



AGENDA

Vincent Community Board Meeting Tuesday, 1 February 2022

Date: Tuesday, 1 February 2022

Time: 2.00 pm

Location: Ngā Hau e Whā, William Fraser Building, 1
Dunorling Street, Alexandra

Unless COVID-19 restrictions require the meeting to be held electronically using Microsoft Teams. In both cases, due to COVID-19 restrictions and limitations of the physical space, **public access will be available through a livestream of the meeting.** The link to the livestream will be available on the Central Otago District Council's website.

Sanchia Jacobs
Chief Executive Officer

Notice is hereby given that a meeting of the Vincent Community Board will be held in Ngā Hau e Whā, William Fraser Building, 1 Dunorling Street, Alexandra on Tuesday, 1 February 2022 at 2.00 pm

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

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

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Vincent Community Board meeting - 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 |

CARRIED

The public were excluded at 3.15 pm and the meeting closed at 3.17 pm.

.....
CHAIR / /

4 DECLARATION OF INTEREST

22.1.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 565997

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 - VCB Declarations of Interest [↓](#)

| Name | Member's Declared Interests | Spouse/Partner's Declared Interests | Council Appointments |
|------------------|---|---|--|
| Roger Browne | Central Otago REAP (Chair) Creative Writers Circle (Chair) Dunstan Friendship Club (member) University of the Third Age (U3A) (member) Central Cinema Incorporated Central Otago Regional Orchestra (member) Last Chance Irrigation Co (shareholder) Alexandra Clyde and Districts Business Group (member) | Dunstan Friendship Club (member) University of the Third Age (U3A) (member) Central Cinema Incorporated Central Otago Regional Orchestra (member) Last Chance Irrigation Co (shareholder) | Manorburn Recreation Reserve Committee Alexandra District Museum Inc. (Central Stories) Keep Alexandra Clyde Beautiful Society |
| 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 |
| Russell Garbutt | Garbutt family Trust (Trustee) Dunstan Golf Club (member) Dunstan Golf Club (committee member) Central Lakes Districts Heating Trust (Trustee) Vallance Cottage (Co-Chair) | | Clyde Community Centre Committee Clyde Community Plan Group Clyde Historical Museum Committee |
| Martin McPherson | Alexandra Blossom Festival | CODC (employee) CODC (employee) (Daughter) | |

| | | | |
|---------------------------|---|--|--|
| Anna Robinson | <p>Mountain Bikers of Alexandra – member</p> <p>Central Otago REAP – Employee</p> <p>Enviroschools – facilitator</p> <p>Thyme Festival – committee member</p> <p>Last Chance Irrigation Scheme – shareholder</p> <p>Clyde Primary School – family member attends</p> <p>Making a Difference for Central Otago (MAD4CO) – committee member</p> <p>Alexandra United Football Club – member</p> <p>Central Otago Football Association - member</p> <p>Vallance Cottage Working Group</p> <p>Otago Catchment Community Inc (contractor)</p> | <p>Dunstan High School – employee</p> <p>Central Rock-climbing Club – treasurer</p> <p>LANDSAR – member</p> <p>Mountain Bikers of Alexandra – member</p> | <p>Alexandra Community House Trust</p> <p>Keep Alexandra Clyde Beautiful Society</p> <p>St Bathans Area Community Association Inc.</p> |
| Sharleen Stirling-Lindsay | <p>Project Adapt (member)</p> <p>Alexandra Newcomers Network</p> <p>Blossom Festival Committee Inc (Chair)</p> <p>Alexandra and District Youth Trust (Puna Rangitahi) (staff)</p> <p>Woolon Committee Member</p> <p>Alexandra Community Arts Council</p> <p>Alexandra Community House Board</p> <p>Community Plan Group</p> | <p>Alexandra BMX Club (board member)</p> <p>Alexandra BMX Souths Committee</p> | <p>Alexandra and Districts Youth Trust</p> <p>Blossom Festival - Chair</p> <p>St Bathans Area Community Association Inc</p> <p>Ophir Welfare Association Committee</p> |

5 REPORTS

22.1.2 OPHIR HALL - BATHROOM RENOVATION PROJECT

Doc ID: 561794

1. Purpose of Report

To consider funding approval for the Ophir Hall Bathroom Renovation Project.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
 - B. Approves the Ophir Hall Bathroom Renovation Project's deficit of \$21,047 is funded from the Ophir Hall Investment Account (4413).
-

2. Background

In 2020, Ophir community groups (Ophir Welfare and Ophir Hall Committees) made an application to the Ministry of Business, Innovation, and Employment (MBIE) for COVID-19 community stimulus funding.

The Ophir community groups appointed Mr Topliss to investigate potential application options with very little time to turn around an application (4 days).

The community decided to lodge two applications. The first application was for the replacement of the Ophir Pool changing rooms, and the leaking water pipe to the pool. The changing room project was a Central Otago District Council project which was already underway but required more funding. The leaking water pipe to the pool was a new maintenance item that required urgent repair before the pool reopened for summer.

The second application was for the replacement of the old toilet block at the Ophir Hall with a new toilet and storage block. This was a new project not yet considered by the Council.

Both grant applications were successful. \$60,000 was approved for the replacement of the pool changing room. \$210,000 was approved for the Ophir Hall bathroom renovation.

Both projects were handed over to the Council to manage. The funding agreements between the Council and MBIE were then signed. These funding agreements had very tight deadlines for meeting milestones of demolition, construction, and project completion.

3. Discussion

Ophir Pool Project

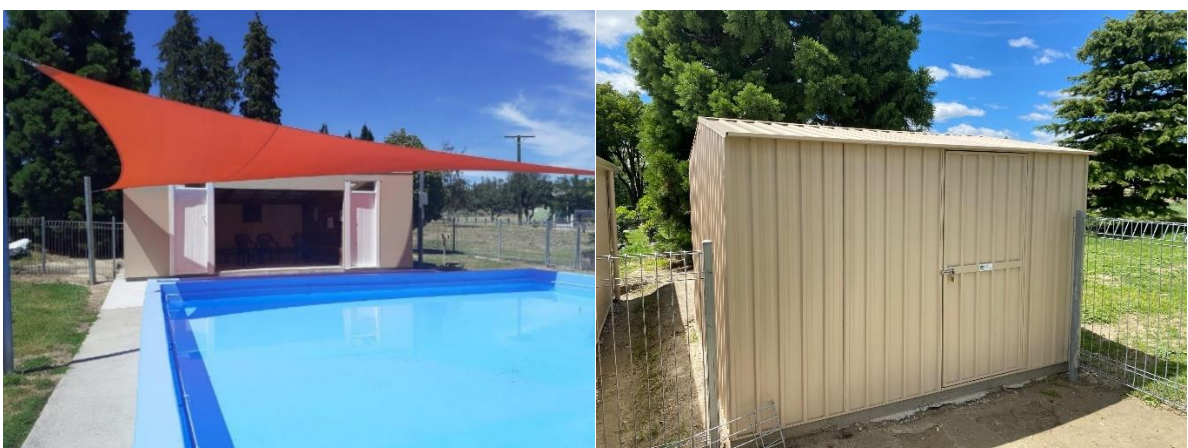
The new pool changing room and replacement of the leaking water pipe project was completed in December 2020.

The total budget was \$72,000 being \$60,000 from MBIE and \$12,000 through the Annual Plan 19/20. The project was completed within the funding deadlines and under budget. The project's surplus is \$9,474.

Before photos of the Ophir Pool project:



After photos, and opening celebration:





Ophir Hall Project

The MBIE funding application was based upon the Ophir Communities concept sketch of the new toilet and storage block and a cost estimate provided by Breen Construction. The cost estimate was \$180,000. MBIE approved \$210,000 which included an additional \$30,000 contingency.

A direct source procurement method was approved to meet the funding deadlines, and Breen Construction were engaged to design and build the toilet and storage block.

Through the design and costing process it became apparent that there would not be enough funding for this project. To enable the project to go ahead the Ophir community groups and the Council worked with Breen Construction and their sub-contractors to bring the price down to a point that total construction costs including design work totalled \$220,000.

Some of the items that helped bring the construction cost down to allow the project to continue included:

- Reduction of Breen Construction and sub-contractors quotes as this was a community project.
- Removal of the painting contractor and the Ophir community groups took on the painting.
- Removal of some electrical items to be funded by the Ophir community group within another lighting project also currently underway.
- Reduction of the hot water cylinder size.
- Changing from wall linings from villa board to plywood.
- Removal of the vinyl in the bathroom area to leave concrete floors.
- Removal of the basin and mirror adjacent to the stage.

Council contributed \$10,000 (off set by the \$9,474 Ophir Pool project surplus above) and carried the risk that there could be variations during the contract if additional work was found.

Thirteen individuals from the community were involved in the completion of this project. It is estimated that volunteers worked approximately 200 hours including the time spent preparing the funding application, assisting with design and negotiations, and coordinating the volunteers. Without the significant contribution by volunteers this project would not have been possible.

Photos of volunteer involvement

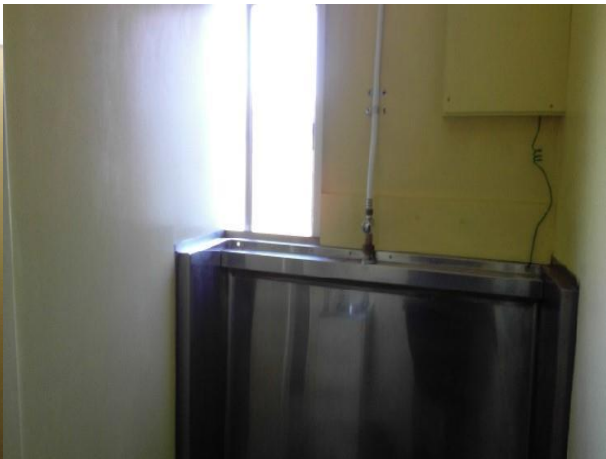
The project did encounter several issues during construction that required variations to the contract. These variations are as follows:

- Replacement of a rotten bottom plate found after the demolition of the old toilet block.
- Improvement of external drainage to ensure water run-off from the surrounding land heads away from the building to help preserve the bottom plate in other areas of the building.
- COVID-19 related supply and delay.
- Additional work in the lobby connecting the toilet block to the hall to provide a better finish and replace deteriorated linings.

Due to funding deadlines, there was not time to refer reports to the Vincent Community Board (the Board) to approve the additional funding of the project. At their meeting on 20 July 2021 the Board received an informal update on the project and agreed that the project could progress on the understanding that a report be referred to the Board at the conclusion of the project.

The project is now complete at a total cost of \$240,521. The cost is offset by the \$9,474 from the Ophir Pool Project surplus above which brings the project's total deficit to \$21,047.

Before photos



After photos





4. Financial Considerations

It is proposed that the project's deficit of \$21,047 be funded from the Ophir Hall Investment Account (4413). This account's audited balance as of 30 June 2021 is \$35,602.

A FIN 105 Over Expenditure Justification Form is attached. **See Appendix 1.**

5. Options

Option 1 – (Recommended)

To approve the projects deficit of \$21,047 is funded from the Ophir Hall Investment Account.

Advantages:

- Provides funding for a completed project totalling \$240,521 that was 88% externally funded.
- The bathrooms were due for replacement. Without the external funding secured by the Ophir community groups to enable this project there would have been a greater reduction of the Vincent Reserves.

Disadvantages:

- Depletion of the Ophir Hall Investment Account.

Option 2

To approve the project's deficit of \$21,047 is funded from another Vincent Reserve.

Advantages:

- None.

Disadvantages:

- Other cost centres are not intended to be used for projects such as this.

6. Compliance

| | |
|---|---|
| Local Government Act 2002 Purpose Provisions | <p>This decision promotes the social, cultural , and economic wellbeing of communities, in the present and for the future by enabling Council to complete an 88% externally funded project to replace the bathrooms at the Ophir Hall.</p> <p>The replacement toilets provide users with an increased level of service and the design caters for the possibility of two of the toilets becoming public toilets accessed from the exterior if future demand requires a public toilet in Ophir.</p> |
| Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc. | The project is consistent with community outcomes. |
| Considerations as to sustainability, the environment and climate change impacts | This decision does not impact the sustainability, environmental, and climate change of the district. |
| Risks Analysis | <p>The health and safety requirements of this construction was managed by the contractor.</p> <p>The Ophir community groups operated under a site-specific safety plan which was approved by the Council's Health, Safety, and Wellbeing Advisor.</p> |
| Significance, Consultation and Engagement (internal and external) | None of the thresholds/criteria of the Council's Significance and Engagement Policy has been exceeded/met. |

7. Next Steps

- Funding is applied to the project.
- The project is marked completed.

8. Attachments

Appendix 1 - FIN 105 form [↓](#)

Report author:



Christina Martin
Property and Facilities Officer (Vincent and
Teviot Valley)
7/01/2022

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and Environment
11/01/2022



CAPEX OVER EXPENDITURE JUSTIFICATION FORM

(To be completed for all individual expenditures/projects in accordance with the [Revenue and Financing Policy](#))

* Fields must be completed

| | | | |
|--|-------------------------------|-----------------------------|----------|
| Date form submitted* | 1 February 2022 | | |
| Cost Centre Manager* | Christina Martin | Department* | Property |
| Project / General Ledger name* | Ophir Hall Investment Account | | |
| Cost Centre* | 4413 | General Ledger code* | 7531 |
| Project life (years) | 80 | Project location | Vincent |
| Project start date | 01/06/20 | Project end date | 30/11/21 |
| Council / Community Board approval? | | Date of approval | |

1. Justification for overspend*

Include a detailed description reasons for overspend. What factors led to the overspend?

Attach additional documentation as necessary.

For background see the Vincent Community Board report 1 February 2021 attached.
Document ID 561794.

Financial summary:

| | |
|---|-----------|
| TOTAL project cost | \$240,521 |
| MBIE funding | \$210,000 |
| **Transfer of surplus from the completed Ophir Pool Project (PJ20156) | \$9,474 |
| \$3,580 transfer completed at forecast 1 2021/22 | |
| \$5,894 transfer to be made at forecast 2 2021/22 | |
| Project deficit | -\$21,047 |

It is proposed that the project's deficit of \$21,047 be funded from the Ophir Hall Investment Account (4413). This account's audited balance as of 30 June 2021 is \$35,602.

2. Projected overspend costs (Attach a detailed breakdown of costs)*

| | | | | | |
|--|------------|----------|-----------|-----------------------------|--------------------|
| Included in Financial Year Budget?* | YES | x | NO | Amount \$ | |
| **see above | | | | Current budget | Amount \$ 3,580 ** |
| | | | | Estimated overspend? | Amount \$ 21,047 |
| | | | | TOTAL \$ | 21,047 |

**3. Timing of projected overspend in costs?***

| | | | |
|------------|-----------|--------------------------------|--------|
| FY* | 2021/2022 | Amount \$* | 21,047 |
| | | TOTAL PROJECT COSTS \$* | 21,047 |

4. Funding Sources



If the project is going to be funded/partially funded by a specific grant/loan account rather than the capital budget pool, please specify the account number and amount of funding below.

| | | | |
|-----------------------------|--|-------------------|--|
| Funding Source Name* | | Amount \$* | |
|-----------------------------|--|-------------------|--|

OR

| | | | | | |
|---|--|----------------|--|------------------|--|
| Funding Cost Centre Name | | GL Code | | Amount \$ | |
| Funding Cost Centre Name | | GL Code | | Amount \$ | |
| | | | | TOTAL | |
| <i>Additional information if needed</i> | | | | | |

5. Authorisation (Indicates spending on project can begin)

| | | | |
|---|------------------|------------------|---|
| Finance Manager | Ann McDowall | Signature |  |
| Executive Manager – Corporate Services | Leanne Macdonald | Signature |  |

22.1.3 CLYDE HALL - THE CLYDE THEATRE GROUP INCORPORATED LEASE

Doc ID: 560699

1. Purpose of Report

To consider granting a lease to the Clyde Theatre Group Incorporated.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to grant a lease of approximately 44m², as outlined in the report, over Section 1 Block X Town of Clyde to the Clyde Theatre Group Incorporated.

This lease is subject to the Community Leasing and Licensing Policy. The general terms and conditions are as follows:

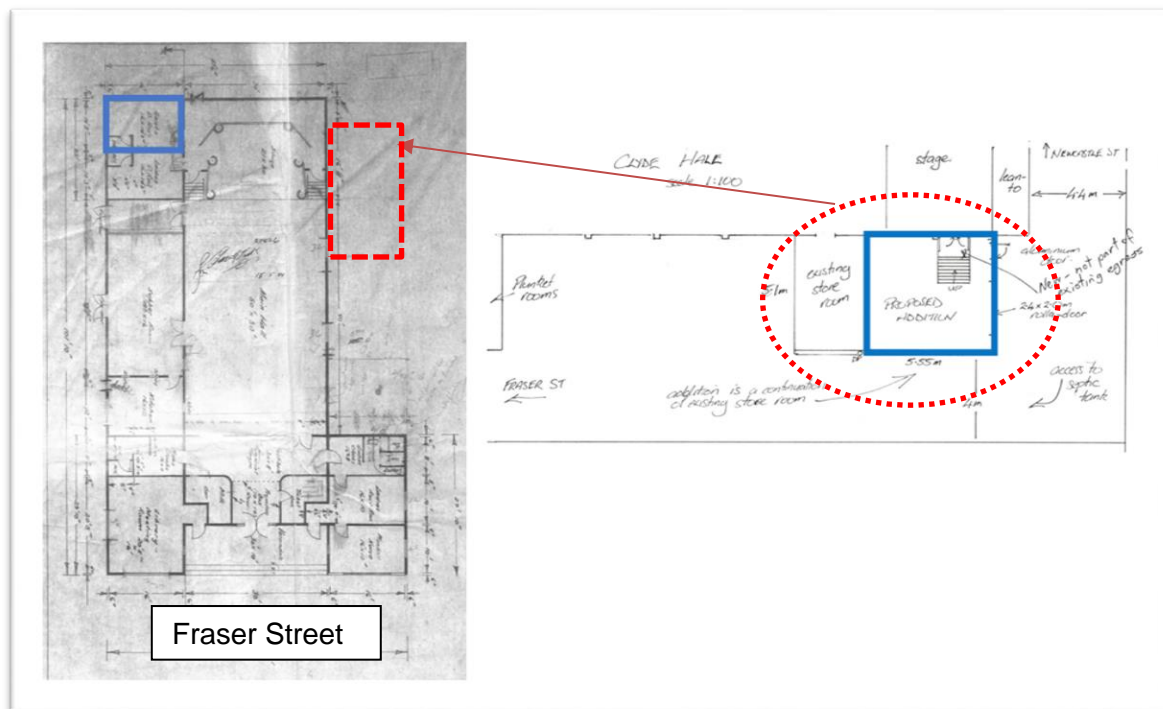
| | |
|---------------------|--|
| Commencement Date: | 1 July 2021. |
| Term: | Fifteen years. |
| Rights of Renewal: | One of fifteen years. |
| Final Expiry Date: | 30 June 2051. |
| Annual Rent: | \$307 per annum. |
| Rent Review: | 5 yearly. The rent review is to be carried out as per the terms of the Council's current Leasing and Licencing Policy. |
| Permitted Use: | The demised area shall be used solely for the purposes of theatre storage. |
| Special Conditions: | <p>The landlord reserves the right to terminate the agreement with six months' notice if it requires part or whole of the occupied area for other actives.</p> <p>The tenant reserves the right to terminate the agreement with six months' notice if they do not require part or whole of the occupied areas for the purposes of theatre storage.</p> |

2. Background

The Clyde Hall is located at, 9 Fraser Street, Clyde, and more particularly described as Section 1 Block X Town of Clyde contained within Certificate of Title OT367/126. The property is unclassified Council freehold land.

The Clyde Theatre Group Incorporated (the CTG) occupies approximately 44m² of the Clyde Hall as indicated on the plan below. The rooms are used for theatre storage. There is no agreement in place for this occupation.

The CTG's occupation within the building:



3. Discussion

The CTG use these rooms exclusively free of charge. Therefore, they should hold an agreement for their occupation. This would bring the CTG in line with the other exclusive community occupants of the hall being the 50 (Alexandra) Squadron Air Training Corps, and also the Council's Community Leasing and Licencing Policy 2021.

