with 870 surveys returned. A report for information was provided to Council on 3 November 2021 summarising feedback.

Supplier briefings were held in the week of 4 October 2021 with their feedback considered in the development of the recommended level of service.

During October 2021 Ministry for the Environment (the Ministry) released its draft Waste Strategy and Emissions Reduction Plan for consultation. The proposals for a new national Waste Strategy present the Ministry's proposed vision and aspirations for a low-waste Aotearoa. The documents are intended to guide and direct the collective journey towards a circular economy, starting with the management the products and materials that currently go into waste disposal systems.

The proposed targets in the draft Waste Strategy for reduction of household waste by 60-70% points strongly to the requirement for comprehensive organics capture and further diversion opportunities being developed.

Area	Responsibility	Strategic target (by 2030)
Waste	Whole country	Reduce waste generation by 5–10% per person
	Public sector	Reduce waste generation by 30–50%
	Businesses	Reduce waste disposal by 30–50%
	Households	Reduce waste disposal by 60–70%
Emissions	Whole country	Reduce biogenic waste methane emissions by at least 30%
Litter	Whole country	Reduce litter by 60%

Table 1: Proposed waste reduction targets

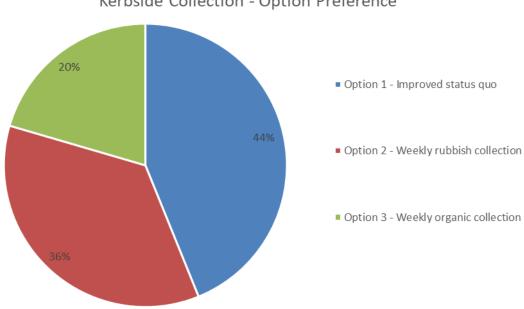
Queenstown Lakes District Council have indicated a desire to have their organic material considered in the proposed Central Otago District Council organics processing facility. Tenderers will be asked to provide options for a joint or Central Otago only facility. A regional may qualify for capital funding from Ministry for the Environment.

There are multiple ownership and operation options to be considered for organics processing facility. A recommendation report will be brought to Council in 2022 detailing ownership, location, and operational options.

3. **Discussion**

Kerbside Collection Configuration

Three options were provided for community consultation. Community feedback was split across the three options on the proposed kerbside collection configuration. All suppliers noted the importance of including food waste in possible organics processing solutions.



Kerbside Collection - Option Preference

The annual costing for each option is an estimate only and will be influenced by tendered prices, volumes to landfill, landfill charges, waste levy charges, establishment and operating costs for organics processing, and emissions trading scheme costs.

Option 3 – Weekly Organics Collection (Recommended)

Option 3 introduces an 80L organics bin to collect both food and greenwaste every week. The rubbish bin will still be collected fortnightly, but residents would be moved to smaller 140L rubbish bin. As in Options 1 and 2, the 140L glass (blue) bin would be collected every four weeks and the 240L mixed recycling (yellow) bin would be collected fortnightly.

The estimated annual cost is approximately \$430 to \$500.



Advantages:

- Alignment to Government policies by providing a food and greenwaste service.
- Opportunity to divert up to 44% organic (food and greenwaste) content currently found in the rubbish bin.
- Smaller red bin will collected fortnightly will support reduction of waste to landfill.
- Reduction in landfill and waste levy costs with reduction in material to landfill.
- Provides the best alignment to Council's Waste Management and Minimisation Plan.
- Opportunity to deliver a regional organics facility in partnership with Queenstown Lakes District Council for processing.
- Supports Councils emissions reduction targets.

Disadvantages:

Highest cost option after introduction of weekly organics collection.

It is proposed that a staged implementation process occurs for the recommended Option 3 as an organics processing solution will not be operational at the start of the new contract term.

- Stage 1: Rubbish will continue to be collected in a 240-litre bin fortnightly. Customers will be able to opt for smaller 140L rubbish bin (at a reduced price). Glass will be changed to 140L bin collected monthly.
- Stage 2: Once organics (food and green waste) collection commences, customers will be moved to a 140L bin for rubbish collected fortnightly. The price difference between the 240L and 140L rubbish bins will be greater at this time.

Option 1 - Improved Status Quo

Option 1 introduces an additional 240L bin for a four-weekly collection of greenwaste (a green lid bin). The glass (blue) bin would change to a more regular four-weekly collection, in a smaller 140L bin. This option will also allow a choice of a 240L or 140L rubbish (red) bin. The 240L mixed recycling (yellow) bin would move to a consistent fortnightly collection.

The estimated annual cost is approximately \$350 to \$400.



Advantages:

- Opportunity to divert up to 20% of rubbish bin contents through addition of greenwaste bin.
- Option of smaller rubbish bin at reduced cost.

- Not including food waste does is not aligned with Government policies.
- If Council does not meet government reduction targets it will receive less waste levy funding.
- Food waste content of up to 24% of rubbish bin contents continues to go to landfill.
- Increased costs for food waste going to landfill.
- Does not support emission reduction targets.

Option 2 – Weekly Rubbish Collection

Option 2 is an enhancement on Option 1. In addition to the four-weekly greenwaste and glass collections, this option also introduces weekly rubbish bin collections. Both the rubbish and glass bins would be a smaller 140L bin. As in Option 1, the 240L mixed recycling bin would be collected fortnightly.

The estimated annual cost is approximately \$400 to \$450.



Advantages:

- Opportunity to divert up to 20% of rubbish bin contents through addition of greenwaste bin.
- More frequent red bin collection provides customers with higher level of service.

- More frequent rubbish bin collections do not align with Government policies.
- Not including food waste does not align with Government policies.
- If Council does not meet government reduction targets it will receive less waste levy funding.
- Food waste content of up to 24% of rubbish bin contents continues to go to landfill.
- Increased costs for food waste going to landfill.
- Does not support emission reduction targets.

Kerbside Collection Extension

Option 1 – (Recommended)

Kerbside routes extended to include Queensberry as a mandatory collection area.

Due to distance involved all residents would need to contribute in order to provide a costeffective service.

Advantages:

- Over 90% of the 55 survey respondents from Queensberry want a kerbside service.
- Improved environmental outcomes through availability of recycling options.
- No local rubbish or recycling options are available for the Queensberry community.

Disadvantages:

Small proportion of the Queensberry community may not want the mandatory service.

Option 2

Kerbside routes extended to include Queensberry, Tarras and Pateaora.

Advantages:

- Over 90% of the 55 survey respondents from Queensberry want a kerbside service.
- Improved environmental outcomes through more convenient recycling options.

Disadvantages:

- Feedback indicated reluctance for collection in Tarras and Patearoa.
- Service area harder to define for Tarras and Patearoa.
- Smaller population density in Tarras and Patearoa to provide cost effective collection.
- Proportion of community may not want the opt in only service.
- Rubbish and recycling drop off already available in Tarras and Pateaora.

Option 3

No extension to the current collection routes.

Advantages:

- Rubbish drop offs are available in Tarras and Pateaora.
- Transfer stations available in Cromwell, Alexandra, Ranfurly and Roxburgh that accept bags of household waste and provide recycling options.

- Feedback indicated strong desire for kerbside collection in Queensberry.
- Potential for negative environmental outcomes where no waste and recycling service is available.

Rural Rubbish Drop Off Sites

In addition to Council's transfer stations there are currently rubbish drop-off facilities provided in Tarras and Patearoa. These services use Council branded rubbish bags that must be purchased from a Council service centre or the Tarras Store.

Option 1 – (Recommended)

Current drop-off facilities to be retained with an improved solution identified through the tender.

Advantages:

- Positive community feedback on having access to current drop-off sites.
- Opportunity for improved level of service through solutions provided as part of the tender.
- Provide local solution for waste where kerbside service is not available.
- Opportunity to locate rubbish drop off with recycling drop off for full waste and recycling solution.
- Current solution at Tarras is laborious for the user.

Disadvantages:

Potential capital cost in providing an improved solution.

A report for decision will be brought back to Council drop-off options identified through the procurement process.

Option 2

Remove current rubbish drop-off facilities.

Advantages:

Cost in servicing the drop offs removed.

- Lower level of service for Tarras and Patearoa residents.
- Travel required to transfer station for waste disposal.
- No kerbside service proposed for Tarras and Pateroa.
- May promote negative outcomes for waste disposal.

Bin Ownership

Currently kerbside bins are owned by the contractor with recycling drop-off containers owned by Council.

Option 1 – (Recommended)

All kerbside bins and containers owned by Council.

Advantages:

- Significantly reduced long term cost through Council ownership.
- Maintenance and servicing still provided by contractor.

Disadvantages:

Capital investment required for purchase of bins.

Option 2

Kerbside bin ownership remains with contractor.

Advantages:

Contractor carries the capital cost of bins.

Disadvantages:

• Long term costs of 'rental' are significantly higher than cost to .

Transfer stations

Transfer stations are located in Alexandra, Cromwell, Ranfurly and Roxburgh. The transfer stations accept a variety of materials including general rubbish, recycling and greenwaste.

The Alexandra and Cromwell transfer stations are open seven days per week, while the Ranfurly and Roxburgh transfer stations open in the afternoon on Tuesday, Wednesday, Thursday, Saturday and Sunday in summer and Tuesday, Thursday, Saturday and Sunday in winter. Survey feedback showed the majority of use of the Alexandra and Cromwell transfer stations was on the weekend.

Staff investigations of our Ranfurly and Roxburgh transfer stations show that customers are not using these facilities often. Following the introduction of an organics collection service, this may further reduce the need to use a transfer station.

Several comments were made through the waste services survey asking for the Ranfurly transfer station not to be closed and to keep the operating hours as they are now or to extend them particularly in summer.

Overall respondents do not want to see the operating hours of any of Council's transfer stations reduced throughout the district.

Option 1 – (Recommended)

Operation of all existing transfer stations (Alexandra, Cromwell, Ranfurly and Roxburgh) to remain as is.

Advantages:

- No reduction of operating hours.
- Opportunity to review optimise operational hours in Ranfurly and Roxburgh in the future if appropriate.
- No change in level of service for the community.

Disadvantages:

None

Option 2

Reduce operational hours at Roxburgh and Ranfurly transfer station.

Advantages:

Small saving in operational costs.

Disadvantages:

- Community want to retain current hours.
- Reduced level of service for the rural community.

Resource Recovery Centre(s), Including Re-Use Shop

Wastebusters operate a resource recovery centre, including a re-use shop, adjacent to the Alexandra transfer station on Boundary Road. The site is leased to Wastebusters. Council currently do not contribute financially to the operation of these sites other than the provision of land.

Option 1 – (Recommended)

Resource recovery centre(s) will not form part of this procurement process.

An interactive, tailored engagement process and direct sourcing procurement process will be entered into and a specific plan for this developed separate from this procurement. A report will be brought back to Council with a proposal on the provision of resource recovery centre(s). This process will include consideration of the provision of an additional resource recovery centre at Cromwell.

Advantages:

- The support from the community for resource recovery facilities is strong.
- A tailored procurement has the ability to recognise existing community relationships and enable other interested community groups to build up the capability to also be involved in wider resource recovery initiatives.
- Community led resource recover provides a community-focused, customer-interaction approach, which positively influences people's attitudes towards waste.

Disadvantages:

Additional procurement process required.

Option 2

Include the provision of resource recovery centre(s), including re-use shop in solid waste service contract.

Advantages:

One procurement process is undertaken as part of the wider waste services contract.

Disadvantages:

- The value of resource recovery centre(s) is not fully understood.
- Waste service suppliers acknowledge the benefit of resource recovery being undertaken by community focused groups.
- This is not a core service provided by waste service contractors.
- Contract of little interest to waste service suppliers.
- Risk of community focus being lost.
- Likely sub-contracted to community focused group.

4. Financial Considerations

The financial implications of the proposed level of service have been estimated and included in the options for kerbside collections. The 2023/24 Annual Plan may need to be amended depending on tendered rates for the new contract.

5. Proposed Level of Service

The proposed service configuration is summarised in the following table:

Activity	Service Configuration			
Activity	Current			
Rubbish collections	240L, fortnightly kerbside collection. Contractor: All Waste Drop off facilities in Tarras and Patearoa. Contractor: All Waste	240L, fortnightly collection with the option of a smaller 140L bin. Customers will be able to opt for a smaller 140L bin at a reduced price when glass bins are swapped from 240L to 140L.		
		Once organics (food and greenwaste) collection commences customers will be moved to a 140L bin for rubbish as waste will be diverted to the organics bin.		
		An improved system for drop-off facilities in Tarras and Patearoa will be sought through the tender.		
		Inclusion of Queensberry in kerbside collection area.		
Mixed recycling collections	240L, fortnightly kerbside collection (except every eighth week). Contractor: All Waste	240L, fortnightly kerbside collection. Recycling drop off points to be serviced under collections contract.		
	Drop off points in Alexandra, Omakau, Patearoa, Poolburn, Ranfurly, Roxburgh and Tarras. Contractor: Wastebusters	Inclusion of Queensberry in kerbside collection area.		
Glass collections	240L kerbside collection every eighth week when mixed recyclables are not	140L, four-weekly kerbside collection.		
	collected. Contractor: All Waste	Drop off points to be serviced under collections contract.		
	Drop off points in Alexandra, Omakau, Patearoa, Poolburn, Ranfurly, Roxburgh and Tarras. Contractor: Wastebusters	Inclusion of Queensberry in kerbside collection area.		
Organics collections	Greenwaste drop off available at transfer stations. Contractor: All Waste	Weekly kerbside collection with the option of a 240L or 80L bin.		
	Contractor. All Waste	Commencement date will be later than rubbish and recyclables collections as processing options are expected to have a longer mobilisation period.		
		Inclusion of Queensberry in kerbside collection area.		
Bin ownership	Bins for the kerbside collections are currently owned by the contractor (All Waste).	All bins owned by Council. Alternatives may be considered through procurement.		
	Drop off point containers are owned by Council.	anough productions.		

Transfer stations	Transfers stations are located at Alexandra, Cromwell, Ranfurly and Roxburgh. Owned by Council, operated by AllWaste.	The operation of all existing transfer stations (Alexandra, Cromwell, Ranfurly and Roxburgh) to be included within his procurement with respondents required to provide an optimisation methodology for open hours of each.
Resource recovery centre(s), including re-use shop	Wastebusters operate a resource recovery centre, including a re-use shop, adjacent to the Alexandra transfer station on Boundary Road. The site is leased to Wastebusters.	Resource recovery centre(s) will not form part of this procurement process. An interactive, tailored engagement process and direct sourcing procurement process will be entered into and a specific plan for this developed separate from this procurement. This process will include provision of an additional resource recovery centre at Cromwell.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the environmental wellbeing of communities, in the present and for the future by ensuring waste and resources are responsibly managed.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, this decision is consistent with Council's Waste Management and Minimisation strategy, sustainability strategy and procurement policy.
Considerations as to sustainability, the environment and climate change impacts	The proposed level of service provided the most sustainable solution by reducing volumes to landfill and carbon emissions.
Risks Analysis	Significant changes in waste services as a result of national initiatives and programmes is a key risk for Council.
	A long mobilisation period of 12 months or more is required to ensure the successful tender can establish and have mobile plant ready for the commencement date. COVID 19 impacts on freight networks may further delay delivery of mobile plant.
Significance, Consultation and Engagement (internal and external)	Community feedback was considered in the development of the level of service options.

7. Next Steps

The proposed next steps are as follows:

- Level of service included in development of tender documents (November 2021 – January 2022)
- New level of service commencement (1 July 2023)

8. Attachments

Appendix 1 - Waste Services survey.pdf <a>J

Appendix 2 - Waste Services survey feedback.pdf J

Report author:

Reviewed and authorised by:

laran

Quinton Penniall

Environmental Engineering Manager

25/11/2021

Julie Mui

Executive Manager - Infrastructure Services

26/11/2021



HAVE YOUR SAY ON OUR WASTE SERVICES

25 AUGUST - 24 SEPTEMBER 2021

WWW.CODC.GOVT.NZ/WASTEREVIEW

HAVE YOUR SAY ON OUR WASTE SERVICES

THE BIG PICTURE



Global movement to cut carbon emissions and reduce the amount of rubbish that goes to landfill



National direction as set out by the Ministry for the Environment to work towards a circular economy approach to waste management



Central Otago is actively committed to zero waste and to reducing carbon emissions.

Globally there is increasing attention being given to how rubbish and recycling are managed and Central Otago is no exception. Central Otago District Council has committed to being part of a national and global movement to cut carbon emissions and reduce the amount of rubbish that goes to landfill.

Our current rubbish and recycling services contract comes to an end on 30 June 2023, so now is the time for us to work out what changes to make to our collection services and facilities. This will help us on our journey to reducing our District's impact on the environment.

As the Covid-19 pandemic continues to impact freight networks, your feedback is needed now to help us decide what we should pick up from outside your home, and what other supporting services we should provide to help best manage your rubbish and recycling. This will allow the successful contractor enough time to be ready to commence a new service from 1 July 2023.



WHAT WE CURRENTLY DO

Transfer stations

We have transfer stations located in Alexandra, Cromwell, Ranfurly and Roxburgh. The transfer stations accept a variety of materials including general rubbish, recycling and greenwaste.

Anyone can dispose of their rubbish at a transfer station by paying the relevant gate fees. These vary depending on what you are disposing of. The Alexandra and Cromwell transfer stations are open seven days per week, while the Ranfurly and Roxburgh transfer stations are only open on select days.

Resource Recovery Centre

Next door to the Alexandra transfer station there is a recycling hub and re-use shop where second-hand items and materials can be taken for re-use and recycling. There is currently no equivalent facility in Cromwell.

General rubbish drop-offs

There are dedicated rubbish drop-off facilities in Tarras and Patearoa, these services use Council branded rubbish bags that you must purchase to use the facility. Both facilities operate in slightly different ways.

Recycling drop-offs

In addition to drop-offs at the transfer stations, there are recycling drop-off facilities in Omakau, Oturehau, Patearoa, Poolburn, Roxburgh, Ranfurly and Tarras. These are public facilities and free to use.

Greenwaste and food waste

Anyone can drop a car load of greenwaste at transfers stations for no charge. Larger loads incur a small fee.

We currently do not operate any facilities to process food waste.

HAVE YOUR SAY ON OUR WASTE SERVICES

KERBSIDE COLLECTIONS – STATUS QUO

Currently the kerbside collection consists of three bins, and they are paid for through rates by the people that receive the service.

The 240L rubbish (red lid) bin is collected fortnightly.

The 240L mixed recyclables (yellow lid) bin is also collected fortnightly, except on the eighth week, when it is swapped out for the 240L glass (blue lid) bin collection.

If you currently have a kerbside bin collection you are paying \$380 per year for this service.



FORTNIGHTLY RUBBISH BIN



FORTNIGHTLY MIXED RECYCLING (except during glass collection)



8-WEEKLY GLASS



POSSIBLE CHANGES

We need to meet the demands of our **growing district** and ensure our services are fit for purpose. To meet these demands, the structure and reach of our kerbside collection services need to change.

If you live in **Tarras**, **Queensberry and Patearoa**, we are considering including you in the kerbside services as long as the services can be provided to your property efficiently and cost-effectively. This would also mean removal of the current rubbish drop-off points.

Investigations of our Ranfurly and Roxburgh **transfer stations** show that customers are not using these facilities as often as we thought. If a greenwaste collection service was introduced, this may further reduce the need to use a transfer station. If we were able to reduce the operating hours at these sites to the times that the community uses them most, then we would be able to reduce the cost of rubbish disposal.

We are also interested in whether you would use a re-use centre if one were to be provided in Cromwell.

Costs

People, including visitors, can manage their rubbish and recycling in a range of ways, such as taking it to a transfer station and paying the gate fees, using the drop off points or by using the kerbside collection service.

Making changes to our services impacts costs. We also know that the cost of landfill disposal is going up. Increasing our ability to divert material, for example with recycling and organics services is a good way to lessen the impact of increased landfill disposal costs in the long term.

We've got some preliminary figures for what new service options would cost. These are just estimates – we'll have a better idea of costs early next year.



CHANGES TO KERBSIDE COLLECTION SERVICES

Option 1 – improved status quo

Option 1 is the minimum change being considered.

It introduces an additional 240L bin for a four-weekly collection of greenwaste (green lid) bin.

The glass (blue) bin would change to a more regular four-weekly collection, in a smaller 140L bin.

This option would also allow you to choose between a 240L or 140L rubbish (red) bin. If you choose the smaller 140L rubbish (red) bin you will pay a discounted rate, approximately \$40 less per year, for your kerbside service.

The 240L mixed recycling (yellow) bin would move to a consistent fortnightly collection.

The estimated annual cost for Option 1 is approximately \$350 to \$400.



FORTNIGHTLY
Rubbish Bin
(choice of bin sizes
approx. \$40 less
per year for 140L bin)



FORTNIGHTLY MIXED RECYCLING



4-WEEKLY GLASS



4-WEEKLY GREENWASTE

\$350 TO \$400

Lid	Туре	Size Options			Pickup
		240L	140L	80L	
Red	Rubbish	Х	х		Fortnightly
Yellow	Mixed Recycling	Х			Fortnightly
Blue	Glass		Х		4 - Weekly
Green	Greenwaste Only	х			4 - Weekly

HAVE YOUR SAY ON OUR WASTE SERVICES

Option 2 - the weekly rubbish option

Option 2 is an enhancement on Idea 1.

In addition to the four-weekly greenwaste (green) and glass (blue) collections, this option also introduces weekly rubbish (red) bin collections.

Both the rubbish (red) and glass (blue) bins would be a smaller 140L bin.

As in Option 1, the 240L mixed recycling (yellow) bin would be collected fortnightly.

The estimated annual cost for Option 2 is approximately \$400 to \$450.



Lid	Туре	Size Options		Pickup	
	1440	240L	140L	80L	
Red	Rubbish		x		Weekly
Yellow	Mixed Recycling	Х			Fortnightly
Blue	Glass		х		4 - Weekly
Green	Greenwaste Only	Х			4 - Weekly

Option 3 – the weekly organic collection option

Option 3 introduces an 80L organics bin (green lid) that would collect both food and greenwaste every week.

The rubbish (red) bin would still be collected fortnightly, but you will be able to choose between a 240L or smaller 140L option. If you choose the smaller 140L rubbish bin you will pay a discounted rate, approximately \$40 less per year, for your kerbside service. As in Option 1 & 2, the 140L glass (blue) bin would be collected every four weeks and the 240L mixed recycling (yellow) bin would be collected fortnightly.

The estimated annual cost for Option 3 is approximately \$430 to \$500.



\$430 TO \$500

Lid	Туре	Size Options			Pickup	
		240L	140L	80L		
Red	Rubbish	Х	Х		Fortnightly	
Yellow	Mixed Recycling	Х			Fortnightly	
Blue	Glass		Х		4 - Weekly	
Green	Organics (food and greenwaste)			Х	Weekly	

HAVE YOUR SAY ON OUR WASTE SERVICES

KEY DATES

24 Sept Feedback closes - have 2021 your say

> Nov 2021 Council considers your feedback

> > Late Options and costs are developed further using market feedback

During Tendering process to determine successful contractor

June 2023 Inclusion in our Annual Plan

> 1 July 2023 Expected roll out of new kerbside services

HAVING YOUR SAY IS EASY



Online

Go to www.codc.govt.nz/wastereview and fill in the online feedback form.

Written feedback

Pick up a form from your local Service Centre or Library, drop it back in or post to: Central Otago District Council PO Box 122

Alexandra 9340

Remember

Your feedback needs to reach the Council by 24 September 2021.



CODC WASTE SERVICES YOUR FEEDBACK



You	ur details				
Name:*					
Town/Location:*					
* Que	stion requires an answer.				
Cui	rrent services				
Q1.	Which services do you currently us	e?*			
	Kerbside collection		Rural recycling drop-off		
	Transfer stations		Alexandra re-use centre		
	Rural rubbish drop-off		None		
Kei	rbside collection				
Q2.	Which option do you prefer? (Pleas	e se	lect one)		
	Option 1 Improved status quo				
	Option 2 Weekly rubbish				
	Option 3 Weekly organic collection	n			
Con	nments:				
_					
	nsfer stations		to an all of (Discounts of an all and an all an all and an all an all an all and an all and an all an		
Q3.	Q3. Which transfer station do you use most frequently?* (Please select one)				
	Alexandra		Roxburgh		
	Cromwell		I don't use a transfer station		
	Ranfurly				
If yo	u selected Alexandra or Cromwell բ	oleas	e answer questions 4 and 5		
If yo	If you selected Roxburgh or Ranfurly please skip to question 6				

Alexandra and Cromwell transfer stations
Q4. Which days do you typically use the transfer station? (Alexandra/Cromwell only)
□ Monday □ Friday
□ Tuesday □ Saturday
□ Wednesday □ Sunday
□ Thursday
Q5. What time of day do you typically use the transfer station? (Alexandra/Cromwell only) Morning
Comments:
Ranfurly and Roxburgh transfer stations Q6. Which days do you typically use the transfer station? (Ranfurly/Roxburgh only)
☐ Tuesday ☐ Saturday
□ Wednesday (*Summer only) □ Sunday
☐ Thursday
- Indisday
Q7. Do you use the transfer station for residential waste or commercial waste?
□ Residential □ Commercial □ Both
Q8. Which services do you use most at the transfer station?
QU. Which services do you use most at the transfer station:
□ Drop off general waste □ Drop off green waste

Cromwell (re-use shop)
Q9. If there was a re-use shop at the Cromwell transfer station, would you use it and how frequently?
Yes, I would use a re-use shop in Cromwell frequently (3 or more times per year)
Yes, I would use a re-use shop in Cromwell infrequently (1-2 times per year)
No, I wouldn't use a re-use shop in Cromwell
General feedback
Do you have any further feedback you would like to give regarding the transfer stations?
Do you have any further feedback regarding our waste services?
Please drop your completed survey into any of Council's service centres.

'Have your say on our waste services' survey analysis

October 2021

Introduction

The Central Otago District Council rubbish and recycling services contract comes to an end on 30 June 2023. The waste services team wanted the community's feedback on three potential options for kerbside collection to help inform their decision about any changes that may be required to the service.

The team also took the opportunity to find out more about how the community use the transfer stations across the district and to gather some feedback about what the community think about waste services in general.

There were 870 responses received from the community. The following report summarises the feedback.

Location

Respondents were asked to provide their town/location. This was so that the feedback received could be categorised by location to provide more accurate information for each area of the district. It allows us to see if there are any specific trends within wards and/or towns.

The majority of responses came from the Vincent and Cromwell Wards with 32% of all responses from those living in Alexandra, and 24% from people living in Cromwell. There was a good response from the Maniototo with the majority of these respondents from Naseby and Ranfurly. There was a comparatively low response rate from those living in Teviot Valley, with only 34 respondents from Roxburgh.

Eighty-one percent of all respondents live in urban centres around the district, with 19% living rurally. Note: for the purposes of this analysis, those living rurally are defined by whether the area they live in has a rapid number associated with it.



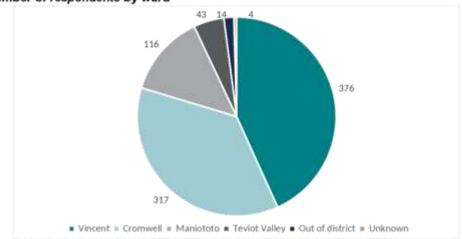


Figure 1. No. of respondents - ward



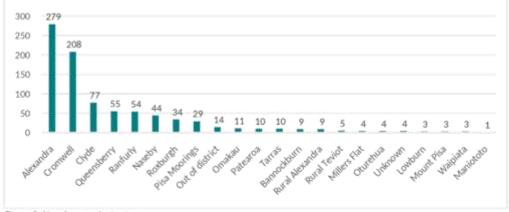


Figure 2. No. of respondents - town

Current Services

The community was asked which of the current waste services they use.

Eighty-six percent of all respondents use the kerbside collection service, which corresponds with the number of respondents who live in urban centres. Sixty-five percent of respondents use a transfer station and 33% use the Alexandra re-use centre. Of note, 18% of those who use the Alexandra re-use centre live outside of the Vincent Ward.

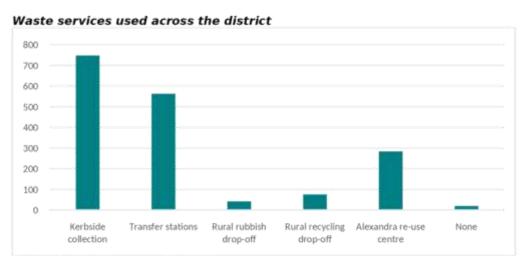
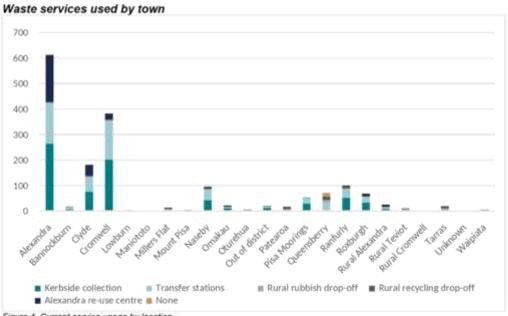


Figure 3. Current service usage across the district



Kerbside Collection

The 'Have your say on our waste services' document detailed three potential kerbside collection options for the community to consider. They were asked to select a preference and provide feedback on that preference if they chose to.

Kerbside collection - option preference

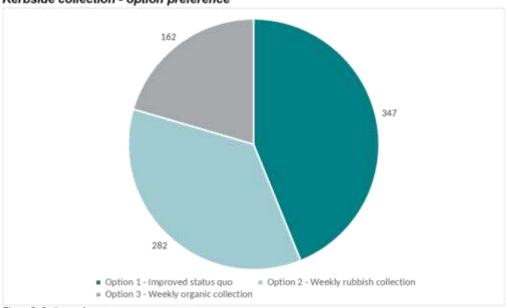


Figure 5. Option preference

Of the 791 respondents who provided an answer to this question, 44% preferred option 1 – improved status quo, 36% preferred option 2 – weekly rubbish collection. Twenty percent of respondents preferred option 3 – weekly organic collection.

The following information provides the key themes that came through in the comments.

Option 1 - Improved status quo

Green and organic waste (51 comments) – most of these comments were respondents expressing the fact that they liked the inclusion of a green waste bin with this option, 'Adding Greenwaste removal is a fantastic idea', 'Strongly support the introduction of a green/food waste collection'. A few comments mentioned that the green waste bin should be collected more frequently than 4-weekly, 'Would prefer 3 weekly or 2 weekly pickup for green waste', 'The only change I would propose is that the frequency of the green waste changes for the seasons'. Eight comments said they would like to be able to opt out of having a green waste bin, 'Don't need a green waste bin! Should be an option to not get this!', 'would be nice to have the green waste bin as optional, not everyone would want or need it'.

Bin size (20 comments) – these comments mentioned that respondents like the small blue bin with many saying they would prefer a small red bin also, 'Smaller rubbish & glass bin', 'Smaller red and blue bins, alongside green waste collection would suit our household perfectly'. Some respondents mentioned that they like the choice of red-bin size with this option.

Blue bin (17 comments) – there was a mix of comments with some people saying they would like the blue bin to be collected more frequently and some saying they don't use it or that it doesn't need to be collected 4-weekly, 'Glass needs to be collected more often over Xmas it's currently a joke', 'But probably don't need glass picked up as often, once every couple of months would be heaps'.

Status quo (16 comments) – these respondents were happy with the current system. 'For 2 of us current situation is more than adequate', 'No real need for change for us'.

Option 2 - Weekly rubbish collection

No kerbside collection (27 comments) – these respondents all said they did not currently have kerbside collection. The majority were from Queensberry and two mentioned they were just off the collection route. "We live in Queensberry and we have no options available here", "We have no collection".

Weekly rubbish (20 comments) – these respondents liked this option because of the weekly rubbish collection, the main reason given was to reduce the smell of rubbish particularly during summer months. 'Rubbish weekly especially in summer would be good as the bins get very smelly with the heat if only emptied every 2nd week', 'Red bin needs to be picked up weekly'.

Green and organic waste (11 comments) – these comments mentioned that they liked the addition of the green waste bin.

Option 3 - Weekly organic collection

Green and organic waste (45 comments) – the majority of comments from respondents who chose option 3 mentioned they liked the addition of the weekly organic collection. Reasons included that they approved of green waste being taken out of landfill; suggestions to make compost to sell; collection of weekly organic material reduces smell especially in summer, 'A compost service is well overdue and would reduce the amount of food being thrown into red bins.' If think including a food and green waste option will make the biggest impact on reducing waste.' 'Definitely compostable collection would reduce landfill waste.'

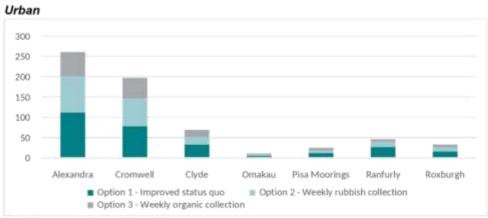


Figure 6. Kerbside collection option preference - urban

With the majority of all respondents from urban centres, the preference selection remains consistent with that of the total number of respondents. There is no obvious change in trend.

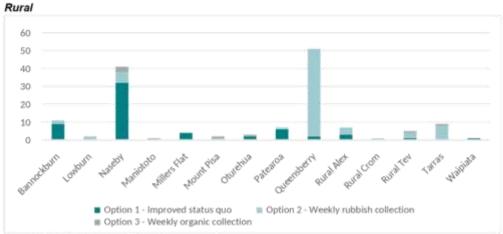


Figure 7. Kerbside collection option preference - rural

It's important to note the smaller sample sizes of those living rurally. Of note, the majority of respondents from Naseby selected option 1 – improved status quo. In contrast, the majority of respondents from Queensberry and Tarras selected option 2 – weekly rubbish collection.

Transfer stations

The community was asked which transfer station they use most frequently.

Seventy-eight percent of all respondents (681) use one of the transfer stations in the district. The graph below shows the number of respondents that selected each transfer station.

Transfer station usage - district-wide 301 300 250 200 150 87 100 50 32 22 0 Alexandra Ranfurly I don't use a transfer station

Figure 8. Transfer stations usage across the district

Forty-four percent use the Alexandra transfer station and 38% use the Cromwell transfer station.

Alexandra/Cromwell transfer stations

Respondents who selected Alexandra or Cromwell transfer stations were asked which days they typically use the transfer station and at what time of the day.

Days of the week 250 200 170 148 150 100 50 33 31 28 25 22 21 Wednesday Thursday Saturday Sunday ■ Alexandra transfer station ※ Cromwell transfer station

Figure 9. Alexandra/Cromwell transfer stations – days of the week

> The trend is very similar from both Alexandra and Cromwell with the majority of respondents using the transfer station at the weekend.

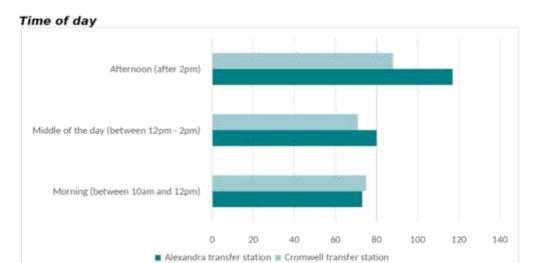


Figure 10. Alexandra/Cromwell transfer stations - time of day

Respondents were given the opportunity to provide a comment (109 comments were made). The main theme that came through in these comments was that they use the transfer station occasionally (73 mentions), 'No particular time as it's very occasional use', 'Only use it occasionally 2 or 3 times a year', 'Infrequently like once a year'.

Another strong theme to come through in these comments was 'green waste' (23 mentions). All of these comments said that they use the transfer station to dispose of green waste. 'No particular day or time to drop off green waste only', 'To get rid of green waste', 'Only use occasionally to get rid of garden rubbish, maybe going only once per month'.

Ranfurly/Roxburgh transfer stations

Respondents who selected Ranfurly or Roxburgh transfer stations were asked which days they typically use the transfer station.

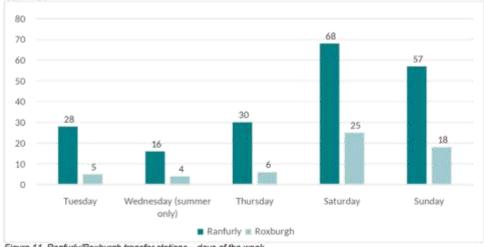


Figure 11. Ranfurly/Roxburgh transfer stations - days of the week

> There is a similar trend between the Ranfurly and Roxburgh transfer stations, though the sample size for Roxburgh is smaller. The weekend is the most common time for respondents to use the transfer stations.

All respondents were asked what they use for the transfer station for, residential or commercial waste or both, as well as what services at the transfer station they use most. The following four graphs show this information for across the district and by transfer station.

Residential vs commercial waste district-wide 582 600 500 400 300 200 100 62 Residential waste Commercial waste Both

Figure 12. Residential vs commercial waste - district-wide

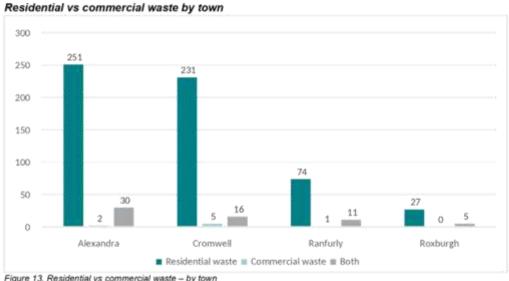


Figure 13. Residential vs commercial waste - by town

Services used at transfer stations - district-wide

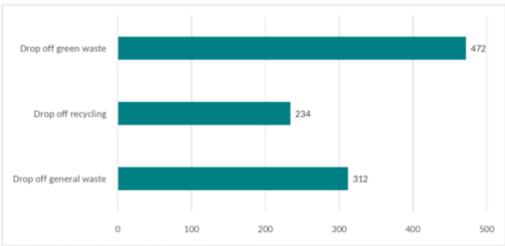


Figure 14. Services most used at transfer stations - district-wide

Services used at transfer stations – by town

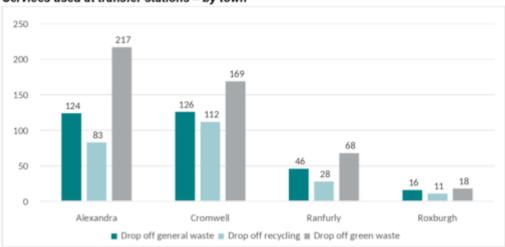


Figure 15. Services most used at transfer stations - by town

Cromwell re-use shop

The community were asked to indicate whether or not they would use a re-use shop at the Cromwell transfer station. Seven-hundred and forty respondents answered this question.



Figure 16. Cromwell re-use shop - district-wide

Forty-six percent of those who responded to this question said they would use a reuse shop in Cromwell at least one per year. It is worth noting that of those respondents who selected 'No, I wouldn't use a re-use shop in Cromwell', 157 are based in Alexandra and already have access to this service in their town.

General feedback

Respondents were given the opportunity to provide any further feedback about the transfer stations and about waste services in general. The key themes are detailed below.

Transfer stations (209 comments)

There were 37 comments received about the Cromwell transfer station. Twelve of these were negative comments regarding staff with references to staff being rude, unhelpful and not very friendly. 'Some staff need to be friendlier', 'The staff are super grumpy and unhelpful!', 'To be honest I would rather all my waste and green waste go in the wheelie bin as I am so intimidated by the staff in Cromwell'. Some mentioned that they would like to see a re-use centre available at the Cromwell transfer station. Three comments referred to the layout at Cromwell saying the area to dispose of waste is too small.

Thirty-two comments referred to green waste including, composting green waste and selling it; that respondents use the transfer station mostly for green waste disposal; that free green waste drop off is good and should remain; and to keep the Ranfurly green waste disposal option.

There were a number of comments asking for the Ranfurly transfer station not to be closed and to keep the operating hours as they are now or to extend them particularly in summer. Respondents do not want to see the operating hours of transfer stations reduced throughout the district.

Twenty-two comments mentioned recycling; ability to drop off soft plastics; more separation of recyclables is needed at transfer stations; holes for glass bottle recycling aren't big enough; there's a need for options to dispose of e-waste.

Twenty-one comments referred to cost; transfer stations are too expensive; all green waste services should be free; particular mention of the cost to dispose of rubbish in Ranfurly.

Waste services (318 comments)

Eighty-nine comments mentioned the kerbside collection service, most of these comments were in regard to the kerbside schedule and how often the bins should be collected. These included weekly rubbish collection during summer in particular, red and yellow bins both collected weekly, empty all bins more frequently. Many comments were requesting collection service for areas not in the current schedule i.e. Tarras, Queensberry (22 comments), Patearoa.

Eighty-three comments mentioned green waste. The majority of these comments simply said they felt the addition of green waste collection would be great; suggestions to compost green waste; some questions around how green waste would be disposed of; a couple of respondents said they would want to opt out of having a green waste kerbside collection bin.

Fifty comments referred to waste minimisation. Targeted initiatives to reduce waste needed; more education around what can and cannot be recycled; need to be able to recycle more materials i.e. meat trays and fruit punnets; concerns raised around what will happen to the

large 240lt bins if people choose the smaller bins i.e. will they be re-used; rubber ties needed for bins so lids don't blow open; options to dispose of e-waste.

Blue bin was mentioned 39 times with the key themes being that the blue bin needs to be collected more frequently and on the other hand some felt they didn't need a blue bin at all. 'The blue bin needs to be collected more often', 'Would like glass bin picked up more frequently', 'Most people barely use their blue bins... most people would use them once or twice a year and never full', 'Green bin is essential as far as I am concerned; the blue bin could go!'.



21.9.9 TENDERING OF WASTE SERVICES CONTRACT

Doc ID: 559235

1. Purpose of Report

To approve the Waste Services Contract for tender, the contract type and term for tendering.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves tendering waste services using a traditional contract model.
- C. Approves a contract term of eight years, with one two-year extension subject to contract performance.

._____

2. Background

All of Council's contracts for waste services expire in June 2023, except the landfill agreement with Queenstown Lakes District Council which expires in 2029. The current contracts are all based on a traditional contract model.

A new contract is required to be tendered and awarded before 30 June 2023. A 12-month mobilisation period is planned to enable the successful contractor enough lead-in time to procure plant and equipment before the contract commences 1 July 2023.

The way the services are delivered is due for a refresh with consideration given to trends and expectations both globally and throughout New Zealand; in particular, the growing demand for reduction of landfilled organic material.

Council staff have undertaken a waste services review encompassing a transfer station review, feedback from the community and supplier briefings to guide the development of the services provided and the contract structure. There was a strong response from the community with 870 surveys returned. A report for information was provided to Council at the 3 November 2021 meeting summarising feedback.

Supplier briefings were held in the week of 4 October 2021. Seven suppliers participated in the online sessions as follows:

- Waste Management
- Metallic Sweepings
- Envirowaste
- Waste Co
- Smart Environmental
- All Waste (incumbent)
- Wastebusters

Suppliers highlighted:

• Importance of a comprehensive organics collection and the associated reduction benefits of Option 3 of proposed kerbside structure.

- Safety concerns surrounding collections on roads where the speed limit is in excess of 50kmph.
- Lead time for new plant/vehicles and the potential impact on start date and mobilisation.
- Benefit of community involvement in resource recovery facilities.
- Need for site visits during the tender period.
- General support for the proposed model to procure waste services as a single traditional contract.

There are also a number of national initiatives which are impacting on the waste environment. During October 2021 Ministry for the Environment (the Ministry) released its draft waste strategy and emissions reduction plan for consultation. The draft New Zealand Waste Strategy and a draft Emissions Reduction Plan propose significant waste reduction targets by 2030.

3. Discussion

Currently there are five contracts which are:

- Kerbside rubbish collections (red bin)
- Kerbside recycling (yellow & blue bin)
- Transfer station operations
- Rural recycling drop-off servicing
- Refuse disposal

- All Waste
- All Waste
- All Waste
- Wastebusters
- Queenstown Lakes District Council

Combining all the solid waste services into a single contract (as far as possible) will provide streamline management functions for Council and the contractor. The preferred service bundle consisting of a single contract awarded to a main contractor will deliver clear responsibility for waste services from collection to disposal.

While the preference is for one contract, Table 1 outlines the spilt of services into bundles that will be considered as potential separate contracts all procured as part of this process.

A report for approval to award the contract will be brought back to Council following evaluation of tenders. This will include a recommendation regarding bundling based on the response from the market.

Table 1: Proposed Waste Services Contract Service Bundle

#	Service bundle	Explanation
1	Collections Refuse Mixed Recyclables Glass Organics (later starting date) Transfer station operation Drop off point servicing	The preferred approach is to award this bundle as a contract on its own, it is not expected that further services would be split out and it is possible that other service bundles are included in award of this bundle. Organics collection would be included as a separable portion with a later start date as processing options are developed.
2	Organics processing and end use	Delivery of the organics services is expected to be staged due to the need to establish a processing facility, and therefore it is beneficial to keep the option available for separate award of this service.
3	Glass processing and end use	Operation of the glass crushing plant may not be of interest to the suppliers offering proposals to the other services, and therefore it

#	Service bundle	Explanation
		is beneficial to keep the option available for separate award of this service.
4	Mixed recyclables processing and end markets	The physical processing operation is outside the scope of this procurement. The successful Respondent will however, be responsible for handling of mixed recyclables both in the interim and long term that meets Central Otago District Council's requirements which includes any commitments made with Queenstown Lakes District Council or other parties in the interim. Queenstown Lakes District Council have commenced the process of building a new material recovery facility in Queenstown via their own waste services contract. The new arrangement is expected to cater for Central Otago District Council's material once the material recovery facility has been constructed (due for completion 2025). It is proposed that an agreement would be made directly between Central Otago District Council and Queenstown Lakes District Council.
5	Refuse disposal (from 2029)	The current contract arrangement for refuse disposal ends during the term of the new service configuration in 2029. Respondents will have the ability to provide alternatives to the current disposal arrangement in the period beyond 2029. Disposal in the period 2029 to the end of the collection and processing service contract(s) would be a provisional item, and therefore it is beneficial to keep the option available for separate award.

4. Financial Considerations

There may be increases to costs following tendering. This will need to be considered when awarding the contract.

5. Options

Contract Type

Option 1 – Traditional Contract Model (Recommended)

This contract model is currently used for solid waste services contracts. This contract type is made up of unit rates, lump sum items and tendered plant and labour rates.

Under this model the Council staff have a more traditional role of authorising and auditing.

Advantages:

- Scope of solid waste services is easily understood and defined.
- The likelihood of variations required through a solid waste services contract are low.
- Solid waste services are a traditional measure and value arrangement.
- A traditional contract model is regarded as the best delivery model for routine, uncomplicated works.
- The model is well known and understood by suppliers and staff.

Disadvantages:

• Contractor takes the cost risk in the operations from commencement until completion

Option 2 – Alternative Partnership/Alliance Type Contract

This is the type of contract that Council currently operates for Roading and Parks. This model involves Council staff in a planning and programming role.

partnership based model where Council staff are located within the Council office, but work collaboratively with the contractor to achieve the outcomes required. An Alliance model is a similar model, but has a more formal approach. A single team is established which is colocated and reports to an Alliance Board which is made up of senior Council and Contractor representatives.

Advantages:

None.

Disadvantages:

- More suited to work where volumes and costs are unable to be accurately quantified.
- Not typically applied to contracts where the scope of services are clearly defined.
- Requires different contract management skill sets.

Contract Term

Significant investment will be required by the successful tenderer into plant and resources. The contract term needs to be sufficient to provide a return on this investment in order to attract tenderers.

Option 1 – (Recommended)

Enter an eight-year contract with one two-year extension based on performance. Advantages:

- The typical life of the vehicles is 10 years.
- Suppliers indicated eight + two contract term suitable.
- Opportunity to end at year eight based on performance.
- Appropriate length for proposed capital investment of plant and equipment.
- The scope of the contract is simple and unlikely to change over a period of ten years.

Disadvantages:

• Decision is required early (year six) if contract is to be re-tendered at year 8.

Option 2

Enter a fourteen-year (seven + seven) contract term.

Advantages:

- Long term certainty.
- Longer length of time for contractor to re-coup capital costs.

Disadvantages:

Less exposure to competition.

- Less capacity for introducing change and retaining certainty of contract scope over time
- Limited ability to implement technology and other improvements that may occur in the longer term.
- Unlikely to provide any price advantage for terms over ten years.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the economic and environmental wellbeing of communities, in the present and for the future by ensuring appropriate waste management for households and businesses and the environment.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, this decision is consistent with the existing Procurement Policy as the contract value requires going out to Market Tender.
Considerations as to sustainability, the environment and climate change impacts	The proposed waste services contract supports the actions of Council's Sustainability Strategy and Waste Management and Minimisation Plan 2018.
Risks Analysis	There are minimal risks to Council in undertaking a market tender for the scale of work that is proposed.
	There is a risk to Council if we are unable to award a contract prior to the end of July 2022. The tender period has been timed to occur after the holiday shutdown period to enable potential tenderers appropriate time to submit quality proposals.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with no public consultation required.

7. Next Steps

The proposed next steps are as follows:

- Development of tender documents (November 2021 January 2022)
- Tender out to market (16 January 2022)
- Tender period (January March)
- Tender closes (11 March 2022)
- Evaluation (March May)
- Recommendation (negotiation finalised) (6 May 2022)

- Recommendation to Council for decision (29 June 2022)
- Mobilisation period (July 2022 June 2023)
- Service commencement (1 July 2023)

8. Attachments

Nil

Report author:

Reviewed and authorised by:

You am

Quinton Penniall Environmental Engineering Manager

25/11/2021

Julie Muir

Executive Manager - Infrastructure Services

26/11/2021



21.9.10 WATER AND WASTEWATER OPERATIONS AND MAINTENANCE CONTRACT

Doc ID: 560032

1. Purpose of Report

To consider extending the Water Services Maintenance Contract, with revised contract conditions, payment clauses, and specification.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Notes responsibility for the management of water, wastewater, and stormwater operations will move to a new entity on 1 July 2024.
- C. Notes that a new maintenance contract is required for two years for council to deliver the required physical works from 1 July 2022 to 30 June 2024.
- D. Notes that the new entity is likely to need the ability to extend existing contracts beyond 30 June 2024 until they are in a position to review and re-tender these.
- E. Agrees to directly negotiate with the incumbent contractor for an initial two year contract with the ability for three one year extensions subject to the agreement of the contractor and the new water entity.

2. Background

Contract CON 05-2013-03 Water Services Maintenance Contract was let to Fulton Hogan in 2013.

The scope of the contract includes:

- The operation and maintenance of water, wastewater, and stormwater.
- Minor capital works and renewals, subject to the performance of the contractor.
- Data management and systems.

The contract payment method is a mixture of lump sums, unit rates, and hourly rates. Work is programmed up to the approved budgets. The 2021 Long Term Plan budgets for work that is within the current contract scope are shown on the table below. These will be reviewed and set by the new water entity from 2024/25.

Budget	2021/22	2022/23	2023/24	
	Current Contract	New Contract Period	New Contract Period	
Water operating	1,380,000	1,402,000	1,425,000	
Water renewals (plant and fixtures	839,000	1,011,000	1,229,000	

Minor wastewater capital works Stormwater operating	\$800,000	\$100,000 \$77,000	\$360,000 \$77,000
Stormwater capital works	\$380,000	\$380,000	\$380,000
Total Contract Scope Value	\$4,846,000	\$5,067,000	\$4,869,000

The current contract expires on 30 June 2022 with no further mechanism for extension.

3. Discussion

Council and Fulton Hogan staff acknowledge that there are shortfalls with the current contract that makes it difficult to manage the contract and measure performance. The contract specification and payment clauses are unclear and contradict each other in places. Some of the levels of service specified no longer meet public expectations relating to responsiveness and actions required. The payment rates reflect the lower levels of service that are specified.

The contract scope includes tasks that may be better delivered internally than outsourced. Examples of these include meter reading, testing, and consent compliance and reporting. Given changes to, and greater enforcement of statutory requirements it may be appropriate for council to take greater internal ownership of programming, monitoring, and compliance reporting.

Uncertainty regarding the potential for water reform prior has created difficulties in determining an appropriate procurement plan prior to reform being mandated on the 27 October 2021.

It is expected that there will be an increased workload on staff during the transition period which will include provision of extensive information. Large sections of the initial request for information could only be answered by the contractor who had institutional knowledge and access to data through their internal systems. It is expected that this will also be the case for future data requests during the transition period.

An 18-month lead in period is required to re-tender a contract of this type. The preparation, advertising, and evaluation of tenders will take 12 months, with a further six month lead in time required to enable a potential new contractor to establish.

At this stage there has been no advice provided by the Department of Internal Affairs regarding the ability of Council to enter into a contract for delivery of services beyond 30 June 2024. It is however expected that existing contracts will transfer to the new entities.

It is likely that the new water entity will undertake a review of contracts with a view to providing consistency and streamlining to gain cost efficiencies in delivery and management. Given the change in management responsibilities that will occur due to water reform, it is therefore considered prudent to only let a two year contract to 30 June 2024, with the ability for three one year extensions by the new entity.

It is unlikely that a new water maintenance contractor would establish within Central Otago for a two to five year contract due to the costs of establishment. Southland District Council and Dunedin City Council are extending their existing contracts rather than re-tendering due to the transition of responsibilities to a new entity on 1 July 2024.

It is proposed that a new contract be negotiated with the incumbent contractor, rather than extend the existing contract which is no longer fit for purpose. A revised specification and basis for payment can be drafted jointly between Council and Fulton Hogan. External technical support will be engaged from Morrison Low to facilitate this.

It is proposed to bring a report to the 20 April Council meeting on 20 April 2022 for approval to award the re-drafted contract.

4. Central Otago Procurement Policy

The Central Otago District Procurement Policy (the Policy) outlines objectives which are used to guide the procurement processes for council. These are:

- Value for money.
- Fair and open competition.
- Easy to do business.
- Innovation.
- Local economic development.
- Sustainability.
- Social outcomes.

The Policy states the following with regards to direct sourcing:

Direct engagement of a supplier in the absence of competition should only be used in certain circumstances when:

- 1. Only a single supplier has the required goods or services available in the time required.
- 2. Compatibility with existing equipment or services or standardisation is essential, and can only be achieved through one supplier.
- Continuity of professional advice is required.
- 4. There is a legislative requirement to use one supplier.
- 5. The cost associated with any other form of procurement would be out of proportion to the value or the expected benefits of the procurement.

The decision to mandate water delivery reform has created a unique environment where council will be required to continue to deliver services, while preparing for and assisting in transition of these services, including contracts, staffing, data and systems, finance, and assets to a new entity. The timeline for this is the 30 June 2024, which is about 30 months from the time of this decision relating to procurement of operations and maintenance.

Under these circumstances it is believed that points 1,2,3, and 5 above apply. In the case of point 3 above, while this is not a professional services contract, the institutional knowledge of the incumbent contractor will be essential to the success of the initial transition to the new entity.

5. Financial Considerations

It is considered that the re-drafted contract will be funded through existing operational budgets that were approved as per the 2021-31 Long Term Plan.

The approved budget amounts for 2022/23 and 2023/24 that relate to the scope of work in this contract are shown in a table in the background for this report.

6. Options

Option 1 – (Recommended)

Directly negotiate a re-drafted water, wastewater and stormwater operations and maintenance contract with Fulton Hogan.

Advantages:

- Will allow a new contract to be drafted and in position by 30 June 2022.
- The continued delivery of these services by the incumbent contractor will assist in the management of workloads and provision of information during the reform transition period.
- Will provide continuity to council and Fulton Hogan staff during the reform transition period.
- Provides an opportunity to develop relevant and measurable performance measures.
- Provides an opportunity to develop improved reporting.
- Provides an opportunity to develop a more open and transparent basis of payment.
- Provides an opportunity to evaluate whether it is more advantageous to undertake some
 of the work within Council, for example meter reading.
- Consistent with the approach being taken by other councils in Otago and Southland.

Disadvantages:

 Has the potential to be viewed as not delivering value for money as no open tender process occurred.

Option 2

Extend the existing contract by 12 months and prepare and tender a new contract.

Advantages:

- Allows other contractors to tender for the work.
- May introduce price tension if other contractors are interested in tendering.

Disadvantages:

- The existing contract will need to be extended under the current terms for 12 months to the 30 June 2023 to provide time to prepare a new contract and undertake the tender process.
- The new contract will only be operational for 12 months under council management and will then transfer to a new entity.
- The transfer of the contract to a new entity, with a new management structure, and a potential desire for changes to contract conditions introduces uncertainty for tenderers.
- There may be limited interest from other contractors in tendering during the reform transition period.
- Will add significant workload to council and contractor staff during the reform transition period, when workloads are already expected to increase.
- Will limit the incumbent contractors capacity to provide responses to requests for information to facilitate the transition process.
- May result in the loss of institutional knowledge that will be essential for s smooth transition of operational delivery to the new entity.

7. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social, cultural, economic, and environmental wellbeing of communities, in the present and for the future by providing safe and efficient water supply and wastewater services.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Consistent with the Infrastructure Strategy, Activity Management Plans and Water Safety Plans. Within the context of water reform, the proposal meets councils' and procurement policy requirements for direct appointment of a reformatted contract to the incumbent contractor for two to five years.
Considerations as to sustainability, the environment and climate change impacts	There are no sustainability or environmental impacts identified as a result of this decision.
Risks Analysis	There is a risk that there will be no contract arrangements in place post 1 July 2022 which would impact on Council's ability to deliver water and wastewater services. The proposal in this report addresses that risk. There is a risk the reform transition will introduce uncertainty and if the contract was tendered there would only be one tenderer.
Significance, Consultation and Engagement (internal and external)	As the value of the work was consulted and approved through the Long Term Plan process, engagement or consultation on the matter is therefore not required.

8. Next Steps

Subject to the proposal being accepted Morrison Low will be engaged to assist with the redrafting of the contract. Council will then work with Fulton Hogan through a series of workshops to develop a contract framework and model. It is intended that the contract will be agreed in principle by both parties and will be brought back to Council for approval at the meeting on 30 April 2022.

9. Attachments

Nil

Report author:

Ian Evans

Water Services Manager

25/11/2021

Reviewed and authorised by:

M-M

Julie Muir

Executive Manager - Infrastructure Services

26/11/2021



21.9.11 CLYDE WASTEWATER PROJECT

Doc ID: 559348

1. Purpose of Report

To consider the budget for the Clyde Wastewater Project.

Recommendations

That the Council

A. Receives the report and accepts the level of significance.

- B. Authorises an increase in the budget for the Clyde wastewater project of \$4.7 million which includes a 10% contingency on the reticulation project.
- C. Authorises increased debt funding of \$4.7 million to be included in the 2022/23 Annual Plan to fund the increase in cost of the Clyde Wastewater Project.

2. Background

Funding was provided in the 2018 and 2021 Long Term Plans for the Clyde wastewater reticulation project. This includes construction of Stage 1 of the reticulation which will connect approximately 190 properties, the main Clyde pump station, and the main pipeline between Clyde and Alexandra.

The main wastewater pipeline work was awarded via open tender to Fulton Hogan in May 2019 and was completed in March 2020.

The Three Waters Infrastructure Committee approved a two stage, cost reimbursement model of contract for construction of the Clyde reticulation and main Clyde pumpstation on 25 September 2019. The first stage of the contract involved early contractor involvement in the site investigation and design process, and provision of a construction estimate. This first stage was awarded to Seipp Construction Ltd.

Council reviewed the contractor's construction cost estimate on 26 August 2020, and approved awarding the second stage of the contract for construction of the reticulation and minor pump stations to Seipp Construction Ltd. The main Clyde pumpstation was removed from the contract scope.

Council also agreed that additional funding should be included in the 2021 Long Term Plan to meet the increased project scope.

Seipp commenced physical work on Stage 1 of the Clyde wastewater reticulation in January 2021. Project work output totals as of mid-November 2021 are shown on the following table.

	Main pipeline	Manholes	Laterals public ¹	Laterals private – gravity²	Laterals - low pressure ³	Inter-stage pump stations ⁴
Project programme total	5100m	84	1870m	4502m	946m	2
Installed to date	3579m	51	960m	505m	0m	0
% complete	70%	61%	51%	11%	0%	0%

¹ Pipeline from the main to private property boundary

On 26 August 2020 Council agreed to re-tender the construction of the main pump station as a traditional measure and value contract due to the contractor's estimate being higher than the budget. Tenders for construction of the pump station and supply of a specific pump were advertised in April 2021.

The preferred pump was selected from a request for options and quotes from six suppliers during the design process. Five responses were received and a pump from Hall Machinery Ltd was selected as the best option. During the tender period, Hall Machinery Ltd recalled the recommended pump due to over-heating issues. Consequently, the tender process was halted while a re-design was undertaken.

The pumpstation contract was subsequently re-tendered in September 2021 with a revised scope for pumping requirements. Three tenders were received with HEBs Construction Ltd being awarded the contract on the 29 October for the sum of \$3,444,571.17 (excluding GST). Physical work on the pumpstation is programmed to commence in late November 2021 and be completed in July 2022.

3. Discussion

Stage 1 of the Clyde wastewater reticulation construction has proved to be challenging, and delays to the programme and increased costs have occurred due to several unforeseen issues. These are:

- Difficult ground conditions. Some of the deeper excavations for the main pipelines have struck very large boulders which have resulted in reduced productivity.
- Condition of underground services. Some water pipes near the construction works have cracked and broken creating further disruption.
- The availability of staff. The buoyant national and local construction market has reduced the availability of labor resources. This has further negatively impacted progress and cost.
- COVID-19 lockdowns. These have created disruptions to the programme with complete shutdowns under Alert Level 4 from the 17th to 31st of August 2021 and slower progress for a further week under Alert Level 3 restrictions. This has resulted in increased costs due to disestablishment and re-establishment.

² Pipeline from the private property boundary to the dwelling

³ Pipeline that cannot be convey wastewater from the dwelling to the property boundary by means of gravity

⁴ Pump stations within the reticulation network that will capture waste from large gravity-fed areas and convey to the main wastewater pumpstation adjacent to the Dunstan golf course

 Council staff vacancies resulting in external contracted project management resourcing being required.

The pandemic has created unpredictability in the market for supply of materials and is creating price volatility. The cost re-imbursement contract model being used enables regular review of cost inputs and changes to be made to working and supply methodologies. Prices have continued to escalate throughout 2021 however.

Council adopted the cost-reimbursement model of contract for the reticulation project as it was acknowledged that the project contained risks which could not be adequately quantified at the time of tendering. If a traditional contract model had been used then many of these risks transfer to the contractor. Consequently, contractors need to price this risk into their contract rates.

Staff have reviewed the basis for the increased costs and note that had a traditional contract been used then council would still have been liable for most of the increased costs. The implications of Covid on the construction environment, the size of the boulders, and the condition of nearby water pipes could not have been reasonably foreseen and included in the contractor's rates. These would have qualified for cost variations. If a traditional contract had been tendered then the original rates would have been higher due to the amount of risk associated with the work, in particular construction in the heritage precinct.

4. Financial Considerations

The budget left to complete the Clyde Wastewater Programme of projects is \$6.64million. The increase in funding required to complete the projects is \$4.7 million. This includes a 10% contingency.

The cashflow forecast for the remaining work is as follows:

November -	January – March	April - June 2022	July - September
December 2021	2022		2022
\$1.68million	\$3.54 million	\$4.88 million	\$2,08 million

There is sufficient funding within the current budgets to fund work up to April 2022, which is the fourth quarter of the 2021/22 financial year. The additional funding will be required to fund work between April 2022 and September 2022.

Council has two options available to fund the remaining work. These are to increase borrowing or re-prioritise the overall capital programme and defer or reforecast this work into future years.

5. Options

Option 1 – (Recommended)

Increase loan funding by \$4.7 million to fund the increased cost of the Clyde Wastewater project.

Advantages:

- The remaining capital programme can proceed as planned in the Long Term Plan.
- External debt will not be raised until council cashflow requires this. This may occur later than needed to fund this specific project if the overall capital programme is running behind schedule.

Disadvantages:

\$4.7 million of Council debt funding will be required to fund the cost increase.

Option 2

Re-prioritise the capital expenditure programme to re-allocate \$4.7 million to the Clyde wastewater project

Advantages:

• The remaining programme of work for the Clyde wastewater project will continue

Disadvantages:

- \$4.7 million of other capital expenditure works will not be undertaken in the 2022/23 programme
- Re-prioritising of capital projects may mean further delay to improving the level of service of other community wastewater supplies.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social, cultural, economic and environmental wellbeing of communities, in the present and for the future by reducing potential ground water contamination, protection of landscape and natural ecosystems, and promotes a sustainable environment for the town's residents. The density of septic tanks in Clyde may not meet more impending discharge controls for urban areas. Clyde is unable to grow and develop further unless a reticulated wastewater system is employed.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes
Considerations as to sustainability, the environment and climate change impacts	The project will reduce environmental impacts from wastewater.
Risks Analysis	There are further risks to the timeline if there was another COVID-19 outbreak, further issues at ports, or the availability of sub-contractors to undertake work on private properties. There are potential reputational risks to council regarding the work on private

	properties. Residents have the option of having laterals constructed privately, or by council. Some residents may have expectations of lateral pipe alignments that are not the most cost effective alignment option. Reinstatement of private lateral trenches is limited to topsoiling and grass seed, and does not include reinstatement of hard surfaces which will be the property owners responsibility. Global and national inflation will continue to rise. There is a project contingency sum of 5% of the forecasted expenditure for the Clyde wastewater reticulation project. Risks and changes in the status of these will be monitored and reported monthly in the project status reports to the Project Governance Group.
Significance, Consultation and Engagement (internal and external)	The Corporate Services Executive Manager has been consulted on the financial implications in preparing this report. Not delivering the Clyde wastewater upgrade projects would be contrary to the Long Term Plan consultation. The Clyde wastewater infrastructure is not a strategic asset under the significance policy.

