

AGENDA

Ordinary Council Meeting Wednesday, 27 April 2022

Date: Wednesday, 27 April 2022

Time: 10.30 am

Location: Ngā Hau e Whā, William Fraser Building,

1 Dunorling Street, Alexandra

(Due to COVID-19 restrictions and limitations of the physical space, public access will be available through a live stream of the meeting.

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

Sanchia Jacobs
Chief Executive Officer

Notice is hereby given that a Council Meeting will be held in Ngā Hau e Whā, William Fraser Building, , 1 Dunorling Street, Alexandra on Wednesday, 27 April 2022 at 10.30 am. The link to the live stream will be available on the Central Otago District Council's website.

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Members

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

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

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

Ordinary Council Meeting - 9 March 2022

MINUTES OF A COUNCIL MEETING OF THE CENTRAL OTAGO DISTRICT COUNCIL HELD ON MICROSOFT TEAMS AND LIVE STREAMED ON WEDNESDAY, 9 MARCH 2022 COMMENCING AT 10.30 AM

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

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

Cr N McKinlay, Cr M McPherson, Cr T Paterson

IN ATTENDANCE: S Jacobs (Chief Executive Officer), L Macdonald (Executive Manager -

Corporate Services), L van der Voort (Executive Manager - Planning and Environment), S Righarts (Chief Advisor), A Crosbie (Senior Strategy Advisor), J McCallum (Roading Manager), L Webster (Regulatory Services Manager), L Stronach (Team Leader Statutory Property), C Martin (Property and Facilities Officer - Vincent and Teviot Valley), N Lanham (Economic

Development Manager), I Evans (Water Services Manager), Quinton Penniall (Environmental Services Manager), M De Cort (Communications Coordinator), R Williams (Governance Manager) and W McEnteer (Governance Support

Officer)

1 APOLOGIES

APOLOGY

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RESOLUTION

Moved: Paterson Seconded: Cadogan

That the apology received from Cr Claridge be accepted.

CARRIED

2 PUBLIC FORUM

Glen Christiansen - Chair, Central Otago Community Housing Trust

Mr Christiansen spoke about Council's role in affordable housing, and specifically the paper being considered on the agenda. He discussed the formation of the trust, and the current housing and rental market situation in Central Otago. He advocated for the secure homes model to be initiated in Central Otago. Mr Christiansen then responded to questions.

3 CONFIRMATION OF MINUTES

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RESOLUTION

Moved: Duncan Seconded: McPherson

That the public minutes of the Ordinary Council Meeting held on 26 January 2022 be confirmed as a true and correct record.

CARRIED

4 DECLARATION OF INTEREST

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

5 REPORTS

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

22.2.2 SAFER SPEEDS BYLAW

To consider approving the Statement of Proposal for the proposed Speed Limits Bylaw 2022 for public consultation.

RESOLUTION

Moved: Alley Seconded: Jeffery

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees that a bylaw is the most appropriate way of addressing the perceived problem, and the proposed bylaw is the most appropriate form and does not give rise to any implications under the Bill of Rights Act 1990.
- C. Approves the Statement of Proposal for the proposed Speed Limit Bylaw 2022 for public consultation.
- D. Appoints Crs Alley, Duncan and Paterson to hear submissions, if necessary.

CARRIED

Note: Cr Jeffery assumed the Chair as the Economic Development and Community Facilities portfolio lead.

22.2.3 ECONOMIC DEVELOPMENT WORK PROGRAMME PROGRESS REPORT

To provide an update on the implementation of the Economic Development Work programme for 2021/22.

RESOLUTION

Moved: Duncan Seconded: Alley

That the report be received.

CARRIED

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

22.2.4 DANGEROUS AND INSANITARY BUILDINGS POLICY

To consider the adoption of the proposed Dangerous and Insanitary Buildings Policy.

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RESOLUTION

Moved: Calvert Seconded: Cadogan

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts the proposed Dangerous and Insanitary Buildings Policy.

CARRIED

Note: Cr McKinlay assumed the Chair as the Three Waters and Waste portfolio lead.

22.2.5 TAUMATA AROWAI CONSULTATION JANUARY 2022

To inform elected members of consultation documents recently circulated by Taumata Arowai.

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RESOLUTION

Moved: Jeffery Seconded: Laws

That the report be received.

CARRIED

22.2.6 EMISSIONS TRADING SCHEME COSTS

To consider the cost increases associated with the Emissions Trading Scheme for 2021 and 2022. A question was raised if the carbon credits were a district or ward asset.

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RESOLUTION

Moved: McPherson Seconded: Cadogan

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves a budget increase of \$103,000 for 2021, and \$326,000 for 2022, for payment of increased emissions trading scheme costs to be funded from the sale of carbon credits.

CARRIED

Note: The Mayor assumed the Chair.

Note: Cr Duncan left the meeting at 12:07 pm.

22.2.7 REVIEW INTO THE FUTURE FOR LOCAL GOVERNMENT

To consider the key questions in the interim report on the Review into the Future for Local Government and the key shifts the Panel believe are required in advance of a discussion with the Panel on 24 March 2022.

RESOLUTION

Moved: Cadogan Seconded: McPherson

That the report be received.

CARRIED

Note: Cr Duncan returned to the meeting at 12:38 pm.

22.2.8 COUNCIL'S ROLE IN AFFORDABLE HOUSING: POLICY DIRECTION

To agree on the policy direction for Council's role in affordable housing.

After discussion it was agreed that staff would develop options for consultation to gauge the support for an affordable housing model in Central Otago. Staff would present those options to Council at a future meeting. The resolution was amended accordingly.

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RESOLUTION

Moved: Gillespie Seconded: Cadogan

That the Council

- A. Receives the report and accepts the level of significance.
- B. Notes the updated information on progressive home ownership (secure homes) and urban design innovation (promoting different housing typologies)
- C. Notes that both the progressive home ownership (secure homes) and urban design innovation (promoting different housing typologies) models will likely promote affordable housing in Central Otago.
- D. Agrees that council led developments should consider including provision for different housing typologies using the urban design innovation model, subject to market conditions.
- E. Directs staff to produce a policy document that reflects this position.
- F. Directs staff to apply for external funding to further explore opportunities to deliver affordable housing (such as the progressive home ownership model secure homes).
- G. Directs staff to work with sector partners in the region to build a full picture of the housing model for Central Otago and look for opportunities to collaborate to achieve better housing outcomes for the district.

The motion was carried on a division 8:3

In Favour: Crs T Cadogan, N Gillespie, T Alley, S Calvert, I Cooney, S Duncan, S Jeffery and C

Laws

Against: Crs N McKinlay, M McPherson and T Paterson

CARRIED 8/3

Note: The meeting adjourned at 1:03 pm and resumed at 1:31 pm.

Note: Crs Cooney and McKinlay returned to the meeting at 1:33 pm.

Note: Cr Laws returned to the meeting at 1:34 pm.

Note: Cr Duncan returned to the meeting at 1:36 pm.

22.2.9 WILLIAM FRASER OFFICE RENOVATION PROJECT (STAGE SIX)

To consider additional funding of the William Fraser Office Renovation Project (stage six) to upgrade the main bathroom facilities of the building.

RESOLUTION

Moved: Paterson Seconded: Calvert

That the Council

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

B. Approves additional funding of \$177,000 towards the William Fraser Office Renovation Project (stage six) to upgrade the main bathroom facilities. This additional funding is to be drawn from District Reserves.

CARRIED

22.2.10 APPLICATION TO LEASE SITE AT THE CROMWELL WASTEWATER TREATMENT PLANT

To consider granting a lease to Climate Solutions Aotearoa Limited over part of Section 1 Survey Office Plan 20776 being part of the Cromwell Wastewater Treatment Plant land.

After discussion it was clarified that environmental waste was the type of waste to be collected for the purpose of a worm farm and associated activities.

the purpose of a worm farm and associated activities.

RESOLUTION

Moved: Calvert Seconded: Cadogan

That the Council

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

B. Agrees to grant Climate Solutions Aotearoa Limited a lease over approximately one hectare of the Cromwell Wastewater Treatment Plant land, being part of Section 1 Survey Office Plan 20776 (as shown in figure 1), for the purpose of establishing and operating an environmental waste collection (worm farm and associated activities) and material recovery business, on the following terms and conditions:

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Initial term: Five (5) Years

Renewals: Three (3) Rights of Renewal of Five (5) Years each
 Rental: Market Rental (at valuation by independent valuer)

Rent Reviews: On first renewal and two yearly thereafter

Rent Review Methodology: Market Rental (at valuation by independent valuer)

Area: Approximately 1 hectare

Subject to the Climate Solutions Aotearoa:

- Obtaining all consents and permits associated with the operation of the business.
- Erecting security (deer) fencing along the northern and eastern (internal) boundaries.
- Installing security (deer) gates to provide for access from Richards Beach Road and for exit via the unnamed road to the south of the lease area.
- Paying all costs associated with preparing the lease area for their purposes.
- Paying all costs associated with connecting the services and to utility networks.
- Not impacting on the day to day operation of the wastewater treatment plant.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED

22.2.11 FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2021

To consider the financial performance for the period ending 31 December 2021.

RESOLUTION

Moved: Cadogan McKinlay
That the report be received.

CARRIED

22.2.12 APPOINTMENTS TO EXTERNAL BODIES

To consider the Council's appointments to external organisations.

RESOLUTION

Moved: Cadogan Seconded: McPherson

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees that the delegations register is updated to remove the Alexandra District Museum Inc. from the list of external appointments.
- C. Work with the committees of Central Otago Wilding Conifer Control Group and the Maniototo Curling International to change its representative roles to liaison positions.

CARRIED

22.2.13 UPDATED 2022 MEETING SCHEDULE

To approve an updated schedule of meetings for 2022.

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RESOLUTION

Moved: Cadogan Seconded: Calvert

That the Council

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

CARRIED

Note: His Worship the Mayor recognised the contribution of the Governance Manager during her tenure and wished her well for her new role.

6 MAYOR'S REPORT

22.2.14 MARCH 2022 MAYOR'S REPORT

His Worship the Mayor spoke to his report. In addition he outlined the recommendations of the Three Waters Working Group he had been sitting on, whose recommendations had recently become public. He then responded to questions.

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RESOLUTION

Moved: Cadogan Seconded: Gillespie

That the Council receives the report.

CARRIED

7 STATUS REPORTS

22.2.15 MARCH 2022 GOVERNANCE REPORT

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

RESOLUTION

Moved: Cadogan Seconded: Laws

That the Council receives the report.

CARRIED

8 COMMUNITY BOARD MINUTES

22.2.16 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 1 FEBRUARY 2022

RESOLUTION

Moved: Cadogan Seconded: McPherson

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 1 February 2022 be noted.

CARRIED

22.2.17 MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 3 FEBRUARY 2022

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RESOLUTION

Moved: Cadogan Seconded: McPherson

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 3 February 2022 be noted.

CARRIED

22.2.18 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 15 FEBRUARY 2022

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RESOLUTION

Moved: Cadogan Seconded: McPherson

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 15 February 2022 be noted.

CARRIED

22.2.19 MINUTES OF THE MANIOTOTO COMMUNITY BOARD MEETING HELD ON 17 FEBRUARY 2022

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RESOLUTION

Moved: Cadogan Seconded: McPherson

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 17 February 2022 be noted.

CARRIED

9 COMMITTEE MINUTES

22.2.20 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 25 FEBRUARY 2022

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RESOLUTION

Moved: Cadogan Seconded: McPherson

That the unconfirmed Minutes of the Audit and Risk Committee Meeting held on 25 February 2022 be noted.

CARRIED

10 DATE OF NEXT MEETING

Following item 22.2.13, the date of the next scheduled meeting was changed to 27 April 2022.

11 RESOLUTION TO EXCLUDE THE PUBLIC

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RESOLUTION

Moved: Cadogan Seconded: Gillespie

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Council Meeting	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or	

	disadvantage, negotiations (including commercial and	
	industrial negotiations)	
22.2.21 - March 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
22.2.22 - Confidential Minutes of the Vincent Community Board Meeting held on 1 February 2022	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
22.2.23 - Confidential Minutes of the Cromwell Community Board Meeting held on 15 February 2022	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and	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
22.2.24 - Confidential Minutes of the Maniototo Community Board Meeting held on 17 February 2022	industrial negotiations) 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
22.2.25 - Confidential Minutes of the Audit and Risk	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the

Committee Meeting held on 25	persons, including that of	disclosure of information for
February 2022	deceased natural persons	which good reason for withholding would exist under
	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	section 6 or section 7
	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	
	s7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public	
	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	
	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
22.2.26 - Chief Executive Officer's Contract	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

The public were excluded at 2.32 pm and the meeting closed at 2.53 pm.



4 DECLARATION OF INTEREST

22.3.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 577675

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 - Council Declarations of Interest J.