Community Leasing and Licencing Policy 2021

The following table demonstrates that the CTG meets all seven assessment criteria of the Community Leasing and Licensing Policy 2021. Therefore, the policy standard terms and conditions should be applied.

| Criteria | Key Questions | Assessment |
|--|---|---|
| The group's purpose and activities must be consistent with the Council's strategic direction | What is the group's purpose? What additional benefits will the proposal bring to the community? | <p>The rules of the CTG state the following objective of the society to be:</p> <p><i>"To promote interest in the study of and practice in live theatre."</i></p> <p>The CTG provides annual performances for the community's enjoyment.</p> <p>➤ criteria met</p> |
| It is desirable for groups to be an incorporated society or trust. | How does the group spend the money it raises and what happens to any surplus? | <p>The CTG is an incorporated society and a registered charity.</p> <p>The CTG rules state <i>"any income, benefit or advantage shall be applied to the charitable purposes of the Society."</i></p> |

| | | | | | | | | | | | | |
|---|---|---|--------------|--------------|--------------|--------------|--------------|--------|-------|-------|-------|--------|
| | What additional benefits will the proposal bring to the community? | <p>➤ criteria met</p> | | | | | | | | | | |
| The group must be sustainable in terms of membership and/or users for the term of agreement | Is there evidence that the group's membership numbers and trends justify the proposal? Is there an open membership policy? | <p>The CTG accepts members upon application. Any new membership application is considered by the committee. A new member shall be persons who are interested in theatre, musical and performing arts.</p> <p>CTG's President stated that <i>"our member is more a token gesture and doesn't stop anyone buying tickets or participating in shows."</i></p> <p>Membership numbers for the past three years are 31, 24, and 26 members.</p> <p>➤ criteria met</p> | | | | | | | | | | |
| The group must be in a financial position to fulfil its obligations under the agreement | How does the group fund its activities? Is there evidence that the group can afford to meet the obligations of occupying the land/building? | <p>The CTG funds its activities through selling tickets to their performances, donations, and fundraising.</p> <p>The operating surplus/deficit for the last five years is as follows.</p> <table><tr><td>19/20</td><td>18/19</td><td>17/18</td><td>16/17</td><td>15/16</td></tr><tr><td>-3,673</td><td>6,039</td><td>1,306</td><td>4,052</td><td>19,030</td></tr></table> <p>The deficit in the 2019/20 year was due to the postponement of their annual performance due to COVID.</p> <p>➤ criteria met</p> | 19/20 | 18/19 | 17/18 | 16/17 | 15/16 | -3,673 | 6,039 | 1,306 | 4,052 | 19,030 |
| 19/20 | 18/19 | 17/18 | 16/17 | 15/16 | | | | | | | | |
| -3,673 | 6,039 | 1,306 | 4,052 | 19,030 | | | | | | | | |
| The land and buildings must be utilised to the fullest extent possible | How often will the building be used and what activities are planned? What alternatives have been considered by the group and why have they been rejected? Is there potential for the group to share facilities with other existing occupants? | <p>The CTG committee meets monthly to discuss key matters which include upcoming productions, events, workshops, etc.</p> <p>The CTG reported that they have occupied Clyde Hall since at least the 1960s.</p> <p>The CTG doesn't have exclusive rights over the balance of the hall. The CTG shares the balance of the hall with other users.</p> <p>➤ criteria met</p> | | | | | | | | | | |

| | | |
|--|---|---|
| The activity must not have the potential to adversely affect open space values or cause environmental harm | Is the activity consistent with relevant legislation and any applicable reserve management plans? Is there a potential for adverse environmental effects to be caused by the activity? If yes, how will these be mitigated? | There are no known adverse environmental effects caused by the CTG occupation of the building or the land. ➤ criteria met |
| There must be demonstrated support and need within the community for the activity | Is there demonstrated support from the wider community and those expected to benefit from the activity? Are similar activities to the one being proposed, delivered by other facilities that are accessible to the group and the wider community? | As indicated above there is a consistent membership base for the CTG. The CTG provides regular performances for the community's enjoyment. These performances are often sold out. ➤ criteria met |

The proposed terms and conditions of the new lease agreement are outlined below.

| | |
|---|-----------------------|
| Commencement Date: | 1 July 2021. |
| Term: | Fifteen years. |
| Rights of Renewal: | One of fifteen years. |
| Final Expiry Date: | 30 June 2051. |
| Annual Rent: | \$307 per annum. |
| Workings: | |
| As per the Central Otago District's Leasing and Licencing Policy 2021 the rent is calculated via the formula of 2.5% of subscription income less any affiliation fees plus a share of buildings utilities (energy, water, and rates charges) based upon building area occupancy. These are calculated on an average based on the tenant's and landlord's most recent 5 years of financial statements. | |

| Financial year | 19/20 | 18/19 | 17/18 | 16/17 | 15/16 |
|---------------------------|-------|-------|-------|-------|-------|
| Subscriptions | 240 | 310 | 250 | 740 | 170 |
| Affiliation fees | 0 | 0 | 0 | 0 | 0 |
| Total | 240 | 310 | 250 | 740 | 170 |
| Average | 342 | | | | |
| 2.5% rental fee | 9 | | | | |
| | | | | | |
| | 19/20 | 18/19 | 17/18 | 16/17 | 15/16 |
| Operating Surplus/Deficit | -3673 | 6039 | 1306 | 4052 | 19030 |
| | | | | | |
| Financial year | 19/20 | 18/19 | 17/18 | 16/17 | 15/16 |
| Power | 2912 | 2480 | 3138 | 3470 | 3292 |
| Water | 495 | 109 | 13 | 17 | 52 |
| Rates | 595 | 576 | 562 | 556 | 369 |
| Total | 4002 | 3165 | 3713 | 4042 | 3712 |
| Average | 3727 | | | | |
| 8% occupancy area | 298 | | | | |
| | | | | | |
| | | | | | |
| Total rental \$ pa | 307 | | | | |

| | |
|---------------------|---|
| Rent Review: | 5 yearly. The rent review is to be carried out as per the terms of the current Council's Leasing and Licencing Policy. |
| Permitted Use: | The demised area shall be used solely for the purposes CTG storage. |
| Special Conditions: | <p>The landlord reserves the right to terminate the agreement with six months' notice if it requires part or whole of the occupied are for other actives.</p> <p>The tenant reserves the right to terminate the agreement with six months' notice if they do not require part or whole of the occupied areas for the purposes of theatre storage.</p> |

4. Financial Considerations

The rent from this proposed lease is unbudgeted income.

As per the proposed terms of the lease, the hire of the hall for performances is not included within this agreement. Arrangements for the hire of the hall are to be made through the Clyde Hall Committee. The fees from the hall hire are included in the Council's budget.

The Clyde Hall Committee confirmed they will continue to charge hall hire to the CTG at their current rates of:

- \$100 per night for show nights.
- \$20 per night for "tech week".
- \$10 per night for practices.
- One performance costs CTG between \$1,000 - \$1,100 in hall hire fees.

5. Options

Option 1 – (Recommended)

To grant a lease to the CTG as per the terms and conditions contained with this report.

Advantages:

- The ongoing occupation of the Clyde Hall by the CTG is secured for the Club for the next 30 years.
- Terms and conditions are in accordance with the Community Leasing and Licencing Policy 2021.
- CTG agree to the proposed terms and conditions.
- The additional \$298 pa rental will help reduce operational costs of the Clyde Hall.

Disadvantages:

- None.

Option 2

To grant a lease to the CTG on different terms.

Advantages:

- No apparent advantages.

Disadvantages:

- Not consistent with the Council's Community Leasing and Licencing Policy 2021.

Option 3

To not grant a lease to the CTG.

Advantages:

- None

Disadvantages:

- The CTG will need to find an alternative location for their storage.
- Does not support the community benefits outlined above.

6. Compliance

| | |
|---|--|
| Local Government Act 2002 Purpose Provisions | This decision promotes the social wellbeing of communities, in the present and for the future by enabling the CTG to continue to promote interest in the study of and practice in live theatre to the Vincent and surrounding communities. |
| Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc. | The proposed lease is consistent with the Community Leasing and Licensing Policy 2021. |
| Considerations as to sustainability, the environment and climate change impacts | This decision does not impact on the sustainability, environment, and climate change of the district. |
| Risks Analysis | |

| | |
|--|--|
| | The health and safety obligations will be the tenant's responsibility to meet. |
| Significance, Consultation and Engagement (internal and external) | None of the thresholds of the Council's Significance and Engagement Policy has been met or exceeded. |

7. Next Steps

- The lease is executed.

8. Attachments

Nil

Report author:



Christina Martin
Property and Facilities Officer (Vincent and
Teviot Valley)
10/01/2022

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and Environment
11/01/2022

22.1.4 CLYDE HALL - 50 (ALEXANDRA) SQUADRON AIR TRAINING CORPS LEASE

Doc ID: 560663

1. Purpose of Report

To consider granting a lease to the 50 (Alexandra) Squadron Air Training Corps.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to grant a lease of approximately 28m², as outlined in the report, over Section 1 Block X Town of Clyde to the 50 (Alexandra) Squadron Air Training Corps.

The general terms and conditions are as follows:

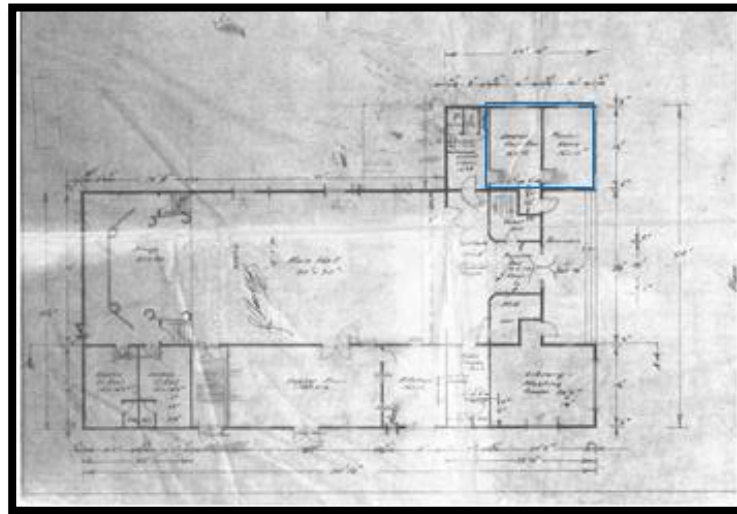
| | |
|---------------------|--|
| Commencement Date: | 1 July 2021 |
| Term: | Fifteen years |
| Rights of Renewal: | One of fifteen years |
| Final Expiry Date: | 30 June 2051 |
| Annual Rent: | \$285 per annum |
| Rent Review: | 5 yearly. The rent review is to be carried out as per the terms of the current Council's Leasing and Licencing Policy. |
| Permitted Use: | The demised land shall be used solely for air cadet training. |
| Special Conditions: | The landlord reserves the right to terminate the agreement with six months' notice if it requires part or whole of the occupied area for other actives. The tenant reserves the right term to terminate the agreement with six months' notice if they do not require part or whole of the occupied area for the purposes of air cadet training. |

2. Background

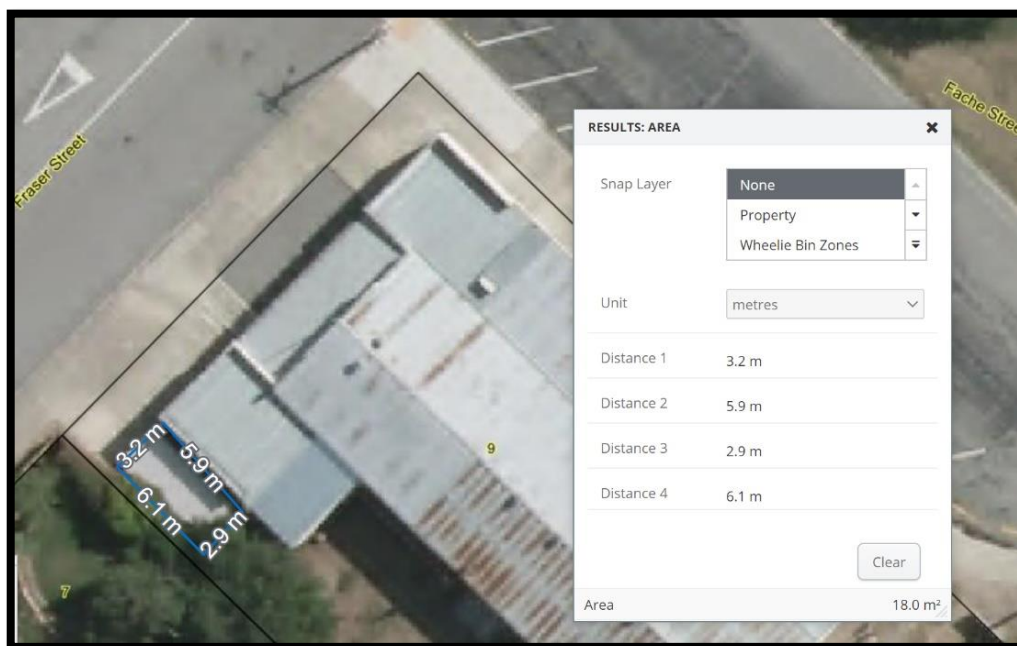
The Clyde Hall is located at, 9 Fraser Street, Clyde, and more particularly described as Section 1 Block X Town of Clyde contained within Certificate of Title OT367/126. The property is unclassified council freehold land.

The 50 (Alexandra) Squadron Air Training Corps (the ATC) holds a Licence to Occupy for its club rooms and storage container at the Clyde Hall. The ATC occupies approximately 28m² of the Clyde Hall property as indicated on the plans below. The license fee is \$10 + GST per evening meeting.

The ATC's occupation within the building is the old Plunket rooms:



The ATC's occupation on the land is for a storage container:



The ATC's Licence to Occupy was due for renewal in 2015. The renewal was put on hold until the Council's Community Leasing and Licencing Policy was adopted. This policy was adopted by Council earlier this year.

3. Discussion

Community Leasing and Licencing Policy 2021

The following table demonstrates that the ATC meets all seven assessment criteria of the Community Leasing and Licensing Policy 2021. Therefore, the policy standard terms and conditions should be applied.

| Criteria | Key Questions | Assessment |
|--|---|---|
| The group's purpose and activities must be consistent with the Council's strategic direction | What is the group's purpose? What additional benefits will the proposal bring to the community? | <p>The ATC is a branch of the Air Training Corps Associate of New Zealand Incorporated.</p> <p><i>"The Association is established for the primary purpose of supporting and promoting the interests of the ATC movement in New Zealand and benefiting the community by:</i></p> <p><i>Seeking to develop the character of the cadets enrolled with the ATC by:</i></p> <p><i>(a) assistance with the provision of facilities,</i></p> <p><i>(b) teaching aviation skills,</i></p> <p><i>(c) provision of a disciplined learning environment,</i></p> <p><i>(d) personal development by progression through the ATC movement, and</i></p> <p><i>(e) interaction with other cadet forces units and association with cadets from kindred overseas organisations.</i></p> <p><i>Encouraging the ethic of community service with ATC cadets by fostering the availability of ATC cadets for assisting organisations, such as The Royal New Zealand Returned and Services Association Incorporated, with street day appeals and ANZAC Day and similar ceremonial observances.</i></p> <p><i>Administering the civilian support organisation for the ATC in accordance with the provisions of the Act and the New Zealand Cadet Forces Charter of Support (hereinafter referred to as the Charter).</i></p> <p><i>The Association is dedicated to the retention of the Cadet Forces, organized and administered within the statutory provisions of the Act.</i></p> <p>➤ criteria met</p> |
| It is desirable for groups to be an incorporated society or trust. | How does the group spend the money it raises and what happens to any | The ATC is a branch of the Air Training Corps Associate of New Zealand Incorporated. |

| | | |
|---|---|--|
| | surplus? What additional benefits will the proposal bring to the community? | <p>Any additional funds are put back into the ATC.</p> <p>The Air Training Corps Associate of New Zealand Incorporated rules state “<i>branches shall be responsible for their own financial management and may raise and administer funds by whatever means considered to be appropriate, subject where necessary to matters of policy decided by the Association. Such funds may not be returned to members.</i>”</p> <p>➤ criteria met</p> |
| The group must be sustainable in terms of membership and/or users for the term of the agreement | Is there evidence that the group’s membership numbers and trends justify the proposal? Is there an open membership policy? | <p>The ATC runs open membership criteria. The ATC currently has between 20 – 30 members.</p> <p>➤ criteria met</p> |
| The group must be in a financial position to fulfill its obligations under the agreement | How does the group fund its activities? Is there evidence that the group can afford to meet the obligations of occupying the land/building? | <p>The ATC funds its activities through membership fees, grants, and fundraising.</p> <p>The ATC has confirmed they are able to meet the financial obligations of the proposed lease.</p> <p>➤ criteria met</p> |
| The land and buildings must be utilised to the fullest extent possible | How often will the building be used and what activities are planned? What alternatives have been considered by the group and why have they been rejected? Is there potential for the group to share facilities with other existing occupants? | <p>The ATC meets once a week during each of the school terms.</p> <p>The balance of the hall is shared with other users.</p> <p>➤ criteria met</p> |
| The activity must not have the potential to adversely affect | Is the activity consistent with relevant legislation and any applicable | <p>There are no known adverse environmental effects caused by the ATC occupation of the building or the land.</p> |

| | | |
|---|---|---|
| open space values or cause environmental harm | reserve management plans? Is there a potential for adverse environmental effects to be caused by the activity? If yes, how will these be mitigated? | ➤ criteria met |
| There must be demonstrated support and need within the community for the activity | Is there demonstrated support from the wider community and those expected to benefit from the activity? Are similar activities to the one being proposed, delivered by other facilities that are accessible to the group and the wider community? | As indicated above there is a strong membership base for the ATC. ATC members are important participants in the annual ANZAC celebrations around the district. ➤ criteria met |

The Community Leasing and Licencing Policy notes the difference between a lease and a licence is that a lease is for exclusive use and a licence is for non-exclusive use. The ATC currently holds a Licence to Occupy. A shift at this renewal will be made to a lease as the occupation of the areas described above is exclusive.

The proposed terms and conditions of the new lease agreement are outlined below.

| | | | | | |
|--------------------|----------------------|-------|-------|-------|-------|
| Commencement Date: | 1 July 2021 | | | | |
| Term: | Fifteen years | | | | |
| Rights of Renewal: | One of fifteen years | | | | |
| Final Expiry Date: | 30 June 2051 | | | | |
| Annual Rent: | \$285 per annum | | | | |
| Workings: | | | | | |
| Financial year | 19/20 | 18/19 | 17/18 | 16/17 | 15/16 |
| Power | 2,912 | 2,480 | 3,138 | 3,470 | 3,292 |
| Water | \$495 | \$109 | \$13 | \$17 | \$52 |
| Rates | 595 | 576 | 562 | 556 | 369 |
| Total | 4,002 | 3,165 | 3,713 | 4,042 | 3,712 |
| Average | 3,727 | | | | |
| 5% occupancy area | 186 | | | | |
| Financial year | 2020 | 2019 | 2018 | 2017 | 2016 |

| | | | | | |
|------------------|-------|-------|-------|-------|-------|
| Subscriptions | 1,860 | 3,099 | 3,127 | 4,229 | 8,542 |
| Affiliation fees | 158 | 175 | 265 | 271 | 177 |
| Total | 1,703 | 2,924 | 2,862 | 3,957 | 8,365 |
| Average | 3,962 | | | | |
| 2.5% rental fee | 99 | | | | |

| | |
|-------------------------|-----|
| Rental per annum | 285 |
|-------------------------|-----|

The rent is calculated under the terms of the Council's Leasing and Licencing Policy 2021.

"Annual rentals will be calculated at 2.5% of the tenant's subscription income less any affiliation fees. This will be calculated over the most recent 5 years the groups have filed a financial statement."

"Where a tenant occupies a room in a council building, a service charge will be incurred. The service charge will represents a fair portion of utility costs incurred by the tenant's activity."

Rent Review: 5 yearly.

The rent review is to be carried out as per the terms of the current Council's Leasing and Licencing Policy.

Permitted Use: The demised land shall be used solely for air cadet training.