7. Next Steps

- Continue with the programme of works as outlined in the report
- Report progress at each Audit and Risk Committee meeting and Project Governance Group meetings until completion of the programme of projects

8. Attachments

Nil

Report author:

Reviewed and authorised by:

M-M

Patrick Keenan

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17/11/2021

Julie Muir

Executive Manager - Infrastructure Services

26/11/2021



21.9.12 MANIOTOTO BRIDGE UPDATES

Doc ID: 559747

1. Purpose

To provide a further update of the three Maniototo Bridges currently closed to traffic.

Recommendations

That the report be received.

2. Discussion

This purpose of this report is to provide Council with an update on the three bridges in the Maniototo that are currently closed to traffic.

The three bridges are:

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

The last report was provided at the Council meeting on 22 September 2021, and there are now further updates to report. More detailed costings and recommendations will be provided to the 26 January 2022 meeting of Council for consideration.

As discussed in the September report, Beca were engaged to undertake principal inspections on the bridges at Maniototo Road (Halls Ford) and Linnburn Runs Road. The inspections had been postponed several times due river levels and COVID-19 lockdowns, but have now been completed.

These inspections involved a thorough and detailed assessment of each bridge and its structural components, involving boat access and physical material sampling.

The aim was to determine the overall condition of these bridges and what loading (if any) each structure may be able to withstand or what would be required for reopening to traffic.

As previously discussed in the September report, the bridge at Scott Lane was damaged beyond repair during the January 2021 weather event. Cost alternative structures were being considered at this location and there are now options presented by Beca for consideration.

The updates are summarised below for each of the three bridges.

Linnburn Runs Road - Bridge no. 160

Given its age (constructed in 1955) and its current condition, Beca estimate a remaining useful life of the timber components in the range of 20-30 years. This is assuming the bridge is maintained in its current state and the recommended repairs listed below are completed.

The principal defect on this bridge is the abutment beams, which have rotted where they are in contact with the ground on each bank/abutment.

Prior to being able to reopen the bridge, Beca have recommend the following repairs are made:

- Replacement of a missing packer
- Provide additional support to the ends of the longitudinal beams at each abutment (installation of a pile on each side of the bridge deck at the abutments with a new abutment cap beam)
- Minor repairs to the handrails

The cost to complete this work will be in the order of \$80,000-\$100,000 and can be accommodated within existing Council roading renewal budgets. A programme for undertaking this work will be provided to the January 2022 Council meeting.

Maniototo Road (Halls Ford) - Bridge no. 145

The latest inspection by Beca has found the piles and pile caps of this bridge have reached the end of their design and useful life.

Replacement of these elements would be both difficult and expensive - it would involve one of two scenarios:

- Providing support to the superstructure whilst the work is undertaken or,
- Taking down the entire superstructure to allow the re-construction of the substructure elements.

Either of these two options would require full replacement of the deck, kerbs and handrails – essentially only the main beams (with the exception of the split beam and the rotting abutment beams) could be re-used. Given the age of the structure, incorporating these old timber structural elements into an otherwise new structure would not be prudent.

Beca therefore recommend that access to the structure is removed to prevent further unauthorised use and subsequently the bridge should be removed or replaced.

It was anticipated firm estimates could be prepared for this report on replacement options at this location, unfortunately this could not be provided by the required deadlines.

Due to the nature of the Taieri River at this location, cost-effective structures (e.g. multiple box culverts) are not considered a viable option from a consenting perspective, with the only feasible replacement option being a new replacement bridge.

Assessment to date has indicated that a replacement bridge would have a rough order cost in the range of:

Item	Cost (\$)
New single span 30m bridge (design, consent, abutment	\$395,000
construction, supply and install superstructure - 0.85 HNHO)	
Road tie ins	\$10,000
Geotech and engineering investigation	\$10,000
Crane pad and establishment costs ready for bridging contractor	\$20,000
Removal of old timber structure	\$15,000
Total	\$450,000
Contingency (20%)	\$90,000
TOTAL	\$540,000

It is worth noting that material supply costs have significantly increased in recent times, and may continue to do so.

Council's Roading team will prepare a detailed report with options and costings for this location for the 26 January 2022 meeting.

Scott Lane - Bridge no. 121

The 13 span Scott Lane timber bridge is 91 years old and was at the end of its economic life prior to the January weather event. It was heavily restricted to heavy vehicles prior to this event and repair of the existing bridge is not a viable option.

Beca were engaged to undertake a feasibility study on what cost-effective replacement structures could be feasible at this location.

The Kye Burn at Scott Lane is a challenging due to the following factors:

- It is a dynamic river with a constantly changing wetted channel
- Significant debris load during flood events
- Significant gravel and stone movement in river
- Apparent mudstone layer approximately 1m below gravels
- Presence of threatened fish species such as Central Otago roundhead galaxias (Galaxias anomalus) and Longfin eel (Anguilla dieffenbachii)
- Fish passage must be provided for in line with New Zealand Fish Passage Guidelines 2018 and to be compliant with the Freshwater Fisheries Regulations 1983
- Flood events fill the full channel of the river, approx. 80m in width

Consent for a replacement structure is governed by the following planning documents:

- Otago Regional Council Water for Otago (Regional Plan)
- Ministry for the Environmental National Environmental Standards for Freshwater Regulations 2020 (NES)
- Ministry for the Environment National Policy Statement for Freshwater Management 2020 (NPS)

The feasibility study concluded the following options could be considered at this site:

- 1. Remove old bridge structure and maintain natural ford crossing (with minor rock improvements) to maintain future access
- 2. Construct battery box culvert crossing (essentially multiple box culverts) to span the riverbed.
- 3. Replacement with a new bridge structure

Option 2 was put forward by Beca as the most appropriate cost-effective structure that would likely meet consenting requirements. A rough order of costs for each option is as follows:

Option	Estimated Cost (\$)
Option 1 – Removal of old structure and construct improved natural ford crossing	\$40,000 - \$50,000
Option 2 – Removal of old structure and construct battery box culvert crossing	\$650,000 - 750,000 *
Option 3 – Removal of old structure and replacement with a new single lane bridge structure	\$1,200,000 + *

Firm estimates on replacement options at this location were unable to be provided for this report. Options, costs, and funding will be provided for the 26 January 2022 Council meeting.

3. Attachments

Appendix 1 - Beca Report on Maniototo Road and Linnburn Runs Road Bridges November 2021.pdf J

Report author:

Reviewed and authorised by:

In am

James McCallum Roading Manager

19/11/2021

Julie Muir

Executive Manager - Infrastructure Services

25/11/2021

^{*} hydrological and engineering investigation/assessment to the order of \$20,000 would be required to determine accurate costings for this option.

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Maniototo Bridge and Linnburn Runs Bridge Inspection Summary Report

Prepared for Central Otago District Council Prepared by Beca Limited

19 November 2021



Creative people together transforming our world

Sensitivity: General

Timber Bridges 145 and 160

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Appendices

Appendix A – Maniototo Bridge Inspection Notes

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Revision History

Revision Nº	Prepared By	Description	Date
Α	Hugh Howatson	Draft for discussion	19/11/21

Document Acceptance

Action	Name	Signed	Date
Prepared by	Hugh Howatson	Hugh Howatson	19/11/21
Reviewed by	Daryn Hobbs	Soun JIM	19/11/21
Approved by	Jeremiah Shaw	Dereith Shu-	19/11/21
on behalf of	Beca Limited	O	

This report has been prepared by Beca on the specific instructions of our Client. It is solely for our Client's use for the purpose for which it is intended in accordance with the agreed scope of work. Any use or reliance by any person contrary to the above, to which Beca has not given its prior written consent, is at that person's own risk.



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Introduction

1 Introduction

1.1 Background

In January 2021, Central Otago experienced a heavy rainfall event. Subsequent inspections of Maniototo and Linnburn Runs bridges by Fulton Hogan and Beca identified defects which required further investigation and a decision was taken to close the bridges until a detailed inspection could be carried out.

This report summarises the findings of the detailed inspections that were carried out on both bridges and makes recommendations for the future management of the structures.

2 Maniototo Bridge (Bridge 145)

2.1 Structure Description

Maniototo Bridge is a single lane, four span timber structure which crosses the Taieri River. Each span is approximately 7m long. The year of construction, design loading and design standards are unknown. Prior to the rainfall event the bridge was posted with a gross vehicle weight of 4000kg and a maximum axle load of 2000kg.

The deck is formed from 75mm thick x 225mm wide timber planks supported on four longitudinal timber beams. The beams are approximately 320mm deep, however different widths of beams have been used in the original construction ranging from 125mm wide to 230mm wide. The transverse spacing between the beams is approximately 610mm / 1220mm / 610mm.

Two longitudinal timber wearing strips are located in the wheel tracks on the deck surface and timber kerbs and handrails form the edge protection. Refer Figure 1 below.



Figure 1 - Above deck view of bridge

At the abutments, the ends of the longitudinal beams are supported on transverse timber beams which are supported on timber piles. At the piers, the ends of the longitudinal beams are supported on timber corbels



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| Maniototo Bridge (Bridge 145) |

approximately 1200mm long which in turn are supported on transverse timber pilecap beams spanning between two raking timber piles. Refer Figure 2 below. Timber cross bracing between the piles is still in place but no longer fully connected to the piles.



Figure 2 – Pilecap and corbel arrangement

The bridge is officially closed to all traffic; however, road closure signage is currently ignored by some local traffic.

2.2 Inspection

The inspection was carried out on 04/11/21 with the assistance of Fulton Hogan. The underside of the deck was inspected by boat, which allowed a tactile inspection of all the main elements, with the exception of short sections of the main beams near the riverbanks and the piles below water level.

Where deterioration of the timber members was suspected, the timbers were drilled to establish the approximate depth of intact / deteriorated timber.

The inspection of the piles extended to water level and the current riverbed levels were established by dipping with a weighted line.



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| Maniototo Bridge (Bridge 145) |

2.3 Bridge Defects

2.3.1 Piles and pile bracing

The hardwood piles are severely deteriorated typically around water level, however many of the piles are split at the connections with the bracing and at pilecap level. The pile cross bracing is no longer functional typically due to deterioration of the timber piles at water level. Refer Figure 3 below.



Figure 3 – Typical pile deterioration

2.3.2 Transverse pilecap and abutment beams

Inspection and probing of the top surface of the pilecap beams and subsequent drilling confirmed significant deterioration of parts these members. Refer Figure 3 below.



Figure 3 - Deterioration of pilecap beams



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| Maniototo Bridge (Bridge 145) |

No deterioration was identified in the abutment cap beams.

2.3.3 Longitudinal beams and corbels

The longitudinal beams are typically in good condition, with the exception of the upstream beam in span BC, which is badly split and cracked above the end of the split near mid-span. Refer Figure 4 below.



Figure 4 – Split in bottom of longitudinal beam with vertical crack at end of split

2.3.4 Deck, kerbs and handrailing

The deck timbers are in reasonable condition with approximately 5% - 10% in need of replacement. A number of the kerbs have been replaced over the life of the structure and are currently serviceable. A few of the horizontal rails of the handrails have also been replaced, however additional replacement rails are currently required.

2.4 Discussion and Recommendations

The piles and pilecaps of this bridge have reached the end of their design life. Replacement of these elements would be difficult and expensive as this would involve either providing support to the superstructure whilst the work is undertaken or taking down the entire superstructure to allow the re-construction of the substructure elements. For either option, this would result in the replacement of the deck, kerbs and handrails and as a result only the main beams (with the exception of the split beam and the abutment beams) could be re-used, although given the age of the structure, incorporating these elements in an otherwise new structure would not be prudent.

We therefore recommend that the structure is removed to prevent further unauthorised use and subsequently replaced.



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Linnburn Runs Bridge (Bridge 160)

3 Linnburn Runs Bridge (Bridge 160)

3.1 Structure Description

Linnburn Runs is a single lane, four span timber structure which crosses Taieri river near the Lammermoor Distillery. Each span is approximately 5.8m long. The record drawing for the bridge indicates that it was constructed in 1955 and designed for a maximum vehicle load of 5 tons and maximum axle load of 3 tons. Prior to the rainfall event the bridge was posted to 80% of Class 1 gross vehicle weight with a maximum axle load of 3000kg. The bridge is officially closed to all traffic; however, road closure signage is currently ignored by some local traffic.

The deck is formed from 125mm thick x 225mm wide timber planks and supported on four longitudinal timber beams. The beams are approximately 356mm deep by 178mm wide. The transverse spacing between the beams is approximately 1060mm.

At the abutments, the ends of the longitudinal beams are supported on transverse timber beams which are supported on timber piles. At the piers, the ends of the beams are supported on timber corbels approximately 1200mm long which in turn are supported on transverse timber pilecap beams spanning between two vertical steel piles formed from tram rails. The piles of the two northern piers are braced by steel angle cross bracing above water level. A single steel angle connects piles of the southernmost pier where the riverbank appears to have been eroded below the ground levels indicated on the record drawing.

Since construction, the original bolted connection between the longitudinal beams and the corbels above the pilecaps have been cut to allow additional timber packers to be installed between the underside of the longitudinal beams and the top of the corbels, with new threaded rods installed to reconnect the beams to the corbels. The thickness of the new packers varies across the four beams at one of the pilecaps and the bolted connection between the steel angles and the piles at one location has been replaced by welding. Refer Figure 1 below.



Figure 1 – View below deck



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Linnburn Runs Bridge (Bridge 160)

3.2 Inspection

The inspection was carried out on 04/11/21 with the assistance of Fulton Hogan. The underside of the deck was inspected by boat, which allowed a tactile inspection of all the main elements, with the exception of short sections of the main beams near the riverbanks and the piles below water level.

Where deterioration of the timber members was suspected, the timbers were drilled to establish the approximate depth of intact / deteriorated timber.

The inspection of the piles extended to water level and the current riverbed levels were established by dipping with a weighted line.

3.3 Bridge Defects

3.3.1 Piles and cross bracing

The additional timber packers that have been installed above the corbels over the pilecaps indicate that the steel piles in the river have settled since construction. As can be seen from Figure 1 above the tram rail piles are corrosion pitted, however as the steel angles do not indicate a similar degree of corrosion the tramrail piles may have been reused on this structure. There are few signs of active corrosion above water level on the piles or angle bracing. The exposed sections of the abutment timber piles appeared to be in good condition.

3.3.2 Transverse pilecaps and abutment beams

The transverse timber pilecap beams are generally in good condition, with only shrinkage splitting at the ends of a few of the beams, however this does not significantly affect the capacity of the beams as it typically occurs in the short cantilever section of the pilecap beams on the outside of the outer longitudinal beams.

The timber abutment beams are constructed against the ground and have absorbed moisture and rotted from the back face. There are signs of the onset of bearing failure in front face of the abutment beams under the ends of the two central longitudinal beams where there is only a relatively thin layer of intact timber. This defect occurs at both abutments. Refer Figure 2 below.





Figure 2 - Deterioration of northern abutment beam

3.3.3 Longitudinal beams and corbels

The existing longitudinal beams and corbels appear to be in good condition for the age of the bridge, with only minor deterioration of the ends of the beams where they butt against the ground at the abutments. This has resulted in settlement of the end deck timber at the northern abutment and local propping from the



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Linnburn Runs Bridge (Bridge 160)

abutment beam. There is shrinkage splitting evident in the a few of the corbels however they remain functional.

Additional softwood timber packers have been installed between the underside of the longitudinal beams and the tops of the corbels since original construction, the new packers have a smaller plan area than the corbels and consequently provide a reduced the bearing area below the ends of the beams. There is no sign of bearing failure of the softwood packers. A packer is missing at one location (Pier D, Beam 1) and should be replaced. The new threaded rods used to replace the original connection have been carelessly installed on a few of the corbels, either located near the side or end of the corbels. Refer Figure 3 below.



Figure 3 – Additional softwood timber packers installed between the longitudinal beams and the corbels

3.3.4 Decks and handrails

The deck timbers are in good condition for their age. The handrails are in need of minor repairs to a few of the horizontal rails and to re-attach a few of the bracing members to the deck plank outriggers.



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3.4 Discussion and Recommendations

Given its current age (built in 1955) and its current condition, we estimate a remaining useful life of the Linnburn Runs Bridge timber components in the range of 20-30 years if the bridge is maintained in its current state and the recommended repairs below are completed. The principal defect is the abutment beams which have rotted where they are in contact with the ground. The principal unknown is the condition of the river piles and their bearing capacity.

There has been some settlement of the river piles which has necessitated the introduction of timber packers between the underside of the longitudinal beams and the tops of the corbels.

Prior to reopening the bridge, we recommend the following:

- 1. Replace the missing packer under Beam 1 at Pier D
- 2. Provide additional support to the ends of the longitudinal beams at each abutment. The most cost effective method is likely to be the installation of a pile on each side of the bridge deck at the abutments which support a new abutment cap beam which in turn supports the ends of the longitudinal beams. An indicative arrangement is included in Appendix D for information.

The minor repairs to the handrails should be undertaken at the same time as the above works.

In the longer term we recommend periodically monitoring the river piers for settlement.

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21.9.13 PROPOSED ROAD STOPPING - UNNAMED ROAD OFF ROXBURGH EAST ROAD

Doc ID: 556974

1. Purpose of Report

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.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves 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:
 - 1. Stopping the parcels marked 'C' and 'D', and amalgamating these with Record of Title 61571, and;
 - 2. Taking the parcels marked 'A' and 'B' and vesting them as legal (Roxburgh East) road. 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.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

2. Background

Roxburgh East Road starts at the Jedburgh Bridge. It runs northward to the Roxburgh Dam, which it crosses before ending at an intersection with the Fruitlands – Roxburgh Road.



Figure 1 – Overview of Roxburgh East Road (intersection with Ladysmith Road circled in red)

Just past the intersection with Ladysmith Road an unnamed unformed road (the Road) adjoins the western side of Roxburgh East Road. The Road is a short no exit 'stub' which protrudes into Lot 1 Deposited Plan (DP) 315688. It has an area of approximately 930 square metres.

The owner of Lot 1 DP 315688 has applied to stop the road and have it amalgamated with Record of Title 61571.

The Road, which is highlighted in red, and Lot 1 DP 315688, are shown below in figure 2.



Figure 2 – The unnamed unformed legal road off Roxburgh East Road (shown in red).

3. Discussion

Evaluation of Application

An evaluation of the proposal to stop a portion of the Road is shown in the table below.

Item	Criteria to be considered	Evaluation
District Plan	Has the road been identified in the District Plan for any specific use or as a future road corridor?	The Road is shown on District Plan Map 34. No part of the Road identified for any specific purpose or as a future road corridor.
Current Level of Use	Is the road used by members of the public for any reasons?	The Road is not used by members of the public for any reason.
	Does it provide the only or most convenient means of access to any existing lots?	The Road is surrounded by Lot 1 DP 315688 which is owned by the applicant.
		The applicant accesses his property from Roxburgh East Road some 260 metres to the south of the Road.
		No other lots can be accessed from the Road.

		Due to its proximity to the intersection of Roxburgh East and Ladysmith Roads, the Road is not suitable for forming.
	Will stopping the road adversely affect the viability of any commercial activity or operation?	No commercial activity is located on land adjacent to, or accessed from, the Road.
	Will any land become landlocked if the road is stopped?	No.
Future Use	Will the road be needed to service future residential, commercial, industrial, or agricultural developments?	The Road is not suitable for forming due to its proximity to the intersection of Roxburgh East and Ladysmith Roads.
	Will the road be needed in the future to connect existing roads?	The Road is a no exit road. It does offer any level of connectivity to any other legal road.
Non-traffic Uses	Does the road have current or potential value for amenity functions, e.g., walkway, cycleway, recreational access, access to conservation or heritage areas, park land?	The Road does not provide access to any recreational area, conservation land, or to a heritage area. The following parties have been consulted and
		have provided their support of the proposal to stop the Road:
		Walking Access New ZealandCentral Otago Recreational Users ForumFish & Game Otago
		Council's Parks & Reserves Manager
	Does the road have potential to be utilised by the Council for any other public work either now or potentially in the future?	The Road does not have the potential to be used for any public work.
	Does the road have significant landscape amenity value?	The Road does not have any significant landscape amenity value.
Access to Waterbody	Does the road provide access to a river, stream, lake or other waterbody?	The Road does not provide access to any type of waterbody.
	If so, there is a need to consider Section 345 of the Local Government Act, which requires that after stopping the land be vested in Council as an esplanade reserve	N/A (refer above).
Infrastructure	Does the road currently contain any services or other infrastructure, such as electricity, telecommunications, irrigation or other private infrastructure?	Yes. Aurora Energy Limited (Aurora) have advised that they have a power pole and a stay pole in the Road.
	Can the existing services or infrastructure be protected by easements?	Yes. Easements can be created to protect Aurora's infrastructure.
		Aurora's standard easement widths are 6 metres for overhead lines and associated support structure being three metres either side of the pole(s) or wires.
Traffic Safety	Does the use of motor vehicles on the road constitute a danger or hazard?	There is no danger or hazard associated with using a motor vehicle on the Road.

Roading Network

As shown in the evaluation table, the Road is not identified in the District Plan as being required for any specific use or other roading purpose. The proposal to stop the Road will have no effect on the existing roading network or other parties right of access, however.

While the application was being assessed, it was noted that Roxburgh East Road encroaches over the western boundary of Lot 1 DP 315688. The encroachment is particularly significant at the corner above the intersection with Ladysmith Road. It was also noted that the applicant is occupying approximately 900 square metres of legal road on the southern boundary.

The encroachments, occupation, and boundary fence are shown below in figure 3.



Figure 3 – Legal boundary shown in black with the fenced boundary shown in red.

It is proposed that the existing boundary fence between points one and two be surveyed to become the new legal boundary. The applicants land on the outside of the boundary fence would then be taken for legal road. The legal road on the inside of the fence would be stopped and amalgamated with Record of Title 61571.

This would legalise both the encroachment of Roxburgh East Road and the applicant's occupation of legal road.

A plan of the legalisation is shown below in figure 4.

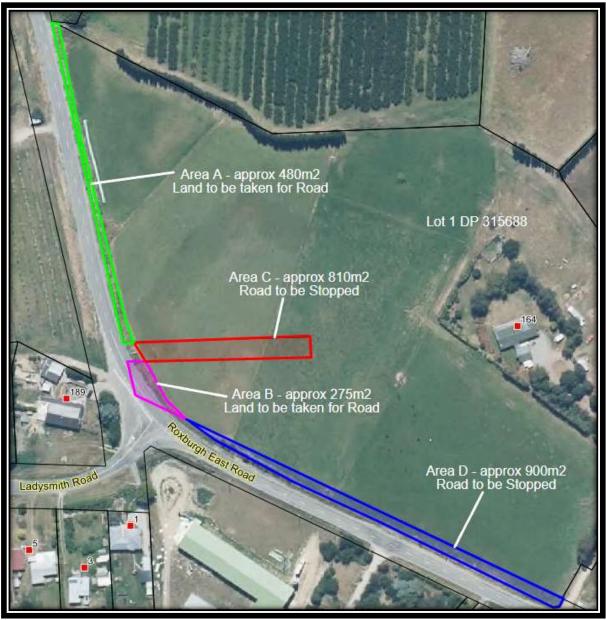


Figure 4 - Legalisation Plan

Parcels 'A' and 'B', land to be taken for road, have an area of approximately 755 square metres. Parcels 'C' and 'D', the road to be stopped, have a greater area of approximately 1710 square metres.

If approved, the stopping would result in an increase to the applicant's land holding of approximately 955 square metres. This is effectively the same as if just the Road itself were to be stopped.

Public Access

The Road does not provide access to recreational or conservation land, to a heritage area or to a waterbody.

The Road does contain infrastructure belonging to Aurora Energy Limited (Aurora). Protection for this infrastructure is discussed next.

Easements

As noted in the evaluation table, Aurora have a power pole and a stay pole in the Road. These will be surveyed and protected by registration of an easement (in gross) in favour of Aurora on the Record of Title 61571.

Aurora also have an overhead line network running through the areas marked 'A' and 'B', and a pole and a low voltage conductor in the area marked 'D'. This infrastructure will also be surveyed and included in the aforementioned easement.

Legislation and Policy

Council's Roading Policy determines the appropriate statutory procedure for stopping a legal road or any part thereof. The policy for selecting the correct statutory process is as follows:

The Local Government Act 1974 road stopping procedure shall be adopted if one or more of the following circumstances shall apply:

- a) Where the full width of road is proposed to be stopped and public access will be removed as a result of the road being stopped; or
- b) The road stopping could injuriously affect or have a negative or adverse impact on any other property; or
- c) The road stopping has, in the judgment of the Council, the potential to be controversial; or
- d) If there is any doubt or uncertainty as to which procedure should be used to stop the road.

The Local Government Act process requires public notification of the proposal. This involves erecting signs at each end of the road to be stopped, sending letters to adjoining owners/occupiers and at least two public notices a week apart in the local newspaper. Members of the public have 40 days in which to object.

The Public Works Act 1981 road stopping procedure may be adopted when the following circumstances apply:

- e) Where the proposal is that a part of the road width be stopped and a width of road which provides public access will remain.
- f) Where no other person, including the public generally, are considered by the Council in its judgment to be adversely affected by the proposed road stopping;
- g) Where other reasonable access will be provided to replace the access previously provided by the stopped road (i.e. by the construction of a new road).

As the full width of the end of the road is to be stopped and public access removed, it is proposed that Local Government Act 1974 procedure be adopted for this application.

An application to stop a road under the Local Government Act 1974 requires public consultation with the members of the public having a right to object to proposal.

Council's Roading Policy states that:

If an objection is received then the applicant will be provided with the opportunity to consider the objection and decide if they wish to continue to meet the costs for the objection to be considered by the Council and the Environment Court.

If an objection is received and it is accepted by the Council then the process will be halted and the Council may not stop the road.

If the objection is not accepted by the Council then the road stopping proposal must be referred to the Environment Court for a decision. The applicant is responsible for meeting all costs associated with defending the Council's decision in the Environment Court.

Financial

The applicants are required to pay all costs associated with the proposal to stop the Road. Typical costs include valuation, survey, legal, and consultancy fees. As this stopping will be undertaken in accordance with the provisions of the Local Government Act 1974, costs will include those associated with public adverting. These include:

- having signs printed and erected at each end of the road to be stopped;
- sending letters to adjoining owners/occupiers; and,
- publishing the two public notices in a local newspaper.

As the legalisation will benefit both parties, it is proposed that the survey fees, which are estimated to be approximately \$5,000 be shared between Council and the applicant.

Community Board Recommendation

A report on this matter was presented to the Teviot Valley Community Board (the Board) for consideration at their meeting of 21 October 2021.

On consideration the Board resolved (Resolution 21.8.4) to recommend to Council that they 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).

4. Financial Considerations

There are no negative financial implications associated with the recommended option. The applicants are required to pay market value for the land, and all other associated costs.

Sale of the land will cover the share of the survey costs which are payable by Council.

5. Options

Option 1 – (Recommended)

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:

- 1. Stopping the parcels marked 'C' and 'D', and amalgamating these with Record of Title 61571, and;
- 2. Taking the parcels marked 'A' and 'B' and vesting them as legal (Roxburgh East) road.

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.

Advantages:

- The existing formation of Roxburgh East Road (as shown in figure 4) will be legalised.
- Provision has been made to protection of the existing utility networks.
- Sharing the survey costs is mutually beneficial.
- The income received will be used to address this and other public roading issues.

Disadvantages:

None.

Option 2

To not approve to 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).

Advantages:

None.

Disadvantages:

- The existing formation of Roxburgh East Road (as shown in figure 4) will not be legalised.
- An opportunity to share the cost of legalisation will be lost.
- Additional income will not be available to address other public roading issues.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the economic wellbeing of the community by generating income from the disposal of land that is held, (but not required) for roading purposes, and where it has limited other use.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic	Council's Road Stopping Policy applies to this application.
Development Strategy etc.	Consideration of this policy has ensured that the appropriate statutory process, being to stop the road in accordance with the provisions of the Local Government Act 1974, has been chosen.

Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the decision to stop the unnamed unformed road or to legalise the existing formation of Roxburgh East Road.
Risks Analysis	No risks to Council are associated with the recommended option.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.
	Public notices and advertising in accordance with the provisions of the Local Government Act 1974 will be posted.
	Notice of the completed road stopping will be published in the New Zealand Gazette.

7. Next Steps

The following steps have been / will be taken to implement the road stopping:

1.	Community Board Approval	October 2021
2.	Council Approval	December 2021
3.	Survey	Early 2022
4.	Survey Plan Approved	March/April 2022
5.	Valuation	April 2022
6.	Public Notification Commences	April 2022
7.	Public Notification Period Ends	May 2022
8.	Gazette notice published	Mid - Late 2022

8. Attachments

Nil

Report author:

Reviewed and authorised by:

Linda Stronach Statutory Property Officer 29/10/2021 Julie Muir Executive Manager - Infrastructure Services 25/11/2021



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

Doc ID: 557002

1. Purpose of Report

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.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the proposal to stop an unformed portion of Ladysmith Road, being approximately 340 square metres as shown in figure 4 (Legalisation Plan), 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 Record of Title resulting from the boundary adjustment shown in figure 2.
 - 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.

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2. Background

Ladysmith Road (the Road) adjoins the western side of the Roxburgh East Road, about 1.8 kilometres north of the Roxburgh township. For the majority, the road is formed and sealed with the last 200 metres being rough gravel. It is a no exit road which terminates at the Clutha River Mata-Au. An overview of the Road is shown below in figure 1.



Figure 1 – Overview of Ladysmith Road.

Lot 1 Deposited Plan (DP) 537543 (Lot 1) is located at 56 Ladysmith Road. On its southern boundary, Lot 1 has a road frontage of approximately 48 metres. It is otherwise surrounded by Lot 2 DP 537543 (Lot 2). Lot 1, which has a slightly irregularly shaped boundary, is outlined in yellow below in figure 2.



Figure 2 – Lot 1 DP 22562 outlined in yellow.

The owner of Lot 1 has an agreement to purchase 550 square metres of land from the owners of Lot 2. The two parties are in the process of effecting a boundary adjustment. Once complete the land, which contains Lot 1's driveway, will be transferred. It will also regularise the mutual boundaries. An extract of the scheme plan showing the 550 square metres being transferred, is shown below in figure 2.



Figure 2 – Extract of Boundary Adjustment Scheme Plan.

While drafting the scheme plan the surveyor noted that approximately 15 square metres of the garage on Lot 1 is built over the property boundary and encroaches onto the legal road. He also noted that a further 175 square metres of gardens, lawns, and fencing, had been constructed over the legal road.

The total area of the encroachment, which is circled is pink below in figure 3, is approximately 200 square metres.



Figure 3 – Encroachment of garage and garden.

To resolve the encroachment, the owner of Lot 1 has applied to stop approximately 340 square metres of Ladysmith Road. A plan of the proposal is shown below in figure 4.



Figure 4 – Legalisation Plan

3. Discussion

Roading Network

As shown below in figure 5, Ladysmith Road has a legal width of approximately 22.5 metres. The formed carriageway, as shown in figure 6, is approximately 5.5 metres wide.



Figure 5 – The 22.5 metres of legal road width.



Figure 6 – The 5.5 metre wide formed carriageway.

The parcel of road which the applicants propose to stop is approximately 6 metres wide. This would leave a clearance of 4 metres between the proposed new boundary and the formed carriageway. Overall, a legal road width of approximately 16.5 metres will be retained. This is sufficient for roading purposes.

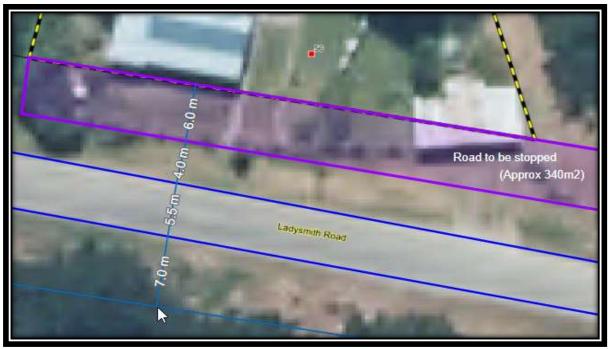


Figure 7 – Legal roading corridor and formed carriageway.

Utility Networks & Provider Requirements

An electricity network passed through the parcel of road which the applicants propose to stop. The network belongs to Aurora Energy Limited (Aurora). The network infrastructure, which includes overhead lines and a power pole, are shown in red in figure 8.

Aurora have confirmed that their infrastructure can be protected by registration of an easement (in gross) in their favour on the new title.

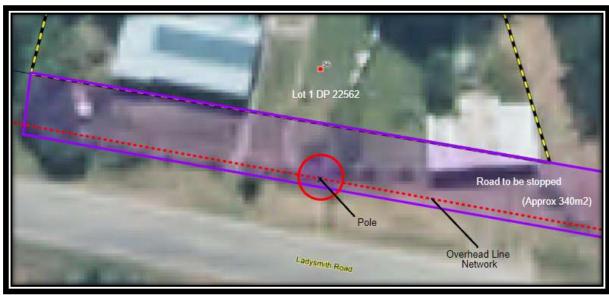


Figure 8 – Aurora's overhead line network and power pole.

Legislation and Policy

Council's Roading Policy determines the appropriate statutory procedure for stopping a legal road or any part thereof. The policy for selecting the correct statutory process is outlined in section 8.5 of Council's Roading Policy. The options are as follow:

The Local Government Act 1974 road stopping procedure shall be adopted if one or more of the following circumstances shall apply:

- a) Where the full width of road is proposed to be stopped and public access will be removed as a result of the road being stopped; or
- b) The road stopping could injuriously affect or have a negative or adverse impact on any other property; or
- c) The road stopping has, in the judgment of the Council, the potential to be controversial; or
- d) If there is any doubt or uncertainty as to which procedure should be used to stop the road.

The Local Government Act process requires public notification of the proposal. This involves erecting signs at each end of the road to be stopped, sending letters to adjoining owners/occupiers and at least two public notices a week apart in the local newspaper. Members of the public have 40 days in which to object.

The Public Works Act 1981 road stopping procedure may be adopted when the following circumstances apply:

- e) Where the proposal is that a part of the road width be stopped and a width of road which provides public access will remain.
- f) Where no other person, including the public generally, are considered by the Council in its judgment to be adversely affected by the proposed road stopping;
- g) Where other reasonable access will be provided to replace the access previously provided by the stopped road (i.e. by the construction of a new road).

It is proposed that Public Works Act 1981 procedure be adopted for this application for the following reasons:

- The proposal is to stop part of the road width only.
- Public access will not be adversely affected.

The Public Works Act 1981 further provides for legal road to be stopped, sold, and amalgamated with an adjacent title. In this instance the stopped road would be amalgamated with the applicant's Record of Title, OT14D/652.

Community Board Recommendation

A report on this matter was presented to the Teviot Valley Community Board (the Board) for consideration at their meeting of 21 October 2021.

On consideration the Board resolved (Resolution 21.8.5) to recommend to Council that they approve the proposal to stop approximately 340 square metres Ladysmith Road as shown in the Legalisation Plan figure 4 (Legalisation Plan).

4. Financial Considerations

Council's Roading Policy determines that the applicant is responsible for all costs associated with the road stopping. This includes purchase of the land at valuation as prescribed in the Public Works Act 1981.

5. Options

Option 1 – (Recommended)

To approve the proposal to stop an unformed portion of Ladysmith Road, being approximately 340 square metres as shown in figure 4 (Legalisation Plan), 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 Record of Title resulting from the boundary adjustment shown in figure 2.
- 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.

Advantages:

- The applicant's occupation (encroachment)of the legal road will be legalised.
- Provision has been made to protection of the existing utility networks.
- Income received will be used to address other public roading issues.
- Recognises the provisions of Council's Roading Policy.
- The proposal is consistent with the Public Works Act 1981.

Disadvantages:

 None, as the stopping will not have any effect on the existing formation of the road, and a roading corridor approximately 16.5 metres wide will be retained.

Option 2

To not approve the proposal to stop approximately 340 square metres of Ladysmith Road.

Advantages:

• None, as the stopping will not have any effect on the existing formation of the road, and a roading corridor approximately 16.5 metres wide will be retained.

Disadvantages:

- The applicant's occupation (encroachment) of the legal road will not be legalised.
- Additional income will not be available to address other road encroachment or access issues.
- Does not recognise the provisions of Council's Roading Policy.
- Does not recognise that the proposal is consistent with the Public Works Act 1981.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the economic wellbeing of the community by generating income from the disposal of land that is held (but not required) for roading purposes which has limited other use.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Council's Road Stopping Policy applies to this application. Consideration of this policy has ensured that the appropriate statutory process, being to stop the road in accordance with the provisions of the Public Works Act 1981.
Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the decision to stop this short unnamed unformed road.
Risks Analysis	No risks to Council are associated with the recommended option.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded. Notice of the completed road stopping will be published in the New Zealand Gazette.

7. Next Steps

1.	Community Board approval	October 2021
2.	Council approval	December 2021
3.	Survey and LINZ Accredited Supplier engaged	December 2021
4.	Survey Plan approved	Early 2022
5.	Gazette notice published	Mid 2022

8. Attachments

Nil

Report author:

Reviewed and authorised by:

Linda Stronach Statutory Property Officer

29/10/2021

Julie Muir

Executive Manager - Infrastructure Services

25/11/2021



21.9.15 DANGEROUS AND INSANITARY BUILDINGS POLICY

Doc ID: 558059

1. Purpose of Report

To consider the approval of the proposed Dangerous and Insanitary Buildings Policy for public consultation.

Recommendations

That the Council

A. Receives the report and accepts the level of significance.

- B. Approves the proposed Dangerous and Insanitary Buildings Policy for public consultation.
- C. Appoints a panel of three elected members to hear submissions, if necessary.

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2. Background

Section 131 of the Building Act 2004 requires each territorial authority to have a Dangerous and Insanitary Building Policy, which must state:

- The approach the territorial authority will take in performing its functions regarding dangerous and insanitary buildings, and
- ii) How the policy will apply to heritage buildings

A territorial authority must review its policy every five years, however a policy does not cease to have effect if it is overdue for review or being reviewed.

The current Dangerous and Insanitary Building Policy is overdue as it was due to be completed in 2018. This policy is now part of a scheduled policy review programme.

3. Discussion

Compared to the previous policy, the proposed policy provides additional details regarding its purpose and objectives, key definitions, alignment with our community outcomes and Council's role and particularly outlines Council's approach to:

- Identifying dangerous, insanitary and affected buildings
- The consideration of heritage buildings if affected by this policy
- Working with other agencies; and
- The enforcement approach to remedy any dangerous, insanitary or affected buildings

The proposed policy incudes the consideration of 'affected' buildings which are buildings adjacent to, adjoining or near a dangerous building, which is not considered in the existing policy.

It details the policy objectives and how it aligns with our desired community outcomes.

It clarifies the process in the identification of dangerous, affected or insanitary buildings, and our obligations on the disclosure of information regarding the Local Government Official Information and Meetings Act 1987 and the Land Information Memorandum (LIM) requests for a property.

4. Financial Considerations

There are minor cost implications regarding the consultation requirements, which will be met out of the current budget.

5. Options

Option 1 – (Recommended)

Approve the proposed Dangerous and Insanitary Building Policy for public consultation.

Advantages:

- Transparency of the processes for the community and expectations of building owners
- Building owners are informed regarding their responsibilities
- Compliance with the Building Act 2004

Disadvantages:

Some costs for the administration of the consultation process

Option 2

Decline the approval of the proposed Dangerous and Insanitary Building Policy for public consultation

Advantages:

No consultation or associated cost required

Disadvantages:

It may be perceived as non-compliant with the Building Act 2004

Option 3

Status quo – to maintain the current Dangerous and Insanitary Building Policy

Advantages:

No consultation or associated cost required

Disadvantages:

- The policy is not considered fit for purpose
- The policy does not meet the requirements of the Building Act 2004 regarding affected buildings

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities and promotes the cultural and wellbeing of communities, in the present and for the future by ensuring buildings in our community are safe and do not cause harm now or in the future while protecting our vast heritage.
Decision consistent with other	Yes
Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	This decision is consentient with the Central Otago Heritage Strategy.
Considerations as to sustainability, the environment and climate change impacts	There are no sustainability or environmental implications of this decision.
Risks Analysis	There are no risks identified with the decision to approve the proposed policy for consultation. There is a risk that the current policy is not fit for purpose if the decision is not to approve the proposed policy for consultation.
Significance, Consultation and Engagement (internal and external)	While the changes to the policy are more detailed than previously, the impact of the changes are a low degree of significance when assessed against the Significance and Engagement Policy.
	The decision to amend or replace the policy requires public consultation in accordance with the special consultative procedure in S.83 of the Local Government Act 2002.

7. Next Steps

If the policy is approved, this will be publicly consulted on in accordance with the Local Government Act 2002.

Following the completion of the consultation, there will be a hearing scheduled (as necessary) if there are any submitters that wish to speak to their submission. There will then be a further report to Council.

The proposed timelines for this process are:

Start consultation
Final date for submissions
Hearing
Final Council Report
10 December 2021
21 January 2022
TBC March 2022
20 April 2022

8. Attachments

Allebotes

Appendix 1 - Dangerous and Insanitary Building Policy Consultation Document.docx J.

Report author:

Reviewed and authorised by:

Lee Webster

Acting Executive Manager - Planning and Environment

25/11/2021

Sanchia Jacobs Chief Executive Officer

30/11/2021

Dangerous and Insanitary Building Policy

Department:	Regulatory
Document ID:	<centraldocs id=""></centraldocs>
Approved by:	<council and="" ceo="" date="" et="" resolution=""></council>
Effective date:	XXXXX
Next review:	XXXXX

Purpose:

This policy has been prepared in accordance with section 131 of the Building Act 2004.

It is important that Council protects public health through a balanced risk-based approach to ensuring buildings are structurally sound, do not pose health risks and perform their function without putting the health of building users, residents or visitors at risk.

Principles and objectives:

To meet the Councils responsibilities under the Act that relate to dangerous, affected and insanitary buildings.

To clearly outline:

- Councils approach to identifying dangerous, affected or insanitary buildings.
- what authority Council can exercise when such buildings are found; and
- how Council will work with building owners to prevent buildings from remaining dangerous or insanitary, particularly where a dangerous building is affecting or potentially affecting another building.

To explain Council's approach where the building concerned is a District Plan scheduled, or Heritage New Zealand listed heritage building or landmark.

To ensure building owners understand that the Council may exercise its authority to take remedial action on the owner's behalf and may recover any resulting costs from the owner.

Scope:

The Policy applies to all buildings within the Central Otago District. The Policy sets out:

- the approach that Council will take in performing its functions under the Building Act 2004;
- Council's priorities in performing those functions;
- Council's approach to dangerous, affected and insanitary heritage buildings.

Definitions:

The Act Dangerous Building

The Building Act 2004

- A building is dangerous for the purposes of the Act if—
 - in the ordinary course of events (excluding the occurrence of an earthquake), the building is likely to cause—
 - injury or death (whether by collapse or otherwise) to any persons in it or to persons on other property; or damage to other property; or
 - in the event of fire, injury or death to any persons in the building or to persons on other property is likely.
- 2. For the purpose of determining whether a building is dangerous in terms of subsection 1 (b) above
 - a. a territorial authority
 - i. may seek advice from employees, volunteers, and contractors of Fire and Emergency New Zealand who have been notified to the territorial authority by the board of Fire and Emergency New Zealand as being competent to give advice; and
 - ii. if the advice is sought, must have due regard to the advice.

Insanitary Building

- A building is insanitary for the purposes of the Act if the building—
 - a. is offensive or likely to be injurious to health because
 - i. of how it is situated or constructed; or
 - ii. it is in a state of disrepair; or
 - iii. does not have a supply of potable water that is adequate for its intended use; or
 - iv. does not have sanitary facilities that are adequate for its intended use.

Affected building	1.	 A building is an affected building for the purposes of the Act if it is adjacent to, adjoining, or nearby— a. a dangerous building as defined in section 121; or
		b. a dangerous dam within the meaning of section 153.
Household Unit	1.	A household unit— a. means a building or group of buildings, or part of a building or group of buildings, that is— i. used, or intended to be used, only or mainly for residential purposes; and ii. occupied, or intended to be occupied, exclusively as the home or residence of not more than 1 household; but

iii. does not include a hostel, boarding

house, or other specialised

accommodation

Policy:

- 1. Council acknowledges there are situations that arise from time to time across the district where buildings have become dangerous and/or insanitary for various reasons including neglect, inadequate maintenance, earthquake / fire damage or through non-compliance with the building code.
- 2. In such situations, Council's first approach will be to endeavour to achieve a resolution with the building owner. However, where this fails or an immediate hazard exists Council may, at its discretion, take appropriate action to mitigate the dangerous and/or insanitary conditions to protect public safety.
- 3. Council has endeavoured to balance the risks posed by dangerous, affected and insanitary buildings and the broader social and economic issues involved.
- 4. Council will take a pragmatic approach to administering the building act and this Policy in a fair and consistent manner.
- 5. Council will act in accordance with the attached procedures.
- 6. The policy and procedures will be reviewed at least every five years.
- 7. Council may decide to review the policy at any time within the five-year review requirement.

8. If, following the review, or at any other time, Council decides to amend or replace the policy it must do so by using the special consultative procedure in section 83 of the Local Government Act 2002.

9. The policy does not cease to have effect because it is due for review or is being reviewed.

Relevant legislation:

- Local Government Act 2002
- Resource Management Act 1991
- Civil Defence Emergency Management Act 2002
- Heritage New Zealand Pouhere Taonga Act 2014
- Protection of Personal and Property Rights Act 1988
- Health Act 1956
- Mental Health Act 1992

Related documents:

The Policy supports the following Community Outcomes from the Long-term Plan:



The Policy supports the following:

- Strategic Priorities
 - Maximising opportunities to develop a vibrant, prosperous and sustainable 21st century region.
 - Informed and proactive approaches to natural hazard risks.
- Central Otago District Plan
 - Heritage objectives, policies and rules.

Appendix One: Dangerous and Insanitary Building Procedure

Council's role

- 1.1. A building may become dangerous, affected or insanitary due to a number of reasons, such as unauthorised alterations being made, fire, natural disaster or other external factors, or as a result of its use by an occupant.
- 1.2. When Council becomes aware that a building may be dangerous, affected or insanitary, it will investigate and determine whether the building is dangerous, affected or insanitary.
- 1.3. If a building is found to be dangerous, affected or insanitary, Council will work with the building owner(s) to remedy the building, and if necessary, use powers it has available, to ensure appropriate action is taken to make the building, its occupants and the public safe.

Working with other agencies

2.1 Council will work with Heritage New Zealand Pouhere Taonga, Fire and Emergency New Zealand, the New Zealand Police and other relevant agencies to achieve the purpose of the Building Act as outlined in section 9.2.

Approach to identifying dangerous, affected or insanitary buildings

- 3.1 Council will not actively inspect all buildings within the district but may from time to time undertake proactive inspections on possible dangerous, affected or insanitary buildings.
- 3.2 On receiving information or a complaint regarding a possible dangerous, affected or insanitary building, Council will investigate to determine the extent of any potential issues.

Heritage buildings

- 4.1 The Policy applies to heritage buildings in the same way it applies to all other buildings. Where Council is assessing a building that is listed on the New Zealand Heritage List/Rārangi Kōrero Council will seek advice from Heritage New Zealand Pouhere Taonga where practicable.
- 4.2 When considering heritage buildings under the Policy, account will be taken of:
 - 4.2.1 the importance of recognising any special traditional or cultural aspects of the intended use of the building;

- 4.2.2 the need to facilitate the preservation and ongoing use of buildings and areas of significant cultural, historical, or heritage value;
- 4.2.3 the circumstances of each owner and each building, including whether the building has undergone any recent building work.
- 4.3 When considering what action to take with a listed or scheduled heritage building that is deemed dangerous or insanitary, Council will take into account the heritage values of the building in determining possible courses of action and seek to avoid demolition wherever possible. Suitably qualified professionals with heritage expertise will be engaged where necessary to advise and recommend on possible actions.

Costs

- 5.1 Council may issue a notice under Section 124(2)(c) of the Building Act requiring work to be carried out on a dangerous or insanitary building to reduce or remove the danger, or to prevent the building from remaining insanitary.
- 5.1 If work required under such a notice issued is not completed or proceeding with reasonable speed, Council may use its powers under Section 126 of the Building Act and apply to the District Court to gain authorisation to carry out the building work required in the notice.
- 5.2 Where Council carries out building work, under Section 126 of the Act or under a warrant issued under Section 129, it is entitled to recover costs associated with that work from the building owner.

6 Disputes

- 6.1 If a building owner disputes a Council decision, or proposed action, relating to the exercise of Council's powers under sections 124 or 129 of the Building Act, the owner may apply for a determination from the Chief Executive of the Ministry of Building, Innovation and Employment, as set out in the Building Act.
- 6.2 Such a determination is binding on all parties.

7 Information disclosure

- 7.1 The Local Government Official Information and Meetings Act 1987 (section 44A) requires Council to include information concerning any consent, certificate, notice, order, or requisition affecting the land or any building on the land previously issued by the territorial authority on the Land Information Memorandum (LIM) for a property.
- 7.2 Council will include information relating to notices that have been issued by Council regarding dangerous and insanitary conditions or affected building status that are not resolved.

7.3 Council is required (under section 216 of the Local Government Official Information and Meetings Act) to hold a summary of any written complaint concerning alleged breaches of the Local Government Official Information and Meetings Act, and Council's response. This information will be provided upon request, subject to the requirements of section 217.



21.9.16 EARTHQUAKE PRONE BUILDINGS

Doc ID: 559873

1. Purpose of Report

To consider the approval of the earthquake prone buildings statement of proposal regarding thoroughfares and strategic routes for public consultation.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the earthquake prone building statement of proposal of thoroughfares and strategic routes for public consultation.
- C. Notes the identification of potentially earthquake prone priority buildings is required by 1 July 2022.
- D. Appoints a panel of three elected members to hear submissions, if necessary.

2. Background

The Building (Earthquake-prone Buildings) Amendment Act 2016 introduced major changes to the way earthquake prone buildings are identified and managed under the Building Act.

On 1 July 2017 these changes were introduced to the Building Act 2004 ("the Act") which changed the way territorial authorities identify potentially earthquake prone buildings and if deemed earthquake prone, how they are managed.

This provides a consistent approach and categorises New Zealand into three seismic risk areas with associated timeframes to assess and remediate any potentially earthquake prone buildings and focuses on the most vulnerable buildings in terms of public safety.

Central Otago is within a medium seismic risk area and consequently we need to identify priority buildings by 1 July 2022, and all other potentially earthquake prone buildings across the district by 1 July 2027.

The Ministry of Business, Innovation and Employment has provided the earthquake prone building methodology which sets out how territorial authorities must identify potentially earthquake prone buildings and the identification of priority buildings.

Priority buildings are defined in the Act as buildings that:

- a) contain "vulnerable populations" such as schools, early childhood centres
- b) that have important post disaster functionality (e.g. emergency buildings used by the police, fire stations, ambulance and hospitals
- c) are on routes which could impede emergency services (strategic routes)
- d) have falling hazards which could endanger occupants or passers-by (this applies to falling hazards from unreinforced masonry ("URM")

Council has considered potentially earthquake prone buildings previously through the application of the rules in place at that time. This led to a desk top assessment in 2011 and

the identification of approximately 300 potentially earthquake prone buildings across the district, with building owners being advised in writing at that time.

However, with the introduction of the new system, we must now apply the current methodology to previously identified buildings, which means there are now a number that are not considered as potentially earthquake prone due to these changes.

3. Discussion

Methodology

The current earthquake prone building methodology sets out how a territorial authority must identify potentially earthquake prone buildings. This requires the identification of buildings that meet the following criteria:

Profile category	CODC - Medium seismic risk area
Category A	Unreinforced masonry buildings
Category B	Pre-1976 buildings that are either three or more storeys or 12 metres or greater in height above the lowest ground level (other than unreinforced masonry buildings in Category A)
Category C	Pre-1935 buildings that are one or two storeys (other than unreinforced masonry buildings in Category A)

There are also a number of buildings that are excluded from these profile categories that were considered through this process, these are:

- i. a building that is constructed primarily of timber framing without other construction materials providing lateral support
- ii. a building strengthened to at least 34% NBS (or the equivalent of this) so that the building cannot be considered earthquake prone
- iii. a building that a territorial authority has previously notified the owner in writing is not earthquake prone prior to commencement
- iv. a building that the territorial authority has found to be earthquake prone and for which it has issued a notice under section 124 of the building Act prior to commencement (and is therefore subject to Schedule 1AA of the Building Act)
- v. a building for which the territorial authority has a previous assessment that has a %NBS (New Building Standard) reported for the building greater than 34%NBS and that meets the criteria set out in section 3.3 of this methodology
- vi. buildings for which a territorial authority obtains information or a special study that shows a particular subset of buildings is not earthquake prone due to circumstances or special local characteristics, where there is robust technical basis for this information or study

Council may also identify a building as potentially prone at any time (s.133AG (3) of the Building Act) if there is a reason to suspect the building may be earthquake prone.

Non-priority potentially earthquake prone buildings are required to be identified by 1 July 2027. A further report will be provided in 2022 regarding this matter.

Priority Buildings

The current requirement is to identify priority buildings, which are buildings in high or medium seismic areas that:

- a. Contain "vulnerable populations" such as schools, early childhood centres
- b. That has important post disaster functionality (e.g., Emergency buildings (police, fire stations, ambulance) and hospitals.
- c. Or they are on routes which could impede emergency services (strategic routes)
- d. Or finally, they have falling hazards which could endanger occupants or passers-by

The impact of being a priority building is that the time frames to identify them by the Territorial Authority ("TA") and the required remediation by the owner are halved, leaving building owners 12.5 years to undertake any works required.

The vulnerable population buildings and emergency buildings are simply factual matters, i.e. a case of identifying a buildings current use against the criteria as prescribed in the Act.

Information was sought from the Ministry of Education in relation to education buildings owned by the Government. The information provided showed there are no state-owned education buildings within the district that are in any profile categories. This was consistent with the visual inspection of the schools undertaken.

There are also some non-government school and early childhood centres in the district. However, visual inspections of these buildings also confirmed that none were in a profile category.

In regard to hospitals and other buildings providing emergency treatment, again none were found to meet the profile category criteria and therefore are not a priority building.

In terms of emergency service buildings e.g. police, none of the buildings housing these services within the district were determined to meet a profile category, nor do any of them have characteristics of buildings outside the profile categories that have significantly lower seismic performance, which were also adjusted for age. Generally, these buildings were found to be single story and conservative in design or relatively new.

This outcome is not unexpected as agencies such as Fire and Emergency and the Police have had active programmes in reducing their seismic risk through upgrading their building stock for some time.

When considering buildings used as civil defence centres there are some that are potentially earthquake prone, and are council owned buildings. In addition to this, council staff have already undertaken assessments of each council building and have programmed works to address any earthquake strengthening required, within the statutory timeframes.

In June 2020, Council considered and adopted the Council-owned Earthquake-prone Building Policy which follows Central Governments guidelines in terms of requirements for a minimum of 34% New Building Standard (NBS) rating and timeframes.

Strategic routes

Strategic routes mean the TAs have a discretion to identify certain buildings for prioritisation if there are routes that are important in the emergency service response <u>and</u> there are buildings that meet the profile criteria that could impede transport routes of strategic importance if they were to collapse in an earthquake.

There are a number of routes throughout the district that may be important for emergency services to provide a response in an earthquake. However, using information held on the property file and undertaking an on-site external visual inspection of buildings, it was determined that any important routes were not deemed 'strategic routes'. A fortunate characteristic of our district is that routes that emergency services are likely to take are either:

- a) No buildings meeting the methodology have been identified on potentially important routes;
- b) Roads are wide and unlikely to block the movement of emergency services; or
- c) There are alternative routes; or
- d) A building that does meet the methodology, is single story or set back from the road.

In considering falling hazards i.e. where any part of unreinforced masonry could fall from a building in an earthquake (e.g. parapet) this aspect of the framework is about managing the life safety risks arising from people walking by or in vehicles being injured from falling hazards from Earthquake Prone Buildings. It relates to people in public spaces generally passing by and not associated with the building or its functionality e.g. walking past a church not standing outside the church following a wedding ceremony.

The key aspect of this consideration is the 'sufficiency test', that is, are there buildings that meet profile category A i.e. unreinforced masonry, which could fall from the building in an earthquake onto a road, footpath or thoroughfare that has been identified as having sufficient vehicle or pedestrian traffic to warrant prioritising, and if so the TA <u>must</u> undertake public consultation.

There is no definition of what sufficient vehicle or pedestrian traffic means in the Act, only examples as shown in the tables below, taken from the MBIE priority building guidance document:

Areas with high vehicular traffic (people in motor vehicles/on bikes)

Description of use	Description of area	Example of application to city or metropolitan area	Example of application to small town or rural area
Key traffic routes	Key traffic routes regularly used by vehicles including public transport	Central business district streets, well trafficked suburban streets, arterial routes, heavy use bus routes	Well trafficked main streets or sections of state highways, arterial routes
Areas with concentrations of vehicles	Areas where high concentrations of vehicles build up	Busy intersections, areas where traffic builds up at peak hours	Busy intersections

High pedestrian areas (people not in vehicles)

Note: high pedestrian areas are those areas where people are concentrated or routes with high foot traffic.

Description of use	Description of area	Example of application to city or metropolitan area	Example of application to small town or rural area
Areas relating to social or utility activities	Areas where shops or other services are located	City and suburban areas with shops, cafes, restaurants, bars, theatres and malls	Areas such as the shopping area on the main street, the local pub, community centre
Areas relating to work	Areas where concentrations of people work and move around	Areas around office buildings or other places of work where there is a concentration of workers	Areas around businesses in small towns and rural areas where there is a concentration of workers in numbers larger than small shops or cafes
Areas relating to transport	Areas where concentrations of people access transport	Areas around transport hubs, train stations, bus stops, car parks	Areas around bus stops, train stations, tourist centres
Key walking routes	Key walking routes that link areas where people are concentrated	Routes from transport hubs or other areas relating to transport to areas where shops, other services or areas people work are located	Routes from bus stops or other areas relating to transport to areas where shops, other services or areas people work are located

The descriptions of use have been considered in the identification of roads, footpaths and throughfares during the on-site inspections, with these locations being cross referenced using traffic count data.

Consequently, some throughfares have been identified that are believed to meet these criteria and Council is required to publicly consult on these following the special consultative procedure as set out in the Local Government Act 2002.

The consultation is to determine if the community agree with the throughfares identified (or not) and to determine if there are any other locations that the community feel need to be considered, as required by the Act.

Profiling of Buildings

In 2011 a desk top assessment of potentially earthquake prone buildings was undertaken and the subsequent building owners were notified of this by letter. This notification included a recommendation to obtain an engineer's assessment/report to determine if their building is earthquake prone or not, and if it is what remedial actions are needed.

Very few building owners have undertaken this to date. Additionally, any reports need to meet the current methodology to determine its earthquake prone status.

Following this work, we have applied the current methodology and undertaken on-site inspections of buildings previously identified, along with identifying and inspecting any other buildings that meet the new criteria, in order to identify potentially earthquake priority buildings by 1 July 2022.

The thoroughfares that have been identified that have buildings that are potentially earthquake prone with unreinforced masonry are:

- Tarbert Street, Alexandra
- Scotland Street, Roxburgh
- Charlemont Street, Ranfurly
- Historical Precinct, Cromwell
- Loop Road, St Bathans
- Earme Street and Leven Street, Nasby
- Sunderland Street, Clyde
- Harvey Street, Omakau

These are shown in maps within the public consultation document (Appendix 1) with details about what we are consulting on and information we are seeking from our community.

4. Financial Considerations

There are minor immediate budget implications from the required public notification of the consultation details. These will be met through the current budgets.

There are financial implications from seismic assessments and remedial works on Council owned buildings if determined earthquake prone. Council have previously considered these aspects with engineer reports scheduled in the current financial year and strengthening in 2022/2023 at the earliest, which are contained in the long-term plan.

5. Options

Option 1 – (Recommended)

Approve the proposed statement of proposal for public consultation.

Advantages:

- Consistency with Central Governments guidelines and the statutory requirements.
- It provides the community with clear and consistent information regarding Council's obligations and approach, to minimise confusion in communities.
- Reflects the minimisation of risk to our community without burdening building owners un-necessarily through being overly risk adverse.

Disadvantages:

- Some of the community may have a view that Council should be more cautious in identifying potentially earthquake prone buildings.
- Building owners on the thoroughfares identified my not agree with Councils view.

Option 2

Do not approve the proposed statement of proposal for public consultation

Advantages:

- No additional costs for public consultation.
- Potentially affected building owners may not be required to undertake remedial works on their buildings.

Disadvantages:

- This may lead to Council not meeting its statutory obligations and timeframes to identify potentially earthquake prone priority buildings.
- This may put our community at increased risk of potentially earthquake prone priority buildings not being identified and remediated as necessary.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the wellbeing of communities, in the present and for the future by identifying potentially earthquake prone buildings, strategic routes and thoroughfares, which will be remediated in accordance with statutory requirements and timeframes.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes the decision is consistent with the Council- owned Earthquake-prone Building Policy.
Considerations as to sustainability, the environment and climate change impacts	This decision does not impact on sustainability.
Risks Analysis	

Risk from this decision is low as this will initiate the public consultation process. Council will receive a further report to consider the adoption of the routes and thoroughfares identified. While the MBIE guidance has been considered when identifying potentially earthquake prone buildings, this does not mean that all buildings have been identified. Some buildings may have previously been considered, but now following a change of use or exempt. Some parts of the community may feel Council are to risk averse and some thoroughfares are not necessary, others may believe Council should be more cautious. If consultation is delayed, there may be a risk of not identifying potentially earthquake prone priority buildings within the statutory timeframe. Significance, Consultation and This matter affects building owners and the wider **Engagement (internal and** community in general and requires public external) consultation. The matter of earthquake prone buildings will impact on the current and future social, economic, environmental and well-being of the district when considering the significance and engagement policy.

7. Next Steps

Following approval from Council, the following public consultation timeline is proposed:

- 10 December 2021 public consultation will commence
- 21 January 2022 final date for submissions
- March 2022 Hearing / deliberations (actual date to be confirmed)
- 20 April 2022 Council report to consider the adoption of the final policy.

Following confirmation of the thoroughfares and strategic routes, contact will be made with individual priority building owners to request an engineers report to enable council to determine if a building is or is not earthquake prone.

8. Attachments

Appendix 1 - Thoroughfares and Strategic Routes Consultation Documentation.docx U

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Report author:

Reviewed and authorised by:

Lee Webster

Acting Executive Manager - Planning and Environment

25/11/2021

Sanchia Jacobs Chief Executive Officer

30/11/2021



Thoroughfares & Strategic Routes



Statement of Proposal

What's being proposed?

This Statement of Proposal is seeking public feedback on the identification of thoroughfares and strategic routes.

On 1 July 2017 changes were introduced to the Building Act 2004 that affect the way potentially earthquake-prone buildings are identified and, if deemed earthquake prone, how they are managed. One of the changes provides for public consultation, to assist Council in identifying the most vulnerable buildings i.e. earthquake-prone buildings on routes with high vehicular or pedestrian traffic or of strategic importance.

The Act defines these buildings as priority buildings, and the timeframes for identifying, strengthening or demolishing them are shortened. Once they have been notified by Council, owners of priority buildings have 12.5 years to strengthen or demolish them. This is a significantly shorter timeframe than the Act allows for other earthquake-prone buildings (25 years).

At its meeting on 8 December 2021 Council approved in principle the areas identified as higher traffic areas and the absence of any strategic routes. Now we're asking our community about these routes and areas.

This Statement of Proposal forms the basis of the special consultative procedure being undertaken by Council.

Background

New Zealand is more prone to earthquake events than some other parts of the world. Events in recent years have led to a review of how we can best manage and lower the risk to public safety that is currently posed by certain buildings in the event of an earthquake.

Out of this review came the Building (Earthquake Prone Buildings) Amendment Act 2016. This Act and its methodology introduced a consistent system across New Zealand for identifying and remediating Earthquake-Prone buildings.

The assessment of earthquake-prone buildings is based on seismic risk areas – high, medium and low. Central Otago District is contained within a medium seismic risk area.

The legislation introduces set timeframes to assess and remediate buildings. It focuses on the most vulnerable buildings in terms of public safety, primarily non-residential buildings, although it does include larger residential buildings of two or more stories containing three or more household units.

Go to **Error! Hyperlink reference not valid.**and search "Earthquake-prone buildings" to access relevant links to the legislation and related information.

About the consultation

What is the consultation for?

We have identified some thoroughfares with higher levels of vehicle or pedestrian traffic and need your help determining if we have these right and to identify any others.

To make our communities safer the legislation requires councils to identify what are called 'Priority Buildings'. Priority buildings pose a high safety risk or are critical to recovery in an emergency.

Some buildings are automatically categorised as priority buildings based on their purpose (e.g. hospitals, emergency response services such as police, fire and ambulance stations) but also need to meet the profile categories set by Central Government. Other buildings may be identified as priority buildings due to their proximity to thoroughfares and strategic routes, and their potential for failure in an earthquake.

Identifying the thoroughfares and strategic routes

To identify priority buildings, we must first identify thoroughfares and strategic routes. A thoroughfare may warrant prioritising due to its high pedestrian and vehicular movements, **and** if it is at risk of an Unreinforced Masonry Building (URM) collapsing on it during an earthquake.