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

Stuart Duncan	Penvose Farms - Wedderburn	Penvose Farms - Wedderburn	Otago Regional Transport Committee
	Cottages and Farm at Wedderburn	Cottages and Farm at Wedderburn	Patearoa Recreation Reserve
	(shareholder)	(shareholder)	Committee
	Penvose Investments - Dairy Farm at	Penvose Investments - Dairy Farm at	Design and Location of the Sun for the
	Patearoa (shareholder)	Patearoa (shareholder)	Interplanetary Cycle Trail Working
	Fire and Emergency New Zealand		Group
	(member)		
	JD Pat Ltd (Shareholder and Director)		
Neil Gillespie	Contact Energy (Specialist -		Lowburn Hall CommitteeTarras
	Community Relations and		Community Plan GroupTarras Hall
	Environment)		Committee
	Clyde & Districts Emergency Rescue		
	Trust (Secretary and Trustee)		
	Cromwell Volunteer Fire Brigade (Chief		
	Fire Officer)		
	Cromwell Bowling Club (patron)		
	Otago Local Advisory Committee - Fire		
	Emergency New Zealand		
	Returned Services Association		
	(Member)		
Stephen	G & S Smith family Trust (Trustee)		
Jeffery	K & EM Bennett's family Trust		
	(Trustee)		
	Roxburgh Gorge Trail Charitable Trust		
	(Chair)		
	Roxburgh and District Medical Services		
	Trust (Trustee)		
	Central Otago Clutha Trails Ltd		
	(Director)		
	Teviot Prospects (Trustee)		

	Teviot Valley Community Development		
	Scheme Governance Group		
	Central Otago Queenstown Network		
	Trust		
Cheryl Laws	The Message (Director)	Otago Regional Council (Deputy Chair)	Cromwell Resource Centre
	Wishart Family Trust (Trustee)	The Message (Director)	Cromwell Historical Precinct
	Wooing Tree (Assistant Manager -		
	Cellar Door)		
	Daffodil Day Cromwell Coordinator		
Nigel McKinlay	Transition To Work Trust (Board		
	member)		
	Gate 22 Vineyard Ltd (Director)		
	Everyday Gourmet (Director)		
	Central Otago Wine Association		
	(member)		
	Long Gully Irrigation Scheme		
	(member)		
Martin	Alexandra Blossom Festival	CODC (employee)	
McPherson		CODC (employee) (Daughter)	
Tracy Paterson	Matakanui Station (Director and	Matakanui Station (director and	Central Otago Health IncManuherikia
	shareholder)	shareholder)	River Group
	Matakanui Development Co (Director	Matakanui Development Co (director	
	and shareholder)	and shareholder)	
	A and T Paterson Family Trust	A Paterson Family Trust (trustee)	
	(trustee)	A and T Paterson Family Trust (trustee)	
	A Paterson Family Trust (trustee)	Federated Farmers (on the executive	
	Central Otago Health Inc (Chair)	team)	
	Bob Turnbull Trust (Trustee / Chair)	Omakau Irrigation Co (director)	
	John McGlashan Board of Trustees	Matakanui Combined Rugby Football	
	(member)	Club (President)	

ĺ	New Zealand Wool Classers	Manuherikia Catchment Group	
	Association (board member)	(member)	
	Central Otago A&P Association	Omakau Domain Board	
	(member)		



5 REPORTS

22.3.2 REQUEST FOR INFORMATION FROM DIRECTOR GENERAL OF HEALTH

REGARDING FLUORIDATION OF COMMUNITY WATER SUPPLIES

Doc ID: 574093

1. Purpose

To provide an update on the Ministry of Health's implementation for the Health (Fluoridation of Drinking Water) Amendment Act 2021.

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Recommendations

That the report be received.

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2. Discussion

Following the Health (Fluoridation of Drinking Water) Amendment Act 2021 passing into law last year, the decision to fluoridate a drinking supply has moved from local government to the Director General of Health.

Through correspondence with all councils the Ministry of Health (the Ministry) is signalling that drinking water supplies serving more than 500 people will eventually be required to include fluoridation. It has been previously indicated that the mandating process is likely to get under way by mid-2022 though there is no indication of which areas will be targeted.

In December 2021 correspondence from the Ministry (attached) also included a request for information on individual sites that serve over 500 people that are not currently fluoridated. For Council this includes the following:

- Alexandra
- Clyde
- Cromwell
- Ranfurly
- Roxburgh

No allowance has been budgeted in the 2021 Long Term Plan to include dosing fluoride at any of council's water supplies. If a directive is issued by the Director General of Health, water suppliers will be required to comply under the Act, although at this stage there is no set date for compliance.

Estimates of the potential costs to upgrade have been prepared to enable Council to complete the information request and respond to the Ministry (attached). The Ministry have been advised that if mandated, the logical sequencing would be to include fluoridation as existing treatment plants are upgraded, with the new Lake Dunstan Water treatment plant occurring first. A review has been undertaken to confirm that there is sufficient space to include fluoridation within the site layout at the new Lake Dunstan treatment site. Current estimates indicate a cost of approximately \$255,000 per site.

A small contestable fund is available for suppliers who can commit to completing a fluoridation upgrade by the end of 2022. This is likely to only benefit suppliers with planned upgrades already under way. It is unlikely that Council can benefit from this round of funding due to lead times for design and material supply. The Lake Dunstan Water Supply will not qualify for this funding as commissioning will not occur until 2023.

The decision to fluoridate supplies with a population under 500 population continues to be the responsibility of the water suppliers, and this has not been transferred to the Ministry of Health.

Reviewed and authorised by:

3. Attachments

Appendix 1 - Letter to local authority CEs J.

Appendix 2 - Community Water Fluoridation questionaire CODC response U

Report author:

Ian Evans

Y. M. M.

Water Services Manager Executive Manager - Infrastructure Services

24/03/2022 30/03/2022



133 Molesworth Street PO Box 5013 Wellington 6140 New Zealand T+64 4 496 2000

15 December 2021

Tēnā koe

Further to the Ministry of Health's letter of 11 November 2021, I am writing to update you on implementation planning for the Health (Fluoridation of Drinking Water) Amendment Act 2021 (the Act) and seek information from you to assist with this.

Next steps

I expect to consider issuing directions to fluoridate from mid-2022 onwards and implementing these directions will take a staged approach. This will align with the significant reforms to the Three Waters infrastructure announced last month.

I encourage all local authorities with un-fluoridated community water supplies that service over 500 people to start fluoridation-related preparatory work now (a list of these supplies is attached as **Appendix one**), especially in areas with larger populations or that have poor oral health outcomes.

Please note local authorities do not need to wait for a potential direction from me to start fluoridating water supplies in their area. Community water fluoridation will substantially reduce rates of preventable tooth decay and it is widely recognised as one of the most important and proven public health measures to improve oral health

To support early adoption, the Ministry has a limited amount of capital works funding available for local authorities that are willing and able to begin the capital works to fluoridate by the end of 2022. The Ministry will provide more information about funding applications when it has received the information requested below. The Ministry will likely prioritise financial support for communities with poor oral health, or where there are disparities in oral health outcomes.

I recognise that there are some complex council-owned supplies across the country where it may not be feasible to fluoridate in a short timeframe. As part of the Three Waters reforms, new water services entities are due to be established in July 2024. These entities could be responsible for fluoridating these supplies (subject to any directions being issued). The Ministry and the Department of Internal Affairs will work together on how this will be managed as part of the asset management planning processes to establish the new entities. These processes will start next year.

The Ministry requests some information from you now

The Ministry is now seeking information on the fluoridation 'readiness' of local authorities, and any cost and planning pressures they face. This will allow the Ministry to better understand how implementation of fluoridation will be phased¹.

We ask that you provide the following information for each of your council-owned un-fluoridated drinking water supplies that service a population of 500 people or more:

- the status of your fluoridation infrastructure
- whether fluoridation capital works is underway or planned
- the expected date for completion of capital works (if relevant)
- the estimated capital works cost to fluoridate your supplies
- the budgeted capital works costs to fluoridate supplies included in long term plans or budgets
- the number of months required to fluoridate water supplies if a direction is issued
- other information useful for implementation planning.

Please also confirm the list of un-fluoridated supplies controlled by your local authority (see **Appendix one**) and provide the information above for any additional supplies that are not listed.

I request that you provide this information by completing and returning the attached spreadsheet by 11 March 2022 to fluoride@health.govt.nz. You can also use this contact email if you have any questions or would like to discuss matters further.

I look forward to working with you on this initiative to help improve the oral health of the communities you serve.

Nāku noa, nā

Dr Ashley Bloomfield

Te Tumu Whakarae mō te Hauora Director-General of Health

Astromfulit

Cc: Jon Lamonte, Chief Executive, Watercare Colin Crampton, Chief Executive, Wellington Water Bill Bayfield, Chief Executive, Taumata Arowai District Health Board Chief Executives Public Health Unit Managers

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¹ This information is not being sought as part of my requirements under section 116G the Act. I will ask local authorities to formally provide comment on these provisions in advance of issuing directions regarding specific water supplies.

- NOTE:

 If a supply is already fully fluoridated, please enter "installed- in use" in Column C and no further information is required for that supply.

 If there are additional non-fluoridated supplies servicing a population of 500 or over that are not listed please add these supplies in a new row and enter the required information.

 In some cases the water supply referred to may already be partly fluoridated, and therefore the information requested relates only to the zones of that supply that are non-fluoridated.

 In other cases zones rather than the parent water supply may be listed.

Local Authority- Water Supplier	Water supply (servicing population of 500 people or more)	What is the status of fluoridation infrastructure? (select an option)	Are fluoridation capital works underway or planned? (Yes/No)	Expected date for completion of capital works, if relevant (enter date)- ie: respond if answer to Column D was yes	Estimated capital works cost to fluoridate supply if a direction is issued (dollars)	Budgeted capital works costs to fluoridate supply included in long term plans or budgets (dollars and allocation year/s)	required to fluoridate		Any other comments
Central Otago District Council	Alexandra	Not Installed	No		(0	0		At this stage Council would not
Central Otago District Council	Clyde	Not Installed	No		(0	0	Ian Evans - Water Services	propose to install fluoride dosing at
Central Otago District Council	Cromwell	Not Installed	No		\$255,000		0	18 Manager.	the Alexandra or Clyde schemes as
Central Otago District Council	Ranfurly	Not Installed	No		\$255,000		0	18 lan.evans@codc.govt.nz	these are due to be replaced with the
Central Otago District Council	Roxburgh	Not Installed	No		\$255,000		0	18 027 481 3084	new Lake Dunstan Water Supply in
Central Otago District Council	Lake Dunstan Water Supply	Not Installed	No		\$255,000		0	18	18 month estimate is to allow for outline and detailed design, procurement and delivery of dosing equipment which is anticipated to see supply chain delays. In some cases additional building work is likely to be



22.3.3 PROPOSED ROAD STOPPING - UNNAMED UNFORMED ROAD OFF POOLE ROAD (PREVIOUSLY KNOWN AS/PART OF BOUNDARY ROAD).

Doc ID: 572027

1. Purpose of Report

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

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Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the proposal to stop the unnamed unformed road off the northern end of Poole Road, subject to:
 - The provisions of the Local Government Act 1974.
 - The public notification process outlined in the same Act.
 - No objections being received within the public notification period.
 - The Road being surveyed into three parcels as shown in figure 11 (overview of proposed stopping).
 - The area marked "A" in figure 11, being stopped, classified as recreation reserve, then amalgamated with Lot 24 DP 3194 in accordance with the provisions of the Reserves Act 1977.
 - The areas marked "B" and "C" in figure 11, being stopped, classified as recreation reserve, then vested in the Central Otago District Council in accordance with the provisions of the Reserves Act 1977.
 - An easement (in gross) in favour of (and as approved by) Aurora Energy Limited being registered over the areas marked "A", "B", and "C", as shown in figure 11 to protect the infrastructure identified in figure 13.
 - The costs outlined in table 1 being paid from the Dunstan Park Development account.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

._____

2. Background

Boundary Road (Alexandra) used to run northeast from Alexandra Wastebusters, across the Alexandra-Clyde Road through Molyneux Park, to the Central Otago Netball pavilion. It then veered northwest through Dunstan Park to the Alexandra Golf Club (AGC) clubhouse.

The southern end of Boundary Road between Alexandra Wastebusters and the Clyde-Alexandra Road is formed and sealed. It has length of approximately 880 metres.

The middle section of Boundary Road, from the Clyde-Alexandra Road through Molyneux Park to the entrance to the Alexandra Netball pavilion, is formed and sealed. It has a length of approximately 550 metres.

In April 2021, this middle section of Boundary Road was renamed Poole Road. The purpose of the renaming was to resolve an historic street numbering issue.

The northern end of Boundary Road, between Molyneux Park and the AGC clubhouse, is unformed. It has a length approximately 1060 metres. It is now an unnamed section of legal road.

An overview of Boundary Road, prior to the renaming exercise, is shown in red below in figure 1.

An overview of Boundary Road, Poole Road, and the unnamed unformed section of the road, post the renaming, is shown below in figure 2.





Figure 1 – Boundary Road prior to the renaming.

Figure 2 – The three roads post renaming.

Poole Road and the unnamed unformed the road are shown on District Plan Maps 1, 2, and 42. The underlying zoning is residential. An extract from the District Plan showing Poole Road and the unnamed unformed section of legal road is shown below in figure 3.

The first 200 metres (southern end) of the unnamed unformed legal road is tagged 'D10' – "Road to be Stopped & Recreation Purposes". D10 is magnified in figure 4.



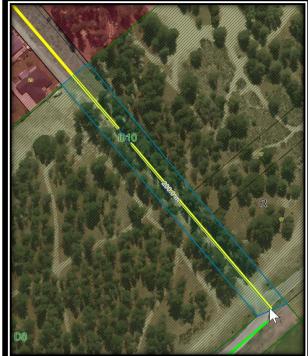


Figure 3 - Extract of District Plan.