Special Conditions: The landlord reserves the right to terminate the agreement with six months' notice if it requires part or whole of the occupied area for other actives.

The tenant reserves the right to terminate the agreement with six months' notice if they do not require part or whole of the occupied areas for the purposes of air cadet training.

4. Financial Considerations

The \$285 per annum rental income from this proposed lease above is unbudgeted.

The income from the current Licence to Occupy has been classified previously as a hire fee and is budgeted within the hall's hire income budget. The license fee is \$10 + GST per evening meeting.

As per the proposed terms of the lease, the hire of the hall for training is not included within this agreement. Arrangements for the hire of the hall are to be made through the Clyde Hall

Committee. The Clyde Hall Committee confirmed they will continue to charge the ATC \$10 + GST per training session for the hire of the hall.

5. Options

Option 1 – (Recommended)

To grant a lease to the ATC as per the terms and conditions contained with this report.

Advantages:

- The ongoing occupation of Clyde Hall by the ATC is secured for the next 30 years.
- The lease terms and conditions are per the Community Leasing and Licencing Policy 2021.
- ATC agrees to the proposed terms and conditions.
- The additional \$285 per annum rental will help reduce the operational costs of Clyde Hall.

Disadvantages:

- None.

Option 2

To grant a lease to the ATC on different terms.

Advantages:

- No apparent advantages.

Disadvantages:

- Not consistent with the Council's Community Leasing and Licencing Policy 2021.

Option 3

To not grant a lease to the ATC.

Advantages:

- None

Disadvantages:

- The ATC will need to find an alternative location for their clubrooms.
- Does not support the community benefits outlined above.

6. Compliance

| | |
|---|---|
| Local Government Act 2002 Purpose Provisions | This decision promotes the social wellbeing of communities, in the present and for the future by enabling the ATC to continue to foster and promote air cadets training to the Vincent and surrounding communities. |
|---|---|

| | |
|---|--|
| Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc. | Yes, the proposed lease is consistent with the Community Leasing and Licensing Policy 2021. |
| Considerations as to sustainability, the environment and climate change impacts | This decision does not impact the sustainability, environment, and climate change of the district. |
| Risks Analysis | The health and safety obligations will be the tenant's responsibility to meet. |
| Significance, Consultation and Engagement (internal and external) | None of the thresholds of the Council's Significance and Engagement Policy has been met or exceeded. |

7. Next Steps

- The lease is executed.

8. Attachments

Nil

Report author:



Christina Martin
Property and Facilities Officer (Vincent and Teviot Valley)
21/01/2022

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and Environment
21/01/2022

22.1.5 2022-23 ANNUAL PLAN BUDGET AND FEES AND CHARGES SCHEDULE

Doc ID: 565018

1. Purpose of Report

To approve the draft budgets for inclusion in Council's Annual Plan 2022-23 process and the 2022-23 fees and charges schedule.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees the draft Vincent ward 2022-23 Annual Plan budget and recommend to Council for inclusion in the 2022-23 Annual Plan.
- C. Agrees to accept the Vincent ward 2022-23 fees and charges schedule and recommend to Council for inclusion in the 2022-23 Annual Plan.

2. Background

The 2022-23 draft budgets for the Vincent Ward have been prepared on Council's request to keep the Long-term Plan (year two) budgets relatively unchanged. The year two budgets proposed an average rate increase across the district of 7.8%. This is including the impact of growth which was anticipated to be 1.9%. Currently the average increase across the district is 7.7%, after adjusting for actual growth of 2.4%, up from the projected growth factor of 1.9%.

The changes to the overall rating increase for the Vincent Ward has only moved from what was signalled in the ten-year Long-term Plan Year 2 by 0.3%, as per Appendix 1.

The 2022-23 Annual Plan draft budget figures result in a total increase to the Vincent Ward rates of \$840k or 3.9%. This includes the district-wide rates collected within the Vincent ward and is adjusted for the impact of growth in the ratepayer base.

In addition to adopting the annual plan and striking the rates for the new year, Council also adopts the annual fees and charges. A complete copy of the Fees and Charges Schedule is attached for information. There are minimal changes to fees and charges from year one of the Long-term Plan to the proposed 2022-23 Annual Plan.

3. Discussion

Council staff are presenting draft budgets to each community board for consideration at their February meetings. Once accepted, the community board budgets will be provided to Council to consider including in the 2022-23 Annual Plan.

As part of the preparing the 2021-31 Long-term Plan, the council prepares a Financial Strategy. That strategy includes a council-imposed rating increase cap set for the district at average rate increase of 6.9%, excluding growth in rating units. As adopted in the 2021-31 Long-term Plan, years two and three were approved to exceed this 6.9% cap at 7.8 and 7.6% respectively. As mentioned, the proposed 2022-23 Annual Plan is currently sitting at 7.7% after allowing for actual growth of 2.4%, up from the projected growth factor of 1.9%.

Appendix 1 shows the cost centres that are funded by Vincent Community Ward Rates and outlines the changes made. The ward rate is specific to rateable units in the ward and is not the district wide rate, and does not allow for increased growth.

4. Financial Considerations

Rating Increase of \$9k equating to 0.03% increase, compared to Long-term Plan (Year 2). The main variances are:

- Internal interest
- Depreciation
- Contract costs related to maintenance

5. Options

To accept the draft 2022-23 budget and 2022-23 Fees and Charges Schedule for recommendation to Council for inclusion in the 2022-23 Annual Plan.

Option 1 - (recommended)

Advantages:

- Meets statutory requirements
- Provides transparent expenditure management
- The Vincent Ward budget will feed into Council's Annual Plan budget for 2022-23
- Meets the ratepayers' expectations
- Allows changes to reflect prior Council and Community Board decisions
- Allows for Fees and Charges to be updated to reflect the most accurate charges.

Disadvantages:

- Some members of the community may feel disadvantaged paying increased rates.

Option 2

Decline the draft 2022-23 budget and 2022-23 Fees and Charges Schedule for recommendation to Council for inclusion in the 2022-23 Annual Plan and do not recommend it to Council for inclusion in the 2022-23 Annual Plan process

Advantages:

- Status quo remains and rate payers do not incur increased rates.

Disadvantages:

- Delay in the annual plan process or the 2022-23 Annual Plan may not accurately reflect the Community Board's prior decisions.
- Run the risk of delaying the annual plan process and therefore potentially miss the legislative deadlines
- May not reflect a fair distribution of costs to the rate payer
- Loss in revenue or a greater reliance on the ratepayer though not correctly the most up-to-date fees and charges.

6. Compliance

| | |
|---|--|
| Local Government Act 2002 Purpose Provisions | This decision enables democratic local decision making and action by, and on behalf of the community by involving community board members in robust and transparent financial decision making. |
| Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc. | Yes, consistent with all council plans and policies. |
| Considerations as to sustainability, the environment and climate change impacts | No implications, as this has been factored in the 2021-31 Long-term Plan and there have been no changes to these considerations and assumptions used to prepare the 2021-31 Long-term Plan. |
| Risks Analysis | The risk of not accepting this report is that Council will lose the ability to adopt the 2022-23 Annual Plan and set the rates for the income required to meet the activities Council is required to carry out. Council will not meet legislative requirements and may be exposed to legal challenges. |
| Significance, Consultation and Engagement (internal and external) | This is a significant step in the annual plan process, as it ensures the Community Board is across its ward-specific budget, and feedback to Council's overall 2022-23 Annual Plan. Council is not likely to be consulting on the 2022-23 Annual Plan as there have been no significant changes since consulting on the 2021-31 Long-term Plan, including year two, being 2022-23. |

7. Next Steps

Once this report is accepted and changes made where necessary, it will be submitted to Council for recommendation to be included in the final 2022-23 Annual Plan scheduled to be adopted 1 June 2022.

A complete schedule of the fees and charges has been submitted to each of the relevant community boards for approval. Once approved, the total suite of fees and charges will also be presented to Council with the recommendation that Council adopt the proposed fees and charges as part of the adoption process when adopting the 2022-23 Annual Plan.

8. Attachments

Appendix 1 - Vincent Rates Summary [↓](#)

Appendix 2 - Vincent Fees and Charges 2022-23 [↓](#)

Report author:

Reviewed and authorised by:



Ann McDowall
Finance Manager
18/01/2022

Leanne Macdonald
Executive Manager - Corporate Services
18/01/2022

| Sundry | | AP 2022/23 | LTP Year 1 2021/22 | LTP Year 1 vs AP22/23 \$ Change | LTP Year 1 vs AP 22/23 % Change | LTP Year 2 2022/23 | LTP Year 2 vs AP 2022/23 \$ Change |
|--------|------------------------------------|----------------|-----------------------|---------------------------------------|---------------------------------------|-----------------------|---|
| 2033 | Alexandra Promotions | 41,750 | 41,750 | 0 | 0.0% | 41,750 | 0 |
| 2111 | General Development Alexandra | (8,631) | (12,000) | (3,369) | 39.0% | (8,631) | 0 |
| 2211 | Elected Members Vincent | 141,237 | 134,793 | (6,444) | (4.6%) | 139,264 | (1,973) |
| 2431 | Vincent grants | 216,082 | 138,986 | (77,096) | (35.7%) | 216,795 | 713 |
| 2434 | Blossom Festival | 0 | 0 | 0 | | 0 | 0 |
| 4111 | General Revenues & Development E/M | 0 | 0 | 0 | | 0 | 0 |
| 4463 | Clyde - Alexandra Walkway | 0 | 0 | 0 | | 0 | 0 |
| | | 390,437 | 303,528 | (86,909) | (22.3%) | 389,178 | (1,260) |

| Property and Facilities | | AP 2022/23 | LTP Year 1 2021/22 | LTP Year 1 vs AP22/23 \$ Change | LTP Year 1 vs AP 22/23 % Change | LTP Year 2 2022/23 | LTP Year 2 vs AP 2022/23 \$ Change |
|-------------------------|-------------------------------------|----------------|-----------------------|---------------------------------------|---------------------------------------|-----------------------|---|
| 2351 | Property general Vincent | 179,863 | 176,784 | (3,079) | (1.7%) | 179,435 | (428) |
| 2352 | National Bank Alexandra | (34,151) | (32,377) | 1,774 | (5.2%) | (34,162) | (10) |
| 2353 | Tarbert Street Building | 70,654 | 62,629 | (8,026) | (11.4%) | 61,360 | (9,294) |
| 2354 | Central Stores | 68,821 | 33,409 | (35,412) | (51.5%) | 67,245 | (1,576) |
| 2411 | Alexandra Community Centre | 79,746 | 55,192 | (24,554) | (30.8%) | 60,505 | (19,241) |
| 2412 | Molyneux Stadium Alexandra | 33,535 | 23,483 | (10,051) | (30.0%) | 33,388 | (147) |
| 4410 | Becks Hall | 9,241 | 62,826 | 53,586 | 579.9% | 7,628 | (1,613) |
| 4411 | Clyde Community Centre | 71,006 | 7,859 | (63,147) | (88.9%) | 72,003 | 996 |
| 4412 | Omakau Community Centre | 6,010 | 5,197 | (813) | (13.5%) | 5,956 | (54) |
| 4413 | Ophir Community Centre | 43,897 | 20,165 | (23,732) | (54.1%) | 40,919 | (2,978) |
| 4414 | Moa Creek/Poolburn Community Centre | 43,028 | 25,253 | (17,776) | (41.3%) | 42,614 | (414) |
| 4415 | Clyde Museums | 1,545 | 8,002 | 6,457 | 417.8% | 527 | (1,018) |
| | | 573,195 | 448,421 | (124,774) | (21.8%) | 537,418 | (35,777) |

| Parks and Reserves | | AP 2022/23 | LTP Year 1 2021/22 | LTP Year 1 vs AP22/23 \$ Change | LTP Year 1 vs AP 22/23 % Change | LTP Year 2 2022/23 | LTP Year 2 vs AP 2022/23 \$ Change |
|--------------------|--|------------------|-----------------------|---------------------------------------|---------------------------------------|-----------------------|---|
| 2451 | Manorburn Recreation Reserve Committee | 5,186 | 4,660 | (526) | (10.2%) | 5,157 | (30) |
| 2461 | Molyneux Park | 300,981 | 274,582 | (26,399) | (8.8%) | 285,667 | (15,314) |
| 2462 | Other reserves Alexandra | 1,032,869 | 1,041,183 | 8,313 | 0.8% | 1,030,956 | (1,913) |
| 2463 | Pioneer Park | 51,654 | 49,820 | (1,834) | (3.6%) | 51,567 | (88) |
| 2492 | Molyneux Pool | 984,818 | 1,014,644 | 29,826 | 3.0% | 1,028,039 | 43,221 |
| 2757 | Town Centre | 5,126 | 4,217 | (909) | (17.7%) | 4,682 | (444) |
| 2831 | Alexandra Cemetery | 60,753 | 60,577 | (176) | (0.3%) | 61,557 | 804 |
| 4461 | Clyde & Fraser domains | 112,974 | 111,504 | (1,470) | (1.3%) | 113,019 | 45 |
| 4831 | Clyde Cemetery | (10,811) | (9,621) | 1,190 | (11.0%) | (9,643) | 1,168 |
| 4832 | Omakau Cemetery | 7,710 | 7,620 | (89) | (1.2%) | 7,695 | (14) |
| | | 2,551,261 | 2,559,185 | 7,924 | 0.3% | 2,578,696 | 27,435 |

| | AP 2022/23 | LTP Year1 2021/22 | AP 22/23 vs LTP 21/22 \$ Change | AP 22/23 vs LTP 21/22 % Change |
|--------------------|------------------|----------------------|---------------------------------------|--------------------------------------|
| Total Rates | 3,517,719 | 3,323,047 | (194,672) | (5.9%) |

NB: This excludes District wide rates and water meter rates collected with the District war and excludes growth in ratepayer base.

| THREE WATERS | | 2022/23 | 2021/22 |
|---|--|--------------|--------------|
| | | Includes GST | Includes GST |
| <i>Where a service connection for water and/or wastewater, or a wheelie bin is provided to a rating unit in the course of a rating year, the rating unit will be charged a proportion of the full year cost the service as scheduled in the rating section of the 10 year Plan, based on the number of complete months remaining in the financial year.</i> | DESIGNATED WASTEWATER TREATMENT PLANT | | |
| | Disposal of septage tank load less than 3,000 litres | 130 | 130 |
| | Every additional 1,000 litres discharges (or part thereof) | 40 | 40 |
| | Designated Septage station disposal cost/litre | 0.04 | 0.04 |
| | | | |
| | TRADE WASTE | | |
| | Application fee deposit (invoiced at actual cost) | 240 | 240 |
| | Application to transfer trade waste discharge consent | 80 | 80 |
| | Annual fee | 160 | 160 |
| | | | |
| | THREE WATERS - PER APPLICATION | | |
| | Approved contractors (per application) | 80 | 80 |
| | Non-approved contractors (per application) | 160 | 160 |
| | Non-approved contractors (per application) | At cost | At cost |
| | | | |
| | BULK TANKER WATER FROM FIRE HYDRANTS | | |
| | Bulk water application fee | No charge | No charge |
| | Tanker / Standpipe Inspection (at least annual) | 100 | 100 |
| | Hydrant Standpipe Hire / month (excluding water usage) | 30 | 30 |
| | Water Usage Per m³ | 1.80 | 1.80 |
| | | | |
| | BULK WATER SUPPLY | | |
| | Network connected bulk water rate (per m³) | 0.86 | 0.86 |
| | | | |
| | REMOVAL OF WATER RESTRICTOR | | |
| | Temporary restrictor removal fee | At cost | At cost |
| | WATER METER ACCURACY TESTS | | |
| | House visit and assessment | 55 | 55 |
| | Meter removal and calibration | 525 | 525 |
| | Meter validated as accurate | 80 | 80 |
| | Meter validated as inaccurate | No charge | No charge |
| | Final meter read | 40 | 40 |
| | | | |
| | OTHER | | |
| | Unauthorised and other activities | At cost | At cost |
| | | | |
| | CAPITAL CONTRIBUTIONS – NEW CONNECTIONS (SEE DISTRICT PLAN ALSO) | | |
| | Financial Contributions - Reserves | | |
| | Urban | 2380 | 2380 |
| | Rural | 1190 | 1190 |
| | Note: Financial Contributions are inflated annually based on Statistics NZ Construction Index. They are indexed from the December 2019 quarter in the | | |
| | | | |
| | DEVELOPMENT CONTRIBUTIONS - NEW CONNECTIONS | | |
| | Water Supply | | |
| | Lake Dunstan Water Supply (Alexandra / Clyde) | 7131 | 7131 |
| | Cromwell | 3877 | 3877 |
| | Naseby | 4044 | 4044 |
| | Omakau / Ophir | 10917 | 10917 |
| | Patearoa | 3267 | 3267 |
| | Ranfurly | 2492 | 2492 |
| | Roxburgh | 3321 | 3321 |
| | | | |
| | Wastewater | | |
| | Alexandra / Clyde | 7536 | 7536 |
| | Cromwell | 3139 | 3139 |
| | Naseby | 3399 | 3399 |
| | Omakau / Ophir | 4992 | 4992 |
| | Ranfurly | 796 | 796 |
| | Roxburgh | 4670 | 4670 |
| | | | |
| | THREE WATERS AND WASTE MANAGEMENT PART CHARGES IN LIEU OF RATES | | |
| | The Local Government (Rating) Act 2002 requires that properties be rated based on their status as at 1 st July each year. Certain rates are based on level of service provided. These are Water Supply rates, Wastewater rates and Waste Management rates. To enable these services to be provided part way through the rating year Council will invoice the rate payer upon provision of the laterals for Water Supply and Wastewater and upon commencement of service in the case of Waste Management collections. The following charges will be invoiced for each complete month of the rating year remaining. | | |
| | Water Supply – per month | | |
| | If already rated as serviceable | 23.12 | 23.12 |
| | If not rated as serviceable before | 37.91 | 37.91 |
| | | | |
| | Wastewater – per month | | |
| | If already rated as serviceable | 27.20 | 27.20 |
| | If not rated as serviceable before | 54.40 | 54.40 |
| | | | |
| | Waste Management – per month | | |
| | Additional household rubbish bin | 23.39 | 22.24 |
| | Additional mixed recycling bin | 4.76 | 4.67 |
| | Additional glass recycling bin | 4.76 | 4.67 |

| ENVIRONMENTAL SERVICES | | 2022/23 Includes GST | 2021/22 Includes GST | Comments |
|---|--|-------------------------|-------------------------|--|
| <i>Where weighing facilities are available Council reserves the right to charge by weight, where no weighing facilities are available Council reserves the right to charge by volume as assessed by the operator. All fees are user pays (ie waste producer pays) and include a waste minimisation charge to help fund recycling and other waste reduction initiatives. Fees also include charges associated with the Emissions Trading Scheme.</i> | TRANSFER STATION CHARGES | | | |
| | Standard size refuse bag (60 litres) | 8 | 8 | |
| | Prepaid Council approved 60 litre refuse bag (for Tarras and Patearoa use only) | 8 | 8 | |
| | Child car seat recycling (Alexandra and Cromwell only) | 10 | 10 | |
| | Car body (all tanks pierced and drained) | 20 | 20 | |
| | Whiteware and separated metal (excl fridges) | No charge | No charge | Added exclusion for fridges. |
| | Fridges (degassing charge) | 16.5 | - | Cost of degassing fridges. |
| | Gas bottle disposal (any size) | 11 | - | Cost of gas bottle dispoal. |
| | | | | |
| | Transfer Station with Weigh Facility | | | |
| | General waste charge by weight per tonne | 345 | 334.61 | Increase in waste levy of \$10 per tonne driving increased transfer station charges. |
| | Tyres by weight by tonne | 455 | 444.72 | |
| | | | | |
| | Transfer Station without Weigh Facility | | | |
| | General waste charge by volume per cubic metre (assessed by operator) | 70 | 67 | |
| | Car tyres | 5 | 5 | |
| | Truck tyres | 22 | 21 | |
| | Tractor / Loader tyres | 89 | 86 | |
| | | | | |
| | GREENWASTE DEPOSITED IN GREENWASTE AREA | | | |
| | Car load | No charge | No charge | |
| | Trailer or ute load | 5 | 5 | |
| | Trailer-load charge by volume per cubic metre | 5 | 5 | |
| | | | | |
| | CLEANFILL DEPOSITED IN CLEANFILL AREA | | | |
| | Charge by volume per cubic metre | 15 | 15 | |
| | | | | |
| | HAZARDOUS WASTE | | | |
| | Up to 20kg or 20 litres | 10 | 10 | |
| | Greater than 20kg or 20 litres (charge per kg over 20kg or 20 litres up to a maximum of 100kg or 100 litre). | 10 | 10 | |
| | | | | |
| | WHEELIE BIN CHARGES | | | |
| | Replacement of bin due to damage (not wear and tear) | 50 | 50 | |
| | Initial change of bin size | No charge | No charge | |
| | All subsequent changes to bin size | N/A | N/A | |
| | Additional mixed recycling bin (per annum) | 58.98 | 56.06 | |
| | Additional glass recycling bin (per annum) | 58.98 | 56.06 | |
| | Additional rubbish (red) bin (per annum) | 280.73 | 266.85 | |
| | Administration fee | 50 | 50 | |