A number of thoroughfares have been identified that meet these criteria.

What is a Strategic Route?

A strategic route may warrant prioritisation if the route would be blocked should an unreinforced masonry building collapse on it during an earthquake, preventing emergency response. These strategic routes are routes for emergency services to gain access after an event, and are essential for a number of reasons, most importantly saving lives.

Buildings impeding a strategic transport route in an earthquake could delay an emergency response to the detriment of the community (i.e. loss of life if access to emergency care is not possible).

A number of important routes for emergency services have been identified, however none have been determined as strategic routes for one or more of the following reasons:

- a) There are alternative routes that could be used; or
- b) The potentially earthquake prone building is low level e.g single storey; or
- c) The potentially earthquake prone building is set back from the road; or
- d) The roads are wide, so any debris from an earthquake are unlikely to block it preventing an emergency response.

What should I do?

As part of this process, we are seeking your views on whether you believe we have identified the right routes i.e. routes you use the most when you travel in a vehicle, bike or on foot and whether there are other routes or thoroughfares you think we need to consider.

The attached maps show the areas we propose as thoroughfares (marked purple) across the Central Otago district. Please review the maps included in this document and let us know what you think by taking the short online survey at www.lets-talk.codc.govt.nz. For those without online access hard copy survey forms are available on request from our Customer Services Team on 03 440 0056.

Criteria Used for the Maps

We applied one or more of the following criteria to identify roads, footpaths or other routes that could be a thoroughfare or strategic route. The criteria is taken from the Government's guidance on <u>priority buildings</u>.

1. High Pedestrian areas (people not in vehicles)

Description of use	Description of area	Example of application to small town or rural
Areas relating to social or utility activities.	Areas where shops or other services are located.	Areas such as the shopping area on the main street, the local pub, community centre.
Areas related to work.	Areas where concentrations of people move around and work.	Areas around businesses in small towns and rural areas where there is a concentration of workers in numbers larger than small shops and cafes.
Areas relating to transport.	Areas where concentrations of people access transport.	Areas around bus stops, train stations and tourist centres.

2. Areas with high vehicular traffic (people in motor vehicles/on bikes)

Description of use	Description of area	Example of application to small town or rural
Key traffic routes.	Key traffic routes regularly used by vehicles including public transport.	Well-trafficked main streets or sections of state highways, arterial routes.
Areas with concentrations of vehicles.	Areas where high concentrations of vehicles build up.	Busy intersections.

3. Emergency routes likely to be used by emergency services when:

- Transiting from their bases to areas of need in a major event or to central services such as hospitals, where there are no alternative routes available, and;
- When at least one building located on the route would impede the route if it collapsed in an earthquake.

No strategic routes have been identified following the above criteria.

Assessing Priority Buildings

Once identification of thoroughfares and strategic routes has been confirmed by Council, this will then enable us to assess any priority buildings (unreinforced masonry buildings) alongside these routes.

In the medium risk zone area, a priority building owner will be contacted, and requested to provide an engineer's assessment of their building. If buildings are assessed below 34% of compliance with the New Building Standard, owners will be required to bring them up to standard within the following 12.5 years.

Have Your Say

Council welcomes your feedback. Any individual or organisation is welcome to make a submission on the 'Thoroughfares & Strategic Routes - Statement of Proposal' across the Central Otago district. Council will take all submissions into account when it decides on the final content.

There are a number of ways in which you can comment on the proposal:

- Visit our engagement website (<u>www.lets-talk.codc.govt.nz</u>) and complete a brief survey
- Request a copy of the 'Thoroughfares & Strategic Routes Feedback Form' and return once completed to a Council service centre.

You can indicate in the survey or feedback form if you wish to speak to your submission at a hearing, which is anticipated to be in March 2021. If you need assistance to provide feedback, please contact our customer services team on 03 440 0056.

Hearings Panel

Council's hearings panel consists of a minimum of three elected members. The role of the hearings panel is to listen, ask questions and then consider all relevant information presented to it. Based on this information it will then make a recommendation to Council as the final decision maker.

Next Steps

Once the consultation period has closed a staff report will be presented to the Hearings Panel. The Hearings Panel will then consider the report, which will include a recommendation on the matters raised in submissions. The panel will also be able to listen to any submitters who have indicated they would like to speak about this proposal.

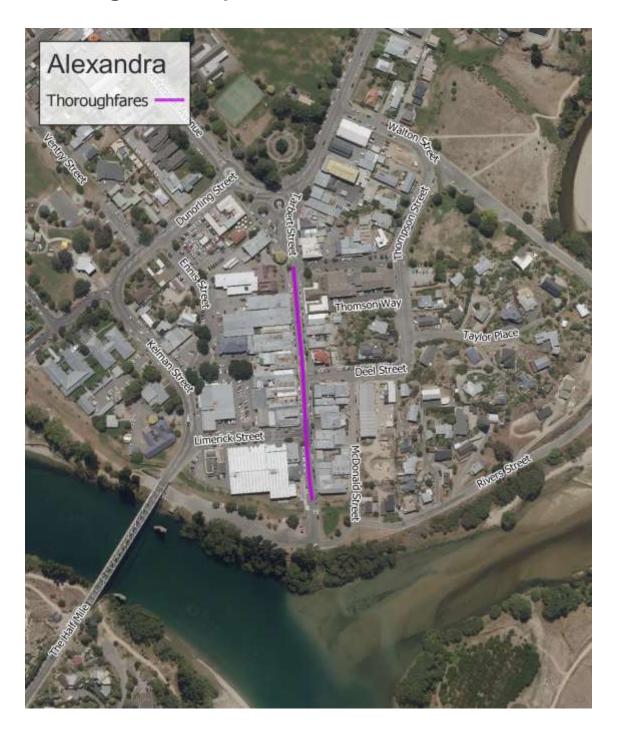
When the hearings have concluded, the Hearings Panel will make its recommendation to Council, who will make the final decision on adopting the high vehicular and pedestrian traffic areas and/ or any strategic routes for earthquake-prone buildings.

All submitters who indicate they would like to speak to their submission will receive notification about the hearing date. Details of staff recommendations and meeting dates, the recommendation from the hearing panel and the final decision will be made public on our consultation website.

Timeline

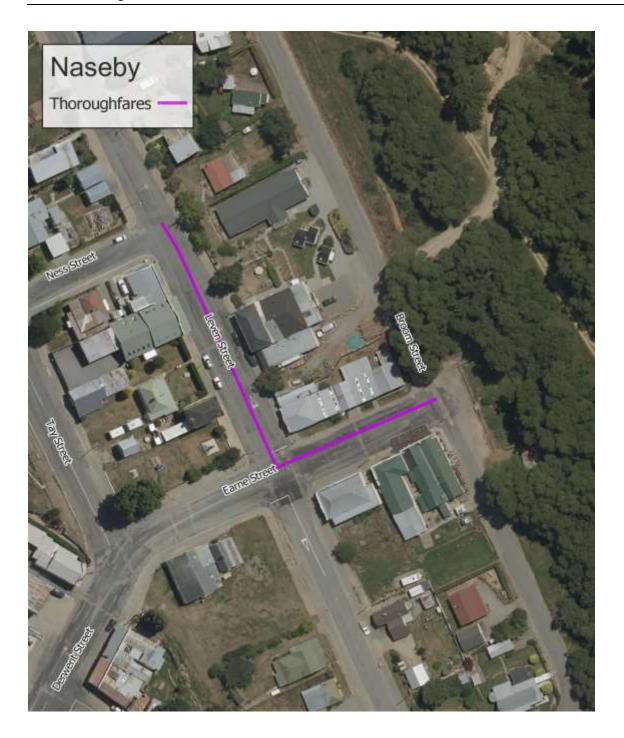


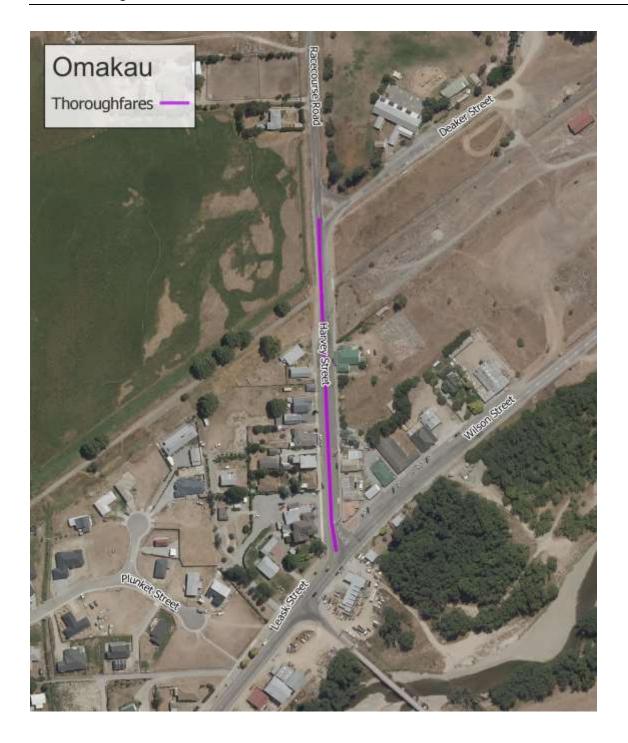
Thoroughfare maps



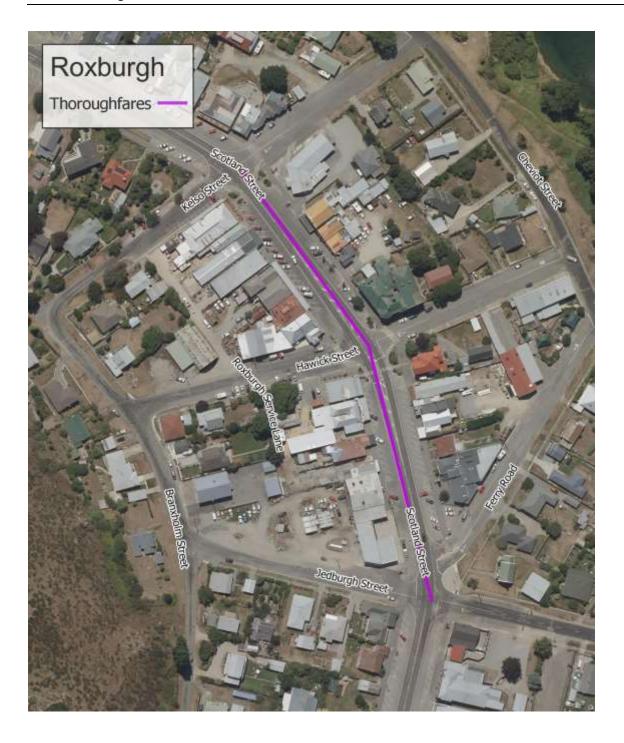












Technical Terms

It may be helpful to understand a few terms that are referred to here and in the legislation. The following table summarises the definitions referred to in this document and the legislation.

Term	Definition
Earthquake-Prone Building (EPB)	A building built prior to 1976 that, after an assessment by a structural engineer, is found to have a rating lower than 34% of the New Building Standard (NBS).
New Building Standard (NBS)	The %NBS figure describes the degree to which an existing building on the site would perform when compared with a new building designed to meet the seismic ratings that existed on 1 July 2017. For example, a building built in 1927 that is rated as 20%NBS, means it would meet 20% of the current seismic building standard, whereas a new building in the same place would be 100%NBS (or more).
Priority Buildings	Certain buildings in high and medium risk seismic areas are considered to be of greater risk due to their type of construction, use or location. They need to be identified and remediated in half the timeframe of other buildings, (i.e. 25 years reduced to 12.5 years in the medium risk zone). Further guidance on priority buildings is available at: https://www.building.govt.nz/managing-buildings/managing-earthquakepronebuildings/resources/
Thoroughfare	An area with high pedestrian and vehicle movements and contains buildings that have unreinforced masonry.
Remediation	When a building is assessed and found to have all or parts of the building below the minimum 34%NBS, building owners can deal with this by either strengthening those elements to exceed the minimum rating, or remove that element or all of the building.
Strategic Route	A route deemed of strategic importance which if impeded may lead to an inability to provide an emergency response.
Unreinforced Masonry Buildings (URM)	Generally, a building that has no additional reinforcing elements, often with parapets, facades, verandas or balconies facing a road or footpath.

21.9.17 ADOPTION OF THE AUDITED ANNUAL REPORT 2020/21

Doc ID: 559520

1. Purpose of Report

To adopt the audited 2020/21 Annual Report.

Recommendations

A. That the Council receives the report.

B. Recommend that Council adopt the 2020/21 Annual Report subject to Audit New Zealand issuing an audit opinion, and subject to any further amendments requested by Audit New Zealand.

2. Background

Under s98 of the Local Government Act 2002, Council must prepare a report assessing its performance against the activities and intended levels of performance, indicative costs, and source of funds as set out in the Long-term Plan 2018-28 and Annual Plan 2020/21. This report will contain specific financial statements and performance targets by which performance has been judged, as well as the auditor's report on those statements. This annual report must be adopted by 31 December 2021 if Council wishes to meet its legislative timeframe.

The draft annual report was presented to Council on 3 November 2021. Since then there have been no material changes to the Annual Report, although there have been a few amendments to notes. This includes updating the Three Waters note on page 145 of the Annual Report, reflecting Central Government's decision to mandate Three Waters. However, the financial numbers have remained as presented to Council in November 2021.

On November 18 Audit New Zealand provided a verbal audit opinion. This means that although Audit New Zealand may make some final suggestions to amend the Annual Report, the core numbers and statements have received clearance.

3. Discussion

All Councils have been given an extension from the Office of the Auditor-General to the legislative deadline for adopting their Annual Report until 31 December 2021. The Annual Report will be made available to the public within one month after adoption and a Summary Annual Report will also be prepared subject to Audit New Zealand's timeline.

4. Variances to the 2020/21 Annual Plan

The end of year result was a surplus of \$12.323M, compared to \$2.247M in the 2020/21 Annual Plan. The most significant variances in income are subsidies and grants, vested assets and land sales.

Subsidies and grants

Subsidies and grants income was \$2.523M favourable against budget. The majority of the funding is due to Council receiving \$1.352M more Waka Kotahi subsidies than budgeted. Additional grants were received from Strategic Tourism Assets Protection Programme (STAPP), Three Waters Reform programme, and Ministry of Business, Innovation and Enterprise (MBIE).

Vested assets

Additional revenue of \$6.489M of vested assets relates to infrastructure assets that are passed on to Council from developers as part of the subdivision development process prior to the titles being issued.

Profit on sale of assets

The 2020/21 Annual Report includes a net profit on the sale of land. This is for the settlement of Cemetery Road (Harvest Road) and the sale of sections from the Gair Avenue subdivision land sales of \$6.236M. After cost of sales, there is an overall profit of \$2.492M (2019/20: \$4.14M).

Details of all variances can be found below:

VARIANCE REPORT for the year ended 30 June 2021	2020/21 Actual \$000	2020/21 Annual Plan \$000	2020/21 Variance Favourable / (Unfavourable) \$000
Revenue from non-exchange transactions			
Rates	32,561	32,105	456
Subsidies and Grants	7,626	5,103	2,523
Regulatory fees	2,285	2,150	135
User fees and other income	4,991	4,792	199
Previously unrecognised assets	-	-	-
Vested assets	6,489	-	6,489
Valuation gains / (losses)	76	-	76
Development and financial contributions	1,488	2,347	(859)
Revenue from exchange transactions			
Direct charges revenue – full cost recovery	147	378	(231)
Rental revenue	476	433	43
Interest	467	401	66
Dividends	-	-	-
Profit on sale of assets	216	-	216
Land Sales	6,236	-	6,236
Gains on revaluation of investment properties	(818)	-	(818)
TOTAL REVENUE	62,240	47,709	14,531
EXPENDITURE			
Water	5,181	5,190	9
Wastewater	4,243	4,562	319
Stormwater	561	611	51
Roading	9,410	8,865	(545)
Environmental Services	5,584	5,275	(310)
Planning, Regulatory and Community Development	4,762	4,995	233
Pools Parks and Cemeteries	6,559	6,505	(54)
Property and Community Halls	8,014	3,971	(4,043)
Service Centres and Libraries	1,367	1,375	7
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Regional Identity, Tourism and Economic Development	3,140	2,513	(627)
Governance & Corporate Services	1,006	1,601	595
Loss on disposal of assets	90	-	(90)
TOTAL EXPENDITURE	49,917	45,463	(4,456)
NET SURPLUS / (DEFICIT)	12,323	2,247	10,075

Other revenue variances

Rates

As per the 2020/21 Annual Plan, the rates income has had an increase of \$456k due to an increase in the 2020/21 ratepayer base along with increased income from applying penalties.

User Fees and Other Income

User fees revenue of \$4.991M has a favourable variance of \$199k compared to the 2020/2021 Annual Plan. Resource consent income has increased along with the planning department being more efficient in on-charging recovery costs.

Development contributions

Development contributions has an unfavourable variance of (\$859k). Lower than expected contributions are linked with the timing of developments in Cromwell and Alexandra.

Expenditure

The most significant variances are property and community halls as well as roading; these details and other key details can be found below:

Three Waters

Water, wastewater and stormwater expenditure is in line with the 2020/21 Annual Plan, with an overall difference of 3.6%.

Roading

Roading expenses have increased by \$545k from the Annual Plan, with an overall difference of 6.1%. At the beginning of January 2021 there was a flooding event which required repairs to the roading network. While this was an unplanned event, there was the ability to claim through Waka Kotahi for an emergency works subsidy of 51% to partially fund the event, with the remainder being received from the Council's Emergency Event reserve.

Environmental Services

The increase in environmental services costs is largely due to the increased waste management costs, specifically transfer station operating costs and kerbside collection.

Planning, Regulatory and Community Development

There is a favourable variance of \$233k. This is due to staff vacancies and reduced training costs as a result of government incentives and training being held online. There were no district plan hearings held during the year, also reducing spending during the year.

Property and Community Halls

The unfavourable variance of (\$4.043M) is due to the cost of land involved in the land sales for Cemetery Road (Harvest Road) along with the land and development costs for the Gair Avenue subdivision, which is offset by the land sales, as mentioned above.

Regional Identity, Tourism and Economic Development

Regional identity, tourism and economic development have an unfavourable variance of (\$627k). This is due to spending on tourism projects as a result of increased funding received from Strategic Tourism Assets Protection Programme (STAPP) and Ministry of Business, Innovation and Enterprise (MBIE).

Loss on disposal of assets

This is a small unfavourable variance of (\$90k) that relates to the disposal of the Millers Flat Fire Station when the Council gave ownership to Fire and Emergency New Zealand, as well as some under depreciated vehicles at the time of disposal.

5. Capital expenditure

Capital expenditure of \$24.139M is lower than the 2020/2021 Annual Plan budget of \$25.175M by \$1.036M. The underspend in water of \$6.068M is offset by Council approved increases in property and community facilities and roading. The majority of increases relate to carry forwards from 2019/2020. Details can be found below:

2019/2020 \$000	Capital Expenditure	2020/21 Annual Plan \$000	2020/21 Actual \$000	Variance \$000
7,383	Water	8,443	2,375	6,068
6,795	Wastewater	4,180	4,088	92
73	Stormwater	604	629	(25)
4,863	Roading	6,241	7,358	(1,117)
45	Environmental Services	208	410	(202)
159	Planning, Regulatory and Community Development	115	237	(122)
608	Pools, Parks and Cemeteries	1,607	1,052	555
933	Property and Community Facilities	2,419	7,306	(4,887)
173	Service Centres and Libraries	500	151	349
34	Regional Identity, Tourism and Economic Development	-	-	-
730	Governance and Corporate Services	858	533	325
21,796		25,175	24,139	1,036

Three Waters

The favourable variance was due to the timing of construction projects. The main drivers included the Cromwell and Omakau water supply improvements and the Clyde wastewater reticulation network construction. The Lake Dunstan water supply and Clyde Wastewater Reticulation work will be carried forward with work continuing in the 2021/22 year.

Roading:

The roading increase includes a carry forward from the 2019/2020 year of \$1.1M allowing additional funding in the 2020/2021 year.

Environmental Services

The variance to Annual Plan is due to the progression of the glass crushing plant project, which Council authorised as per resolution 20.7.21 in August 2020.

Pools, Parks and Cemeteries

Pools, Parks and Cemeteries were favourable to budget. This variance is driven by a mixture of the timing of project budgets and contractor's availability to perform the work. Projects included the open spaces contract and the Cromwell pool heat pump replacement. This project is still being developed and will be carried forward to next year.

Property and Community Facilities

There is an unfavourable variance to the Annual Plan of \$4.887M. Of this, \$3.4M was carried forward from the 2019/2020 year.

There was no plan to purchase the Murray Terrace land at the time of setting the 2020/21 Annual Plan. Council approved this throughout the 2020/21 financial year for an additional \$1.2M.

Service Centres and Libraries

The delay in the capital spend for Service Centres and Libraries is as a result decisions and design with the current library.

Governance and Corporate Services

The unfavourable variance of (325k) relates to the timing with progressing the Enterprise Resource Planning Information Systems. This will progress in 2021/22.

6. Statement of Financial Position

0040/00	CTATEMENT OF FINANCIAL POCITION	Notes	0000/04	0000/04
2019/20	STATEMENT OF FINANCIAL POSITION	Notes	2020/21	2020/21
Actual \$000	As at 30 June 2021		Annual Plan \$000	Actual \$000
φυυυ	EQUITY		\$000	φυυυ
207.242		10	445.000	444.040
397,343	Accumulated funds	10	415,828	411,812
483,495	Property revaluation reserve	10	440,728	487,468
(20)	Fair value through other comprehensive income revenue reserve	10	41	(20)
80	Restricted reserves	10	-	80
880,898	Total equity		856,597	899,340
	REPRESENTED BY:			
	Current assets			
6,713	Cash and cash equivalents	11	9,840	5,014
10,000	Other financial assets	12	1,563	11,500
3,171	Receivables	13	3,986	4,852
1,509	Inventories	14	1,541	5,394
21,393	Total current assets		16,930	26,760
	Less current liabilities			
273	Agency and deposits	15	329	256
4,706	Payables and deferred revenue	15	7,937	13,254
1,010	Employee entitlements	16	934	673
5,989	Total current liabilities		9,200	14,183
15,404	Working capital		7,730	12,577
	Non-current assets			
109	Available for sale financial assets	12	169	111
333	Loans and receivables	17	391	282
862,182	Property, plant and equipment	18	845,485	878,742
845	Intangible assets	19	771	1,272

355	Forestry assets	21	437	431
1,675	Investment property	22	1,625	5,925
865,499	Total non-current assets		848,877	886,763
	Less non-current liabilities			
5	Provisions	23	11	-
5	Total non-current liabilities		11	-
880,898	Net assets (assets minus liabilities)		856,597	899,340

Analysis

Current assets have increased overall by \$9.830M predominantly due to an additional \$5.111M of cash and term deposits, as a consequence of the deferral of capital projects to the 2020/21 financial year. A balance of \$17.159M of deferred work has been carried forward into the 2020/21 financial year.

Current liabilities have increased from the 2020/2021 Annual Plan budget, with an increase in payables and deferred revenue of \$5.317M. This is mainly due to \$4.1M of funding received in advance for the Three Waters stimulus funding, STAPP and MBIE.

The result is an increase of \$4.847M in working capital in comparison to the 2019/2020 Annual Plan of \$3.80M.

The overall result is a net asset position of \$899.34M, which is \$42.743M more than budgeted in the 2020/2021 Annual Plan. The most significant of this increase is an increase in property, plant and equipment of which \$26M is work in progress.

Rates receivable

Rates receivable	2020/21 2019/20					
	Gross Impairment Net		Gross	Impairment	Net	
	\$000	\$000	\$000	\$000	\$000	\$000
Reporting year ended 30 June	517	(46)	471	431	(39)	392
Unpaid 1 year	84	(39)	45	102	(31)	71
Unpaid 2 years	48	(31)	17	63	(26)	38
Unpaid older	160	(118)	42	170	(92)	77
Total	809	(234)	575	766	(188)	578

Of the rates receivable, there are certain properties where the owners have formally or informally abandoned the land. Outstanding rates on these properties are treated as impaired. Other outstanding rates receivables are not impaired as Council has access to various powers under the Local Government (Rating) Act 2002 for collection.

All overdue receivables have been assessed for impairment and appropriate provisions applied. Council holds no collateral as security or other credit enhancements over receivables that rare either past due or impaired. The impairment provision for non-rates receivables has been calculated by a review of specific debtors.

There is no concentration of credit risk with respect to receivables due to the dispersed customer base.

Sundry accounts receivable

Sundry accounts receivables includes Waka Kotahi \$1.129M, J Hou \$78.3k, MBIE \$48.3k and NZ Cherry Corporation \$43.92k, which comprises 52% of the total receivables balance.

The age of outstanding sundry accounts receivable is detailed below:

		2020/21		20		
	Gross \$000	Impairment \$000	Net \$000	Gross \$000	Impairment \$000	Net \$000
Sundry Accounts receival	ole					
Current	2,159	-	2,159	1,085	-	1,085
Unpaid 1 months	56	-	56	74	-	74
Unpaid 2 months	12	-	12	16	-	16
Unpaid 3 months and older	154	(22)	132	151	(26)	125
Total	2,381	(22)	2,359	1,326	(26)	1,300

Debtors

Of the receivables in excess of three months the following make up \$136k of the \$154k balance (88%). J Hou has a balance of \$78.3k for development contributions and NZ Cherry Corporation \$43.92k. The later one was disputed and has now been resolved. Canon Vineyard Limited balance of \$14.09k was a double-up which has now been resolved. There are a further 12 outstanding debtors over \$1k.

7. Additional disclosure notes

Contingent liabilities

The Council has no contingent liabilities as at 30 June 2021.

Severance agreements

Pursuant to Schedule 10 Part 3 (33) of the Local Government Act 2002, the Council is required to disclose the cost of any severance agreement with an employee. There were no severance payments 2020/2021.

8. Performance measures overview

As part of the ten-year long-term plan, council is required to set performance measures. Every year, as part of council's annual budgeting process, these measures are reviewed, although council is limited in what can be changed between long-term plan cycles. This allows the community to see the intended levels of service and how these will be measured. As part of the annual report, council reports actual results achieved against these targets. Achievement of these targets is reported alongside the financial results for each activity.

A summary of the individual results is included below:

	Year to date Performance Measure Results						
Group of Activities	No. of Targets	No. achieved	No. not achieved	% Achieved	2019/20 % Achieved		
Water	12	7	5	58%	42%		
Wastewater	7	3	4	43%	43%		
Stormwater	7	7	0	100%	86%		
Roading	12	8	4	67%	67%		
Environmental Services	4	2	2	50%	50%		
Planning, Regulatory & Community Development	7	2	5	29%	43%		
Pools, Parks & Cemeteries	6	2	4	33%	33%		
Property & Community Facilities	7	5	2	71%	71%		
Service Centre's & Libraries	7	3	4	43%	43%		
Regional Identity, Tourism & Economic Development	1	0	1	0%	100%		
Governance & Corporate Services	3	0	3	0%	0%		
Totals	73	39	34	53%	52%		

The details of the measures and explanations for why some targets where not achieved is contained in the activity sections in the attached draft 2020/21 Annual Report. Noting the end of year results are very black and white, and there is no room to reflect the positive progress, or 'nearly there' results, hence the narrative in the draft Annual Report will provide the detail behind these results.

9. Next Steps

Once Audit New Zealand issue the written audit opinion and Council adopt the 2020/21 Annual Report, it will be published on the Council website and made available to the public. A summary 2020/21 Annual Report will also receive an Audit New Zealand written opinion and this to will be made publicly available.

10. Attachments

Appendix 1 - Annual Report 2020-21 J

Report author:

Reviewed and authorised by:

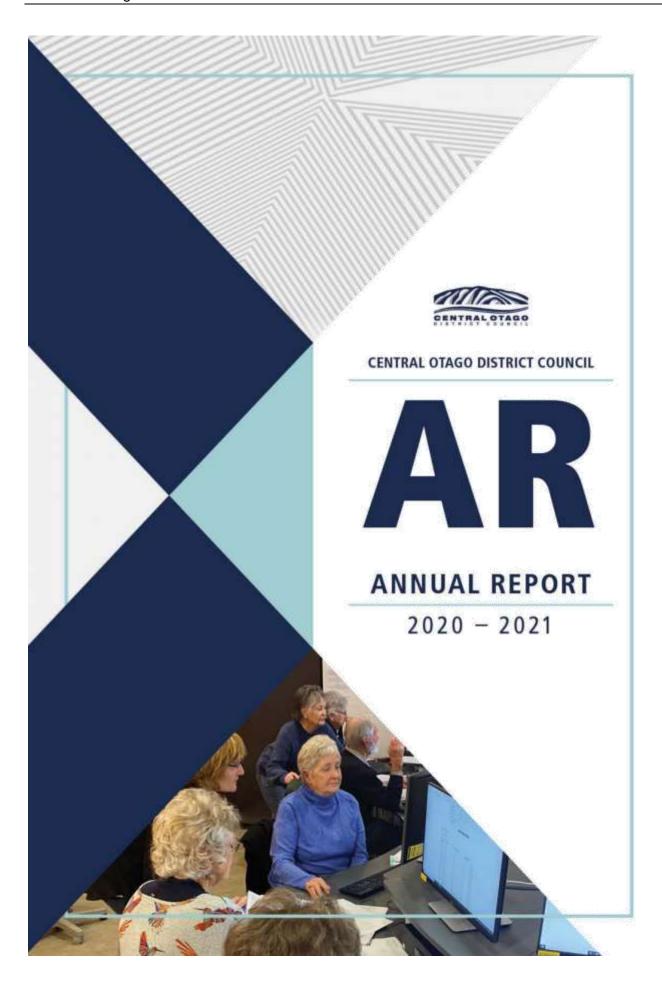
Ann McDowall Finance Manager

16/11/2021

Leanne Macdonald

Executive Manager - Corporate Services

22/11/2021



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Image credit: Emma McLean

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Image credit: Emma McLean

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The planning and reporting cycle



ANNUAL REPORT

At the end of each financial year we produce an Annual Report. This sets out how we performed for the year compared to what we said we would do. It lets you know what we delivered and analyses whether we met our budgets and performance targets.



ANNUAL PLAN

In each of the two years between 10-Year Plans we produce an Annual Plan. The Annual Plan takes a fresh look at the budgets and work programme that we planned for the year, according to the 10-Year Plan, and considers whether adjustments are needed.



10-YEAR PLAN

The 10-Year Plan sets out our strategic direction and work programme for the 10 years ahead. It outlines the services we will provide, the projects we will undertake, the cost of doing this work, how it will be paid for and how we will measure its quality and our effectiveness. The issues we face and the context within which we work are continuously evolving. Because of this, a 10-Year Plan is produced every three years.

Our space, our place

The Central Otago district, New Zealand's most inland region, covers an area of 9,969km². Our district is further split into four electoral wards: Cromwell, Maniototo, Teviot Valley and Vincent.

We have one of the lowest population densities per square kilometre in New Zealand. In 2020 our estimated usual resident population was 23,528 people.



So, what about those people, the people this council serves? Who are they?

In Central Otago we are a diverse group of people sparsely spread over a wide, remote, rugged region. That sense of remoteness has shaped the way we live our lives. We are a collection of communities fiercely independent and competitive yet united in our love for Central Otago, its landscapes, people, climate, its stories and its vision.



Our regional identity expresses the things that are special about this district that ring true for those in every corner of our community. It reinforces those values that are special to Central Otago as a place to live, work and play, now and into the future.

Our region's values are what council staff, councillors and community board members will draw on to guide good decision-making.

- 1. Making a Difference: We will inspire and lead others with our special point of difference.
- 2. Respecting Others: We will respect our culture and personal differences.
- 3. Embracing Diversity: We will recognise differences and embrace diversity.
- Adding Value: We will always ask ourselves if there is a better way one that achieves a
 premium status.
- 5. Having Integrity: We will seek to be open and honest.
- Learning From the Past: We will learn from past experiences with future generations in mind.
- Making a Sustainable Difference: We will make decisions in business with the community in mind and in harmony with the natural environment.
- Protecting our Rich Heritage: We will protect and celebrate our rich heritage in landscapes, architecture, flora and fauna and different cultural origins.
- 9. Meeting Obligations: We will meet legal obligations at both a local and national level.

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Community outcomes

Council's purpose is to enhance well-being in our communities. Conversations and feedback about what well-being looks like for the people living in this district have defined our community outcomes.



COUNCIL'S STRATEGIC OBJECTIVES THAT SUPPORT THESE COMMUNITY OUTCOMES

to revitalise town centres is encouraged, and productive land and rural settlement is

District Plan standards are upheld to ensure the effects of development on natural and physical resources are managed now and into

Investment in Council services and infrastructure provides consistent, integrated and resilient service levels, that are good value, sustainable and affordable, now and in the future.

High-value visitor products and experiences are provided that express our regional identity and stign with the needs of Central Otago's target markets.

We have improved digital connectivity throughout the district – i.e. mobile coverage and broadband roll-out.

We are a 'business-friendly council' - we identify local challenges and business needs, are proactive and responsive, make clear decisions, and develop strong relationships.

environment, and orientrating and preserving our wide-open spaces, in accordance with our Regional Identity values.

Infrastructural development is environmentally conscious: environmental implications have been considered, legal requirements met, and consent requirements upheld.

Infrastructural services and information support safe and healthy communities.

Development of culture and heritage opportunities throughout the district continues to be developed.

Our landscape and environment are protected and enhanced through the coordination and promotion of activities that strengthen their significance.

Visitors are engaged in activities that benefit our environment and build an appreciation for this region's remarkable qualities.

Our community facilities are fit for purpose and cost effective.

Singers Infrastructure Strategy, Sucherability Strategy

Our relationship with Ngãi Tahu is strengthened.

Newcomers into the district are supported and events and projects which celebrate inclusive communities are encouraged.

(Source: Community Development Unabay)

Community-driven initiatives, experiences and events that promote local and visitor wellbeing are encouraged.

illy Strub

Access is enabled via Council roading services and people can access Council's infrastructure services (e.g. water and wastewater systems).

Visitors who create value for host communities (via facilities, services, amenities, cultural and recreational opportunities), in line with their aspirations and beliefs, are attracted to this

Sharce: Tourism Strategy, Infrastructure Strategic

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These three community outcomes provide a high-level set of goals for all our services and activities. By aiming for these as we frame our future through plans, strategies and work programmes, we seek to improve the social, cultural, economic and environmental well-being of the people in our district, now and for the future.









Council values the deepening relationship with local iwi, Ngãi Tahu, and is fostering a mutually beneficial partnership with our local rūnanga. These relationships contribute positively to Council's decision-making, cultural confidence and to broader outcomes for Central Otago. Council is also a signatory to the Te Rōpū Taiao Governance Charter, a formal agreement between Otago rūnanga and Otago local authorities to work together at both a collective and individual Council level.

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Change is the name of the game

Tēnā koe

It is our pleasure to present this Central Otago District Council Annual Report and provide feedback to you on what Council has achieved on behalf of its community in the 2020/2021 year.

This time last year as we wrote our introduction for the 2019/2020 Annual Report, New Zealand was experiencing a resurgence of COVID-19. Twelve months on and we have been back to 'bubble living', each playing our part to keep ourselves, our loved ones, our community and our nation safe.



Facing and adapting to change has been a theme for the year. So too has been preparing ourselves as best as we can for the challenges and opportunities the future holds.

A huge amount of work for both staff and elected members outside of business as usual has been focussed on the Three Waters Reforms. In July, councils throughout New Zealand were given eight weeks to provide feedback on the Government's draft proposal for reform. This was done on the understanding that a final version would then be available to councils to consult with their community on before deciding on whether to opt in or opt out of the reforms.

Some councils used this eight-week period to formally reject the reforms draft proposal. Your Council chose not to do that; rather it responded to Government with a list of 10 specific concerns it had with the draft proposal.

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In late October, the Government announced that any opt-in/out choice would be denied councils and communities with the reforms being mandated. While this did not come as a total surprise to your Council, the result that the community had no say in the outcome is a bitter disappointment.

But water reform is not the only game in town. There are equally significant conversations happening around resource management and also around the future for local government.

Elected members and staff have been working to keep up to speed on all of this while continuing to respond to a global pandemic and deliver on major projects, including delivering our Long-term Plan 2021-2031 earlier this year.

On all these key issues it is vitally important to the Council that we take our community on the journey with us. There is a popular slogan "Nothing about us, without us". Everything we do is for the communities we serve. Your input into our work and aspirations is critical.

We have worked hard to keep you engaged this year and have seen record levels of participation.

During the options phase of the Vincent Spatial Plan development, we received 572 survey responses and a further 30 emails and letters with feedback. The Vincent Spatial Plan is being developed to address the challenges and opportunities of growth and land use in the Alexandra/Clyde area and Omakau/Ophir, mapping out a pathway for the next 30 years and beyond.

Through our Long-term Plan consultation, we asked our community to help us 'frame our future' together. We had a record number of submissions, 852 in total (almost doubling what we received in the previous LTP). That means roughly one in 27 Central Otago people took the time to let elected members know what they thought of the key proposals in the Plan, alongside other issues they felt were important. This meant we had good data to use as a tool in the decision-making process, and our submission numbers were amongst the highest in the country. What was also really pleasing to see was a broad demographic of people submitting.

On the day that we deliberated on the decisions needing to be made post submissions hearings for the 2021-2031 Long-Term Plan, it was awesome to be able to wander down and see a key project from our previous Long-term Plan well underway in Clyde. Creating a riverside precinct in Clyde will stop us turning our back on our beautiful river, provide much-needed parking and easy access to the historic beauty and great businesses in the town.

As is the case in most years, a good chunk of the year has been about rolling up our sleeves and getting on with our business-as-usual mahi, delivering the services that most of us take for granted in our daily lives that doesn't make the headlines but keeps our community ticking.

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However, when reflecting on the year there are many projects, activities and initiatives we have undertaken to improve our services and facilities and enhance the well-being of our community. We should take the time to acknowledge and celebrate these and strive to build on them for a brighter future as well as take stock of things that didn't go to plan and look for the lessons we can learn from them. Some of these highlights are detailed within the activity sections of this report.

As we sign off, we thank elected members and staff for their commitment and efforts this past year, and we thank our community, who we come to work to serve.

Ngã mihi

Tim Cadogan Central Otago Mayor Sanchia Jacobs Chief Executive Officer

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Our results

Our projects for the 2020/2021 year, including those captured in our highlights on the previous pages, were achieved. We are mindful that some projects are still in progress and there are major capital works on the horizon. We will manage these within the limits of our financial strategy.

Council ended the year with a surplus of \$12.323 million after tax.

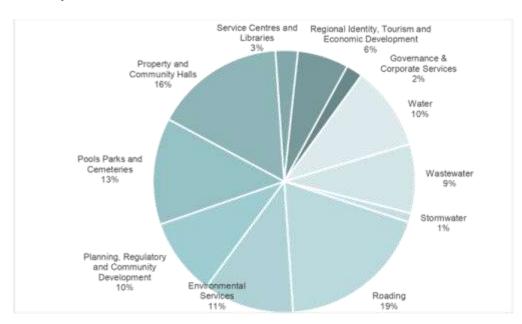
5-Year Financial Performance	2020/21 \$000	2019/20 \$000	2018/19 \$000	2017/18	2016/17
Rates revenue *	32,561	31,140	29,509	28,300	27,185
Other revenue**	29,679	34,672	34,622	18,830	22,210
Total revenue	62,240	65,812	64,131	47,130	49,395
Employee benefit expenses	11,109	10,218	9,697	8,721	8,326
Depreciation and amortisation	9,999	9,041	11,567	12,114	10,996
Other expenses	28,809	34,483	25,437	21,219	19,292
Total expenditure	49,917	53,742	46,701	42,054	38,614
Net surplus (deficit)*	12,323	12,070	17,429	5,076	10,782
Working capital (net)	12,577	15,404	19,966	18,847	20,107
Total assets	893,523	886,892	841,122	721,531	716,438
Cash flows from operating activities	16,788	12,024	19,428	13,848	13,915
 Note: includes revenue from water meter charges 					
** Note: includes vested assets	6,489	9,512	10,300	1,912	6,345



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How the money is spent, by activity

Total expenditure of \$49.9 million



Key Facts and Figures for 2020/21

\$62.2^{million} = Council's total revenue

\$49.9^{million} = Council's total expenditure

\$12.6billion = our rateable capital value at 30 June 2021

\$6.6billion = our rateable land value at 30 June 2021

\$0 = the district's debt

14,429 = the number of rateable properties in our district (14,084 in 2019/2020)

\$886.7^{million} = the current book value of our district's non-current assets

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Financial prudence benchmarks

Disclosure statement

What is the purpose of this statement?

The purpose of this statement is to disclose the Council's financial performance in relation to various benchmarks to enable the assessment of whether the Council is prudently managing its revenues, expenses, assets, liabilities, and general financial dealings.

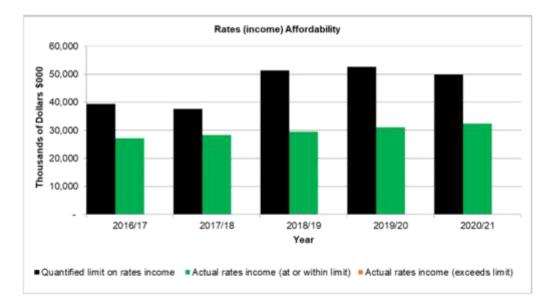
The council is required to include this statement in its annual report in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014 (the regulations). You can refer to the regulations for more information, including definitions of some of the terms used in this statement.

Rates Affordability

The council meets the rates affordability benchmark if-

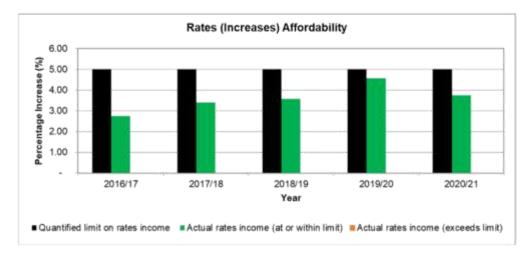
- its actual rates income equals or is less than each quantified limit on rates; and
- its actual rates increases equal or are less than each quantified limit on rates increases.

The following rates (income) affordability graph compares the Council's actual rates income with a quantified limit on rates contained in the financial strategy included in the Council's long-term plan. The limit has been set at a maximum of 80% of total council revenue. This is shown in thousands of dollars.



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The following rates (increases) affordability graph compares the Council's actual rates increases with a quantified limit on rates increases included in the financial strategy contained within Council's long-term plan. The quantified limit was Local Government Cost Index plus 2.5%. From 2015/2016 the limit is set at 5% after deducting 0.7% for growth.

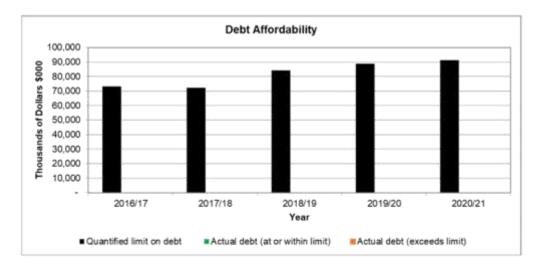


Debt affordability

The council meets the debt affordability benchmark if its actual borrowing is within each quantified limit on borrowing.

The following graph compares the Council's actual borrowing with a quantified limit on borrowing stated in the financial strategy included in the Council's long-term plan. The quantified limit is 10% of total assets.

A borrowing limit of 10% of total assets will assist in prudently managing borrowing. At this point the Council has no external borrowings and is therefore within debt limits.

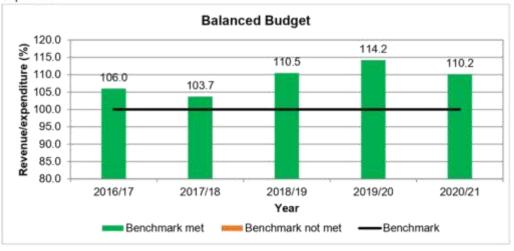


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Balanced budget

The following graph displays the Council's revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment) as a proportion of operating expenses (excluding losses on derivative financial instruments and revaluations of property, plant, or equipment).

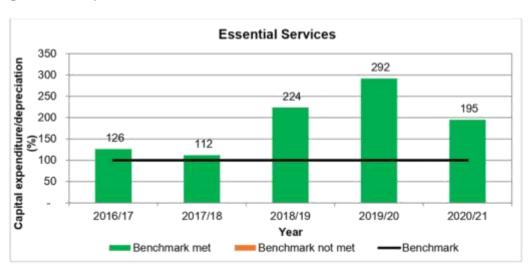
The Council meets this benchmark if its revenue equals or is greater than its operating expenses.



Essential services

The following graph displays the Council's capital expenditure on network services as a proportion of depreciation on network services.

The Council meets this benchmark if its capital expenditure on network services equals or is greater than depreciation on network services.

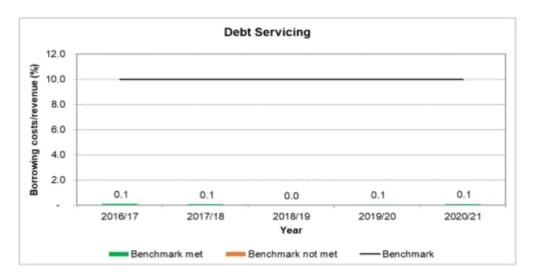


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Debt servicing

The following graph displays the Council's borrowing costs as a proportion of revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment) Because Statistics New Zealand projects the Council's population will grow more slowly than the national population growth rate, it meets the debt servicing benchmark if its borrowing costs equal or are less than 10% of its revenue.

Due to no external borrowing the Council has limited debt servicing costs. The small borrowing costs represent bank fees in relation to current banking facilities. An overdraft facility is in place, the Council has not utilised this during the current period.

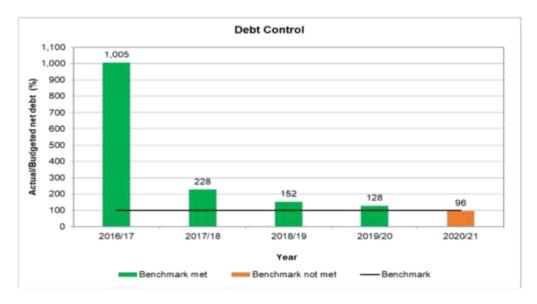


Debt control

The following graph displays the Council's actual net debt as a proportion of planned net debt. In this statement, net debt means financial liabilities, less financial assets (excluding trade and other receivables).

This benchmark reports Council's performance in relation to net debt, defined as financial liabilities less financial assets (excluding trade and other receivables). Council is in a net asset position because financial assets exceed financial liabilities, so the measure is inverted to effectively report performance on a net asset basis. The benchmark is met when actual net assets equal or exceed planned net assets.

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Note: Mathematically, the results shown in the graph above are correct. The graph shows "benchmark met" whenever the Council is better off (either less indebted or with greater net assets) than planned. Conversely it shows "benchmark not met" whenever the Council is either more indebted or has less net assets than planned.

Operations control

This graph displays the Council's actual net cash flow from operations as a proportion of its planned net cash flow from operations.

The Council meets the operations control benchmark if its actual net cash flow from operations equals or is greater than its planned net cash flow from operations.



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Statement of compliance

Councillors and management of Central Otago District Council confirm that all statutory requirements of the Local Government Act 2002 in relation to the Annual Report have been complied with.

Tim Cadogan Central Otago Mayor Sanchia Jacobs Chief Executive Officer

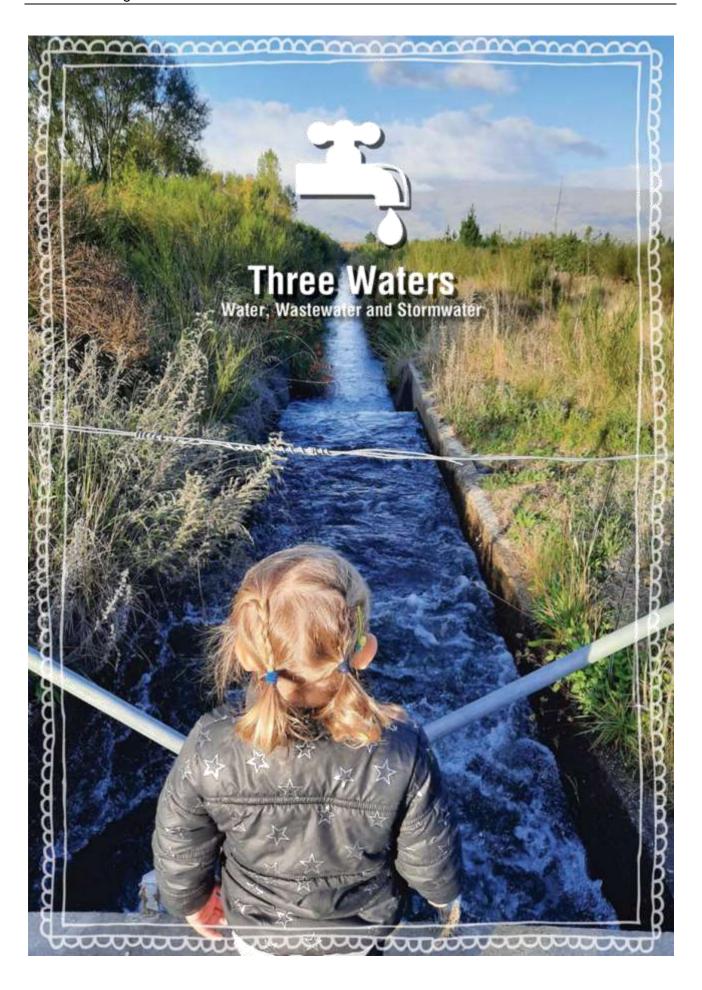
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Our activities

This section gives a detailed overview of the activities we have undertaken during the 2020/21 financial year. The groups of activities incorporate the core services we deliver and we give particular consideration to how these contribute to the community in our decision-making process. While some of the activities relate to legislation, they contribute to the community's social, cultural, environmental and economic well-being and therefore also contribute to our community outcomes in some way, either directly or indirectly. Governance and Corporate Services provides the internal processes and support required for the organisation to carry out its activities.

Within each group of activities you will find a description of each activity, and an overview of what we have achieved in the 2020/21 year.





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Water

About our activity

Our vision for water services is to deliver safe and wholesome water supplies that support a healthy community and environment.

Council provides potable water to properties within nine water schemes.

THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



Rising to the challenges

Omakau water supply

Drilling of the new bores to supply the township of Omakau and Ophir got underway, with a first bore established and test pumping beginning early September to determine water quality and quantity is sufficient. Drilling of the second bore started later in spring. Once the final results are accumulated and Stantec have finished their report this will be reviewed internally. Following the review any further work is on hold pending a wider strategic review of the water supply for Omakau.

Lake Dunstan Water Supply project

The water pipeline installation for the Lake Dunstan Water Supply was completed in October 2020. The team has since been developing the design for the water treatment plant and bore field construction.

We expect construction of the new treatment plant was expected to be completed in Autumn 2022. This is later than originally indicated in the 2018 Long-term Plan due to the discovery of *Lindavia* algae in Lake Dunstan and the need for further consideration for the project's filtration system, as well as COVID-19 setbacks.

A report was put to Council in September 2021 outlining updated estimates and programme from the detailed design process.

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Water Stimulus Delivery Plan

In November 2020 the Department of Internal Affairs approved the Water Stimulus Delivery Plan for the Council. A total of \$9.46 million was provided to Council to deliver a programme of work that has been agreed with Crown Infrastructure Partners. This includes a contribution of \$175,000 which will be allocated to progressing a joint work programme across the Otago and Southland councils to support the water reform process. This will involve the collective engagement of resources to support the collection and provision of data to inform decision-making. Undertaking this work jointly across the region will streamline the work programme and resource required across all eight councils.

The water stimulus programme that will be solely delivered by the Council includes the following:

- Operational improvement programme (\$800,000) includes work to undertake an asset data collection and condition rating, and employment of three additional operational staff to improve water and wastewater compliance monitoring and reporting, improve operational management and delivery, and prepare new water safety plans for eight water schemes by February 2022.
- 2. A wastewater resilience improvement project (current estimate \$1.8 million) will be undertaken to reduce the likelihood of wastewater overflows to waterways from pump stations. This will involve the provision of improved storage capacity at Alpha Street and Melmore Terrace pump stations in Cromwell, and network reconfiguration in Alexandra to redistribute flows.
- 3. A water resilience project (current estimate \$2.8 million) will be undertaken to replace aging assets, and address level of service issues on smaller networks. This will include the replacement of falling mains at Roxburgh and Bridge Hill in Alexandra, scour protection to the Roxburgh Water Treatment Plant, and water pressure upgrades in Roxburgh and Omakau.
- 4. A water capacity project (current estimate \$3.8 million) will be undertaken to increase the capacity for storage of treated water to meet peak demand. The Council is in the process of upgrading several water treatment sites to meet the New Zealand Drinking Water standards. Additional storage is required at Alexandra (4000m3) and at Naseby (150m3) to ensure that sufficient treated water is available to meet peak day demand over summer. This will also provide improved resilience to climatic events that can affect the source water quality at Naseby.

Multiple contingency projects of lower values were also included and have been pre-approved by the Department of Internal Affairs. These are of smaller value, and any combination from this list can be progressed if projects on the preferred list are delayed or come in under budget.

Maniototo water

A water monitoring programme got underway in June to investigate upgrades required at the Patearoa and Ranfurly water treatment plants. The goal of this is to get both plants to reach the New Zealand Drinking Water Standards. At the Naseby Water Treatment Plant our contractor will be changing out the filter media, this will increase resilience to the dirty water experienced after rain events. Beca is also investigating what further upgrades would be required to increase resilience further.

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Nhat we have achieved - Water

Community Outcome	Our Objective Level of Service	DIA measure*	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
A Thriving Provide a fully accessible and reliable water network	•	The percentage of real water loss from the network reticulation system (leaks, metering inaccuracies)	24.3%	28%	Target current annual real losses from the networked reticulation system ≤20% of water produced	Target not achieved. A significant leak detection programme has been undertaken across a number of networks that has highlighted areas to be repaired but also a number of locations where pipes are reaching end of life and have been programmed for replacement.	
			Percentage of budgeted capital works completed annually	18%	73%	To complete more than 90% of capital works budget.	Target not achieved. The significant underspend is largely due to procurement and delivery issues associated with COVID-19 as well as staff turnover. With new staff now onboard it is expected this will improve this year.
			Time with water per customer per annum (planned and unplanned)	99%	99.90%	To maintain supply to customers for ≥99% of the time	Target achieved.

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Community Outcome	Our Objective Level of Service	DIA measure*	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
			Average time to process a request to connect to the Council's water	0.28 days	2.9 days	≤ 5 days	Target achieved.
Environment	Provide an efficient water network	•	Fault response time to urgent callouts Attendance: Resolution:	49mins 2hrs 48mins	33 mins 1hr 22 mins	Target median time to get to site ≤ 1 hour Target median time to get to site ≤ 4 hour	Target achieved.
		•	Fault response time to non-urgent callouts Attendance: Resolution:	4hrs 24 mins 20hrs 26 mins	23hrs 18 mins 32hrs 20 mins	Target median time to get to site ≤ 8 hours Target median time to resolve ≤24 hours	Target achieved.

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Community Outcome	Our Objective Level of Service	DIA measure*	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
		✓	The average consumption of water per day per resident	655L/person/day	613L/person/day	To maintain water demand at < 600L/person/day	Target not achieved. A significant leak detection programme has been undertaken across a number of networks that have highlighted areas to be repaired but also a number of locations where pipes are reaching end of life and have been programmed for replacement.
		~	Total number of customer complaints for: Water clarity Water taste Water odour Water pressure and flow Continuity of water supply	5.3 per 1,000 connections	4.1 per 1,000 connections	≤10 per 1,000 connections	Target achieved.
A Safe and Healthy Community	Provide a safe and healthy water network	•	Compliance with the NZ Drinking Water Standards Pt4: Bacterial:	All treatment plants comply except Roxburgh, Ranfurly, Omakau and Naseby. All distribution zones comply except Ranfurly	Pt4: Bacterial Compliance. All treatment plants comply. All distribution zones comply except Lake Roxburgh Village and Bannockburn.	Part 4: Bacterial compliance. All treatment plants to comply. All distribution zones to comply.	Target not achieved. Roxburgh, Ranfurly, Omakau and Naseby do not comply due to high turbidity events. Ranfurly zone testing during boil water notice period.

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Community Outcome	Our Objective Level of Service	DIA measure*	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
			Pt5: Protozoal;	All schemes do not comply.	All schemes do not comply.	Part 5: Protozoal compliance All schemes to comply. Omakau to comply 2019 Naseby to comply 2019 Alexandra/Clyde (Lake Dunstan Water Supply) to comply 2020 Patearoa to comply 2021 Ranfurly to comply 2021 Cromwell/Pisa to comply 2023	Target not achieved. Significant capital upgrades bare planned across several water treatment plants to addres protozoal compliance.

^{*} Department of Internal Affairs mandatory non-financial performance measure.

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2019/20 LTP Year 2 \$000	2019/20 Annual Plan \$000	2019/20 Actual \$000	Funding Impact Statement For the year ended 30 June 2021 WATER	2020/21 LTP Year 3 \$000	2020/21 Annual Plan \$000	2020/21 Actual \$000
N. STORY	200		OPERATING	8550	200000	
-	-	-	Sources of operating funding General rates, uniform annual general charges and rates penalties	-	-	-
4,993	4,744	4,559	Targeted rates	5,554	5,519	5,868
18	18	26	Subsidies and grants for operating purposes	18	18	-
4	4	32	Fees and charges	4	4	2
98	115	111	Internal charges and overheads recovered Local authorities fuel tax, fines,	159	168	166 11
5,113	4,881	4,728	infringement fees, and other receipts	5,735	5,709	6,047
5,113	4,001	4,720	Total operating funding Applications of operating funding	5,735	5,709	6,047
2,292	2,165	2,188	Payments to staff and suppliers	2,358	2,665	3,152
*	-	-	Finance costs	-	-	-
1,035	896	615	Internal charges and overheads applied	1,217	980	708
38	38	25	Other operating funding applications	38	38	25
3,365 1,748	3,099 1,782	2,828 1,900	Total applications of operating funding Surplus (deficit) of operating funding	3,613 2,122	3,683 2,026	3,885 2,162
	-		CAPITAL			
-	-	-	Sources of capital funding Subsidies and grants for capital expenditure	-	-	475
1,091 4,004	1,091	270	Development and financial contributions Increase (decrease) in debt	1,104 225	809	477
4,004		(3,796)	Gross proceeds from sale of assets	-		
_	_	(0,700)	Lump sum contributions	_		
-	-		Other dedicated capital funding	-	_	- 2
5,095	1,091	(3,526)	Total sources of capital funding	1,329	809	952
	1,000	(-1/	Applications of capital funding Capital expenditure	.,,,,,,,,		S - S - S - S - S - S - S - S - S - S -
1,718	292	1.047	- to meet additional demand	307	1,361	380
4,380	352	3,346	- to improve the level of service	1,108	6,347	1,781
1,260	1,451	2,990	- to replace existing assets	1,719	735	214
(515)	778	(9,009)	Increase(decrease) in reserves	317	(5,609)	739
*	-		Increase(decrease) in investments	-	-	12
6,843 (1,748)	2,873 (1,782) 1	(1,626) (1,900)	Total applications of capital funding Surplus (deficit) of capital funding Funding balance	3,451 (2,122)	2,834 (2,026)	3,114 (2,162)

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Wastewater

About our activity

Our vision for wastewater services is to deliver safe and compliant wastewater networks that support a healthy community and environment.

Council's wastewater service enables the collection, conveyance, treatment and disposal of wastewater within seven schemes across the district. Each scheme pumps, reticulates and treats the wastewater generated by households, businesses and industrial processes.

THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES







Rising to the challenges

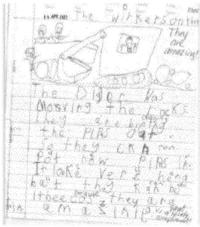
Omakau wastewater treatment plant

Installation of the new inlet screen for the Omakau wastewater treatment plant was completed in October 2020. This screen will filter out incoming contaminates that would otherwise settle at the bottom of the ponds and reduce the effectiveness of treatment over time. The new screen also has an attached compactor unit to remove liquid from the screenings. Removing liquid from the screenings reduces disposal costs and the impact on the landfills.

Clyde Wastewater Reticulation Project

Work got underway earlier in 2021 to install the wastewater mains pipes for Clyde's new reticulated wastewater system.

Although Council's contractor Seipp Construction Ltd has struck a lot of rock in their trench lines, installation of the wastewater mains pipe has progressed well through the township. By June 2021, a good stretch of the main pipe had been completed down Sunderland Street and Pyke Street, with work focusing on Matau Street in the final weeks of June.



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The Major Projects Team, with the support of contractors, has been communicating directly with the 200+ property owners who are in Stage 1 of the Clyde Wastewater Reticulation project through letters, emails, phone calls and in person.

The Seipp Construction team, who are our contractors working to install stage 1 of Clyde's new reticulated wastewater system, have generated a lot of local interest in what they're doing. In April they received letters and artwork from some of the pupils from Clyde School's Kea Class who had been watching the diggers and decided to write about what they had observed, example featured.





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M What we have achieved - Wastewater

Community Outcome	Our Objective Level of Service	DIA measure*	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
A Thriving Economy	Provide and efficient, accessible and reliable wastewater network	•	Total number of complaints for: Odour Faults Blockages Responses to wastewater	9.26 per 1,000 connections	12 per 1,000 connections	Total number of complaints ≤10 per 1,000 connections.	Target achieved.
			Percentage of budgeted capital works completed annually	38%	53%	To complete more than 90% of capital works budget.	Target not achieved. The significant underspend is largely due to procurement and delivery issues associated with Covid as well as staff turnover. With new people now on board it is expected this will improve this year.
			Average time to process a request to connect to the Council's	0.28	2.9	≤5 days	Target achieved.
A Sustainable Environment	Provide a safe and compliant wastewater network	•	Compliance with discharge consents	Abatement notices - 1 Infringement notices - 1 Enforcement Orders - nil Convictions - nil	Abatement notices - nil Infringement notices - 2 Enforcement Orders - nil Convictions - nil	Abatement notices - nil Infringement notices - nil Enforcement Orders - nil Convictions - nil	Target not achieved. Alexandra Wastewater Treatment plant overflow in abatement and infringement notices.

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Community Outcome	Our Objective Level of Service	DIA measure*	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
			Fault response times Attendance:	1hr 5mins	14 mins	Target median time to get to site ≤1 hour	Target not achieved. Known data entry issues when responding to urgent wastewater callouts. Contractor working towards new reporting tool to solve this issue.
			Resolution:	2hrs 30mins	44 mins	Target median time to resolve the problem ≤4 hours	Target achieved.
A Safe and Healthy Community	Provide a safe and compliant wastewater network	~	Number of dry weather sewerage overflows from sewerage scheme	2.26 per 1,000 connections	3 per 1,000 connections	Number of dry weather sewerage overflows ≤1 per 1,000 connections	Target not achieved. Increased blockages due to root intrusion within the network - Reticulation renewals planned.

^{*} Department of Internal Affairs mandatory non-financial performance measure.

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LTP Year 2 \$000	Annual	Actual	The state of the s			
	Plan 5000	\$000	For the year ended 30 June 2021 WASTEWATER	Year 3 \$000	Annual Plan \$000	Actual \$000
	-		OPERATING	5500	-	
			Sources of operating funding			
-	-	-	General rates, uniform annual general charges and rates penalties	-	-	-
4,342	4,045	4,084	Targeted rates	5,002	4,748	4,769
-	-	-	Subsidies and grants for operating purposes	-	-	
42	42	49	Fees and charges	42	46	22
79	39	21	Internal charges and overheads recovered	124	46	18
-	-	-	Local authorities fuel tax, fines, infringement fees, and other receipts	-	-	
4,463	4,126	4,154	Total operating funding	5,168	4,840	4,809
			Applications of operating funding			
1,463	1,315	1,329	Payments to staff and suppliers	1,479	1,571	1,775
	-	-	Finance costs		-	
755	874	501	Internal charges and overheads applied	1,010	918	561
334	302	146	Other operating funding applications	334	289	331
2,552	2,491	1,976	Total applications of operating funding	2,823	2,778	2,667
1,911	1,635	2,178	Surplus (deficit) of operating funding	2,345	2,062	2,142
			CAPITAL			
			Sources of capital funding			
-	-	-	Subsidies and grants for capital expenditure		-	102
638	638	474	Development and financial contributions	648	1,037	413
4,811	7,330	-	Increase (decrease) in debt	2,608	-	
4	-	(475)	Gross proceeds from sale of assets	-	-	
+	-	+	Lump sum contributions	717	-	-
-	+	+	Other dedicated capital funding	-	-	-
5,449	7,968	(1)	Total sources of capital funding	3,973	1,037	515
			Applications of capital funding Capital expenditure			
1,081	1,552	1,035	- to meet additional demand	723	30	41
4,978	7,583	4,231	- to improve the level of service	3,513	3.045	2,984
1,186	1,315	1,529	- to replace existing assets	1,149	1,105	1,063
115	(847)	(4,618)	Increase(decrease) in reserves	933	(1,081)	(1,431)
110	(047)	(4,010)	Increase(decrease) in investments	-	(1,001)	(1,401)
7,360	9,603	2,177	Total applications of capital funding	6,318	3,099	2,657
(1,911)	(1,635)	(2,178)	Surplus (deficit) of capital funding	(2,345)	(2,062)	(2,142)
		100000000000000000000000000000000000000	Funding balance	0.0000000000000000000000000000000000000	-567000000	100000000000000000000000000000000000000

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Stormwater

About our activity

Our vision for stormwater service is to deliver safe and compliant stormwater networks that support a healthy community and environment.