Figure 4 - Designation 10.

Poole Road and part of the unnamed unformed road (the Road) are also both shown in the Molyneux Park Reserve Management Plan 2021 (the Management Plan).

Noting that the Management Plan was adopted prior to the renaming exercise, Boundary Road (labelled 'R' below in figure 5) is described as being:

The main entry to Molyneux Park is from the intersection of Boundary Road with State Highway 8 (Centennial Avenue and Clyde-Alexandra Road). A driveway within the road reserve of Boundary Road East is located centrally within the park and provides access to most activities and car park areas.



Figure 5 - Overview of Molyneux Park (noting the Road labelled 'R' is now Poole Road).

The Management Plan also details a proposal to develop new sports fields in an area to west of the Netball courts. While the new sports fields will form part of Molyneux Park once they are constructed, the land will remain relatively undeveloped until such time as they are needed. A plan of the proposed sports fields as extracted from the Management Plan is shown below in figure 6.



Figure 6 – Proposed Sports Field Development Adjacent to the Existing Netball Pavilion & Courts.

Council is in the process of subdividing the land to the north of the proposed sports fields. The subdivision is a staged development which is known as Dunstan Park. Stage one titles have since been released with stage two titles scheduled for release in April. An overview of development which shows the released titles is shown in figure 7.



Figure 7 – Overview of Dunstan Park Subdivision (to the north of the Proposed Sports Fields).

In conjunction with the Dunstan Park subdivision, it is proposed that the majority of the unnamed unformed section of the road (the Road) be developed into a greenway.

This does not include the square of the Road which adjoins Henderson Drive. As shown in figure 8 below, this square of the Road has been formed as part of Henderson Drive. It provides access to Stage 1 of the Dunstan Park subdivision.

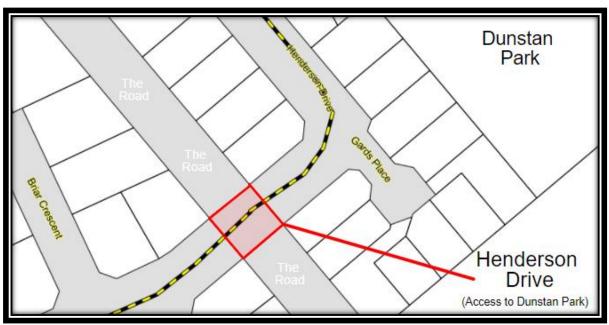


Figure 8 – Henderson Drive Extension (Portion of the Road which will not be stopped shaded in red).

Also identified in figure 7 is Lot 101 Deposited Plan (DP) 562079 (Lot 101). Council holds Lot 101 for future development. While plans for Lot 101 are still being finalised, the development is expected to include a new road connecting Dunstan Road to the Clyde – Alexandra Road, additional residential sections, and a greenway styled buffer zone on the southern end of Lot 24 DP 3194.

The new road is identified on District Plan map 1 as designations 9A, and on District Plan map 42 as designation 9B. Designations 9A are shown below in figure 9.

Should the new road be formed at some point in the future, the area of land required to link the two designation 9As will be taken at that time.

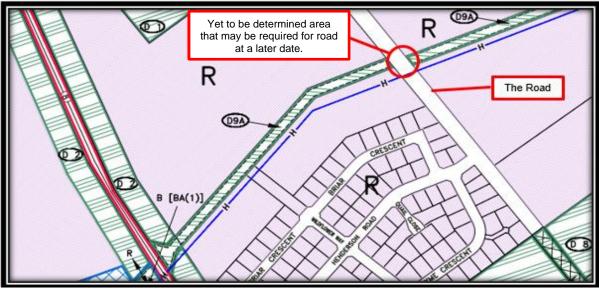


Figure 9 - Extract of District Plan Map 1 showing the two Designations 9A.

While Lot 101 is held for future development, it is expected to be as residential sections. To provide separation between those sections and the Alexandra Golf Course, a greenway styled buffer zone is planned for the southern end of Lot 24. An example of the proposed buffer zone is shown in green below in figure 10.

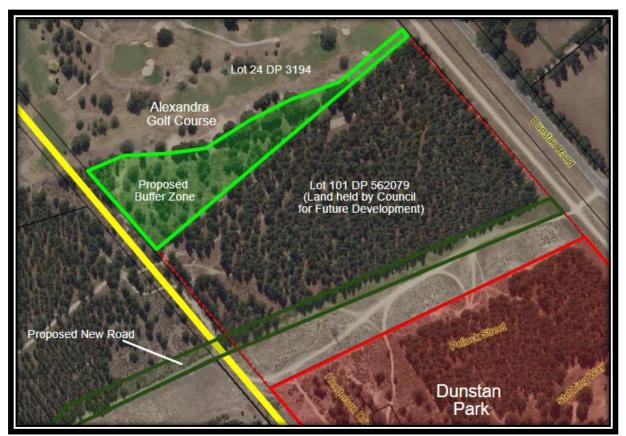


Figure 10 – Example of proposed Greenway Styled Buffer Zone

The proposed greenway styled buffer zone will provide recreational benefits and will increase connectivity between the residential subdivisions and Molyneux Park, the Rail Trail, and the Alexandra Golf Club.

An overview of the stopping, which is proposed to be affected in three sections, is shown below in figure 11.

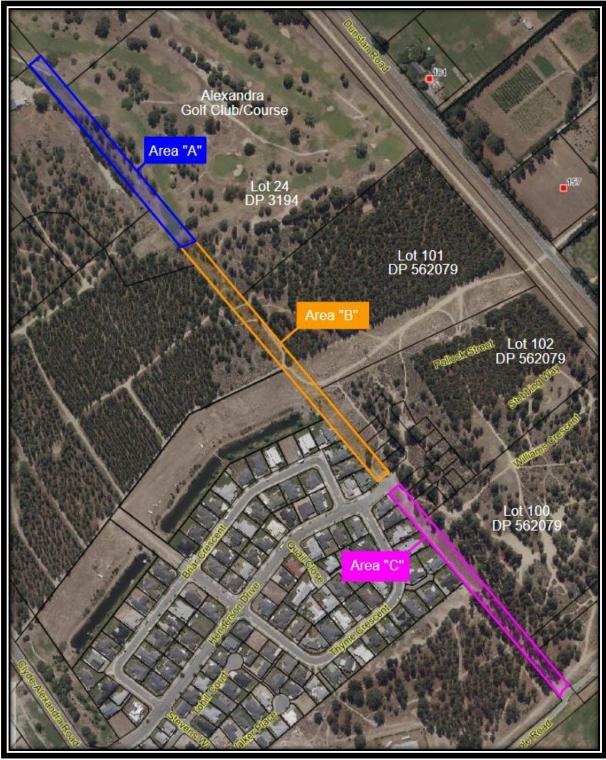


Figure 11 – Overview of Proposed Stopping.

The area marked "A" is occupied by the Alexandra Golf Club. It is proposed that area "A" be stopped and amalgamated with Lot 24 DP 3194 (Lot 24) as recreation reserve. This will allow the area marked "A" to be included in the lease held by the Alexandra Golf Club.

It is proposed that the areas marked "B" and "C" be stopped, freeholded, then vested in Council as recreation reserve. This will allow areas "B" and "C" to be developed into greenway which will secure and improve ongoing public access.

3. Discussion

Evaluation of Application

An evaluation of the proposal to stop the Road is shown in the table below.

Item	Criteria to be considered	Evaluation
District Plan	Has the road been identified in the District Plan for any specific use or as a future road corridor?	The Road is shown on District Plan Maps 1, 2, and 42.
		The first 200 metres (southern end) of the unnamed unformed legal road is tagged 'D10' – "Road to be Stopped & Recreation Purposes".
		As shown in figure 8, the span of the Road that intersects Henderson Drive has been formed and provides access to the Dunstan Park residential subdivision. This span of the Road will not be stopped.
		The balance of the Road not identified for any specific purpose or as a future road corridor.
Current Level of Use	Is the road used by members of the public for any reasons?	The Road is currently used by members of the public for recreational purposes. This use will be supported by changing the road to a reserve and greenway.
	Does it provide the only or most convenient means of access to any existing lots?	No. New roads have been formed or are to be constructed for the purpose of accessing Dunstan Park.
		The lots in Molyneux Estate are accessed via existing roads.
		The Central Otago Netball facility, the existing sports field and the proposed sports fields are all access via Poole Road.
		Footpaths and cycleways can be constructed within the greenway.
	Will stopping the road adversely affect the viability of any commercial activity or operation?	No commercial activity is located on land adjacent to, or accessed from, the Road.
	Will any land become landlocked if the road is stopped?	No.
Future Use	Will the road be needed to service future residential, commercial, industrial, or agricultural developments?	As above, Dunstan Park will be accessed via newly constructed roads as a requirement of the resource consent.
	Will the road be needed in the future to connect existing roads?	Yes. The part of Road which crosses Henderson Drive will not be stopped.
		This part of the Road will be formed to provide access to Dunstan Park from Molyneux Estate.
Non-traffic Uses	Does the road have current or potential value for amenity functions, e.g., walkway, cycleway,	The purpose of the proposed stopping is to enable the road to be developed as a greenway.

	recreational access, access to conservation or heritage areas, park land?	Developing the Road as a greenway will improve its amenity value by creating and securing recreational access.		
	Does the road have potential to be utilised by the Council for any other public work either now or potentially in the future?	As the surrounding area is developed, additional services may need to be installed in the greenway/road corridor.		
		Should that be necessary, the services could be protected by the granting and registration of easements on the relevant record(s) of title.		
	Does the road have significant landscape amenity value?	The Road does not have any significant landscape amenity value.		
Access to Waterbody	Does the road provide access to a river, stream, lake or other waterbody?	The Road does not provide access to any waterbody.		
	If so, there is a need to consider Section 345 of the Local Government Act, which requires that after stopping the land be vested in Council as an esplanade reserve	N/A (refer above).		
Infrastructure	Does the road currently contain any services or other infrastructure, such as electricity, telecommunications, irrigation, or other private infrastructure?	Yes. Both Transpower New Zealand Limited and Aurora Energy Limited have an assortment of infrastructure running through and over the Road.		
	Can the existing services or infrastructure be protected by easements?	Yes. Easements will be created to protect the infrastructure belonging to Aurora Energy. The Transpower network is protected by virtue of the Electricity Act 1992.		
Traffic Safety	Does the use of motor vehicles on the road constitute a danger or hazard?	Yes. There are a myriad of informal tracks through the area including on and over the Road.		
		Walkers and cyclists use the road for recreational purposes which means using motor vehicles on the Road could constitute danger or hazard to the public.		

4. Financial Considerations

As shown in the evaluation table, the southern end of the Road is identified as "Road to be Stopped & Recreation Purposes". The balance of the Road, with the exception of the intersections of Henderson Drive and the 'new road' identified in figure 9, is not required for any other roading purpose.

The Road does contain infrastructure belonging to Transpower New Zealand Limited (Transpower) and to Aurora Energy Limited (Aurora). Protection for this infrastructure is discussed next.

Easements

Transpower have a 220kV overhead network which runs up the northern side of Molyneux Estate and Dunstan Park. Their network does cross the Road, but no easement is required to protect this infrastructure. The Transpower network is protected by virtue of the Electricity Act 1992.

Aurora have a high voltage underground cable and two fuse switches in the Road. The high voltage cable runs almost the length of the Road. The cable is dashed red below in figure 13. The two fuse switches are marked 'FS'.

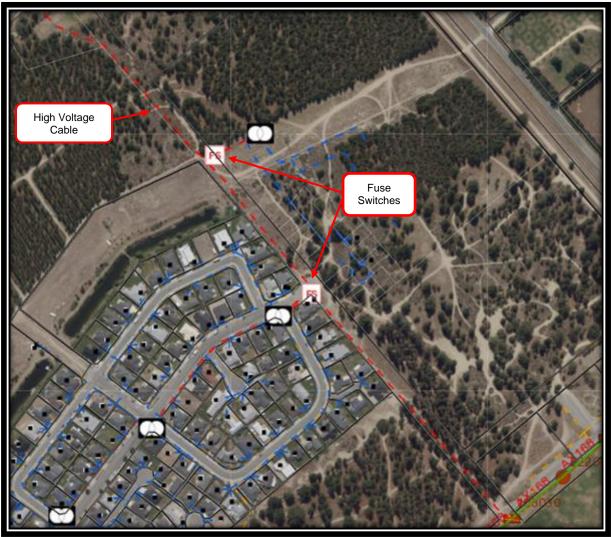


Figure 13 - Aurora's High Voltage Cable and Fuse Switches.

If the application to stop the Road is successful Aurora will require an easement (in gross) to protect their infrastructure. An easement will provide Aurora with right to access the land for the purpose of managing and maintaining their network.

Legislation and Policy

Council's Roading Policy determines the appropriate statutory procedure for stopping a legal road or any part thereof. The policy for selecting the correct statutory process is as follows:

The Local Government Act 1974 road stopping procedure shall be adopted if one or more of the following circumstances shall apply:

- a) Where the full width of road is proposed to be stopped and public access will be removed as a result of the road being stopped; or
- b) The road stopping could injuriously affect or have a negative or adverse impact on any other property; or
- c) The road stopping has, in the judgment of the Council, the potential to be controversial; or

d) If there is any doubt or uncertainty as to which procedure should be used to stop the road.