| ROADING | | 2022/23 Includes GST | 2021/22 Includes GST |
|---------|---|-------------------------|-------------------------|
| | LICENCE TO OCCUPY | | |
| | Single owner | 180 | 180 |
| | Multiple owner | At cost | At cost |
| | | | |
| | TRAFFIC MANAGEMENT PLAN APPROVAL | | |
| | Commercial organisations and events | 90 | 90 |
| | Non-profit community events | No charge | No charge |
| | | | |
| | TEMPORARY ROAD CLOSURE | | |
| | Commercial organisations and events | 280 | 280 |
| | Non-profit community events | No charge | No charge |
| | | | |
| | CORRIDOR ACCESS REQUEST | | |
| | <i>(as defined in the National Code of Practice for Utility Operators' Access to Transport corridors)</i> | | |
| | Minor Works | No charge | No charge |
| | Major Works (trenches exceeding 20m in length) | 80 | 80 |
| | Project Works | At cost | At cost |
| | | | |
| | ROAD STOPPING | | |
| | Time and disbursements plus legal and survey costs | At cost | At cost |
| | Miscellaneous fees | At cost | At cost |
| | (other consents, certificates, authorities, services or inspections not specifically provided for to be charged at the cost of time and disbursement) | | |
| | | | |
| | RAPID NUMBER | | |
| | New | 70 | 70 |
| | Replacement | 50 | 50 |
| | | | |
| | DUST SUPPRESSION | | |
| | Residential house with 100m of road to Council programmed timetable | No charge | No charge |
| | Residential house with 100m of road outside programme works | At cost | At cost |
| | Commercial and other applications to Council programmed timetable | At cost | At cost |
| | | | |
| | OTHER | | |
| | Commercial fingerboard signs | At cost | At cost |
| | | | |
| | DEVELOPMENT CONTRIBUTIONS | | |
| | Roading | | |
| | Residential | 1719 | 1719 |
| | Business | NIL* | NIL* |
| | * Fixed business contributions are non-longer applicable. All contributions are calculated on the basis of a household unit equivalent (HUE). | | |

| PLANNING AND REGULATORY | | 2022/23 | 2021/22 | Comments |
|--|---|--|---|---|
| | | Includes GST | Includes GST | |
| <i>Estimated value of work, includes Project Check Fee. The cost of any peer review of professional documents is at the applicant's cost. All Building Control Fees are based on the average time taken to complete administration, processing and inspections based on the value of the building consent or other building work. Work in excess of this time may be charged for at time and disbursements. Any other charge for information, certification or inspection, or recording of safe and sanitary certificates not specifically provided for to be charged at time and disbursements (\$140 minimum).</i> | BUILDING CONTROL CHARGES | | | |
| | Residential alterations and new | | | |
| | Up to and including \$5,000 | \$450 | 316 | Time often more than 2 hours |
| | Over \$5,000 and not exceeding \$10,000 | 691 | 691 | |
| | Over \$10,000 and not exceeding \$20,000 | 1141 | 1141 | |
| | Over \$20,000 and not exceeding \$40,000 | 1671 | 1671 | |
| | Over \$40,000 and not exceeding \$80,000 | 1971 | 1971 | |
| | Over \$80,000 and not exceeding \$200,000 | 2651 | 2651 | |
| | Over \$200,000 and not exceeding \$350,000 | 3556 | 3556 | |
| | Over \$350,000 and not exceeding \$500,000 | 3712 | 3712 | |
| | Over \$500,000 and not exceeding \$750,000 | 4017 | 4017 | |
| | Over \$750,000 and not exceeding \$1,000,000 | 4467 | 4467 | |
| | Exceeding \$1 million (minimum deposit plus additional time if necessary) | 4852 | 4852 | |
| | Rural farm shed with engineers PS1, conservatories, new swimming pools, other consents with <3 inspections (no amenities) | 953 | 953 | This is to include applications for new swimming pools too, as the processing time and number of inspections are appropriate. |
| | Commercial alterations and new | | | |
| | Up to \$10,000 | | 841 | |
| | \$10,000 - \$20,000 | 1441 | 1441 | |
| | \$20,000 - \$40,000 | 1971 | 1971 | |
| | \$40,000 - \$80,000 | 2121 | 2121 | |
| | \$80,000 - \$200,000 | 3251 | 3251 | |
| | \$200,000 - \$350,000 | 3406 | 3406 | |
| | \$350,000 - \$500,000 | 3636 | 3636 | |
| | \$500,000 - \$750,000 | 4167 | 4167 | |
| | Exceeding \$750,000 (minimum deposit plus additional time if necessary) | 4242 | 4242 | |
| | BRANZ Levy - (exempt from GST) (projects under \$20,000 are exempt) | \$1 for every \$1000.00 or part thereof | \$1 for every \$1000.00 or part thereof | |
| | MBIE Levy - (projects under \$20,444 are exempt) | \$1.75 for every \$1000.00 | \$1.75 for every \$1000.00 | |
| | OTHER BUILDING CONSENT CHARGES | | | |
| | Multi-proof building consents actual cost of work to be recovered (value of work less processing apportionment) | As required | As required | |
| | Amendments to Building Consents actual cost of work to be recovered at time and disbursements | \$150.00 deposit + \$150.00 / hour | \$150.00 deposit + \$150.00 / hour | |
| | Erection of marquee | 316 | 316 | |
| | Heating / fire appliances - free standing | 241 | 241 | |
| | Heating / fire appliances - inbuilt and second-hand | 391 | 391 | |
| | Wetback fire / diesel boilers | 391 | 391 | |
| | Wind machines (horticultural) | N/A | N/A | |
| | Inspection cancellation (same day) no fee if canceled the previous day | \$150 | | - This is to reduce the number of cancellations that could be used by others, and the adminisatration of trying to reschedule inspections as a result to ensure the BCO is efficient. |
| | Other building charges | | | |
| | Certificate of Acceptance | | | |
| | Minor work up to \$5,000 | 1103 | 1103 | |
| | Residential \$5,000 to \$20,000 | 1478 | 1478 | |
| | Residential \$20,000+ | 2453 | 2453 | |
| | Commercial – \$615 deposit plus hourly rate | \$675.00 + hourly rate | \$675.00 + hourly rate | |
| | Change of Use (initial fee) | 252 | 252 | |
| | Relocation report within the district | \$150 (report) plus \$150 per hour of inspection | \$150.00 / hour | This reflects the actual time to write the report as welll as the time to undertake the inspection. |
| | New compliance schedule | \$150.00 / hour | \$150.00 / hour | |
| | Amended compliance schedule | 110 | 110 | |
| | WOF monitoring features and renewal | \$150.00 / hour | \$150.00 / hour | |
| | Certificate for Public Use | 504 | 504 | |
| | Notice to Fix | 225 | 225 | |
| | Fire Service assessment of building consents (plus costs) | 150 | 150 | |
| | Demolition | 300 | 300 | |
| | Inspection of unsatisfactory work (per visit or inspections not already provided for) | 150 | 150 | |
| | Swimming pool exemption (referred to Council) | N/A | N/A | |
| | Swimming pool inspection barriers and compliance (each inspection) | \$150.00 / hour | \$150.00 / hour | |
| | Swimming pool registration | 55 | 55 | |
| | Water test fee (fee plus actual test cost) | 120 | 120 | |
| | Assessment of building consent exemption application (deposit) + \$150.00 / hour processing or inspection | \$150.00 / hour | \$150.00 / hour | |
| | Title search | 27 | 27 | |
| | Minor variations (to building consents) | \$150.00 / hour | \$150.00 / hour | |
| | Building Consent Report (annual fee) | \$69 | \$69 | Annual fee to provide the monthly figures to customers who are registered to receive this. |
| | | | | |
| | Project Information Memorandum – Residential | 412 | 412 | |
| | | | | |
| | Project information memorandum – Commercial | 525 | 525 | |
| | | | | |
| | Time and disbursements | | | |
| | Hourly rates for processing all applications | 150 | 150 | |
| | Mileage (dollar(s) per km) | 1 | 1 | |
| | Hourly rates for processing all applications | 105 | 105 | |
| | | | | |
| | ENVIRONMENTAL HEALTH | | | |
| | Annual inspection | | | |
| | Camping grounds | 336 | 336 | |
| | Hairdresser shops | 225 | 168 | reflects average 1.5 hours of officer time, including an average travel time, inspection and report |
| | Offensive trades | 225 | 168 | reflects average 1.5 hours of officer time, including an average travel time, inspection and report |
| | Funeral directors | 225 | 168 | reflects average 1.5 hours of officer time, including an average travel time, inspection and report |
| | Follow up inspection fee (hourly rate) | 150 | 168 | To reflect the hourly rate |
| | Change of ownership | 150 | 168 | To reflect the hourly rate |
| | | | | |

| PLANNING AND REGULATORY | | 2022/23 | 2021/22 | Comments |
|---|---|--|--|---|
| | | Includes GST | Includes GST | |
| <div>in accordance with the Sale and Supply of Alcohol (Fees) Regulations 2013, the fees for On, Off and Club Licenses are reduced to one level lower than the fee category assessed under the Regulations.</div> <div>Any dog classified as dangerous under the Dog Control Act shall pay 150% of the registration fee prescribed in this.</div> | ANNUAL REGISTRATION | | | |
| | Camping grounds | 168 | 168 | |
| | Hairdresser shops | 168 | 168 | |
| | Offensive trades | 168 | 168 | |
| | Funeral directors | 168 | 168 | |
| | Miscellaneous Bylaw and general licence fees | N/A | N/A | |
| | Late payment fee | N/A | N/A | |
| | | | | |
| | FOOD CONTROL PLANS / NATIONAL PROGRAMMES | | | |
| | Initial registration | 403 | 403 | |
| | Annual registration | 201 | 201 | |
| | | | | |
| | Audit fee | | | |
| | Food control plan (single-site) | 504 | 504 | |
| | Food control plan (multi-site) | 804 | 804 | |
| | National Programme 1 | 336 | 336 | |
| | National Programme 2 | 420 | 420 | |
| | National Programme 3 | 504 | 504 | |
| | Subsequent verifications and enforcement (hourly rate) | 168 | 168 | |
| | Site rental fee | N/A | N/A | |
| | | | | |
| | BYLAW AND POLICY | | | |
| | Trading in Public Place General Bylaw | | | |
| | Application fee | | | |
| | Fee per annum | 420 | 420 | |
| | Class 4 Gambling and Board Venue application fee (deposit) | 336 | 336 | |
| | Hourly rates for processing all applications | 168 | 168 | |
| | Additional sandwich board | N/A | N/A | |
| | | | | |
| | ALCOHOL LICENSING | | | Remove regulation |
| | Local Authority Compliance Certificate | | | |
| | Building | 150 | 150 | |
| | Planning | 150 | 150 | |
| | Public notification fee | 125 | 125 | |
| | ANIMAL CONTROL | | | |
| | Dog Registration Fees | | | |
| | Non-working dogs | 55 | 55 | |
| | Working dogs | 12 | 12 | |
| | Late penalty fee (percentage of base fee) | 150% of annual registration fee | 150% of annual registration fee | |
| | | | | |
| | Dog Impounding Charges | | | |
| | First impounding (for each 12 months) | 100 | 100 | |
| | Second impounding (for each 12 months) | 150 | 150 | |
| | Third and subsequent impounding (for each 12 months) | 200 | 200 | |
| | Sustenance | 22 | 22 | |
| | Destruction of dog | At cost | At cost | |
| | Notification | N/A | N/A | |
| | Microchipping | 32 | 32 | |
| | | | | |
| | Licence to keep more than 3 dogs | | | |
| | Application | 75 | 75 | |
| | Inspection fee | \$150.00 / hour | \$150.00 / hour | |
| | Annual permit fee | 150 | 150 | |
| | | | | |
| | REFUNDS | | | |
| | Refund administration fee | Refer to Governance and Corporate Services section | Refer to Governance and Corporate Services section | |
| | | | | |
| | NOISE CONTROL | | | |
| | Return of Seized Equipment | | | |
| | Administration charge | 84 | 84 | |
| | Storage fee | 5 (per day) | 5 (per day) | |
| | Non-compliance with Excessive Noise Direction | 500 | | - Statutory infringement notice - details for clarity to public |
| | Non-compliance with Abatement Notice regarding unreasonable noise | 750 | | - Statutory infringement notice - details for clarity to public |
| | Contractor charge (add to administration charge) | | | |
| | Alexandra / Clyde | 60 | 60 | |
| | Cromwell | 70 | 70 | |
| | Ranfurly | 100 | 100 | |
| | Roxburgh / Naseby | 80 | 80 | |
| | | | | |
| | ENFORCEMENT | | | |
| | Monitoring and enforcement - hourly rate | 150 | 150 | |
| | | | | |
| | | | | |
| | | | | |

| PLANNING AND REGULATORY | | 2022/23 | 2021/22 | Comments |
|---|---|------------------------|------------------------|----------|
| | | Includes GST | Includes GST | |
| <i>All applications for resource and subdivision consent and changes to the District Plan will be charged on a time charge, plus disbursements basis although a minimum payment is required as set out below. Applications will not be processed unless accompanied by the appropriate application or deposit fee. In accordance will Section 36 of the Resource Management Act where a charge is payable, the Council will not perform the action to which the charge relates until the charge has been paid in full. Note: This applies to all fees and charges in relation to Resource Management functions. Applications which are incomplete or require the applicant to undergo remedial works will incur further costs on a time and disbursement basis.</i> | PLANNING (all deposits non-refundable) | | | |
| | Subdivision Charges | | | |
| | Land Subdivision Consent | | | |
| | Consent application deposit (notified to formal hearing) | 2000 | 2000 | |
| | Consent application deposit (non-notified to formal hearing) | 1500 | 1500 | |
| | Consent application deposit (under delegated authority) | 900 | 900 | |
| | Minor boundary adjustment | 430 | 430 | |
| | Plan Certification - 223 | 150 | 150 | |
| | Plan Certification - 224(c) (deposit) | 260 | 260 | |
| | Minor amendment to cross lease / unit title plan (deposit) | 510 | 510 | |
| | | | | |
| | Other Charges | | | |
| | Completion certificates | 80 | 80 | |
| | Overseas Investment Regulations Certificates (deposit) | 150 | 150 | |
| | Compliance certificates / Certificate of Compliance (S139) (deposit) | 550 | 550 | |
| | Certified copy of Council resolution | 80 | 80 | |
| | Registered bond | At cost | At cost | |
| | Release from registered bond | At cost | At cost | |
| | Right of way consents (deposit) (Section 348 LGA) | 225 | 225 | |
| | Certificate of approval of survey plans (s.226(1)(e)(ii)) | 150 | 150 | |
| | Change or cancellation of amalgamation condition (deposit) (Section 241) | 160 | 160 | |
| | Cancellation of easement (Section 243) | 160 | 160 | |
| | Cancellation or amendment of consent notice (Section 221) | 180 | 180 | |
| | | | | |
| | Land Use Consent | | | |
| | Consent application deposit (notified to formal hearing) | 2000 | 2000 | |
| | Consent application deposit (non-notified to formal hearing) | 1500 | 1500 | |
| | Consent application deposit (under delegated authority) | 600 | 600 | |
| | Non-compliance with bulk and location requirements - deposit (under delegated authority) | N/A | N/A | |
| | Minor breach of standards (deposit) | 350 | 350 | |
| | Application for extension of lapse date (deposit (section 125) | 300 | 300 | |
| | Minor Change or Cancellation of Consent Condition (delegated section 127) (deposit) | 400 | 400 | |
| | Complex Change or Cancellation of Consent Condition (delegated section 127) (deposit) | 600 | 600 | |
| | Change or Cancellation of Consent Condition to Formal Hearing (section 127) (deposit) | 1000 | 1000 | |
| | Monitoring Consent Holders (per hour + mileage) | \$150 / hour + mileage | \$150 / hour + mileage | |
| | Hearing of Objection to Resource Consent (deposit) | 800 | 800 | |
| | Resource consent exemption (section 87BB) (fixed fee) | 225 | 225 | |
| | Boundary activity (section 87BA) (fixed fee) | 300 | 300 | |
| | | | | |
| | Application for Heritage Orders and Designations (deposit) | | | |
| | Outline plan approval (deposit) | 390 | 390 | |
| | Minor, no research (plus public notification) | 1000 | 1000 | |
| | Moderate, standard research requirements (plus public notification) | 5000 | 5000 | |
| | Major, affects large area of district (plus public notification) | 10500 | 10500 | |
| | | | | |
| <i>Because such procedures are lengthy and involved, it is appropriate that provision be made for ongoing fee charging, for the processing, report preparation, briefing of Chairperson, attendance of planning consultant and / or staff at hearing or in preparation of application to the Chief Executive Officer in the event of an application under delegated authority and for the preparation and drafting of the decision and release to all parties. DBH and BRANZ levies apply to work over \$20,000.</i> | APPLICATION FOR DISTRICT PLAN CHANGE (DEPOSIT) | | | |
| | Minor effect – not requiring research (plus public notification and disbursements and all costs associated with conducting a hearing, including Councillors' fees. Applicant to provide all documentation to Council's satisfaction). | 2500 | 2500 | |
| | Moderate effect – requiring limited research (plus public notification and disbursements and all costs associated with conducting a hearing, including Councillors' fees. Applicant to provide all documentation to Council's satisfaction). | 7500 | 7500 | |
| | Major effect – affects significant part of District Plan / major land use effects (plus public notification and disbursements and all costs associated with conducting a hearing, including Councillors' fees. Applicant to provide all documentation to Council's satisfaction). | 15000 | 15000 | |
| | | | | |
| | | | | |
| | Information Charges | | | |
| | Resource Management Act information | At cost | At cost | |
| | All other information requested in writing (time charge + disbursements basis min) | 80 | 80 | |
| | NES record search | 150 | 150 | |
| | | | | |
| | LAND INFORMATION MEMORANDUM (LIM) | | | |
| | Residential Search | | | |
| | Provided in 10 working days (electronic) | 185 | 185 | |
| | (non-refundable) | (non-refundable) | (non-refundable) | |
| | Provided in 5 working days (electronic) | 263 | 263 | |
| | (non-refundable) | (non-refundable) | (non-refundable) | |
| | Provided in 10 working days (paper) | 315 | 315 | |
| | (non-refundable) | (non-refundable) | (non-refundable) | |
| | Provided in 5 working days (paper) | 420 | 420 | |
| | (non-refundable) | (non-refundable) | (non-refundable) | |

| PLANNING AND REGULATORY | | 2022/23 | 2021/22 | Comments |
|-------------------------|---|------------------|------------------|----------|
| | | Includes GST | Includes GST | |
| | Commercial Search | | | |
| | Provided in 10 working days (electronic) | 263 | 263 | |
| | | (non-refundable) | (non-refundable) | |
| | Provided in 5 working days (electronic) | 368 | 368 | |
| | | (non-refundable) | (non-refundable) | |
| | Provided in 10 working days (paper) | 368 | 368 | |
| | | (non-refundable) | (non-refundable) | |
| | Provided in 5 working days (paper) | 420 | 420 | |
| | | (non-refundable) | (non-refundable) | |
| | Other charges (engineering, technical consultancy and valuation fees) – to be in addition to all fees where additional information may be required or a report commissioned, or where attendance at a meeting is requested and for administration, inspection and / or supervision. | At cost | At cost | |