The stormwater activity enables the collection, conveyance, and disposal of stormwater within the following towns across the district: Cromwell, Alexandra, Roxburgh, Omakau and Ranfurly. These towns have reticulated stormwater systems to manage drainage and prevent flooding. Stormwater in these towns is conveyed directly to waterways using piped infrastructure, natural watercourses and open channels. The remaining towns have mud tanks connected to soak pits, or open channels, with culverts across roads. This infrastructure is maintained as part of the roading activities.

THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES







Rising to the challenges

Stormwater Infiltration Project

With the new enforcement team established, the Water Services team has had the support to launch into a stormwater infiltration project. This project concerns the significant number of properties across the district that have stormwater drains connected to wastewater infrastructure. The first tranche of the work from the enforcement team is focussing on Cromwell and Alexandra, as these townships contain the most properties with cross connections. Future work will also focus on Ranfurly township.

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What we have achieved - Stormwater

Community outcome	Our objective level of service	DIA Measure*	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
A Thriving Economy	Provide an efficient, full accessible and reliable stormwater network		Percentage of budgeted capital works completed annually	100%	33%	To complete more than 90% of budgeted capital works	Target achieved.
A sustainable - Dravide as officient full		Average time to process a request to connect to the Council's stormwater network	1 day	2.9	≲ 5 days	Target achieved.	
A sustainable Environment	Provide an efficient, full accessible and reliable stormwater network	•	Compliance with discharge consents	Abatement notices - nil Infringement notices - nil Enforcement orders - nil Convictions - nil	Abatement notices - nil Infringement notices - nil Enforcement orders - nil	Abatement notices - nil Infringement notices - nil Enforcement orders - nil Convictions - nil	Target achieved.
A Safe and Healthy Community	Provide a safe and compliant stormwater network	-	Number of flooding events that occurred.	Nil	Nil	Nil	Target achieved.
-		Ý	Number of habitable floors affected in flooding events	Nil	Nil	Target number of habitable floors affected ≤ 1 per 1,000 properties per flood event	Target achieved.

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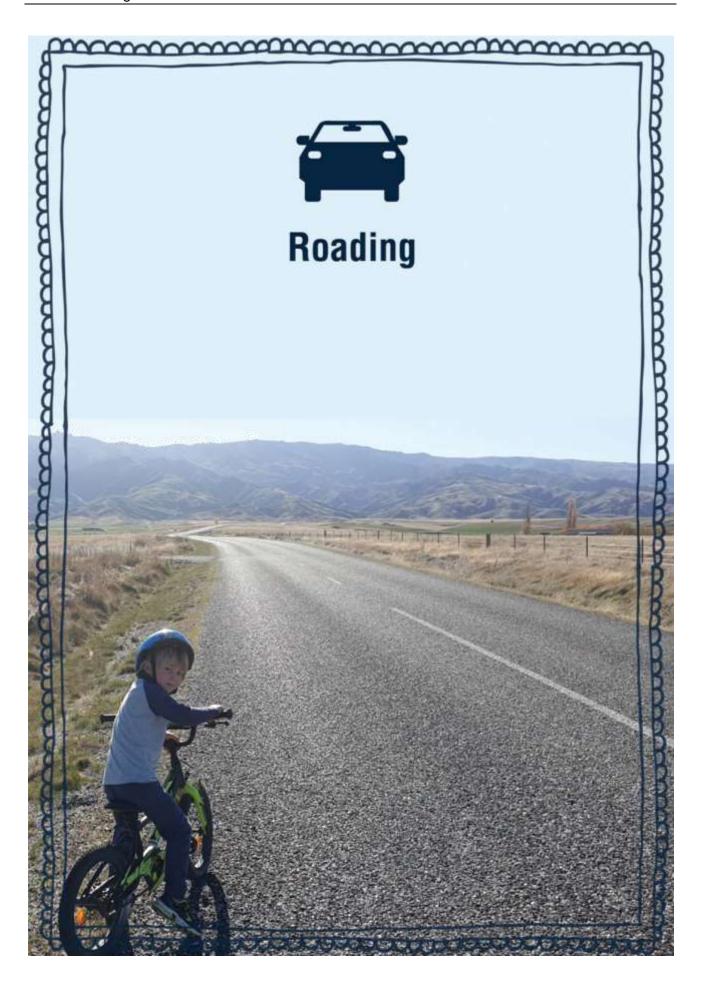
Community outcome	Our objective level of service	DIA Measure*	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
		~	Response time to attend flood events	N/A	N/A	Target median time to get to site ≤ 1 hour	Target achieved
		·	Number of complaints received about stormwater performance	1.4	1.88	Total number of customer complaints ≤ 2 per 1,000 properties	Target achieved

^{*} Department of Internal Affairs mandatory non-financial performance measure.

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	2019/20	2019/20	Funding Impact Statement	2020/21	2020/21	2020/21
Year 2 \$000	Annual Plan \$000	Actual \$000	For the year ended 30 June 2021 STORMWATER	Year 3 \$000	Annual Plan \$000	Actual \$000
			OPERATING			Į į
			Sources of operating funding			
-	-	-	General rates, uniform annual general	-	-	
695	712	719	charges and rates penalties Targeted rates	661	691	694
-	- 12	-	Subsidies and grants for operating	-	-	-
			purposes			
-	-	-	Fees and charges	-	-	
123	124	73	Internal charges and overheads recovered	146	80	45
-	-	-	Local authorities fuel tax, fines, infringement fees, and other receipts	-	-	:0
818	836	792	Total operating funding	807	771	739
	110000		Applications of operating funding			
155	162	159	Payments to staff and suppliers	105	122	65
-	+	-	Finance costs	-	-	-
24	24	24	Internal charges and overheads applied	27	33	32
12	12	14	Other operating funding applications	12	12	13
191	198	197	Total applications of operating funding	144	167	110
627	638	595	Surplus (deficit) of operating funding	663	604	629
			CAPITAL			
			Sources of capital funding			
			Subsidies and grants for capital			:2
			expenditure			
-	-	-	Development and financial contributions Increase (decrease) in debt	-	-	
-	-	(420)		-	-	
•	-	(120)	Gross proceeds from sale of assets	-	-	
-	-	-	Lump sum contributions	-	-	
-	-	*****	Other dedicated capital funding		-	•
-		(120)	Total sources of capital funding		•	-
			Applications of capital funding Capital expenditure			
-	-	10	- to meet additional demand			24
-	_	33	- to improve the level of service	_	_	
120	120	30	- to replace existing assets	120	120	399
507	518	402	Increase(decrease) in reserves	543	484	230
-	-	-	Increase(decrease) in investments	-	-10-1	2.00
	638	475	Total applications of capital funding	663	604	629
627	000					
	(638)	(595)	Surplus (deficit) of capital funding	(663)	(604)	(629)



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Roading

About our activity

We work to ensure an efficient, fully accessible, safe network of roads and footpaths for our Central Otago community.

Our roading activity enables the movement of goods, people and services across our district, essential for our social, cultural and economic well-being, and we are committed to being innovative and environmentally conscious in our service delivery.

We currently have 1,935km of maintained roads, with 1,779km of rural roads and 158km of urban streets. Seventy-two percent of our roads are unsealed, a total length of 1,407km. The Council owns and maintains 179 bridges, 179km of formed footpaths, and approximately 6.5 hectares of formed car parks across the district that are owned and maintained by Council.

THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



Rising to the challenges

During the 2020/2021 year 70,000m³ of gravel was applied to unsealed roads as part of the Council's annual re-metalling programme, which equates to approximately 95km in length; 200,000m² (approximately 52km in length) of our roading network was resurfaced in either chip seal or asphalt; 1.8km of roads were fully rehabilitated and 2.1km of footpaths were

Support for Street Smart and Senior Drivers

the Council proudly supported four Street Smart events during the 20/21 year. The Street Smart programme is a world-class, cognitive-based driver programme that aims to positively influence the lives of young Kiwis across the country, and help them to become safer and more aware driver on our roads.

Offering a practical hands-on learning experience, Street Smart is a one-day event providing young drivers and their parents/caregivers the opportunity to undertake supervised driving practice. There is a focus on developing good decision-making strategies for safe driving,

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including assessing themselves, reading the road environment, resisting peer pressure, managing or eliminating distractions and planning ahead.

Street Smart takes place in safe, controlled, off-the-road environments – in Central Otago these were held at Highlands Motorsport Park in Cromwell. Young people learn under the watchful eye of qualified coaches plus a parent/caregiver. This provides the parent the opportunity to also assess themselves, in order to be a better coach and mentor to their teen.

Towards the end of the 2020/2021 year, we offered senior drivers a chance to brush up their "street smarts" too, with a free classroom-based workshop held at the Alexandra District Club. The workshop was aimed at those over 65 who were currently driving but wanted to be safer on the road. Expert presenters took the 43 attendees through sessions to help them build their confidence as a senior road user and increase their knowledge of road code changes and safe driving practices, with content also including advice on the steps to renewing your driver licence, and information on the effects of aging on your driving.



Clyde Heritage Precinct Upgrade

Work got underway on some major roading work in Clyde in May and June this year – the Lodge Lane development and the Miners Lane Road extension project. Both work sites are part of the wider piece of work – the Clyde Heritage Precinct Upgrade – consulted on and budgeted for in Council's 2018 Long-term Plan.

Work got underway in late May opening up access from the Clyde Heritage Precinct down to the Clutha Mata-Au River. The historic little walkway from Matau Street down to Miners Lane was closed to allow for vegetation clearance, maintenance and improvements to make it a more accessible track for the community to enjoy. At the same time, work commenced on

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extending Miners Lane to be a one-way through road linking up to Matau Street. The Miners Lane Road extension project is due for completion in November.

Work also began mid-June on the much-anticipated makeover for Lodge Lane in Clyde. The upgrade to Lodge Lane to create a shared public space aims to create a central community hub at the 'heart' of Clyde,

The road area and footpaths of Lodge Lane are being levelled and resurfaced, creating a much more flexible pedestrian and cycle-friendly space. The area will also be better suited to events and public gatherings. Planting, lighting and street furniture will be going in, including bike stands and provision for an e-bike charging station. New toilets will be going in behind the Masonic Lodge in Spring and toilets are in the plans for the Clyde River Park later next year.

As part of the upgrade car parking on the lane and the section behind the Masonic Lodge will be removed. However, the redeveloped Miners Lane area will provide increased carparking, and car park marking will be introduced on Sunderland Street to optimise parking availability.

The work was scheduled for the quieter winter period to cause the least disruption to Clyde businesses and the wider community. The Lodge Lane project is set to be fully completed late November/early December this year ready for the community to put to good use over the summer.

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What you can expect from us - Roading

Community outcome	Our objective level of service	DIA Measure*	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
A Thriving Economy	Provide a fully accessible roading network		Percentage of budgeted capital works completed annually	100% of programmed works completed and 116% of capital budgets spent	100% of programmed works completed and 82% of capital budgets spent	100% of budgeted works completed and 100% of capital budgets spent	Target achieved.
			Average length of time to issue a consent for access to a road	1.3 days	1.2 days	≤ 2 days	Target achieved.
			The average quality of ride on the sealed road network, measured by smooth travel exposure	98%	98.70%	Smooth Travel Exposure ≥ 90%	Target achieved.
			Number of journeys impacted by unplanned events and where there is no viable alternative	46,793	1,727	<16,423	Target not achieved. Three closed bridges contributed to 21,400 impacted journeys on low volume roads. The significant January 2021 flood event also contributed to the overall increased number of impacted journeys.
			% of network not accessible to heavy vehicles due to bridge capacity • Class 1 heavy vehicles	3%	3%		

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Community outcome	Our objective level of service	DIA Measure*	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
			50Max heavy vehicles	9%	9%	<3% of network not accessible to Class 1. 11.1% of network not accessible to 50Max	Target achieved.
A Sustainable Environment	Provide an efficient roading network	~	Percentage of sealed local road network that is resurfaced	24.5km sealed (4.6%)	14.1km sealed (2.7%)	>3.9% of sealed road length resurfaced per annum	Target achieved.
			Number of service requests	709 service requests	597 service requests	<600 service requests	Target not achieved. Staff changes and January 2021 flood event.
		*	Number of service requests from customers responded to within 10 days	90%	87%	≥ 90%	Target achieved.
A Safe and Healthy Community Provide a safe roading network	,	Change from previous year in number of fatalities and serious injury crashes on local roading network	Number of fatal and serious crashes = 10	Number of fatal and serious crashes = 5	Stable or decreasing trend	Target not achieved. While there were no fatal incidents, Central Otago District Council had 10 incidents that resulted in serious injury. Results taken from Waka Kotahi NZTA CAS system.	
	Provide a fully accessible roading network	•	The percentage of footpaths that fall within the Council's level of service standard for the condition of footpaths	81%	81%	>70%	Target achieved.

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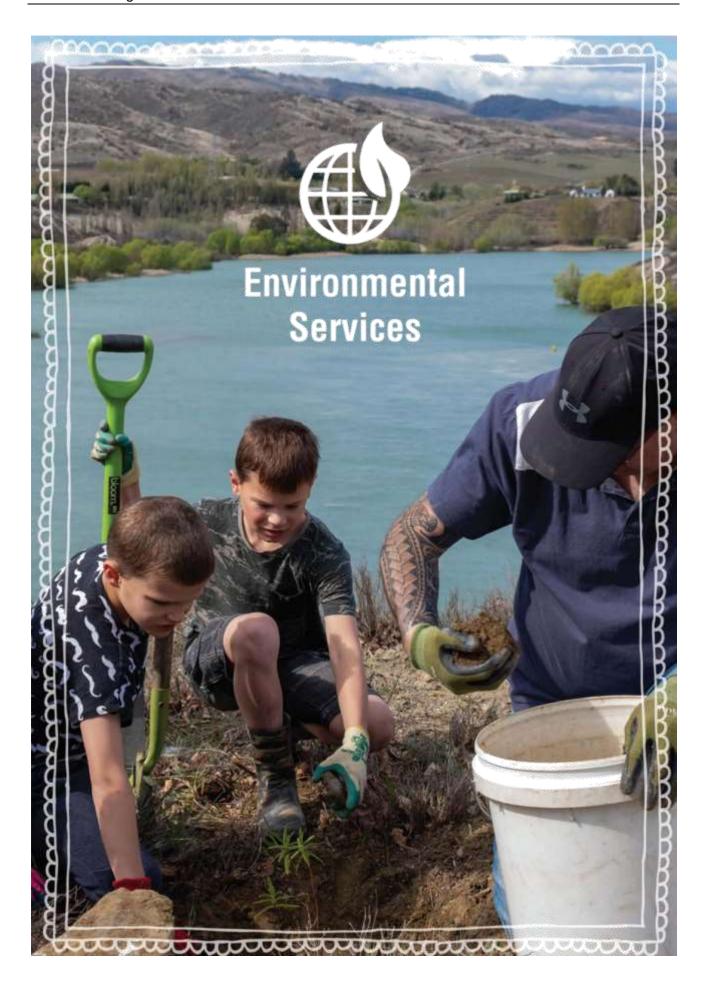
Community outcome	Our objective level of service	DIA Measure*	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
			Customer satisfaction with condition of unsealed roads	69%	77%	To maintain customer satisfaction at or above 70%	Target not achieved. January 2021 had a significant weather event which put a strain on grading programmes while crews attended to repairing damages. Potential shift in customer level of service expectations for unsealed roads as urban boundaries expand into the rural areas of the district.

^{*} Department of Internal Affairs mandatory non-financial performance measure.

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2019/20	2019/20	2019/20	Funding Impact Statement	2020/21	2020/21	2020/21
LTP	Annual	Actual	For the year ended 30 June 2021	LTP	Annual	Actual
Year 2	Plan			Year 3	Plan	
\$000	\$000	\$000	ROADING	\$000	\$000	\$000
			OPERATING			
	5.004		Sources of operating funding	F 0F0		1710
5,082	5,331	9,422	General rates, uniform annual general charges and rates penalties	5,056	4,426	4,716
805	827	835	Targeted rates	834	470	471
1,929	2,223	1,962	Subsidies and grants for operating	1,901	2,168	74.7
.,,,,,	2,220	1,000	purposes	.,	-,	
21	10	13	Fees and charges	21	21	8
623	677	522	Internal charges and overheads recovered	650	584	518
278	271	245	Local authorities fuel tax, fines,	278	284	235
0.700	0.000	40.000	infringement fees, and other receipts	0.740	7050	F 040
8,738	9,339	12,999	Total operating funding	8,740	7,953	5,948
3,906	4.098	3,891	Applications of operating funding Payments to staff and suppliers	3,850	3,991	4,536
3,300	4,050	3,031	Finance costs	3,000	3,331	4,000
2,067	2,051	1,893		2,167	2,191	1,973
	=	.,	Cost of sales	_,	_,	4
5	5	5	Other operating funding applications	5	5	5
5,978	6,154	5,789	Total applications of operating funding	6,022	6,187	6,518
2,760	3,185	7,210	Surplus (deficit) of operating funding	2,718	1,766	(570)
			CAPITAL			
			Sources of capital funding			
2,405	2,444	2,276	Subsidies and grants for capital expenditure	2,785	2,877	6,094
437	437	364	Development and financial contributions	437	500	325
401	401		Increase (decrease) in debt	401	-	020
18		14	Gross proceeds from sale of assets			200
-	-	-	Lump sum contributions	-	-	
2,860	2,881	2054	Other dedicated capital funding	3,222	2 277	6 440
2,000	2,001	2,654	Total sources of capital funding Applications of capital funding	3,222	3,377	6,419
			Capital expenditure			
595	516	990	- to meet additional demand	721	583	662
	887	745		-		10,000
1,099			- to improve the level of service	1,633	1,672	1,987
3,633	3,840	3,028	- to replace existing assets	3,633	3,986	4,709
293	823	5,101	Increase(decrease) in reserves Increase(decrease) in investments	(47)	(1,098)	(1,509)
5,620	6,066	9,864	Total applications of capital funding	5,940	5,143	5,849
(2,760)	(3,185)	(7,210)	Surplus (deficit) of capital funding	(2,718)	(1,766)	570
(-,,)	(-,,)	(1,210)	Funding balance	(-,, ,-)	(.,,)	
-	170		r unumy balance		-	(1)



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Environmental Services

About our activity

Central Otago's vision for waste is to move towards zero waste and a sustainable Central Otago. Our goals are to improve the efficiency of resource use and reduce the harmful effects of waste. Working together with our community we can achieve more effective and efficient waste management and minimisation in our district.

Through our waste activities, we collect and dispose of your rubbish and recyclable material, and provide access to transfer stations, green waste sites and recycling drop-off facilities. We also provide community education initiatives to increase sustainability and minimise waste.

Council has developed a sustainability vision:

A great place to live, work and play, now and into the future

Our Environmental Services team takes the lead in this space, supporting our wider organisation in activity to help us achieve the following goals:

- · Being customer friendly, having enabling policies and appropriate infrastructure
- · Supporting improvement and diversification of skills, industries and experiences
- Providing Council services while managing the associated environmental impacts
- Enabling development while managing the associated environmental effects
- Affordable and equitable provision of services to promote well-being
- Managing change while protecting and enhancing our culture, heritage and landscape.

THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES







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Rising to the challenges

Emissions Management and Reduction

The Council's Sustainability Strategy outlines steps that the Council will take to be more sustainable; including measuring and reducing the Council's emissions through the Toitū Envirocare Carbonreduce Programme. The strategy has been developed to initially focus on issues the Council directly controls. The work to prepare our first emissions inventory report covering the 2019/2020 year was carried out during 2020/2021 and presented at Council's meeting in late June. It included a presentation of an emissions management and reduction plan for the Council.

The Council has set a target of reducing its gross emissions by 52% over the next 5 years (from the baseline that this first emissions report provides). Key projects to reduce emissions include:

- the replacement of the Cromwell Pool LPG boiler and Alexandra office coal-fired boiler with energy efficient, sustainable alternatives by 2022
- continued transition of Council's fleet to electric/hybrid vehicles (currently almost at 50%)
- diverting waste from landfill through education and district diversion initiatives (as Council's largest emissions source is from disposal of the district's waste to landfill which accounts for 72% of Council's gross emissions).



Reset Recycling

From 1 December, the Council joined the increasing number of districts changing the types of plastics accepted in yellow kerbside bins to ones that can be recycled onshore in New Zealand. Only plastic 2 and 5 and clear plastic 1 bottles are now being accepted for recycling. This includes material collected in the yellow kerbside bins, recycling drop-off points or through commercial collections.

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The changes were part of an increasing movement by district councils towards a standardised kerbside collection across the country and align with New Zealand's commitment to move away from hard-to-recycle plastics. This may sound like a radical change to recycling, but plastics numbered 1, 2, and 5 make up 87% of the plastics collected in kerbside recycling bins nationally. By opting to collect high-value plastics which can be processed here in New Zealand, we can be confident in a clear supply chain and improved environmental and social outcomes.

Council rolled out a Reset Recycling information campaign, including a mail-drop to all residents on kerbside collection, and promotion in print and online, to educate residents and support them through the changes. This was followed up with a 12 Days of Christmas recycling campaign to reinforce the messages about recycling changing and preparation has been underway in the first half of 2021 to produce an updated recycling video resource.

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What you can expect from us – Environmental Services

Community outcome	Our objective level of service	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
Environment Efficiency	Improving the Efficiency of Resource Use	Total quantity to landfill (tonnes p.a.)	9,825 tonnes*	10,190 tonnes	Incremental year-on- year reduction	Target achieved.
		Total amount generated per rateable property	751 kg*	834 kg	Incremental year-on- year reduction (measured as rubbish + recycling)	Target achieved.
		Total amount recycled (tonnes p.a.)	1,007 tonnes*	1,538	Incremental year-on- year increase	Target not achieved. Contamination in recycling streams resulted in material being sent to landfill.
		Residential satisfaction with waste services	86%	93%	Incremental increase	Target not achieved. Significant changes in acceptance criteria for recycling as well as increased costs may be impacting resident satisfaction.

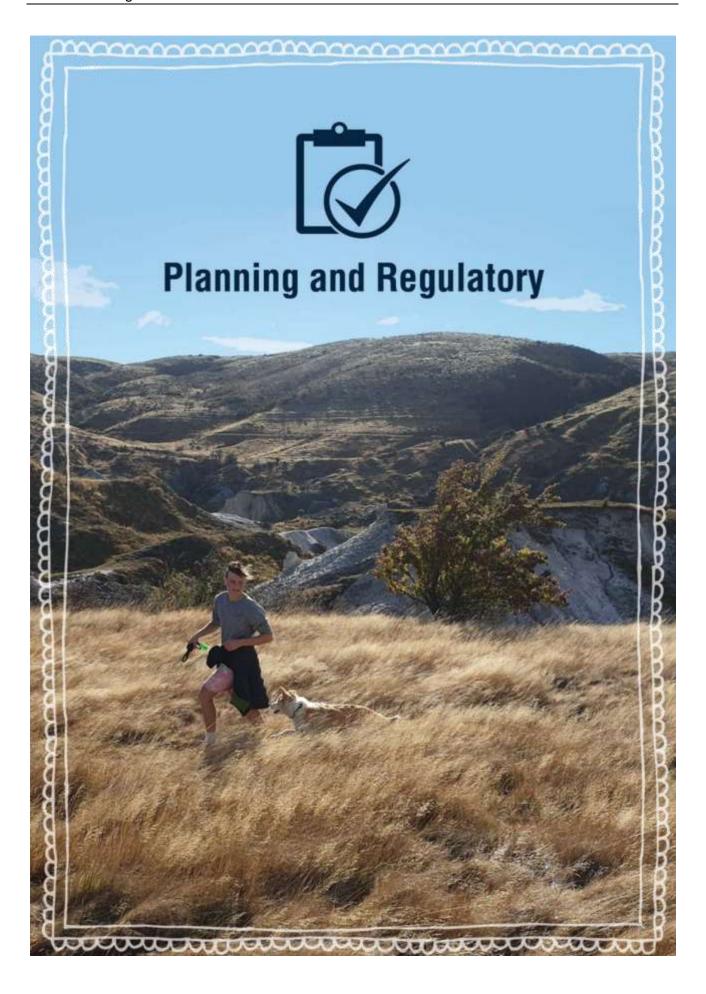
^{*} Waste to landfill 9,825 Tonnes + Recycling 1,007 Tonnes = 10,982 Tonnes divided over 14,429 rateable properties = 751 kg per property

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2019/20	2019/20	2019/20	Funding Impact Statement	2020/21	2020/21	2020/21
LTP	Annual	Actual	For the year ended 30 June 2021	LTP	Annual	Actual
Year 2	Plan			Year 3	Plan	
\$000	\$000	\$000	ENVIRONMENTAL SERVICES	\$000	\$000	\$000
			OPERATING			5
			Sources of operating funding			
-	-	-	General rates, uniform annual general	-	-	-
2,943	3.027	3,056	charges and rates penalties Targeted rates	3,005	3,701	3,716
2,010		-	Subsidies and grants for operating			0,110
			purposes			
155	251	190	Fees and charges	155	150	182
18	34	16	Internal charges and overheads recovered	19	3	2
850	850	791	Local authorities fuel tax, fines,	850	1,275	1,086
2 000	4 400	4050	infringement fees, and other receipts	4 000	F 400	4 000
3,966	4,162	4,053	Total operating funding	4,029	5,129	4,986
2 242	2 454	4 204	Applications of operating funding	2 204	4.400	4 907
3,343	3,454	4,284	Payments to staff and suppliers Finance costs	3,384	4,489	4,807
528	569	512	Internal charges and overheads applied	548	649	617
9	9	12	Other operating funding applications	9	9	24
3,880	4,032	4,808	Total applications of operating funding	3,941	5,147	5,448
86	130	(755)	Surplus (deficit) of operating funding	88	(18)	(462)
	- 227	() () () () ()			*****	11.0000000
	0 0		CAPITAL		S	
			Sources of capital funding			
-	-	_	Subsidies and grants for capital			
		_	expenditure	-	-	
-	-	-	expenditure Development and financial contributions	-	-	
-	-	-		-		-
-	-		Development and financial contributions	-	:	
	-		Development and financial contributions Increase (decrease) in debt	-	-	
-	-	-	Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets	-	-	
		:	Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions Other dedicated capital funding			
-		:	Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions		-	
•		:	Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions Other dedicated capital funding Total sources of capital funding		-	
•	- - - -	:	Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions Other dedicated capital funding Total sources of capital funding Applications of capital funding		-	
•			Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions Other dedicated capital funding Total sources of capital funding Applications of capital funding Capital expenditure		-	394
507		45	Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions Other dedicated capital funding Total sources of capital funding Applications of capital funding Capital expenditure - to meet additional demand - to improve the level of service		•	394
507	-	-	Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions Other dedicated capital funding Total sources of capital funding Applications of capital funding Capital expenditure - to meet additional demand - to improve the level of service - to replace existing assets	-	200	
	500	- 45	Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions Other dedicated capital funding Total sources of capital funding Applications of capital funding Capital expenditure - to meet additional demand - to improve the level of service	- 8	200	16
507	500 (370)	- 45	Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions Other dedicated capital funding Total sources of capital funding Applications of capital funding Capital expenditure - to meet additional demand - to improve the level of service - to replace existing assets Increase(decrease) in reserves	- 8	200	16
507 (421)	500 (370)	45 (800)	Development and financial contributions Increase (decrease) in debt Gross proceeds from sale of assets Lump sum contributions Other dedicated capital funding Total sources of capital funding Applications of capital funding Capital expenditure - to meet additional demand - to improve the level of service - to replace existing assets Increase(decrease) in reserves Increase(decrease) in investments	- - 8 80	200 8 (226)	16 (872)



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Planning and Regulatory

About our activity

Our regulatory service is important to help protect public safety and the environment, minimise the risk of nuisance and ensure customers meet their statutory requirements.

We deliver the regulatory service in a variety of ways, including processing building consents and alcohol licence applications. We also monitor and audit registered food businesses, and ensure dogs are registered and kept under control.

Our planning function includes the preparation, review and administration of the District Plan. The District Plan is the framework used for the processing of resource consents. We monitor conditions of resource consents and compliance with District Plan provisions to ensure any effects on the environment are managed appropriately.

The Council's community development programme supports and enables our local communities to define what is important to them and to drive the projects they are passionate about. Our community development team also assists groups to connect with each other and links the Council with community-driven activities.

THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES







Rising to the challenges

Consent figures

During the 2020/2021 year, a total of 995 building consents were issued with a total value of building work of \$187,785,959. This was an increase of 3.5% in number of consents and a 3.2% increase in value from the previous year. During the 2020/2021 year a total of 482 resource consent applications were processed. This represents a 7% decrease from the previous year (2019/2020).

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Vincent Spatial Plan

Since autumn 2020, we've been talking with our Vincent communities about the development of a spatial plan to address the challenges and opportunities for growth and land use in the Alexandra Basin, Omakau and Ophir. This has included a community values

survey (April 2020), community drop-ins and a facilitated workshop with community representatives to develop growth options (August/September 2020), and gaining community feedback on a Let's Talk Options engagement document between December 2020 and February 2021. We will be checking back in with the community on draft spatial plans from late August 2021 ahead of adopting the final Vincent Spatial Plan.



The Vincent Spatial Plan will set out a visual blueprint for the next 30 years showing what could go where and how aspects such as infrastructure, housing and productive land use could fit together. It is a vision of what the future could look like, offering guidance to the private and public sector, including direction for infrastructure investment and the Council's future planning. It will also be used to inform a review of the District Plan.

Community Development Strategy

In May 2021 Council adopted the Community Development Strategy 2021/2022. The strategy sets the Council's work programme for the next two years in the community development space. While staff have been actively involved in community development for many years, this is the first strategy to be developed in this work programme.

It is anticipated that this strategy will support Council staff to work alongside communities in a collaborative way and will help the community to understand the kind of support Council can give when it comes to community-led initiatives.

Some key actions from the strategy include:

- Assist community groups to action community plans and other community-led initiatives, and help them review their own progress
- Support community-initiated groups that enable breaking down cultural barriers, educating the community about different cultures, and celebrating cultural diversity
- Administer council and community board Community Grants funding
- Actively promote opportunities to educate our communities about waste minimisation and sustainable livelihoods.

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New enforcement team

A new enforcement team (two staff) has been established at the Council to enable further enforcement of priority areas of our work in order to facilitate our community outcomes, for example protecting our environment. The first project for the new team was the wastewater infiltration project. The team is working with homeowners whose homes have been identified as having non-compliant stormwater drainage entering the wastewater system, causing an issue that could impact on public and environmental health, as well as ultimately costing the ratepayer if left unchecked. Proactive monitoring of land use consents has also begun to ensure consent holders are complying with the conditions set.

8 December 2021 Council meeting

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What you can expect from us – Planning, Regulatory and Community Development

Community outcome	Our objective level of service	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
and a Sustainable de Environment an thi str	To enable people to develop their land in an appropriate way through a streamlined and cost-effective consent process	Customer satisfaction with resource consent process in customer survey	69%	81%	Maintain customer satisfaction ≥ 75%	Target not achieved. Less available contact time for duty planner may have reduced this score.
	consent process	Resource consents processed within statutory timeframes	95% non-notified consents, 84% notified consents	89% non- notified consents, 85% notified consents	Resource consents processed within statutory timeframe ≥ 99%	Target not achieved. An improvement from last year for non-notified consents. A similar trend for notified consents (24 of 26 that went to hearing and 3 of 6 that didn't go to hearing processed within timeframes).
A Thriving Economy and a Safe and Healthy Community	a Safe and	Customer satisfaction with building consent processes in residents' survey	71%	75%	Maintain customer satisfaction ≥ 85%	Target not achieved. This may be as a result of the enforcement of the required standards of the building code.
		Building consents processed within statutory timeframes	98%	98%	Building consents processed within statutory timeframe 100%	Target not achieved. 98% were achieved within the statutory timeframe. The unpredictability of consents through the year is challenging, and additional resources were implemented to try and address this.

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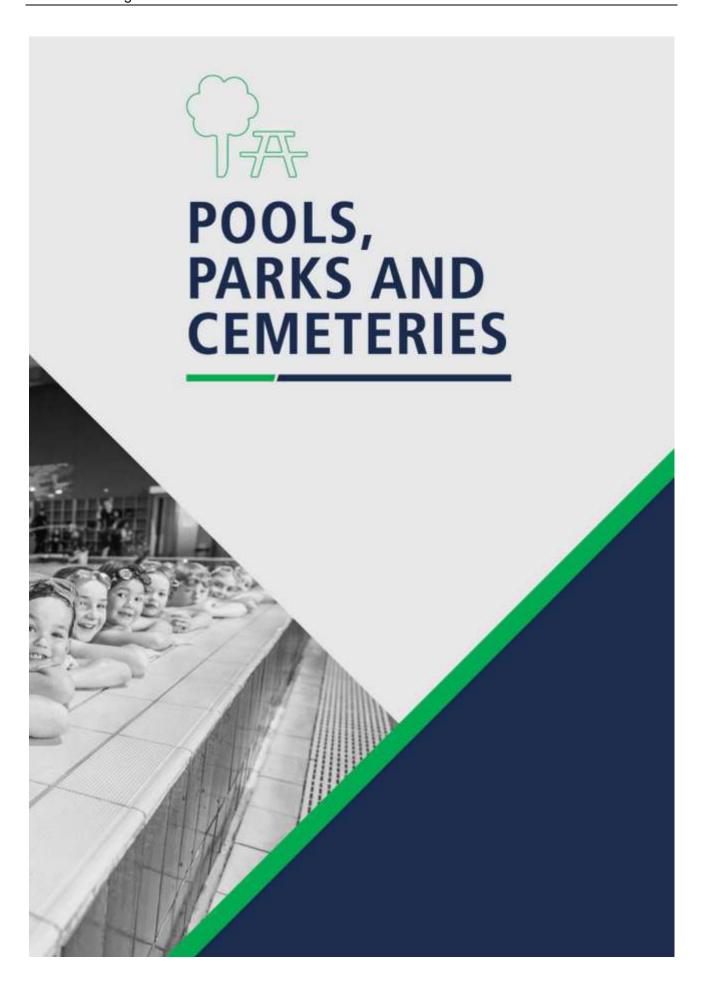
Community outcome	Our objective level of service	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
To h deve appr assi prov and com ensu serv	To help people develop appropriately, and assist in the provision of health and well-being in the community by ensuring that food service premises are hygienic	Annual licensing and inspection programme, including audit of food control plans is completed in accordance with legal and internal standards	93%	81%	100% annual licensing programme completed within reporting period	Target not achieved. This is a significant improvement from the previous year. However, a vacancy in the team has resulted in some verification delays, compounded by additional verifications required from enforcing sub-standard premises and new premises. This has resulted in increased work volume above that programmed.
	To provide a safe and healthy environment in which people may live and travel without fear of dangerous dogs	Customer satisfaction with dog control	83%	82%	Maintain customer satisfaction ≥ 75%	Target achieved
A Safe and Healthy Community	Community satisfaction with Council performance	Residents' survey - Satisfaction with Emergency Management (Civil Defence)	92%	93%	>90%	Target achieved

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2019/20	2019/20	2019/20	Funding Impact Statement	2020/21	2020/21	2020/21
LTP	Annual	Actual	For the year ended 30 June 2021	LTP	Annual	Actual
Year 2 \$000	Plan \$000	\$000	PLANNING, REGULATORY AND COMMUNITY DEVELOPMENT	Year 3 \$000	Plan \$000	\$000
	2000		OPERATING	0.000	-	
			Sources of operating funding			
-	-	-	General rates, uniform annual general	-	-	14
			charges and rates penalties			200700000
1,014	1,035	1,045	Targeted rates	1,040	2,096	2,104
-	-	-	Subsidies and grants for operating	-	-	-
2,183	2,182	2,078	purposes Fees and charges	2,228	2,360	2,313
166	102	68	Internal charges and overheads recovered	175	72	2,313
418	428	844	Local authorities fuel tax, fines,	418	581	907
410	420	044	infringement fees, and other receipts	410	301	301
3,781	3,747	4,035	Total operating funding	3,861	5,109	5,358
	1000000	W	Applications of operating funding	NI CON	Tito	10.000
2,828	2,880	3,701	Payments to staff and suppliers	2,884	4,050	3,742
*	-	+	Finance costs	-		-
847	781	720	Internal charges and overheads applied	877	951	947
*	-		Cost of sales	-	-	5
2	2	3	Other operating funding applications	2	2	3
3,677	3,663	4,424	Total applications of operating funding	3,763	5,003	4,697
104	84	(389)	Surplus (deficit) of operating funding	98	105	661
			CAPITAL			
			Sources of capital funding			
-	-	-	Subsidies and grants for capital	-	-	- 2
_	_		expenditure Development and financial contributions		_	
_			Increase (decrease) in debt		_	1
97	_	(204)	Gross proceeds from sale of assets	_	_	19
		ķ		-		ं
*	-	*	Lump sum contributions	-	-	*
+	-	*	Other dedicated capital funding	-	-	
97		(204)	Total sources of capital funding			
			Applications of capital funding Capital expenditure			
_			- to meet additional demand	_		
			- to improve the level of service	_		-
		159	- to replace existing assets		115	237
201	84	(752)	Increase(decrease) in reserves	98	(10)	424
201	04	(152)	Increase(decrease) in investments	90	(10)	424
201	84	(593)	Total applications of capital funding	98	105	661
(104)	(84)	389	Surplus (deficit) of capital funding	(98)	(105)	(661)
(,	(0.7)			(55)	,,	,,
(104)	(04)	-	Funding balance	(50)	(100)	,0



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Pools, Parks and Cemeteries

About our activity

Access to parks, reserves and recreational facilities is important for our communities' well-being and maintaining a variety of high-quality open spaces helps to make our district an attractive place to live, work and play. Our swim centres provide a place for people to recreate and learn to swim, particularly for our young people. We manage the Cromwell Pool and Alexandra Pool directly, along with a summer pool in Ranfurly.

Council's parks and recreation team also looks after 13 sports grounds and domains, eight cycling and walking tracks, three skateboard facilities, a bike park, approximately 7,000 trees, 31 playgrounds, and we maintain 268 hectares of reserve land.

The provision of cemeteries is an important function which we undertake on behalf of the community. We are responsible for nine cemeteries in our district, and cemetery trusts manage the other cemeteries.

THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES







Rising to the challenges

Alexandra Cemetery Work

The Alexandra Cemetery buffer planting project was carried out in the first quarter. First the former water race was levelled and irrigation installed, then mulching, fencing and planting in early spring, and will be completed once mulch for the planted area is delivered to site. Planting is planned for late August/early September.

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Swim Centres rebrand

Council's graphic designer worked with the pools team on a brand refresh that was rolled out from Spring 2020. The refresh brings Alexandra Pool, Cromwell Pool and Ranfurly Pool under the banner of Central Otago Swim Centres for greater cohesion. During the year, as entrance ways were being upgraded, we seized the opportunity to add elements of the new look into décor and signage. Staff are also now sporting smart new uniforms.



Tree Maintenance Programme

All Council-owned trees within parks and urban streets were counted and assessed as part of Council's ongoing asset data capture programme in winter 2020. This assessment identified just under 7000 trees that Council is responsible for across the district. A proactive tree maintenance programme was developed from this information to feed into the Longterm Plan 2021-2031.

Roxburgh Skate Park

Construction of the Roxburgh Skate Park in the King George Reserve got under way in May. The development of a small wheels park for skateboards and scooter riders will provide a top-class facility for school-aged children and visitors to use. The community-led project has been in the pipeline for several years, so it is exciting to see work to develop the park underway.

Alexandra Bike Park resurfacing

The Alexandra Bike Park (learn to ride area) was closed for a month (May/June) while the uneven concrete perimeter track was lifted, and a new asphalt surface installed.

Parks and recreation highlights

Other highlights this year included the reinstatement of the River Track between Marshall Road car park and the Fraser Bridge, following the January floods. Council received and great match reports at Molyneux Park both New Zealand domestic cricket fixtures and also from the Highlanders following their fixture in February at Molyneux Park. Recent investment in upgrading irrigation systems is returning improvements in water management too.

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THE What you can expect from us – Pools, Parks and Cemeteries

Community outcome	Our objective level of service	How we measure Success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
A Thriving Economy and a Sustainable Environment	Areas are maintained and operated so that they look good and meet the needs of users	Percentage of residents satisfied with parks and reserves in customer survey	92%	91%	Maintain satisfaction with parks and reserves at above 93%	Target not achieved. Satisfaction has increased from 2019-2020, and work is continuing to improve overall satisfaction.
		Percentage of residents satisfied with sports fields in customer survey	91%	94%	Maintain satisfaction with sports fields at above 93%	Target not achieved. Sports grounds have been available as required and to the specifications required by particular sports codes. It is therefore difficult to determine the slight drop in satisfaction with sports fields.
		Percentage of residents satisfied with cemeteries in customer survey	85%	88%	Maintain satisfaction with cemeteries at above 90%	Target not achieved. This may be attributed to parks maintenance issues, particularly mowing and irrigation in some cemeteries. To achieve the target, contractor maintenance levels have been increased.
A Safe and Healthy Community	Parks and playgrounds are maintained to a level that is safe for users	Percentage of residents satisfied with playgrounds in customer survey	92%	86%	Maintain satisfaction with playgrounds at above 90%	Target achieved.

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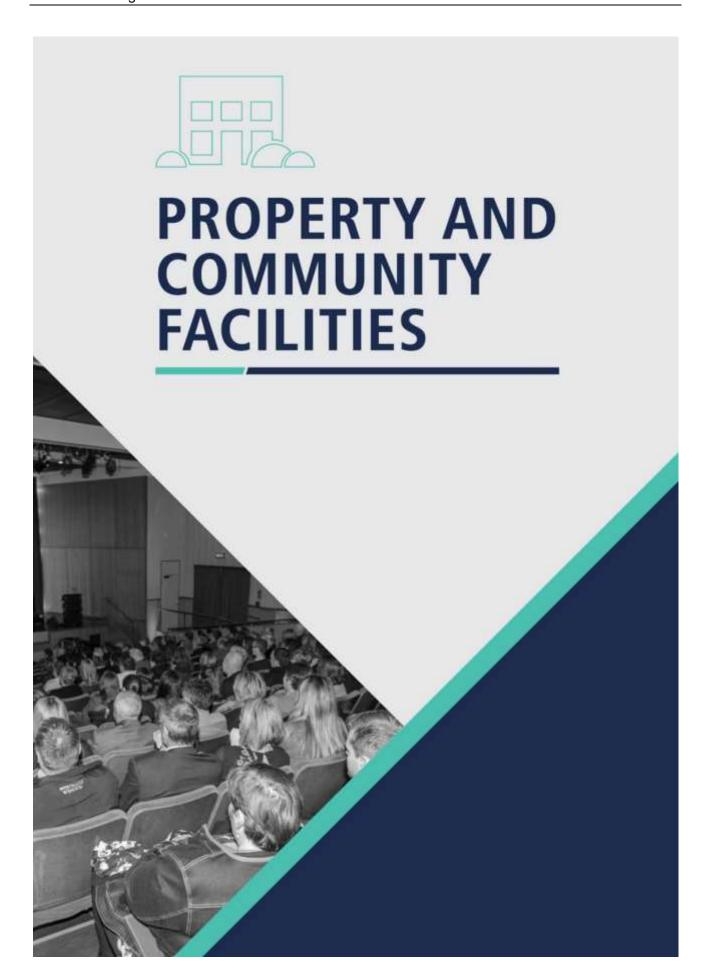
Community outcome	Our objective level of service	How we measure Success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
A Thriving Economy and a Safe and Healthy Community	To provide aquatic facilities that meet the needs of the majority of the community	Percentage of users satisfied with pools through customer survey results	75%	83%	Maintain user satisfaction at >90%	Target not achieved. There have been some unforeseen closures of both pools over the survey period due to mechanical issues. These are being addressed.
	Aquatic facilities are managed to NZ Water Safety Council "Pool Safe" Standards	Annual "Pool Safe" audit	Pass	Both Molyneux Aquatic Centre & Cromwell Swim Centre have had their Pool Safe Certification for 2020/21 reconfirmed for 2020/21.	To pass	Target achieved

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2019/20 LTP Year 2	2019/20 Annual Plan	2019/20 Actual	Funding Impact Statement For the year ended 30 June 2021	2020/21 LTP Year 3	2020/21 Annual Plan	2020/21 Actual
\$000	\$000	\$000	POOLS, PARKS AND CEMETERIES	\$000	\$000	\$000
			OPERATING	-1	12	
			Sources of operating funding			
-	-	-	General rates, uniform annual general charges and rates penalties	-	(2)	-
4,502	4,710	4,756	Targeted rates	4,595	5,224	5,249
-	-	2	Subsidies and grants for operating purposes	-	1	3
1,058	1,028	733	Fees and charges	1,058	928	886
431	420	666	Internal charges and overheads recovered	432	468	459
214	214	171	Local authorities fuel tax, fines, infringement fees, and other receipts	214	197	200
6,205	6,372	6,328	Total operating funding	6,299	6,816	6,797
			Applications of operating funding			
3,905	3,947	4,018	Payments to staff and suppliers	3,893	4,194	4,255
1	1		Finance costs	1	1	2
1,390	1,411	1,416	Internal charges and overheads applied	1,430	1,623	1,412
84	84	224	Other operating funding applications	94	94	260
5,380	5,443	5,658	Total applications of operating funding	5,418	5,912	5,929
825	929	670	Surplus (deficit) of operating funding	881	904	868
- 55	ii	55	CAPITAL		ST 55	
			Sources of capital funding			
-	-	255	Subsidies and grants for capital expenditure	-	-	214
-	-	-	Development and financial contributions	-	-	2
*	+	+	Increase (decrease) in debt		-	
1,435	-	(150)	Gross proceeds from sale of assets	2,291	-	12
-	-	-	Lump sum contributions	-	-	
	-	-	Other dedicated capital funding	-	-	
1,435		105	Total sources of capital funding	2,291		214
			Applications of capital funding Capital expenditure			
-		-	- to meet additional demand	-	-	
8	68		- to improve the level of service	3	396	263
1,623	1,669	608	- to replace existing assets	1,142	1,211	789
629	(808)	166	Increase(decrease) in reserves	2,027	(703)	30
		1	Increase(decrease) in investments	-,	-	consis
2,260	929	775	Total applications of capital funding	3,172	904	1,082
(825)	(929)	(670)	Surplus (deficit) of capital funding	(881)	(904)	(868)
-	-	•	Funding balance			



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Property and Community Facilities

About our activity

Our community facilities and buildings provide local community hubs for social, sporting and cultural interaction.

We provide community housing, predominantly for the elderly. Council owns 98 flats located in Alexandra, Clyde, Cromwell, Ranfurly and Roxburgh.

We provide public toilets in towns across the district and at recreation facilities and parks, to meet the needs of the community and visitors to our district.

We provide a main operational office and customer service centre in Alexandra, and service centres in Cromwell, Ranfurly and Roxburgh.

We manage the assets at the airports at Alexandra, Cromwell and Roxburgh. The users are generally recreational private pilots and some commercial users. There is also an increasing interest in private hangars with a residential annexe. In Alexandra, 26 hangar or hangar and residential leases have been issued with five sites still to be built on and building underway on another two. A draft Alexandra Airport Masterplan is nearing completion, which will provide direction for future types of activity on the aerodrome and appropriate locations for development. Thirteen leases are also in place for hangar only sites at Cromwell Aerodrome with potential for another 7 to 10 sites.

We own and lease a variety of commercial and farm properties, and develop land for sale. The income from commercial property is used to fund other Council costs.

We hold a number of land parcels, currently being used as forestry blocks. These forests also provide an amenity value for the community for walking and biking. Some have potential for other land use in the future as recognised by their zonings in the District Plan.

THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES







DRAFT

Rising to the challenges

Learning Hub Collaboration

In December 2020 a celebration was held for the opening of the Community Learning Hub, which took over the former i-SITE area within the Central Stories building in Alexandra. The Otago Polytechnic (Central Campus), Central Otago REAP and Alexandra Community House collaborated on a proposal and came forward when the Council went out for expressions of interest on the future use of the space from mid-August to mid-September.

The Community Learning Hub has three key functions:

- expand community education and introduce tertiary education into the Alexandra community;
- · focus on post-COVID recovery training and reskilling; and
- create an inviting lounge area to support other local activity and provide a meeting place.

Council felt the vision of the group fitted well with the other tenants of the building and would enrich the space as a place of learning, arts and culture. Siting this new community learning hub right across the road from Alexandra Community House also creates an exciting dynamic and potential for an 'educational and community precinct' to evolve.

Alexandra Men's Shed

The Alexandra Men's Shed picked up the keys to take over the property at 69 Boundary Road (formerly occupied by Fire and Emergency New Zealand) on 1 April 2021. The Men's Shed crew will share the space with the Alexandra Lions Club. It was a happy milestone for the group, which had outgrown its facility in Molyneux Park. Council still owns the land the building sits on and FENZ has relocated to Centennial Avenue in Alexandra.

Cromwell Master Plan

The community got its opportunity to give feedback on projects to be progressed as part of the Cromwell Masterplan through the Long-term Plan (LTP) consultation earlier this year. Sixty percent of the record 852 submitters to this LTP consultation process were from the Cromwell Ward.

Council agreed with Cromwell Community Board (CCB) recommendations relating to the Arts, Culture and Heritage Precinct projects to proceed with the preferred option for the hall/events centre and the museum as set out in the LTP consultation document. Council acknowledged the size of the hall/event centre can change as necessary once further planning and detailed design work has been undertaken to understand the needs, growth and further opportunities for Cromwell and district. This work will also explore options for construction, operation and ownership of the facility.

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Council also agreed to CCB recommendations related to the town centre. Council approved the funding for the town centre projects to enable further design work, noting that the library and service centre building will not be demolished. Following completion of design work, Council will review district costs in the 2023/24 Annual Plan.

Picturesque pit-stop

The new Omakau public toilets opened in December 2020 adorned with a stunning shot of a nightscape by Omakau photographer <u>Victoria Bowman</u>. The facility is located beside the toy library ad opposite the 4Square on the main road through Omakau.



Provincial Growth – Community/Town Hall Halls or War Memorial Funding

The Property Team was successful in obtaining \$38,800 from the Provincial Growth Fund for the Renovation of Community Town Halls and War Memorials scheme.

This funding helped the community rebuild both social and economic resilience post COVID-19 lockdown by providing facilities for the community that are safe, warm and comfortable; through the employment of local tradespeople to help build confidence in the building sector.

The Central Otago District Council and the Central Otago community are very happy with the results of the projects. The Provincial Growth Fund is administered by Kānoa - Regional Economic Development and Investment Unit. Without this funding, the project results would not have been achieved as quickly as they were.

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The funding enabled the completion of the following projects:

- Becks Memorial Hall Installation of a water filtration system
- Tarras Community Centre heat pump installation
- Maniototo Rugby Clubrooms reupholstering of 60 chairs
- Anderson Park Pavilion, Cromwell replacement of storage facility doors

Provincial Growth Funding - Ophir

Collaboration between the Council, the Ophir Welfare and Ophir Hall committees resulted in two further applications to another stream of funding being successful, with a \$60,000 contribution to replacing the Ophir Pool changing rooms and replacement of water pipes, and \$210,000 contribution towards new toilets at the Ophir Hall.

The Ophir Pool project was completed prior to summer starting in 2020. The Ophir Hall project is due for completion within the next financial year.

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What you can expect from us – Property and Community Facilities

Community outcome	Our objective level of service	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
A Thriving Economy and a Sustainable Environment	Community buildings are accessible and affordable to communities based on existing provision	Percentage of residents satisfied with community buildings	76%	79%	>90% satisfied	Target not achieved. This may be due to the number of earthquake-prone community buildings. However, Detailed Seismic Assessments are being actioned, and remedial work will follow.
		A charging policy is in place that demonstrates fees that reflect the level of benefit provided	Achieved	Achieved	Fees and charges charging policy in place	Target achieved
A Thriving Economy	Commercial buildings are maintained and upgraded where necessary, the prime driver being to maintain the ability to maximise the economic return and the integrity of the asset	Number of complaints received from tenants/leaseholders	0	0	<2	Target achieved
	Each building will be assessed at a frequency required to meet all Building Act and Code of Compliance requirements	Compliance with building WOF requirements	Full Compliance	Full Compliance	Full compliance	Target achieved
	Housing suitable and affordable for elderly is provided in the main	Number of units available in the district	98 units	98 units	98 units	Target achieved

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Community outcome	Our objective level of service	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
	townships until such time as the need can be met by other agencies					
	Free public toilets are available for the local community and visitors throughout the district at locations set out in the Public Toilet Strategy	Number of free public toilets	31 available	29 available	29 available	Target achieved
	Airports will meet Airways Corporation's four-yearly inspection criteria.	Four yearly inspection and certification by Civil Airways Corporation.	Non-compliant	Non-compliant	Full compliance	No longer a certification requirement of Civil Aviation Authority. This compliance is no longer achievable and therefore target not achieved.

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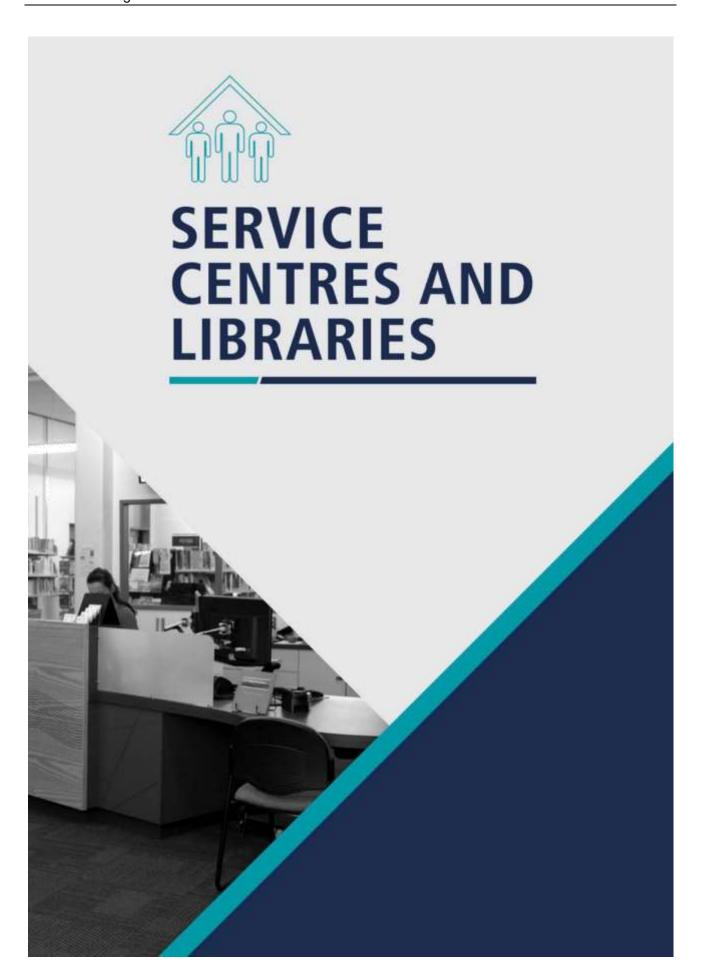
2019/20 2019/20 2019/20 Funding Impact Statement

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2020/21

2020/21 2020/21

Actual \$000	Annual Plan \$000	LTP Year 3 \$000	For the year ended 30 June 2021 PROPERTY AND COMMUNITY FACILITIES	Actual \$000	Annual Plan \$000	LTP Year 2 \$000
			OPERATING			
(240)	(257)	(120)	Sources of operating funding General rates, uniform annual general charges and rates penalties	(91)	(90)	(102)
2,332	2,380	2,269	Targeted rates Subsidies and grants for operating	2,217	2,196	2,226
1,592	1,430	1,298	purposes Fees and charges	1,451	1,276	1,270
251	-	-	Interest and dividends from investments	-	-	-
1,904	1,575	1,260	Internal charges and overheads recovered	1,494	1,477	1,187
133	134	92	Local authorities fuel tax, fines, infringement fees, and other receipts	111	86	90
6,236	-	-	Land and property sales	-	-	-
12,210	5,262	4,799	Total operating funding	5,183	4,945	4,671
			Applications of operating funding			
3,394	2,857	2,629	Payments to staff and suppliers	2,445	2,610	2,684
	4 500	4 000	Finance costs	4 404	4 000	-
1,378	1,502	1,290	Internal charges and overheads applied	1,184	1,363	1,190
3,733 321	265	266	Cost of sales	269	258	266
8,826	4,624	4,185	Other operating funding applications Total applications of operating funding	3,898	4,231	4,140
3,384	638	614	Surplus (deficit) of operating funding	1,285	714	531
			CAPITAL			
254	1	1	Sources of capital funding Subsidies and grants for capital	8	73	73
-	-	-	expenditure Development and financial contributions	-	-	-
15	-		Increase (decrease) in debt	-	-	-
		-	Gross proceeds from sale of assets	3,797	8,554	9,527
		-	Lump sum contributions			
5.0		-	Other dedicated capital funding	-	-	-
254	1	- 1	Total sources of capital funding	3,805	8,627	9,600
			Applications of capital funding Capital expenditure	*******	110000000	
3,507	-	-	- to meet additional demand	-	-	
0,001		754	- to improve the level of service		1,030	1,030
	1,154	754	to improve the level of service	-		
3,799	1,154 1,265	506	*	933		2,180
3,799	1,265		to replace existing assets Increase(decrease) in reserves	933 4,112	1,884	2,180 6,921
		506	- to replace existing assets			2,180 6,921
3,799	1,265	506	to replace existing assets Increase(decrease) in reserves	4,112	1,884	6,921
3,799	1,265 (1,780)	506 (645)	- to replace existing assets Increase(decrease) in reserves Increase(decrease) in investments Total applications of capital	4,112 45	1,884 6,427	-



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Service Centres and Libraries

About our activity

We aim to give our community the best customer experience: one where they are put first and provided with fast, efficient, accurate and friendly results. Council provides a front-line customer services team in its main Alexandra office and its three service centres in Cromwell, Roxburgh and Ranfurly.

We aim to deliver the highest quality library service to meet our community's informational, educational, recreational and cultural needs. We provide a joint library service with Queenstown Lakes District Council. In our district, we run libraries in Alexandra, Clyde, Cromwell and Roxburgh, and we have a partnership with schools in Millers Flat, Omakau and Maniototo.

THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES







Rising to the challenges

Expanding library offerings

In January 2021, the Central Otago Libraries team welcomed two new staff members into two newly created fixed-term roles – a Digital Services Librarian and a Community Outreach Librarian. The roles were made possible thanks to government funding distributed by the National Library to lead and support COVID-19 community recovery work across New Zealand.

The new positions have enabled our libraries to extend and develop a range of new activities, programmes and experiences – including Digital Drop-in sessions for people to gain more confidence with their devices, especially for accessing the range of library resources that can be accessed from home; a Central Otago visit in April by DORA the mobile digital learning bus, which was particularly timely as NZ banks phased out cheques and people needed to get on board with online banking; and, in conjunction with the Central Otago Rural Education Activities Programme (CO REAP), Central Otago Libraries offered the Stepping Up programme to help people get to grips with computer basics.

DRAFT

Community engagement this year has also included visits to schools; creating and hosting programmes such as Click Happy, a free photography and well-being workshop aimed at youth; book launch celebrations for local children's author Kyle Mewburn on the launch of her new memoir "Faking It: My life in Transition"; and an out-of-this-world National Simultaneous Storytime including a special guest reading astronaut from space!

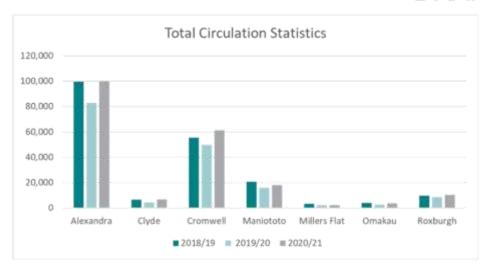


Library statistics

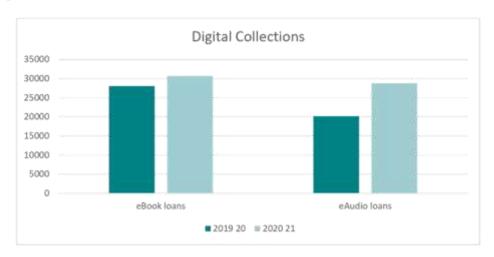
In the 2020/2021 year Central Otago Libraries attracted 618 new borrowers and has 5,702 borrowers who used library collections within the previous 24 months.

It is pleasing to note that use of the physical collections has bounced back and made a 1.46% gain on figures reported in the 2018/2019 year (ie pre-COVID lockdowns).

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Digital Collections



Use of our Digital Collections continued to build on last year's growth, with eBook loans increasing by 9.2% across our shared Central Otago and Queenstown Lakes Library service, and eAudio loans increasing by 42.7%.

PressReader, our platform for digital newspapers and magazines saw 339,194 connections this year, accessing a total of 150,629 publications, an increase of 14% on the 2019/20 year. At the same time, the numbers of articles read grew from 1,008,965 to 1,641,869 or 62% on the previous year.

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Outreach Services

Our library teams ran 55 digital drop-in sessions and 46 digital literacy classes across the district reaching 154 and 223 participants respectively. Most of these sessions occurred in the second half of the financial year and we anticipate that these will continue to grow in popularity.

Library staff and volunteers made 87 Home Services visits over the year, making a total of 377 deliveries of books and DVDs to library members who were unable to visit us in person. Many of the visits are to local rest homes, for example Ripponburn Home in Cromwell, The Chalet in Ranfurly and Ranui Home in Alexandra, where regular recipients eagerly await each delivery.



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What you can expect from us Service Centres and Libraries

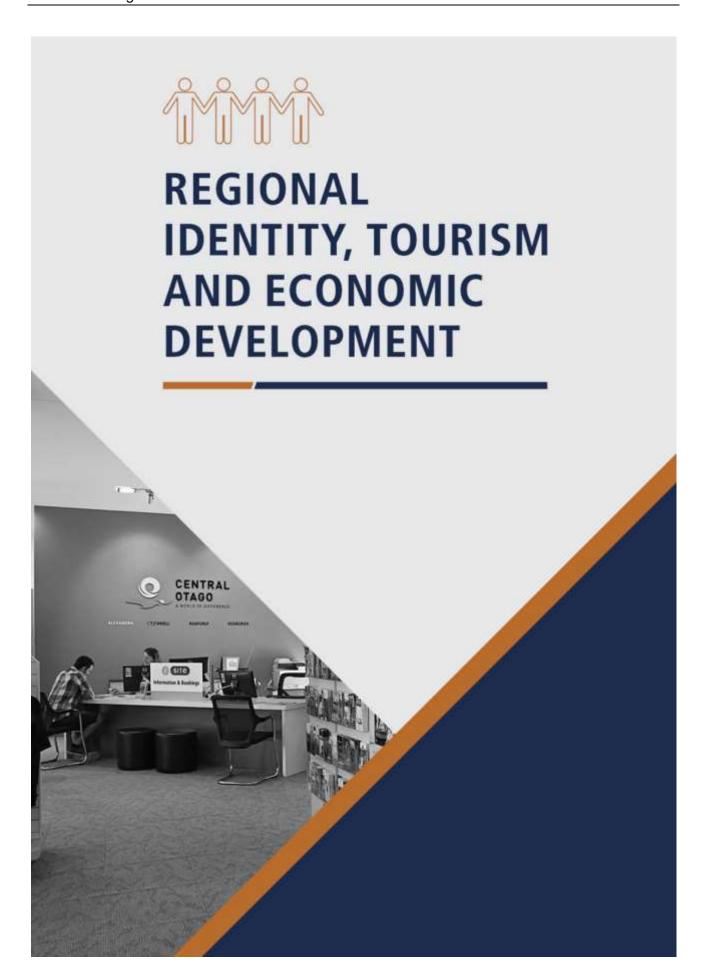
Community outcome	Our objective level of service	How we measure success	2020-21 Results	2019-20 Results	Our Aim Years 1-3	Comments
A Thriving Economy and a Safe and Healthy Community	To provide a quality library service through friendly, helpful and knowledgeable staff that enables residents and visitors to have valued library experiences	Percentage of library users satisfied with the quality of library services	96%	97%	>90%	Target achieved
A Sustainable Environment	Satisfaction with contact regarding service requests	Customer survey – the service was fast and efficient	73%	73%	>80%	Target not achieved
		Customer survey – the service was friendly and courteous	96%	98%	>90%	Target achieved
		Customer survey – issues dealt with effectively	63%	71%	>75%	Target not achieved
A Thriving Economy	Satisfaction with the initial contact with Council	Customer survey – the service was fast and efficient	78%	83%	>90%	Target not achieved
		Customer survey – the service was friendly and courteous	90%	91%	>90%	Target achieved
		Customer survey – issues dealt with effectively	68%	74%	>80%	Target not achieved

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2019/20	2019/20	2019/20	Funding Impact Statement	2020/21	2020/21	2020/21
LTP	Annual	Actual	For the year ended 30 June 2021	LTP	Annual	Actual
Year 2	Plan			Year 3	Plan	
\$000	\$000	\$000	SERVICE CENTRES AND LIBRARIES	\$000	\$000	\$000
			OPERATING	31		3 - 1
			Sources of operating funding			
+	-	-	General rates, uniform annual general	-	-	-
1,254	1,254	1,266	charges and rates penalties Targeted rates	1,290	1,243	1,247
1,204	1,204	1,200	Subsidies and grants for operating	1,200		1,241
			purposes			
18	18	21	Fees and charges	18	18	24
332	344	339	Internal charges and overheads recovered	349	322	323
9	9	9	Local authorities fuel tax, fines,	9	9	10
4 642	4 625	4 625	infringement fees, and other receipts	4 000	4 502	4 604
1,613	1,625	1,635	Total operating funding	1,666	1,592	1,604
968	994	858	Applications of operating funding Payments to staff and suppliers	996	986	994
-	-	-	Finance costs	-	-	004
486	486	437	Internal charges and overheads applied	513	557	547
1	1	1	Other operating funding applications	1	1	1
1,455	1,481	1,296	Total applications of operating funding	1,510	1,544	1,542
158	144	339	Surplus (deficit) of operating funding	156	48	62
			CAPITAL			
			Sources of capital funding			50
-	-	-	Subsidies and grants for capital expenditure	-	-	59
-	-	-	Development and financial contributions	-	-	-
-	-	-	Increase (decrease) in debt		-	
	-	-	Gross proceeds from sale of assets			10
			Lump sum contributions			-
			Other dedicated capital funding			
			Total sources of capital funding			59
			Applications of capital funding			177
			Capital expenditure			
			- to meet additional demand			
			- to improve the level of service		495	149
161	158	173	- to replace existing assets	166	5	2
(3)	(14)	166	Increase(decrease) in reserves	(10)	(452)	(30)
-	+	+	Increase(decrease) in investments	-		
158	144	339	Total applications of capital funding	156	48	121
(158)	(144)	(339)	Surplus (deficit) of capital funding	(156)	(48)	(62)
			Funding balance		*	



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Regional Identity, Tourism and Economic Development

About our activity

Central Otago A World of Difference regional identity values define the unique characteristics of our region. It's a definition of who we are, what we value and what we want to protect. Council manages the regional identity on behalf of the community, providing a platform to tell the unique stories of people and place. We encourage our community to embrace, celebrate and demonstrate the special place-based qualities we share.