The Local Government Act process requires public notification of the proposal. This involves erecting signs at each end of the road to be stopped, sending letters to adjoining owners/occupiers and at least two public notices a week apart in the local newspaper. Members of the public have 40 days in which to object.

The Public Works Act 1981 road stopping procedure may be adopted when the following circumstances apply:

- e) Where the proposal is that a part of the road width be stopped and a width of road which provides public access will remain.
- f) Where no other person, including the public generally, are considered by the Council in its judgment to be adversely affected by the proposed road stopping;
- g) Where other reasonable access will be provided to replace the access previously provided by the stopped road (i.e. by the construction of a new road).

As the full width of the road is to be stopped and public access removed, it is proposed that Local Government Act 1974 procedure be adopted for this application.

An application to stop a road under the Local Government Act 1974 requires public consultation with the members of the public having a right to object to proposal.

Council's Roading Policy states that:

If an objection is received then the applicant will be provided with the opportunity to consider the objection and decide if they wish to continue to meet the costs for the objection to be considered by the Council and the Environment Court.

If an objection is received and it is accepted by the Council then the process will be halted and the Council may not stop the road.

If the objection is not accepted by the Council then the road stopping proposal must be referred to the Environment Court for a decision. The applicant is responsible for meeting all costs associated with defending the Council's decision in the Environment Court.

Community Board Recommendation

A report on this matter was presented to the Vincent Community Board (the Board) for consideration at their meeting of 22 March 2022.

On consideration the Board resolved (Resolution 22.2.6) to recommend to Council that they approve the proposal to stop the unnamed unformed road off the northern end of Poole Road.

5. Options

Option 1 – (Recommended)

To approve the proposal to stop the unnamed unformed road off the northern end of Poole Road, subject to:

- The provisions of the Local Government Act 1974.
- The public notification process outlined in the same Act.
- No objections being received within the public notification period.
- The Road being surveyed into three parcels as shown in figure 11 (overview of proposed stopping).
- The area marked "A" in figure 11, being stopped, classified as recreation reserve, then amalgamated with Lot 24 DP 3194 in accordance with the provisions of the Reserves Act 1977.
- The areas marked "B" and "C" in figure 11, being stopped, classified as recreation reserve, then vested in the Central Otago District Council in accordance with the provisions of the Reserves Act 1977.
- An easement (in gross) in favour of (and as approved by) Aurora Energy Limited being registered over the areas marked "A", "B", and "C", as shown in figure 11 to protect the infrastructure identified in figure 13.
- The costs outlined in table 1 being paid from the Dunstan Park Development account.

Advantages:

- Public thoroughfare is maintained via the newly formed Henderson Drive extension.
- Provision has been made for the protection of the existing utility networks.
- The land will be classified and developed as recreation reserve.
- Recreational connectivity will be enhanced.
- The area marked "A" will be able to be added to the lease held by the Alexandra Golf Club.
- The income received from previously completed stoppings will fund the stopping.
- Recognises the provisions of the:
 - Local Government Act 1974,
 - Reserves Act 1977,
 - Electricity Act 1992,
 - Council's Operative District Plan; and,
 - Council's Roading Policy Bylaw.

Disadvantages:

• The balance of the Dunstan Park Development account will be reduced.

Option 2

To not recommend to Council to approve the proposal to stop the unnamed unformed road off the northern end of Poole Road.

Advantages:

- The balance of the Dunstan Park Development account will not be reduced. Disadvantages:
- The land will not be classified as it is to be developed and used/occupied.
- The area marked "A" will not be able to be added to the lease held by the Alexandra Golf Club.
- Does not recognise the purpose for which income received from previously completed stoppings is held.
- Does not recognise the provisions and /or intentions of the:

- Local Government Act 1974,
- Reserves Act 1977,
- Electricity Act 1992,
- Council's Operative District Plan; and,
- Council's Roading Policy Bylaw.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the economic wellbeing of the community by enabling land that was held (but not required) for roading purposes to be repurposed as greenway which will increase the land's amenity values and enhance recreational connectivity.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic	Council's Road Stopping Policy applies to this application.
Development Strategy etc.	Consideration of this policy has ensured that the appropriate statutory process, being to stop the road in accordance with the provisions of the Local Government Act 1974, has been adopted. The recommendation also acknowledges the designations outlined in Council's Operational District Plan.
Considerations as to sustainability, the environment and climate change impacts	Stopping the road, vesting it as recreation reserve, then developing it as a greenway enhances the environmental and amenity value of the land.
Risks Analysis	The proposal to stop the road will be subject to public consultation prior to a final decision being made.
	Consulting with the public manages the risk associated with public accessibility perceptions.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.
	Public notices and advertising in accordance with the provisions of the Local Government Act 1974 will be posted.
	Notice of the completed road stopping will be published in the New Zealand Gazette.

7. Next Steps

The following steps have been/will be taken to implement the stopping:

Community Board approval
 Council approval
 Survey
 Survey Plan approved
 Public Notification commences
 Public Notification Period ends
 March 2022
 April 2022
 June 2022
 Mid to late 2022
 Mid to late 2022

7. Gazette notice published

8. Attachments

Nil

Report author:

Reviewed and authorised by:

Linda Stronach Team Leader - Statutory Property 24/03/2022 Quinton Penniall
Acting Executive Manager – Infrastructure Services 5/04/2022

Late 2022



22.3.4 REQUEST FOR MINISTER OF CONSERVATION'S CONSENT TO THE GRANTING OF AN EASEMENT OVER LOCAL PURPOSE RESERVE [PRO: 65-7027-E1]

Doc ID: 571955

1. Purpose of Report

To consider granting the consent of the Minister of Conservation (under delegated authority) to the granting of an easement (in gross) to Aurora Energy over Part Section 142 Block I Teviot Survey District being the Roxburgh Local Purpose (Public Utility) Reserve.

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Recommendations

That the Council

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

B. Agrees grant the consent of the Minister of Conservation (under delegated authority) to the granting of an easement (in gross) over Part Section 142 Block I Teviot Survey District to Aurora Energy Limited.

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2. Background

Resolution 22.2.3

At its meeting of 24 March 2022, the Teviot Valley Community Board (the Board) considered an application for an easement over Part Section 142 Block I Teviot Survey District being Local Purpose (Public Utility) Reserve.

A copy of the report to the Board dated 24 March 2022 is attached as **Appendix 1**.

On consideration, the Board resolved (Resolution 22.2.3) as follows:

- B. Agrees to grant an easement (in gross) to Aurora Energy Limited containing the right to convey electricity over Part Section 142 Block I Teviot Survey District for \$1, subject to:
 - Aurora Energy Limited (or their agents) obtaining all consents, permits, and other rights associated with installing the cable between the existing transformer and the new Point of Supply.
 - The final easement plan being approved by the Chief Executive Officer.
 - The Minister of Conservation's consent.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution

As noted in Resolution 22.2.3, the granting of the easement over Part Section 142 Block I Teviot Survey District is subject to the consent of the Minister of Conservation.

The role of the Minister of Conservation in this matter is to:

- be satisfied that the granting of the easement conforms with the provisions of the Reserves Act 1977.
- ensure that due process under the Act has been followed.

• consider submissions resulting from public notification (when required if applicable).

3. Discussion

<u>Due Process – Easements over Reserve Land</u>

Section 48(1)(d) of the Reserves Act 1977 (the Act) authorises the granting easements over a reserve or any part thereof for an electrical installation or work as defined in section 2 of the Electricity Act 1992.

Section 2 of the Electricity Act 1992 defines an electrical installation or work as "all fittings beyond the point of supply that form part of a system that is used to convey electricity to a point of consumption". Accordingly, the granting of an easement for the purpose of extending the existing network to service to the oxidation ponds on Section 175 Block I Teviot Survey District, is consistent with the Act.

Part Section 142 Block I Teviot Survey District is a Local Purpose (Public Utility) Reserve. It is held by Council (as the administering Body) subject to the Reserves Act 1977.

While public notice can be required when easements or other rights are granted over reserves, section 48(3) of the Act states that public notification is not required where the reserve is vested in an administering body and is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.

An underground cable will not materially alter the reserve or affect the rights of the public. Therefore, public consultation is not required in this instance.

Minister of Conservation's Consent

Under the Reserves Act 1977, the Minister of Conservation's consent is required by the administering body when granting an easement over recreation reserve. The purpose of the Minister's consent is to ensure due process under the Act has been followed by the administering body.

Pursuant to section 10 of the Act, and in accordance with the "Instrument of Delegation to Territorial Authorities" dated 12 June 2013, the Minister of Conservation has delegated the granting of that consent to the Council.

4. Financial Considerations

There are no financial considerations or implications related to the recommendation.

5. Options

Option 1 - (Recommended)

To grant the consent of the Minister of Conservation (under delegated authority) to the granting of an easement (in gross) over Part Section 142 Block I Teviot Survey District to Aurora Energy Limited.

Advantages:

 The granting of the easement will not materially alter the reserve or compromise the use of the land.

- Recognises that the purpose of the easement is consistent with the Reserves Act 1977.
- Recognises the provisions of the Instrument of Delegation dated 12 June 2013.
- Recognises that due process has been followed.

Disadvantages:

None.

Option 2

To not grant the consent of the Minister of Conservation (under delegated authority) to the granting of an easement (in gross) over Part Section 142 Block I Teviot Survey District to Aurora Energy Limited.

Advantages:

None.

Disadvantages:

- Does not recognise that the purpose of the easement is consistent with the Reserves Act 1977.
- Does not recognise the provisions of the Instrument of Delegation dated 12 June 2013.
- Does not recognise that due process has been followed.

6. Compliance

Local Government Act 2002 Purpose Provisions	The Local Government Act 2002 does not apply to this decision. The Minister of Conservation's consent is delegated to Council in accordance with the Reserves Act 1977, and the "Instrument of Delegation to Territorial Authorities" dated 12 June 2013.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	There are no financial implications related to the recommendation.
Considerations as to sustainability, the environment and climate change impacts	The recommendation is consistent with the Reserves Act 1977 and with the "Instrument of Delegation to Territorial Authorities" dated 12 June 2013.
Risks Analysis	There are no risks to Council associated with the recommended option.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded. Pursuant to section 48(3) of the Reserves Act
	1977, public advertising of the intention to grant of

	an easement over a reserve or any part thereof is not required where the reserve is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.
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7. Next Steps

The following steps have/will be undertaken in association with having the easement registered:

1. Community Board Approval 24 March 2022

2. Consent of the Minister of Conservation 20 April 2022

3. Applicant advised of outcome Late April 2022

8. Attachments

Appendix 1 - Copy of the report to the Board dated 24 March 2022 U

Report author: Reviewed and authorised by:

Linda Stronach Louise van der Voort

Team Leader - Statutory Property Executive Manager - Planning and Environment

25/03/2022 12/04/2022



24 March 2022

22.2.3 APPLICATION FOR EASEMENT OVER LOCAL PURPOSE (PUBLIC UTILITY) RESERVE

Doc ID: 567675

1. Purpose of Report

To consider granting an easement in gross over Part Section 142 Block I Teviot Survey District being Local Purpose (Public Utility) Reserve.

.....

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to grant an easement (in gross) to Aurora Energy Limited containing the right to convey electricity over Part Section 142 Block I Teviot Survey District for \$1, subject to:
 - Aurora Energy Limited (or their agents) obtaining all consents, permits, and other rights associated with installing the cable between the existing transformer and the new Point of Supply.
 - The final easement plan being approved by the Chief Executive Officer.
 - The Minister of Conservation's consent.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

.....

2. Background

The Roxburgh Wastewater Treatment Plant is located on Section 175 Block I Teviot Survey District (Section 175). Section 175 is held by Council in a fee simple title.

Section 175 is contained within Part Section 142 Block I Teviot Survey District (Part Section 142). Part Section 142 is a Local Purpose (Public Utility) Reserve. It is held by Council subject to the provisions of the Reserves Act 1977.

The dispersal field for the Wastewater Treatment Plant is located on Part Section 142.

An overview of the Wastewater Treatment Plant on Section 175 and the dispersal field on Part Section 142 are shown below in figure 1.

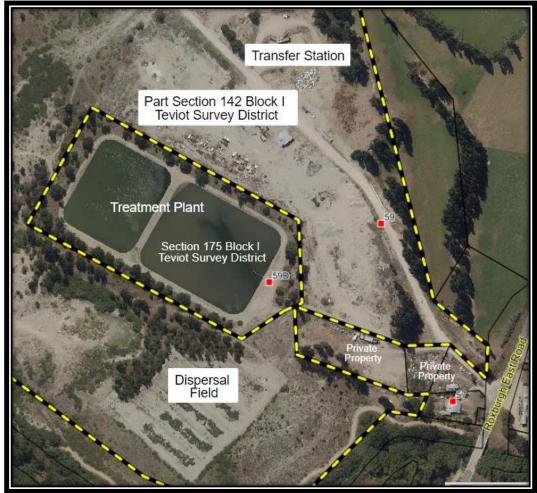


Figure 1 – Overview of Oxidation Ponds on Section 175 and Dispersal Field on Part Section 142.

The Wastewater Treatment Plant on Section 175 is going to be upgraded. The upgrade was consulted on then adopted as part of the 2018 – 2028 Long-term Plan process.

Among other benefits, upgrading the treatment plant will improve the quality of the treated wastewater that is disposed of via the dispersal field on Part Section 142.