| POOLS, PARKS AND CEMETERIES | | 2022/23 | 2021/22 | Comments |
|--|---|--------------|--------------|--|
| | | Includes GST | Includes GST | |
| <div>Cricket rates are variable depending on level of pitch preparation; seasonal rates available on application and by negotiation.</div> | DISTRICT CEMETERIES | | | |
| | Plot Charge (Standard) - all cemeteries in the District | | | |
| | Standard plot fees - including memorial structures plot, Cromwell Cemetery | 900 | 900 | |
| | Memorial Structures Plot - Cromwell Cemetery | N/A | N/A | |
| | Ashes plot | 400 | 400 | |
| | Memorial wall (plinth which allows for 32 plaques) - Alexandra Cemetery | 100 | 100 | |
| | Memorial wall (which allows for 88 plaques double-sided) - Cromwell Cemetery | 100 | 100 | |
| | RSA Plot - Cromwell Cemetery | No charge | No charge | |
| | Stillborn babies | No charge | No charge | |
| | | | | |
| | Burial Fees District | | | |
| | <i>Monday to Friday and Saturday mornings only and excluding Saturday afternoon's. No burials Sundays, statutory public holidays.</i> | | | |
| | Standard re-opening and burial - Double Depth Standard | 950 | 950 | |
| | Casket larger than standard (213cm x 76.2cm x 50.8cm) – additional to above fee | 120 | 120 | |
| | Burial of ashes | 400 | 400 | |
| | Out of District Fee (6 months or more) | 95 | 95 | |
| | Burial of infants (up to 10 years / re-opening) | 300 | 300 | |
| | Disinterment costs / re-interment | At Cost | At Cost | |
| | Breaking concrete | At Cost | At Cost | |
| | Memorial Permit processing fee | 10 | 10 | |
| | | | | |
| | NASEBY CEMETERY | | | |
| | Plot Fees | | | |
| | Standard plot fees | 300 | 300 | |
| | Ashes plot | 156 | 156 | |
| | <i>Burial fees invoiced directly by Sexton</i> | N/A | N/A | |
| | | | | |
| | RANFURLY CEMETERY | | | |
| | Plot Fees | | | |
| | Standard plot fees | 300 | 300 | |
| | Ashes plot | 156 | 156 | |
| | <i>Burial fees invoiced directly by Sexton</i> | | | |
| | | | | |
| | PARKS | | | |
| | Sports Grounds (Alexandra and Clyde) | | | |
| | First class cricket wicket per ground (per day - wickets 1 & 2) | 250 | 250 | |
| | Casual (per ground per day) | 123 | 123 | |
| | Cricket wickets (per day - wickets 3 & 4) per wicket | 135 | 135 | |
| | Changing rooms (per room) including showers | 15 | 15 | |
| | Athletics (per day) | 135 | 135 | |
| | Litter collection (per litter bin per day) - Additional fee | 30 | 30 | |
| | Schools and school aged children exempt from charges | No charge | No charge | |
| | | | | |
| | Club Seasonal Rates (Including club training, regular season fixtures) | | | |
| | Rugby - Senior teams only | 850 | 850 | |
| | Football - Senior teams only | 1500 | 1500 | |
| | Softball - Senior teams only | 500 | 500 | |
| | Athletics - Senior teams only | 500 | 500 | |
| | Club Cricket only (excludes first class cricket) - Senior teams only | 1600 | 1600 | |
| | Touch Rugby – per season | 500 | 500 | |
| | Use of showers per day | 5 | No charge | Electricity to operate the showers is \$5 per day. |
| | End of season cleaning fee | 200 | No charge | New fee to cover cleaning showers and changing rooms between sports code users |

| POOLS, PARKS AND CEMETERIES | | 2022/23 | 2021/22 | Comments |
|--|---|---|---|--|
| | | Includes GST | Includes GST | |
| | Other Parks and Reserves Alexandra and Clyde – including Pioneer Park – per day | | | |
| | Commercial activity or event including circus, gypsy fair, Blossom Festival | 400 | 400 | |
| | Non-Profit Community Groups | No charge | No charge | |
| | Commercial market days | \$55.00 including power | \$55.00 including power | |
| | Commercial – car displays, advertising, vendors | 146 | 146 | |
| | Basic space hire – no preparation / services required | No charge | No charge | |
| | Non Commercial – community group activity includes rubbish and area preparation, e.g. school fairs | No charge | No charge | |
| | Amusement devices (activity or device) | \$11.50 application fee for one device and \$2.30 per extra device | \$11.50 application fee for one device and \$2.30 per extra device. | |
| | | For longer periods \$1.15per week per device | For longer periods \$1.15per week per device. | |
| | | Engineering fee at cost | Engineering fee at cost | |
| | Council power box (power already connected per hour) | 5 | 5 | |
| | Electricity boxes (if available) (power and connection) | At cost | At cost | |
| | Bond to cover potential damage - refundable upon inspection grounds are in good condition | 400 | N/A | New charge to cover damage to grounds following bookings, applies to all grounds |
| | CROMWELL SPORTS PAVILIONS | | | |
| | Alpha Street Pavilion | | | |
| | Football Club per annum | 573 | 573 | |
| | Casual day hire | 58 | 58 | |
| | | | | |
| | Anderson Park Pavilion | | | |
| | Club per season | 574 | 574 | |
| | Casual day hire | 58 | 58 | |
| | | | | |
| | ANDERSON PARK (junior sport free) - school and school age children exempt | | | |
| | Sports Club Rentals (per player per season) | | | |
| | Anderson Park grounds | 51 | 51 | |
| | Netball / tennis courts | 20 | 20 | |
| | Club Seasonal Rates (Including club training, regular season fixtures) | | | |
| | Rugby - Senior teams only | 1500 | 1500 | |
| | Football - Senior teams only | 1500 | 1500 | |
| | Softball - Senior teams only | 500 | 500 | |
| | Athletics - Senior teams only | 500 | 500 | |
| | Club Cricket only (excludes first class cricket) - Senior teams only | 1200 | 1200 | |
| | Touch Rugby – per season | 500 | 500 | |
| | Casual Users (per day) | | | |
| | Non-sporting activities (per ground plus electricity) | 75 | 75 | |
| | Touch (per field) | 45 | 45 | |
| | Rugby (per field) | 69 | 69 | |
| A \$400 bond is required for circuses and fairs, amusement device operators are also required to pay the appropriate inspection licensing fees to operate devices in the district. | ALPHA STREET RESERVE (per day) - school and school age children exempt | | | |
| | Commercial activity or event including circus and gypsy fair, circus | 400 | 400 | |
| | Club Seasonal Rates (Including club training, regular season fixtures) | | | |
| | Football - Senior teams only | 1500 | 1500 | |
| | Touch Rugby – per season | 500 | 500 | |
| | | | | |
| | Sports Club Rentals (per player per season) (junior sports free) | | | |
| | Alpha Street grounds | 51 | 51 | |
| | Alpha Street ground lights - per hour | N/A | N/A | |
| | | | | |
| | Other Parks and Reserves – Cromwell per day | | | |
| | Basic space hire – space only no preparation required | No charge | No charge | |
| | Non-Profit – community group activity including rubbish and area preparation eg. school fairs | No charge | No charge | |
| | Commercial – Market days | 55 | 55 | |
| | Commercial – Car displays / advertising, vendors | 145 | 145 | |
| | Amusement devices (activity or device) | \$11.50 application fee for one device and \$2.30 per extra device. | \$11.50 application fee for one device and \$2.30 per extra device. | |
| | | For longer periods \$1.15per week per device. | For longer periods \$1.15per week per device. | |
| | | Engineering fee at cost | Engineering fee at cost | |
| | | | | |
| | MANIOTOTO PARK | | | |
| | Sports clubs (per annum) | 907 | 907 | |
| | Sports ground (per day) | 117 | 117 | |
| | Outdoor netball / tennis courts | 150 | 150 | |
| | Basic space hire – no preparation required | No charge | No charge | |
| | Non-Profit Community activity (general use including rubbish and ground preparation) | No charge | No charge | |
| | Commercial activity | 122 | 122 | |
| | Athletics (per day) - Schools | No charge | No charge | |
| | Athletics (per half day) | No charge | No charge | |
| | | | | |
| | Other Parks and Reserves – Maniototo per day | | | |
| | Basic space hire – space only no preparation required | No charge | No charge | |
| | Non-commercial – community group activity including rubbish and area preparation e.g.; school fairs | 38 | 38 | |
| | Junior Cricket – Naseby | No charge | No charge | |
| | Commercial – Market days, Vendors | 55 | 55 | |
| | Commercial – Car displays / advertising | 145 | 145 | |

| POOLS, PARKS AND CEMETERIES | | 2022/23 | 2021/22 | Comments |
|---|---|--------------------------------|--------------------------------|---------------------------------|
| | | Includes GST | Includes GST | |
| | Rugby Clubrooms | | | |
| | Rugby clubrooms (per day) | 86 | 86 | |
| | | | | |
| | TEVIOT VALLEY | | | |
| | King George Park - Community activity | No charge | No charge | |
| | King George Park - Commercial activity | 80 | 80 | |
| | Basic space hire – no preparation required | No charge | No charge | |
| | Commercial Market, Vendor | 55 | 55 | |
| | | | | |
| | | | | |
| <i>A whole day is more than 6 hours, half day is less than 6 hours. The stadium has a wooden gymnasium floor and is therefore not suitable for events requiring seating or furniture unless provision is made to protect the floor.</i> | MOLYNEUX PARK - this is property not parks | | | |
| | Stadium | | | |
| | Commercial hourly rate Sports-groups (per hour) | 35 | 35 | Change name to "Commercial" |
| | Non-commercial hourly rate Vincent-sports-groups (per hour) | 25 | 25 | Change name to "Non-commercial" |
| | Gas heating token (20 mins) | 2 | 2 | |
| | Electric heating token (15 mins) | 0.5 | 0.5 | |
| | Commercial Sports-groups whole day | 305 | 305 | Change name to "Commercial" |
| | Commercial Sports-groups-half day | 205 | 205 | Change name to "Commercial" |
| | Commercial Vincent-sport-groups whole day | 170 | 170 | Change name to "Non-commercial" |
| | Commercial-Vincent-sport-groups half day | 125 | 125 | Change name to "Non-commercial" |
| | Kitchen whole day (includes foyer toilets) | 55 | 55 | |
| | Kitchen half day (includes foyer toilets) | 30 | 30 | |
| | Changing rooms (per room) | 15 | 15 | |
| | | | | |
| | | | | |
| | ALEXANDRA POOL AND CROMWELL POOL | | | |
| | Single Admission | | | |
| | Adult (18 years old) | 6.5 | 6.5 | |
| | Child (School Age) | 3.5 | 3.5 | |
| | Preschooler (with maximum of 2 per 1 paying parent / caregiver) | No charge | No charge | |
| | Gold Card and tertiary student 17% off entry | 5.5 | 5.5 | |
| | Community Services Card holder 17% off entry | 5.5 | 5.5 | |
| | Shower | 5 | 5 | |
| | Family - maximum 2 adults and 4 children | 17 | 17 | |
| | Family - 1 Adult and 4 children | 16.4 | 16.4 | |
| | Replacement swim card if lost | 2 | 2 | |
| | BBQ Hire - per event | N/A | N/A | |
| | Gym/Swim Pass 30% off adult entry only | | | |
| | | | | |
| | Membership Card and Yearly Pass | | | |
| | Adult - 10 swims | 58.5 | 58.5 | |
| | Adult - 25 swims | 138 | 138 | |
| | Adult - 50 Swims | 260 | 260 | |
| | Adult yearly pass (includes Aqua Fit classes) | 480 | 480 | |
| | Child - 10 swims | 30 | 30 | |
| | Child - 25 swims | 74.5 | 74.5 | |
| | Child - 50 Swims | 140 | 140 | |
| | Child yearly pass | 240 | 240 | |
| | | | | |
| | Prepaid Swim Membership Prices | | | |
| | Family - 6 Months | 429 | 429 | |
| | Family - 12 Months | 709 | 709 | |
| | | | | |
| | Direct Debit Swim Membership Prices | | | |
| | Child - 6 Months | 5.00 / week | 5.00 / week | |
| | Child - 12 Months | 4.00 / week | 4.00 / week | |
| | Adult - 6 Months | 12.00 / week | 12.00 / week | |
| | Adult - 12 Months | 10.00 / week | 10.00 / week | |
| | Family - 6 Months | 19.00 / week | 19.00 / week | |
| | Family - 12 Months | 16.00 / week | 16.00 / week | |
| | | | | |
| | Gold Card, Community Services Card and Tertiary Students Card Holders | 17% off the above adult prices | 17% off the above adult prices | |
| | 10 swims | 17% off the above adult prices | 17% off the above adult prices | |
| | 25 swims | 17% off the above adult prices | 17% off the above adult prices | |
| | Yearly pass | 17% off the above adult prices | 17% off the above adult prices | |
| | | | | |
| | Aquarobics and Aqua Fit | | | |
| | Casual Adult entry and class - entry plus \$5.00 | 10.5 | 10.5 | |
| | Adult - 11 class membership concession (includes pool entry) | 105 | 105 | |
| | Gold Card, Community Services Card, tertiary student entry and class | 17% off the above adult prices | 17% off the above adult prices | |
| | Gold Card, Community Services Card, tertiary student - 11 class membership concession (includes pool entry) | 17% off the above adult prices | 17% off the above adult prices | |
| | Aqua Fit Class only excluding pool entry | No charge | No charge | |
| | | | | |
| | School Hire | | | |
| | District primary schools per lane / block per hour – min charge 1 hour (excludes pool entry) | 9 | 9 | |
| | District high schools per lane / block per hour – min charge 1 hour (excludes pool entry) | 9 | 9 | |
| | Non-district schools –Min charge 1 hour (excludes pool entry) | 13 | 13 | |
| | | | | |
| | Therapeutic pool per hour | 36 | 36 | |
| | | | | |
| | Central Otago Swimming Clubs / Non-Commercial (as per definition) | | | |
| | Tues, Thurs non-competitive club nights per lane, excludes entry (does not include development or squad coaching sessions) | 9 | 9 | |
| | Lane hire per lane per hour excludes pool entry minimum 1 hour (including development or squad coaching sessions) | 9 | 9 | |
| | | | | |
| | Swim meets / competition nights full 25 metre pool hire includes pool entry min 1 hour (or by agreement with Aquatics Manager), includes staff time | 150 | 150 | |
| | | | | |
| | Kayak Polo | Pool entry plus staff time | Pool entry plus staff time | |
| | | | | |
| | Commercial Operators | | | |
| | Lane hire per lane per hour excludes pool entry min 1 hour (or by agreement with Aquatics Manager) | 30 | 30 | |
| | Students - 10 swim pool entry concession card | 10 | 10 | |
| | | | | |
| | Additional Charges | | | |
| | Additional staff after hours | \$50 per hour per staff member | \$50 per hour per staff member | |
| | | | | |

| POOLS, PARKS AND CEMETERIES | | 2022/23 | 2021/22 | Comments |
|--|--|--------------|--------------|----------|
| | | Includes GST | Includes GST | |
| Meeting Room Charges (where available) | | | | |
| Kitchen surcharge per half day | | 45 | 45 | |
| Kitchen surcharge per hour | | 15 | 15 | |
| Meeting room hire per half day | | 45 | 45 | |
| Meeting room hire per hour | | 15 | 15 | |
| SWIMMING LESSONS – CENTRAL SWIM SCHOOL (includes pool entry) Payment in advance or by direct debit | | | | |
| 10 x toddler / preschool lesson - Starfish, Turtles, Seals, Dolphin, Goldfish, Clownfish, Pufferfish and Rainbowfish | | 111 | 111 | |
| - 10 swim pool entry concession card | | 10 | 10 | |
| TOTAL | | 121 | 121 | |
| 10 x school age lessons - Seahorse, Otter, Snapper, Crocodile, Barracuda, Piranha, Stingray, Marlin | | 111 | 111 | |
| - 10 swim pool entry concession card | | 10 | 10 | |
| TOTAL | | 121 | 121 | |
| 10 x 45 minute stroke development - Sharks Squad | | 118 | 118 | |
| - 10 swim pool entry concession card | | 10 | 10 | |
| TOTAL | | 128 | 128 | |
| Weekday private lesson | | | | |
| 15 minutes | | 19 | 19 | |
| 30 minutes | | 39 | 39 | |
| 5 day block holiday classes | | 55 | 55 | |
| - 5 swim pool entry concession card | | 5 | 5 | |
| Family Discount: | | | | |
| If you have 3 or more members of your family learning to swim, only the first two members will pay standard price, then all additional children will receive 30% off standard price. | | | | |
| Multi-Lesson Discount: | | | | |
| Students attending more than one lesson per week are eligible for a 20% discount off their second lesson that week. | | | | |
| Direct Debit fees for payment of lessons above will incur these additional charges | | 0.6 | 0.6 | |
| Direct Debit Transaction Fee - successful transaction from bank account, credit union or building society | | 2.35% | 2.35% | |
| Direct Debit Transaction Fee - successful transaction from Visa / Mastercard | | 4.22% | 4.22% | |
| Direct Debit Transaction Fee - successful transaction from Amex / Diners Card | | 0.6 | 0.6 | |
| Failed Transaction Fee | | 11.5 | 11.5 | |
| Dishonour Fee by customer | | 44 | 44 | |
| Investigation Fee - charged back to customer | | | | |
| RANFURLY SWIM CENTRE | | | | |
| Admission | | | | |
| Child | | 2.5 | 2.5 | |
| Adult | | 5 | 5 | |
| Child - 11 x swims (swim card) | | 25 | 25 | |
| Adult - 11 x swims (swim card) | | 50 | 50 | |
| Season pass (single) | | 95 | 95 | |
| Season pass (family) plus \$10 per child | | 118 | 118 | |
| Maniototo Area School | | 522 | 522 | |
| St John's School | | 154 | 154 | |
| Aquabelles (per season) | | 412 | 412 | |
| Other groups (per season) | | 412 | 412 | |
| Professional coaching per hour | | 27 | 27 | |

| PROPERTY AND COMMUNITY FACILITIES | | 2022/23 Includes GST | 2021/22 Includes GST |
|--|---|-------------------------|-------------------------|
| A \$25 booking fee is applicable for non-payment on landing | AIRPORT LANDING FEES (PER LANDING) | | |
| | Private aircraft | 10 | 10 |
| | Commercial light aircraft / twin engine | 20 | 20 |
| | Passenger planes < 18 passenger capacity | 30 | 30 |
| | Passenger planes >18 passenger capacity | 60 | 60 |
| | Emergency services (Police, Rural Fire, Air Ambulance) | No charge | No charge |
| | New Zealand Armed Forces | No charge | No charge |
| | APPLICATION FOR EASEMENT OR LEASE FOR ACCESS OR INFRASTRUCTURE PURPOSES (ROADING, SERVICES, TELECOMMUNICATIONS, POWER ETC) | | |
| | Time plus legal, survey and advertisement costs | At cost | At cost |
| | Deposit - no reserve status | 500 | 500 |
| | Deposit - reserve land | 1000 | 1000 |
| | | | |
| | COMMUNITY FACILITIES | | |
| | | | |
| A \$200 bond is required for social functions; a whole day is more than 6 hours, half day is less than 6 hours. Bookings for the Jordan Lounge are made with the Senior Citizens on (03) 448 7007. | ALEXANDRA COMMUNITY CENTRE | | |
| | Hall and Bar | | |
| | Commercial whole day | 275 | 275 |
| | Commercial half day | 170 | 170 |
| | Commercial hourly rate | 35 | 35 |
| | Non-commercial whole day | 160 | 160 |
| | Non-commercial half day | 100 | 100 |
| | Non-commercial hourly rate | 20 | 20 |
| | | | |
| | Hall, Kitchen and Bar | | |
| | Commercial whole day | 300 | 300 |
| | Commercial half day | 200 | 200 |
| | Non-commercial whole day | 180 | 180 |
| | Non-commercial half day | 125 | 125 |
| | | | |
| | Hall, Reading Room, Kitchen and Bar | | |
| | Commercial whole day | 345 | 345 |
| | Commercial half day | 225 | 225 |
| | Non-commercial whole day | 225 | 225 |
| | Non-commercial half day | 135 | 135 |
| | | | |
| | Whole Complex | | |
| | Commercial whole day | 455 | 455 |
| | Commercial half day | 300 | 300 |
| | Non-commercial whole day | 280 | 280 |
| | Non-commercial half day | 170 | 170 |
| | | | |
| | Hire of equipment (away from hall, daily rate) | | |
| | Trestles (each) | 5 | 5 |
| | Chairs (each) | 2 | 2 |
| | Portable stage pieces (each) | 5 | 5 |
| | | | |
| | ALEXANDRA MEMORIAL THEATRE | | |
| | Commercial / non-local or by agreement with Chief Executive Officer | | |
| | Evening performance | 670 | 670 |
| | Matinee performance (afternoon) | 505 | 505 |
| | Rehearsal (includes heating) | 225 | 225 |
| | Hourly rate (includes heating) | 105 | 105 |
| | Hourly rate (no heating) | 50 | 50 |
| | | | |
| | Amateur local non-profit making incorporated societies and educational institutes | | |
| | Evening performance | 235 | 235 |
| | Matinee performance (afternoon) | 180 | 180 |
| | Rehearsal (no heating) | 60 | 60 |
| | Rehearsal (with heating) | 125 | 125 |
| | Hourly rate (includes heating) | 60 | 60 |
| | Hourly rate (no heating) | 30 | 30 |
| | | | |