Council provides a helping hand to a number of community-driven initiatives each year by issuing grants. These are allocated to groups wishing to host cultural, creative, sporting and community-based events or initiatives that meet identified community needs and strengthen community well-being.

Tourism Central Otago manages the development and marketing of Central Otago as a visitor destination. We focus on delivering value: value to visitors, value to our host communities, value to the businesses that invest in the products and services purchased by visitors, and value to our natural environment. We aim to attract visitors who want truly authentic Central Otago experiences, increasing the spread and spend of visitors throughout the district.

The vision that drives Council's economic development effort is that Central Otago is a place of dynamic business, creative innovative talent, and where visitors and locals come to experience a world of difference. The Council's role in essence is that of an enabler, directly in terms of the various activities Council actually controls, in areas where it can influence through facilitation, coordination, provision of support services, grants and seed funding, and where it is able to apply interest through advocacy, lobbying and education.

THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES







DRAFT

Rising to the challenges

A new digital shopfront for Central Otago

Tourism Central Otago and the Council's Community and Economic Development team launched a complete refresh of the centralotagonz.com website in July 2020. The new site brings together into one place the stories of Central Otago, its communities, people and experiences in a way that inspires people to value all that is special about the region. It brings to life the vision of a single digital shopfront for the region which is a high priority project identified in Central Otago's tourism strategy. The aim of the website rebuild was to provide inspiring and useful content for visitors, businesses and local communities under the umbrella of our regional identity 'Central Otago - A World of Difference'.

TCO gets \$700K government funding

In July 2020 Tourism Central Otago received word it had received \$700,000 from the Government's Strategic Tourism Assets Protection Programme for Regional Tourism Organisations (RTO).

The funding was for one year only to support Council funding of the RTO and was not a substitution for local government funding for tourism activity. This almost doubled Tourism Central Otago's (TCO) budget for the 2020-2021 financial year.

The programme of activity submitted and approved fits across three strategic categories: destination management and planning, industry capacity building and product development, and domestic marketing.

Speaking at the time of the announcement Tourism Central Otago's General Manager said the funding gave the team the ability to supercharge progress on a range of priority projects identified in the Central Otago Tourism Strategy.

Maniototo Story Collection Published

A special launch celebration was held in September for the 'Maniototo - Our Place, Our Stories' publication with some of the locals at the Maniototo Stadium. The publication is the third in what will become a collection of stories to capture the essence of the communities that make up Central Otago - A World of Difference.

Visitor information services return to Alexandra and Cromwell

The Central Otago District Council signed memorandums of understanding with Unichem Alexandra Pharmacy and The Gate, Cromwell to deliver visitor information services in September 2020. We have been creating a cohesive experience between our Roxburgh and Ranfurly i-SITEs and these two new visitor information centres in Alexandra and Cromwell, so that both visitors and our local communities can feel they are getting the same level of service.

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One of NZ's finest road trips becomes an official touring route

On 26 November 2020 the Central Otago Touring Route was officially launched at a celebration held at the mid-way point in the journey – Hayes Engineering Works and Homestead in Oturehua.

The Central Otago Touring Route is a 341km journey through dramatic landscapes full of natural wonders, unique attractions and activities – along with typically warm local welcomes. It travels from the Pacific Ocean at Otepoti/Dunedin to the foot of the Southern Alps at Queenstown. A touring route has long been a vision for Central Otago communities and seeing that vision come to life is a wonderful example of what can be achieved when regions collaborate on a project.



Central Otago careers event a success

Two busloads of Central Otago youth had their eyes opened to a wide range of career opportunities on a careers field trip in March 2021. The Central Otago Career Opportunities Day that took place in Alexandra attracted 85 youth from across the district to connect with more than 30 different local employers. The event was funded by the Mayors Taskforce for Jobs. The aim of the day was to improve youth (16-24 years) employment rates by providing the opportunity for youth to meet and interact with employers, and help them understand employment options and pathways in the district, as well as the changing nature of the workplace.

The participating youth had the opportunity to learn about the future of work through a presentation from a University of Otago Career Development Advisor, before meeting with local employers in the workplace to gain first-hand knowledge of the local opportunities. There were three stops en route – first to Boundary Road to meet with construction and engineering firms; then to the Packing Shed in Earnscleugh to meet with hospitality and tourism employers; before rounding out the day talking agriculture and viticulture careers with employers gathered at Sunbury Park Orchard.

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New business events bureau launched

Tourism Central Otago (TCO) officially launched 'Central Otago Business Events' (COBE) in May. TCO identified an untapped opportunity for Central Otago within the conference and incentive market to co-ordinate, target and attract these, together with executive retreat groups, to the region. COBE will be a conduit to tap into this market sector.

In June a delegation visited the MEETINGS event in Auckland run by Business Events Industry Aotearoa to introduce the offering to event organisers.

Manuherekia Minimum Flow Economic Impact

An economic impact report on potential Manuherekia Minimum Flows was commissioned to support informed decision making on the setting of the minimum flow for the Manuherekia river. The consultants reviewed land-use and farm financial models developed by the Otago Regional Council and scaled these models to understand the cumulative effect of the changes on those directly reliant on the water for irrigation, and on those affected indirectly within the district and wider region. The report also identified shortcomings in the base modelling, including the absence of horticulture from the model, and the lack of consideration of tipping points that would trigger land use changes. Council made a submission to the Otago Regional Council as part of the community consultation process.

Otago Regional Council's Plan Change 7

The Central Otago District Council staff presented at the Environment Court hearing for Otago Regional Council's Proposed Plan Change 7. Central Otago District Council is involved in these proceedings through a submission on this Plan Change as both a water user (supplying community drinking water) and in its role (as identified in the Economic Recovery Plan) of continuing to advocate for and support sustainable water use reforms. Infrastructure Services led the provision of evidence on community drinking water supplies while Economic Development staff provided representation on Councils original submission and evidence on the potential social and economic impact of the plan change on our community.

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What you can expect from us – Regional Identity, Tourism and Economic Development

Community outcome	Our objective level of service	How we measure Success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
A Thriving Economy	Manage the brand applications and process in a timely manner	End to end time in delivery of approving new brand users	0	2	Within 15 working days	Target not achieved. 7 new regional identity partners were signed up and 5 existing partners were renewed in this financial year, however the application process took longer than 15 days as thorough checks were done on each to ensure they all had appropriate licenses and consents.

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2019/20 LTP Year 2 \$000	2019/20 Annual Plan \$000	2019/20 Actual \$000	Funding Impact Statement For the year ended 30 June 2021 REGIONAL IDENTITY, TOURISM AND ECONOMIC DEVELOPMENT	2020/21 LTP Year 3 \$000	2020/21 Annual Plan \$000	2020/21 Actual \$000
			OPERATING			
558	661	667	Sources of operating funding General rates, uniform annual general charges and rates penalties	532	757	1,118
2,148	2,173	2,194	Targeted rates	2,198	1,608	1,608
29	29	100	Subsidies and grants for operating purposes	29	130	-
214	198	106	Fees and charges	208	65	31
20	27	16	Internal charges and overheads recovered	22	21	9
180	152	169	Local authorities fuel tax, fines, infringement fees, and other receipts	183	43	142
3,149	3,239	3,252	Total operating funding	3,172	2,624	2,908
1,930	1,862	1,824	Applications of operating funding Payments to staff and suppliers	1,877	1,454	1,998
12	11	*	Finance costs	12	1	
562	633	557	Internal charges and overheads applied	583	488	583
661	654	558	Other operating funding applications	661	557	609
3,165 (16)	3,160 79	2,939 313	Total applications of operating funding Surplus (deficit) of operating funding	3,133 39	2,500 124	3,191 (283)
			CAPITAL			
-	-	-	Sources of capital funding Subsidies and grants for capital expenditure	-	-	427
-	-	-	Development and financial contributions	_	_	-
-	-	*	Increase (decrease) in debt	-	-	
	-	(1)	Gross proceeds from sale of assets	-	-	-
-	-	+	Lump sum contributions	-	-	-
	+	+	Other dedicated capital funding	*	-	
	25	(1)	Total sources of capital funding			427
			Applications of capital funding Capital expenditure			
	-		 to meet additional demand 	-	-	-
-	-	-	 to improve the level of service 	-	-	
	-	34	 to replace existing assets 	-	-	
(16)	80	275	Increase(decrease) in reserves	39	124	143
	_	3	Increase(decrease) in investments	_		-
(16) 16	80 (80)	312 (313)	Total applications of capital funding Surplus (deficit) of capital funding	39 (39)	124 (124)	143 284



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Governance and Corporate Services

About our activity

Activities in this group align to fulfil the purpose of local government to enable democratic local decision-making, and to meet the current and future needs of our communities in a cost-effective manner.

The governance team supports elected members to be effective and responsible decisionmakers. Within this activity, we facilitate and support Council and community boards, ensure agendas are published and available to the public, and run local body elections every three years.

Our strategy and policy function are responsible for developing and articulating direction on key strategic issues, and ensures that the organisation has robust and meaningful policies in place to guide organisational decision making.

We want to make sure our communities are involved in these decisions and activities – that people are kept up to date and are able to easily take part in Council engagement processes. Our communications team provides timely and accurate information and works to create meaningful opportunities for community involvement.

The corporate services activities provide support across the organisation which allows Council to function efficiently and effectively. It includes our accounting, financial planning and reporting, rating, policy, information services, audit, risk and procurement, and administration activities.

We have a responsibility to plan and provide for civil defence emergency management within the district. We work collaboratively with Emergency Management Otago who employ the Emergency Management Officers for each of the districts. At a local level, a number of staff are first line civil defence responders and undergo training in roles ranging from welfare and logistics coordination through to being local controllers.

THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES





Toitu te Whensa Sustainable Environment



DRAFT

Rising to the challenges

Website refresh

The Council website www.codc.govt.nz had a refresh, with its new look going live in August 2020. The home page is focused on the search function and some of the top tasks we know people are coming to our site for. The website refresh launch was step one on a journey to make the website as user-friendly as we can for our residents and ratepayers. Work has continued throughout the year to keep content fresh, engaging and above all up-to-date, accurate and accessible, and roll out more online forms to enable customers to better engage with us online.

Procurement Policy

Council adopted a Procurement Policy in August 2020, which will see it take more of a focus in future Council procurement on broader outcomes, including local economic development as well as social outcomes, innovation and sustainability.

File Digitisation

Council's process of digitising property files (which commenced in late 2019) was a key workstream for the documents and records team. In April, at the time of a public promotional campaign about the service, more than a quarter of all Council property files had been digitised. The project to digitise property files is part of a wider three-year programme to digitise Council records, improving the management and accessibility of information for both staff and the public.

Cromwell By-election

Due to the resignation of Robin Dicey in April 2021 a by-election was required to elect one member to the Cromwell Community Board. Two nominations were received with a postal vote in July resulting in Bob Scott claiming the seat and being sworn into office on 29 July 2021.

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Framing our Future with our community

A major focus of the 2020/21 year has been preparing the Long-term Plan 2021-2031, particularly for the work programmes in Finance, Governance, Policy and Strategy, and Community and Engagement. Council opened for community feedback on five key consultation items, outlined in its *Ka Aka Whakamua - Framing our Future* consultation document, in March/April. We had a record response from the community receiving 852 submissions, which based on our population is equivalent to about 1 in 27 people giving feedback. There was also a really pleasing demographic spread. This meant elected members had good data to use as a tool in the decision-making process.



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What you can expect from us – Governance and Corporate Services

Community outcome	Our objective level of service	How we measure success	2020/21 Results	2019/20 Results	Our Aim Years 1-3	Comments
A Thriving Economy	Satisfaction with the leadership, representation and decision-making by elected members of local community boards		65%	74%	>85%	Target not achieved.
A Sustainable Environment						
A Safe and Healthy Community		Satisfaction with the performance of elected members	68%	76%	>85%	Target not achieved.
A Safe and Healthy Community	Satisfaction with the overall effectiveness of Council communications	Customer survey – overall effectiveness of communications	73%	78%	>80%	Target not achieved.

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2019/20	2019/20	2019/20	Funding Impact Statement	2020/21	2020/21	2020/21
LTP	Annual	Actual	For the year ended 30 June 2021	LTP	Annual	Actual
Year 2	Plan	\$000	GOVERNANCE AND CORPORATE	Year 3	Plan	\$000
\$000	\$000		SERVICES	\$000	\$000	
	2000		OPERATING	0.000.00		
			Sources of operating funding			
307	300	(3,735)	General rates, uniform annual general charges and rates penalties	322	(720)	(1,321)
197	143	144	Targeted rates	207	221	229
	-	-	Subsidies and grants for operating purposes	-	-	-
36	36	41	Fees and charges	36	36	53
*	-	-	Interest and dividends from investments	-	-	215
8,622	6,128	3,974	Internal charges and overheads recovered	9,552	6,250	3,401
74	74	125	Local authorities fuel tax, fines, infringement fees, and other receipts	74	80	57
9,236	6,681	549	Total operating funding	10,191	5,867	2,634
			Applications of operating funding			
5,573	5,981	5,773	Payments to staff and suppliers	5,627	6,864	5,717
22	27	31	Finance costs	22	72	47
2,924	290	(559)	Internal charges and overheads applied	3,335	341	(1,894)
20	20	20	Other operating funding applications	20	20	20
8,539	6,318	5,265	Total applications of operating funding	9,004	7,297	3,890
697	363	(4,716)	Surplus (deficit) of operating funding	1,187	(1,430)	(1,256)
			CAPITAL			_
			Sources of capital funding			
-	-	80	Subsidies and grants for capital expenditure	-	-	2555
1	1	248	Development and financial contributions	2	2	274
(8,815)	(7,330)		Increase (decrease) in debt	(2,833)	-	
100	-	45	Gross proceeds from sale of assets	6	-	
	-	+	Lump sum contributions	-	-	-
_			Other dedicated capital funding	*		74
(8,714)	(7,329)	373	1 Table 1 Table 1 Table 1 Table 1 Table 1 Table 1 Table 1	(2,825)	2	274
	(,,,		Applications of capital funding Capital expenditure	(-)/		
_			- to meet additional demand	_		- 1
			- to improve the level of service	_	_	- 6
931	1,066	730	- to replace existing assets	250	858	533
	(8,032)	(5,467)				
(8,948)	(0,032)		Increase(decrease) in reserves	(1,888)	(2,287)	(1,515)
(8,017)	(6,966)	(4,343)	Increase(decrease) in investments Total applications of capital funding	(1,638)	(1,429)	(982)
(697)	(363)	4,716	Surplus (deficit) of capital funding	(1,187)	1,430	1,256
(35,)	(300)	4,710	Funding balance	(1,101)	.,400	1,200
	1.7		, and an	35	- 2	



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2019/20 LTP Year 2	2019/20 Annual Plan	2019/20 Actual	Funding Impact Statement Whole of Council	2020/21 LTP Year 3	2020/21 Annual Plan	2020/21 Actual
\$000	\$000	\$000	For the year ended 30 June 2021	\$000	\$000	\$000
			OPERATING		ar 95	
			Sources of operating funding			
5,845	6,234	6,263	General rates, uniform annual general charges and rates penalties	5,790	4,204	4,273
25,119	24,835	24,877	Targeted rates	26,655	27,901	28,287
1,976	2,270	2,090	Subsidies and grants for operating purposes	1,948	2,317	4
5,001	5,043	4,712	Fees and charges	5,068	5,058	5,114
328	328	613	Interest and dividends from investments	401	403	467
2,113	2,084	2,468	Local authorities fuel tax, fines, infringement fees, and other receipts	2,118	2,604	2,782
			Land and property sales		-	6,236
40,382	40,794	41,023	Total operating funding	41,980	42,486	47,163
			Applications of operating funding			
29,047	29,468	30,471	Payments to staff and suppliers	29,082	33,245	34,436
35	38	31	Finance costs	35	74	50
-	-	-	Internal charges and overheads applied	-	-	(15)
+	*	-	Cost of sales			3,744
1,542	1,278	1,276	Other operating funding applications	1,553	1,936	1,613
30,625	30,784	31,778	Total applications of operating funding	30,670	35,255	39,828
9,757	10,010	9,245	Surplus (deficit) of operating funding	11,310	7,231	7,335
			CAPITAL			
			Sources of capital funding			
2,478	2,517	2,619	Subsidies and grants for capital expenditure	2,786	2,878	7,626
2,167	2,167	1,355	Development and financial contributions	2,191	2,347	1,488
+			Increase (decrease) in debt	-	-	
11,177	8,554	(891)	Gross proceeds from sale of assets	2,297		
-	-	-	Lump sum contributions Other dedicated capital funding	717	-	
15,822	13,238	3,083	Total sources of capital funding	7,991	5,225	9,114
	10,200	0,000	Applications of capital funding Capital expenditure	1,00	0,220	4,111
3.394	2.360	3,082	- to meet additional demand	1,751	1,974	4,591
-,	-,			_		100000000000000000000000000000000000000
11,495	9,919	8,355	- to improve the level of service	7,011	13,309	11,358
11,601	12,004	10,259	- to replace existing assets	8,693	9,407	7,962
(911)	(1,035)	(9,810)	Increase(decrease) in reserves Increase(decrease) in investments	1,846	(12,234)	(7,852)
25 570	23,248	12 328	Total applications of capital funding	19,301	12.450	390
25,579 (9,757)	(10,010)	12,328 (9,245)	Surplus (deficit) of capital funding	(11,310)	12,456 (7,231)	16,449 (7,335)
	-		Funding balance		•	-

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2019/20 LTP Year 2	2019/20 Annual Plan	2019/20 Actual	Funding Impact Statement Reconciliation	2020/21 LTP Year 3	2020/21 Annual Plan	2020/21 Actual
\$000	\$000	\$000	For the year ended 30 June 2021	\$000	\$000	\$000
			OPERATING			
9,757	10,010	9,245	Surplus (deficit) of operating funding from funding impact statement	11,310	7,231	7,335
(12,323)	(12,396)	(9,041)	Depreciation	(12,618)	(10,209)	(9,999)
2,478	2,517	2,619	Subsidies and grants for capital purposes	2,786	2,878	7,626
2,167	2,167	1,355	Development and financial contributions	2,191	2,347	1,488
-	-	9,512	Vested and previously unrecognised assets	2,291	-	6,489
8,924	4,015	(1,648)	Gain (loss) on sale of assets	-	-	126
-		26	Valuation gains / (Losses)	-	-	(742)
11,003	6,313	12,070	Net surplus (deficit) before tax in statement of financial performance	5,960	2,247	12,323

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2019/20 Actual \$000	STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE for the year ended 30 June 2021	Notes	2020/21 Annual Plan \$000	2020/21 Actual \$000
	REVENUE			
	Revenue from non-exchange transactions			
31,140	Rates	1	32,105	32,561
4,732	Subsidies and Grants	2	5,103	7,626
1,854	Regulatory fees	3	2,150	2,111
4,455	User fees and other income	3	4,792	4,991
1,355	Development and financial contributions	3	2,347	1,488
9,512	Vested assets	4	-	6,489
(59)	Gains (losses) on revaluation of forestry assets	5	-	76
	Revenue from exchange transactions			
377	Direct charges revenue full cost recovery	6	378	321
472	Rental revenue	6	433	476
537	Interest		401	467
76	Dividends		-	-
100	Profit on sale of assets		-	216
11,177	Land Sales		-	6,236
85	Gains (losses) on revaluation of investment	5		(818)
	properties			
65,812	TOTAL REVENUE		47,709	62,240
	EXPENDITURE			
10,218	Employee benefit expenses	7	11,203	11,109
9,041	Depreciation and amortisation	18, 19	10,209	9,999
31	Finance costs		74	50
5,530	Loss on disposal of assets	18, 19	-	90
7,394	Cost of Sales	8	-	3,744
21,528	Other expenses	8	23,976	24,925
53,742	Total Expenditure		45,462	49,917
12,070	Surplus/(Deficit) before tax		2,247	12,323
	Income tax expense	9		
12,070	Surplus/(Deficit) after tax		2,247	12,323
	Gain on asset revaluations			Total Parties
25	Gains (loss) on revaluation of wastewater assets		1,479	(1,473)
734	Gains (loss) on revaluation of water assets		1,926	3,016
-	Gains (loss) on revaluation of stormwater assets		573	(3,402)
	Gains (loss) on revaluation of roading assets		11,045	7,136
35,098	Gains (loss) on revaluation of property and park assets		2,215	
-	Gains (loss) on revaluations of land assets		5	(2,104)
-	Gains (loss) on revaluation of building assets		537	800
35,856	Total gain on asset revaluations		17,780	3,973
-	Gain on available for sale assets		-	2,146
-	Gains (loss) on revaluation of investment bonds		-	
(61)	Gains (loss) on revaluation of share equities		-	-
(61)	Total gain on available for sale financial assets		•	2,146
Charleston, contract			17,780	6,119
35,796	Total other comprehensive income		11,100	0,110

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

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2019/20 Actual \$000	CHANGES IN EQUITY for the year ended 30 June 2021	Notes	2020/21 Annual Plan \$000	2020/21 Actual \$000
(NOTE OF	PUBLIC EQUITY			
833,043	Public equity balance at 1 July		833,044	880,898
	Accumulated funds			
385,285	Balance at 1 July		413,581	397,343
12,070	Surplus/(Deficit)		2,247	12,323
(12)	Transfer from property revaluation reserve on disposal		-	2,146
397,343	BALANCE AT 30 JUNE	10	415,828	411,812
	OTHER RESERVES			
	Property revaluation reserve			
447,638	Balance 1 July		422,948	483,495
35,845	Revaluation gains/(loss)		17,780	3,973
12	Transfer to accumulated funds on disposal on property			
483,495	Balance at 30 June	10	440,728	487,468
	Fair value through other comprehensive revenue reserve			
41	Balance at 1 July		41	(20)
(61)	Revaluation gains/(loss)			
(20)	Balance at 30 June	10	41	(20)
	Restricted Reserves (trust and bequest funds)			
80	Balance at 1 July		-	80
_	Transfer from accumulated funds			
80	Balance at 30 June	10	*	80
483,555	Total other reserves		440,769	487,528
880,898	Public Equity 30 June		856,597	899,340

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

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2019/20 Actual \$000	STATEMENT OF FINANCIAL POSITION As at 30 June 2021 EQUITY	Notes	2020/21 Annual Plan \$000	2020/21 Actual \$000
397,343	Accumulated funds	10	415,828	411,812
483,495	Property revaluation reserve	10	440,728	487,465
(20)	Fair value through other comprehensive income revenue reserve	10	41	(17)
80	Restricted reserves	10	-	80
880,898	Total equity		856,597	899,340
	REPRESENTED BY:			
	Current assets			
6,713	Cash and cash equivalents	11	9,840	5,014
10,000	Other financial assets	12	1,563	11,500
3,171	Receivables	13	3,986	4,852
1,509	Inventories	14	1,541	5,394
21,393	Total current assets		16,930	26,760
	Less current liabilities		10000000	
273	Agency and deposits	15	329	256
4,706	Payables and deferred revenue	15	7,937	13,254
1,010	Employee entitlements	16	934	673
5,989	Total current liabilities		9,200	14,183
15,404	Working capital		7,730	12,577
	Non-current assets			
109	Available for sale financial assets	12	169	111
333	Loans and receivables	17	391	282
862,182	Property, plant and equipment	18	845,485	878,742
845	Intangible assets	19	771	1,272
355	Forestry assets	21	437	431
1,675	Investment property	22	1,625	5,925
865,499	Total non-current assets		848,877	886,763
	Less non-current liabilities			
5	Provisions	23	11	-
5	Total non-current liabilities		11	*
880,898	Net assets (assets minus liabilities)		856,597	899,340

The accompanying notes form an integrated part of these financial statements

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2019/20 Actual \$000	STATEMENT OF CASH FLOW For the year ended 30 June 2021	Notes	2020/21 Annual Plan \$000	2020/21 Actual \$000
	CASH FLOWS FROM OPERATING ACTIVITIES			
45,079	Receipts from rates, fees and other revenue		47,308	47,805
537	Interest received		401	467
76	Dividends received		-	-
325	Net GST		-	123
(33,993)	Payments to suppliers and employees		(33,474)	(31,607)
12,024	Net cash flow from operating activities	33	14,235	16,788
	CASH FLOWS FROM INVESTING ACTIVITIES			
11,275	Receipt from sale of property, plant and equipment			6,452
24,000	Receipt from sale of investments			26,000
-	Receipts from the repayment of loans and receivables			
(29,092)	Purchase of property, plant and equipment		(24,690)	(23,264)
-	Purchase of intangibles			(175)
(23,000)	Purchase of investments			(27,500)
(16,817)	Net cash inflow (outflow) from investing activities		(24,690)	(18,487)
	CASH FLOWS FROM FINANCING ACTIVITIES	_		
	Proceeds from borrowings		12,000	-
	Repayment of borrowings			
•	Net cash inflow (outflow) from financing activities		12,000	
(4,793)	Net cash increase (decrease) in cash held		1,545	(1,699)
	Cash at the beginning of the year			- Charles and Charles
11,506	Opening cash held 1 July		8,295	6,713
6,713	Closing cash held 30 June	11	9,840	5,014

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

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Reserve Funds

Reserves are held to ensure that funds received for a particular purpose and any surplus created is managed in accordance with the reason for which the reserve was established. Interest is credited to surpluses held in reserves. Restricted reserves have rules that can be set by legal obligation that restrict the use that Council may put the funds to. The remaining Council created reserves are discretionary reserves which the Council has established for the fair and transparent use of monies. Below is a list of current reserves outlining the purpose for holding each reserve and the Council activity to which each reserve relates. These reserves are included in note 10.

RESERVE FUNDS	Opening Balance \$000	Transfers In \$000	Transfers Out \$000	Closing Balance \$000
SPECIFIC RESERVES	3000	2000	\$000	4000
Other Infrastructure	1,099	2,195	(9)	3,285
Parks, Reserves and Cemeteries	24	-	(10)	14
Libraries, Swimming Pools, and Community Facilities	28	-	()	29
Self-Insurance fund	2,533	37	-	2,571
Planning and Environment	1,888	408	-	2,296
District Development	.,,	-		-,
Governance and Corporate Services	1,893	69	(47)	1,915
Total Specific Reserves	7,465	2,709	(65)	10,110
Development Contributions	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		(/	
Governance and Corporate Services	2,331	1,500	(15)	3.816
Total Development Contributions	2,331	1,500	(15)	3,816
Governance and Corporate Services	12,798	2.944	(2,896)	12,846
Total General Reserves	12,798	2,944	(2,896)	12,846
Property			(-)/	
Other Infrastructure	16,196	270	(5,690)	10,776
Libraries, Swimming Pools, and Community Facilities	12	48	(72)	(12)
Governance and Corporate Services	(176)	57	(123)	(242)
Total Property	16,032	375	(5,885)	10,522
Loss of Service Potential and Development	10		1000	500
Water	(10,631)	1,042	(734)	(10,323)
Wastewater	(11,115)	1,290	(3,141)	(12,966)
Stormwater	3,038	450	(219)	3,269
Transportation	(3,376)	646	(3,810)	(6,540)
Other Infrastructure	71	27	-	98
Total Loss of Service Potential and Development	(22,013)	3,455	(7,904)	(26,462)
Amenities				
Waste Minimisation	(1,548)	8	(912)	(2,451)
Other Infrastructure	(1,310)	27	(99)	(1,382)
Parks, Reserves and Cemeteries	801	150	(239)	712
Libraries, Swimming Pools, and Community Facilities	(1,634)	177	(20)	(1,477)
Planning and Environment	316	345	(419)	242
Total Amenities	(3,375)	707	(1,689)	(4,356)
Governance	Medicalida	-315000	- Andronesto	e di selancia di
Governance and Corporate Services	107	2	(23)	86
Total Governance Reserves	107	2	(23)	86
District Development	1010000		- Donaldo	10000
District Development	397	130	(52)	475
Total District Development Reserves	397	130	(52)	475
Total Reserves	13,742	11,822	(18,529)	7,035

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VARIANCE REPORT for the year ended 30 June 2021	2020/21 Actual \$000	2020/21 Annual Plan \$000	2020/21 Variance Favourable / (Unfavourable) \$000
Revenue from non-exchange transactions			
Rates	32,561	32,105	456
Subsidies and Grants	7,626	5,103	2,523
Regulatory fees	2,285	2,150	135
User fees and other income	4,991	4,792	199
Previously unrecognised assets		-	-
Vested assets	6,489	-	6,489
Valuation gains / (losses)	76	-	76
Development and financial contributions	1,488	2,347	(859)
Revenue from exchange transactions			
Direct charges revenue - full cost recovery	147	378	(231)
Rental revenue	476	433	43
Interest	467	401	66
Dividends		-	-
Profit on sale of assets	216	_	216
Land Sales	6,236	-	6,236
Gains on revaluation of investment properties	(818)	-	(818)
TOTAL REVENUE	62,240	47,709	14,531
EXPENDITURE			
Water	5,181	5,190	9
Wastewater	4,243	4,562	319
Stormwater	561	611	51
Roading	9,410	8,865	(545)
Environmental Services	5,584	5,275	(310)
Planning, Regulatory and Community Development	4,762	4,995	233
Pools Parks and Cemeteries	6,559	6,505	(54)
Property and Community Halls	8,014	3,971	(4,043)
Service Centres and Libraries	1,367	1,375	7
Regional Identity, Tourism and Economic Development	3,140	2,513	(627)
Governance & Corporate Services	1,006	1,601	595
Loss on disposal of assets	90	-	(90)
TOTAL EXPENDITURE	49,917	45,463	(4,456)
NET SURPLUS / (DEFICIT)	12,323	2,247	10,075

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Explanation of variances

Revenue

Rates

Rates income is on par with the annual plan with a small increase of \$456k. This is due to an increase in the 2020/2021 ratepayer base plus increased penalty income.

Subsidies and grants

Subsidies and grants income was \$2.523M favourable against budget. The bulk of the funding due to Council receiving \$1.352M more Waka Kotahi subsidies than anticipated. Additional grants were received from Strategic Tourism Assets Protection Programme (STAPP), Three Waters Reform programme, and Ministry of Business, Innovation and Enterprise (MBIE).

User fees and other income

User fees revenue of \$4.991M has a favourable variance of \$199k compared to the 2020/2021 Annual Plan. Resource consent income has increased along with the planning department being more efficient in on-charging recovery costs.

Vested assets

Additional revenue of \$6.489M of has been received in the form of vested assets. This relates to infrastructural assets that are passed on to Council from developers as part of the subdivision development process, prior to the titles being issued.

Development contributions

Development contributions has an unfavourable variance of (\$859k). Lower than expected contributions are linked with the timing of developments in Cromwell and Alexandra.

Land Sales

The 2020/2021 land sales include the settlement of Cemetery Road (Harvest Road) and the sale of sections from the Gair Avenue subdivision land sales of \$6.236 million. After cost of sales, there is an overall profit of \$2.492 million.

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Expenditure

Three Waters

Water, Wastewater and Stormwater expenditure are in line with the 2020/2021 Annual Plan, with an overall difference of 3.6%.

Roading

Roading expenses have increased by \$545k from the annual plan, with an overall difference of 6.1%. At the beginning of January there was a flooding event which required repairs to the roading network. While this was an unplanned event, there was the ability to claim through Waka Kotahi for an emergency works subsidy of 51% to partially fund the event, with the remainder being received from the Council's Emergency Event reserve.

Environmental Services

The increase in Environmental Services costs is largely due to the increased waste management costs, specifically transfer station operating costs and kerbside collection.

Planning, Regulatory and Community Development

There is a favourable variance of \$233k. This is due to staff vacancies and reduced training costs as a result of government incentives and training being held online. There were no district plan hearings held during the year, also reducing spending during the year.

Property and Community Halls

The increase of \$4.043 million is due to the cost of land involved in the land sales for Cemetery Road (Harvest Road) along with the land and development costs for the Gair Avenue subdivision.

Regional Identity, Tourism and Economic Development

Regional identity, tourism and economic development have an unfavourable variance of (\$627k). This is due to spending on tourism projects as a result of increased funding received from Strategic Tourism Assets Protection Programme (STAPP) and Ministry of Business, Innovation and Enterprise (MBIE).

Loss on sales of assets

This is a small variance of \$90k. This relates to the disposal of the Millers Flat Fire Station when the Council gave ownership to Fire and Emergency New Zealand, as well as some under depreciated vehicles at the time of disposal.

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Accounting policies

Reporting Entity

The Central Otago District Council (the Council) is a territorial local authority governed by the Local Government Act 2002 and is domiciled within New Zealand. The relevant legislation governing the Council's operations includes the Local Government Act 2002 and the Local Government (Rating) Act 2002.

The primary objective of the Council is to provide goods or services for the community or social benefit rather than making a financial return. Accordingly, the Central Otago District Council has designated itself as a tier 1 Public Benefit Entity (PBE) for the purposes of the new PBE International Public Sector Authority Standards (IPSAS).

The Council provides local infrastructure, local public services, and provides regulatory functions to the community. The Council does not operate to make a financial return.

The financial statements comprise the activities of the Council. The Council does not have a significant interest in any other entities.

The financial statements of the Council are for the year ended 30 June 2021. The financial statements were authorised for issue by the Council on 8 December 2021. Council does not have the power to amend the financial statements after issue.

2. Basis of Financial Statement Preparation

The financial statements have been prepared on the going concern basis, and the accounting policies have been applied consistently throughout the year.

Statement of compliance

The financial statements of the Council have been prepared in accordance with the requirements of the Local Government Act 2002 and the Local Government (Financial Reporting and Prudence) Regulations 2014 (LG(FRP)R), which include the requirement to comply with New Zealand Generally Accepted Accounting Practice (NZ GAAP). The financial statements have been prepared in accordance with the Tier 1 PBE accounting standards. These financial statements comply with PBE Standards.

Some rounding variances may occur in the financial statements due to the use of decimal places in the underlying financial data.

The financial statements are prepared on a historical cost basis, as modified by the revaluation of:

- Available for sale financial assets
- Forestry assets
- Certain classes of property, plant and equipment
- Investment property

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The financial statements are presented in New Zealand dollars and all values are rounded to the nearest thousand dollars (\$000).

Standards issued and not yet effective, and not early adopted

There has been no early adoption of any new accounting standards and amendments issued but not yet effective in the financial year.

Financial instruments

Currently reported under PBE IPSAS 29 until PBE IPSAS 41 becomes compulsory on periods beginning on or after 1 January 2022.

The Council plans to apply this standard in preparing its 30 June 2023 financial statements.

While the Council has not assessed the effects of the new standard, due to the nature of the Council's financial assets, investments and liabilities Council do not see this as a material change in our financial statements.

Amendment to PBE IPSAS 2 Cash Flow Statement

An amendment to PBE IPSAS 2 requires entities to provide disclosures that enable users of financial statements to evaluate changes in liabilities arising from financing activities, including both changes arising from cash flows and non-cash changes. The amendment is effective for the year ending 30 June 2022, with early application permitted. This amendment will result in additional disclosures. The Council will not early adopt this amendment.

PBE FRS 48 Service Performance Reporting

PBE FRS 48 replaces the service performance reporting requirements of PBE IPSAS 1 Presentation of Financial Statements and is effective for the year ending 30 June 2023, with early application permitted. The Council has not yet determined how application of PBE FRS 48 will affect its statement of service performance. It does not plan to adopt the standard early.

3. Revenue Recognition

Revenue is measured at a fair value of consideration received or receivable. Revenue has been classified as prescribed in PBE IPSAS 1 which requires revenue to be categorised as arising from either non-exchange transactions or exchange transactions.

Revenue from non-exchange transactions:

Includes revenue from subsidised services and goods whereby the Council has received cash or assets that do not give approximately equal value to the other party in the exchange.

- Rates
 - Rates are set annually by resolution of Council and relate to a financial year. All ratepayers are invoiced within the financial year to which the rates have been set. Rates revenue is recognised upon rates strike.
- ii. Goods Sold and Services Rendered Revenue from the sale of goods is recognised when the significant risks and rewards of ownership have been transferred to the buyer.

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iii. Government Grants

Government grants are received from the New Zealand Transport Agency, which subsidises part of the costs of maintaining the local roading infrastructure. The subsidies are recognised as revenue upon entitlement, as conditions pertaining to eligible expenditure have been fulfilled.

Water Billing Revenue

Water billing revenue is recognised on an accrual basis. Unbilled usage, as a result of unread meters at year end, is accrued on an average usage basis.

Vested Assets

Where a physical asset is acquired for nil or nominal consideration the fair value of the asset received is recognised as revenue. Vested assets are recognised at the point when Council has issued the certificate prescribed under the Resource Management Act 1991 S224(c), relating to the respective subdivisions.

vi. Development Contributions

Development and financial contributions are recognised as revenue when the Council provides, or is able to provide, the service for which the contribution was charged. Otherwise, development and financial contributions are recognised as liabilities until such a time as the Council provides, or is able to provide, the service.

Revenue from exchange transactions:

Includes revenue where the Council has received cash or assets and directly gives approximately equal value to the other party in the exchange.

vii. User fees

The Council charges users for the use of some council services, such as libraries, swimming pools and visitor services. The Council also sets reasonable charges for regulatory services, such as waste collection and disposal, parks and reserves, property and land usage. All user fees are invoiced in the accounting period when the service was provided.

viii. Direct Charges at Fair Value

Revenue from direct charges sold at a fair value are recognised when the significant risk and rewards of ownership have been transferred to the buyer. Direct charges include revenue from dog registration, dog control and recreational reserves.

ix. Rental Revenue

Rental revenue from investment property is recognised on a straight-line basis over the term of the lease. Lease incentives granted are recognised as an integral part of the total rental revenue.

x. Interest Revenue

Interest revenue is recognised as it accrues, using the effective interest method.

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xi. Dividend Revenue

Dividends are recognised when the right to receive payment has been established.

4. Operating Leases

An operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset. Payments made under operating leases are recognised as an expense on a straight-line basis over the term of the lease.

5. Grant Expenditure

Non-discretionary grants are those grants that are awarded if the grant application meets the specified criteria and are recognised as expenditure when an application that meets the specified criteria for the grant has been received.

Discretionary grants are those grants where Council has no obligation to award on receipt of the grant application and are recognised as expenditure when a successful applicant has been notified of Council's decision due to no substantive conditions attached.

Income Tax

Income tax expense is the aggregate of current period movements in relation to both current and deferred tax. Current tax is the amount of income tax payable based on the taxable surplus for the current year, plus any adjustments to income tax payable in respect of prior years. Current tax is calculated using tax rates (and tax laws) that have been enacted or substantively enacted at balance date.

Deferred tax is the amount of income tax payable or recoverable in future periods in respect of temporary differences and unused tax losses. Temporary differences are differences between the carrying amount of assets and liabilities in the prospective financial statements and the corresponding tax bases used in the computation of taxable surplus.

Deferred tax is measured at the tax rates that are expected to apply when the asset is realised or the liability is settled, based on tax rates (and tax laws) that have been enacted or substantively enacted at balance date. The measurement of deferred tax reflects the tax consequences that would follow from the manner in which Council expects to recover or settle the carrying amount of its assets and liabilities.

Deferred tax liabilities are generally recognised for all taxable temporary differences. Deferred tax assets are recognised to the extent that it is probable that taxable surpluses will be available against which the deductible temporary differences or tax losses can be utilised. Deferred tax is not recognised if the temporary difference arises from the initial recognition of goodwill or from the initial recognition of an asset and liability in a transaction that is not a business combination and, at the time of the transaction, affects neither accounting surplus nor taxable surplus.

Current and deferred tax is recognised against the surplus or deficit for the period, except to the extent that it relates to a business combination or to transactions recognised in other comprehensive revenue and expense or directly in equity.

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Equity

Equity is the community's interest in Council and is measured as the difference between total assets and total liabilities. Public equity is disaggregated and classified into the following components:

- accumulated funds
- restricted reserves
- property revaluation reserve
- fair value through other comprehensive revenue and expense reserve

Restricted and Council created reserves are a component of equity representing a particular use to which various parts of equity have been assigned. Reserves may be legally restricted or created by Council.

Restricted reserves are those subject to specific conditions accepted as binding by Council and which may not be revised by Council without reference to the Courts or a third party. Transfers from these reserves may be made for certain specified purposes or when certain specified conditions are met.

Also included in restricted reserves are reserves created by Council decision. Council may alter them without reference to any third party or the Courts. Transfers to and from these reserves are at Council's discretion.

Property revaluation reserves relate to the revaluation of property, plant and equipment to fair value.

Fair value through other comprehensive revenue and expense reserves comprises the cumulative net change in the fair value of financial assets through other comprehensive revenue and expense.

8. Cash and Cash Equivalents

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

9. Debtors and Other Receivables

Debtors and other receivables are stated at their cost less any provision for impairment (see Impairment Policy 18).

10. Inventories

Inventories represent land purchased or held being developed for resale and are stated at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business, less the estimated costs of completion and selling expenses.

Financial Assets

Council classifies its financial assets as available-for-sale financial assets, and loans and receivables.

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Available-For-Sale Financial Assets

Available-for-sale financial assets are non-derivatives that are either designated in this category or not classified in any of the other categories.

Other financial instruments held by Council are classified as being available-for-sale and are stated at fair value, with any resultant gain or loss recognised in other comprehensive revenue and expenditure, except for impairment losses which are recognised on the surplus or deficit.

Financial instruments classified as available for sale investments are recognised / derecognised by Council on the date it commits to purchase / sell the investments. Available-for-sale financial assets are derecognised when they mature. On de-recognition, the cumulative gain or loss previously recognised in other comprehensive revenue and expense is recognised on the surplus or deficit.

Loans and Receivables

Loans and receivables are non-derivative financial assets. They are measured at initial recognition at fair value, and subsequently carried at amortised cost using the effective interest method, subject to a test for impairment. Gains or losses when the asset is impaired or derecognised are recognised in the surplus or deficit.

Loans to community organisations made by Council at nil or below-market interest rates are initially recognised at the present value of their expected future cash flows, discounted at the current market rate of return for a similar asset/ investment. They are subsequently measured at amortised cost using the effective interest method. The difference between the face value and present value of expected future cash flows of the loan is recognised in the surplus or deficit.

Property, Plant and Equipment

The following infrastructural assets are shown at fair value, based on annual valuations by external independent valuers:

- Water
- Wastewater
- Stormwater
- Transportation

All of the above were revalued on an optimised depreciation replacement cost basis.

Revaluations of land and buildings are completed every 3 years and parks and reserves are completed every 5 years by external independent valuers.

Revaluations will be undertaken by independent valuers, suitably qualified in the category and location of the assets. The valuation process shall include verification of asset registers, application of rates representing current replacement cost or market value (if any), asset optimisation and adjustments for asset condition and performance.

Valuations are performed with sufficient regularity to ensure revalued assets are carried at a value that is not materially different from fair value.

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Where Council has elected to account for revaluations of property, plant and equipment on a class of asset basis, increases or decreases in the carrying amounts arising on revaluation of a class of assets are credited or debited to other comprehensive revenue and expenditure and are accumulated to an asset revaluation reserve in equity for that class of asset.

However, the net revaluation result is recognised in the surplus or deficit to the extent it reverses a net revaluation decrease of the same class of assets previously recognised in the surplus or deficit.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

All other property, plant and equipment is stated at historical cost less depreciation.

Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Subsequent costs are included in the assets carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the surplus or deficit during the financial period in which they are incurred.

Land is not depreciated. Depreciation on other assets is calculated using the straight-line method to allocate their cost or revalued amounts, net of their residual values, over their estimated useful lives.

Assets to be depreciated include:

OPERATIONAL ASSETS		INFRASTRUCTURE A	SSETS
Buildings		Bridges	30-125 years
- structures	5-100 years	Footpaths and cycle	30-100 years
 external fabric 	5-100 years	Kerb and channel	70-100 years
- services	5-80 years	Roads - sealed	8-100 years
 internal fit out 	5-80 years	Roads - unsealed	10-100 years
Equipment, furniture and fittings	3-10 years	Roads – land and formation	Not depreciated
Motor vehicles and plant	4-20 years	Sewerage plant and equipment	15-35 years
Library books	10 years	Sewerage reticulation	60-80 years
Parks and reserves	2-100 years	Stormwater networks	70 years
Other assets	5-100 years	Water plant and	10-35 years
Parks, reserves and other assets – passive areas and land formation	Not depreciated	Water reticulation networks	60-100 years

An asset's carrying amount is written down to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

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Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the surplus or deficit. When revalued assets are sold, the amounts included in asset revaluation reserves in respect of those assets are transferred to accumulated funds.

Assets under construction are not depreciated. The total cost of the project is transferred to the relevant asset when it is available for use, and then depreciated.

13. Non-current Assets (or Disposal Groups) Held for Sale

Non-current assets (or disposal groups) are classified as held for sale and stated at the lower of their carrying amount and fair value less costs to sell if their carrying amount will be recovered principally through a sale transaction rather than through continuing use.

An impairment loss is recognised for any initial or subsequent write down of the asset (or disposal group) to fair value less costs to sell. A gain is recognised for any subsequent increases in fair value less costs to sell of an asset (or disposal group), but not in excess of any cumulative impairment loss previously recognised. A gain or loss not previously recognised by the date of the sale of the non-current asset (or disposal group) is recognised at the date of de-recognition.

Non-current assets (including those that are part of a disposal group) are not depreciated or amortised while they are classified as held for sale. Interest and other expenses attributable to the liabilities of a disposal group classified as held for sale continue to be recognised.

Non-current assets classified as held for sale and the assets of a disposal group classified as held for sale are presented separately from the other assets in the statement of financial position. Further, the liabilities of a disposal group classified as held for sale are presented separately from other liabilities in the statement of financial position. Those assets and liabilities shall not be offset and presented as a single amount.

14. Intangible Assets

Computer Software

Acquired computer software licenses are capitalised on the basis of costs incurred to acquire and bring to use the specific software. These costs are amortised over their estimated useful lives of 3-10 years using the straight-line method. Costs associated with developing or maintaining computer software programmes are recognised as an expense as incurred.

ii. Other Intangible Assets

Other intangible assets that are acquired by Council are stated at cost less accumulated amortisation (see below) and impairment losses (see Impairment Policy 18).

Easements are not amortised.

Subsequent Expenditure

Subsequent expenditure on capitalised intangible assets is capitalised only when it increases the future economic benefits embodied in the specific asset to which it

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relates, and it meets the definition of, and recognition criteria for, an intangible asset. All other expenditure is expensed as incurred.

iv. Amortisation

An intangible asset with a finite useful life is amortised over the period of that life. The asset is reviewed annually for indicators of impairment and tested for impairment if these indicators exist. The asset is carried at cost less accumulated amortisation and accumulated impairment losses.

An intangible asset with an indefinite useful life is not amortised, but is tested for impairment annually, and is carried at cost less accumulated impairment losses.

Forestry Assets

Forestry assets are predominantly standing trees which are managed on a sustainable yield basis. These are shown in the statement of financial position at fair value less estimated point of sale costs at harvest. The costs to establish and maintain the forest assets are included in the surplus or deficit together with the change in fair value for each accounting period.

The valuation of forests is based on discounted cash flow models where the fair value is calculated using cash flows from continued operations; that is, based on sustainable forest management plans taking into account growth potential. The yearly harvest from forecast tree growth is multiplied by expected wood prices and the costs associated with forest management, harvesting and distribution are then deducted to derive annual cash flows.

The fair value of the forest assets is measured as the present value of cash flows from one growth cycle based on the productive forest land, taking into consideration environmental, operational and market restrictions. Forest assets are valued separately from the underlying freehold land.

The forestry assets are revalued annually as at 30 June.

Gains or losses arising on initial recognition of forestry assets at fair value less estimated costs to sell, and from a change in fair value less estimated costs to sell are recognised in the surplus or deficit.

16. Emissions Trading Scheme

New Zealand Units (NZUs) allocated as a result of council's participation in the Emissions Trading Scheme (ETS) will be treated as intangible assets and recorded at fair value upon recognition.

Liabilities for surrender of the NZUs (or cash) are accrued at the time the forests are harvested, or removed in any other way, in accordance with the terms of the ETS legislation.

17. Investment Property

Investment properties are properties which are held either to earn rental revenue or for capital appreciation or for both. Investment properties generate cash flow largely independent of other assets held by the entity.

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Investment properties are stated at fair value. The portfolio is valued annually by an external, independent valuer, having an appropriate recognised professional qualification and recent experience in the location and category of property being valued. The fair values are based on market values, being the estimated amount for which a property could be exchanged on the date of valuation between a willing buyer and a willing seller in an arm's length transaction.

Any gain or loss arising from a change in fair value is recognised in the surplus or deficit.

Rental revenue from investment property is accounted for as described in the Revenue Policy (see Revenue Policy 3), above.

18. Impairment of Financial Assets

Financial assets are assessed for evidence of impairment at each balance date. Impairment losses are recognised in the surplus or deficit.

Loans and receivables, and held-to-maturity investments

Impairment is established when there is evidence that the Council will not be able to collect amounts due according to the original terms of the receivable. Significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, receivership, or liquidation and default in payments are indicators that the asset is impaired. The amount of the impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted using the original effective interest rate. For debtors and other receivables, the carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the surplus or deficit. When the receivable is uncollectible, it is written-off against the allowance account. Overdue receivables that have been renegotiated are reclassified as current (that is, not past due).

Impairment in term deposits, local authority stock, government bonds, and community loans, are recognised directly against the instrument's carrying amount.

<u>Financial assets at fair value through other comprehensive revenue and expense</u>

For equity investments, a significant or prolonged decline in the fair value of the investment below its cost is considered objective evidence of impairment.

For debt investments, significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, and default in payments are objective indicators that the asset is impaired.

If impairment evidence exists for investments at fair value through other comprehensive revenue and expense, the cumulative loss (measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in the surplus or deficit) recognised in other comprehensive revenue and expense is reclassified from equity to the surplus or deficit.

Equity instrument impairment losses recognised in the surplus or deficit are not reversed through the surplus or deficit. If in a subsequent period the fair value of a debt instrument increases and the increase can be objectively related to an event occurring after the impairment loss was recognised, the impairment loss is reversed in the surplus or deficit.

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Impairment of Non-Financial Assets

The carrying amounts of Council's assets, other than inventories (see Inventories Policy 10), forestry assets (see Forestry Assets Policy 15), and Investment Property (see Investment Property Policy 17) are reviewed at each balance date to determine whether there is any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated.

Non-financial assets that have an indefinite useful life are not subject to amortisation and are tested annually for impairment. Assets that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is depreciated replacement cost for an asset where the future economic benefits or service potential of the asset are not primarily dependent on the assets ability to generate net cash inflows and where the entity would, if deprived of the asset, replace its remaining future economic benefits or service potential.

The value in use for cash-generating assets is the present value of expected future cash flows.

If an asset's carrying amount exceeds its recoverable amount the asset is impaired and the carrying amount is written down to the recoverable amount. For revalued assets the impairment loss is recognised against the revaluation reserve for that class of asset. Where that results in a debit balance in the revaluation reserve, the balance is recognised in the surplus or deficit.

For assets not carried at a revalued amount, the total impairment loss is recognised in the surplus or deficit. The reversal of an impairment loss on a revalued asset is credited to the revaluation reserve. However, to the extent that an impairment loss for that class of asset was previously recognised in the surplus or deficit, a reversal of the impairment loss is also recognised in the surplus or deficit.

For assets not carried at a revalued amount (other than goodwill) the reversal of an impairment loss is recognised in the surplus or deficit.

20. Third Party Transfer Payment Agencies

Council collects and distributes monies for other organisations. Where collections are processed through Council's books, any monies held are shown as accounts payable in the statement of financial position. Amounts collected on behalf of third parties are not recognised as revenue, but commissions earned from acting as agent are recognised in revenue.

21. Creditors and Other Payables

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

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22. Employee Entitlements

Provision is made in respect of Council's liability for the following short and long-term employee entitlements.

Short-Term Entitlements

Employee benefits that Council expects to be settled within 12 months of balance date are measured at nominal values based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned to date, but not yet taken, at balance date, retiring and long service leave entitlements expected to be settled within 12 months.

Liabilities for annual leave are accrued at the full amount owing at the pay period ending immediately prior to the statement of financial position date.

Long-Term Entitlements

Where (for historical reasons) a retirement gratuity entitlement exists, where material, liability is assessed on an actual entitlement basis using current rates of pay taking into account years of service. All remaining staff with this provision in their contracts have completed the qualifying conditions.

Where (for historical reasons) a long service leave entitlement exists in an individual's employment agreement, the value of the entitlement will be recognised on an actual basis for staff who have completed the service entitlement, but not yet taken the leave, and on a discounted basis for the staff members who have not yet completed the qualifying service.

Superannuation Schemes

Defined contribution schemes – Obligations for contributions to defined contribution superannuation schemes are recognised as an expense in the surplus or deficit as incurred.

23. Borrowings

Borrowings are recognised at their fair value. After initial recognition, all borrowings are measured at amortised cost using the effective interest method.

Council has capitalised borrowing costs that are directly attributable to the acquisition, construction or production of a qualifying asset, in line with PBE IPSAS 5.

Consequently, all borrowing costs are recognised as an expense in the period in which they are incurred.

24. Provisions

A provision is recognised in the statement of financial position when Council has a present legal or constructive obligation as a result of a past event, and it is probable that an outflow of economic benefits, the amount of which can be reliably estimated, will be required to settle the obligation. If the effect is material, provisions are determined by discounting the expected future cash flows at a pre-tax rate that reflects current market assessments of the time value of money and, where appropriate, the risks specific to the liability.

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25. Landfill Post Closure Costs

Council has several closed landfills. The resource consents for these include a legal obligation to provide ongoing maintenance and monitoring services throughout the life of the consent. The provision is measured on the present value of future cash flows expected, taking into account future events, including new legal requirements and known improvements in technology. The provision includes all costs associated with landfill post closure.

The discount rate used is a rate that reflects the current market assessments of the time value of money and the risks specific to Council.

The estimated future costs of meeting this obligation have been accrued and charged. The calculations assume no change in the legislative requirements for post-closure treatment.

26. Goods and Services Tax

The prospective financial statements are prepared exclusive of GST except for debtors and other receivables and creditors and other payables that are shown inclusive of GST. Where GST is not recoverable as an input tax it is recognised as part of the related asset or expense.

27. Cost Allocations

The costs of all internal service activities are allocated or charged directly to external service type activities. External service activities refer to activities which provide a service direct to the public. Internal service activities provide support for the external service activities.

Where the user of a service can be identified, the cost recovery is made by way of a direct charge. Where this has not been possible, the costs are allocated by way of general overhead, based on expenditure incurred within the activity.

28. Critical Accounting Estimates and Assumptions

In preparing these financial statements, estimates and assumptions have been made concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations or future events that are believed to be reasonable under the circumstances.

The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities in the next financial year are:

Estimating the fair value of land, buildings, and infrastructural assets – see Note 18

Management has exercised the following critical judgments in applying accounting policies:

Classification of property – see Note 18

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29. Reporting of Financial Instruments

Financial instruments are currently reported under PBE IPSAS 29 until PBE IPSAS 41 becomes compulsory on periods beginning on or after 1 January 2022.

The Council plans to apply this standard in preparing its 30 June 2023 financial statements.

While the Council has not assessed the effects of the new standard, due to the nature of the Councils financial assets, investments and liabilities Council do not see this as a material change in our financial statements.

30. Impacts of COVID-19

COVID-19 continues to remain an unknown. As of October 2021, Auckland remains at alert level three and much of New Zealand is at alert level two. There are ongoing outbreaks of the Delta variant, and there is no certainty that Central Otago District will not face future lockdowns over the next 12-months. However, based on the 2019/2020 and 2020/21 financial year, Council has not seen a significant impact on our revenue streams or our activities. While year one of the 2021-31 Long-term Plan has reflected a decrease in building consents revenue based on the 2020/21 financial year, where Council is tracking at 95%. Council is still assuming land sales and relevant development and financial contributions as a result of development will continue and does not believe that there is any material risk to Council's ongoing operations.

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Notes to the financial statements

For the year ended 30 June 2021.

1. Rates

Total rates revenue includes income from the sale of volumetric water supply.

	2020/21	2019/20
	\$000	\$000
General Rates	2,286	3,861
Uniform Annual General Charge	1,873	2,326
	4,159	6,187
Targeted Rates attributable to activities per Funding Impact St	atement:	
– Water	5,869	4,559
- Wastewater	4,769	4,084
- Stormwater	694	719
- Roading	471	835
- Environment Services	3,716	3,056
- Planning, Regulatory and Community Development	2,104	1,045
- Pools, Parks and Cemeteries	5,249	4,758
- Property and Community Facilities	2,332	2,217
- Service Centres and Libraries	1,247	1,266
- Regional Identity, Tourism and Economic Development	1,608	2,194
- Governance and Corporate Services	229	144
Total Targeted Rates	28,288	24,877
Rates Penalties	238	177
Rates Remissions	(38)	(40)
Rates Discount	(86)	(61)
	114	76
Total Rates Revenue	32,561	31,140

Total rates revenue of \$32.60 million includes revenue of \$2.0 million from targeted water meter supply rates (2020 \$1.415 million).

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2. Subsidies and grants

	2020/21 \$000	2019/20 \$000
Waka Kotahi roading subsidies	5,977	4,239
Creative NZ and SPARC	41	38
Central Lakes Trust		-
Department of Internal Affairs Grant	492	61
Ministry of Business Innovation & Employment Grant	210	255
Ministry of Civil Defence and Emergency Management	-	-
Other grants	906	139
Total Subsidies and Grants	7,626	4,732

There are no unfulfilled conditions and other contingencies attached to subsidies and grants recognised (2020 nil).

3. Regulatory fees, user fees and other income

	2020/21 \$000	2019/20 \$000
Regulatory fees - building consent and health charges	1,773	1,472
Regulatory fees - resource management fees	124	163
Regulatory fees – liquor licensing	214	219
User fees – libraries, swimming pools & visitor centres	820	766
User fees - parks, recreation reserves and cemeteries	200	177
User fees – waste collection, minimisation and disposal	1,269	982
User fees - water	11	1
User fees - wastewater	18	45
User fees – property and land usage	1,233	1,096
User fees – roading and fuel taxes	248	268
User fees – planning	927	863
User fees – district development & corporate services	6	12
User fees - district development	259	245
Development contributions	1,488	1,355
Non-refundable land sale deposit		-
Sales of Inventory		-
Total Regulatory Fees, User Fees and Other Income	8,590	7,664

There are no unfulfilled conditions and other contingencies attached to subsidies and grants recognised (2020 nil).

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4. Vested and previously unrecognised assets

Subdivision developers are required to install services as a condition of resource consent approval. These services, (roading, sewerage, water supply and footpaths) are subsequently vested in the Council as part of its infrastructure. In addition, assets have been identified as a result of the annual revaluation process. Much of this relates to a better understanding of our assets and the ownership arrangement. The value of these is identified as income (non-cash) in the Statement of Comprehensive Income and is distributed within the following asset classes.

	2020/21 \$000	2019/20 \$000
Parks and Reserves	433	-
Property and Community Facilities	-	4,960
Planning, Regulatory and Community Development		-
Roading (including footpaths)	3,861	2,593
Stormwater	525	43
Wastewater	1,229	392
Water	441	1,524
Total vested and previously unrecognised assets	6,489	9,512

5. Valuation gains and losses

	2020/21 \$000	2019/20
Non-financial Instruments	3000	3000
Gain (loss) in fair value of forestry assets (Note 21)	76	(59)
Gain (loss) in fair value of investment property	(818)	85
	(742)	26
Financial Instruments		
Gain (loss) in fair value of community loans	-	_
Gain (loss) on disposal of available for sale financial assets	-	-
Total Gains (Losses)	(742)	26

6. Revenue from exchange transactions

Revenue from exchange transactions is revenue where the Council has received cash or assets and directly gives approximately equal value to the other party in exchange.

	2020/21 \$000	2019/20 \$000
Full cost recovery – dog registration and dog control	182	204
Full cost recovery – camping ground revenue	139	172
Rental Revenue – leased premises	476	472
Total revenue from exchange transactions	797	848

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7. Employee benefit expenses

	2020/21 \$000	2019/20 \$000
Salaries and wages	10,773	9,898
Defined contribution plan employer contributions*	300	243
Increase (decrease) in employee benefit liabilities	36	77
Total employee benefit expenses	11,109	10,218

^{*}Includes employer contributions to Kiwisaver.

8. Cost of sales and other expenses

	2020/21 \$000	2019/20 \$000
Audit fees:		
Fees to Audit NZ - audit of financial statements	107	98
Fees to Audit NZ - audit of Long-term Plan for 2021-31	90	
Fees to Audit NZ – for other services	9	9
Fees to Audit NZ – audit of financial statement 2020	19	
Maintenance contractors	9,175	7,237
Professional fees	2,844	2,330
Fuel and energy	1,264	1,249
Grants	698	584
Insurance premiums	398	451
Increase (decrease) in provision for bad debts	32	51
Payments under operating lease agreements	279	338
Cost of land sold	3,744	7,394
Other operating expenses	10,010	9,181
otal Cost of Sales and Other Expenses	28,669	28,922

9. Tax

The Council has unused tax losses of \$203,753 with a tax effect of \$57,051 that have not been recognised (2019/20: tax losses \$97,658; tax effect \$27,344).

	2020/21 \$000	2019/20 \$000
Net surplus (deficit)	12,323	12,829
- Tax at 28%	3,450	3,592
Plus (less) tax effect of:		
 Non-taxable income 	3,450	3,592
 Tax loss not recognised 	-	-
Tax Expense	•	
Current tax	-	-
Deferred tax	-	-
Balance at Year End	*	

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10. Public equity

	2020/21 \$000	2019/20 \$000
Accumulated funds		1000
Opening balance 1 July	397,343	385,285
Surplus (deficit) for the year	12,323	12,070
Transfers to restricted reserves	-	-
Transfers from property revaluation reserve	2,146	(12)
Closing balance 30 June	411,812	397,343

Property, plants and equipment revaluation reserves

Property revaluation reserves for each asset class consist of:

		2020/21			
	Opening Balance		Net Movement	Adjustment for Assets Owned by Council	Closing Balance
	\$000	\$000	\$000	\$000	
Roading	231,151	5,970	-	237,121	
Bridges	31,736	1,166	-	32,902	
Water	46,085	3,016	(758)	48,343	
Wastewater	32,365	(1,473)	-	30,892	
Stormwater	14,479	(3,402)	-	11,077	
Land	63,164	(2,104)	428	61,488	
Buildings	44,196	800	330	45,326	
Parks and Reserves	20,319	-	-	20,319	
Total	483,495	3,973	1.5	487,468	
Transfer to accumulated funds on realisation	-	-		-	
Transfer to accumulated funds as property	-	-	-	-	
Total gain on asset revaluation	483,495	3,973	0)*3	487,468	

Parks and reserves were revalued as at 30 June 2020; these are revalued every 5 years.