To enable the planned upgrade to take place, power needs to be connected to Section 175. Aurora Energy Limited (Aurora) have contracted Delta Utilities Limited (Delta) to install a new cable connecting Section 175 to an existing transformer on Roxburgh East Road. The new cable will have an overall length of about 265 metres.

A plan of the proposed cable, the existing transformer, the new point of supply, and the existing wastewater infrastructure is shown below in figure 2.



Figure 2 – Proposed cable, existing transformer, new point of supply, and the existing wastewater infrastructure

Approximately 200 metres of the proposed cable is to be installed in Part Section 142.

Because the proposed cable is a new asset, its installation is not covered by the Electricity Act 1992. This means Aurora will require an easement to install the span of cable in Part Section 142.

A plan of the proposed easement area is shown highlighted in orange below in figure 3.



Figure 3 - Plan of the proposed easement over Part Section 142 (shown in orange).

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3. Discussion

Existing Occupations and Activities

Several external parties hold leases over Part Section 142. The granting of the proposed easement and the associated works will not affect those parties as no party holds rights of the area outlined in figure 4.

Council Policy

Section 175 and Part Section 142 are identified on District Plan Maps 34 and 35 of Council's Operative District Plan. All of Section 175 and part of Part Section 142 are designated as being for "Sewage Treatment and Disposal Purposes". The underlying zoning is Industrial Resource Area.

The proposed works are permitted under rule 13.7.7 of the Operational District Plan as shown below:

13.7.7 Operation, maintenance, repair, upgrading and removal of network utilities (i) The operation, maintenance, repair, replacement, reconstruction and upgrading of network utilities including the transmission network (including existing network utilities and earthworks to maintain the utility's function) is a permitted activity.

Delta, as contractors to Aurora, will be responsible for obtaining, and complying with, all consents and permits associated with the installation of the proposed cable.

Legal

Section 48 of the Reserves Act 1977 states that in the case of reserves vested in an administering body, the administering body may, with the consent of the Minister (of Conservation) and on such conditions as the Minister thinks fit, grant easements over any part of a reserve for an electrical installation or work, as defined in section 2 of the Electricity Act 1992.

Section 2(a)(ii) of the Electricity Act 1992 defines an electrical installation as "all fittings that form part of a system that is used to convey electricity to a point of consumption, or used to generate or store electricity".

In this instance the point of consumption will be located at the boundary of Section 175.

The purpose of the Reserves Act 1977 is to provide for and to protect reserves for the benefit of the community. Therefore, the issuing of rights over a reserve is generally accepted as being a last resort in the absence of other practical alternatives, particularly where there is likely to be a material effect on the reserve.

The granting of an easement (in gross) to lay an underground cable through Part Section 142 to the boundary of Section 175 will not materially alter the land, nor compromise its use. In fact, as the quality of the treated wastewater will be improved the reserve will benefit from the proposal.

4. Financial Considerations

Historically, easements of this nature are exchanged for a nominal rate of \$1, with all costs associated with preparing and registering the easement being payable by the grantee.

As installing the cable will facilitate a planned upgrade of a Council asset it is proposed the nominal rate of \$1 be applied.

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While there may be some cost to Council associate with the drafting and registration of the easement agreement, these costs will form part of the overall budget associated with the upgrade project.

5. Options

Option 1 – (Recommended)

To agree to grant an easement (in gross) to Aurora Energy Limited containing the right to convey electricity over Part Section 142 Block I Teviot Survey District for \$1, subject to:

- Aurora Energy Limited (or their agents) obtaining all consents, permits, and other rights associated with installing the cable between the existing transformer and the new Point of Supply.
- The final easement plan being approved by the Chief Executive Officer.
- The Minister of Conservation's consent.

Advantages:

- Will facilitate a planned upgrade of the Roxburgh Wastewater Treatment Plant.
- Will improve the quality of the treated wastewater that is dispersed of via the disposal field on Part Section 142.
- An easement for electrical installations is permitted under the Reserves Act 1977.
- The granting of the easement is consistent with the provisions of the Reserves Act 1977.

Disadvantages:

None.

Option 2

To not grant Aurora Energy Limited an easement over Part Section 142.

Advantages:

None.

Disadvantages:

- Council will not be able to implement the planned upgrade of the Roxburgh Wastewater Treatment Plant.
- The quality of the treated wastewater being dispersed of via the disposal field on Part Section 142 will not be improved.
- Does not recognise the provisions of the provisions of the Reserves Act 1977.

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Compliance 6.

Local Government Act 2002 Purpose Provisions	This decision promotes the wellbeing of the community by facilitating an upgrade of the Roxburgh Wastewater Treatment Plant. Upgrading the Treatment Plant will have a positive effect on both the reserve and the greater environment.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The electrical works are a permitted activity under rule 13.7.7 of Council's Operative District Plan, with the recommended option also being consistent with the Electricity Act 1992.
Considerations as to sustainability, the environment and climate change impacts	There are no sustainability, environmental, or climate change impacts related to the recommendation as the associated works will have no material effect on the land, however. As the upgrade will improve the quality of the treated wastewater this will have a positive environmental effect on the disposal field which is located on the reserve (Part Section 142).
Risks Analysis	There are no risks to Council associated with the recommended option, however. Should the easement not be granted, the Wastewater Treatment Station would not be able to be upgraded as outlined in the 2018 – 2028 Long-term Plan.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.

7. **Next Steps**

The following steps will be undertaken in association with having the easement registered:

1. Community Board Approval

24 March 2022 20 April 2022

2. Consent of the Minister of Conservation 3. Applicant advised works approved

Late April 2022

8. **Attachments**

Nil

Item 22.2.3 - Report author: Statutory Property Officer

Teviot Valley Community Board meeting Agenda

24 March 2022

Report author:

8/02/2022

Reviewed and authorised by:

Linda Stronach Team Leader – Statutory Property

Louise van der Voort Executive Manager - Planning and Environment 14/03/2022



22.3.5 REQUEST FOR MINISTER OF CONSERVATION'S CONSENT TO THE GRANTING OF AN EASEMENT OVER SCENIC RESERVE [PRO: 65-3000-E1]

Doc ID: 576529

1. Purpose of Report

To consider granting the consent of the Minister of Conservation (under delegated authority) to the granting of the right to resurvey and increase the footprint of an existing easement (in gross) to Aurora Energy over Lot 7 DP 433991 being part of the Sugarloaf Scenic Reserve.

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Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees grant the consent of the Minister of Conservation (under delegated authority) to the granting of the right to increase the footprint of an existing easement (in gross), to legalise the existing infrastructure, and to provide for the installation of an additional electrical cable, over Lot 7 DP 433991, being part of the Sugarloaf Scenic Reserve, to Aurora Energy Limited.

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2. Background

Resolution 22.2.2

At its meeting of 29 March 2022, the Cromwell Community Board (the Board) considered an application to resurvey and increase the footprint of an existing easement Lot 7 DP 433991 being part of the Sugarloaf Scenic Reserve.

A copy of the report to the Board dated 29 March 2022 is attached as **Appendix 1**.

On consideration, the Board resolved (Resolution 22.2.2) as follows:

- B. Agrees the area of the easement corridor on Lot 7 DP 433991 being resurveyed and increased in size (as shown in figure 6), to legalise the existing infrastructure and to allow an additional power cable to be installed to meet the applicant's increased power requirements, subject to:
 - The applicants obtaining all permits and consents associated with installing the additional cable.
 - The applicants paying all costs associated with surveying the infrastructure and with the preparation and registration of the revised easement agreement.
 - The Chief Executive approving the new easement plan and agreement.
 - The Chief Executive being satisfied with any reinstatement/remediation works following any earthworks on the Reserve.
 - The consent of the Minister of Conservation.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution

As noted in Resolution 22.2.2, the granting of the extension to the footprint easement over Lot 7 DP 433991 is subject to the consent of the Minister of Conservation.

The role of the Minister of Conservation in this matter is to:

- be satisfied that the granting of the easement conforms with the provisions of the Reserves Act 1977.
- ensure that due process under the Act has been followed.
- consider submissions resulting from public notification (when required if applicable).

3. Discussion

<u>Due Process – Easements over Reserve Land</u>

Section 48(1)(d) of the Reserves Act 1977 (the Act) authorises the granting of easements over a reserve or any part thereof for an electrical installation or work as defined in section 2 of the Electricity Act 1992.

Section 2 of the Electricity Act 1992 defines an electrical installation or work as "all fittings beyond the point of supply that form part of a system that is used to convey electricity to a point of consumption". Accordingly, the granting of an easement for the purpose of extending the existing network to service to the oxidation ponds on Section 175 Block I Teviot Survey District, is consistent with the Act.

Lot 7 DP 433991 is Scenic Reserve. It is held by Council (as the administering Body) subject to the Reserves Act 1977.

While public notice can be required when easements or other rights are granted over reserves, section 48(3) of the Act states that public notification is not required where the reserve is vested in an administering body and is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.

Increasing the footprint of an existing easement, to legalise existing infrastructure, and to provide for the installation of an additional electrical cable will not materially alter the reserve or affect the rights of the public. Therefore, public consultation is not required in this instance.

Minister of Conservation's Consent

Under the Reserves Act 1977, the Minister of Conservation's consent is required by the administering body when granting an easement over recreation reserve. The purpose of the Minister's consent is to ensure due process under the Act has been followed by the administering body.

Pursuant to section 10 of the Act, and in accordance with the "Instrument of Delegation to Territorial Authorities" dated 12 June 2013, the Minister of Conservation has delegated the granting of that consent to the Council.

4. Financial Considerations

There are no financial considerations or implications related to the recommendation.

5. Options

Option 1 – (Recommended)

To grant the consent of the Minister of Conservation (under delegated authority) to the granting of the right to increase the footprint of an existing easement (in gross), to legalise the existing infrastructure, and to provide for the installation of an additional electrical cable, over Lot 7 DP 433991, being part of the Sugarloaf Scenic Reserve, to Aurora Energy Limited.

Advantages:

- The existing infrastructure will be legalised.
- The additional cable will not materially alter the reserve or compromise the use of the land.
- Recognises that the purpose of the easement is consistent with the Reserves Act 1977.
- Recognises the provisions of the Instrument of Delegation dated 12 June 2013.
- Recognises that due process has been followed.

Disadvantages:

None.

Option 2

To not grant the consent of the Minister of Conservation (under delegated authority) to the granting of the right to increase the footprint of an existing easement (in gross) over Lot 7 DP 433991, to Aurora Energy Limited.

Advantages:

None.

Disadvantages:

- The existing infrastructure will not be legalised.
- Does not recognise that the purpose of the easement is consistent with the Reserves Act 1977.
- Does not recognise the provisions of the Instrument of Delegation dated 12 June 2013.
- Does not recognise that due process has been followed.

6. Compliance

Local Government Act 2002 Purpose Provisions	The Local Government Act 2002 does not apply to this decision.		
	The Minister of Conservation's consent is delegated to Council in accordance with the Reserves Act 1977, and the "Instrument of		

	Delegation to Territorial Authorities" dated 12 June 2013.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	There are no financial implications related to the recommendation.
Considerations as to sustainability, the environment and climate change impacts	The recommendation is consistent with the Reserves Act 1977 and with the "Instrument of Delegation to Territorial Authorities" dated 12 June 2013.
Risks Analysis	There are no risks to Council associated with the recommended option.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded. Pursuant to section 48(3) of the Reserves Act 1977, public advertising of the intention to extend the footprint of an existing easement over a reserve or any part thereof is not required where the reserve is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.

7. Next Steps

The following steps have/will be undertaken in association with having the easement registered:

Community Board Approval
 Consent of the Minister of Conservation
 Applicant advised of outcome
 May 2022

8. Attachments

Appendix 1 - Copy of Report to the Board dated 29 March 2022 U

Report author:

Reviewed and authorised by:

Linda Stronach

Team Leader - Statutory Property 1/04/2022

Louise van der Voort Executive Manager - Planning and Environment 12/04/2022



29 March 2022

22.2.2 APPLICATION TO RESURVEY AND INCREASE EASEMENT PLAN AREA

Doc ID: 571439

1. Purpose of Report

To consider increasing the footprint of an existing easement corridor on Lot 7 DP 433991 being part of the Sugarloaf Scenic Reserve.

._____

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to the area of the easement corridor on Lot 7 DP 433991 being resurveyed and increased in size (as shown in figure 6), to legalise the existing infrastructure and to allow an additional power cable to be installed to meet the applicant's increased power requirements, subject to:
 - The applicants obtaining all permits and consents associated with installing the additional cable.
 - The applicants paying all costs associated with surveying the infrastructure and with the preparation and registration of the revised easement agreement.
 - The Chief Executive approving the new easement plan and agreement.
 - The Chief Executive being satisfied with any reinstatement/remediation works following any earthworks on the Reserve.
 - The consent of the Minister of Conservation.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

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2. Background

The Sugarloaf Scenic Reserve (the Reserve) consists of six parcels of land being Lots 6-7 Deposited Plan (DP) 433991, Lots 15-16 DP 418764, Lot 206 DP 404040, and Section 1 Survey Office Plan (SO) 24210. It has a total area of just over 147 hectares.

With the exception of Section 1 SO 24210, which was purchased in 1999, the land is vested in Council as scenic reserve on deposit of each plan referenced above.

The land is zoned in the Central Otago District Plan and has an 'Outstanding Natural Feature" notation.

An overview of the Reserve is shown below in Figure 1.

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Figure 1 – Over view of the Sugarloaf Scenic Reserve thatched in red.