| PROPERTY AND COMMUNITY FACILITIES | | 2022/23 Includes GST | 2021/22 Includes GST |
|---|---|-------------------------|-------------------------|
| A \$200 bond is required for social functions; a whole day is more than 6 hours, half day is less than 6 hours. | CENTRAL STORIES BUILDING | | |
| | Meeting room and theatre | | |
| | Commercial hire | \$40 / hour | \$40 / hour |
| | Non-commercial hire | \$20 / hour | \$20 / hour |
| | | | |
| | CROMWELL MEMORIAL HALL | | |
| | Whole complex (auditorium, supper room, west wing, kitchen) | | |
| | Commercial whole day | 470 | 470 |
| | Commercial half day | 315 | 315 |
| | Non-commercial whole day | 190 | 190 |
| | Non-commercial half day | 140 | 140 |
| | | | |
| | Sporting events - tournaments whole day | 145 | 145 |
| | Sporting events - club nights / half day tournaments | 115 | 115 |
| | Sporting events - schools | 115 | 115 |
| | Hourly rate (only available on application to the Cromwell Community Board) | 25 | 25 |
| | After 1am charge per hour | 25 | 25 |
| | | | |
| | Auditorium (not including kitchen) | | |
| | Commercial whole day | 300 | 300 |
| | Commercial half day | 185 | 185 |
| | Non-commercial whole day | 160 | 160 |
| | Non-commercial half day | 105 | 105 |
| | | | |
| | Sporting events - tournaments whole day | 115 | 115 |
| | Sporting events - club nights / half day tournaments | 85 | 85 |
| | Sporting events - schools | 85 | 85 |
| | Sporting events - tournaments whole day | 115 | 115 |
| | Hourly rate (only available on application to the Cromwell Community Board) | 20 | 20 |
| | After 1am charge per hour | 20 | 20 |
| | | | |
| | Supper Room or West Wing (not including kitchen) | | |
| | Commercial whole-day | 155 | 155 |
| | Commercial half day | 115 | 115 |
| | Non-commercial whole day | 90 | 90 |
| | Non-commercial half day | 75 | 75 |
| | | | |
| | Supper Room and Kitchen | | |
| | Commercial whole day | 180 | 180 |
| | Commercial half day | 125 | 125 |
| | Non-commercial whole day | 115 | 115 |
| | Non-commercial half day | 90 | 90 |
| | Commercial whole day | 180 | 180 |
| | Hourly rate (only available on application to the Cromwell Community Board) | 90 | 90 |
| | After 1am charge per hour | 25 | 25 |
| | Kitchen per hour | 25 | 25 |
| | Stage per hour | 25 | 25 |
| | | | |
| | Hire of trestles and chairs (away from hall) | | |
| | Trestles (each) | 5 | 5 |
| | Chairs (each) | 5 | 5 |
| | Refundable deposit for 1-20 chairs | 85 | 85 |
| | Refundable deposit for more than 20 chairs | 115 | 115 |
| | Crockery breakages (at hall) | At cost | At cost |
| | | | |
| | NASEBY HALL | | |
| | Whole day hire (not exceeding 24 hours) | 105 | 105 |
| | Half day hire (not exceeding 4 hours) | 40 | 40 |
| | Hourly rate if less than half day | 20 | 20 |
| | | | |

| PROPERTY AND COMMUNITY FACILITIES | | 2022/23 Includes GST | 2021/22 Includes GST |
|---|--|-------------------------|-------------------------|
| | NASEBY PAVILION | | |
| | Whole day hire (not exceeding 24 hours) | 35 | 35 |
| | Half day hire (not exceeding 4 hours) | 20 | 20 |
| | | | |
| | WAIPIATA HALL | | |
| | 24 hour period | 105 | 105 |
| | Hourly rate | 8 | 8 |
| | Waipiata Darts Club per annum | 405 | 405 |
| | | | |
| | WALLACE MEMORIAL HALL | | |
| | Whole day hire (not exceeding 24 hours) | 35 | 35 |
| | Half day hire (not exceeding 4 hours) | 20 | 20 |
| | | | |
| | | | |
| A \$200 bond is required for social functions. | RANFURLY HALL | | |
| | Meetings | 55 | 55 |
| | Meetings in supper room (hourly rate) | 20 | 20 |
| | Furniture auctions | 55 | 55 |
| | Local concerts | 90 | 90 |
| | Visiting artists and concerts | 120 | 120 |
| | Weddings and cabarets etc | 180 | 180 |
| | Local schools: sports day / events (subject to conditions) | No charge | No charge |
| | | | |
| | PATEAROA HALL | | |
| | Whole day hire and funerals | 105 | 105 |
| | Half day hire | 35 | 35 |
| | Meeting room (locals) | 20 | 20 |
| | Meeting room (non-locals) | 30 | 30 |
| | Discretionary bond | 260 | 260 |
| | | | |
| | Hire of tables and chairs (away from hall) | | |
| | Tables | 10 | 10 |
| | Padded chairs | 2 | 2 |
| | Plastic chairs | 1 | 1 |
| | | | |
| | | | |
| This hall is now under Council management. Fes last set by community hall committee in 2007. Fees in line with other provincial halls | OMAKAU HALL | | |
| | Whole day hire (not exceeding 24 hours) | 60 | 60 |
| | Half day hire (not exceeding 6 hours) | 25 | 25 |
| | Hourly rate | 7 | 7 |
| | | | |
| | Hire of trestles and chairs (away from hall) | | |
| | Trestles (each) | 5 | 5 |
| A \$200 bond is required for social functions. | | | |
| | ROXBURGH ENTERTAINMENT CENTRE | | |
| | Theatre | | |
| | Evenings | 310 | 310 |
| | Conferences | 310 | 310 |
| | Matinees, meetings and rehearsals | 150 | 150 |
| | Hourly rate for non-profits groups only | 20 | 20 |
| | | | |
| | Dance Hall | | |
| | Commercial whole day (social functions, weddings, funerals) | 310 | 310 |
| | Commercial half day (social functions, weddings, funerals) | 150 | 150 |
| | Hourly rate for non-profit groups only | 20 | 20 |
| Track lighting is additional to all other fees. | Track lighting (per day) room (per day) | 55 | 55 |
| | Track lighting - supper | 30 | 30 |
| | Track lighting - dance hall (per day) | 30 | 30 |
| | | | |
| | Kitchen | | |
| | Commercial hire whole day (social functions, weddings, funerals) | 150 | 150 |
| | Commercial half day (social functions, weddings, funerals) | 105 | 105 |
| | Hourly rate for non-profit groups only | 20 | 20 |
| | Whole complex (non-discountable) | 570 | 570 |

| PROPERTY AND COMMUNITY FACILITIES | | 2022/23 Includes GST | 2021/22 Includes GST |
|--|--|-------------------------|-------------------------|
| | ROXBURGH MEMORIAL HALL | | |
| | Whole Hall | | |
| | Whole day hire (not exceeding 24 hours) | 105 | 105 |
| | Half day hire (not exceeding 6 hours) | 40 | 40 |
| | Hourly rate | 20 | 20 |
| A \$200 bond is required for social functions in the Stadium | MANIOTOTO STADIUM | | |
| | Stadium sports session (not exceeding 2 hours) | 20 | 20 |
| | Stadium sports session (not exceeding 4 hours) | 35 | 35 |
| | Stadium only (day rate – not exceeding 24 hours) | 115 | 115 |
| | Stadium / kitchen / bar (day rate) weddings, cabarets | 170 | 170 |
| | Stadium frost cloth canopy | 300 | 300 |
| | Local schools sports day / events (subject to conditions) | No charge | No charge |
| | | | |
| | Rugby Clubrooms | | |
| | Rugby clubrooms (day rate – not exceeding 8 hours) | 85 | 85 |
| | Rugby clubrooms (half day rate – not exceeding 4 hours) | 45 | 45 |
| | Rugby clubroom / kitchen / bar (day rate not exceeding 24 hours) | 145 | 145 |
| | Rugby clubroom / kitchen / bar (half day rate not exceeding 4 hours) | 70 | 70 |
| | Local schools sports day / events (subject to conditions) | No charge | No charge |
| | | | |
| | Kitchen | | |
| | Kitchen whole day (not exceeding 24 hours) | 55 | 55 |
| | Kitchen half day (not exceeding 4 hours) | 27 | 27 |
| | | | |
| | Hire of trestles away from the Stadium | | |
| | Hire of trestles away from the stadium (per trestle) | 3 | 3 |
| | Hire of chairs away from the stadium (per chair) | 1 | 1 |
| | | | |
| | Charges per annum | | |
| | Maniototo Squash Club | 1550 | 1550 |
| | A&P Association (per show) | 825 | 825 |
| | | | |
| | Maniototo seasonal toilets | | |
| | Maniototo Summer seasonal toilets (Nov-May) - open toilets outside of the season | 30 | 30 |
| | Service toilets outside of season - daily fixed charge | 15 | 15 |
| | COUNCIL OFFICE HIRE | | |
| | William Fraser Building | | |
| | Council Chambers whole day | 115 | 115 |
| | Council Chambers half day | 55 | 55 |
| | Tea making facilities (per person per tea break) | 2 | 2 |
| | | | |
| | Cromwell Service Centre | | |
| | Council Chambers whole day | 115 | 115 |
| | Council Chambers half day | 55 | 55 |
| | Tea making facilities (per person per tea break) | 2 | 2 |
| | | | |
| | Ranfurly Service Centre | | |
| | Council Chambers whole day | 55 | 55 |
| | Council Chambers half day | 35 | 35 |
| | Meeting room whole day | 35 | 35 |
| | Meeting room half day | 25 | 25 |
| | | | |
| | Roxburgh Service Centre | | |
| | Council Chambers whole day | 55 | 55 |
| | Council Chambers half day | 35 | 35 |

| SERVICE CENTRES, i-SITES AND LIBRARIES | | 2022/23 Includes GST | 2021/22 Includes GST | Comments |
|---|--|---|---|--------------------|
| Located at Alexandra, Cromwell, Ranfurly and Roxburgh | VISITOR INFORMATION CENTRES | | | |
| | Booking commission (on operator bookings) | 10-20% | 10-20% | |
| | Cancellation fee (payable by customer) | 10-20% | 10-20% | |
| | Event tickets | Up to 20% | Up to 20% | |
| | Booking fee | 6 | 6 | |
| | | | | |
| | DISPLAY | | | |
| | Wall / poster (6 months) A1 | 310 | 310 | |
| | Wall / poster (full year) A1 | 520 | 520 | |
| | Local operators (per brochure per centre per annum) | 115 | 115 | |
| | Outside region operators (per brochure per centre per annum) | 200 | 200 | |
| | Commercial series publications per centre | 562 | 562 | |
| | Commercial series publications all four centres | 1405 | 1405 | |
| | Commercial individual publications (per centre per annum) | 172 | 172 | |
| | | | | |
| | BIG FRUIT EVENT SIGNS (Includes install / removal costs) | | | |
| | 6 signs available (maximum 2 signs per event booking) | | | |
| | Commercial event per event, per sign frame | 350 | 350 | |
| | Non-commercial event per event, per sign frame | 50 | 50 | |
| | | | | |
| | EVENT BANNERS | | | |
| | Banner install / removal and fixings per sign - Big Fruit Reserve | 50 | 50 | |
| | Banner install / removal and fixings per sign on FlagTrax system | 10 | 10 | |
| | | | | |
| | PLASMA TV OPERATOR ADVERTISING | | | |
| | Per month | 42 | 42 | |
| | Per 6 months (summer / winter) | 187 | 187 | |
| | Per year | 338 | 338 | |
| | One-off projects carried out during the year where operators who participate contribute to the costs on a case-by-case basis | As Required | As Required | |
| | | | | |
| | SCANNING | | | |
| | A4 per sheet up to 20 sheets | - | 0.2 | Remove - Double-up |
| | A4 per sheet more than 20 sheets | - | 0.2 | Remove - Double-up |
| | A3 per sheet up to 20 sheets | - | 0.5 | Remove - Double-up |
| | A3 per sheet more than 20 sheets | - | 0.5 | Remove - Double-up |
| | A2, A1 & A0 | - | 1 | Remove - Double-up |
| | | | | |
| | FAX CHARGES | | | |
| | All locations up to 3 pages (per fax) | 3 | 3 | |
| | Additional pages per page | N/A | N/A | |
| | WORD PROCESSING | | | |
| | Per hour | N/A | 46 | |
| | | | | |
| | LIBRARIES | | | |
| | Interloan books from outside district (plus and externally imposed char | Up to \$15 | Up to \$15 | |
| | Replacement cards | 5 | 5 | |
| | | | | |
| | OVERDUE BOOKS (per book per day) | | | |
| | Adults | 0.2 | 0.2 | |
| | DVDs (per week) | 3 | 3 | |
| | Lost / Damaged books | Replacement cost & \$10.00 processing fee | Replacement cost & \$10.00 processing fee | |
| | | | | |
| | COMPUTER USE | | | |
| | Half-hour | 2 | 2 | |
| | | | | |
| | PHOTOCOPYING AND PRINTING | | | |
| | A4 per sheet up to 20 sheets (black and white) | 0.2 | 0.2 | |
| | A4 per sheet up to 20 sheets (colour) | 1.3 | 1.3 | |
| | A4 per sheet more than 20 sheets (black and white) | 0.1 | 0.1 | |
| | A4 per sheet more than 20 sheets (colour) | 0.6 | 0.6 | |
| | A3 per sheet up to 20 sheets (black and white) | 0.4 | 0.4 | |
| | A3 per sheet up to 20 sheets (colour) | 2 | 2 | |
| | A3 per sheet more than 20 sheets (black and white) | 0.2 | 0.2 | |
| | A3 per sheet more than 20 sheets (colour) | 1 | 1 | |
| | A4 double sided (black and white) | 0.3 | 0.4 | Slight increase |
| | A4 double sided (colour) | 2 | 2 | |
| | A3 double sided (black and white) | 0.8 | 0.8 | |
| | A3 double sided (colour) | 4 | 4 | |
| | A2, A1 & A0 per sheet (black & white) | N/A | N/A | |
| | A2, A1 & A0 per sheet (colour) | N/A | N/A | |
| | Own paper per sheet (black and white) | 0.10 | 0.10 | |
| | Own paper per sheet (colour) | 0.60 | 0.60 | |
| | Own paper double sided per sheet (black and white) | 0.1 | 0.20 | Slight decrease |
| | Own paper double sided per sheet (colour) | 0.6 | 1.00 | Decrease |
| | Providing of regular meeting agenda (per agenda) | 36 | 36 | |
| | | | | |

| SERVICE CENTRES, i-SITES AND LIBRARIES | | 2022/23 | 2021/22 | Comments |
|--|---|--------------|--------------|--------------------|
| | | Includes GST | Includes GST | |
| | SCANNING | | | |
| | A4 per sheet up to 20 sheets | 0.20 | 0.20 | wording change |
| | A4 per sheet more than 20 sheets | N/A | 0.20 | Remove - no charge |
| | A3 per sheet up to 20 sheets | 0.50 | 0.50 | wording change |
| | A3 per sheet more than 20 sheets | N/A | 0.45 | wording change |
| | A2, A1 & A0 | N/A | N/A | wording change |

| COMMUNITY, ECONOMIC AND STRATEGIC DEVELOPMENT | | |
|---|-------------------------|-------------------------|
| | 2022/23 Includes GST | 2021/22 Includes GST |
| TOURISM CENTRAL OTAGO | | |
| Booking commission on operator bookings via website booking engine | N/A | N/A |
| Central Otago related products / operators registration fee (outside region operators as approved by Tourism Central Otago) | up to \$1000.00 | up to \$1000.00 |
| There may be one-off projects carried out during the year where operators who participate contribute to the costs on a case-by-case basis | As required | As required |

| GOVERNANCE AND CORPORATE SERVICES | | 2022/23 Includes GST | 2021/22 Includes GST |
|--|--|--|-------------------------|
| PHOTOCOPYING AND PRINTING | | | |
| A4 per sheet up to 20 sheets (black and white) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A4 per sheet up to 20 sheets (colour) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A4 per sheet more than 20 sheets (black and white) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A4 per sheet more than 20 sheets (colour) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A3 per sheet up to 20 sheets (black and white) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A3 per sheet up to 20 sheets (colour) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A3 per sheet more than 20 sheets (black and white) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A3 per sheet more than 20 sheets (colour) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A4 double sided (black and white) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A4 double sided (colour) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A3 double sided (black and white) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A3 double sided (colour) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A2, A1 & A0 per sheet (black & white) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A2, A1 & A0 per sheet (colour) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| Own paper per sheet (black and white) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| Own paper per sheet (colour) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| Own paper double sided per sheet (black and white) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| Own paper double sided per sheet (colour) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| Providing of regular meeting agenda (per agenda) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| | | | |
| SCANNING | | | |
| A4 per sheet up to 20 sheets | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A4 per sheet more than 20 sheets | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A3 per sheet up to 20 sheets | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A3 per sheet more than 20 sheets | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| A2, A1 & A0 | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| | | | |
| FAX CHARGES | | | |
| All locations up to 3 pages (per fax) | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| Additional pages per page | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| | | | |
| WORD PROCESSING | | | |
| Per hour | Refer to Service Centres and Libraries | Refer to Service Centres and Libraries | |
| | | | |
| REFUNDS | | | |
| Administration fee | 25 | 25 | |
| | | | |
| RATING SERVICES | | | |

| GOVERNANCE AND CORPORATE SERVICES | | 2022/23 Includes GST | 2021/22 Includes GST |
|-----------------------------------|--|-------------------------|-------------------------|
| Water rates final read | | 40 | 40 |
| Water rates final self-read | | No charge | No charge |

| GOVERNANCE AND CORPORATE SERVICES | | 2022/23 Includes GST | 2021/22 Includes GST |
|--|--|-------------------------|-------------------------|
| | | | |
| MAPS / AERIAL PHOTOGRAPHY | | | |
| <i>Printing as per the above photocopying charges</i> | | | |
| Custom maps (per hour cost) | | 102 | 102 |
| Electronic copies of aerials | | POA | POA |
| | | | |
| PROJECTOR | | | |
| Projector hire (per day) | | 51 | 51 |
| | | | |
| RECORDS, ARCHIVES AND LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT | | | |
| Records, archives and official information request time spent by staff searching for relevant material, abstracting and collating, copying, transcribing and supervising access where the total time involved is in excess of one hour should be charged out as follows, after the first hour. This is at the discretion of Council and will be discussed at time of engagement. | | | |
| First 1 hour | | No charge | No charge |
| Every half hour after the first 1 hour | | 38 | 38 |
| For additional half hour or part thereof | | N/A | N/A |
| <i>Council's preferred method for delivery of the requested information is digitally for sustainability purposes. If you require the information to be printed or posted, please refer to Service Centres and Libraries section.</i> | | | |

22.1.6 APPOINTMENTS TO EXTERNAL BODIES

Doc ID: 562616

1. Purpose of Report

To consider the Board's appointments to external organisations.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
 - B. Agrees that all appointments to external organisations are liaison roles.
 - C. Agrees that the Vallance Cottage Working Group be added to the list of external appointments.
 - D. Agrees that the relationship with the Ophir Welfare Association Committee and the St Bathans Area Community Association be on an as required basis.
 - E. Works with the Alexandra Blossom Festival Committee to remove the requirement of the Chair of the Community Board needing to be the Chair of the Blossom Festival.
-

2. Background

Section 52 of the Local Government Act sets out the role of community boards, part of which is to "represent, and act as an advocate for, the interest of its community; and ... to communicate with community organisations and special interest groups within the community". To help facilitate this, community boards form relationships with external organisations. Many of these relationships are informal, others are on an 'as required' basis and others are formalised.