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	2019/20					
	Opening Balance			Net Movement	Adjustment for Assets Owned by Council	Closing Balance
	\$000	\$000	\$000	\$000		
Roading	231,150	-	-	231,150		
Bridges	31,736	-	-	31,736		
Water	45,326	759	-	46,085		
Wastewater	32,365	-	-	32,365		
Stormwater	14,479	-	-	14,479		
Land	63,592	(428)	-	63,164		
Buildings	27,050	17,146	-	44,196		
Parks and Reserves	1,941	18,379	-	20,319		
Total	447,638	35,856	2	483,495		
Transfer to accumulated funds on realisation		-	-	-		
Transfer to accumulated funds as property		-	-	-		
Total gain on asset revaluation		35,856	2			

Available for sale revaluation reserve

Available for sale revaluation reserves consist of:

	2020/21			
	Opening	Net	Closing	
	Balance	Movement	Balance	
	\$000	\$000	\$000	
Shares in unlisted companies	(20)	-	(20)	
Total	(20)		(20)	

	2019/20			
	Opening	Net	Closing	
	Balance	Movement	Balance	
	\$000	\$000	\$000	
Shares in unlisted companies	41	(61)	(20)	
Total	41	(61)	(20)	

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Restricted reserves

	2020/21	2019/20 \$000	
	\$000		
Trust and bequest funds			
Opening balance 1 July	80	80	
Transfers to accumulated funds		-	
Closing balance 30 June	80	80	

11. Cash and cash equivalents

Cash and cash equivalents comprise cash and current accounts, and on call deposits as follows:

	2020/21	2019/20	
	\$000	\$000	
Cash at bank and on-hand	2,014	4,713	
Term deposits with maturities of less than 3 months at acquisition	3,000	2,000	
Total cash and equivalents	5,014	6,713	

The carrying value of cash and cash equivalents approximates their fair value. Of the total cash balance of \$2,014,442 (2019/20: \$4,713,069), an amount of \$77,129 (2019/20: \$23,308) is restricted in its use.

Other Financial Assets

The fair value of the unlisted shares in New Zealand Local Government Insurance Corporation Ltd was established using a net assets basis from the annual report of the Company for the year ended 31 December 2020. The unlisted shares held in irrigation companies are measured at cost as fair value cannot be reliably measured. Deposits are held with New Zealand registered banks and recorded at amortised costs.

	2020/21	2019/20	
	\$000	\$000	
Current portion			
Deposits maturing 3-12 months	11,500	10,000	
Non-current portion			
Share investments in unlisted companies	111	109	
Total other financial assets	11,611	10,109	

Interest rates

The weighted average effective interest rates on investments (current and non-current) were:

	2020/21 \$000	2019/20
Short-term deposits	1.30%	2.81%

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Investment maturities

The following schedule gives maturities for all current and non-current available for sale financial assets (excluding share investments).

	2020/21	
	Short-term Deposits \$000	Total \$000
Less than 3 months	-	-
3 to 12 months	11,500	11,500
1 to 2 years	-	-
2 to 5 years	-	-
Total investments	11,500	11,500

	2019/20		
	Short-term Deposits \$000	Total \$000	
Less than 3 months	2,000	2,000	
3 to 12 months	10,000	10,000	
1 to 2 years		-	
2 to 5 years		-	
Total investments	12,000	12,000	

Receivables

	2020/21	2019/20
	\$000	\$000
Sundry accounts receivable	2,382	1,326
Goods and Services Tax	376	499
Rates receivable	841	766
Waka Kotahi subsidy	1,026	415
Prepaid expenses	472	378
Total receivables prior to impairment	5,097	3,384
Less provision for impairment receivables	(245)	(213)
Total receivables	4,852	3,171

In a non-exchange transaction, an entity receives value from another entity without directly giving approximately equal value in exchange. Non exchange receivables for the Council include outstanding amounts for rates, grants, local authority petrol taxes, infringements and fees and charges that are partly subsidised by rates. Non-exchange receivables as at 30 June 2021 is \$834,854 (2020: \$815,862).

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Of the rates receivable, Council has within its district certain properties where the owners have formally or informally abandoned the land. Outstanding rates on these properties are treated as impaired. Other outstanding rates receivables are not impaired as Council has access to various powers under the Local Government (Rating) Act 2002 for collection. The age of outstanding sundry accounts receivable is detailed below:

Rates receivable		2020/21			2019/20	
	Gross \$000	Impairment \$000	Net \$000	Gross \$000	Impairment \$000	Net \$000
Reporting year ended 30 June	517	(46)	471	431	(39)	392
Unpaid 1 year	84	(39)	45	102	(31)	71
Unpaid 2 years	48	(31)	17	63	(26)	38
Unpaid older	160	(118)	42	170	(92)	77
Total	809	(234)	575	766	(188)	578

All overdue receivables have been assessed for impairment and appropriate provisions applied. Council holds no collateral as security or other credit enhancements over receivables that are either past due or impaired. The impairment provision for non-rates receivables has been calculated by a review of specific debtors.

There is no concentration of credit risk with respect to receivables due to the dispersed customer base.

The age of outstanding sundry accounts receivable is detailed below:

		2020/21		20	19/20	
	Gross \$000	Impairment \$000	Net \$000	Gross \$000	Impairment \$000	Net \$000
Sundry Accounts receivable	2					
Current	2,159	-	2,159	1,085	-	1,085
Unpaid 1 months	56	-	56	74	-	74
Unpaid 2 months	12	-	12	16	-	16
Unpaid 3 months and older	154	(22)	132	151	(26)	125
Total	2,381	(22)	2,359	1,326	(26)	1,300

14. Inventory

Council holds title to surplus land at Alexandra and Cromwell. During the year development costs associated with these properties were transferred from property, plant and equipment to inventory. Inventory is realised at cost.

	2020/21	2019/20	
	\$000	\$000	
Land held for resale:	5,355	1,459	
Merchandise at cost	39	50	
Total inventory	5,394	1,509	

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15. Trade and other payables

	2020/21	2019/20
	\$000	\$000
Payables and deferred income	12,804	4,503
Audit fee accruals	183	79
PAYE / Kiwisaver owed to IRD	267	124
Agency and deposits	256	273
Total payables	13,510	4,979

Creditors and other payables are non-interest bearing and are normally settled on 30-day terms. Therefore, the carrying value of creditors and other payables approximates their fair value.

Non-exchange payables include grants received in advance, rates received in advance, and levies collected on behalf of third parties. Non-exchange payables total \$6,533k in the 2021 financial year (2020: \$1,068k).

16. Employee entitlements

	2020/21 \$000	2019/20 \$000
Accrued pay	25	410
Annual and statutory leave entitlements	648	600
	673	1,010

17. Community loans

Community loans and receivables consist of lending to recreation and cultural clubs and bodies, vendor mortgages on sale of land and community lending to local clubs and bodies. The fair value of investments is equal to the holding value, apart from community loans which have been determined using the effective interest method for low interest loans (interest rate 2020/2021 5.65%; 2019/2020 5.63%) or interest free loans.

	2020/21	2019/20
	\$000	\$000
Mortgages and other investments		
Interest bearing	190	241
Non-interest bearing	92	92
Total	282	333
Less provision for impairment	-	-
Total	282	333

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Interest rates

Interest Rates		
Mortgages and other investments (interest bearing)	5.65%	5.63%

18. Property, plant and equipment

Restricted assets

Some properties have various restrictions placed on them which affect Council's ability to freely deal with those properties. For example, several properties, while having a Certificate of Title on issue in Council's name, have been vested under the Reserves Act and may revert to the Crown if the purpose for which the properties were vested cease to be relevant. It is not currently practical to quantify these properties.

"Endowment" properties can be freely divested. The only known restrictions apply to the purpose to which the proceeds received from such divestments may be utilised. Another example is property held in trust by the Council for particular purposes as a result of bequests.

Heritage assets

Heritage assets are included in the asset register in the same categories as non-heritage assets of similar nature. The book values of building heritage assets were revalued as at 30 June 2019 and are as follows:

	2020/21	2019/20	
	\$000	\$000	
Buildings	239	243	
Bridges	249	269	
	488	512	

Water, wastewater and stormwater assets were revalued with an effective date of 1 July 2020. Roading assets were revalued with an effective date of 1 July 2020.

The most recent valuation of water, wastewater, stormwater, waste and roading was performed by an independent registered valuer Edward Guy of Rationale Limited.

These valuations have been completed in accordance with the following standards:

- Public Benefit Entity International Public Sector Accounting Standard (PBE IPSAS) 17
 Property, Plant and Equipment.
- NZ Infrastructure Asset Valuation and Depreciation Guidelines Version 2, 2006.

Land and buildings are revalued every 3 years and were revalued with an effective date of 30 June 2019.

Parks and reserves valuations are completed every 5 years by external independent valuers. Parks and reserves were valued with an effective date 30 June 2020 and were carried out by Rationale Ltd.

All the above are revalued on an optimised depreciation replacement cost basis.

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Property, Plant and Equipment – as at 30 June 2021

	Cost Revaluation 30-Jun-20 \$600's	Accumulated Depreciation and Impairment Charges 30-Jun-20 \$000's	Carrying amount 30-Jun-20 \$000's Prior to sdjustments	Adjusted from 2019-20 Restated WIP	Adjusted opening balance Amount 30-Jun-20 \$000's	Current Year Transfers of completed or additional Work \$000's	Current Year Additions Council Constructed \$000's	Current Year Additions Transferred To Council \$000's	Current Year Disposals at Cost \$000's	Asset Adjustments \$000's	Current Yr Deprsc'n \$000's	Revaluation \$000's	Revaluation Depreciation Recovered \$000's	Cost/Reval 30-Jun-21 \$000's	Accumulated Depreciation & Impairment Charges 30-Jun-21 5000's	Amount 30-Jun-21 \$000's
Infrastructural Assets																
Bridges	36,735	(337)	36,398		36,398	412	303	-			(404)	1,165		38,615	(741)	37,874
Roading	463,261	(2,604)	460,657		460,657	124	6,605	4,049			(2,999)	5,723	- 4	479,762	(5,603)	474,159
Under construction	467		467	245	712	(536)	339			-		-		515	-	515
Land Under Roads	11,024		11,024		11,024		25					245		11,294		11,294
Stormwater	25,932	(521)	25,411	(192)	25,219	44	(77)	525	-	(44)	(447)	(3,403)		22,785	(968)	21,817
Under construction	9	-	9	(48)	(39)	(44)	399	-		44			-	360		360
Water Supply	44 986	24860			45.005	245	180				1450	4.486		49.044	100.00	
Treatment plant & facilities	15,753	(459)	15,295	-	15,295	715	176	12	+	-	(457)	1,158	-	17,814	(915)	16,899
Other assets	64,229 7,770	(1,018)	63,211	(277) 286	62,934 8,056	1,280	34 2.165	429		(1,165) 1,165	(1,146)	1,858		66,388	(2,164)	64,224
Under construction WasteWater	7,770	•	7,770	286	8,006	(1,995)	2,160			1,160	•	-	-	9,390		9,390
Treatment plant & facilities	18,292	(676)	17,616		17.616	625		-		(32)	(706)	(207)	-	18,687	(1,382)	17,296
Other assets	41,711	(899)	40,812	1,657	42.469	1,108	34	1.042	- :	(1,720)	(975)	(1,267)	-	42,565	(1.874)	40,691
Under construction	10.885	(033)	10,885	(1,717)	9,168	(1,732)	4.075	1.042		1,720	(910)	(1,207)		13,231	(1,0(4)	13,231
Total infrastructure assets	696,068	(6,514)	489,555	(46)	689,509	(1,102)	470320	6,057		(31)	(7,134)	5,272		200	(13,647)	707,750
Operational Assets	299,000	(8,314)	409,333	(44)	000,000		14,010	4,444		(41)	(1,104)	mere.		121,001	(13,041)	707,730
		7914														70-10
Equipment	2,183	(1,940)	242	-	242	-	84		-	-	(95)	-	-	2,267	(2,035)	232
Furniture and Fittings	2,260	(1,431)	829	*	829	-	178	-			(158)	-	-	2,438	(1,590)	848
Parks and Reserves	30,291	(474)	29,817	*	29,817	144	545	433			(513)	-	· ·	31,668	(987)	30,426
Under construction	365	-	365	(150)	215	(144)	339	-		(5)		-	-	405	-	405
Other	6,351	(2,523)	3,827		3,827	8	15			(110)	(279)	735	-	6,999	(2,701)	4,298
Under construction	152	-	152	(141)	11	(8)	426			(3)		-		427	-	427
Plant and Machinery	15,614	(1,618)	13,995		13,995	157	149			(133)	(495)	82		15,869	(1,980)	13,889
Under construction	102		102	(102)			4			-		-			-	-
Motor Vehicles	1,352	(815)	537		537	-	319		(27)	(301)	(191)	-		1,343	(704)	639
Land	70,192		70,192		70,192		12		(4,361)	-				65,843		65,843
Buildings	52,676	(707)	51,969	-	51,969	28	658		(64)	5	(912)	-		53,303	(1,619)	51,684
Under construction	-		-	102	102	(72)	1,558		+	102			-	1,690	-	1,690
Library Books	2,021	(1,428)	593		593	-	145				(126)			2,166	(1,555)	611
Total Operational Assets	183,559	(10,936)	172,620	(291)	172,329	114	4,427	433	(4,452)	(445)	(2,769)	817		184,417	(13,171)	170,991
TOTAL FIXED ASSETS	879,627	(17,450)	862,175	(337)	861,838	114	18,505	6,490	(4,452)	(476)	(9,903)	6,089		200	(26,818)	878,742

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Property, Plant and Equipment – as at 30 June 2020

	Cost / Revaluation 30-Jun-19 \$000's	Accumulated Depreciation and Impairment Charges 38-Jun-19 \$000's	Carrying Amount 30-Jun-19 \$000's	Current Year Transfers of completed or additional Work \$000's	Current Year Additions Council Constructed \$000°s	Current Year Assets Previously Not Recognised \$800's	Current Year Additions Transferred To Council \$000°s	Current Year Disposals at Cost \$000's	Asset Adjustments \$000's	Current Year Depreciation \$000's	Revaluation \$000's	Revaluation Depreciation Recovered \$000's	Cost/ Revaluation 30-Jun-20 \$000's	Accumulated Depreciation and Impairment Charges 30-Jun-20 \$000's	Carrying Amount 30-Jun-20 \$000's
Infrastructural Assets	10272301		25.575		124					72047			200.000	1.000	2022
Bridges	36,645		36,645	-	90					(337)			36,735	(337)	36,398
Roading	465,075	1	456,076	696	3,896	-	2,593	-	-	(2,605)	-	-	463,261	(2604)	460,657
Under construction	696	-	696	(696)	467	-	-	-	-	-	-	-	467	-	467
Land Under Roads	11,024		11,024	-	-		-	-	-			-	11,024	-	11,024
Stormwater	25,602	(1)	25,601	94	314	120	(77)	(120)		(520)		-	25,932	(521)	25,411
Under construction	103		103	(94)							-		9		9
Water Supply															
Treatment plant & facilities	17,353	34	17,387							(1477)			17,387	(1443)	15,944
Other assets	62,189	(33)	62,155	1,277	1,442	142	1,382	(3.796)			4	4	62,602	(33)	63,432
Under construction	3,115		3,115	(1,277)	5,932							-	7,770	-	7,770
Wastewater															
Treatment plant & facilities	16,349	85	16,435		23		-	(23)		(1,576)		-	16,435	(1,490)	14,840
Other assets	42,193	(84)	42,108	1,479	41	350	42	(452)				-	43,568	(84)	43,587
Under construction	5,589		5,589	(1,479)	6,775		-						10,885		10,885
Total infrastructure assets	676,933	2	676,935		18,980	612	3,940	(4,392)		(6,514)			696,075	(6,512)	689,563
Operational Assets															
Equipment	2,157	(1,801)	356	-	45			(1)		(160)			2,201	(1,961)	240
Furniture and Fittings	2,263	(1,328)	935	-	151		-	-	(97)	(159)	-	-	2,316	(1,487))	829
Parks and Reserves	13,696	(2,220)	11,476	-	268				420	(655)	15,908	2,401	30,291	(474)	29,817
Under construction	78		78	-	360		-		(73)				365		365
Other	6,597	(2.311)	4,287	-	4		-		(214)	(248)	(36)	36	6,351	(2,523)	3,828
Under construction	-		-		152		-	-		-		-	152		152
Plant and Machinery	2,749	(1,541)	1,208	-	350			-	(121)	(213)	12,637	136	15,614	(1,618)	13,996
Linder construction	-		-	-	102		-	-	-	-		-	102	-	102
Motor Vehicles	901	(625)	275	-	483	-		(31)	-	(189)	-	-	1,352	(815)	537
Land	70,571		70,571		71	-	-	(449)					70,192		70,192
Buildings	43,006	(42)	42,964	-	538	4,960		(656)	92	(704)	4.732	42	52,672	(703)	51,969
Under construction	-			-		-	-	-	-			-	-	, ,	
Library Books	1,892	(1,300)	593		129	-	-	-	-	(129)	-	-	2.021	(1428)	593
Total Operational Assets	143,910	(11,167)	132,743		2,653	4,960	774	(1,137)	7	(2,456)	33,242	2,615	183,629	(11,008)	172,620
TOTAL FIXED ASSETS	820,842	(11,165)	809,677		21,633	5,572	3,940	(5,529)	7	(8,970)	33,242	2,615	879,704	(17,520)	862,175

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19. Intangible assets

Easements are not cash generating in nature as they give the right to access across private land. As such impairment of easements is determined by considering the future service potential of the easement and its assessed replacement cost. No impairment losses have been recognised for easements, as the carrying amount of the assets has been assessed as less than their replacement cost.

Branding has been amortised over a period of 10 years which reflects the estimated life of the impact of the brand. No impairment losses have been recognised.

Computer software is amortised over 3 to 10 years and where appropriate disposed of. No impairment losses have been recognised.

	Easements	Computer Software	Branding	Total
	\$000	\$000	\$000	\$000
Cost				
Balance at 1 July 2020	83	1,608	144	1,835
Additions	-	175	-	175
Disposals		-	-	
Under construction		348		348
Balance at 30 June 2021	83	2,131	144	2,358
Balance at 1 July 2019	83	1,536	144	1,763
Additions	-	72	-	72
Disposals	-	-	-	
Balance at 30 June 2020	83	1,608	144	1,835
Accumulated Amortisation and Impairment				
Balance at 1 July 2020		(846)	(144)	(990)
Amortisation charge		(96)	-	(96)
Disposals	-	-	-	
Balance at 30 June 2021		(942)	(144)	(1,086)
Balance at 1 July 2019	-	(775)	(144)	(919)
Amortisation charge	-	(71)		(71)
Disposals			-	
Balance at 30 June 2020		(846)	(144)	(990)
Carrying Amounts				
Balance at 30 June 2021	83	1,190	-	1,272
Balance at 30 June 2020	83	762	141	845

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20. Insurance

The Council holds asset insurance with multiple insurance companies including QBE, NZI and AIG as at 30 June 2021.

The total value of all assets covered by insurance contracts is \$90 million (2020: \$95m). The maximum amount for which these assets is insured is \$162 million (2020: \$166m). Assets insured includes buildings, water and wastewater facilities, plant and equipment, library books, motor vehicles and forestry.

There are no assets covered by financial risk sharing arrangements.

The total value of self-insured assets is \$776 million (2020: \$770m). These are not covered by insurance policies.

21. Forestry assets

Independent registered valuer, K Stuart RMNZIF of Laurie Forestry Limited, have valued Council owned forestry assets as at 30 June 2021.

As at 30 June the value of the Council owned forests increased by 21% compared to the value over the value as at the same time last year. The increase in valuation of the forest estate is predominately due to log prices having significantly increased since the 2020 valuation.

The following significant valuation assumptions have been adopted in determining the fair value of forests assets

- A real pre-tax discount rate of 8.5% has been used this year
- . The value is of the tree crop only
- · No volume growth in the old crop trees at Alexandra and Cromwell
- The valuation assumes that the forest will be grown for one rotation only and that no further planting will be undertaken
- The valuation uses current costs, and no adjustment has been made for inflation The Central Otago District Council has forest investments of:
 - o 27.6 net stocked hectares in Alexandra
 - 78.0 net stocked hectares in Cromwell
 - 3.0 net stocked hectares in Ranfurly
 - 2.6 net stocked hectares in Naseby
 - 10.8 net stocked hectares in Roxburgh

Alexandra – 19.2 ha of Radiata pine of an undetermined age ready to be harvested at any time, with the balance ranging from 27 – 36 years old.

Cromwell – 16.8 ha of Radiata pine of an undetermined age ready to be harvested, with the balance ranging from 36 - 39 years old.

Ranfurly – 1.6 ha of Corsican pine 31 years old and 1.4 ha of Radiata pine 36 years old. Naseby – 2.6 ha Corsican pine 41 years.

Roxburgh - 10.8 ha of Radiata pine 37 years old.

Assumption: Radiata mature for clear felling at 36 years of age and Corsican pine 60 years.

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Valuations

Independent registered valuers Laurie Forestry have valued forestry assets as at June 2021. A pre-tax discount rate of 8.5% has been used this year (2020: 8.5%).

- The valuation assumes that the forest will be grown on for one rotation only and that no further planting will be undertaken.
- The valuation uses current costs, and no adjustment has been made for assumed inflation since the 2020 annual valuation.

	2020/21	2019/20
	\$000	\$000
Balance as at 1 July	355	414
increases due to purchases	-	-
Gain (loss) arising from revaluation	76	(59)
Decrease arising from sales / harvest	-	-
Balance as at 30 June	431	355
The gain (loss) comprised of:		
Alexandra Forest	17	(23)
Cromwell Forest	46	(30)
Naseby Forest	3	(1)
Ranfurly Forest	2	-
Roxburgh Forest	8	(5)
Gain (Loss) arising from revaluation	76	(59)

22. Investment property

Properties leased to third parties under operating leases are classified as investment property unless the property is held to meet service delivery objectives, rather than to earn rentals or for capital appreciation. Investment property is measured initially at its cost, including transaction costs.

After initial recognition, all investment property is measured at fair value at each reporting date. There are no contractual obligations in relation to investment properties at balance date.

Independent registered valuer G Simpson SPINZN, ANZIV of Quotable Value Limited, have valued Council owned Investment property assets as at 30 June 2021.

Gains or losses arising from a change in the fair value of investment property are recognised in the surplus or deficit. The Council's investment properties are revalued annually at fair value effective 30 June. The valuation was performed by Quotable Value Limited. The valuer stated that at present there had been limited disruption to the property market in the Central Otago District. There were varying views and predictions from economic commentators, local government and real estate agencies on how the property market would perform post-Covid. Global financial markets however have become more volatile as the rest of the world struggles to emerge from the grips of the virus. The property market however still remains affected by the uncertainty that the COVID-19 outbreak has caused. Market conditions are currently subject to higher potential for change and market uncertainty. This current valuation has been based on the most recent available market information available at the time.

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2020/21	2019/20
\$000	\$000
1,675	1,590
5,068	-
(818)	85
5,925	1,675
166	107
38	28
	\$000 1,675 5,068 (818) 5,925 166

23. Landfill aftercare provision

The Council has several resource consents for closed landfills. The Council has a responsibility under these consents to provide ongoing maintenance and monitoring of the landfill sites.

These responsibilities include:

- treatment and monitoring of leachate
- groundwater and surface monitoring
- monitoring of air quality
- · ongoing maintenance of cover and monitoring bores

The cash outflows finished during the 2021 financial year. Future monitoring requirements past this date are not quantifiable. No reimbursements are expected.

	2020/21	2019/20
	\$000	\$000
Opening Balance	5	11
Less applied to operations	(5)	(7)
Add interest time adjustment	-	1
Balance as at 30 June	(*)	5

24. Capital commitments

	2020/21	2019/20	
	\$000	\$000	
Property	241	142	
Open spaces	23	-	
Information Technology	301	437	
Environmental engineering	373	-	
Water system	2,317	703	
Wastewater system	7,823	1,007	
Stormwater system	-	_	
Roading	-	7,206	
Total capital commitments	11,078	9,495	

The Roading commitment will attract a subsidy of \$0 (2020 \$000: \$3,675). Capital commitments represent capital expenditure contracted for at balance date but not yet incurred.

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25. Operating leases

Leasing arrangements - operating lease as lessee

Operating leases relate to the rental of buildings, office equipment, and communication facilities. The Council does not have an option to purchase the leased assets at the expiry of the lease period.

Non-cancellable operating lease payments

	2020/21	2019/20
	\$000	\$000
No longer than 1 year	479	229
Longer than 1 year and not longer than 5 years	579	206
Longer than 5 years	31	-
Total non-cancellable operating leases	1,089	435

Leasing arrangements operating leases as lessor

The Council leases land and buildings for retail, office space, farming and the airport. The Council also has operating leases with community focussed activities, such as sport facilities, community halls and residential housing for the elderly.

The future aggregate minimum lease payments to be collected under non-cancellable operating leases are as follows:

	2020/21 \$000	2019/20 \$000
No longer than 1 year	861	656
Longer than 1 year and not longer than 5 years	1,777	1,843
Longer than 5 years	10,933	11,201
Total operating leases as Lessor	13,571	13,700

Other commitments

Council has a commitment to pay development costs relating to the Gair Ave subdivision in accordance with the development agreement.

26. Emissions Trading Scheme

The Council is part of the Emissions Trading Scheme (ETS) for its pre 1990 forests (mandatory participation). Under the ETS the Council is allocated New Zealand Units (NZUs). An initial free allocation of NZUs is provided in relation to pre 1990 forests. Under the ETS liabilities can accrue as follows:

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Pre 1990 forests

Liabilities accrue if the pre 1990 forest land is deforested and not replanted. The Council does not anticipate any future liabilities will arise in relation to pre 1990 forest land based on the intention to replant trees harvested or removed in any other way. Due to the development of the Dunstan Park subdivision, the Council will not be replanting the trees that were removed at the Alexandra Pines.

27. Contingencies

Contingent assets

Contingent assets comprise the value of lessees' improvements on land leased from Council where a term of the lease provides for the improvements to vest in Council on the dissolution of the community group leasing that part of the reserve. Until this event occurs these assets are not recognised in the Statement of Financial Position. Council is not aware of any of the community groups dissolving and the improvements vesting in Council, resulting in a disclosure of nil.

Contingent liabilities

The Council has no contingent liabilities as at 30 June 2021.

Local Government Funding Agency

The Council is a guarantor of the New Zealand Local Government Funding Agency Limited (LGFA). The LGFA was incorporated in December 2011 with the purpose of providing debt funding to local authorities in New Zealand. LGFA has a current credit rating from Standard and Poor's of AAA for local currency and a foreign currency rating of AA+ as at 22 February 2021.

As at 30 June 2021, the Council is one of 30 local authority shareholders and 54 local authority guarantors of the LGFA. The New Zealand Government also has a 20% shareholding in the LGFA. It has uncalled capital of \$1.0 million. When aggregated with the uncalled capital of other shareholders, \$20.0 million is available in the event that an imminent default is identified. Also, together with the other shareholders and guarantors, the Council is a guarantor of all of the LGFA's borrowings. At 30 June 2021, the LGFA had borrowings totalling \$14.220 billion (2020: \$12.220 billion).

PBE Accounting Standards require the Council to initially recognise the guarantee liability by applying the 12-month expected credit loss (ECL) model (as fair value could not be reliably measured at initial recognition), and subsequently at the higher of the provision for impairment at balance date determined by the ECL model and the amount initially recognised. The Council has assessed the 12-month ECL of the guarantee liability, based on market information of the underlying assets held by the LGFA. The estimated 12-month expected credit losses are immaterial due to the very low probability of default by the LGFA in the next 12 months. Therefore, the Council has not recognised a liability.

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The Council considers the risk of the LGFA defaulting on repayment of interest or capital to be very low on the basis that:

- it is not aware of any local authority debt default events in New Zealand; and
- local government legislation would enable local authorities to levy a rate to raise sufficient funds to meet any debt obligations if further funds were required

28. Remuneration

Remuneration of Elected Members

	2020/21	2019/20
	\$000	\$000
Mayor		
T Cadogan	108	111
Current Councillors		
NJ Gillespie*	47	36
MR McPherson*	34	30
SF Jeffrey*	33	28
N McKinlay	28	24
SL Duncan	26	23
LJ Claridge	24	24
IG Cooney	24	17
CA Laws	24	17
SA Calvert	21	21
TA Paterson	21	15
TN Alley	-	15
MC Topliss		7
Dr DJ Wills		7
VJ Bonham		7
Total elected representatives' remuneration	390	382

^{*} This includes additional remuneration paid to Neil Gillespie, Stephen Jeffrey and Martin McPherson due to positions held on the hearing panel.

Remuneration of Chief Executive Officer

The Chief Executive Officer of the Council, appointed under section 42 (1) of the Local Government Act 2002, received a salary of and benefits respectively of:

	2020/21 \$000	2019/20 \$000
Salary – permanent CEO's	280	260
Motor vehicle	25	12
Total chief executive officer remuneration	305	272

As at 30 June 2021, the annual cost, including benefits, to the Council for the combined remuneration package of the Chief Executive Officer is calculated at \$305,371 (2020 - \$272,380). The above figures are the full amount paid exclusive of expense claims.

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	2020/21	2019/20
	\$000	\$000
Remuneration of Key Management	1,054	938

Key management includes the Chief Executive Officer and the four Executive Managers who form the Executive Team. The key management remuneration is all short-term benefits and includes the value of motor vehicles assigned to the managers.

Total staff numbers by remuneration band

	2020/21 \$000s
<\$60,000	113
\$60,000-\$79,999	51
\$80,000-\$99,999	15
\$100,000-\$119,999	4
\$120,000-\$139,999	9
\$140,000 - \$199,999	5
\$200,000 - \$309,999	1
otal employees	198

Total employee numbers include all casual employees who have a current employment contract with the Council. At balance date, the Council employed 118 (2020, 112) full-time employees, with the balance of staff representing 32 (2020, 35) full-time equivalent employees. A full-time employee is determined on the basis of a 40-hour working week.

	2019/20 \$000s
<\$60,000	143
\$60,000-\$79,999	30
\$80,000-\$99,999	16
\$100,000-\$119,999	6
\$120,000-\$179,999	6
\$220,000 - \$259,999	0
\$260,000 - \$280,000	1
otal employees	202

Severance agreements

Pursuant to Schedule 10 Part 3 (33) of the Local Government Act 2002, the Council is required to disclose the cost of any severance agreement with an employee. There was zero severance payment (2019/20: 1) made during 2020/21 year totalling zero (2019/20, \$50,000).

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29. Related Party Transactions

Related party disclosures have not been made for transactions with related parties that are within a normal supplier or client/receipt relationship on terms and conditions that are more or less favourable than those that it is reasonable to expect the Council and group would have adopted in dealing with the party at arm's length in the same circumstances.

Financial Instruments

The Council has a series of policies to manage the risks associated with financial instruments. Council is risk averse and seeks to minimise exposure from its treasury activities. Council has established and approved liability management and investment policies. These policies do not allow any transactions that are speculative in nature to be entered into.

Credit risk

Financial instruments that potentially subject the Council to credit risk, principally consist of bank balances, debtors and other receivables, short term investments and other financial assets.

The Council's main bank accounts are held with the Bank of New Zealand. Surplus funds are invested in accordance with Council policy with several approved trading banks, building societies, local authorities, state owned enterprises, regional health entities, corporates or in New Zealand Government stock. Council's investment policy limits the amount of credit exposure to any one financial institution or organisation.

The level and spread of debtors and other receivables minimise the Council's exposure to risk. Collateral held: Rates as a charge on the property pursuant to the Local Government (Rating) Act 2002.

Maximum exposure to credit risk and fair values

The maximum exposure to credit risk and fair value of financial instruments is equivalent to the carrying amount in the Statement of Financial Position. Council manages the credit risk by spreading its investments across several institutions that have approved credit ratings.

The Council's maximum credit risk exposure for each class of financial instrument is as follows:

	Credit Rating	2020/21	2019/20
		\$000	\$000
Loans and receivables			
Bank balances and term deposits	Rating 'A' and greater, no defaults in the past	16,514	16,714
Debtors and other receivables	Note 13	4,852	3,171
Community loans	Not rated, no defaults in the past	282	333
Total credit risk loans and receivables		21,648	20,218

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Market risk

Currency risk

The Council is not exposed to any direct currency risk as all transactions are in New Zealand dollars.

Interest rate risk

The Council manages its investments to minimise interest rate risk, in accordance with its investment policy, by holding investments with differing maturities and fixed returns. The table below illustrates the potential effect on the surplus or deficit for reasonably possible market movements, with all other variables held constant, based on the Council's financial instrument exposures at balance date.

	2020/21		2019/ (Adjus	
	\$000	\$000	\$000	\$000
Interest rate risk	-50bps	+50bps	-50bps	+50bps
Effect on surplus (deficit)				
Term deposits	-85	85	-86	86
Promissory and floating rate notes		-	-	-
Total sensitivity	-85	85	-86	86

The interest rate sensitivity is based on a reasonable possible movement in interest rates measured as a basis points (bps) movement. For example, a decrease in 50bps is equivalent to a decrease in interest rates of 0.5%.

Liquidity risk

To meet its liquidity requirements, Council maintains a target level of investments to mature with differing maturities in either the short term or long term, after taking into account projected cash flows. Limits are also in place to restrict the total amount invested with any one approved institution. Approved institutions are registered banks that maintain high levels of liquidity.

		2020/21				
	Note	Less than 1 year	1 year	2-5 years	5+ years	Total 2020/21
Financial assets		552				
Cash and cash equivalents	11	5,014				5,014
Trade and other receivables	13	4,337	140	60	315	4,852
Other financial assets (excluding shares in companies)	12	11,500	-	-	-	11,500
Financial liabilities						
Trade and other payables	15	13,254				13,254

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		2019/20				
	Note	Less than 1 year	1 year	2-5 years	5+ years	Total 2019/20
Financial assets						
Cash and cash equivalents	11	6,714	-	-		6,714
Trade and other receivables	13	2,704	147	270	50	3,171
Other financial assets (excluding shares in companies)	12	10,000	-	-	-	10,000
Financial liabilities						
Trade and other payables	15	4,979		-		4,979

Price risk

Price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate as a result of changes in market prices. Council is exposed to price risk in relation to its available for sale investments where the interest rate is fixed. The price risk arises due to interest rate movements. This price risk is managed by diversification of Council's investment portfolio in accordance with the limits set out in Council's investment policy.

Internal loans

The Council has used available cash reserves to finance debt internally rather than using external funding. These loans are a combination of specified and investment account borrowings and are not represented in the Statement of Comprehensive Income.

	Opening Balance	New Advances	Principal Paid	Closing Balance
	\$000	\$000	\$000	\$000
Water	13,339	779	(2,078)	12,039
Wastewater	10,899	6,252	(2,478)	14,673
Stormwater	61	219	-	280
Transportation	2,991	3,540	(206)	6,325
Environmental Services	1,144	1,143	(1)	2,285
Planning and Environment	+	167	(326)	(160)
Pools, Parks and Cemeteries	2,628	211	(981)	1,858
Service Centres and Libraries		-	-	-
Property and Community Facilities	5,625	1,689	(1,049)	6,265
Regional Identity, Tourism and Economic Development	186	41	(49)	178
Governance and Corporate Services	2,525	1,737	(1,954)	2,308
TOTAL	39,397	15,778	(9,123)	46,050

In accordance with accounting standards, internal interest is excluded from the Statement of Comprehensive Income. It remains included in the individual Funding Impact Statements to recognise the actual cost to ratepayers of that particular activity. The internal interest rate charged is 1.48% (2019/2020, 3.14%). The following table details the amount of internal interest included within the respective Funding Impact Statements.

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	2020/21 Actual \$000	2020/21 Estimate \$000	2019/20 Actual \$000
Water	205	520	232
Wastewater	164	477	196
Stormwater	1	2	1
Roading	65	213	227
Environmental Services	21	52	31
Planning, Regulatory and Community Development	2	-	-
Pools Parks and Cemeteries	50	118	79
Property and Community Halls	-	-	174
Service Centres and Libraries	114	303	
Regional Identity, Tourism and Economic Development	89	74	72
Governance and Corporate Services	2	25	20
TOTAL	712	1,786	1,032

32. Capital management

The Council's capital is its equity (or ratepayers' funds), which comprise accumulated funds and reserves. Equity is represented by net assets.

The Local Government Act 2002 requires the Council to manage its revenues, expenses, assets, liabilities, investments, and general financial dealings prudently and in a manner that promotes the current and future interests of the community. Ratepayer's funds are largely managed as a by-product of managing revenues, expenses, assets, liabilities, investments, and general financial dealings.

The objective of managing these items is to achieve intergenerational equity, which is a principle promoted in the Act and applied by the Council. Intergenerational equity requires today's ratepayers to meet the costs of utilising the Council's assets and not expecting them to meet the full cost of long term assets that will benefit ratepayers in future generations.

Additionally, the Council has in place asset management plans for major classes of assets detailing renewal and maintenance programmes, to ensure ratepayers in future generations are not required to meet the costs of deferred renewals and maintenance.

The Act requires the Council to make adequate and effective provision in its Long-term Plan (LTP) and in its Annual Plan (where applicable) to meet the expenditure needs identified in those plans. The Act sets out the factors that the Council is required to consider when determining the most appropriate sources of funding for each of its activities. The sources and levels of funding are set out in the funding and financial policies in the Council's LTP.

The Council has the following Council-created reserves:

- reserves for different areas of benefit;
- self-insurance reserves; and
- trust and bequest reserves.

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Reserves for different areas of benefit are used where there is a discrete set of rate or levy payers as distinct from the general rate. Any surplus or deficit relating to these separate areas of benefit is applied to the specific reserves.

Self-insurance reserves are built up annually from general rates and are made available for specific unforeseen events. The release of these funds generally can only be approved by Council.

Trust and bequest reserves are set up where the Council has been donated funds that are restricted for particular purposes. Interest is added to trust and bequest reserves where applicable and deductions are made where funds have been used for the purpose they were donated.

33. Reconciliation of net surplus (deficit) to net cash flows from operating activities

	2020/21	2019/20	
	\$000	\$000	
Net Surplus (Deficit) After Tax	12,323	12,070	
Add (less) non-cash items:			
Depreciation	9,903	8,970	
Amortisation of intangible assets	96	71	
Vested and previously unrecognised assets	(6,489)	(9,512)	
(Gains)/Losses on fair value of investment property	818	(85)	
Amortisation of landfill liability	5	6	
Add (less) movements in working capital items:			
Decrease (increase) in debtors and other receivables	(1,601)	948	
Decrease (increase) inventory	(3,885)	31	
Decrease (increase) in prepayments	(94)	(133)	
Increase (decrease) in agency and deposits	(17)	(56)	
Increase (decrease) in creditors and other payables	8,211	(2,228)	
Add (less) items included in investing activities:			
Valuation losses	(76)	199	
Net (gain) loss on sale of assets	90	5,530	
Net (gain) on sale of land	(2,492)	(3,782)	
Decrease in landfill aftercare liability	(5)	(6)	
Net cash inflow (outflow) from operating activities	16,788	12,024	

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34. Events subsequent to balance date

Three Waters Reform

In July 2020, the Government launched the Three Waters Reform Programme – a three-year programme to reform local government three waters service delivery arrangements. Currently 67 different councils own and operate the majority of the drinking water, wastewater and stormwater services across New Zealand. The proposed reform programme is being progressed through a partnership-basis approach with the local government sector, alongside iwi/Māori as the Crown's Treaty Partner.

The reform proposes to transfer the three-water delivery from the 67 councils to four Water Service Entities (WSEs), In June 2021, the Government announced the proposed regional boundaries for each entity A, B, C and D, which would manage water assets for the country. Council would belong to WSE 'D', along with 19 other Councils. The WSE would be independent with a separate Board of Directors and participating Councils would have no shareholding and no financial interest.

On 27 October 2021 the Minister of Local Government announced cabinets decisions to introduce legislation to establish four publicly-owned entities. This announcement follows a four-year discussion with local government, iwi and industry, and an intensive eight-week period for local government to provide feedback on the Government's reform proposals. While the decision to opt in or out of this reform has now been removed from Councils, Cabinet has announced to continue partnering with Councils on refining elements of the reform design, and have agreed to establish three working groups. The new entities are expected to be operational by 01 July 2024.

The Council will not be responsible for the delivery and infrastructure of three waters services from 1 July 2024. There is uncertainty about the delivery of services until the legislation is enacted.



Independent Auditor's Report

To the readers of Central Otago District Council's annual report for the year ended 30 June 2021





Dereck Ollsson Audit New Zealand On behalf of the Auditor-General Dunedin, New Zealand



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Mayor and Councillors



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lan Cooney Vincent Ward Mobile: 027 241 4177 lan.cooney@codc.govt.nz

Council meeti	ng atter	ndan	ce 202	0/21		
Name	Attended					
T Alley	0 0		00	00	0 0	
T Cadogan	0 0	0	00	00	0 0	
S Calvert	0 0		00	88	0 0	
L Claridge	0 0		00	00	0 0	
I Cooney	0 0	0	00		0 0	
S Duncan	0 0	0	00		0 0	
N Gillespie	0		00	00	0 0	
S Jeffery	0 0	9	00	00	0 0	
C Laws	0 0	0	00	00	0 0	
N McKinlay	00	0	00	00	0	
M McPherson	0 0		00	00	0 0	
T Paterson	00		00	00	0	

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Community boards

The Council has four Community Boards covering the entire district. Community Boards provide a link between Council and the community. Our Council is one of the few in the country that maintains a comprehensive community board structure with significant delegated powers.

Cromwell Community Board

42 The Mall, Cromwell Phone: 03 445 0211



Anna Harrison (Chair)



Werner Murray (Deputy)



Tony Buchanan



Robin Dicey



Neil Gillesnie



Cheryl Laws



Nigel McKinlay

Cromwell m	eeti	ng	atte	end	ance	2020-2	1			
Name					Att	ended				
T Buchanan	0		0	0	0	0	0	0	0	0
R Dicey*	0		0	0	0	0	0	0		
N Gillespie		0	0	0	0	0	0	0	0	
A Harrison		0	0	0		0	(6)	0	0	0
C Laws	0	0	0	0	0	0	0	0	0	0
N McKinlay			0	0	0	0	0	0	0	0
W Murray	0	0	0	_	0	0	0	0	0	0

^{*} resigned at the 20 April 2021 meeting

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Maniototo Community Board

15 Pery Street, Ranfurly, Phone: 03 444 9170



Robert Hazlett (Chair)



Mark Harris (Deputy)



Stu Duncan



Duncan Helm



Sue Umbers

Name			Atte	ended			
S Duncan	0	0		0	0	0	0
M Hamis	0	0	0	0	0	0	0
R Hazlett	0	0	0	0	0	0	6
D Helm		0	0	0	0		8
S Umbers		0	0	0	0	0	0

Teviot Valley Community Board

120 Scotland Street, Roxburgh, Phone: 03 446 8105



Raymond Gunn (Chair)



Sally Feinerman (Deputy)



Cushla Browning (Aitchison)



Norman Dalley



Stephen Jeffery

Teviot Valley	me	etin	g att	endan	ce 202	0-202	21					
Name		Attended										
C Aitchison [†]	0	0	0			0	0	0				
N Dalley		0	0	0	0	0		0 0				
S Feinerman	0		8	0	0	0		0 0				
R Gunn	0	0		0	0			0 0				
S Jeffery		0	0	0	0	0	0	0 0				

¹ née Browning

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Vincent Community Board

1 Dunorling Street, Alexandra, Phone: 03 440 0056



Martin McPherson (Chair)



Ian Cooney



Russell Garbutt (Deputy)







Sharleen Stirling-Lindsay



Vincent meeting at	tte nd:	ance	2020/	21				
Name			At	tende	d			
R Browne	0	0	0	0	0	0	0	0
L Claridge	0	0	0		0	0	0	0
I Cooney	0	0	0	0	0	0	0	
R Garbutt	0	0	9	0	0	0	0	0
M McPherson	0		0	0	0	0		0
A Robinson	0	0	0		0	0	0	
S Stirling-Lindsay	(4)	(6)	(6)	0	0	0	0	0

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Executive team

Sanchia Jacobs Chief Executive Officer



- Governance
- Strategy and Policy
- Regional Identity
- Community Development
- Economic Development
- · Tourism and Visitor Centres
- Communications
- Emergency Management

Leanne Macdonald Executive Manager – Corporate Services



- Accounting
- Financial Planning and Reporting
- Rating / Policy
- Information Services

Louise Fleck Executive Manager – People and Culture



- Customer Services
- Libraries
- · Health and Safety
- People and Culture

Executive Manager – Infrastructure Services



- Roading
- Water Services
- Environmental Engineering

Louise van der Voort

Executive Manager - Planning and Environment



- Planning
- Building Control
- Alcohol Licensing
- Environmental Health
- Dog Control and Registration
- Parks and Recreation
- Cemeteries
- Swimming Pools
- Property and Community Facilities
- · Elderly Persons' Housing
- Airports

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21.9.18 FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2021

Doc ID: 555279

1. Purpose

To consider the financial performance for the period ending 30 September 2021.

Recommendations

That the report be received.

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2. Discussion

The presentation of the financials includes two variance analysis reports against both the financial statement and against the activities. This ensures Council can understand the variances against the ledger, and against the activities at a surplus/(deficit) value. The reason for the second variance analysis is to demonstrate the overall relationship between the income and expenditure at an activity level.

The third report details the expenditure of the capital works programme across activities. This helps track key capital projects across the year and ensures the progress of these projects remains transparent to Council.

The fourth and fifth reports detail the internal and external loans balances. The internal loans report forecasts the balance as at 30 June 2022, whereas the external loans show the year-to-date current balances due to payments throughout the year.

2021/22	3 MONTHS ENDING	V.T.D.		2021/22		
		YTD	YTD	YTD		
Annual Plan		Actual	Revised Budget	Variance		Revised Budget
\$000		\$000	\$000	\$000		\$000
Ţ J J J	Income	Ţ.	 	QUOU		Ų O O O
33,270	Rates	8,408	8,359	49		33,270
7,248	Govt Grants & Subsidies	6,567	4,958	1,609		16,217
7,323	User Fees & Other	1,227	1,677	(450)		7,866
17,286	Land Sales	, -	750	(750)	•	14,650
2,155	Regulatory Fees	890	676	214		2,155
2,104	Development Contributions	589	526	63		2,104
388	Interest & Dividends	23	97	(74)		388
-	Reserves Contributions	105	-	105		-
55	Other Capital Contributions	40	2	38		55
69,829	Total Income	17,849	17,045	804	•	76,705
	Expenditure					
13,565	Staff	2,928	3,161	233		13,529
587	Members Remuneration	116	147	31		587
8,904	Contracts	2,098	2,189	91		9,724
2,902	Professional Fees	609	995	386		3,881
9,997	Depreciation	2,499	2,499	-		9,997
13,926	Costs of Sales	2	100	98		7,290
3,920	Refuse & Recycling Costs	785	846	61		3,920
1,723	Repairs & Maintenance	284	430	146		1,739
1,410	Electricity & Fuel	316	333	17		1,410
652	Grants	174	160	(14)		652
1,115	Technology Costs	245	281	36		1,099
303	Projects	143	302	159		1,206
639	Rates Expense	432	479	47	•	634
423	Insurance	76	98	22	•	423
2,037	Other Costs	392	496	104	•	2,041
62,103	Total Expenses	11,100	12,516	1,416	•	58,132
7,726	Operating Surplus / (Deficit)	6,749	4,529	2,220		18,573

This table has rounding (+/- 1)

The financials for September 2021 show an overall favourable variance of \$2.22M. This is made up mainly from the timing of the Three Waters Stimulus funding carried over from the 2020/21 financial year and the timing of the government grants and subsidies budget. The land sales budget and metered water revenue are behind expected budget. Operational expenditure is trending lower across all areas with larger variances in professional fees, staff costs, projects, repairs and maintenance and other costs.

Income of \$17.849M against the year-to-date budget of \$17.045M

Overall income has a favourable variance against the revised budget of \$804k. This mainly relates to the Three Waters Stimulus funding carried over from the 2020/21 financial year, offset by the timing of land sales and metered water revenue.

The key variances are:

- Government grants and subsidies revenue of \$6.567M is \$1.6M favourable against budget. This is made up mainly from the timing of the remaining \$4.2M of Three Waters Stimulus funding carried over from the 2020/21 financial year and the fall of the government grants and subsidies budget by \$1.9M. This is offset by the timing of the Waka Kotahi New Zealand Transport Agency (Waka Kotahi) roading subsidy by (\$704k). The subsidies are claimed for both the operational and capital roading work programmes.
- User fees and other has an unfavourable variance of (\$450k). This is mainly due to delays
 with the water meter readings of (\$321k) with extra external resources being committed by
 the provider to catch-up on the readings. There is also (\$22k) in swimming pool admissions
 and (\$95k) variance in other income. Other income relates to Tourism Infrastructure funding
 (TIF) contributing to the new Clyde toilet and the Miners Lane carpark, this is due to be
 claimed in October 2021 and January 2022.
- Land sales has an unfavourable variance of (\$750k). This relates to land Council agreed to sell as part of the long-term planning process. This land is currently having preparation work carried out for it to be ready for sale. All other land sales revenue from subdivisions will start to come through later in the financial year, once the sales are completed.
- Regulatory fees have a favourable variance of \$214k. This is predominately due to the timing
 of building consent revenue received of \$184k.
- Interest and dividends revenue is unfavourable against budget by (\$74k). Market interest rates on term deposits continue to trend lower than budget.
- Reserve contributions has a favourable variance of \$105k. These contributions are dependent on developers' timeframes and therefore difficult to gauge when setting budgets.

Expenditure of \$11.1M against the year-to-date budget of \$12.516M

Expenditure has a favourable variance of \$1.42M. The main drivers being contracts, staff, professional fees, and other costs.

The key variances are:

- Staff costs has a favourable variance of \$233k. The variance is predominantly due to vacant positions, timing of recruitment and staff training.
- Contracts has a favourable variance of \$91k. Contract expenditure is determined by workflow
 and the time of the contract. This will mean that the phased budgets will not necessarily align
 with actual expenditure, meaning some work appears favourable, and some contracts spend
 year-to-date appear (unfavourable). Planned maintenance \$181k; contracts (\$128k); physical
 works contracts \$126k, and roading contracts (\$84k) are the key timing variances year-todate. The contracts variance of (\$128k) is being driven by Three Waters Stimulus operational
 improvements projects. This is being funded by the Three Waters Stimulus funding.
- Professional fees has a favourable variance of \$386k. This is due to the timing of professional
 fees against budget. Major favourable variances include management consultants of \$208k,
 engineering fees of \$50k and network and asset management fees of \$30k. This is similar to
 contract expenditure where budget and actuals do not align throughout the year but typically
 align by the end of the year.
- Costs of sales has a favourable variance of \$98k. This relates to the timing of land sales
 within the Three Waters function, where at present work is being carried out to ready the land
 for sale.

- Repairs and maintenance have a favourable variance of \$146k. This is made up of the timing of various projects still to be completed as well as the building maintenance requirements.
- Projects are also favourable at \$159k. This variance relates to the phasing schedule for Tourism Central Otago projects. Additional resources have been required to deliver the projects; this is now underway.

Other costs breakdown is as below:

2021/22	Other Costs breakdown	YTD	YTD	YTD		2021/22
Annual Plan		Actual	Revised Budget	Variance		Revised Budget
\$000		\$000	\$000	\$000		\$000
534	Administrative Costs	60	116	56	•	550
691	Office Expenses	158	172	14		666
234	Operating Expenses	77	67	(10)		234
327	Advertising	45	77	32	•	329
175	Valuation Services	43	44	1		175
76	Retail	9	20	11	•	87
2,037	Total Other Costs	392	496	104		2,041

This table has rounding (+/- 1)

Other costs have been reconfigured this financial year and include only need based costs
which will fluctuate against budget from time to time. There are no large variances of note to
report on at present.

Profit and Loss by Activity – 30 September 2021

ACTIVITY		INCOME		EX	PENDITUR	E	SURP	LUS/(DEFI	CIT)	
ACTIVITY	Actuals \$000	Revised \$000	Variance \$000	Actuals \$000	Revised \$000	Variance \$000	Actuals \$000	Revised \$000	Variance \$000	
Infrastructure	589	526	63	(94)	-	94	683	526	157	•
Roading	2,014	2,786	(772)	2,193	2,200	7	(179)	586	(765)	
Waste Management	1,195	1,236	(41)	1,248	1,261	13	(53)	(25)	(28)	
Parks Reserves Recreation	1,818	1,785	33	1,594	1,766	172	224	19	205	•
Corporate Services	74	70	4	(52)	31	83	126	39	87	•
People and Culture	415	428	(13)	375	460	85	40	(32)	72	•
CEO	211	215	(4)	61	274	213	150	(59)	209	•
Property	1,206	1,094	112	1,184	1,327	143	22	(233)	255	•
Governance and Community	2,355	2,131	224	1,030	1,290	260	1,325	841	484	•
Planning (Regulatory)	1,602	1,403	199	1,365	1,502	137	237	(99)	336	•
Three Waters	6,178	5,265	913	2,197	2,401	204	3,981	2,864	1,117	•
Total	17,849	17,045	804	11,100	12,516	1,416	6,749	4,529	2,220	

This table has rounding (+/- 1)

• Infrastructure – income has a favourable variance of \$63k. This variance is due to development contributions received being higher than budgeted. Contributions are linked with the timing of subdivision developments in Cromwell and Alexandra. Expenditure has a favourable variance of \$94k. The credit expenditure relates to the cost recovery of internal expenditure, which is not budgeted for as this is a fully on-charged cost recovery account.

^{*} The funding activity has been removed as this is not an operational activity.

- Roading income has an unfavourable variance of (\$772k). This is mainly due to the Waka Kotahi subsidy. This subsidy moves in conjunction with the subsidised roading operating and capital work programmes. Operating expenditure is on schedule with the budget, with a small favourable variance of \$27k. The capital work programme is currently behind with a favourable variance of \$826k, which will ramp up over the summer season.
- Waste Management income has an unfavourable variance of (\$41k). User fee revenue is lower than budget. User fee revenue of \$275k is on par with last years' actuals of \$270k. Expenditure has a favourable variance of \$13k.
- Parks and Recreation income has a favourable variance of \$33k. Ministry of Business Innovation and Employment (MBIE) responsible camping funding carried over from prior year is offsetting lower than expected swimming pool income. The pools like many council facilities were closed during August and September 2021 due to COVID-19 restrictions, reducing admissions. Expenditure has a favourable variance of \$172k. Driving this favourable variance is the timing of workplans and staffing requirements with underspends in: contracts \$46k; other cost of \$38k; building repairs and maintenance \$28k and staff costs of \$24k.
- Corporate Services income has a small favourable variance of \$4k. Expenditure has a
 favourable variance of \$83k. Information Services have underspent in equipment hire.
 Insurance is slightly behind budget at present but is likely to be higher than budget when
 renewed in November 2021.
- People and Culture income has a small unfavourable variance of (\$13k). Expenditure has
 a favourable variance of \$85k. Driving this favourable variance are underspends in human
 resources \$12k, health and safety \$9k, libraries \$66k and administration \$4k. The libraries
 underspend is partially due to the timing of budget and the Kōtui and Collection HQ annual
 fee which is yet to be paid.
- **CEO** Expenditure has a favourable variance of \$213k. This is mainly due to the timing and need for consultants of \$97k, staff of \$60k and other costs of \$17k. The wildling pines annual grant budget of \$20k has not been uplifted.
- **Property** has a favourable income of \$112k. TIF funding of \$82.5k has been received and will be used to fund new toilets in Clyde. The remaining favourable variance of \$40k is MBIE funding carried forward for the completion of the Ophir Community Hall project, with additional funding due. Expenditure has a favourable variance of \$143k made up of underspends in community buildings \$116k, elderly persons housing \$22k and airports \$20k.
- Governance and Community Engagement income has a favourable variance of \$224k. This is due to the budget phasing of grants received in tourism, \$365k of Strategic Tourism Assets Protection Programme (STAPP) funding has been carried forward from the previous year and \$1M has been received from MBIE for Tourism Communities Support, Recovery and Re-set plan (SRR) funding. Expenditure has a favourable variance of \$260k. There are underspends in promotions and tourism \$149k, regional identity \$36k, visitor centres \$26k, governance \$23k, economic development \$15k and community development \$8k. The promotions and tourism variance relates to the phasing schedule for Tourism Central Otago projects.
- Planning (Regulatory) has a favourable income variance of \$199k. This is mainly due to
 an increase in building permit revenue of \$184k. Expenditure has a favourable variance of
 \$137k. Most of this variance is due to timing and needs, including: management and planning
 consultants of \$61k; training and compliance costs of \$25k and staff costs of \$20k.
- Three Waters income has a favourable variance of \$913k. This is due to the timing of the \$4.2M of Three Waters Stimulus funding carried over from the 2020/21 financial year and the fall of the government grants and subsidies budget of \$1.9M. Offset by the timing of the land

sales (\$750k) and metered water revenue (\$341k) to budget. Expenditure has a favourable variance of \$204k. Cost of sales variance of \$100k relates to the land sales revenue. There is work being carried out to ready the land for sale. Water and wastewater management fees are also lower than budget by \$66k overall.

Capital Expenditure

Year-to-date, 7% of the total capital spend against the full year's revised capital budget, has been expensed.

2021/22 Annual Plan \$000	CAPITAL EXPENDITURE	YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		2021/22 Revised Budget \$000	Progress to date against revised budget
6,058	Council Property and Facilities	234	3,952	3,718	•	9,146	3%
382	Waste Management	236	384	148	•	913	26%
-	i-SITEs	-	-	-	•	4	0%
50	Customer Services and Administration	10	15	5	•	62	16%
204	Vehicle Fleet	1	-	(1)	•	256	0%
248	Planning	-	21	21	•	348	0%
352	Information Services	57	189	132	•	1,386	4%
164	Libraries	15	51	36	•	512	3%
1,713	Parks and Recreation	283	700	417	•	3,755	8%
7,420	Roading	1,161	1,987	826	•	7,950	15%
14,243	Three Waters	2,325	9,396	7,071	•	38,726	6%
30,834	Grand Total	4,322	16,695	12,373		63,058	7%

Council Property and Facilities \$3.718M favourable against budget:

Cromwell Town Centre projects are driving the majority of this variance by \$3.41M. The work programme is currently in the design phase for the Cromwell Memorial Hall and Events Centre. A request for proposal and tender evaluation process for the architectural design for demolition and construction was carried out in October and November 2021 with the contract expected to start by the end of November 2021. The Ophir Community Centre bathroom upgrade project is progressing and is due to be completed in November 2021. Work has begun on the new Clyde toilets, with toilets on order and delivery expected in December 2021.

Waste Management \$148k favourable against budget:

The glass crushing plant project is behind budget by \$48k. The transfer station reconfiguration projects are yet to start, contributing to \$100k of the underspend.

Information Services \$132k favourable against budget:

Information services projects are behind budget. Projects include Geographic Information Services \$82k, enhanced customer experience digital services \$16k, enterprise resource planning information services \$11k and financial performance improvement \$9k.

Parks and Recreation \$417k favourable against budget:

Parks and recreation has a favourable variance of \$417k. This variance is driven by a mixture of the timing of project budgets and contractor's availability to perform the work. Projects include landscaping, signage and irrigation. The Cromwell pool replacement heat pump is on order and due for delivery in February 2022 with preliminary fitting work to be carried out in December 2021.

Roading \$826k favourable against budget:

Subsidised roading projects are behind budget, this is mainly due to delays to the capital programme and receiving final funding allocations from Waka Kotahi. Subsidised roading projects that are behind the scheduled budget include: gravel renewals \$350k; sealed road renewals \$321k; and carpark renewals \$252k. These works will ramp up over the summer construction season.

Three Waters is \$7.071M favourable against budget:

The favourable variance is due to the timing of construction projects. The main drivers include the Clyde wastewater reticulation network construction, Alexandra northern reservoir, Alexandra pumpstation upgrades and Lake Dunstan water supply. Capital renewal programmes are being prepared and procurement plans are currently being drafted.

Internal Loans

Forecast closing balance for 30 June 2022 is \$4.075M.

OWED BY	Original Loan	1 July 2021 Opening Balance	30 June 2022 Forecast Closing Balance
Public Toilets	670,000	491,239	468,048
Tarbert St Bldg	25,868	13,067	11,574
Alex Town Centre	94,420	49,759	44,545
Alex Town Centre	186,398	91,041	79,921
Alex Town Centre	290,600	155,412	139,137
Centennial Milkbar	47,821	21,284	18,192
Vincent Grants	95,000	19,000	9,500
Pioneer Store Naseby	21,589	10,949	9,609
Water	867,000	717,829	691,212
ANZ Bank Seismic Strengthening	180,000	149,030	143,504
Molyneux Pool	650,000	571,900	539,400
Maniototo Hospital	1,873,000	1,775,142	1,723,630
Alexandra Airport	218,000	204,485	197,216
Total	5,219,695	4,270,138	4,075,488

External Loans

The total amount of external loans at the beginning of the financial year 2021/22 was \$189k. As at 30 September 2021, the outstanding balance was \$179k. Council has received \$9.4k in principal payments and \$1.8k in interest payments.

Owed By	Original Loan	1 July 2021 Actual Opening Balance	Principal	Interest	30 September 2021 Actual Closing Balance
Cromwell College	400,000	130,770	5,761	1,259	125,009
Maniototo Curling	160,000	35,662	2,244	292	33,418
Oturehua water	46,471	22,623	1,418	283	21,205
Total	606,471	189,054	9,423	1,834	179,632

Reserve Funds table

- As at 30 June 2021 the Council has an unaudited closing reserve funds balance of \$7.035M.
 This reflect the whole district's reserves and factors 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 whole district is projected to end the 2021-22 financial year with a closing deficit of (\$10.772M).

3. Attachments

Appendix 1 - Council Reserve Funds 2021/22 J

Report author:

Reviewed and authorised by:

Ann McDowall Finance Manager

17/11/2021

Leanne Macdonald

Executive Manager - Corporate Services

17/11/2021

CODC RESERVE FUNDS

	UNAU	DITED - 2020	/21 Annual Re	eport	2021/22 AP	2021/22 AP Closing	Approved By Council forecast includes carry forwards	
RESERVES BY RATE TYPE	Opening Balance	Transfers bt.	Transfers Out	Closing Balance	Net Transfers in and Out	AP Closing Balance	2021/22 Forecast	2021/22 Revised Closing Balance
General Reserves Uniform Annual General Charge Reserves	5,140,942 186,374 6,327,316	1,461,175 9,717 1,470,892	(5,790,676) (72,829) (5,813,605)	984,703	(3.256,179) (43,347) (3,280,526)	F = (D + E) (2,444,737) 129,914 (2,314,824)	H (37,367) 5,710 (31,637)	I + (F + G + H) (2,482,135) 135,674 (2,346,461)
TARGETED RESERVES					1		1 1	1 1
Planning and Environment Rate Economic Development Rate Tracks and Waterways Charge	1,949,635	424,331 43,362	(9.107)	2,373,966 476,845	31,214	2,405,180	(\$40,946) (37,980)	1,864,234 (37,500) 491,797
Tourism Rate Waste Nanagement and Collection Charge District Library Charge	238,245 (1,344,674) 99,517	54,424 7,738 38,009	(81,898) (866,131) (71,831)	250,771 (2,203,067) 65,694	18,528 (341,821) (161,230)	269,299 (2,544,888) (96,542)	1,680 (\$30,397) (435,662)	270,967 (3,081,265) (531,203)
Molyneux Park Charge District Works and Public Tollets Rate District Water Supply	(22,805) 4,079,979 (12,273,932)	664,517 1,495,595	(55,941) (317,535) (783,526)	(78,748) 4,426,561 (11,561,863)	(204,243) (212,870) 2,230,636	(282,980) 4,213,685 (9,331,227)	(84,735) (1,280,787) (9,504,580)	(367,724) 2,932,896 (18,835,816)
District Weslewater	(10,340,895) (17,172,340)	1,714,354 4,442,330	(5,288,116)	(11.768,288) (18.018,126)	2,317,651 3,693,004	(9,450,437) (14,325,122)	(7 385.413) (19,804,339)	(16,835,950) (34,129,461)
Specific Reserves Other Reserves	315,692 518,608 834,300	4,694 20,004 24,698	(515,342) (515,342)	320,386 23,270 343,656	6,303 (22,52-0) (16,22-0)	326,688 746 327,434	(1,433,215) (1,433,215)	326,686 (1,432,470) (1,106,781)
WARD TARGETED RATES								
Vincent Community Board Reserves Vincent Promotion Rate				-	l .		1 1	
Vincent Recreation and Culture Charge	(1,706,400)	320,321	47.40.400°	(1,386,980)	(333,560)	(1,719,640)	(500,798)	(2,226,438)
Vincent Ward Services Rate Vincent Ward Services Charge	2,906,503 1,133	139,599	(542,563)	2,503,538 (10,251)	3,109,890	5,613,429	3,905,697	9,519,126 (48,576)
Vincent Ward Specific Reserves	1,165,253	24,458	(2,623)	1,186,886	35,415	1,222,303	(11,702)	1,210,601
Vincent Ward Development.Fund Alex Town Centre Upgrade 1991	455,132	54,842 283	(1,910)	508,064 (109,815)	9,080	517,144	1 1	517,144
Mex rown Center Opprace 1991	2,761,062	539,516	(668,234)	2,692,346	2,817,962	5,510,307	3,352,114	8,862,420
Cromwell Community Spard Reserves								
Cromwell Promotion Rate Cromwell Recreation and Culture Charge	(785 (136)	122.790	(19.707)	(881.953)	(159,891)	(841.844)	(1.524.313)	(2.398:157)
Cromwell Ward Services Rate	19,596,874	2,813,940	(4,268,599)	18,142,215	557,468	18,699,682	(1,806,196)	10,893,486
Cromwell Ward Services Charge	1,899	26	(402)	1,525	(7,550)	(6,024)		(6,024)
Cromwell Ward Specific Reserves Cromwell Ward Development Fund	(296,409) 1,555,686	9,319 222,649	(42,404)	(329,494) 1,770,695	8,776 30,992	(320,718) 1,801,687	1 3	(320,718)
Continued Trans Court Engineers 1 times	20,073,014	3,168,727	(4,338,753)	18,902,986	429,795	19,332,783	(3,330,510)	16,002,273
Maniototo Community Board Reserves								
Maniototo Promotion Rate Maniototo Recreation and Culture Charge	(995.980)	1.883.384	(48,250)	839,154	11.474	850,629	(26,540)	824,085
Maniototo Ward Services Rate	1,418,766	188,340	(1,880,899)	(273,793)	133,178	(140,615)	(3,100)	(143,715)
Maniototo Ward Services Charge	3,104	8,260	_	11,363	(8,459)	2.904	(10,000)	(7,096)
Maniototo Ward Specific Reserves Maniototo Ward Development Fund	212,789	23,274		236,063	4,246	240,309	1 1	240,309
and the second s	638,679	2,103,258	(1,929,149)	812,788	140,439	963,227	(39,644)	913,584
Texiot Valley Community Board Reserves		75.35			47.			40.00
Teviot Valley Promotion Teviot Valley Recreation and Culture	14,683 285,234	213 19.851	(1,447)	14,897 303,639	(212.588)	15, 130 71,061	(87,052)	15,130 (16,001)
Teviot Ward Services Rate	900,620	37,447	(29,457)	908,610	35,264	943,874	(3,326)	940,548
Teviot Ward Services Charge	-	444		-		-	-	
Teviat Ward Specific Reserves Teviat Ward Development Fund	1,587 77,962	116 12.667	(1,838)	(165) 89,726	13 1,554	(152) 91,280	1 1	(152) 91,280
TO THE STATE OF THE PROPERTY OF THE PARTY.	1,280,057	70,293	(33,644)	1,316,706	(195,523)	1,121,183	(90,378)	1,030,805
Grand Total Surplus/(Deficit)								

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6 MAYOR'S REPORT

21.9.19 MAYOR'S REPORT

Doc ID: 560897

1. Purpose

To consider an update from His Worship the Mayor.