The plateau above the Reserve is privately owned. The land is used for a variety of purposes including pip and stone fruit orchards, and for general cropping and farming.

In 2012 Mervyn and Louise Shaw (the applicants) purchased the land that is now contained in Records of Title 772768 and 649764.

The land contained in Record of Title 772758 is legally described as Lot 2 Deposited Plan (DP) 508107 (Lot 2). The land contained in Record of Title 649764 is legally described as Lot 1 DP 474100 (Lot 1). The two lots have an overall area of just over 122 hectares.

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An overview of the applicant's two lots, as they adjoin the Reserve, is shown below in Figure 2.



Figure 2 – The Applicant's land as it adjoins the Sugarloaf Scenic Reserve.

The applicants farm the land with the assistance of three pivot irrigators. Water for the three irrigators comes from a bore on Lot 6 DP 433991 (Lot 6). Water from the bore is pumped across Lot 6 to Lot 206 DP 404040 (Lot 206), up a natural gully, across Lot 7 DP 433991 (Lot 7), to a storage dam on the north eastern corner of Lot 2 (the applicant's property).

An overview of the storage dam on the north eastern corner of Lot 2 and the bore site on Lot 206 is shown below in Figure 3.



Figure 3 – Overview of Lot 2 as it adjoins the Sugarloaf Scenic Reserve

Prior to the Reserve vesting in Council, easements were registered on Records of Title 528988, 528989, and 417250. The easements are in favour of the applicant's land, Telecom New Zealand Limited (Telecom), and Aurora Energy Limited (Aurora).

The easement in favour of the applicants provides them with the right to drain water over Lots 6 and 7, and Lot 206. The easement in favour of Telecom provides them with the right to convey telecommunications over Lots 6 and 7, and 206, and the easement in favour of Aurora provides them with the right to convey power over the same three Lots.

A plan of the existing easement corridor (not to scale) is outlined in red below in Figure 4.

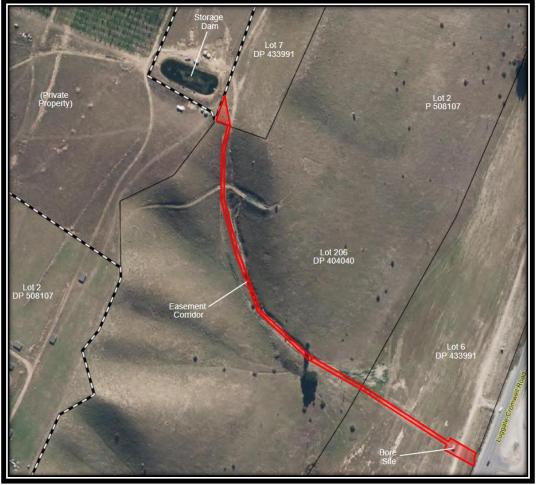


Figure 4 – Plan of Existing Easement Corridor (Not to Scale).

Earlier this year the applicants engaged a surveyor to resurvey their boundary and the easement corridor. The purpose of resurveying the boundary and the easement corridor was to enable a bigger power cable to be installed to meet the applicant's increasing power requirements.

During the surveying it was noted that an electrical transformer belonging to Aurora had been installed approximately 6 metres outside the boundary of the easement corridor. On further inspection it was determined that a short span of power cable either side of the electrical transformer also sat outside the easement corridor.

A plan of the transformer and the span of cables which sit outside the easement corridor is shown below in Figure 5.



Figure 5 – Plan of Infrastructure which sits outside the Easement Corridor.

To rectify the matter, the applicants have now applied to have the area of the easement corridor on Lot 7 DP 433991 resurveyed and increased in size as shown below in figure 6.

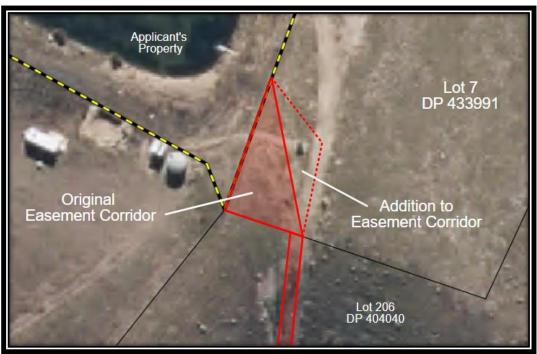


Figure 6 - Planned Addition to Easement Corridor (Not to Scale).

3. Discussion

The applicants were not aware that the transformer and two spans of cable were installed outside the easement corridor until the matter was bought to their attention by the surveyor. While they cannot explain why this has occurred, they have suggested it may have been due to one of the following reasons:

- 1. A survey peg may have been knocked out accidently during installation by one of the contractors and/or a rock may have rolled onto a peg
- 2. With the area marked AC [easement corridor] being very close to the terrace tread and very much rolling away over the hill, they [the electrical contractors] may have felt putting their Hiab truck lifting the transformer in place was either too dangerous or just simply mistakenly put the transformer 6m outside of the correct area, either way this is the result.

To rectify the matter, the applicants offered two solutions. They are to:

- 1. Dig up the areas around the transformer/cables and move this infrastructure back into the area marked AC [easement corridor], on the easement plan, or;
- Enlarge the easement area to include the existing transformer/cable and the new cable which is to be installed.

While solution 1 sounds straightforward, the physical works associated with moving the infrastructure into the easement corridor are considerable. Those works would include:

- uplifting the transformer from the existing pad,
- creating a new pad for the transformer,
- reinstalling the existing transformer on the new pad,
- exposing the cables (opening the existing trench),
- digging a new trench,

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- relaying the existing cable,
- installing the new cable, and,
- remediating the disturbed areas.

In comparison, the physical works associated with solution 2 are relatively minor. Those works would include:

- reopening the original trench,
- installing the new cable, and,
- remediating the disturbed area.

Other works associated with solution two would include:

- resurveying the easement corridor,
- drawing up a new easement plan and agreement, and,
- registering the new easement instrument on the relative record of title.

Practically speaking, solution 2 will have the least impact as this will not disturb the natural layout of the existing ground, particularly around the edge of the terrace tread.

Reserves Act

The purpose of the Reserves Act 1977 (the Act) is to provide for and to protect reserves for the benefit of the community. Therefore, the issuing of rights over a reserve is generally accepted as being a last resort in the absence of other practical alternatives, particularly where there is likely to be a material effect on the reserve.

Scenic Reserves are afforded the highest level of protection under the Act 1977 (the Act). In particular, section 19(1)(a) of the Act states that Scenic Reserves should be protected and preserved:

...in perpetuity for their intrinsic worth and for the benefit, enjoyment, and use of the public...

Section 48 of the Act states that in the case of reserves vested in an administering body, the administering body may, with the consent of the Minister of Conservation and on such conditions as the Minister thinks fit, grant rights of way and other easements over any part of a reserve.

Section 48(1)(d) of the Act further states that an easement may be granted over a reserve or any part thereof for:

an electrical installation or work, as defined in section 2 of the Electricity Act 1992...

Section 2 of the Electricity Act 1992 describes and electrical installation as:

all fittings beyond the point of supply that form part of a system that is used to convey electricity to a point of consumption, or used to generate or store electricity.

Any easement or other right granted under section 48 is granted subject to section 48(2) which states:

Before granting a right of way or an easement under subsection (1) over any part of a reserve vested in it, the administering body shall give public notice in accordance with section 119 specifying the right of way or other easement intended to be granted, and shall give full consideration, in accordance with section 120, to all objections and submissions received in respect of the proposal under that section.

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Section 48(2) of the Act further requires the granting to be publicly notified unless:

- (a) The reserve is vested in the administering body and is not likely to be materially altered or permanently damaged; and
- (b) The rights of the public in respect of the reserve are not likely to be permanently affected.

While the rights of the public to walk and pass over the reserve are not permanently affected by underground pipes or cables, it could be argued that the transformer, which sits above the ground, does permanently affect the reserve. However, the reserve was vested with the easement in place and the transformer has been located outside of the easement. It is not the presence of the transformer that is the issue, but its location.

On that basis, legalising the existing transformer by resurveying the easement corridor is the most pragmatic solution with public consultation not being required in this instance.

4. Financial Considerations

All costs associated with the proposal are payable by the applicants.

5. Options

Option 1 – (Recommended)

To agree to the area of the easement corridor on Lot 7 DP 433991 being resurveyed and increased in size (as shown in figure 6), to legalise the existing infrastructure and to allow an additional power cable to be installed to meet the applicants increased power requirements, subject to:

- The applicants obtaining all permits and consents associated with installing the additional cable.
- The applicants paying all costs associated with surveying the infrastructure and with the preparation and registration of the revised easement agreement.
- The Chief Executive approving the new easement plan and agreement.
- The Chief Executive being satisfied with any reinstatement/remediation works following any earthworks on the Reserve.
- The consent of the Minister of Conservation.

Advantages:

- Recognises that the infrastructure was provided for prior to the land being vested in Council as a reserve.
- The infrastructure that sits outside the existing easement corridor will be legalised.
- Will have the least effect on the Reserve.
- Is consistent with the provisions of the Reserves Act 1977.

Disadvantages:

• A larger area of Lot 7 DP 433991 will be subject to the easement.

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Option 2

To not agree to increase the footprint of the existing easement corridor:

Advantages:

A larger area of Lot 7 DP 433991 will not be subject to the easement.

Disadvantages:

- Does not acknowledge that the infrastructure was provided for prior to the land being vested in Council as a reserve.
- The infrastructure that sits outside the existing easement corridor will not be legalised.
- Does not recognise the provisions of the Reserves Act 1977.

6. Compliance

Local Government Act 2002 Purpose Provisions Decision consistent with other	While the decision does not relate to a Council service or activity, the granting of the easement would legalise the existing infrastructure which is consistent with the provisions of the Reserves Act. The granting of an easement over a reserve		
Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	vested in Council is for an electrical installation (or to legalise an existing installation) is consistent with section 48(1)(d) of the Reserves Act 1977.		
Considerations as to sustainability, the environment and climate change impacts	The recommended option has been chosen as it will have the least impact on the Reserve.		
Risks Analysis	Lot 7 DP 433991 is part of the Sugarloaf Scenic Reserve which is classified as an Outstanding Natural Feature. As such it must be afforded the highest level of protection and reinstatement. This means that the trenching and construction should be undertaken by professional operators with the reinstatement/remediation works being approved to the satisfaction of the Chief Executive Officer.		
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded. Public consultation in accordance with the Reserves Act 1977 will not be required in this instance as the above ground infrastructure was provided for prior to the land vesting in Council as a reserve		

Item 22.2.2 - Report author: Team Leader - Statutory Property

Cromwell Community Board meeting Agenda

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7. Next Steps

- 1. Community Board approval
- 2. Minister of Conservation's consent requested
- 3. Applicants advised of outcome
- 4. Works commence

29 March 2022 20 April 2022 Late April 2022 May 2022

8. Attachments

Nil

Report author:

Reviewed and authorised by:

Linda Stronach Team Leader - Statutory Property 1/03/2022

Louise van der Voort Executive Manager - Planning and Environment 16/03/2022



22.3.6 ALEXANDRA RUGBY FOOTBALL CLUB POWER ACCOUNT

Doc ID: 576705

1. Purpose of Report

To consider a request from the Alexandra Rugby Football Club for reimbursement of a proportion of historical electricity invoices.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the Alexandra Rugby Football Club's request for compensation for historical electricity invoices of \$10,000.
- C. Approves \$10,000 from the Molyneux Park charge account to action payment of recommendation B.

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2. Background

In June 2020 Council received a letter from the Alexandra Rugby Football Club (the Club) requesting that Council reimburse the Club \$37,102.34 GST inclusive. The Club states that over the past ten years it has paid for electricity costs at Molyneux Park that it considers should have been paid for by the Council. **Appendix 1.**

A report was referred to the Vincent Community Board (the Board) at its meeting in November 2021. The matter was left on the table and staff were requested to meet with the Club to discuss the contents of the report and determine a way forward.

Staff and the Club held a meeting in early January. The Club expressed a willingness to resolve this matter and were of the view that for some years they have been paying for the electricity use of other users of the changing room showers. The Club consider they should receive some form of compensation for this.

The Board considered a report, **Appendix 2**, at their meeting on 22 March and resolved the following:

Moved: Garbutt

Seconded: Stirling-Lindsay

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council that they approve \$10,000.00 from the General Development Alexandra reserves account to action payment for historical electricity invoices to the Alexandra Rugby Football Club as a final settlement.

3. Discussion

There are two separate electricity meters at Molyneux Park that the Club have paid the electricity invoices for. The groundsman shed and bunker are on one meter and the Molyneux Stadium's Park side changing room showers on another.

Groundsman Shed and Bunker

The groundsman's shed was built by the Molyneux Park Charitable Trust in 2006. The construction of the bunker predates this by many years.

Upon investigation it was found that the groundsmen shed, and the bunker were connected to the Club's account. This occurred when Council upgraded the Molyneux Park irrigation system in late 2013. The original cable from the Stadium to the bunker had to be reburied at that time as the previous cable had failed and was non-compliant.

In discussions with a former Council staff member and the electrical contractor involved in this project, both recall a conversation with the Club seeking permission to connect this new cable to the Club's lighting control box. Their recollection was that permission was granted, since very little power would be used. However, this agreement seems not to have been documented in writing by either the Council or the Club.