At the beginning of each triennium, each community board appoints members to external committees and organisations where the relationship has been formalised. These appointments vary from appointing the chairperson and trustees through to liaison positions.

This report follows on from a workshop held with the Board in 2021 and provides an opportunity to consider what appointments are made to external organisations, including the type of appointment.

Conflicts of Interest

The Office of the Auditor-General has provided good practice guidelines called "*Managing conflicts of interest: A guide for the public sector.*"

In this, the Office of the Auditor-General notes that there are different types of conflicts:

- Financial conflict of interest
- Non-financial conflicts of interest
- Conflicts of roles
- Pre-determination

The guide states that the public need to be confident that decisions of public entities (which includes community boards):

- are made impartially and for the right reasons; and
- are not influenced by personal interests or ulterior motives.

This means that the Board, and its members, need to identify and manage any conflicts of interest for each decision made.

Liaison vs Representative Positions

Liaison positions provide a formal contact from community boards to external organisations. However, the function is that of liaison only. This means that the role does not have voting rights on the external organisation and although the role may attend some meetings of the external group, it is not a requirement to attend them all unless both parties consider it to be mutually beneficial. Liaison positions can generally participate in discussions and vote on topics relevant to the external organisation at community board meetings without creating a conflict of interest, however members should monitor this and not participate in any item where they think a conflict may exist.

Representative positions are a formal member of the governing body of the external organisation. This means that the role should attend all meetings of the external body and has voting rights. It also means that the individual would have very limited opportunity to participate in discussions and voting relating to the external organisation at community board meetings, without creating a conflict of interest.

Existing Appointments

At the beginning of the 2019-2022 triennium, the Vincent Community Board made the following appointments to external organisations:

- Alexandra Community House Trust – 1 liaison
- Alexandra Council for Social Services – 1 liaison
- Alexandra District Museum Inc (Central Stories) – 1 representative
- Alexandra Blossom Festival Committee – the chairperson
- Alexandra and Districts Youth Trust – 1 liaison
- Clyde Community Centre Committee – 1 representative
- Clyde Community Plan Group – 1 representative
- Clyde Historical Museum Committee – 1 representative
- Keep Alexandra-Clyde Beautiful Society – 1 representative
- Promote Alexandra Inc – 1 liaison
- St Bathans Area Community Association Inc – 1 representative
- Ophir Welfare Association Committee – 1 liaison

3. Discussion

The Community Board has relationships with a number of external organisations and special interest groups. Over time, the Board has formalised the relationship with some of these organisations through appointing liaison or representative positions to the external organisation.

Given the potential for creating conflict of interests during decision making at community boards, it is recommended that appointments to external organisations are liaison positions, rather than formal representatives. This would allow the formal relationships to continue, while minimising the risk of creating a conflict.

It is understood that of the list of organisations provided in the background section of the report, the Clyde Community Centre Committee and Clyde Community Plan Group are not currently operational and should be removed from the list. Groups are welcome to approach the Board to discuss their relationship at any time.

The Board's relationship with the St Bathans Area Community Association and the Ophir Welfare Association Committee has changed over time, and at the workshop it was suggested that the ongoing contact should be on an 'as required' basis, rather than through a formal appointment process.

It was also suggested that a liaison position to the Vallance Cottage Working Group be added to list.

The Alexandra Blossom Festival's constitution states that the Chair of the Vincent Community Board shall be the Chair of the Blossom Festival and that the Community Board may also appoint one further member to the Blossom Festival's board.

Given the funding agreements between the Community Board and the Blossom Festival, this arrangement has created a conflict of interest that has needed to be carefully managed by the Community Board and its members. It is recommended that the Board enters into discussions with the Alexandra Blossom Festival to remove the requirement that the Chair of the Festival is the Chair of the Community Board. It is further suggested that the Community Board appointments become liaison positions rather than representatives.

This change would not prevent the Chair of the Community Board from ever being the Chair of the Blossom Festival, however that decision would be made by the Blossom Festival through its formal processes and could be managed by the individual concerned at the Community Board table.

4. Financial Considerations

There are no financial considerations arising from this report.

5. Options

Option 1 – (Recommended)

That all appointments made by the Vincent Community Board to external organisations are liaison positions. That a liaison position on the Vallance Cottage Working Group be added to the list of external appointments. That the Community Board's relationship with the Ophir Welfare Association Committee and the St Bathans Area Community Association be on an "as required" basis; and that the Community Board work with the Alexandra Blossom Festival to remove the requirement of the Chair of the Community Board needing to be the Chair of the Blossom Festival.

Advantages:

- These changes would reduce the potential of creating conflicts of interest and would be more in line with the Office of the Auditor-General guidelines.
- Relationships with external organisations would be maintained in an appropriate manner.

Disadvantages:

- There is the potential for organisations to see the proposed changes as a “downgrading” of their relationship with the Board.

Option 2

Make no changes.

Advantages:

- Relationships would continue as they have in the past.

Disadvantages:

- Known conflicts of interest would continue to exist and require ongoing careful management.

6. Compliance

| | |
|---|--|
| Local Government Act 2002 Purpose Provisions | <p>This decision enables democratic local decision making and action by, and on behalf of communities by ensuring the Community Board fulfills its role set out in s52 of the Local Government Act.</p> <p>AND</p> <p>This decision promotes the social/cultural/economic/environmental wellbeing of communities, in the present and for the future by forming appropriate relationships with organisations that work to enhance the wellbeing of the District.</p> |
| Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc. | The recommended option is consistent with all other Council plans and policies. |
| Considerations as to sustainability, the environment and climate change impacts | There are no implications created by the recommended option. |
| Risks Analysis | The recommended option aims to minimise the risk to Council of poorly managed conflicts of interest, whilst maintaining strong relationships with external organisations. |
| Significance, Consultation and Engagement (internal and external) | <p>The recommended option does not meet the threshold of the Significance and Engagement Policy.</p> <p>If the Board agrees with the recommended option, discussion with the affected external organisations will take place.</p> |

7. Next Steps

Once a decision has been made, discussion will take place with the external organisations where changes are proposed. The list of appointments to external organisations will be updated for the new triennium.

8. Attachments

Nil

Report author:



Rebecca Williams
Governance Manager
12/01/2022

Reviewed and authorised by:



Sanchia Jacobs
Chief Executive Officer
18/01/2022

6 MAYOR'S REPORT

22.1.7 MAYOR'S REPORT

Doc ID: 562481

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Vincent Community Board receives the report.

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

2. Attachments

Nil

7 CHAIR'S REPORT

22.1.8 CHAIR'S REPORT

Doc ID: 562486

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

8 MEMBERS' REPORTS

22.1.9 MEMBERS' REPORTS

Doc ID: 562490

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

9 STATUS REPORTS

22.1.10 FEBRUARY 2022 GOVERNANCE REPORT

Doc ID: 559201

1. Purpose

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

Recommendations

That the report be received.

2. Discussion

Minutes from the November 2021 meeting of Keep Alexandra/Clyde Beautiful

Minutes for the November 2021 meeting of Keep Alexandra/Clyde Beautiful were received. They were previously sent to members for their information (see appendix 1).

Status Reports

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

Legacy Status Reports

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

3. Attachments

Appendix 1 - November 2021 minutes of Keep Alexandra/Clyde Beautiful [↓](#)

Appendix 2 - VCB Status Report [↓](#)

Appendix 3 - VCB Legacy Status Report [↓](#)

Report author:

Reviewed and authorised by:



Wayne McEnteer
Governance Support Officer
20/01/2022



Sanchia Jacobs
Chief Executive Officer
24/01/2022

President
David Beer

Phone: 03 4493017
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130A McArthur Road, Alexandra 9391



Secretary
Sue Mort

Phone: 03 4487450
Email: torridon9@gmail.com
Chance House, 5 Lanes Rd, Alexandra 9320

**MINUTES OF KEEP ALEXANDRA CLYDE BEAUTIFUL MEETING HELD AT 42 VENTRY STREET
ON WEDNESDAY NOVEMBER 3RD AT 7.30PM**

PRESENT: David Beer , Ann & Barrie Wills, Bev Thomson, sue mort, Anna Robinson, Roger Browne

APOLOGIES:

ABSENT: Karin Bowen, Alan Johnston

MINUTES OF PREVIOUS MEETING

Correction to October minutes under Art/ Seating should read, Marie Gordon not Marie Leitch, at CODC

Secretary moved that the minutes, having been emailed, be accepted as a true and correct record.

Seconded Bev

Carried

BUSINESS ARISING FROM THE MINUTES.

Dealt with in Reports

CORRESPONDENCE/ EMAILS:

IN All inward correspondence has been circulated

13th October CODC Grant Application outcome

OUT 1 Oct. Lisa Linn KNZB re supplies for Clean Up Week

Secretary moved that the correspondence be accepted.

Seconded Barrie

Carried

FINANCE:

Cheque Account: \$2806.90

Term Deposit: \$9378.43

ANZ Serious Saver \$7462.10

| | | |
|---------------|-----------|------|
| ACCOUNTS PAID | \$17.96 | Kari |
| | \$ 221.82 | Bev |
| | \$4.00 | Sue |

The Treasurer moved that the finances be accepted as a true and correct record

Seconded Bev

Carried

GRANT APPLICATIONS

KACB received \$2500.00 towards Beautification Projects for 2021/2022. Our objectives, which we submitted, revolve around maintenance of existing projects.(lack of active younger members limit our programme). Being light on new plantings or street enhancement we did not qualify for the amount requested.

Anna commented on this fact.

Bev's application from the Shaky Bridge Reserve Group for a Shaky Bridge water connection received a grant of \$9393.00 which was the full amount requested. Anna commented that the presentation was excellent.

One stumbling block in each case the GST amounts were not included. *No recourse*

Treasurer to Invoice CODC for the two amounts using their reference purchase orders.

Delivered to CODC office 8/11

DOC was invoiced on 29th August for tree replacements on the Rail Trail. Not yet paid. Treasurer to follow up.

Delivered to DOC office 9/11

In October 2020, on his departure to Richmond, Bryan Davies moved that the Secretary/ Treasurer be paid an honorarium of \$200 from October 2021 extending to 2022.

Ann moved that this payment be made to Sue Mort

Seconded David

Carried

REPORTS:

1. **RAIL TRAIL - Karin Bowen**

Working Bee held on October 6th at 9.30am finding irrigation, cutting grass around shrubs and trees after first spray.

Helen, Ann, Sue, Barrie, Ann Paton, David.

Barrie sprayed entire plantings on Dunstan Road once again on 21 Oct.

We need a good turn out to move 4 piles of bark mulch over one or more Working Bees.

Anna to contact Michelle Clapham (who has expressed keen interest) Alex Primary School to see if she can get a kids work crew.

David prepared to bus them to site.

Needs confirmation Supervisors & gear including masks.

There is one irrigated spot without a tree Sue looked at a small silver birch at \$39 and decided too much to pay. Ann has a potted Hoheria which can be planted at the Working Bee.

2. **KAMAKA WALKWAY – Ann Wills/ Sue Mort**

Ann & Sue spent 2 Working Bees tidying up the top entrance to the bottom of first flight of steps.

Irrigation system still working on existing batteries, but breakages in the lines and fittings need fixing.

There is a neighbor? interested in helping at Working Bees.

Next one Wednesday November 10th 10am. Email notice to be sent to members.

The removal of the pines on the rhododendron slope may be in the Council's programme for 2022.

3. **HANGING BASKETS –David Beer/ Allan Johnston**

New ones are up. Thanks to Joe for ladder climbing as part of the team. Photo posted on Facebook to make the locals aware that KACB supply and service the baskets. Who is in charge of timing the watering?

4. **BEST STREET & CUL DE SAC COMPETITION**

As discussed in September a promotion of the Competition is needed to get community involvement. Bev to liaise with Alan for content. CODC Events Listing and (Anna) Hash Tags to build an audience for our Facebook page. (Mystery to Sec.)

5. **LINGER AND DIE; DUNSTAN GOLD PLANTINGS**

To remember our grand old gentleman

DENIS CRONIN DEDICATION – INAUGURAL KACB MEMBER and LONG SERVING CHAIRPERSON

Meegan Gianoni (Denis's daughter) made contact and asked if a plaque could be put on a seat by the Kowhai area at The Linger & Die. Each of these seats has a dedication to those that donated them, so Ann has suggested that a plaque be put along the top of the existing KACB sign in front of the plantings.

Ann spoke to Bob Dawson, Engraver, and for a 600 x 100mm sign, black lettering on gold laminate (to have a backing board) the cost approx. \$60.

Suggested wording "Dedicated to Denis Cronin for long service as inaugural KACB MEMBER 1988- 2021.

Committee to consider options and cost. Which we did, and confirmed materials, cost and wording. Barrie can find backing timber

6. **CLEAN-UPS - David Beer**

7. **VINCENT COMMUNITY BOARD - Anna Robinson/ Roger Browne**

Next round of funding March 2022

8. **WORLD ENVIRONMENT DAY/MAD4CO – Bev**

9. **LOOKOUT RESERVE – Beverley Thomson**

Joe has spent 4hours on maintenance.

Bev getting into action with Working Bees, the first on Tuesday Nov. 9th 11am -1pm, to be followed up weekly.

We need primary school kids to move bark mulch, but schools' disrupted curriculum not boding well. Ollie has offered late November as a possibility.

SHAKY RESERVE

We won the CODC grant \$9393 towards the water connection for the Shaky bridge planting project for the 2021/22 financial year. To uplift the money an invoice required for 9393 zero G.S.T. purchase order 93254. Bev's quotes were for ex GST.

\$1600 for Water connection, toby, water meter and check valve

Installation \$1669

Controller & dripline \$6124

Ann suggested we try KNZB for the GST content. Contact is Heather Saunderson heather@knzb.org.nz

10-17 October the Baxter Team spent 15 hours weeding and mulching. Survival rate has been excellent only watered once, by a near neighbour, since planting.

Planning meeting to be held in the next 2 weeks.

10. ART/ SEATING IN THE COMMUNITY – Ann Wills

Alexandra Engineering are fabricating 2 tables, this week, all going well. Contact is Russell Anderson

Bunnings Queenstown are donating 10 redwood sleepers via their Community Activity Programme. They will deliver, free to Alexandra Contact Britte Lirette

Menzshed available to dress sleepers Contact Trevor Goudie

Arranged with KNZB to pay full invoice including GST, then KACB will reimburse for non GST component Contact Heather Saunderson.

Bob Dawson advised brass business card sized 'Donated by KACB 2021' plaques would cost approx. \$31 each. Committee to confirm.

Ann moved that payment required for these tables be made as required after this meeting, when invoice is received.

Seconded David

Carried

Ann spoke to Don Morrison who was on the Glad McArthur Committee when the group was closed, There were no criteria for how KACB spent the donated funds.

11. SEND DELEGATE TO KNZB NATIONAL CONFERENCE**12. JOLENDAL PARK/ARONUI DAM**

Trustees Meeting on Saturday 13th November.

Ian Mann's position as a Trustee will have to be filled.

Irrigation problem solved. Trees for Babies all alive.

13. ALEXANDRA GARDEN

2 Working bees involving Karin, Bev, Sue and Helen. Pruning of shrubs to give light to understorey plants. Weeding & spraying.

14. ALEXANDRA ENTRANCE SIGNS

Manuhierikia still needs attention. Lighting at Golf course sign temperamental.

GENERAL:

Xmas Get Together. Lunchtime/weekend. 1st choice Post Office, Clyde, 2nd Dunstan House. David to book.

Committee Members to be subsidized \$10 a head.

CONFIRMED DATE POST OFFICE SUNDAY 5TH DECEMBER AT 1PM

The next meeting will be on Wednesday January 26th

Venue to be confirmed

Please advise Sue Mort if unable to attend – Tel. 448 7450

| Status Updates | | Committee: Vincent Community Board | | | |
|----------------|---|------------------------------------|--|------------------------------|--|
| Meeting | Report Title | Resolution No | Resolution | Officer | Status |
| 12/04/2021 | Clyde River Park Funding | 21.3.4 | <p>That the Vincent Community Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to continue to support the proposed Clyde River Park development project.</p> <p>C. Authorises \$150,000 be allocated from the Earnsclough Manuherekia Rural Land Subdivision Fund as Council contribution to the Clyde River Park development project.</p> | Parks and Recreation Manager | <p>16 Apr 2021 Action memo sent to the Parks and Recreation Manager</p> <p>26 May 2021 Work progressing to confirm external funding</p> <p>08 Jul 2021 Work to confirm external funding continues</p> <p>19 Jul 2021 Tourism Infrastructure funding grant now confirmed. Work to confirm landscaping and playground design has begun.</p> <p>16 Aug 2021 Work is continuing on planning for the landscape and play areas. Planning is anticipated to be completed by late September.</p> <p>28 Sep 2021 Planning work is continuing. Expected to be completed by November.</p> <p>03 Nov 2021 Work is progressing with planting of the bank above the extension to Miners Lane now completed. Native grasses were used to help stabilise this area. Earthworks for the play area are nearing completion. A concept plan for the play area has been drafted and will be socialised with the Clyde School. At this stage delivery of any play equipment is unlikely before March 2022.</p> <p>14 Jan 2022 The playground concept has been confirmed and play equipment ordered. All other landscape work has been completed.</p> |
| 19/05/2021 | Submissions on the Long-term Plan 2021-31 Consultation Document | 21.4.3 | <p>Recommends to Council 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.</p> | Parks and Recreation Manager | <p>20 Aug 2021 A meeting has been held with key stakeholders for the proposed hockey turf. As an outcome from that meeting a comprehensive feasibility study produced by the hockey club is necessary to progress the</p> |

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| | | | | | <p>matter. This is a requirement of funding agencies and would enable the matter to be considered by the Vincent Community Board.</p> <p>03 Nov 2021 Molyneux Turf Incorporated have engaged a consultant to assist them in the preparation of a business case for the proposed turf. Completion date for this is unknown.</p> <p>14 Jan 2022 No further update.</p> |
| 19/05/2021 | Submissions on the Long-term Plan 2021-31 Consultation Document | 21.4.3 | Recommends to Council that staff provide a report regarding Ice Inline for future consideration. | Parks and Recreation Manager | <p>20 Aug 2021 Item will be considered for a future Annual Plan or Long-term Plan. ON HOLD</p> |
| 19/05/2021 | Submissions on the Long-term Plan 2021-31 Consultation Document | 21.4.3 | Recommends to Council 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 | <p>20 Aug 2021 Item will be considered for a future Annual Plan or Long-term Plan. ON HOLD</p> |
| 9/06/2021 | Hardship Grant Application Alexandra Blossom Festival | 21.5.9 | <p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves a hardship grant of \$26,000 to Alexandra Blossom Festival Incorporated for the 2021 Blossom Festival event.</p> | Media and Marketing Manager | <p>16 Jun 2021 Action item sent to Officer and Finance</p> <p>07 Jul 2021 Alexandra Blossom Festival Inc advised of approved grant - resolution number and purchase order provided. Grant invoiced and in CODC system for payment.</p> <p>16 Aug 2021 Grant has been uplifted by Alexandra Blossom Festival.</p> <p>27 Sep 2021 2021 Event cancelled. Correspondence sent to committee dated 23 September requested committee advise plans regarding reimbursement of grant which was approved as being for event infrastructure.</p> <p>03 Nov 2021 Committee request to retain grant presented to VCB for consideration - request declined. Grant to be reimbursed to CODC - committee advised and reimbursement</p> |