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Recommendations

That the Council receives the report.

Between this and our last meeting, I have been appointed as one of eight Mayors to the Government Working Group on Representation, Governance and Accountability in relation to the Three Waters. The eight Mayors have been appointed on the basis of two per Entity, and I sit alongside Mayor Dalziel of Christchurch City as the representatives for Entity D. The Working Group also comprises eight Iwi leaders appointed the same as Mayors, two per entity, the independent Chair of the Steering Group that has been working on behalf of LGNZ to get to the current model as well as independent Chair Doug Martin.

The remit that the Group has is to recommend to the Minister of Local Government a preferred strengthened approach to the governance framework for the new Water Service Entities which relates to such representation, governance and accountability, as an alternative to the Government's reform model. This recommendation has to be within some tight confines as outlined in the Terms of Reference.

My appointment came with the backing of all the Mayors of Zone Six, being the districts south of the Waitaki.

I have received some criticism for accepting the appointment with the view being taken by some that sitting on the Working Group is acquiescing to the broader reform process. I don't see it that way, I see my role on the Group as being to try to influence a better outcome to an important part of the Reform process that, so long as the current Government stays in place, is going to happen.

There has been a lot of discussion regarding the planned removal of wilding pines on Council land at the Half Mile just south of Alexandra. A good drop-in session was held in Alexandra to discuss what is going to happen and to get thoughts on how the land can be repatriated following removal. There were several people at the meeting who were very passionate about the trees remaining in place and I found myself in the position of having to agree to disagree with their strongly held views. I cannot see how Council, as the embodiment of the community both now and into the future, can do nothing about a stand of wilding pines on land it controls when wilding pines threaten the biodiversity, indeed the very essence of Central Otago. Our World of Difference brand leverages heavily on our majestic rolling brown hills. There will be no World of Difference if wildings are allowed to take those hills over and responsible leadership needs to start at our own doorstep in my view. What we have not done well though was to convey what the area can become once the trees are gone and I share concerns that residents have as to what is going to happen if the area of denuded land that remains once the trees are gone is not successfully repatriated. More work remains to be done on what will happen with the land and how that will be paid for before the loggers come in.

Our vaccination rates in Central Otago continue to climb at a steady rate which is encouraging as we anticipate the influx of visitors, many coming from places in New Zealand with community transmission, over summer. Most parts of our District have over 90% at least first dosed with only Teviot Valley and Manuherekia/Ida Valley remaining under that mark. It was good to work with SDHB, the Teviot Board and health leaders in that valley to get special clinics into Ettrick and Millers Flat last month to try to boost the numbers in those places. It is also good to think that, under current projections, by the time of this meeting Clyde and the Maniototo and possibly all of Alexandra and Cromwell will have joined Earnscleugh in having over 90% of the eligible population double dosed.

I know I'm late to the party, with 40,000+ rides having occurred on the Lake Dunstan Trail since it opened in May, but I have just managed to pedal myself from Clyde to the Hugo Bridge and back again, and words almost escape me.

Riding that half of the Trail was as much of, if not more of a mind-blowing experience than I thought it would be. The scenery, the sense of peace, the history, the incredible engineering, the exercise, the occasional shot of adrenaline, this trail has it all, and it's right on our doorstep. How fortunate are we to have this piece of infrastructure for not just the economic but the physical health of our community? And that this is just one part of what will become the largest off-road bike trail network in the Southern Hemisphere which has Central Otago right in the middle of it makes me wonder where the benefits for the local community, both in recreation opportunities and in employment, will end.

And speaking of bikes, it was excellent to have the adrenaline-pumping world of Crankworx in Alexandra this month. We should not underestimate the importance of this event on-going to our local economy. Crankworx has been bringing the world's best downhill riders to Rotorua for a number of years and the Mayor of that District, Stevie Chadwick, rarely misses a chance to tell me about how good it is. Huge credit must go to the people who have made this happen.

I attended a meeting in the Cambrians School with the assistance of two local lawyers to work through with the community solutions to its water supply now the Water Services Act is in force. While there are significant changes for our rural water users, I don't believe the answers are terribly difficult. The situation reminds me of when the Health and Safety in Employment legislation came in and employers were faced with significant change that, after a period of time, just became a normal part of business. A unique facet of the meeting in my experience is that it was the first one I have attended that has its length determined by the sun going down, as the Cambrians School where it was held had no electricity and therefore no lighting.

And finally, I can't not note that this is our last meeting for 2021. Long Term Plan years are always challenging years with significantly increased workloads for elected members and staff. Add on to that the massive amount of work that the reforms have taken, especially the Three Waters, and 2021 will be remembered in Local Government circles for years to come. 2022 will bring its own series of unique challenges too, but we'll worry about that when it comes. In the meantime, may I give you all my thanks for the mahi this year, and wish you a safe and happy Christmas and New Year.

2. Attachments

Nil

Report author:

Tim Cadogan Mayor 29/11/2021



7 STATUS REPORTS

21.9.20 DECEMBER 2021 GOVERNANCE REPORT

Doc ID: 557965

1. Purpose

To report on items of general interest, receive minutes and updates from key organisations, consider Council's forward work programme and the legacy and current status report updates.

Recommendations

That the Council receives the report.

2. Discussion

Forward Work Programme

Council's forward work programme has been included for information.

Status Reports

The status reports have been updated with any actions since the previous meeting.

Legacy Status Reports

The legacy status reports have been updated with any actions since the previous meeting.

Otago Museum's October Report to Contributing Local Authorities

Otago Museum's October report to contributing local authorities had been circulated and is attached for information.

3. Attachments

Appendix 1 - Forward Work Programme J

Appendix 2 - Status Report J

Appendix 3 - CEO Legacy Status Report 4

Appendix 4 - Planning and Environment Legacy Status Report J.

Appendix 5 - Infrastructure Services Legacy Status Report J.

Appendix 6 - Otago Museum's October Report to Contributing Local Authorities J

Report author: Reviewed and authorised by:

Rebecca Williams Governance Manager

Durillians

19/11/2021

Sanchia Jacobs

Chief Executive Officer

29/11/2021

В.

Council

Forward Work Programme 2021

Area of work and Lead Department	Reason for work	Council role (decision and/or direction)		Hig	hlight t	he mon			timefrar pected to		o Coun	cil in 20	21	
2000 Dopartmont		(accidion analor anochem)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Annual Plan 2022/23	T				ı		1 1					
Annual Plan Executive Manager Corporate Services	Legislative requirement under the Local Government Act 2002.	Decisions required: Budget direction and decisions required on the Consultation Document (if required)/letters and key supporting documentation.												W
		Vincent Spatial Plan												
Vincent Spatial Plan														
Executive Manager: Planning & Environment	Vincent Community Board and Council priority.	Decision required: Workshops and decisions required as the work progresses.								D				
		Cromwell Masterplan												
Cromwell Masterplan Executive Manager: Planning & Environment	Cromwell Community Board and Council priority.	Decision required: Workshops and decisions required as the work progresses.			D		D	D			D			
		Three waters reform										1		
Water reform Water Services Manager/Executive Manager Infrastructure	Key central government legislative priority.	Decision required: Workshops and decisions required as the reform progresses.			D		D	W			U			
		Council's role in housing												
Housing Chief Advisor	Key Council priority.	Decision required: Agree council's role in the housing.		D	W	W		D						D
		District Plan review												
District Plan Review Planning Manager/Executive Manager Planning & Environment	Legislative requirement under the Resource Management Act 1991.	Decision required: Workshops and decisions required as this work progresses.			D			D		D				W

C. Item 21.9.20 - Appendix 1

December 2021

Area of work and Lead Department	Reason for work	Council role (decision and/or direction)		Expected timeframes Highlight the month(s) this is expected to come to Council in 2021											
2000 Dopartmont		(accional analor anconon)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	Lake Dunstan Water Supply and Clyde Waste Water projects														
Major projects Capital Works Programme Manager; Executive Manager Infrastructure	Key Council priority (Long-term Plan 2018-28)	Decision required: Key decisions as required as the work progresses, including approval of tenders. Regular updates will be provided via the Project Governance Group.			О		D	D			U		D		
		Sustainability Strategy Action Plan	l												
Sustainability Strategy Environmental Services Manager/Executive Manager Infrastructure	Key Council priority	Decision required: Updates and decisions required as this action plan is implemented.						D							

Key - W = workshop, D = decision, U = update

C. Item 21.9.20 - Appendix 1

	Report Title	Resolution No	Resolution	Officer	Status
24/03/2021 R	Rural Fire Land and Buildings	21.2.6	That the Council A. Receives the report and accepts the level of significance. B. Agrees to dispose of the Tarras Rural Fire Depot to Fire and Emergency New Zealand subject to the following conditions: 1 The building ownership is transferred for \$1 2 A ground lease is granted for an area (as outlined in Appendix) for 30 years at \$1 per annum, and upon termination of the lease any improvements on the land will revert to Council 3 Fire and Emergency New Zealand covers the legal costs associated with the sale and the preparation of the lease 4 Fire and Emergency New Zealand covers the costs associated with the installation of a power supply and a septic tank system to the depot 5 Fire and Emergency New Zealand covers the costs of relocating the Tarras Domain's access gate and the recycling station C. Agrees to dispose of the Omakau Rural Fire Depot to Fire and Emergency New Zealand on the following conditions: 1 The building ownership is transferred for \$1 2 A ground lease is granted under Section 61(2) of the Reserve Act 1977 for 30 years at \$1 per annum, and upon termination of the ground lease any improvements on the land will revert to Council 3 Fire and Emergency New Zealand covers the legal costs associated with the sale and the preparation of the lease	Property and Facilities Officer (Vincent and Teviot Valley)	30 Mar 2021 Action memo sent to report writer. 16 Apr 2021 Documentation for the asset transfer and ground leases are in draft and under review by both parties. 16 Jun 2021 Draft documentation is with FENZ for review. Awaiting their response. 28 Jul 2021 Millers Flat Depot - agreements executed. Tarras Depot - draft documentation under review. Omakau Depot - draft documentation under review. 08 Sep 2021 Tarras Depot - lease document with Council's lawyer to undertake a final review. Omakau Depot - awaiting FENZ's review of draft documentation. 13 Oct 2021 Tarras Depot - Final review completed. Lease document with FENZ for signing. Omakau Depot - Lease document is with Council's lawyers to review. 11 Nov 2021 Tarras Depot - agreements executed. Omakau Depot - lease document with FENZ for signing.

			 D. Agrees to dispose of the Millers Flat Rural Fire Depot to Fire and Emergency New Zealand on the following conditions: 1 Council's ground lease is terminated upon which the building's ownership transfers to Fire and Emergency New Zealand 2 Fire and Emergency New Zealand covers the legal costs 		
24/03/2021	District Plan Review Programme	21.2.10	That the Council A. Receives the report and accepts the level of significance. B. Approve the District Plan review programme as outlined in Appendix 1	Principal Policy Planner	30 Mar 2021 Action memo sent to report writer. 21 Apr 2021 Review of Industrial Chapter underway; RFP for Residential section review being drafted; GIS mapping project progressing; e-Plan contract approved 16 Jun 2021 Expert noise and transportation reports to support the Industrial Chapter review have been commissioned. RFP for the Residential section of the Plan closes 18 June. 28 Jul 2021 RFP for Residential Chapter Review released and contract awarded - initial workshop with stakeholders completed and review underway; GIS mapping plan change notified; ePlan contract awarded and operative District Plan in ePlan and being tested by planners; Industrial zone plan change for Cromwell (reflecting Cromwell Spatial Plan) being finalised; Industrial Chapter Review underway 08 Sep 2021

						Issues and Options for review of Residential Chapter drafted; submissions on GIS mapping plan change closed - 3 in support so no hearing required; ePlan testing complete with mapping being updated and incorporated; engagement with affected landowners is upcoming as part of Industrial Chapter Review. 18 Oct 2021 Residential chapter being drafted; ePlan mapping underway; Industrial Zone
						changes to be notified. 15 Nov 2021 Cromwell Industrial zone plan changes publicly notified; Residential chapter and new map zoning progressed and to be workshopped with Council in December; decision on Plan Change 17 (GIS Mapping) made by Council and to be advertised; ePlan mapping being worked on with Isovist, who have completed the text.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	E.	Agrees to the recommendation from the Cromwell Community Board on the draft 2021-31 Long-term Plan 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.	Property and Facilities Officer (Cromwell)	Action memo sent to Property and Facilities Officer Cromwell. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021. 06 Jul 2021 Email sent to Cromwell Bike Park committee to request an extensive survey of usage be carried out to determine what toilet facility may be required in the future. 08 Sep 2021 Cromwell Bike Park committee to undertake a usage study of the toilet facilities at the site in summer to reflect peak usage. 11 Nov 2021

					Committee are doing a survey of usage over the summer months to enable Council to determine type of toilet required. A reminder has been sent 11/11/2021 to ensure this is carried out and reported back to Council.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	J. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff are requested to investigate a request for an extension of the junior playground at Pioneer Park and provide a report for consideration in a future annual or long-term plan.	Parks and Recreation Manager	Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021. 28 Jul 2021 Preparatory work that will support further investigation and underpin a report for consideration is being undertaken. Funding to be considered for 2022-2023 Annual Plan. 08 Sep 2021 No further progress. 18 Oct 2021 Investigation of request for extension of junior playground at Pioneer Park and report for consideration on hold until closer to a future annual or long-term plan. ON HOLD. 11 Nov 2021 No further update at this stage.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	K. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff provide a report regarding a request Ice Inline for future consideration.	Parks and Recreation Manager	Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021. 28 Jul 2021 Background data for report being collated. 08 Sep 2021 No further progress.

					18 Oct 2021 No further progress on requested report considering IceInLine's Long-Term Plan (LTP) submission. 11 Nov 2021 No further update at this stage.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	L. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff convene a meeting of Central Otago District Council, Central Otago Hockey Association, Central Lakes Trust and Molyneux Turf Incorporated to discuss a way forward on the proposed multi-use turf and facilities at Molyneux Park.	Recreation Manager	11 Jun 2021 Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021. 28 Jul 2021 Meeting convened on 5 July 2021. Molyneux Turf Incorporated (MTI) preparing additional information. 08 Sep 2021 Additional information not yet received from MTI. 18 Oct 2021 Additional information not yet received from MTI, and unable to progress until then. ON HOLD. 11 Nov 2021 No further update at this stage.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan to proceed with the preferred option in the consultation document for the Omakau Hub.	and	11 Jun 2021 Action memo sent to Communication and Engagement Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Longterm Plan on 30 June 2021. 29 Jul 2021 A community collective is progressing the hub project. Financial input from Council is programmed for year three of the 2021-24 of the Long-term Plan. 09 Sep 2021

						No further update until July 2022, when funds are due to be released.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	P.	Agrees to the recommendation from the Teviot Valley Community Board on the draft 2021-31 Long-term Plan to proceed with the preferred option in the consultation document for the Roxburgh Pool.	Parks and Recreation Manager	11 Jun 2021 Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021. 28 Jul 2021 Funding allocated pending request from Pool Committee. 08 Sep 2021 Funding not yet requested. 18 Oct 2021 Roxburgh Pool funding request not yet received, and unable to progress until then. ON HOLD. 11 Nov 2021 No further update at this stage.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	R.	Agrees to the recommendation from the Maniototo Community Board on the draft 2021-31 Long-term Plan that Council request staff to consider the suggestion of filling in the ice rink with water, add planting and creating walkways and report back to the Board.	Parks and Recreation Manager	11 Jun 2021 Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021. 28 Jul 2021 Request under consideration. 08 Sep 2021 No further progress. 18 Oct 2021 No further progress on requested report considering filling the ice rink in the Maniototo with water and adding planting and walkways nearby. 11 Nov 2021 No further update at this stage.

1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	S. That Council requests staff progress discussions around the scope of a partnership agreement with Kā Rūnaka, via Aukaha, and report back to Council for consideration in the 2022-23 Annual Plan.	Chief Executive Officer	Action memo sent to Chief Executive Officer. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021. 29 Jul 2021 The CEO has been in correspondence with Aukaha to begin discussions. 07 Sep 2021 Due to COVID-19 alert level restrictions, the planned meeting in early September did not go ahead. Staff are currently working with Aukaha to reschedule and an update will be provided once this meeting has occurred. 13 Oct 2021 Negotiations are progressing and Aukaka will provide a first draft of an agreement following the CEO's return from medical leave. 30 November 2021 The CEO has just returned from medical leave, and this action will be followed up and updated in time for the next meeting.
30/06/2021	Cromwell Menz Shed - New Lease	21.5.12	 That the Council A. Receives the report and accepts the level of significance. B. Agrees to lease the proposed area to the Cromwell Menz Shed C. Agrees to a lease over 1000m² (more or less) of land (shown in Figure 1) located on the Cromwell Transfer Station/Closed Landfill site, being part of Lot 3 DP526140. D. Authorise the Chief Executive to do all that is necessary to give effect to this resolution. 	Property and Facilities Officer (Cromwell)	O5 Jul 2021 Action memo sent to Property and Facilities Officer - Cromwell. O6 Jul 2021 Cromwell Menz Shed updated on resolution., Meeting arranged between property and infrastructure for 9 July to discuss actions required. 26 Jul 2021 Meeting scheduled with Menz Shed for 30 July to review and discuss Draft Lease. 17 Aug 2021

30/06/2021	Cromwell Aerodrome Licence to Occupy	21.5.15	That the Council A. Receives the report and accepts the level of significance. B. Agrees 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 2021. C. Approves that the licence will be under the same terms and conditions as the previous licence with the following amendments and additional conditions. I. Annual rental of \$525 plus GST II. Remove requirement for the Club to mow Aerodrome runways in lieu of rental. III. Allowance for either party to terminate the licence to occupy with 6 months written notice. D. Authorises the Chief Executive Officer to do all that is necessary to give effect to the resolutions.	Property Officer	Working alongside the Menz Shed to prepare an appropriate lease 08 Sep 2021 Lease document being finalised. 18 Oct 2021 Lease document still being finalised. 11 Nov 2021 11/11/2021 Lease document still a work in progress, as needed to identify the final lease area and water metering charges. 05 Jul 2021 Action memo sent to Property Officer for action and finance staff for noting. 28 Jul 2021 Licence to Occupy (LTO) being prepared for Central Lakes Equestrian Club 09 Sep 2021 LTO being prepared. 18 Oct 2021 LTO sent to club for signing. 11 Nov 2021 11 Nov 2021 11 Nov 2021 12 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.
30/06/2021	Roxburgh Aerodrome - Request for hangar site	21.5.16	 That the Council A. Receives the report and accepts the level of significance. B. Approves a lease for a hangar only site at Roxburgh Aerodrome to Central Heliwork Ltd for 841m2 of 	Property Officer	05 Jul 2021 Action memo sent to Property Officer 28 Jul 2021 Lease document being prepared for Central Heliwork Ltd. 08 Sep 2021

44/09/2024	Droft Vincent	24.6.2	land described as part of Lot 3 DP 8420 situated at Teviot Road, Roxburgh. C. Authorise the Chief Executive Officer to do all that is necessary to give effect to the resolutions.	Dringing	Applicant informed of decision. Site pegged by surveyor. Lease document being prepared. 18 Oct 2021 Lease document being prepared. 11 Nov 2021 11/11/2021 Lease document prepared and sent to Lessee for signing. Lease to commence 1 December 2021.
11/08/2021	Draft Vincent Spatial Plan Engagement Document	21.6.2	 That the Council A. Receives the report and accepts the level of significance. B. Approves the draft Vincent Spatial Plan preferred option. C. Directs staff to develop a preferred option engagement document for release to stakeholders 	Principal Policy Planner	16 Aug 2021 Action Memo sent to report writer. 08 Sep 2021 Public consultation currently underway. 18 Oct 2021 Engagement on draft spatial plan has now closed. Feedback being considered and once complete a report on the matter will be presented to Council. 15 Nov 2021 Final Document being worked on following feedback received – intention to send Council in for approval in January.
11/08/2021	Cromwell Aerodrome - Refueling Facility	21.6.6	 A. Receives the report and accepts the level of significance. B. Agrees in principle to approve the issuing of a licence to occupy to RD Petroleum for refuelling facility at Cromwell Aerodrome comprising two 10,000 litre tanks for avgas and Jet A1 fuel. C. Authorises the CEO to confirm approval of final location and design of refuelling facility to include safe and secure access for all potential users. D. Authorises the CEO to approve acceptable terms and conditions for the Licence to Occupy similar to the Licence for the refuelling facility at Alexandra Airport and do all that is necessary to give effect to the resolutions. 	Property Officer	16 Aug 2021 Action Memo sent to report writer. 08 Sep 2021 Applicant informed of decision. Site meeting upcoming to finalise fuel tank position. Licence to Occupy (LTO) being drafted. 18 Oct 2021 Site meeting was held with applicant to discuss fuel tank location. Applicant will provide full proposal to inform drafting of LTO. 11 Nov 2021

					11/11/2021 Council Property staff met representative from RD Petroleum on site at Cromwell Aerodrome at end of September to discuss position of fuel facility. RD Petroleum confirmed they would create two separate access ways for truck to use for filling and maintenance and for other users vehicles. They will now proceed with further design and provide plans to Council in the New Year.
11/08/2021	WoolOn 2021 Event Request for Grant	21.6.7	 That the Council A. Receives the report and accepts the level of significance. B. Approves a grant of \$10,000 to the WoolOn Creative Fashion Society Incorporated for WoolOn creative fashion events 13 – 15 August 2021. The approved grant to be applied to venue costs, master of ceremonies, event marketing and communication only and is to be funded from district general reserves 	Media and Marketing Manager	16 Aug 2021 Action Memo sent to report writer. 06 Sep 2021 Correspondence including details on discussion points, resolution, and invoicing instructions emailed 6 Sept 2021 to applicant. 14 Oct 2021 Grant not yet uplifted. Staff have emailed committee requesting written confirmation of plans - i.e. rescind / not uplift or uplift and complete report back. 24 Nov 2021 Still no further update from committee - further correspondence sent to group reinforcing requirement to confirm if the grant will be uplifted and if so when. Also discussed in person with current chair who indicated due to illness the response was tasked to someone to action. Staff will continue to seek clarification from committee - however should nothing be received prior to Council's first meeting of 2022, will advise group that the grant resolution will be rescinded and the grant will no longer be available. 24 Nov 2021

					Deputy Chair of committee contacted staff to advise that grant is required. It appears that information has not been reaching the current committee members. Staff have resupplied information and await detailed update regarding uplift of grant, report back and appointment of CODC rep to committee
11/08/2021	Naseby Water Supply	21.6.11	 That the Council A. Receives the report and accepts the level of significance. B. Agrees to proceed with construction of a clarifier, pH correction, and flocculation tank to be funded from tranche 1 of the water stimulus funding. C. Directs staff to investigate options for an alternative water source for the Naseby water supply, including consideration of a single Maniototo water treatment site. 	Executive Manager - Infrastructure Services	16 Aug 2021 Action Memo sent to report writer. 09 Sep 2021 Clarifier being tendered. Investment Logic Map workshop for Maniototo water supplies scheduled for 18th October. 14 Oct 2021 No change. 24 Nov 2021 Construction of new clarifier underway with delivery in January 2022. Concrete slab construction underway, second hand clarifier due to be delivered and installed prior to Christmas. Workshop to identify options for new source held on 24 November.
11/08/2021	Rural Networks South Island rent review.	21.6.14	 That the Council A. Receives the report and accepts the level of significance. B. Agrees to: Reduce the licence fee for the Gilligans Gully site from \$6,000 to \$4,800 per annum plus GST. 2. Reduce the licence fees for the Clyde Lookout, Earnscleugh Road, and Sugarloaf sites from \$5,000, to \$1,900 per annum plus GST. 3. Reduce the rental for the Alexandra Airport site from \$5,000 to \$1,900 per annum plus 	Statutory Property Officer	16 Aug 2021 Action Memo sent to report writer. 08 Sep 2021 Company invoiced in accordance with resolution. Agreements forwarded to lessee for execution. 27 Sep 2021 Majority of backdated charges since paid, license agreements being refined. 12 Oct 2021 Refinement of licence agreements almost complete. 03 Nov 2021 Licences finalised, executed, and filed. MATTER CLOSED.

			GST, subject to the lessee continuing to provide free internet services to the Airport Terminal. 4. Charge a flat fee of \$600 per annum plus GST (per tenant as applicable) for power at the Gilligans Gully and Clyde Lookout sites with that fee being subject to adjustment (increase) by 10% on renewal. 5. Backdate the revised fees and charges to the commencement of the new licences and leases being 01 July 2020. C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.		
22/09/2021	District Museum Function	21.7.3	 A. Receives the report and accepts the level of significance. B. Notes eight sector-led models were considered and analysed to provide the delivery of the district museum function. C. Notes a sector-led trust model is likely to be the most effective mechanism to deliver the district museum function. D. Endorses the establishment of a new sector museum trust to deliver the district museum function. E. Approves a portion of the \$50,000 allocated to this function is retained for staff to facilitate the establishment of the trust by paying legal fees to review the trust deed and establishing the new trust. F. Authorises the Chief Executive Officer to enter into 	Senior Strategy Advisor	27 Sep 2021 Action memo sent to the Senior Policy Advisor and to Finance 18 Oct 2021 Outcome communicated to the Museum sector. Staff have contacted a lawyer and began the process of formalising the Central Otago Museums Trust. 30 November 2021 Staff have progressed the legal review of the Trust deed, and this has been recently peer reviewed pro-bono. Appointments from the respective museums to the new Trust have been confirmed and staff are in the process of facilitating the inaugural meeting of the Trust.

22/09/2021	Plan Change 18 Cromwell Industrial Resource Area Extension	21.7.12	 G. Approves on the evidence of the establishment of the trust and the signing of the performance agreement the remaining balance of the \$50,000 is transferred to this new entity. H. Approves that council will have active involvement in the trust with the appointment by the Chief Executive Officer of one staff member as a council representative on the trust. I. Approves that the district museum function will be delivered by the new trust for a trial period of two years with regular reporting to council on progress and delivery. J. Notes that any decision regarding funding beyond the two-year period will be considered under the museum investment framework soon to begin. That the Council A. Receives the report and accepts the level of significance. B. Recommends that Plan Change 18 be notified and processed in accordance with the First Schedule to the Resource Management Act 1991. 	Principal Policy Planner	27 Sep 2021 Action memo sent to the Principal Policy Planner 18 Oct 2021 Plan Change prepared. 15 Nov 2021 Plan Change notified 28 October, submissions close December 9.
22/09/2021	Cromwell Town Centre Project Structure	21.7.14	 That the Council A. Receives the report and accepts the level of significance. B. Approves the project structure and programme. C. Approves appointment of recommended Cromwell Community Board member to the Advisory Group. D. Appoints Nigel McKinlay to the Advisory Group. 	Property and Facilities Manager	27 Sep 2021 Action memo sent to the Property and Facilities Manager. 19 Oct 2021 Project Advisory Group (PAG) formed. Discussions continue with external stakeholder group, who will confirm their chosen representatives. 15 Nov 2021 No further update.
3/11/2021	i-SITE NZ Future Network Proposal	21.8.3	That the Council A. Receives the report and accepts the level of significance.	Ranfurly i- SITE Team Leader	08 Nov 2021 Action memo sent to report writer. 23 Nov 2021

			 B. Authorises staff to submit a non-binding expression of interest on behalf of Ranfurly and Roxburgh i-SITEs to become Tier Two centres. C. Authorises staff to submit a non-binding expression of interest on behalf of Alexandra and Cromwell information centres to become Tier One or Two centres. 		The Central Otago i-SITE's of Ranfurly and Roxburgh submitted a non-binding expression of interest to the i-SITE New Zealand Board to become Tier Two Centres, as authorised by the Central Otago District Council Councillors, on the 4th November., The Central Otago i-SITEs subitted a non-binding expression of interest to the i-SITE New Zealand Board on the 4th November 2021, on behalf of the Alexandra Information Centre and the Forage Information Centre. The expression of interest submission was in favour of both centres becoming Tier Two Centres., The binding expression of interest time frame of end November, as indicated in the i-SITE report, has been extended by i-SITE New Zealand. Timeframes will be confirmed during i-SITE New Zealand's Board meeting in February 2022. The Central Otago i-SITEs are waiting on further details to be supplied by the i-SITE NZ Board.
3/11/2021	Forming of Unformed Legal Road - Cambrians	21.8.2	That the Council A. Receives the report and accepts the level of significance. B. Approves the request to form an unformed legal road to provide property access for the applicant, with the following conditions: (i) The road be formed to the relevant right of way subdivision standard. (ii) The road be surveyed to ensure construction occurs within the legal alignment. (iii) The survey and road construction are undertaken at no cost to Council. (iv) The applicant is responsible for maintaining the road in the future to a	Roading Manager	Action memo sent to report writer. 23 Nov 2021 The applicant will notify council when they are ready for a formation permit. The applicant has signalled they will not construct the road extension until they work through the consenting process for the subdivision that requires the access road.

			(ix)	safe standard. If Council does not believe the condition of the road is safe and the applicant does not remedy this after notification, then Council may undertake work to make the road safe and recover this cost from the applicant. The applicant acknowledges they are aware that Council does not accept any responsibility for future maintenance costs. The applicant shall not locate any improvements on the road without the prior consent of the Council. The applicant shall not impede others from using the road. All costs associated with fencing and cattle stops will be the responsibility of the applicant. As the existing track from the end of Cambrian Road is not maintained by Council, all costs associated to provide suitable access to form this section of unformed legal road will be the responsibility of the applicant (i.e. the existing track to reach this area may require metalling prior to construction being undertaken)		
3/11/2021	Smokefree and Vapefree Policy update	21.8.4	significance	he report and accepts the level of e. pdated Smokefree and Vapefree Policy	Senior Strategy Advisor	09 Nov 2021 Action memo sent to report writer. 19 Nov 2021 Updated policy published on website. Staff have met with The Cancer Society on a communications plan. Social media postings underway.

3/11/2021	Proposal to Revoke Part of the Greenway Reserve off Waenga Drive, Cromwell	21.8.5	 That the Council A. Receives the report and accepts the level of significance. B. Agrees with the Hearings Panel recommendation to the revocation of the Local Purpose (Amenity) Reserve classification from the specified 619m2 (subject to survey) area from Lot 201 DP 359519. C. Agrees to notify the Minister of Conservation in writing of the resolution and request the revocation be approved and notified by <i>Gazette</i> notice. 	Parks and Recreation Manager	O9 Nov 2021 Action memo sent to report writer. 11 Nov 2021 Applicant has asked to hold off writing to the Minister of Conservation until they have secured a Resource Consent for the proposal.
3/11/2021	Plan Change 17 - GIS Mapping	21.8.6	 That the Council A. Receives the report and accepts the level of significance. B. Approves Plan Change 17 without modification in accordance with Clause 10 (1) of the First Schedule to the Resource Management Act 1991. C. Directs that the decision to approve Plan Change 17 be publicly notified, and the Central Otago District Plan be amended. 	Principal Policy Planner	09 Nov 2021 Action memo sent to report writer. 15 Nov 2021 No further update at this stage.
3/11/2021	Options for Disinfection of Community Water Supplies	21.8.8	 That the Council A. Receives the report and accepts the level of significance. B. Notes that current chemical deliveries arrangements result in a lack of resilience in provision of service. C. Directs staff to provide a report outlining the work required to meet Hazardous Substances and New Organism Act requirements for the delivery of chlorine to existing treatment sites. D. Agrees to the phased transition of chlorine gas disinfection as community water supplies are upgraded 	Water Services Manager	O9 Nov 2021 Action memo sent to report writer. 30 November 2021 Lake Dunstan water supply design has been altered to chlorine gas and this will also be undertaken at all Council supplies when they are due to be upgraded. A hazard assessment has also recently been completed at all sites and we are expecting a report on requirements prior to Christmas.
3/11/2021	CouncilMARK programme	21.8.10	That the Council	Chief Advisor	09 Nov 2021 Action memo sent to report writer.

			 A. Receives the report and accepts the level of significance. B. That the Mayor brings to the January Council meeting information from other Mayors as to the benefits or otherwise of participation in CouncilMARK. 		24 Nov 2021 The Mayor will be gathering some feedback from other councils and report back as part of his mayoral report at the January 2022 meeting.
3/11/2021	2022 Meeting Schedule	21.8.11	That the CouncilA. Receives the report and accepts the level of significance.B. Adopts the proposed 2022 meeting schedule.	Governance Manager	09 Nov 2021 The 2022 meeting schedule was adopted by Council. MATTER CLOSED

Item 21.9.20 - Appendix 2

Status Report on Resolutions - Chief Executive Officer

Resolution 19.11.8 – December 2019 Business Case for Central Stories Building

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** that once Council has made decisions on the i-SITE review and draft Museum Strategy, the business case to then go to Vincent Community Board for comment and report back to Council.

STATUS

November 2021 – The community-led museum strategy is now completed and staff are undertaking work on its investment in the museum sector that will determine how the business case for Central Stories will be progressed.

July-October 2021 – In the next few months Council staff will be undertaking work on Council investment in the museum sector. This information will feed into future decision-making for the Central Stories building.

November 2020-June 2021 – Allowing for the district museum strategy development process to occur before proceeding. The Central Stories project will not be included in the 2021 Long-term Plan consultation document.

September-October 2020 – Council/Vincent Community Board discussions are underway through the LTP workshop programme.

January-July 2020 – Action memo sent to Community and Engagement Manager. Awaiting outcomes of the i-SITE review and museum strategy adoption before proceeding.

Resolution 18.13.7 – December 2018 Lighting Policies to Reinforce Council's Position on Dark Skies Protection (COM 01-02-021)

- A. RESOLVED that the report be received and the level of significance accepted
- B. <u>RESOLVED</u> that Council commits to the development of a Lighting Policy for the Central Otago District owned and managed or administered building facilities and infrastructure which promotes lighting standards that comply with current International Dark Sky Association requirements
- C. <u>RESOLVED</u> that Council commits to promoting lighting standards that comply with current International Dark Sky Association requirements, into the first draft of the new Central Otago District Plan.

STATUS

November 2021 – Council has received the final plan change report and staff will proceed on progressing this in the first quarter of 2022.

July-October 2021 – A draft plan change report has been prepared on behalf of Naseby Vision. This needs to be finalised and further documentation provided prior to this being presented to Council for adoption and plan change notification. It is expected that this will be in the latter half of this year.

February-June 2021 – The community is gathering public feedback on their dark skies initiative for input into their district plan change application. Council staff are not involved in this process.

January 2021 - No update available.

September-November 2020 – The community are currently undertaking consultation with local residents in regard to the proposed plan change.

August 2020 – The community is developing content (including the required community consultation) for a District Plan change application, and are in liaison with Council staff during the process.

May-June 2020 - No update available.

March 2020 – Met with local planning consultant who is willing to assist Naseby community put together a plan change request. They will work with Naseby group to prepare this.

February 2020 – No further update available. An update will be provided once there is progress to report on.

January 2020 – No further update available.

December and November 2019 – Council staff are currently investigating how to include dark skies protection parameters within the District Plan.

October 2019 - The Project Plan for the District Plan Review is being prepared and includes this, as well as other topics. There has been no prioritisation of any urgent topics at this stage.

May 2019 – Further scoping work for Naseby is occurring with Council's Community Development Manager and Planning Team. Update to be provided in Spring 2019.

April 2019 – Council adopted a lighting policy for Council-owned assets in February 2019. Planning staff are reviewing recommended International Dark Skies lighting requirements and their potential fit into the Central Otago District Plan.

January 2019 - Council staff are preparing a lighting policy on Council-owned infrastructure and this is scheduled for presentation to the February 2019 Council meeting. Naseby Vision has circulated a newsletter on IDA lighting standards to residents over the Christmas period

and are collecting signatures from people who are willing to adhere to these standards on their own properties.

January 2019 - Action Memo sent to the Community Development Manager.

Status Report on Resolutions – Planning and Environment

Resolution 20.5.4 – July 2020 Lease of Kyeburn Reserve – Ratification

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to grant the Kyeburn Committee a lease pursuant to Section 61(2A) of the Reserves Act 1977, on the following terms:

Permitted use: Community Hall

2. Term: 33 years

3. Rights of Renewal: None

4. Land Description Sec 20 Blk V11 Maniototo SD

5. Area: 0.4837 hectares

6. Rent: \$1.00 per annum if requested

Subject to the Kyeburn Hall Committee

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

STATUS ON HOLD

August - On hold until meeting able to take place

July 2021 – Meeting request to the Committee for July 2021 was declined by the Committee citing workloads and health issues of committee members. The Committee will make contact when their schedule allows.

June 2021 – May meeting was postponed until July 2021

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

January 2021 – Waiting for confirmation of their status as an Incorporated Society before issuing the lease.

September – December 2020 – Kyeburn Hall Committee to follow up progress on getting their status as an Incorporated Society, in response to email sent to them September 2020.

August 2020 – Advised Kyeburn Hall Committee of Council's resolution and waiting for confirmation of their status as an Incorporated Society before issuing the lease.

July – Action memo sent to Property and Facilities Officer – Maniototo

Resolution 17.9.9 – October 2017

Council Owned Land, Pines Plantation Area North of Molyneux Park Netball Courts, Alexandra – Consider Sale/Development by Joint Venture of Residential Land (PRO 61-2079-00)

- A. RESOLVED that the report be received and the level of significance accepted.
- B. <u>AGREED</u> to the sale of part of Lot 25 DP 3194 and part of Lot 6 DP 300663, located south of the Transpower corridor at the north end of Alexandra and adjacent to the Central Otago Rail trail.
- C. <u>APPROVED</u> the Vincent Community Board's recommendation for sale of the land by way of a joint venture development and sale of Lots, the minimum terms and conditions including:
 - The joint venture partner funding development with no security registered over the land.
 - Council receiving block value.
 - Council receiving 50% of the net profit, with a minimum guaranteed of \$500,000.
 - Priority order of call on sales income:

First: Payment of GST on the relevant sale.

Second: Payment of any commission and selling costs on the relevant sale.

Third: Payment to the Developer of a fixed portion of the estimated Project

Development Costs per lot as specified in the Initial Budget Estimate and

as updated by the Development Costs Estimate breakdown.

Fourth: Payment of all of the balance settlement monies to Council until it has

received a sum equivalent to the agreed block value.

Fifth: Payment of all of the balance settlement monies to Council until it has

received an amount equivalent to the agreed minimum profit share to

Council.

Sixth: Payment of all of the balance to the Developer for actual Project Costs

incurred in accordance with this Agreement.

Seventh: Payment of all of the balance amounts (being the Profit Share) to be divided

50 / 50 (after allowance for payment of the Minimum Profit to Council.

- D. <u>AGREED</u> to delegate to the Chief Executive the authority to select the preferred joint venture offer and negotiate "without prejudice" a joint venture agreement.
- E. <u>AGREED</u> that the Chief Executive be authorised to do all necessary to achieve a joint venture agreement.

STATUS

November 2021- November: 224c has been issued for stage 1. Awaiting LINZ to issue Title. Stage 2 roading will be sealed week of 22nd November.

October 2021 – Development work programme generally on track. Stage 1 is approximately 2 weeks behind schedule due to COVID-19, although Stage 2 is ahead and Stage 3 is on schedule. As of September 2021, sales figures were Stage 1 – 16 sold; Stage 2 – 13 sold, 3 unsold; Stage 3 – 10 sold, 9 unsold or under offer.

September 2021 – Construction work progressing, although slightly behind due to COVID-19 alert level restrictions.

March-July 2021 - Work progressing according to contract.

February 2021 – 3910 contract executed. Detailed update was emailed to the board separate to this Status Report.

January 2021 – Construction has commenced. Work programme to be fully finalised in coming weeks.

December 2020 – Lawyer is drafting variation to agreement for discussion with developer.

November 2020 – Due to one of the shareholders passing away in late June the developer AC/JV Holdings has been working on a succession plan which should be finalised in early November. The need to agree succession has meant recent delays to the development but Staff are in regular contact with the contractor to ensure that works begin as soon as possible.

Once succession arrangements are confirmed it will enable construction to progress and sections to be put on market as soon as possible. To further ensure this outcome a variation to the development agreement will be prepared which will confirm stages and tighten progress requirements.

September 2020 – Work expected to start on site in October for Stage 1 and some sections will be marketed. Stage 1 completion scheduled for April 2021.

May – August 2020 – Due to Covid 19, engineering design and construction start date delayed. As of May, engineering design mostly complete and work on site expected to start soon with a staged approach. Also awaiting outcome of Shovel Ready Projects application which may affect how this development progresses.

February 2020 – The developer is working on engineering design for subdivision to be approved by Council. Work expected to start on site for subdivision in approximately 6 weeks.

January 2019 – Subdivision consent granted 18 December 2019.

November 2019 – Subdivision consent was lodged on 22 November 2019.

September – October 2019 - The affected party consultation process with NZTA, Transpower and DOC for the application to connect Dunstan Road to the State Highway is

almost complete. The developer is also close to finalising the subdivision plan to allow for the resource consent to be lodged.

July 2019 – Subdivision consent expected to be lodged in August.

June 2019 – Tree felling complete. Subdivision consent expected to be lodged in July or August.

May 2019 - Tree felling commenced 20 May and is expected to take up to 6 weeks to complete. Subdivision scheme plan close to being finalised before resource consent application.

April 2019 – Security fencing has been completed. Felling of trees expected to commence in the next month. Concept plan is in final draft. Next step is for the surveyor to apply for resource consent.

March 2019 – Concept plan is in final draft. Next step is for the surveyor to convert to a scheme plan and apply for resource consent. The fencer is booked in for March.

January 2019 – Development agreement was signed by AC & JV Holdings before Christmas. Subdivision plan now being developed for resource consent application and removal of trees expected to start mid to late January.

October 2018 – The development agreement is with the developer's accountant for information. Execution imminent.

September 2018 – The development agreement is under final review.

August 2018 – Risk and Procurement Manager finalising development agreement to allow development to proceed.

June 2018 – Preferred developer approved. All interested parties being advised week of 11 June. Agreement still being finalised to enable negotiation to proceed.

March - April 2018 - Staff finalising the preferred terms of agreement.

February 2018 – Requests received. Council staff have been finalising the preferred terms of agreement to get the best outcome prior to selecting a party, including understanding tax implications.

December 2017 – Request for Proposals was advertised in major New Zealand newspapers at the end of November 2017 with proposals due by 22 December. Three complying proposals received.

November 2017 – Council solicitor has provided first draft of RFI document for staff review.

November 2017 – Action Memo sent to the Property Officer.

Status Report on Resolutions – Infrastructure Services

Resolution 20.9.4 – November 2020 Ripponvale Community Water Funding Options

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** that properties on the Ripponvale Community Water Scheme pay half the \$600,000 costs of upgrading the Ripponvale network to meet the New Zealand Drinking Water Standards, and minimum engineering standard requirements.
- C. **Agrees** that the Council share of \$300,000 be funded from the water stimulus fund allocation.
- D. **Agrees** that Ripponvale Community Water Scheme accumulated \$100,000 funds can be used to contribute to the \$300,000 to be funded by properties on the Ripponvale Community Water Scheme.
- E. **Agrees** that existing properties on the Ripponvale Community Water Scheme will have the option of paying their share of the \$300,000, less any contribution by the Ripponvale Community Water Scheme, by either a lump sum payment or as a targeted rate.
- F. **Agrees** that transfer of the scheme will occur on 30 March 2021, and that Council will not meet any costs accrued prior to 30 March 2021.
- G. **Agrees** that properties on the Ripponvale Community Water Scheme be charged the standard rates for a council water connection from 30 March 2021.
- H. **Agrees** that properties within the Ripponvale Community Water Scheme supply area be included within the Cromwell Water Supply Area, and that development contributions be applied to all properties that connect to this supply from 30 March 2021.

STATUS

November 2021 – Work has commenced and due to be completed March 2022.

October 2021 – No change.

September 2021 - A report has been provided to the September Council meeting. Further information will be provided to the November meeting.

May - June 2021 – A report on the Ripponvale Supply will be provided to the September Council meeting.

March – April 2021 – Council has taken over management of supply. Legal requirements for targeted rate being investigated. Fulton Hogan & Switchbuild scoping and pricing work required.

February 2021 – Site visit held between Fulton Hogan maintenance team, Stantec Water Engineer and Council Water Engineers prior to taking over the operation and maintenance of the scheme. Staff are currently getting a legal review on options for rates charging.

January 2021 – Ripponvale Community Water have been asked to supply the customer database, we are still awaiting this information. Until we receive this data, we are unable to progress.

December 2020 – Obtaining legal advice on rating options. Ripponvale Committee advised of decision. Information package being prepared for communicating with suppliers who wish to discuss transfer to council ownership.

November 2020 - Action memo sent to the Water Services Manager.

Resolution 19.8.10 – September 2019 Consideration of New Zealand Standard (NZS) 4404:2010 (Doc ID 422658)

- A. <u>RESOLVED</u> that the report be received, and the level of significance accepted.
- B. <u>AGREED</u> to adopt NZS 4404:2010 as Council's subdivision standard subject to the development of an updated addendum for local conditions.

STATUS

November 2021 - No change.

January - October 2021 - No change.

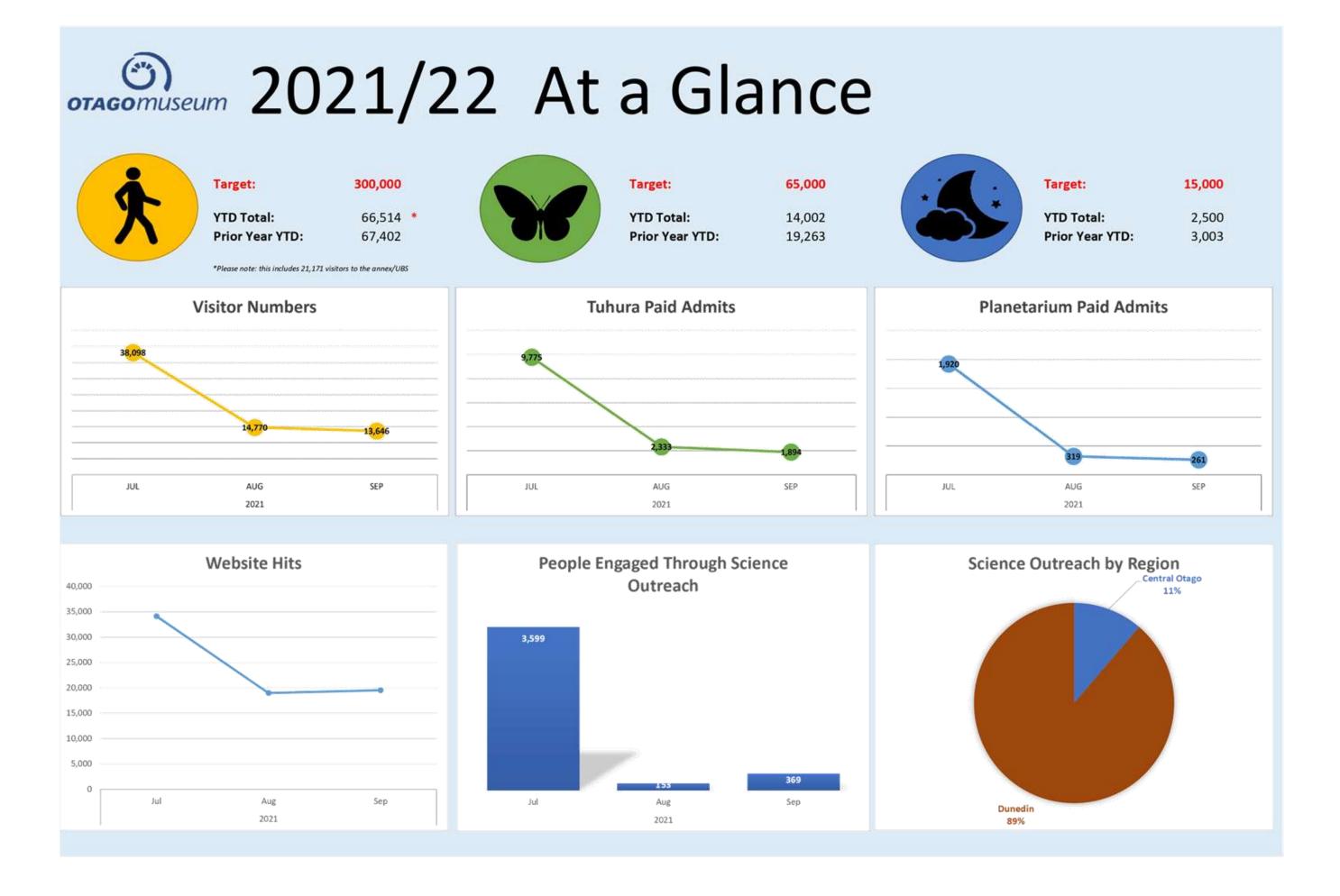
December 2020 – The status of this work will be reviewed in February 2021 and a further update provided then.

January 2020 - November 2020 – No change.

December 2019 – Workshops continuing for updating engineering standards. The Environmental Engineering team will be working with planning to ensure the design standards from the Cromwell masterplan are developed alongside the updated engineering standards.

November 2019 – Drafting of an updated addendum is underway and expected to be included in report to Council in early 2020.

October 2019 – Action memo sent to the Environmental Engineering Manager.



Item 21.9.20 - Appendix 6

OTAGOMUSEUM 2021/22 At a Glance

743

3,206



10,000 Target: YTD Total: **Prior Year YTD:**

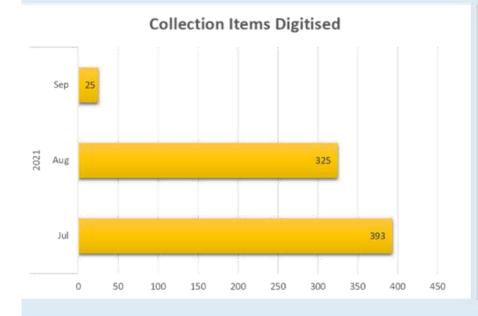


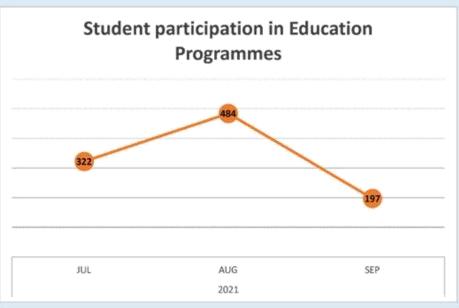
5,000 Target: YTD Total: 1,003 **Prior Year YTD:** 2,826

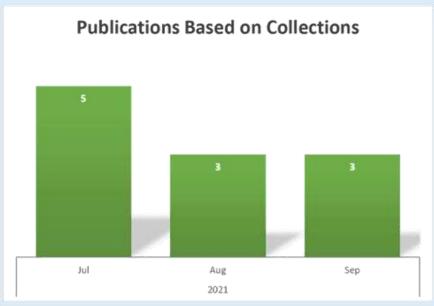


Target: YTD Total: 11 **Prior Year YTD:**

20







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OTAGO MUSEUM

Report to Contributing Local Authorities October 2021

For the period 1 August 2021 to 30 September 2021

DIRECTOR'S REPORT

August started well with the Museum team working on a number of projects and the whole of New Zealand enjoying the freedoms of operating under COVID-19 Alert level 1. The Venues team were looking forward to a busy and profitable student ball season with a large number of bookings. All that changed on 17th August, when, as a result of the appearance of the Delta variant of COVID-19 in Auckland, the whole country was put into Level 4 lockdown.

The Museum team swung into action, and all staff except those critical to the safe operation of the Museum entered a period of remote working. The Museum remained closed to the public for the next three weeks until Alert Levels reduced to Level three, then Level 2, with the Museum reopening on 9th August, just two days after the country outside Auckland moved to Alert level 2.

The closure and ongoing challenges of operating safely in an Alert Level 2 environment have hit our operations hard. A number of events have had to be cancelled, the Shop and Café are operating at reduced capacity and visitor numbers are down on the same period last year. Outreach and Education teams have also had to adapt to the new normal of working at Alert Level 2. A significant loss of income meant that the Museum qualified for the first two weeks of the Wages subsidy which has once again provided valuable support during these difficult times.

Another casualty of the pandemic is this year's audit. We were informed by our Auditors (Audit New Zealand) that they will not be able to carry out their audit before the statutory deadline of November 30th.

Despite the trying circumstances of the past few months, I am pleased to be able to report that lots of good work is going on at the Museum and, despite the uncertainties of the future, we are in a strong position to deal with them.

Reflecting on the fact that the Museum was closed for almost half the period covered by this report, I'm personally very proud that our staff continue to carry out so much outstanding work. For me a real highlight was our collective effort to support *Te Wiki o Te Reo Māori Online (13-19 Sep)*. Alert Level 2 beginning one week prior to the start of the week made it difficult to plan any in-person events. But this didn't stop the team. Toni Hoeta (Science Engagement Coordinator Māori) worked with the Marketing team to coordinate a series of videos featuring Professor Miguel Quiñones-Mateu to answer questions about the COVID-19 vaccine in both English and T Reo Māori.

I continue to write my weekly astronomy column which appears on Saturdays in "The Mix" in the Otago Daily times: https://www.odt.co.nz/search/results/skywatch?sortby=published at%20DESC

Due to the change in COVID-19 Levels through August and September three events at which I was due to speak were cancelled. I have therefore not presented any public talks since the last board meeting.

Otago Museum Report to Contributing Local Authorities October 2021

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POUHERE KAUPAPA MÃORI

A meeting of the Māori Advisory committee was held on 5 August with key outcomes including:

- Confirmation of a koha policy based on the DCC policy, and koha guidelines informed by the University's managerial approach.
- Confirmed payment of regularised meeting fees instead of koha for attendance at MAC meetings so as to improve the Museum's audit processes.

Notwithstanding the COVID lock-down, in support of Te Wiki o Te Reo Māori, Toni Hoeta and Charlie Buchan lead a staff initiative to post online 'kupu o te ra' videos focusing on words related to COVID and health messaging.

COMMERCIAL

Finance

The Museum started the financial year in a strong financial position which helped to see us through the latest COVID-19 lockdowns. The Museum was closed for just over three weeks from Wednesday 18 August, reopening on Thursday 9 September due to changes in Alert Levels*

As our turnover was reduced by more than 40% we received the first two rounds of wage subsidy and the IRD resurgence payment supports.

The team have responded really well to the challenges of working from home and keeping the Museum running.

Audit New Zealand have advised us that they are unable to meet our statutory deadline date of 30 November for completing the Museum Annual Accounts. They have rescheduled our audit for the first few months of 2022. The reason includes "an unprecedented profession-wide auditor shortage due to border restrictions." We were also advised that the Auditor-General will release a public statement soon.

 Alert Level 4 from 11.59pm on Wednesday 18 August, to Level 3 at 11.59pm on 31 August then down to Level 2 at 11.59pm on 7 September.

Café

The busy school holiday period meant that the Museum café had some good trading days over the period.

The Café has been operating the Toitū café on behalf of the DCC while they find a permanent tenant. The DCC have advised us that a tenant has now been found. The Museum's last trading day at Toitū will be Friday 29 October.

Shop

The Museum's online shop had good trading for Father's Day (5 September) with sales of just over \$3,000. Some customers left good reviews and some donated to the Museum.

Otago Museum Report to Contributing Local Authorities October 2021

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Sales in general are below the same period last year due to light foot traffic but the online shop is doing much better, some days achieving more income online than in-store.

Over the October school holidays trading was generally steady with one big day, Saturday 10 October. Queues were managed well and customers overall seemed happy with the Level 2 processes that we had in place which involved queuing outside the shop and waiting to be called in.

Unfortunately, the Spring Gift Fair in Auckland, was cancelled. We have therefore been buying stock online and meeting with suppliers to have as much stock as we can in time for Christmas trading. Though delivery of some orders has been delayed to the end of January. We also have some special merchandise ordered for our forthcoming exhibition opening.

The Shop will be open late on 5 November for the Museum's open night (open to 9.00 pm)

Venues

The Venues team started the new financial year with a great first month, hosting the Environment Court in the Hutton for one week, some school balls and University balls.

Unfortunately, a lot of booked events have been cancelled due to the requirements of operating at the current Alert Level 2 restrictions which mean that gatherings of 100 people need to be seated and served. It's very difficult to plan any big events in the present COVID-19 environment.

Facilities Team

The Facilities Team are working on, or have completed, the following tasks/projects:

- · Sold Lab-in-a-Cab at Turners Auction.
- Installed heater in shop office.
- · Repaired floor in café kitchen.
- Replaced roller door at information desk.
- Installed new CCTV cameras.
- Cleaned up outside of offsite store.
- · Completed installation of the Margery Blackman Textile Collection exhibition.
- Elevated Work Platform inspection (6 monthly).
- · 3-monthly HVAC inspection.
- Started painting the 1877 gallery in preparation for the next exhibition. To save costs, the Facilities team have been doing the work rather than contracting out.

Projects Update - seismic Assessment: After delays due to recent COVID-19 restrictions, the first onsite meeting and initial building tour was held mid-October so that structural and geo-technical engineers can begin to scope investigative works required to undertake a seismic review for the Ross, Hocken, Fels & Centennial buildings.

IT

Otago Museum Report to Contributing Local Authorities October 2021

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 A number of recently purchased new laptops were distributed to staff to make it easier for staff to work from home. This will allow greater flexibility for working during the uncertainty of changing COVID-19 conditions.

 SAN (shared storage used by our servers) is due for replacement. Work on design and specifications is in progress.

HR

Current Recruitment:

- Science Communicator
- · Casual Communicator
- · Operations Administrator 1 year .6FTE
- Operations and Science Centre Manager
- Natural Science Fixed Term 3 month 0.5 FTE

COVID-19: The Museum has a legal obligation to keep employees, visitors and contractors safe, and to balance this with employee rights and privacy. We are watching developments in government directives around vaccinations to inform future Museum policy. Museum staff have a very good COVID-19 vaccination rate.

Health and safety

- Ongoing review of incidents and improvement of how we manage/mitigate risks.
- The first stage of health monitoring begins this week, starting with our Facilities team who
 use the workshop. This will consist of environmental monitoring of the workshop followed
 by individual health monitoring.
 - Air monitoring and sampling has been undertaken. Results from the lab are pending. Risk assessments and controls will be updated according to findings. Health monitoring for these staff will commence in early November.
- Vault/Damstra health and safety management system: on-going staff training and transferring data across from the old system.

Otago Museum Report to Contributing Local Authorities October 2021

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COLLECTIONS, RESEARCH, EDUCATION & DESIGN (CRED)

Access requests completed

Humanities/Taoka Māori Natural Science Other

Image	Item/physical		
3	1		
2	1		

Details:

- Samuel Gamble, a Masters student in the Classics Programme at University of Otago, visited to examine a group of lead votive figures from the Temple of Artemis Orthia at Sparta.
- Images of F80.147, the 1906 frock coat on display in Fashion Forward were sent to Father Hugh Bowron, to use as a model.
- Margo Barton and Jane Malthus filmed an online conference presentation in front of the Wellbeing section of Fashion Forward>> Disruption through Design.
- Bettina Kreuzer, Professor of Classical Archaeology, University of Freiburg, was sent images of the hydria, E48.66, for publication.
- Request for images of the kea beaks and bag by New Zealand Geographic to go alongside a story about kea.
- Nic Rawlence undertook an examination of the comparative moa collection to help with the identification of moa bones found on Stewart Island.
- Images and information were requested and supplied around the Kohatu Mauri Sarsen Stone in Tühura to Jamie Metzger.
- Bo Yang, PhD candidate at Victoria University examined taoka puoro (musical instruments).
- Sarah Hudson, Kauae Raro Research Collective, Whakatane examined taoka with kököwai (ochre) colouring and samples for research that informs contemporary kököwai use.



Athenian black-figure hydria. E48.66. Burrows; Willi Fels Memorial Gift; Otago Museum collection **Loans**



Frock coat, 1906. Pool.147. Gift of Mir.

Otago Museum Collection

Otago Museum Report to Contributing Local Authorities October 2021

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Outward loans sent:

 The loan of four objects (OL2020-2) that had belonged to Sir Edmund Hillary was picked up on 6 September to be sent to the National Geographic Museum in Washington DC.

Inward loans received:

· No inward loans were arranged during this period.

Other loan activity:

. An old loan has been returned to us, 50 beetles, two of which have come back as paratypes.

Collections item records

	This period	Financial year to date
New/digitised:	350	743
Revised:	10,154	12,459
Imaged:	213	468

Details/Highlights:

- · The Russell Beck geology collection was catalogued and added to the database.
- A box of beetles from our collection, which is associated with Malcolm Foord, whose
 personal beetle collection was recently donated to the Museum's pinned insect collection,
 was added to the database.
- The cataloguing of the Sphecid wasp collection is continuing, with boxes of specimens being added to the database as they are completed.
- The cataloguing of the Anne and Russell Beck donation of Otago Minerals was completed.



A specimen from the Anne and Russell Beck Otago Minerals collection

Acquisitions and Deaccessions

Humanities/Taoka Māori Natural Science

Acquisitions	Deaccessions
2	
2	

Details/Highlights:

- 'Mates', a necklace by jeweller Jane Dodd, was acquired as part of our Blumhardt Fund partnership.
- A Fijian ula wooden throwing club collected by Hon. Tame Parata, MHR, when he was one
 of the participants in a Parliamentary tour of the Pacific Islands, headed by Richard Seddon.
 The item was donated to the Museum by Professor John Broughton.
- Received a significant donation from Gillian McLarens personal insect collection that comprised of over 1100 pinned specimens mostly collected from Central Otago.



Mates necklace by Jane Dodd. Sterling silver and enamel paint

 Collection Item deposits were down this period due to changing levels for COVID-19 lockdown.

Enquiries

Humanities/Taoka Māori Natural Science Conservation

Public Enquiries	item
	Receipts
8	2
33	2

 Public enquires include the Anglo-Boer War, coach builders at the Dunedin international exhibitions, horse shoes, the 1921 Springbok tour, a seal stone identification, Victorian bedpan, NZ paintings, and information about our collection of material from Japan.

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 Emma Burns took part in the online #AskaCurator social media event where anyone in the world could ask any question about museums and the Otago Museum. 19 questions were lodged in one day.

Protected Objects Act

The following taoka have been notified to the Ministry of Culture and Heritage under the Protected Objects Act (1975):

- No taoka have been notified to the Ministry of Culture and Heritage under the Protected Objects Act (1975).
- Expert examiner advice was provided for an application to export a taoka tūturu originally from South Otago.

Publications & Social Media: On the collection

Research publications/papers Blogs Other

Internal researcher	External researchers		
1	3		
1			

The following is a reference list of recent publications on the collection:

- D. Steven Kerr & James M. H. Tweed (2021) Empidadelpha pokekeao (Diptera: Empididae): a new species from New Zealand, New Zealand Entomologist, 44:1, 15-25, DOI: 10.1080/00779962.2021.1951933
- Max N. Buxton, Barbara J. Anderson and Janice M. Lord, Moths can transfer pollen between flowers under experimental conditions New Zealand Journal of Ecology (2022) 46(1): 3457
 New Zealand Ecological Society.
- Fleury, K TIME FLIES WHEN YOU'RE HAVING FUN, Otago Museum Blog/Media Release (16 Aug 2021)

External researchers:

- Simone Giovanardi, Daniel T. Ksepka & Daniel B. Thomas (2021) A giant Oligocene fossil penguin from the North Island of New Zealand, Journal of Vertebrate Palaeontology, DOI: 10.1080/02724634.2021.1953047
- Irfan, M., Bashir, S., & Peng, X. (2021). Acroterius gen. nov. (Araneae: Linyphiidae: Linyphiinae) with twelve new species from Yunnan, China. European Journal of Taxonomy, 743(1), 1-53. https://doi.org/10.5852/ejt.2021.743.1293
- Mårten J Klinth, Emilia Rota, Svante Martinsson, Alessandro L Prantoni, Christer Erséus, New insights into the systematics of Lumbricillus and Marionina (Clitellata: Enchytraeidae) inferred from Southern Hemisphere samples, including three new species, Zoological Journal of the Linnean Society, 2021;, zlab073, https://doi.org/10.1093/zoolinnean/zlab073

Collection team contributions to projects, exhibitions and programmes

Collection based projects:

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- A review of the standard cataloguing windows in the Vernon CMS collection management software was undertaken and both Natural Science and Humanities have new default layouts for viewing and cataloguing collection information.
- · Work continues in the Wet store identifying items that require conservation treatment.
- Collection Manager Cody Phillips is conducting an audit of the wet store to measure and calculate the total volume of spirit the room contains.
- Work has commenced to determine how best to decant collections to allow for the fire suppression works to be undertaken in the stores. The data gathered for this work will also inform the Museum's requirements for a new offsite store as Stage 1 of the OM Master Plan.