As it was not viable to redirect the groundsmen shed and bunker onto a Council electricity meter, to rectify the situation a "check" meter was installed in October 2020.

The "check" meter is read every month and reimbursement for electricity used at the bunker and groundsman shed is paid by Council to the Club. A reimbursement rate of 21 cents per kWh based on averages of previous electricity invoices was agreed to with the Club. This now forms part of the Club's lease agreement with Council.

Council has on average compensated the Club \$16.79 per month for the electricity used by the bunker and groundsman shed since October 2020 when the "check" meter was installed.

Stadium's "park side" changing rooms

The changing rooms being connected to the Club's electricity meter is historical and likely dates back to when the Molyneux Park Charitable Trust (the Trust) operated Molyneux Park. In 2006 Council entered into a management agreement with the Trust. As part of this agreement the Trust were required to undertake a range of functions including:

- Collecting facility hire and rental charges
- Changing room cleaning and services
- Monitor water heating and report any problems to Council
- Manage and clean four sports club changing rooms under the rugby club
- Manage the changing rooms water heating system. (Council acknowledges that this system is overdue for replacement, which is not expected to be funded by the Trust)

The Trust received an annual funding grant from Council to assist with operations. The Trust also augmented its income from user charges.

The final year of charging undertaken by the Trust was 2011. That year the Rugby Club was charged the following:

- \$2,100 for the season (including changing rooms).
- Daily charge main oval (including changing rooms) \$185.00.
- Daily charge back fields (including Changing rooms) \$125.00.

Records indicate Council took over the management of the park and changing rooms from the Trust on 1st September 2011.

Currently the changing rooms are used exclusively by the Club for rugby games and practice from April to August/September each year. It is used intermittently by cricket when 20/20 and other representative matches are held during summer. There is also the occasional casual booking that requires the use of the showers.

It should be noted that booking data for some years has not been well recorded and that for many years the Club would turn the power to the showers off when not required.

The Council's booking data from 2013 is outlined in the table below. This indicates that of the 505 total number of bookings for the period, the rugby club has been the main user of the facilities with 312 or (60%) of bookings, mostly during the winter months. Bookings recorded by other user groups total 193 or 40% of bookings. How many of these other user bookings actually used the showers is not recorded.

	Rugby	Other		Rugby	Other	
2013	44	22	2014	14	38	
2015	56	23	2016	65	15	
2017	29	30	2018	21	27	
2019	32	15	2020	51	23	
Total	161	90		151	103	505

Table 1: Bookings for the changing rooms since 2013.

Between 2013 and 2018, Council through its fees and charges levied the Club on an annual per field basis, which included the use of the changing rooms.

For 2019/20 the yearly charge was a lump sum including the use of all grounds and facilities.

When Council was advised by the Club it no longer felt it should pay for the hot water, Council redirected the power used for the changing rooms to the Council meter, this work was completed on 30 September 2020.

A "check" meter was also installed on the hot water cylinder to measure its power consumption. The average monthly use of the hot water cylinder since October 2020 is 583.26 kWh per month. Applying the 21c per kWh agreed compensation rate above equates to \$122.48 per month.

Based on the past twelve months of electricity use, the total value of electricity used over a ten-year period equates to \$14,697.00 for the park side changing rooms, and \$1,763.00 for the groundsman shed and bunker over eight years and nine months.

Compensation

Council staff identified that many of the historic electricity accounts received by the Club from their electricity supplier were estimated accounts not actuals. Therefore, to simply compare one year to the next would not provide an accurate picture of electricity consumption over time.

The Club was advised in December 2020 that electricity usage data needed to be collected over a twelve-month period, to determine the actual amount of electricity used, before any form of compensation could be considered.

Council staff obtained the Club's permission to work with their electricity company to resolve the issue of accounts being based on estimate readings only. This resulted in the Club being reimbursed \$995.39 from their electricity company in July 2020. As of November 2020, smart meters were installed that are providing actual electricity consumption readings each month.

The situation of the Club covering the electrical costs of the "park side" changing rooms is one of long standing. The Club has asked Council to retrospectively cover costs for something the Club and presumably former Council staff had full knowledge of. The Club believes it has covered the costs of many other users of the changing room during the time they were paying for the electricity.

The Club have, over the years, paid the electricity for other users of the facility, therefore they have requested that they be compensated. The total value of electricity used, which is inclusive of that used by the Club, is approximately \$14,697.00.

The recommendation in the 22 March Board report for compensation for the park side changing rooms was based on the Club utilising them 60% of the time, leaving 40% of the total of \$14,697.00 to be reimbursed.

See calculations in the table below:

Area	Average monthly	Length of	Total value	Potential
	power use \$.	compensation	of electricity	compensation
			used	
Bunker and	\$16.79	8 years, 9	\$ 1,763.00	\$ 1,763.00
groundmen shed		months		
"Park side	\$122.48	**10 years	\$14,697.00	\$ 5,878.00
"changing rooms				(40%
				occupancy)
		Total		\$ 7,641.00

Notes:

At its March meeting the Board considered the recommendation in the report to pay \$7,641 to the Club, being 40% of the power usage over the subject period. Following discussion, and giving consideration to the views of the rugby club, specifically that they believe they should be compensated the full amount of \$14,697.000, the Board agreed that to progress the matter \$10,000 should be offered as final settlement.

4. Financial Considerations

There is no allocated budget to cover compensation, so reserve funds would need to be used for any compensation payment

The Board resolution was to use the General Development Alexandra account, however as that is solely a ward funded cost centre it is not appropriate in this instance.

Molyneux Stadium is both a district and ward facility, funded by the district (33%) and the Vincent Ward (66%) The Molyneux Park Stadium cost centre is therefore the most

^{**}The length of compensation is not able to be determined for the changing rooms. The Club was paying for the changing room hire within their fees since 2013. The proposed average monthly compensation is based up 21c kWh on 2020 prices. Electricity prices have risen over the last ten years. The Club is seeking 10 years compensation the calculation is based upon this rate. The figures have been rounded to the nearest dollar.

appropriate account from which to fund the compensation. While this account is forecast to close with a \$376k deficit at the end of the 2021/22 financial year this deficit is predicted to reduce over time.

Council's fees and charges for 2021/22 levied the Rugby Club for senior players \$850 for the season. This included use of the grounds and facilities.

Since the receipt of the Club's request for compensation council has been able to accurately determine what the actual energy usage is for the changing room showers. At today's prices energy use for a month is approximately \$123.00, or just under \$5.00 per day. By including this as a new charge in the fees and charges schedule Council will be able to equitably charge all users for the cost of operating the showers in the future.

The fees and charges schedule for 2022/23 has a new line to reflect this \$5.00 per day charge for shower users. This will be additional to any other charges for all users of the changing rooms.

5. Options

Option 1 – (Recommended)

That Council approves \$10,000.00 from the Molyneux Park charge account to action payment for historical electricity invoices to the Alexandra Rugby Football Club as a final settlement.

Advantages:

- The Club is reimbursed as per their request.
- All electricity meters referenced in this report are now either being directly charged to Council or a check meter is in operation to record electricity use that is then reimbursed to the Club monthly.

Disadvantages:

- Money for compensation has not been budgeted.
- Users of the showers will be required to pay a daily usage rate.

Option 2

The Alexandra Rugby Football Club's request for compensation for historical electricity invoices is declined.

Advantages:

Unbudgeted money will not be required to cover a situation of long standing.

Disadvantages:

The Club's expectations of reimbursement are not achieved.

Option 3

The Council determines an alternative amount for compensation of historical electricity invoices.

Advantages:

• The Club will receive some compensation.

Disadvantages:

There is no budget allocated for any retrospective payment.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by allowing the Council to consider the request for compensation by a locally based sporting club.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The decision is not inconsistent with any Council plan or policy. There is a Reserve Management Plan for Molyneux Park, however this request sits outside the polices within that plan.
Considerations as to sustainability, the environment and climate change impacts	This decision does not impact on the sustainability of the environment in the district.
Risks Analysis	There are no risks identified with the recommendation.
Significance, Consultation and Engagement (internal and external)	This is not significant under Council's significance and engagement policy.

7. Next Steps

• The Council's decision is communicated to the Alexandra Rugby Club.

8. Attachments

Appendix 1 - Alexandra Rugby Club Letter J.

Appendix 2 - Report to Vincent Community Board 22 March 2022 J

Report author:

Reviewed and authorised by:

Gordon Bailey

Parks and Recreation Manager

Bailer

4/04/2022

Louise van der Voort

Executive Manager - Planning and Environment

8/04/2022



ALEXANDRA RUGBY FOOTBALL CLUB

P.O. Box 29, Alexandra

29 June 2020 The Chief Executive Officer, Central Otago District Council, PO Box 122 Alexandra 9340. ph 0272117818 e: alexrugbyclub@hotmail.co.nz

Dear Madam,

Molyneux Park Power accounts paid by the Alexandra Rugby Football Club Inc.(ARFC)

Following a recent review of the ARFC power accounts, by the new financial management, we were concerned to find the majority of the power accounts that the club has been paying related to other sporting ,maintenance and ground costs controlled by CODC.

It appears these power accounts have been charged to ARFC for a long period of time, certainly over 10 years and could be as much as 20 years. Past management of ARFC have paid these accounts in good faith and without review until now.

We have attached a list showing the last ten (10) years costs paid by ARFC, as recorded and approved at its Annual General Meetings. For ten (10) years this totals \$58,518-90. We do accept that some of this amount is payable by the ARFC for the power it uses annually, but a far greater percentage would be for the activities controlled by the CODC.

Therefore, we feel a fair apportionment of this account would be 75% CODC and 25% ARFC.

During our research into this matter is appears the main confusion over this account could have happened about eight (8) years ago. This was when Laser electrical hooked up power from the ARFC meter to the Groundsman shed and also the Bunker on the back grounds, all changing sheds/canteen and the north end of the building are also hooked up to the ARFC meter. This was confirmed by both CO Electrical and a CODC representatives at a site meeting at the ground on 2 June 2020.

Accordingly, we think in the interests of fairness and good faith we should only invoice the CODC for the past eight (8) years plus the months to date this year.

This calculation is on the spreadsheet attached and totals \$37,102.34 GST inclusive.

Also attached is our invoice for this amount. Please note our invoice terms are 20th month following invoice.

Going forward ARFC will invoice you monthly for 75% of the monthly power accounts.

Dai Johns-Administrator

TAX INVOICE

CODC PO Box 122 Alexandra Alexandra 9340 NEW ZEALAND Invoice Date 30 Jun 2020

Invoice Number INV-0109

GST Number 16-387-078 Alexandra Rugby Football

Club Inc PO Box 29 Alexandra 9340

Description	Quantity	Unit Price	Amount NZD
Arrears of Power account as attached.	1.00	32,262.90	32,262.90
		Subtotal	32,262.90
	ТО	TAL GST 15%	4,839.44
	**************************************	TOTAL NZD	37,102.34

Due Date: 20 Jul 2020

Please pay on the 20th month following invoice

Bank Details are WESTPAC ALEXANDRA 031733-0033883-00

Thankyou very much for supporting our Club

PAYMENT ADVICE

To: Alexandra Rugby Football Club Inc PO Box 29 Alexandra 9340

Customer	CODC	
Invoice Number	INV-0109	
Amount Due	37,102.34	
Due Date	20 Jul 2020	
Amount Enclosed		170

Enter the amount you are paying above

Alexandra Rugby Club Inc Power accounts paid

rower accounts paid				20	Son 20
)-Sep-20
Year ended	5105	nount			r to date
30-Sep-19	\$	4,279		\$	383.83
30-Sep-18	\$	4,563		\$	383.51
30-Sep-17	\$	4,188		\$	113.04
30-Sep-16	\$	3,927		\$	507.40
30-Sep-15	\$	5,193		\$	453.03
30-Sep-14	\$	5,198		\$	561.79
30-Sep-13	\$	5,773		\$	308.61
30-Sep-12	\$	5,766		\$	502.66
30-Sep-11	\$	6,373		\$	474.70
30-Sep-10	\$	5,626		\$	441.63
ten year totalexc GST	\$	50,886	=	\$ 4	,130.20
eight year total	\$	38,887			
Hence					
Eight year total (75%)	\$	29,165.25			
This YTD (75%)	\$	3,097.65			
Total Due	\$	32,262.90			
plus GST	\$	4,839.44			
Total Due incl GST	\$	37,102.34			



22 March 2022

22.2.3 ALEXANDRA RUGBY FOOTBALL CLUB POWER ACCOUNT

Doc ID: 561350

1. Purpose of Report

To consider a request from the Alexandra Rugby Football Club for reimbursement of a proportion of historical electricity invoices.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the Alexandra Rugby Football Club's request for compensation for historical electricity invoices of \$7,641.00.
- C. Approves \$7,641.00 from the General Development Alexandra reserves account to action payment of recommendation B.

paymon on room monation 2.

2. Background

In June 2020 Council received a letter from the Alexandra Rugby Football Club (the Club) requesting that Council reimburse the club \$37,102.34 GST inclusive. The Club states that over the past ten years it has paid for electricity costs at Molyneux Park that it considers should have been paid for by the Council. **Appendix 1.**

A report was referred to the Vincent Community Board (the Board) at its meeting in November 2021. The report is contained in **Appendix 2.** The matter was left on the table and staff were requested to meet with the Club to discuss the contents of the report and determine a way forward.