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| | | | | | pending. 19 Jan 2022 Grant Reimbursed – MATTER CLOSED |
| 31/08/2021 | Promotion Grant Applications 2021 - 22 First Round | 21.7.2 | <p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Declines a promotions grant application from the Central Otago A & P Show for Children's Entertainment</p> <p>GRA210733815 Central Otago A & P Show – Children's Entertainment</p> <p>Year 1 LTP 2021/22 applied \$7,500 \$0 Declined Year 2 LTP 2022/23 applied \$5,000 \$0 Declined Year 3 LTP 2023/24 applied \$5,000 \$0 Declined</p> <p>C. Approves a promotions grant for Year 1 and Year 2, but declines a promotions grant for Year 3 for Winterstellar Matariki and Night Sky events and exhibitions.</p> <p>GRA210740149 Winterstellar Matariki and Night Sky events and exhibitions</p> <p>Year 1 LTP 2021/22 applied \$20,000</p> <p>\$4,000 approved subject to establishment of appropriate entity. \$10,000 approved subject to satisfactory report back year 1. \$0 Declined</p> <p>D. Approves a promotions grant for Year 1 and Year 2, but declines a promotions grant for Year 3 for the Central Otago District Arts Trust – Cover to Cover event.</p> <p>GRA210739572 Central Otago District Arts Trust –</p> | Media and Marketing Manager | <p>08 Sep 2021 Action memo sent to the Media and Marketing Manager and to Finance</p> <p>27 Sep 2021 All applicants have been advised in writing of funding decisions - both declined and approved. For approved grants purchase orders have also been raised.</p> <p>03 Nov 2021 Central Otago District Arts Trust advised staff that Cover to Cover Authors talks deferred till early 2022 - due to Author being in Auckland and unable to travel due to COVID restrictions. , Winterstellar organiser has advised that they have sought advice regarding establishment of official entity. Staff will continue to liaise as necessary.</p> <p>19 Jan 2022 No further update from Central Otago Arts Trust - Staff will follow up at end of January if nothing heard. Winterstellar organiser has confirmed that a Charitable Trust has now been established. Establishing a new bank account is in progress. Awaiting update on when grant will be uplifted.</p> |

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| | | | <p>Cover to Cover events</p> <p>Year 1 LTP 2021/22 applied \$4,261 \$2,500 Approved</p> <p>Year 2 LTP 2022/23 applied \$7,218 \$1,000 Approved</p> <p>Year 3 LTP 2023/24 applied \$9,055 \$0 Declined</p> <p>E. Declines an application for a promotions grant from Ahipara for the Ahi Festival of Light.</p> <p>GRA210714507 Ahipara – Ahi Festival of Light</p> <p>Year 1 LTP 2021/22 applied \$25,000 \$0 Declined</p> <p>Year 2 LTP 2022/23 applied \$10,000 \$0 Declined</p> <p>Year 3 LTP 2023/24 applied \$5,000 \$0 Declined</p> <p>F. That given the \$26,000 allocation through the hardship fund process, that no additional allocation is provided for the 2021/22 FY and that \$24,500 is allocated for the 2022/23 FY.</p> <p>GRA210749634 Alexandra Blossom Festival Inc. Event Infrastructure Costs</p> <p>Year 1 LTP 2021/22 applied \$24,500 \$0 Declined</p> <p>Year 2 LTP 2022/23 applied \$24,500 \$24,500 Approved</p> <p>Year 3 LTP 2023/24 Applied \$24,500 \$0 Declined</p> | | |
| 11/10/2021 | Alexandra Blossom Festival Request to retain promotion grant | 21.8.2 | <p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Declines the request from Alexandra Blossom Festival Inc. to retain the \$26,000 grant previously approved to Blossom Festival 2021 event</p> | Media and Marketing Manager | <p>21 Oct 2021 Action memo sent to the Media and Marketing Manager and to Finance</p> <p>03 Nov 2021 Correspondence provided to Committee confirming requirement to refund grant plus details on process for doing so. Received confirmation from treasurer that the</p> |

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| | | | <p>infrastructure – ref: VCB resolution 21.5.9.</p> <p>C. Directs Alexandra Blossom Festival Inc. reimburse the uplifted grant in full to Central Otago District Council within one month of the Board decision, and that the reimbursed grant is made available to the next publicised contestable promotions grant funding round.</p> | | <p>reimbursement will be processed within the one month timeframe.</p> <p>19 Jan 2022 Grant reimbursed. MATTER CLOSED</p> |
| 11/10/2021 | Vincent Community Board Community Grant Applications 2021-24 Financial Year | 21.8.3 | <p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to withhold any grant funding for years beyond year one until the conclusion of the Grant Policy Review in November 2021.</p> <p>C. Approves a community grant for Alexandra and Districts Youth Trust to cover rent costs.</p> <p style="padding-left: 40px;">2021/22 Requested: \$6,000 Approve: \$6,000</p> <p style="padding-left: 40px;">2022/23 Requested: \$6,000 Decline \$0</p> <p style="padding-left: 40px;">2023/24 Requested: \$6,000 Decline: \$0</p> <p>D. Declines a community grant for Bolder Inn to cover CCTV, uniforms and equipment.</p> <p style="padding-left: 40px;">2021/22 Requested: \$10,003 Decline: \$0*</p> <p style="padding-left: 40px;">*Undertake a rent review through the Community Leasing and Licensing Policy</p> <p>E. Approves a community grant for Earnsclough Community Society Inc for operational costs.</p> <p style="padding-left: 40px;">2021/22 Requested: \$1,500 Approve: \$1,500</p> <p style="padding-left: 40px;">2022/23 Requested: \$1,500 Decline: \$0</p> <p style="padding-left: 40px;">2023/24 Requested: \$1,500</p> | Community Development Officer | <p>21 Oct 2021 Action memo sent to the Community Development Officer and to Finance.</p> <p>03 Nov 2021 All applicants have been notified of the outcome of their application and instructions have been sent for uplifting invoices. Still awaiting on some applicants to reply and/or send through invoices.</p> <p>10 Jan 2022 All applicants have been notified of the outcome of their application. Not all applicants have uplifted grants as of yet.</p> |

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| | | | Decline: \$0 | | |
| | | | F. Declines a community grant for Earnsclough Irrigation Company for Fraser River / Otewhata Riparian Enhancement Plan. | | |
| | | | 2021/22 Requested: \$24,375 | | |
| | | | Decline: \$0 | | |
| | | | 2022/23 Requested: \$24,375 | | |
| | | | Decline: \$0 | | |
| | | | G. Approves a community grant for Galloway Hall for operational costs and hall maintenance. | | |
| | | | 2021/22 Requested: \$10,000 | | |
| | | | Approve: \$5,000 | | |
| | | | 2022/23 Requested: \$5,000 | | |
| | | | Decline: \$0 | | |
| | | | 2023/24 Requested: \$3,000 | | |
| | | | Decline: \$0 | | |
| | | | H. Approves a community grant to Haehaeata Natural Heritage Trust for Clyde Railhead Community Eco Nursery Improvements. | | |
| | | | 2021/22 Requested: \$5,450 | | |
| | | | Approve: \$5,450 | | |
| | | | I. Declines a community grant for Historical Clyde Inc for a public art sculpture. | | |
| | | | 2021/222 Requested: \$28,500 | | |
| | | | Decline: \$0 | | |
| | | | J. Approves a community grant for Alexandra District Museum Inc to cover operational costs for the museum and the art gallery. | | |
| | | | 2021/22 Requested: \$125,000 | | |
| | | | Approve: \$61,758 | | |
| | | | 2022/23 Requested: \$125,000 | | |
| | | | Decline: \$0 | | |
| | | | 2023/24 Requested: \$125,000 | | |
| | | | Decline: \$0 | | |
| | | | K. Declines a community grant for Otago Country Cricket for an electronic scoreboard at Molyneux | | |

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| | | | <p>Park</p> <p>2021/22 Requested: \$25,000 Decline: \$0</p> <p>L. Approves a grant for the Shaky Reserve Group for a water connection including a provision that a Memorandum of Understanding will be signed between Council and Keep Alexandra Clyde Beautiful for any works carried out on Council land.</p> <p>2021/22 Requested: \$9,393 Approve: \$9,393</p> <p>M. Approves a community grant for Keep Alexandra Clyde Beautiful for beautification projects including a provision that a Memorandum of Understanding will be signed between Council and Keep Alexandra Clyde Beautiful for any works carried out on Council land.</p> <p>2021/22 Requested: \$8,475 Approve: \$2,500</p> <p>N. Approves a community grant for the Salvation Army for consent fees required to move a glass house.</p> <p>2021/22 Requested: \$297 Approve: \$297</p> <p>O. Declines a community grant for Ophir Welfare Committee for Ophir pool operational costs.</p> <p>2021/22 Requested: \$1,500 Decline: \$0</p> <p>2022/23 Requested: \$1,500 Decline: \$0</p> <p>2023/24 Requested: \$1,500 Decline: \$0</p> <p>P. Approves a community grant for the Alexandra Community Advice Network to cover administration costs.</p> <p>2021/22 Requested: \$5,000 Approve: \$4,000</p> <p>2022/23 Requested: \$5,000</p> | | |
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| | | | Decline: \$0 2023/24 Requested: \$5,000 Decline: \$0 | | |
| 11/10/2021 | Proposal to Reclassify Area of Alexandra Town Belt (PRO: 61-2000-00) | 21.8.4 | <p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to:</p> <ol style="list-style-type: none"> 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. <p>Subject to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Public consultation in accordance with the Reserves Act 1977. <input type="checkbox"/> The consent of the Minister of Conservation. <input type="checkbox"/> The costs being met by the Alexandra Northern Reservoir Capital Project. <input type="checkbox"/> The Chief Executive approving the final tank/reservoir design and survey boundaries. <p>C. Authorises the Chief Executive Officer to do all that is necessary to give effect to the resolution.</p> | Statutory Property Officer | <p>21 Oct 2021 Action memo sent to the Statutory Property Officer.</p> <p>03 Nov 2021 Public consultation underway.</p> <p>10 Jan 2022 Public consultation since complete. Matter referred to HP for consideration, with recommendation being made to Council that they agree to the proposal. MATTER CLOSED</p> |
| 16/11/2021 | Clyde Museum Redevelopment - Clyde Police Lock-up | 21.9.3 | <p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>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</p> | Property and Facilities Officer (Vincent and Teviot Valley) | <p>07 Jan 2022 Action memo received. Procurement of contractor to move the building is underway.</p> |

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| | | | <p>Clyde Railway Station on the Railway Station Recreational Reserve (Lot 31 Deposited Plan 19044).</p> <p>C. Approves the budget of \$46,000 to be funded from the Vincent General Reserves (4111).</p> <p>D. Agree to issue a lease to the Clyde Historical Museum Group Incorporated over approximately 30m² of the Clyde Railway Station Recreation Reserve.</p> <p>This lease will be issued under the Reserves Act 1977 and is subject to the Community Leasing and Licensing Policy.</p> | | |
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Vincent Community Board Status Report on Resolutions

Chief Executive

Resolution 19.8.13 – December 2019

Development of a Multi-use Community Hub at the Omakau Recreation Reserve (PRJ 01-2017-01)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to support in principle the development of a purpose-built multi-use community facility for Omakau and surrounding communities, as outlined in Global Leisure Group's feasibility study.
- C. **Approves** the construction of the facility on the Omakau Recreation Reserve, at a location to be determined by the community, subject to project funding and regulatory consent approvals.
- D. **Agrees in principle**, subject to further work, that the rough concept design for the facility be progressed to developed design stage, to enable future funding discussions and consideration by the Board.

STATUS

November 2021-January 2022 – the Committee is continuing to progress the design plans and the formation of a charitable trust.

September 2021 – The subcommittee is continuing to work on progressing the design.

July-August 2021 – A subcommittee of the working group has been formed to progress the design.

June 2021 – Resolved by Council to include in Year 3 of the 2021 Long-term Plan.

May 2021 – Endorsed by VCB and will be considered by Council at 1 June 2021 meeting.

February 2021 – A \$1million financial contribution to the construction of the hub has been included as a consultation topic in Council's 2021 Long-term Plan community engagement.

July-December 2020 – The working group has confirmed the building site and is currently developing draft building designs.

June 2020 - The working group for this project are re-establishing meetings as of 10 June. (Their first meeting is this evening).

April 2020 – The COVID-19 lockdown has temporarily stalled community meetings.

March 2020 – The Omakau Recreation Reserve Committee is progressing community conversations about an appropriate building site and user needs, so that the detailed design will take into account as many potential users as possible.

December 2019 – Action memo sent to Community and Engagement Manager.

Planning and Environment

Resolution 20.5.5 – September 2020 **Alexandra Theatre – Stage Upgrade (Doc ID 501525)**

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** to proceed with the Alexandra Theatre Stage Upgrade Project at an updated estimate cost at the detailed design stage of \$590,000.
- C. **Approves** the updated funding structure of the project to be as follows:

| | |
|---------------------------------|-----|
| Central Otago District Council | 33% |
| Otago Community Trust | 10% |
| Lotteries Community Facilities | 44% |
| Trans power Community Care Fund | 8% |
| Alexander McMillan Trust | 5% |

The draft Long-Term Plan 2021/31 to be updated once the project tender has been concluded.

- D. **Approves** the updated project programme as outlined in the report and instructs Council staff to start the tendering process.

STATUS

January 2022- No further update.

December 2021- Chasing engineer's fire and accessibility reports and earthquake modeling results. Requested an 8-month extension on the Lotteries funding agreement.

November 2021- Awaiting engineer's fire and accessibility reports and earthquake modeling results.

October 2021 – The engineering design for strengthening is finished. QS of this design has been received. When taking the approach of combining both the Stage Upgrade and the Earthquake Strengthening Projects the estimated construction costs are over the combined budget.

It has also been identified that an accessibility report and a fire report will be required as part of the building consent for both projects. The engineer has both reports underway. Any resulting costs to bring the building up to current code will also need to be factored into these projects.

The engineer has suggested council could opt for only the hall section of the Community Centre to be strengthened if the Theatre is not required for Emergency Management purposes. Council's Emergency Management Officer has been consulted and confirmed this could be a possibility the Board may like to consider.

The engineer has been instructed to do further modeling to see how the parts of the complex will perform in an earthquake if they are at different strengthening levels. Once received a report to the Board for a decision to either provide further funding or to proceed but only strengthen the hall side of the complex to 67% will be tabled.

September 2021 – Central Lakes Trust approved \$32,000. Funding remains \$46,500 short. The building is due to be strengthened up to 67% through funding provided this financial year. Possibility of combining these projects for potential cost savings is being explored. Engineer's design for strengthening work underway.

August 2021 – Asbestos removal complete. Central Lakes Trust application submitted. Decision due mid-August.

July 2021 – Funding for asbestos removal approved. Asbestos being removed 5-18 July. Lotteries funding approved in full. Transpower and Alexander McMillan Trust funding applications declined. Central Lakes Trust approached again and will consider application in August funding round.

May 2021 – Otago Community Trust funding approved in full. Report to Board to be tabled at its June meeting, requesting funding for asbestos removal which must be completed before construction commences.

March 2021 – Funding applications lodged. Outcome expected end June 2021.

February 2021 – Contract awarded subject to funding. Funding applications underway.

December 2020 – Tender has now closed and assessment is underway.

November 2020 – Drafting of tender documents are underway.

September 2020 – Action memo sent to the Property and Facilities Officer – Vincent and Teviot Valley.

Resolution 20.2.9 – May 2020

Alexandra Cemetery Arnott Street Boundary Treatment (Doc ID 440203)

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** that the planting of the Salvation Army community garden screen planting and the fencing and planting of the northern Arnott Street buffer zone proceed as approved in the 2019/2020 Annual Plan.
- C. **Agrees** to the removal of all encroachments on the reserve, and the fencing of the common boundary between Arnott Street East and the reserve, where no common boundary fence exists, by the end of the calendar year.

STATUS

ON HOLD

August 2021 – Removal of encroachments rescheduled with residents to Summer 2021. On hold until further progress.

May - July 2021 – Planting is now well established. Encroachment timeline removal not finalised.

March 2021 – Final neighbouring property owners still in discussion with Council on a timeline for removal of encroachments.

February 2021 - Encroachment removal and boundary fencing works imminent.

December 2020 – The planting and irrigation components of the project are now complete and plants are thriving. Encroachment removal and boundary fencing discussions with property owners is to commence in January 2021.

November 2020 – Planting, irrigation mains, fencing, and plant protection completed. Temporary irrigation is still in place to establish both the border and the grass cover while the irrigation contractor waited for the planting to be completed. Permanent irrigation completion is imminent. One neighbour to the site has been of great support in keeping the irrigation operating through high wind periods to both control dust and ensure plant survival.

September 2020 – Works stalled due to contractor availability. Issues will be addressed to see planting and fencing completed by the end of September.

July 2020 – Community Garden screen planting project commenced 13 July 2020 with the removal of the derelict water race and the installation of irrigation. Fencing will follow with the planting likely to be completed by 31st August 2020.

May 2020 – Letter sent to all Arnott Street property owners who adjoin the reserve advising them of the Board's decision. Project re-costing underway for a June start on implementation of buffer planting works. Removal of the derelict water race reviewed as possible pending agreement from Heritage New Zealand.

May 2020 – Action memo sent to Parks Projects Officer

Resolution 17.7.12 – September 2017

Council Owned Land, Pines Plantation Area North of Molyneux Park Netball Courts Alexandra – Consider Sale/Development of Residential Land (PRO 61-2079-00)

- A. RESOLVED that the report be received, and the level of significance accepted.
- B. RESOLVED that the Board agreed to the sale of part of Lot 25 DP 3194 and part of Lot 6 DP 300663, located south of the Trans power corridor at the north end of Alexandra and adjacent to the Central Otago Rail trail.
- C. RESOLVED that the Board agreed to 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. RESOLVED that the Board agreed to delegate to the Chief Executive the authority to select the preferred joint venture offer and negotiate "without prejudice" a joint venture agreement.

E. AGREED that the Chief Executive be authorised to do all necessary to achieve a joint venture agreement.

STATUS

January 2022- Stage one titles received, and stage two titles applied for.

December 2021- Waiting for Land Information New Zealand to issue titles.

November 2021- 224c Approved. Titles applied for.

October 2021 – 224c application has been submitted. Once 224c is approved, titles can be applied for.

September 2021 - Development work programme on track. Lots sold: Stage 1 – 16 sold; Stage 2 – 13 sold, 3 unsold; Stage 3 – 10 sold, 9 unsold or under offer.

August 2021 – Development work programme on track. Lots sold: Stage 1 – 16 sold; Stage 2 – 13 sold, 3 unsold; Stage 3 – 6 sold, 5 under contract, 8 unsold.

July 2021 – 50% of Stage 3 under offer. Development tracking well.

May 2021 – Stage Three ready to be released for sale.

March 2021 – Construction work continues.

February 2021 – 3910 contract executed. Detailed update was emailed to the board separate to this Status Report.

December 2020 – Deed of novation signed by all parties.

November 2020 – Variation to agreement has been drafted to accommodate staging. Currently with developer for consideration. Discussions are also being held about future entity, as one partner has passed away.

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.

August 2020 – Continuing to await outcome of Shovel Ready Projects application as this may affect how development progresses.

July 2020 – Still awaiting outcome of Shovel Ready Projects application which may affect how development progresses.

May 2020 – Delays with engineering design and construction start date due to Covid 19. Engineering design mostly complete and work on site expected to start soon with a staged approach. 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.

October 2019 - The affected party consultation process with NZTA and Transpower is now complete however the process with DOC is still being progressed. Once finalized, the application to connect Dunstan Road to the State Highway will be complete. Subdivision consent will then be lodged.

September 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.

April 2018 – No change.

March 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.

September 2017- On agenda for Council approval for the land sale.

September 2017 – Action Memo sent to Property and Facilities Manager.

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 22 March 2022.

11 RESOLUTION TO EXCLUDE THE PUBLIC

Recommendations

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

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

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Ground(s) under section 48 for the passing of this resolution |
|---|--|--|
| 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 |
| 22.1.11 - February 2022 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 |