In house exhibitions, programmes and gallery projects:

- Kane Fleury wrote a series of social media posts on Garden Birds of Dunedin and how to identify them which will later be posted as a blog.
- · Support was provided to the @hOMe offerings for an Otago Museum Lockdown Quiz.
- Completed data compilation, story support and images for the SSP.
- Preparations completed for "it's all in the making: the Margery Blackman Textile Collection".
- · Virtual mounting meeting held for the "Fresh Produce" stairwell case changeover.

External projects (e.g.: Industry networks, partnerships, community work and events)

- Cody Phillips contribution to the Cora Heister's Wildlife Management Dissertation was acknowledged. Cody assisted with arranging access to frozen specimens and with the dissection and feather collection of birds involved in Cora's project on Kereru.
- Kane Fleury's interview on Ambergris for Vice News was published online.
- Kane Fleury and Emma Burns, along with Rebecca Bray (Auckland Museum) and Sarah Tassel (New Zealand Arthropod Collection – Manaaki Whenua) have initiated a special interest network for Australasian natural history professionals. The premise is to allow better connectivity for those who manage natural history collections in our part of the world. The first quarterly meeting was held in September.
- Gerard O'Regan was interviewed by Ngarino Ellis for a research article on 'taonga in the digital world'.
- Gerard provided the opening welcome and attended the on-line Australian Computer Applications in Archaeology conference.
- · Display panels on Māori rock art produced by Heritage NZ were reviewed.
- An MBIE Smart Ideas application on 3D imaging and machine learning in archaeology in partnership with Auckland and Otago Universities was successful.
- Doctors Point archaeological site visit (Gerard and Lana Arun) with Prof Walter, Otago University, to evaluate potential for current research collaborations.
- Project partner referee report responses contributed to, for two final round Marsden applications.
- Archaeology and kaupapa M\u00e4ori advice, review and liaison for VESE Unlocking Curious Minds funding application was provided.
- Arrangements have been confirmed in partnership with Archaeology at Otago University for the live streaming of cataloguing work on the Fiordland archaeological collection into the Brisbane Art Biennale.
- A Heritage NZ mătauraka hui on kôhatu (originally to be held at OM, moved to on-line due to COVID-19 Alert Level) was contributed to by Gerard O'Regan.
- Consultation hui held with w\u00e4hine M\u00e4ori curatorial team towards taoka loans for a DPAG exhibition.
- A discussion on historical kõiwi management issues was provided by Gerard O'Regan to a Te Rûnanga o Ōtākou wānaka on tikaka for kõiwi planning, and collection sorting and

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recording has been advanced with collaborating University of Otago colleagues. The transfer of Ōtākou kōiwi planned for this period has been deferred by the Rūnaka until next winter.

Honorary curators, volunteer and internship activity

- Tony Harris has been peer reviewing papers on Hymenoptera and was acknowledged in a
 recent paper for his help and expertise in Hymenoptera. Shimizu A, Pitts JP, Yoshimura J,
 Wahis R (2021) 'New genus and species of Pompilinae spider wasps from the Oriental Region
 (Hymenoptera, Pompilidae)'. In: Proshchalykin MYu, Gokhman VE (Eds) Hymenoptera
 studies through space and time: A collection of papers dedicated to the 75th anniversary of
 Arkady S. Lelej. Journal of Hymenoptera Research 84: 339–359.
 https://doi.org/10.3897/jhr.84.68810
- Following the publication on a new species of diptera, Associate Professor Steve Kerr has featured in newspaper and radio interviews.
- Dr Rosi Crane continues to work towards the publication of her book on the early history of the Otago Museum.
- Jane Malthus contributed a number of public presentations related to Fashion Forward>>
 Disruption through Design. Jane was a key contributor in the development of the exhibition.
- · Robert Hannah has continued to provide his expertise in assisting with public enquiries.
- Glenn Summerhayes received a Medal of the Order of Australia (OAM) in the Australian Queen's Birthday Honours List for service to tertiary education and history.
- Interns India Quedley and Ruby Douglas from the Classics Department of Otago University catalogued and photographed the collection of Greek coins.

Archives

- Appraisal and description of Collections and Research files (1900's-1990) is nearly complete.
 33 boxes of material have been catalogued so far.
- A highlight has been series 0012- Explorer's Week material (1969-1986), this contains some delightful hand drawn illustrations by museum staff.



Explorers' Week programme (1977)

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- The volunteer scanning project due to start at the end of August has been on hold since lockdown.
- · Work to on the appraisal of the museum's VHS tape collection will commence soon.
- Records are now being loaded to the Archives module in Vernon CMS. This will facilitate the integration of records across collections and Archives.

Presentations, talks and interviews

Title	Date	External Audience	Delivered by
Fashion Forward: Disruption through	Tuesday 17	Association of Friends of	Jane Malthus and
Design	August	the Otago Museum	Moira White
Fashion Forward exhibition at Otago	Saturday 4	Selvedge World Fair	Jane Malthus
Museum (part of the panel hosted by	September	online talks	
The World Crafts Council, Aotearoa)	'		
Fashion Fridays >> Curators Insiders'	Friday 24	Fashion Fridays @OM	Jane Malthus and
Talk & Tour	September	, ,	Margo Barton
How to Get Rich Selling Whale Poop,	25 August	Vice News	Kane Fleury
Vice News		(international), Vice	,
		News social media	
		platforms, Vice Australia	
		social media	
		and YouTube.	
Kaitiakitanga in Archaeology	Thursday 30	Masters in	Makere Rika-Heke
	September	Archaeological Practice	(Heritage NZ) and
	'	programme, University	Gerard O'Regan
		of Otago	

Conservation

Preventive

- The Conservation team assisted Toitū with the pest treatment of multiple collection items by giving them access to our freezer.
- The Testo environmental monitoring system, funded by the Dr Marjorie Barclay Trust, has
 arrived on site. These units will be distributed across collection, gallery and other spaces and
 will provide invaluable information on temperature, relative humidity and light levels across
 the institution in real time and online. The new system is a vast improvement on the
 measures currently in place.
- · Integrated Pest Monitoring (IPM) monitoring continues across all areas of the Museum.

Projects

- The Conservation team attended a day-long hui run by MCH for the new Conservation Suppliers panel for the Conservation of wet taonga tuturu.
- The Conservation Manager carried out some work on behalf MCH as per our Conservation supplier's project with the Ministry.
- Nathan Hollow continues his Science Communication internship with the Conservation team.
- · Sam Finch's Archaeological Conservation Internship continues.
- Conservation work supporting the upcoming 'Fruit and Veg' stairwell display is underway.
- Supported the installation of the Margery Blackman Textile Collection exhibition.
- Supported the installation of the iNDx exhibition.

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Outreach

- The Conservation team presented at the International Pest Odyssey Conference and submitted a paper for publication in the conference post prints.
- The Conservation Manager provided Canterbury Museum with a quote for the pXRF analysis
 of items in their collection using our Bruker Tracer unit.
- Work on Vernon records and H&S risk assessments were undertaken during lockdown.

Regional Museums

- The Conservation Manager attended the Vallance Cottage Working Group meetings at the request of Central Otago District Council staff.
- Recruitment for the position of Project Manager, Tū Tonu, is currently underway.

Training

- The Conservation Manager attended a remote two-day Hazards in Collections Workshop run by International Academic Projects (IAP) and at no cost to Otago Museum.
- The Conservator commenced her participation in the Ki Futures pilot during this period. The
 pilot is an international initiative looking at sustainability in the cultural sector and as part of
 this will be working on aspects of sustainability at OM and in particular within the
 conservation.

Exhibitions & Creative Services

Due to Lockdown and Level 3, there have been a number of alterations to the schedule.

Exhibitions and displays:

- Fashion FWD >> Disruption through Design. Closes 17 October 2021. As of 10 October, there
 had been 33 409 visitors and 808 to the online experience.
- Connection > Collection: Papua New Guinea stairwell display extended until 1 November.
- Otago Museum Photography Awards. Extended until 11 October.
- Display in Nature gallery to commemorate the 50th anniversary of the last shark attack in Dunedin.
- "It's all in the making" The Margery Blackman Textile Collection postponed opening until 8
 October, and will run until 2 October 2022 in People of the World.
- iNDx Art exhibition was postponed from its original date and opened on Tuesday 12 October and runs until 10 December in the Beautiful Science Gallery.
- Capture Science, a small photography competition for the University of Otago Optics Chapter is on display on Atrium Level 2.
- Central Otago edition of the Otago Museum Photography Awards was installed in Cromwell on 4 October.

In Development:

- Sea Monsters in Special Exhibitions Gallery, 11 December 1 May 2022. We have had
 confirmation from Auckland Museum that de-installation is planned to go ahead as their
 next show is arriving on time. Layout approved by Australian National Maritime Museum.
- Kura Pounamu touring exhibition from Te Papa. Layout approved by Te Papa. Marketing material submitted for approval. Construction underway. Postponed until March 2022, exact date TBC. Will run until 26 August 2022.
- Developing a display to coincide with Sea Monsters for Beautiful Science Gallery which will incorporate a new interactive feature Steve Mills at the University of Otago Computer Science Department has developed for us

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Fresh Produce – Celebrating the International Year of Fruit and Vegetables postponed until 1
 November. Runs until 10 April 2022 in the Stairwell Display. This will be followed by a display on Freshwater fish.

- An intervention by Michelle Beevors is planned for Animal Attic, installation beginning 4
 April 2022. Works include a giant knitted giraffe skeleton based on items we have in our
 collection.
- Rock Art collaboration with Canterbury Museum ongoing.
- The M\u00e3ori Portrait Awards touring exhibition is confirmed and will be an intervention within T\u00e3ngata Whenua. It will likely open in September 2022.
- Discussions underway looking at permanent placement of the moa footprints in Southern Land, Southern People, once conservation is completed.
- A small case to celebrate the Embroiders Guild 60th anniversary was no longer able to
 happen due to the group cancelling their event. There will be a small online display going live
 in the coming week.
- Initial timelines and discussions underway with the Science team about the funding they
 received for the Space touring display.
- Code Breakers: Women in Games, and Mighty Small, Mighty Bright (which we developed with MOTAT) will be a dual showcase in Special Exhibitions Gallery following Sea Monsters. MOTAT are taking Code Breakers after us which means the freight cost has halved.
- Planning underway for the development of a future internally developed special exhibition.

Creative Services:

- Max Mollison was the successful candidate following Pru Jopson's departure. It's great to have Max back on board.
- Fashion FWD >> Disruption through Design was named a finalist in the Best Design Awards Exhibitions and Temporary Structures category. Winners won't be announced now until February 2022.
- Annual Report design completed.
- Preparing a Fashion FWD >> Disruption through Design display to support the Meridian's Dunedin Look display.
- · Design support for upcoming Programmes and events, including school holiday activities.
- In discussion with the Dunedin Airport to provide some graphics for their international tunnel. Also looking at ways to help revitalise the kids' zone.
- Working with some University ICT students who are developing a proof of concept for an
 app for the Tropical Forest. Following this, one student will take up a 200-hour internship to
 complete. The final concept will be transferable to other galleries to create digital trails.
- Developing branding for Tühura Tuarangi.
- Preparing design work for the Programmes and Events team's Christmas activities.
- Working with Oana to develop some new graphics for the 'Spacetronauts' show.

Education

Explorer's Club

Explorer's Club will be running for two weeks over the October school holidays. It will be run at a lower capacity of 24 to allow for social distancing and extra cleaning measures whilst at COVID-19 Level 2.

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Sleepovers

Confirmed numbers for term 4: 29 Sleepovers from 18 schools.

LEOTC

Curriculum

- LEOTC Tender has been released and work is ongoing. The current contract has been extended to the end of June 2022.
- Due to COVID-19 Lockdown, LEOTC numbers in August and September were severely reduced.
- The team has begun revisiting education programmes and modifying our content to suit the
 draft Aotearoa and NZ Histories curriculum document. This will make it easier for teachers to
 include our programmes in their planning documents. We are also adapting programmes to
 fit across broader curriculum areas.
- We have had further enquiries for our new GATE, gifted and talented education programme, which is running in Term 4 for Bradford school.

Education projects

- We have begun working on a Sea Monsters education programme to start in Term 1, 2022.
- Visit from the College of Education recently graduated teachers.
- · Te Papa/Google Digital storytelling workshop was moved online.
- New resources are being developed to complement our programmes, and will be made available online to continue to build our @hOMe offerings.
- We applied for funding from Perpetual Guardian Grant Seekers to help to reinstate the travel subsidy for low decile and rural schools.

Personnel

- · Grace Davidson has been hired as an Education and sleepover presenter.
- · Emily Gray will be returning in November in a part-time capacity.

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A table recording student number participation follows. Please note these numbers include multiple programmes by the same class on the same visit — excluded from Ministry's criteria for student counting, to be reported in Milestone Reports. This table does not include numbers from non-applicable institutions or adults.

Please note that Planetarium numbers for Education programmes are replicated in the Planetarium report.

LEOTC APPLICABLE ONLY						
July 2021 – June 2022						
Annual Participation to: 1	l October 20	021				
Actual participation in	1	T	Year 7-	Year 9-	T	
LEOTC programmes for:	Year 0-3	Year 4-6	8	10	Year 11+	Total
Total Year to Date	389	402	12	101	40	944
Target (July 2021 - June 2022)	1028	1256	1142	799	343	4567
Percentage of annual	37.84%	32.01%	1.05%	12.64%	11.66%	20.67%

Targets are calculated based on an 11-month school year.

Lockdown during this period (August-September 2021)

MARKETING

target

This period was one of flux for the Museum, and Marketing was no exception. With messaging to the public to communicate, events to cancel, and a sudden pivot to online, we were extremely busy.

@hOMe

Once Lockdown was announced, we moved back to an online offering, leveraging last year's @hOMe development. This year, staff again rallied to provide content, from videos about science and the collection, to recipes, to quizzes. This year, instead of providing factchecking and content management, Marketing instead focussed on promoting the content. Through multiple school newsletters, to partnering with education media such as the *Family Times*, and social media campaigns, the initiative was more successful than the previous lockdown, and numbers were higher than before. We would like to express our thanks to the staff and departments who supported us and provided entertaining posts and videos.

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Social Media & Online

Lockdown was a great time for some innovative social media campaigns, with massive spikes in online media consumption.

Te Reo o te Wiki

Led by Toni Hoeta and Charlie Buchan, this was incredibly popular and was shared throughout Facebook and Instagram. Each day a new staff member taught a word of the day in Te Reo in a 30 second video which was posted online. This was great both for our brand and our mission in the community.

Life imitating Art

What began as an internal project for morale ended up taking social media by storm, as members of the Visitor Experience and Science Engagement (VESE) team did impressions of famous paintings. The Collections and Research team (C&R) added to the content with details on the original portraits, and these were extremely popular online.

Father's Day

This year Father's Day happened during lockdown, so Marketing developed an online campaign that was successful and made over \$1000 worth of sales in one day. During a time when the Museum was closed, this additional revenue stream was a welcome one.

Te Reo o Te Wiki – get immunised

For this Māori language week we made an online campaign utilising Te Reo and dispelling anti-vax myths around the COVID-19 vaccine. We invited Professor Miguel E. Quiñones-Mateu, a virologist from the University of Otago, to reply to common vaccine hesitancy statements. This was a valuable campaign for both our brand, Te Wiki, and to drive our role in the community.

Public Relations

Marketing received an hour of strategy mentoring from Auckland based PR consultancy Mana Communications. This was incredibly valuable, and will shape our messaging and direction in the coming months.

Ambergris

Vice Media published a story on ambergris featuring Assistant Curator Kane Fleury. So far this has had over 180,000 views on just one of their platforms.

New species of fly

Professor Steve Kerr's new species of fly gained traction across several outlets with stories in the Otago Daily Times, RNZ's Afternoon's with Jesse, and Stuff.

RNZ's Tropical Forest story

Dr Tony Stumbo featured in a long piece from Claire Concannon's Our Changing World podcast. This was a wonderful piece giving insight to the Tühura Tropical Forest and the work that Dr Stumbo does. It received playback on other shows on RNZ as well as the usual afternoon slot and was delightfully produced.

Rutherford 150

Tühura's free vouchers for school's promotion, run in conjunction with The Dodd Walls Centre, received good media attention on Stuff, RNZ, and the Otago Daily Times.

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Giant Goldfish

Our latest acquisition, a giant taxidermied goldfish, had several media stories, on television's *The Project*, as well as the *Otago Daily Times*, The Wanaka *Sun*, *Sunday Star Times*, and *The Critic*.

Solar Tsunami's logo

The logo that was created by Gisborne student in partnership with Maui Studios received a story on Māori Television and was covered by The Gisborne Herald.

Other

- We are receiving excellent coverage for the Museum in NZ Herald and Stuff which is
 fantastic for our brand and national consumer awareness. The Herald listed us as a top New
 Zealand destination: https://www.nzherald.co.nz/travel/top-tips-for-a-post-lockdown-multi-generational-nz-family-holiday/QCT3XFWF175EANRD72FAPABNJ4/
- Sonia Sly's RNZ Eyewitness programme featured Barry Watkins surfboard story which we provided content for.

Student Projects

Our partnership with the University of Otago's Marketing department has resulted in five one-yearlong research projects this year. Covering Events, the Shop, and Social Media, the research is of huge value to our department and will inform our strategy for these sectors of the business. We are very grateful to Maree Thyne, Head of Department, for all her help under this trying year of COVID-19.

Exhibitions

Fashion Fwd>>Disruption through Design

With Fashion FWD>> Disruption through Design's imminent closure, we have been busy with supporting events associate with it. All of Fashion Friday's events have sold out, and all have been incredibly successful. We partnered with Meridian Mall for their Dunedin Look competition. While this was interrupted by the COVID-19 Lockdown, it still allowed great exposure to our target audience. The exhibition received numbers in line with the est. 1868 exhibition, which, given the more niche audience, has been extremely pleasing.

Upcoming exhibitions

Marketing have been busy content editing and planning for upcoming exhibitions *including Sea Monsters*, *iNDx* and the *Margery Blackman Textile Collection* and promotions will be seen in the upcoming period for these.

Miscellaneous

Photography

After many years with no new photography of the Museum, we had a two-day photo/videography shoot with Spit and Polish Media and Bella Harrex Photography. The wonderful images we have received do justice to our institution and Marketing is making good use of them in our promotions.

Annual report

The annual report has been worked on during this period, and is now almost ready to be signed off.

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Thanks to staff from other divisions who helped with collating and proofing. This help has been invaluable.

Events

While many events have been cancelled due to Lockdown, some have been rescheduled in Level 2, and we have seen strong bookings and feedback, particularly from Wine and Design, which has had excellent bookings.

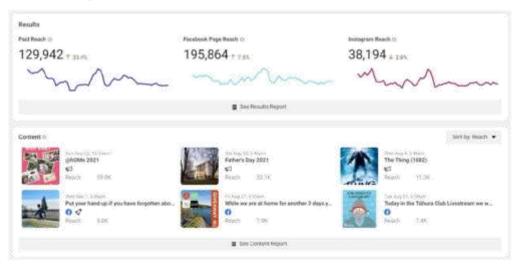
Digital media Statistics

Please note: the statistics for Google Analytics over the August/September reporting period were unfortunately skewed heavily by the unusually large digital marketing campaign for the Matariki Ahuka Nui event that took place on 4 July. We also find that reporting periods that don't include statistics from school holiday periods are usually lower and this time it was especially apparent as we were affected by a nationwide lockdown during the current reporting period as well.

Website



Facebook/Instagram



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Twitter

28 day summary with change over previous period











VISITOR EXPERIENCE AND SCIENCE ENGAGEMENT (VESE)

Tühura Otago Community Trust Science Centre

This period included 22 days during which Tühura was closed due to the COVID-19 lockdown (18 August to 7 September). The team again proved very adaptable. During the lockdown, essential work was carried out in the Tropical Forest, and a large amount of online and social media content was developed and produced, including science videos for @hOMe, Te Reo word of the day videos, and Tühura Club live streams. A diverse programme of options was also developed for the upcoming school holidays, in the hope of reaching Alert Level 1, whilst also planning in parallel to maximise offerings if we remained at Alert Level 2.

From 1 August to 30 September 2020, Tühura attracted 4,227 visitors, averaging 108 people/day. Over this time:

- 608 visitors enjoyed First Flight shows (an average of 32 visitors/show)
- 129 visitors enjoyed Giants of the Forest demonstration (an average of 26 visitors/show)
- 73 visitors enjoyed Tühura Treat engagement (an average of 15 visitors/show)
- 104 visitors enjoyed Light Cycles show (an average of 22 visitors/show)

Science Communicators engaged 515 visitors with explorations over this period, averaging 46 per day (operating weekend days). This school term Tühura Club, our after-school programme, had 152 entries, averaging 19 children per session. However due to lockdown three sessions were cancelled and one postponed. Tühura club members were reimbursed with an OM experience credit, which can go towards the next term Tühura Club or any other Otago Museum paid experiences of their choice.

Over this period, the Planetarium and Tropical Forest was utilised by Otago University's Division of Humanities and kaiāwhina Māori (support officer) who organised a group visit for their students as part of Mental Health Awareness Week.

A Tühura-based promotion was undertaken in partnership with the Dodd Walls Centre to mark the 150th birthday of Sir Ernest Rutherford. Over the next year 150 family passes will be provided to schools in the region based on a ballot system. The schools may use these passes for fund raising or as direct prizes for students. This model provides an effective means for the Museum to respond in an even-handed fashion to request for such prizes from schools, and will hopefully serve to inspire

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more youngsters into science and introduce more families to Tūhura. The Dodd Walls Centre is running a similar support programme in Auckland with the Museum of Transport and Technology (MOTAT).

This period also saw final reporting successfully completed for the COVID-19 response funds received from MBIE (Strategic Tourism Assets Protection Programme; \$500,000) and DOC (Wildlife Institute Relief Fund; \$68,500). This funding was instrumental in enabling the team to pivot its offerings more towards the local and domestic market, which proved extremely effective as reflected in a 6% increase in visitation over the year of the support despite the curtailment of international visitors.

Note: The Science Team wishes to acknowledge the kind assistance of Professor Miguel Quiñones-Mateu from the University of Otago's Department of Microbiology and Immunology, who again made his time freely available to advise on safely reopening in light of the latest understanding of how the coronavirus was transmitting and the challenges posed by the Delta variant. His advice enabled a larger number of interactives to be safely opened at Alert Level 2, and gave added confidence to staff.

Living Environments

Tropical Forest operations continued despite the return to a Level 4 lockdown. Daily Tropical Forest tasks were carried out by the Tühura & Living Environments Coordinator or a Science Communicator to ensure continued high-quality animal and plant husbandry. This essential service was featured on an episode of RNZ's Our Changing World's episode 'Caring for the Tropical Forest': https://www.rnz.co.nz/national/programmes/afternoons/audio/2018810403/our-changing-world-caring-for-the-tropical-forest.

The team took advantage of the lack of visitors to undertake a number of cleaning and planting projects. This included the introduction of a houseplant display in the exhibition space, and a revamp of the stick insect and breeding displays. The houseplant display was spearheaded by the Tropical Forest gardener, with the aim of introducing visitors to the idea that houseplants are more than a display item, and are actually often found out in nature with drastically different morphologies. Alterations to the breeding display were also performed with the hope of increasing the success of pupating caterpillars, stemming from research done during lockdown. This has seen moderate success, and hopefully, with future alterations, we can see an even greater success rate.



Revised breeding display

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The alterations within the Goliath stick insect display were done for both husbandry and aesthetic reasons. Not only does the new display provide a much more appealing, natural look for visitors, it has increased the amount of stimulus and roaming opportunities for the insects.

Once the Museum re-opened, a number of practices were implemented to help ensure staff and visitors could comply with Level 2 regulations. This included reduced numbers in the Tropical Forest (50 max), the cancellations of programs such as the First Flight Butterfly Release, and reduced use of the waterfall to allow for better communication amongst staff and visitors using masks.

Although a number of visitors have come into the Forest asking about the butterfly release, most have been understanding of the circumstances. Many staff members have also noted an increase in visitors approaching with questions about butterflies and the forest, allowing for much of the information provided during the First Flight to still be disseminated to the public.

The giant African millipedes have been at the Museum for several months now, and have grown substantially, with some individuals more than twice as long as when they arrived. The Living Environments team are now confident enough with their newest charges that they have begun the process of trying to breed individuals. This will hopefully lead to an increased and self-sustaining population.



Thriving stick insects and millipedes

Another notable event was the moulting of the Peruvian Orange Stripe tarantula. This event was used to generate a few well received social media posts. The exoskeleton, and the spider's vibrant colours after moulting, have also provided excellent content for visitor interactions.



Exoskeleton and moulted Peruvian Orange Stripe tarantula

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Perpetual Guardian Planetarium (PGP)

During this truncated period we welcomed 580 visitors to the planetarium. <u>Note</u>: This number does not include those Tühura entry holders who attended the *Tühura Space Tour* show (a complementary short/'taster' PGP show offered to make up for reduced Tühura offerings).

Since reopening at Alert Level 2, social distancing has necessitated that the capacity of the planetarium be limited to ~20 per session. Most of our after-hours events this period therefore had to be cancelled as they are not financially viable to run at this reduced capacity.

Over this period, new staff members were trained in the operation of the planetarium, and a new *Spring Sky Guide* was produced. Work also continued on show acquisition and development. A new version of Spacetronauts, *To the Extreme*, was developed for the Term 3 school holidays, and a free three-month licence to the show *Birth of Planet Earth* acquired in time for these holidays. In addition, the Museum has been provided the show *Wayfinders: Waves, Winds, and Stars* from Bishop Museum in Hawaii in a no-cost arrangement in exchange for our Spacetronauts show.

Over the lockdown period the Full Dome Producer worked with the Marketing team on a range of videos for social media. Work is starting to gear up on three short planetarium shows for the Science Engagement Team: Tühura Tuarangi – Waka to Rockets, Far from Frozen II, and Solar Tsunamis. This content is planned to be taken on outreach using the portable digital planetarium during 2022.

Science Outreach

The lockdown, and subsequent hiatus at Alert Level 2 over this period, seriously impacted a large range of planned outreach events including:

- Taking Lab-in-a-Box to Wellington for a celebration for Sir Ernest Rutherford's 150th birthday at Te Papa and parliament.
- Dowse Art Gallery (Upper Hutt) hosting Far from Frozen II.
- · Attending the INSPIRE Festival in Nelson and provincial outreach events.

It also forced the postponement of other major science engagement plans such as the showcase of Far from Frozen II at the Days of Ice festival in Christchurch in October.

The team remained productive during this period, submitting three proposals to MBIE's Unlocking Curious Minds contestable fund, finishing reports for external stakeholders, updating health and safety documentation, and driving online engagement through the Museum's social media channels. The following is a summary of engagement during this period:

DATE	DISTRICT	AUDIENCE	EVENT	DIRECT ENGAGEMENT
02 Aug	Otago	Roslyn Scouts	Secrets, Ciphers, Codes	35
07 Aug	Otago	Wai Ora Scout Camp	Far from Frozen II	78
10 Aug	Otago	Seniors (>60s)	Light Cycles	40

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03 Sep	Online	Facebook	Solar Tsunamis Logo Launch	190
13 Sep	Online	Facebook	Te Wiki o Te Reo Māori	67
14 Sep	Online	Facebook	Te Wiki o Te Reo Māori	46
15 Sep	Online	Facebook	Te Wiki o Te Reo Māori	34
15 Sep	Otago	Sci Comm Students	Class Visit	15
16 Sep	Online	Facebook	Te Wiki o Te Reo Māori	8
17 Sep	Online	Facebook	Te Wiki o Te Reo Māori	9
Total for	period:	522		
Total for year to date:			20,087	

Outreach Highlights:

Scout Camp (7 Aug) — The Sub-Zero themed Winter Scout Camp was the perfect setting to deliver the new Far from Frozen programme. A one-hour session with all the different groups addressed the latest findings of climate change in relation to Antarctica. All scouts and leaders enjoyed the programme as part of their training to survive in the cold.





Far From Frozen banners and a Scott Tent set up at Wai Ora Scout Camp

Te Wiki o Te Reo Māori Online (13-19 Sep) — The advent of Alert Level 2 one week prior to Te Wiki o Te Reo Māori made it difficult to plan any in-person events to celebrate. Instead, Science Engagement Coordinator Māori, Toni Hoeta, worked with the Marketing team to coordinate a series of videos featuring Professor Miguel Quiñones-Mateu to answer questions about the COVID-19 vaccine in both English and te reo Māori.

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Te Wiki o Te Reo Māori video

Externally Contracted Outreach:

MBIE Unlocking Curious Minds: Olympic Science — With delivery of this project completed, a final report was submitted to MBIE. The team successfully engaged over 2,200 people at 28 different events around the greater Dunedin area; exceeding contracted levels despite the challenges imposed by COVID-19 over this 18-month project.

Tū Manawa Active Aotearoa — A progress report for this project was submitted to Sports Otago and the pilot has been extended due to the lockdown. At present, the team is preparing for the final phase of the Tū Manawa pilot: curation and deployment of the *Trybraries*. These are boxes containing gear for active play that are planned to be deployed in various town reserves/parks pending DCC approval.

MBIE Unlocking Curious Minds: Far from Frozen II – Going to Extremes — The showcase spent some time on the Museum's Atrium 2 following the July school holidays, where it was enjoyed by many visitors. It was then taken to the Sub-Zero themed Winter Scout Camp, which focused on how to survive in the cold. This provided a great link to how scientists survive the extreme conditions in Antarctica, in order to research how the continent is being impacted by climate change and how that will in turn affect New Zealand.

Work progressed on developing a new planetarium film that includes marine-based content and illustrates aspects of the impacts of climate change on Aotearoa. This development is being done in close collaboration with Stuart Mackay and Nava Fedaeff from NIWA.

COVID-19 restrictions resulted in Far from Frozen's attendance at the scheduled Days of Ice festival in Christchurch, and to the Chatham Islands, being postponed until March 2022. Planning is underway as to how to best engage other communities with this showcase given the current restrictions.

Solar Tsunamis — The major event for this period was the unveiling of the new logo, designed by Maikel Terekia, a 13 year old from Te Kura Kaupapa Māori o Horouta Wānanga in Gisborne, and subsequently workshopped into a final logo format with Māui Studios in Christchurch.

Initially timed to coincide with the aurora flight out of Christchurch, we had hoped that Maikel would join the flight to unveil his creation. However, the COVID-19 outbreak postponed the aurora flights until March 2022. Instead, the unveiling of the logo was timed to coincide with the anniversary of the Carrington Event solar storm of 1859. Thanks to this tie-in there was excellent

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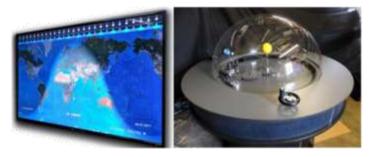
media coverage of the logo launch (including via Māori TV), and high engagement with a video produced on the Otago Museum's Facebook page.



Red (main) and black versions of the Solar Tsunamis logo

Design and development of the mobile showcase, a programme of engagement, and a planetarium show, also continued during this period, with one focus being the development of an orrery interactive. This has been undertaken in partnership with a team of Otago Polytechnic mechanical and electrical engineering students. While our hope is to have a completed device, the disruption caused by COVID-19 may mean their plans will be passed on to the next group of students.

Tühura Tuarangi – Aotearoa in Space Showcase — This period saw project coordinator, Dr Andrew Mills, starting on this project. He has synthesised many of the proposal ideas into a firmer showcase plan. Several key interactives have been acquired or commissioned, while others are in the process of being scoped with manufacturer Hüttinger.



A Geochron clock and custom Tellurion to be made by Doug Makinson.

A draft implementation plan was provided to MBIE and preliminary discussions around the development of a StarLab planetarium show began with Dr Pauline Harris from the Society of Māori Astronomy Research and Traditions (SMART) team. We hope to work with Pauline and the SMART team to develop content that reflects Te Ao Māori and mātauranga.

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Other Engagement & Outreach Activities

Otago Participatory Science Platform (PSP) — All 2021 projects are now well underway, and while COVID-19 continues to cause some delays, there have been no major disruptions so far. Coordinator Sophie Sparrow joined the Soil Your Undies teacher's professional development day in August, to see first-hand how the training for teachers is done for the project, which this year has doubled the number of schools it is working with.

We continue to receive final reports from 2020 projects, and are following up with those still in progress. The *Otago Science into Action* website has been updated with details of the 2021 projects. We are looking towards the 2022 funding round and making plans for advertising.



Soil Your Undies PD day at Waitaki Boys High School, August 2021.

Dodd-Walls Centre Partnership — While the in-person celebration of Sir Ernest Rutherford's 150th birthday could not go ahead, Otago Museum and the Dodd-Walls Centre partnered on a special project to inspire Aotearoa's next Rutherford. Schools were invited to enter a draw to five family passes to Tühura Science Centre. A total of 150 family passes will be distributed over the next year through three ballots (50 passes per ballot). Over 20 schools from all around Otago applied to be part of the first ballot.

Additionally during this time, a pilot programme of engagement for Te Aho o Te Kura Pounamu has been developed by Science Engagement Coordinator Māori, Danielle Parke, to begin delivery in Term 4. The intention is to create a long-term relationship with remote-learners who are not otherwise accessed by traditional outreach activities.

MacDiarmid Institute Partnership — With the content for Far From Frozen II developed and Full STE(a)M Ahead completed, the focus of this partnership is currently on the delivery of Far From Frozen. The MacDiarmid Institute have confirmed they wish to continue the current partnership arrangement into their new CoRE phase.

Unlocking Curious Minds Funding Round — During this period, three proposals were developed by the team and submitted to MBIE's Unlocking Curious Minds contestable fund:

 Āwhinatia te Wero: Māori innovation tackling past and present challenges, aims to engage rakatahi Māori, aged 10-14 years, with the historic precedence for innovation in Te Ao Māori

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and empower them to see a future for themselves that includes both Te Ao Māori and STEM.

- Pursuing Pests: Our biodiversity challenge, supports the Predator Free 2050 initiative by demystifying the science of conservation and pest-management for students in rural communities throughout Otago, Canterbury, and Southland.
- Islands to Arks focuses on communicating to Pasifika students the science and consequences
 around the impacts of climate change on Pacific nations. It leverages off Far from Frozen and
 the US Embassy support to engage Niue and the Cook Islands with science festivals and fairs
 over 2022.

Additionally, Otago Museum is a partner on a proposal submitted by the University of Otago's *Science of Medicines* project, focused on demystifying the science around key issues such as COVID-19 and its associated vaccines, together with longer-term issues such as antibiotic resistance.

Visitor Experience and Programmes & Events

Museum Guides — With the move into Lockdown on 18 August the focus for Museum Guides turned to planning a range of activities and programmes to support Term 4 activities and our summer and autumn exhibitions. The team then adapted quickly to the range of public health measures put in place when we reopened on 9 September. Unfortunately a number of booked birthday parties were cancelled due to the lockdown and subsequent restrictions, and gallery tours have been halted while we remain at Alert Level 2.

Tourism Engagement — A virtual 'famil' took place at the start of September for tour agents across South East Asia. While New Zealand's borders remain closed, it is still a good time to increase awareness of what the Museum has to offer. The famils will assist tour agents in advising their clients wishing to book trips when borders open again. Organised by Tourism New Zealand, this was part of a Dunedin instalment within a country-wide promotion.

Work is also continuing with Enterprise Dunedin and Tourism New Zealand on promotional activities – particularly towards a presence on *TRENZ Connect*, a new platform to promote tourism activities online instead of the regular schedule of in-person trade shows.

Visitor Experience Manager Teresa Fogarty has been appointed to the board of Tourism Industry Aotearoa, the tourism industry's membership association. This will help to highlight the particular needs and realities of the culture and heritage sector and those of Dunedin at a national level.

Programmes and Events — The Aurora Energy Otago Science and Technology Fair took place from 9 to 15 August. This annual event is always popular with the general public and the families of students alike. This year a selection of award-winning projects remained on display in the museum on Atrium 2 following the science fair.

The series of Seniors' Meetup events continued with a Science Show and Café deal on 10 August. However, the remaining sessions in this period were cancelled due to COVID-19 precautions.

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Evening planetarium film screenings have also been cancelled or postponed since lockdown due to social distancing capacity limits rendering such events to be no longer cost effective. Plans are underway for regular schedules of films from December through to mid-2022. The most recent *Sci-fi Friday* screening of *The Thing* (1982) on August 13 was at capacity.

The lockdown and Alert Level 2 restrictions resulted in the cancelation or postponement of many other programmes and events including:

- Cocktails and Canapés
- Indonesian Community Celebration Day
- Wine and Design workshops
- Fashion Forward designers talks
- Language exchange meet ups
- · Up Late, a late-night opening of the museum
- Live @ OM concerts
- Creative Pasifika celebrations.

A small number of the planned programmes were able to take place at the end of September, some have been rescheduled to later in the year, and others are awaiting notice of further easing of restrictions before they can take place.

Activities in support of Fashion FWD >> Disruption through Design exhibition — The second Wine and Design hands-on workshop took place on 29 September. At this paid workshop, participants painted a ceramic plate or bowl while socialising with friends. This event was created in collaboration with Gone Potty and was sold out. The event layout was altered to ensure groups attending were able to distance within their own bubbles during the event, with seated service at their tables





Bowls pained at the Wine and Design workshop.

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Community Happenings — A workshop and art demonstration took place on 1 August. The Quilt Project, facilitated by textile artist, Arati Kushwah, was a practical quilting workshop and a demonstration to highlight gender equality. Participants were invited to create a quilt panel with an appliqué of a maths-based symbol in reference to the inequitable status of women in society.

On 6 August a talk and film screening took place to celebrate World Breastfeeding Week in partnership with The Breast Room and Well South.

Otago Museum hosted the Sea Lion Trust AGM and associated talk on 16 September. This event took place in the Hutton theatre and bookings were required allowing us to ensure compliance with Alert Level 2 protocols. A live stream of the event took place on Facebook which has had over 1,000 views.

A summary of these activities over this period is given below:

Event Type	Event	Dates	Attendance	Free/Paid
Workshop	The Quilt Project	1 August	7	FREE
Meetup	Otago Language Exchange Club	2 August	15	FREE
Event	World Breastfeeding Week 6 August		17	FREE
Event	Otago Science and Technology Fair	9 August	300	FREE
Meetup	Senior's Meet up	10 August	40	FREE
Event	Yoga with the Butterflies	12 August	45	PAID
Film	Sci-fi Fridays: The Thing (1982)	13 August	49	PAID
Display	Otago Science & Technology Fair - Expo	11 15 August	50	FREE
Talk	Sea Lions Trust AGM and Talk	16 September	40 (1k online)	FREE
Talk	Godmothers of Fashion – Curators Talk	24 September	18	FREE
Workshop	shop Wine and Design – Gone Potty 29 September 3		34	PAID
Total:			615	

REPORT END

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8 COMMUNITY BOARD MINUTES

21.9.21 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 16

NOVEMBER 2021

Doc ID: 560606

Recommendations

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 16 November 2021 be noted.

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1. Attachments

Appendix 1 - Minutes of the Vincent Community Board Meeting held on 16 November 2021

MINUTES OF A MEETING OF THE VINCENT COMMUNITY BOARD HELD IN THE NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET, ALEXANDRA AND LIVE STREAMED ON MICROSOFT TEAMS ON TUESDAY, 16 NOVEMBER 2021 COMMENCING AT 2.00 PM

PRESENT: Cr M McPherson (Chairperson), Mr R Garbutt (Deputy Chair), Dr R Browne,

Cr L Claridge, Cr I Cooney, Ms A Robinson, Ms S Stirling-Lindsay

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), G Robinson (Property and Facilities Manager), G Bailey (Parks and Recreation Manager), C Martin (Property and Facilities Officer – Vincent and Teviot Valley), N Aaron (Community Development Officer), D McKewen (Accountant) and W McEnteer

(Governance Support Officer)

1 APOLOGIES

There were no apologies.

2 PUBLIC FORUM

There was no public forum.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cooney Seconded: Robinson

That the public minutes of the Vincent Community Board Meeting held on 11 October 2021 be confirmed as a true and correct record with the following amendment to Mr Garbutt's Members' Report in item 21.8.8: Attended two meetings of the Central Otago Heritage Trust.

CARRIED

4 DECLARATION OF INTEREST

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

Note: Dr Malcolm McPherson from Alexandra and Districts Museum Incorporated joined the

meeting via Microsoft Teams for item 21.9.2.

5 REPORTS

21.9.2 ALEXANDRA DISTRICT MUSEUM INC ANNUAL GRANT REPORT 2020-21

To provide an accountability report on the objectives and actions of the Alexandra District Museum Inc over the 2020/21 financial year.

COMMITTEE RESOLUTION

Moved: McPherson Seconded: Stirling-Lindsay

That the report be received.

CARRIED

21.9.3 CLYDE MUSEUM REDEVELOPMENT - CLYDE POLICE LOCK-UP

To consider approving a budget for the relocation of the Clyde Police Lock-up before the adjacent vacant section is developed.

COMMITTEE RESOLUTION

Moved: Claridge Seconded: Browne

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the proposal to move the Clyde Police Lock-up from the rear of the Blyth Street Museum (Lot 1 Deposited Plan 27008) to a location near the Clyde Railway Station on the Railway Station Recreational Reserve (Lot 31 Deposited Plan 19044).
- C. Approves the budget of \$46,000 to be funded from the Vincent General Reserves (4111).
- D. Agree to issue a lease to the Clyde Historical Museum Group Incorporated over approximately 30m² of the Clyde Railway Station Recreation Reserve.

This lease will be issued under the Reserves Act 1977 and is subject to the Community Leasing and Licensing Policy.

CARRIED

21.9.4 ALEXANDRA RUGBY FOOTBALL CLUB POWER ACCOUNT

To consider a request from the Alexandra Rugby Football Club for reimbursement of a portion of historical electricity invoices.

After discussion it was agreed to let the item lie on the table pending further engagement with the Alexandra Rugby Football Club. The item would return to the February 2022 meeting.

COMMITTEE RESOLUTION

Moved: Stirling-Lindsay

Seconded: Robinson

That the item be left to lie on the table pending further engagement with the Alexandra Rugby Football Club.

CARRIED

21.9.5 VINCENT FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2021

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

COMMITTEE RESOLUTION

Moved: McPherson Seconded: Cooney

That the report be received.

CARRIED

6 MAYOR'S REPORT

21.9.6 MAYOR'S REPORT

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

- Attended Coffee and Chat sessions.
- Attended the Dunstan High School golf tournament.
- Attended and MC'd the Eden Hore Central Otago event at the Orchard Garden. Noted that it was a very successful event.
- Noted an upcoming community meeting at Cambrians to discuss potential impacts of the Water Services Act.
- Gave an update to Members on the current issues in the Three Waters space.

COMMITTEE RESOLUTION

Moved: McPherson Seconded: Claridge

That the Vincent Community Board receives the report.

CARRIED

7 CHAIR'S REPORT

21.9.7 CHAIR'S REPORT

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

- Attended the Council meeting and gave an update on items that were presented.
- Attended recent meetings of the Hearings Panel. Noted that the meetings had become longer and more intense recently. Gave an update on topics of recent Hearings Panel meetings.

COMMITTEE RESOLUTION

Moved: Garbutt Seconded: Robinson

That the report be received.

CARRIED

8 MEMBERS' REPORTS

21.9.8 MEMBERS' REPORTS

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

Dr Browne reported on the following:

- Attended two Alexandra and Districts Museum Incorporated meetings.
- Attended the Alexandra and Districts Museum Incorporated AGM.
- Attended a meeting of the Central Otago Districts Arts Trust.
- Attended the Alexandra Business Breakfast.
- Attended a number of sessions of U3A.
- Attended the AGM for the Last Chance Irrigation Company.
- Attended a workshop on the Alexandra airport.
- Attended a meeting of the Creative Writers Circle.

Ms Robinson reported on the following:

- Noted the hanging baskets in Centennial Avenue hung by Keep Alexandra / Clyde Beautiful.
- Attended a strategy meeting for Alexandra Community House.
- Attended the Omakau Catchment Group forum.
- Attended the AGM for the Last Chance Irrigation Company.

Ms Stirling-Lindsay reported on the following:

- Attended a strategy meeting for Alexandra Community House.
- Attended a meeting of the Central Otago Districts Arts Trust.
- Attended a Blossom Festival meeting
- Noted the recent changes to vaping laws and noted problems with people vaping on buses.
- Noted incoming law changes for people smoking in their cars
- Noted that Alexandra hosted the Central Otago BMX Championships recently.

Councillor Claridge reported on the following:

- Noted that she was an apology for the last Council meeting.
- Attended the Dunstan High School prizegiving live stream event.

Councillor Cooney reported on the following:

- Attended the ILM workshop and museum strategy review sessions.
- Attended the Council meeting and updated Members on some of the items discussed.
- Attended a Hearings Panel meeting via Microsoft Teams.

Mr Garbutt reported on the following:

- Attended a Hospice fundraising planning meeting.
- Attended a meeting of Central Otago Heritage Trust and Promote Dunstan.
- Attended a meeting of Clyde Museum and attended the AGM.
- Attended a Dunstan Golf Club committee meeting.
- Met with Central Otago Heritage Trust to discuss the Museum Trust.

• Noted that he had been on a number of the cycles trails recently.

COMMITTEE RESOLUTION

Moved: McPherson Seconded: Stirling-Lindsay

That the report be received.

CARRIED

9 STATUS REPORTS

21.9.9 NOVEMBER 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: McPherson Seconded: Cooney

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 1 February 2022.

11 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Stirling-Lindsay

Seconded: Garbutt

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Board Meeting	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for

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

CARRIE)
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The public were excluded at 3.15 pm and the meeting closed at 3.17 pm.

CHAIR / /



21.9.22 MINUTES OF THE MANIOTOTO COMMUNITY BOARD MEETING HELD ON 18 NOVEMBER 2021

Doc ID: 560703

Recommendations

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 18 November 2021 be noted.

1. Attachments

Appendix 1 - Minutes of the Maniototo Community Board Meeting held on 18 November 2021

MINUTES OF A MEETING OF THE MANIOTOTO COMMUNITY BOARD HELD IN THE RANFURLY SERVICE CENTRE, 15 PERY STREET, RANFURLY AND LIVE STREAMED ON MICROSOFT TEAMS ON THURSDAY, 18 NOVEMBER 2021 COMMENCING AT 2.00 PM

PRESENT: Mr R Hazlett (Chair), Mr M Harris (Deputy Chair), Cr S Duncan, Mr D Helm,

Ms S Umbers

IN ATTENDANCE: T Cadogan (Mayor) (via Microsoft Teams), S Righarts (Chief Advisor),

L Macdonald (Executive Manager - Corporate Services), M Tohill (Communications Advisor), R Williams (Governance Manager) and

W McEnteer (Governance Support Officer)

1 PUBLIC FORUM

Roy Noble (Project Manager) – Transpower

Mr Noble gave an update on the Clutha and Upper Waitaki Lines Project before responding to questions.

2 APOLOGIES

There were no apologies.

3 CONDOLENCES

The Chair referred to the deaths of Moreen Price, Ian Smith, Les Gill, Keith Edwards and Josephine Steele. Members stood for a moment's silence as a mark of respect.

4 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Umbers Seconded: Helm

That the public minutes of the Maniototo Community Board Meeting held on 14 October 2021 be confirmed as a true and correct record.

CARRIED

5 DECLARATION OF INTEREST

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

6 REPORTS

21.8.2 MANIOTOTO FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2021

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

COMMITTEE RESOLUTION

Moved: Helm Seconded: Harris

That the report be received.

CARRIED

7 MAYOR'S REPORT

21.8.3 MAYOR'S REPORT

His Worship the Mayor reported on his activities since the last meeting:

- Attended Coffee and Chat sessions in the Maniototo.
- Attended a meeting in Cambrians with representatives of AWS Legal regarding potential impacts of the Water Services Act.
- Attended a site visit in Naseby regarding possible water sources for Naseby.
- Attended and MC'd the Eden Hore Central Otago event at the Orchard Garden. Noted that it was a very successful event.
- Attended the 100 year anniversary of the Hayes Family homestead.
- Gave an update on COVID-19 vaccination rates in the Maniototo.
- · Business a business breakfast in Ranfurly.
- Noted the upcoming Maniototo Curling Incorporated meeting.
- Gave an update to Members about current issues in the Three Waters space.

COMMITTEE RESOLUTION

Moved: Duncan Seconded: Umbers

That the Maniototo Community Board receives the report.

CARRIED

8 CHAIR'S REPORT

21.8.4 CHAIR'S REPORT

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

- Noted the pit off Goff Road, Ranfurly that is used for dirt fill. He commented that it needed to be tidied and that there could be some possible options for future use of the area.
- Noted the work on the plans to replace the John Street playground. Also noted that the flying fox for Naseby had been ordered.
- Attended a water meeting at Maniototo Stadium.
- Noted the open letter on Three Waters sent to Minister Mahuta by the Council Members.
- Noted that the swimming dam in Naseby would be filled shortly.
- Noted a trip to Naseby to look at options for other water supplies there.

- Noted the gravel that had been washed out from under the Idaburn bridge. Noted there were no detour options for trucks should there be a problem with it in the future.
- Noted that the Ranfurly pool was set to open shortly, but that a part for the heat pump was needed that needed to be shipped from Auckland.

COMMITTEE RESOLUTION

Moved: Hazlett Seconded: Duncan

That the report be received.

CARRIED

9 MEMBERS' REPORTS

21.8.5 MEMBERS' REPORTS

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

Ms Umbers reported on the following:

- Noted that the entrance to the Ranfurly cemetery had stone pillars to fit a gate, but that a gate had never been fitted
- Noted the fire at the old school house in Patearoa.

Mr Harris had nothing to report.

Mr Helm reported on the following:

Noted that there was a lot of Broom in bloom at the moment.

Councillor Duncan reported on the following:

- Commented on a recent trip to Falls Dam to look at the Hawkdun scheme.
- Attended a meeting at Taumata Arowai.
- Attended a Council meeting. Gave an update to Members on some items discussed
- Noted the opening of the Eden Hore collection at the Orchard Garden.
- Noted a visit to the Idaburn bridge and mentioned that there was a lot of gravel that had come
 out from underneath the bridge.
- Noted an upcoming pre-agenda meeting for Council.

Note: Councillor Duncan left the meeting at 2.54 pm.

COMMITTEE RESOLUTION

Moved: Harris Seconded: Helm

That the report be received.

CARRIED

10 STATUS REPORTS

21.8.6 NOVEMBER 2021 GOVERNANCE REPORT

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

COMMITTEE RESOLUTION

Moved: Umbers Seconded: Harris

That the report be received.

CARRIED

Note: Councillor Duncan returned to the meeting at 2.55 pm.

11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 17 February 2022.

12 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Umbers Seconded: Helm

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Board Meeting	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
21.8.7 - November 2021 Confidential Governance Report	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

The public were excluded at 2.55pm and the meeting closed at 2.58 pm.



21.9.23 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 23 NOVEMBER 2021

Doc ID: 560952

Recommendations

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 23 November 2021 be noted.

1. Attachments

Appendix 1 - Minutes of the Cromwell Community Board Meeting held on 23 November 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, 23 NOVEMBER 2021 COMMENCING AT 2.00 PM

PRESENT: Mr W Murray (Deputy Chair), 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, L Webster (Acting Executive Manager - Planning and Environment), S Righarts (Chief Advisor), G Robinson (Property and Facilities Manager), N Aaron (Community Development Officer), D Shaw (Property and Facilities Officer - Cromwell), F Somerville (Roading Administration Assistant), D McKewen (Accountant) and

R Williams (Governance Manager)

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: McKinlay Seconded: Scott

That apologies from Ms A Harrison and Mr T Buchanan be received and accepted.

CARRIED

2 PUBLIC FORUM

Ali Ballantine and Janeen Wood from the Cromwell & Districts Community Trust spoke to the Board about the flow and connection between Old Cromwell and the planned redevelopment of the Hall / Cultural centre, specifically referencing the potential building of a replica Chinatown in the area. They then responded to questions.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Laws Seconded: Gillespie

That the public minutes of the Cromwell Community Board Meeting held on 19 October 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.

Note: Martin Anderson and Jennifer Hay from Cromwell Museum joined the meeting for item 21.9.2

5 REPORTS

21.9.2 CROMWELL MUSEUM ACCOUNTABILITY REPORT 2020-21

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

Mr Anderson and Ms Hay provided an overview of the Museum's activities before responding to questions.

COMMITTEE RESOLUTION

Moved: McKinlay Seconded: Scott

That the report be received.

CARRIED

21.9.3 MURRAY TCE CARPARKING

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

The name "Hut" was corrected to Hangout in recommendation two...

COMMITTEE RESOLUTION

Moved: Laws Seconded: McKinlay

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the allocation of 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 of the report, at no charge.
- C. Authorise the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED

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

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 1356m², being part of their total lease area of 3170m².

COMMITTEE RESOLUTION

Moved: McKinlay Seconded: Gillespie

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.

CARRIED

CARRIED

21.9.5 ROAD NAME APPROVAL REPORT - OFF CEMETERY ROAD, CROMWELL

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

The Board's approach for naming roads and its desire to recognise those that had contributed to the community in the past, was discussed. Accordingly, it was agreed that the roads should be named Harvest Road, McBride Crescent and Proctor Way.

COMMITTEE RESOLUTION

Moved: Gillespie Seconded: Laws

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 McBride Crescent and road three to be named Proctor Way.

CARRIED

21.9.6 ROAD NAMING APPROVAL REPORT - RIVER TERRACE DEVELOPMENTS, CROMWELL

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

COMMITTEE RESOLUTION

Moved: Scott Seconded: Laws

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.

CARRIED

21.9.7 CROMWELL FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2021

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

COMMITTEE RESOLUTION

Moved: Gillespie Seconded: Laws

That the report be received.

CARRIED

6 MAYOR'S REPORT

21.9.8 MAYOR'S REPORT

His Worship the Mayor gave an update on recent activities:

- Met with Otago Community Trust trustees for lunch at the Conference Centre.
- Attended Business South Advisory Group meeting at Cromwell, followed by BA5 which took the form of a seminar.
- Cromwell Business Network breakfasts have not been happening since we have been in Level
 2.
- On 26/11 he will be joining Cromwell man Matt Edwards as he walks from Balclutha home to Cromwell as part of a fundraiser for Movember.
- He took part in the 4 Barrels wine walk with friends and reflected it was a great thing to do and a real attraction to the region.
- He spoke to Cromwell Rotary on 22 November about Three Waters.
- He attended the AGM of Cromwell Promotions.

COMMITTEE RESOLUTION

Moved: Scott Seconded: McKinlay

That the Cromwell Community Board receives the report.

CARRIED

7 CHAIR'S REPORT

21.9.9 DEPUTY CHAIR'S REPORT

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

- Attended a meeting of the Museum Trust.
- Attended a meeting of the Lake Dunstan Charitable Trust on 9 November.
- Connect Cromwell held a repair café on 30 October which was well attended and the Crop Swap was back on 27 November.

• Connect Cromwell have also been working alongside the Parks team to install "pavement games" at the Big Fruit Reserve.

games at the big 1 fat 1600170.

COMMITTEE RESOLUTION

Moved: Murray Seconded: Laws

That the report be received.

CARRIED

8 MEMBERS' REPORTS

21.9.10 MEMBERS' REPORTS

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

Councillor Laws reported on the following:

- Attended a Historic Precinct meeting and noted the increased usage of the restrooms had resulted in twice daily cleaning and consideration of additional facilities. The Precinct's smokefree policy would now include vapefree.
- Attended a recent Council meeting and gave an update on the issues discussed.
- Attended a meeting at Cromwell Community House.
- Attended a further meeting of the Historic Precinct where the new parking had been acknowledged and a suggestion that more would be welcomed was made.

Councillor Gillespie reported on the following:

- Attended the recent Council meeting and gave an update on issues discussed.
- Attended a recent Hearings Panel meeting.
- Attended a weekly radio interview on Radio Central.
- Provided cover for the Mayor as he took a week's leave.
- He was a guest at Manuherikia Kilwinning Lodge's 125th Celebration
- Attended a project governance group meeting.

Mr Scott reported on the following:

- Attended the AGM of the Cromwell Districts Community Trust on 18 October.
- Attended a meeting between the Council and Central Lakes Equestrian Club on 22 October. He noted that the club was waiting for a response from that meeting.
- Attended the AGM of the Cromwell Community Squash Club on 31 October.
- Attended a meeting of the Cromwell and Districts Promotion Group on 9 November.
- Attended a meeting of the Cromwell Golf Club who are looking at holding a Central Otago masters tournament in March with the Alexandra Golf Club.

Councillor McKinlay reported on the following:

- Attended three workshops about Three Waters in Ranfurly, Omakau and Alexandra.
- Attended the recent Council meeting and provided an update on the waste services review, the open letter sent to the Minister of Local Government and the Mayor's appointment to the working group on representation, governance and accountability of new water services entities.

- Attended a meeting of the Hall subcommittee and Jasmax had been appointed as the architects for the project.
- He noted that the new cycleway had proven very popular over the quieter months with 40,000 clicks on the counter at Carrick.

COMMITTEE RESOLUTION

Moved: Scott Seconded: Gillespie That the report be received.

CARRIED

9 STATUS REPORTS

21.9.11 NOVEMBER 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.

A question was raised about the usage figures for the Cromwell Bike Park toilets and an update was requested for the next meeting. A question was also raised about the Bannockburn Reserve Management Plan.

COMMITTEE RESOLUTION

Moved: Gillespie Seconded: Laws

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

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

11 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Scott Seconded: McKinlay

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

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

General subject of each matter to be considered Reason for passing this resolution in relation to each matter Ground(s) under section 48 the passing of this resolution in relation to each matter
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Confidential Minutes from Ordinary Board Meeting	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
21.9.12 - Gair Avenue, Cromwell	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
21.9.13 - Cemetery Road Industrial Subdivision Stage 2	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
21.9.14 - November 2021 Confidential Governance Report	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

The public were excluded at 3.09 pm and the meeting closed at 3.33 pm.



21.9.24 MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 25 NOVEMBER 2021

Doc ID: 561122

Recommendations

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 25 November 2021 be noted.

1. Attachments

Appendix 1 - Minutes of the Teviot Valley Community Board Meeting held on 25 November 2021

MINUTES OF A MEETING OF THE TEVIOT VALLEY COMMUNITY BOARD HELD IN THE ROXBURGH SERVICE CENTRE, 120 SCOTLAND STREET, ROXBURGH AND LIVE STREAMED ON MICROSOFT TEAMS ON THURSDAY, 25 NOVEMBER 2021 COMMENCING AT 2.00 PM

PRESENT: Mr R Gunn (Chair), Ms S Feinerman (Deputy Chair), Ms C Aitchison,

Mr N Dalley, Cr S Jeffery

IN ATTENDANCE: S Righarts (Chief Advisor), L Macdonald (Executive Manager - Corporate

Services), L Webster (Acting Executive Manager – Planning and Environment), G Bailey (Parks and Recreation Manager), L Stronach (Statutory Property Officer), K McCulloch (Corporate Accountant), J Whyte (Parks and Recreation Administration Officer), M Gordon (Parks Officer – Projects), M Tohill (Communications Support), R Williams (Governance Manager) and

W McEnteer (Governance Support Officer)

1 APOLOGIES

There were no apologies.

2 PUBLIC FORUM

Hilary Spedding - Millers Flat Cavalcade Committee

Ms Spedding from the Millers Flat Cavalcade Committee spoke to the Board on the possible options that the committee was looking at for any profits that might be made from hosting the Cavalcade in 2022. They proposed part funding a new playground in Millers Flat and wanted to gauge initial interest in their idea. Ms Spedding then responded to guestions from the Board.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Jeffery Seconded: Feinerman

That the public minutes of the Teviot Valley Community Board Meeting held on 21 October 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

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

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

COMMITTEE RESOLUTION

Moved: Jeffery Seconded: Aitchison

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.

CARRIED

21.9.3 ROXBURGH CEMETERY TRUSTEES

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

After discussion, it was agreed that for clarity resolution two would be reworded to delete "return" and add "accept" and "Central Otago District Council".

COMMITTEE RESOLUTION

Moved: Gunn Seconded: Feinerman

That the Teviot Valley Community Board

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

CARRIED

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

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

COMMITTEE RESOLUTION

Moved: Jeffery Seconded: Aitchison

That the report be received.

CARRIED

6 MAYOR'S REPORT

21.9.5 MAYOR'S REPORT

His Worship the Mayor was not present at the meeting.

7 CHAIR'S REPORT

21.9.6 CHAIR'S REPORT

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

- Attended a meeting for the Roxburgh Pool committee.
- Attended a Zoom meeting to investigate ways of lifting vaccination rates in the Teviot Valley.
- Attended a meeting with Energy Minister Woods and affected landowners for the proposed Lake Onslow project.
- Attended a meeting with National Party Energy spokesperson, Barbara Kuriger.
- Attended a Zoom meeting for the NZ Battery Project.
- · Attended a Medical Services Trust meeting.
- Attended a meeting of the museum committee and the masonic lodge regarding the lodge building. Updated members on recent developments at the Teviot Valley museum.
- Attended a Teviot Valley rest home meeting.

COMMITTEE RESOLUTION

Moved: Dalley Seconded: Aitchison
That the report be received.

CARRIED

8 MEMBERS' REPORTS

21.9.7 MEMBERS' REPORTS

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

Ms Aitchison reported on the following:

- Attended a discussion group on future of tourism.
- Attended a Teviot Valley Museum board meeting.

Councillor Jeffery reported on the following:

- Attended weekly meeting of the Regional Labour Chairs.
- Attended the Eden Hore Central Otago launch at Orchard Garden.
- Attended a Zoom meeting to investigate ways of lifting vaccination rates in the Teviot Valley.
- Attended the Council meeting and updated Members on topics discussed.
- Attended a meeting of the Medical Services Trust.
- Attended a meeting of the Hearings Panel.
- Attended the New Zealand Cycling Trails forum in Wellington.
- Attended a site visit to Luggate for the Hearings Panel.
- Attended a Teviot Prospects meeting.
- Attended a meeting of the Central Otago Labour Governance Group.
- Noted a proposal for a helipad behind the medical centre.
- Noted that there has been no further progress regarding the toilets at Lake Roxburgh Village and that he had been in communication with Contact Energy.
- Noted that it had been reported to him that the Roxburgh toilets were in poor repair even after they had been cleaned. A service request had been sent to staff.

Mr Dalley reported on the following:

- Attended the Teviot Valley Reast Home AGM. Noted that there were a lot of volunteers came forward for the committee.
- Attended the Roxburgh Medical Services Trust AGM.
- Attended the Entertainment Centre AGM.
- Assisted at the pop up vaccine site in Millers Flat.

Ms Feinerman reported on the following:

- Attended a Clutha Gold Trails meeting.
- Attended a Roxburgh Pool Committee meeting. Gave Members an update on current developments.
- Attended a Future of Tourism workshop.
- Attended a Teviot Prospects meeting.
- Attended a meeting of the Walkways Committee. Gave Members an update on current activities.
- Noted that she had recently walked the Commissioners Track and that it was a good walk to promote.

COMMITTEE	RESOLUTION			
Moved: Seconded:	Jeffery Dalley			
That the repo	rt be received.			
				CARRIED
9 S	TATUS REPORTS			
21.9.8 N	OVEMBER 2021 GOVER	NANCE REPORT		
	items of general interest egacy and current status		nd updates from key o	rganisations and
COMMITTEE	RESOLUTION			
Moved: Seconded:	Aitchison Feinerman			
That the repo	rt be received.			
				CARRIED
10 D	ATE OF THE NEXT MI	EETING		
The date of the	ne next scheduled meetin	g is 3 February 2022.		
The meeting	closed at 3.38 pm.			
			CHAIR /	1

9 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 26 January 2022.

10 RESOLUTION TO EXCLUDE THE PUBLIC

Recommendations

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of the Ordinary Council Meeting	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
	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)	
21.9.25 - December 2021 Confidential Governance Report	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
21.9.26 - Confidential Minutes of the Vincent Community Board Meeting held on 16 November 2021	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
21.9.27 - Confidential Minutes of the Maniototo Community Board Meeting held on 18 November 2021	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
21.9.28 - Confidential Minutes of the Cromwell Community Board Meeting held on 23 November 2021	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely	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

unreasonably to prejudice the which good reason for commercial position of the withholding would exist under person who supplied or who is section 6 or section 7 the subject of the information s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities 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)