3. Discussion

Staff and the Club held a meeting in early January. The Club expressed a willingness to resolve this matter and were of the view that for some years they have been paying for the electricity use of other users of the changing room showers. The Club consider they should receive some form of compensation for this. The Club is also prepared to discuss an agreed payment plan if the amount is unbudgeted.

There are two separate electricity meters at Molyneux Park that the Club have paid the electricity invoices for. The groundsman shed and bunker are on one meter and the Molyneux Stadium's Park side changing room showers on another.

Groundsman Shed and Bunker

The groundsman's shed was built by the Molyneux Park Charitable Trust in 2006. The construction of the bunker predates this by many years.

Upon investigation it was found that the groundsmen shed, and bunker were connected to the Club's account. This occurred when Council upgraded the Molyneux Park irrigation

Item 22.2.3 - Report author: Parks and Recreation Manager

system in late 2013. The original cable from the Stadium to the bunker had to be reburied at this time as the previous cable had failed and was non-compliant.

In discussions with a former Council staff member and the electrical contractor involved in this project, both recall a conversation with the Club seeking permission to connect this new cable to the Club's lighting control box. Their recollection was that permission was granted, since very little power would be used. However, this agreement seems not to have been documented in writing by either Council or the Club.

As it was not viable to redirect the groundsmen shed and bunker onto a Council electricity meter, to rectify the situation a "check" meter was installed in October 2020.

The "check" meter is read every month and reimbursement for electricity used at the bunker and groundsman shed is paid by Council to the Club. A reimbursement rate of 21 cents per kWh based on averages of previous electricity invoices was agreed to with the Club. This now forms part of the Club's lease agreement with Council.

Council has on average compensated the Club \$16.79 per month for the electricity used by the bunker and groundsman shed since October 2020 when the "check" meter was installed.

Stadium's "park side" changing rooms

The changing rooms being connected to the Club's electricity meter is historical and likely dates back to when the Molyneux Park Charitable Trust (the Trust) operated Molyneux Park.

In 2006 Council entered into a management agreement with the Trust. As part of this agreement the Trust were required to undertake a range of functions including:

- Collecting facility hire and rental charges
- Changing room cleaning and services
- Monitor water heating and report any problems to Council
- Manage and clean 4 sports club changing rooms under the rugby club
- Manage the changing rooms water heating system. (Council acknowledges that this system is overdue for replacement, which is not expected to be funded by the Trust)

The Trust received an annual funding grant from Council to assist with operations. The Trust also augmented its income from user charges.

The final year of charging undertaken by the Trust was 2011. That year the Rugby Club was charged the following.

- \$2,100 for the season (including changing rooms).
- Daily charge main oval (including changing rooms) \$185.00.
- Daily charge back fields (including Changing rooms) \$125.00.

Records indicate Council took over the management of the park and changing rooms from the Trust on 1st September 2011.

Currently the changing rooms are used exclusively by the Club for rugby games and practice from April to August/September each year. It is used intermittently by cricket when 20/20 and other representative matches are held during summer. There is also the occasional casual booking that requires the use of the showers.

It should be noted that booking data for some years have not been well recorded. And that for many years the Club would turn the power to the showers off when not required.

Item 22.2.3 - Report author: Parks and Recreation Manager

Councils booking data from 2013 is outlined in the table below. This indicates that of the 505 total number of bookings for the period, rugby have been the main user of the facilities with 312 or (60%) of bookings, mostly during the winter months. Bookings recorded by other user groups total 193 or 40% of bookings. How many of these other user bookings actually used the showers is not recorded.

Table 1: Bookings for the changing rooms since 2013.

	Rugby	Other		Rugby	Other	
2013	44	22	2014	14	38	
2015	56	23	2016	65	15	
2017	29	30	2018	21	27	
2019	32	15	2020	51	23	
Total	161	90		151	103	505

Between 2013 and 2018, Council through its fees and charges levied the Club on an annual per field basis, which included the use of the changing rooms.

For 2019/20 the yearly charge was a lump sum including the use of all grounds and facilities.

When Council was advised by the Club it no longer felt it should pay for the hot water, Council redirected the power used for the changing rooms to the Council meter, this work was completed on 30 September 2020.

A "check" meter was also installed on the hot water cylinder to measure its power consumption. The average monthly use of the hot water cylinder since October 2020 is 583.26 kWh per month. Applying the 21c per kWh agreed compensation rate above equates to \$122.48 per month.

Based on the past twelve months of electricity use, the total value of electricity used over a ten-year period equates to \$14,697.00 for the park side changing rooms, and \$1,763.00 for the groundsman shed and bunker over eight years and nine months.

Compensation

Council identified that many of the historic electricity accounts received by the Club from their electricity supplier were estimated accounts not actuals. Therefore, to simply compare one year to the next would not provide an accurate picture of electricity consumption over time.

The Club was advised in December 2020 that electricity usage data needed to be collected over a twelve-month period, to determine the actual amount of electricity used, before any form of compensation could be considered.

Council obtained the Club's permission to work with their electricity company to resolve the issue of accounts being based on estimate readings only. This resulted in the Club being reimbursed \$995.39 from their electricity company in July 2020. As of November 2020, smart meters were installed that are providing actual electricity consumption readings each month.

The situation of the Club covering the electrical costs of the "park side" changing rooms is one of long standing. The Club has asked Council to retrospectively cover costs for something the Club and presumably former Council staff had full knowledge of. The Club believes it has covered the costs of many other users of the changing room during the time

Item 22.2.3 - Report author: Parks and Recreation Manager

Vincent Community Board meeting Agenda

22 March 2022

they were paying for the electricity. It is clear that the Club have over the years paid electricity for other users and compensation should be considered.

The proposed compensation for the park side changing rooms is based on the Club utilising them 60% of the time, leaving 40% of the total of \$14,697.00 to be reimbursed.

See calculations in the table below:

Area	Average monthly power use \$.	Length of compensation	Total value of electricity	Potential compensation
			used	
Bunker and groundmen shed	\$16.79	8 years, 9 months	\$ 1,763.00	\$ 1,763.00
"Park side "changing rooms	\$122.48	**10 years	\$14,697.00	\$ 5,878.00 (40% occupancy)
		Total		\$ 7,641.00

Notes:

4. Financial Considerations

There is no allocated budget to cover compensation. Reserve funds would need to be used for any compensation payment. It is proposed to use the General Development Alexandra account. This account has a balance at 30/06/2021 of \$1,325,574.

Council's fees and charges for 2021/22 levied the Rugby Club for senior players \$850 for the season. This included use of the grounds and facilities.

Since the receipt of the Clubs request for compensation council has been able to accurately determine what the actual energy usage is for the changing room showers. At today's prices energy use for a month is approximately \$123.00, or just under \$5.00 per day. By including this as a new charge in the fees and charges schedule Council will be able to equitably charge all users for the cost of operating the showers in the future.

The fees and charges schedule for 2022/23 has a new line to reflect this \$5.00 per day charge for shower users. This will be additional to any other charges for all users of the changing rooms.

5. Options

Option 1 – (Recommended)

The Alexandra Rugby Football Club's request for compensation for historical electricity invoices is approved as per the compensation workings above of \$7,641.00.

Advantages:

• The Club is reimbursed as per their request.

Item 22.2.3 - Report author: Parks and Recreation Manager

^{**}The length of compensation is not able to be determined for the changing rooms. The Club was paying for the changing room hire within their fees since 2013. The proposed average monthly compensation is based up 21c kWh on 2020 prices. Electricity prices have risen over the last ten years. The Club is seeking 10 years compensation the calculation is based upon this rate. The figures have been rounded to the nearest dollar

Vincent Community Board meeting Agenda

22 March 2022

 All electricity meters referenced in this report are now either being directly charged to Council or a check meter is in operation to record electricity use that is then reimbursed to the Club monthly.

Disadvantages:

- Money for compensation has not been budgeted.
- Users of the showers will be required to pay a daily usage rate.

Option 2

The Alexandra Rugby Football Club's request for compensation for historical electricity invoices is declined.

Advantages:

• Unbudgeted money will not be required to cover a situation of long standing.

Disadvantages:

• The Club's expectations of reimbursement are not achieved.

Option 3

The Board determines an alternative amount for compensation of historical electricity invoices.

Advantages:

• The Club will receive some compensation.

Disadvantages:

There is no budget allocated for any retrospective payment.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by allowing the Board to consider the request for compensation by a locally based sporting club.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The decision is not inconsistent with any Council plan or policy. There is a Reserve Management Plan for Molyneux Park, however this request sits outside the polices within that plan.
Considerations as to sustainability, the environment and climate change impacts	This decision does not impact on the sustainability of the environment in the district.
Risks Analysis	There are no risks identified with the recommendation.
Significance, Consultation and Engagement (internal and external)	This is not significant under Council's significance and engagement policy.

Item 22.2.3 - Report author: Parks and Recreation Manager

7. Next Steps

• The Board's decision is communicated to the Alexandra Rugby Club.

8. Attachments

Appendix 1 - Alexandra Rugby Club Letter Appendix 2 - Report to Vincent Community Board - November 2021

Report author:

Reviewed and authorised by:

Gordon Bailey

Parks and Recreation Manager

18/02/2022

Louise van der Voort

Executive Manager - Planning and Environment

9/03/2022



22.3.7 GRANT REPORT BACK - WOOLON 2021

Doc ID: 570872

1. Purpose

To consider a report back from WoolOn Creative and Fashion Society Inc for a grant received to hold the WoolOn Fashion event 2021.

Recommendations

That the report be received.

._____

2. Discussion

At its meeting of 11 August 2021 Council approved a grant of \$10,000 to the WoolOn Creative Fashion event 13-15 August 2021 as per the following resolution.

Resolution 21.6.7

B. Approves a grant of \$10,000 to the WoolOn Creative Fashion Society Incorporated for WoolOn creative fashion events 13 – 15 August 2021. The approved grant to be applied to venue costs, master of ceremonies, event marketing and communication only and is to be funded from district general reserves.

The WoolOn committee has provided a report back on the event attached (Appendix 1). The report back includes copies of receipts confirming Council's grant was applied as intended thereby meeting the accountability requirements of Council's Grants Policy.

3. Attachments

Appendix 1 - WoolOn 2021 Grant Report Back J.

Report author:

Reviewed and authorised by:

Morgan Potter

TCO Marketing and Event Support

22/02/2022

Sanchia Jacobs

Chief Executive Officer

12/04/2022

Grants - Report Back (Accountability) GRA220224777



PO Box 122, Alexandra 9340 New Zealand

Info@codc.govt.nz



Grant Accountability

Original Application Number

GRA210800295

The Applicant:

Organisaton Name

Project Name:

Contact

Phone

Email

Address

WoolOn Creative and Fashion Society Inc WoolOn Creative Fashion Event

The Project:

Amount granted by Central Otago District Council

Total cost of the project

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

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

10000.00 45992.25 N/A

WoolOn Creative Fashion Event is a Central Otago institution run by volunteers from the community, that has showcased creativity in wool in one form or another, for the past 60 years. The very first WoolOn show was held in 2004 in Alexandra. Since then, it has grown into a renowned event celebrating wool fibre, and both traditional and modern creative arts, providing learning opportunities and connections for young people to gain new skills and older people to pass on those skills to the new generation. WoolOn is unique in that it integrates our farming communities with career, education and business opportunities. It connects people in our communities who might otherwise be isolated by age or geography, over a shared passion for woolcraft and fashion. WoolOn is an important story for Central Otago communities, showcasing our heritage of wool, its importance to our economy and social fabric across the district. Images of Central Otago's landscape and people are seen around the world, and visitors retain lasting memories of Central Otago as a world of difference. COVID19 saw the 2019 event and 2020 cancelled. Last

years WoolOn was extremely lucky to go ahead with a lock-down looming and many other events being cancelled. WoolOn was held on the 13, 14 and 15 of August comprising of two evening shows at a brand new location at Bendigo, The Canyon. We also ran a community-focused Sunday event at Central Stories Museum and Art Gallery in Alexandra. There the public were invited to a day of workshops, demonstrations and displays by wool producers and skilled wool crafters which hugely successful especially with the school children who came. As a new committee we rallied to make WoolOn happen in 2021 and were very fortunate to gain a major sponsor in The Canyon for our WoolOn 2021 venue worth over \$20,000. We worked hard to find extra sponsorship from local Central Otago businesses and raised enough for designer prize money and package deals by holding a sponsors evening. We managed to attract over 60 designer entries which was amazing considering we were in the middle of a pandemic. Our models were volunteers who gained valuable lessons on deportment and modelling. Our makeup and hair designers volunteered their services and made the whole show sparkle. We increased the ticket prices and tickets were sold at sponsors outlets in Alexandra, Cromwell and Wanaka. Buses were booked to ferry people to and from the event and ensure no one was drinking and driving. WoolOn 2021 was a sellout event with over 250 people seeing the show over the two evenings and on the Sunday the winning garments were on display at Central Stories.

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

On both nights of the event our MC acknowledged the financial support of CODC. We had large TV screens playing logos of funders and supporters throughout the evening. Our printed program had the council's logo in it. There was a full page acknowledgment of our gratitude to our supporters in the CO News, this included the CODC. We sent a personal thank you in the form of a card to all supporters.

When did you receive your grant funding? Support Documents Ticked 09/12/2021

Yes

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

Grants of \$10,000 or more

Declaration:

All information provided is complete and correct True

Have read and acknowledge the standard Central Otago Yes

Terms and Conditions of Grant Funding

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

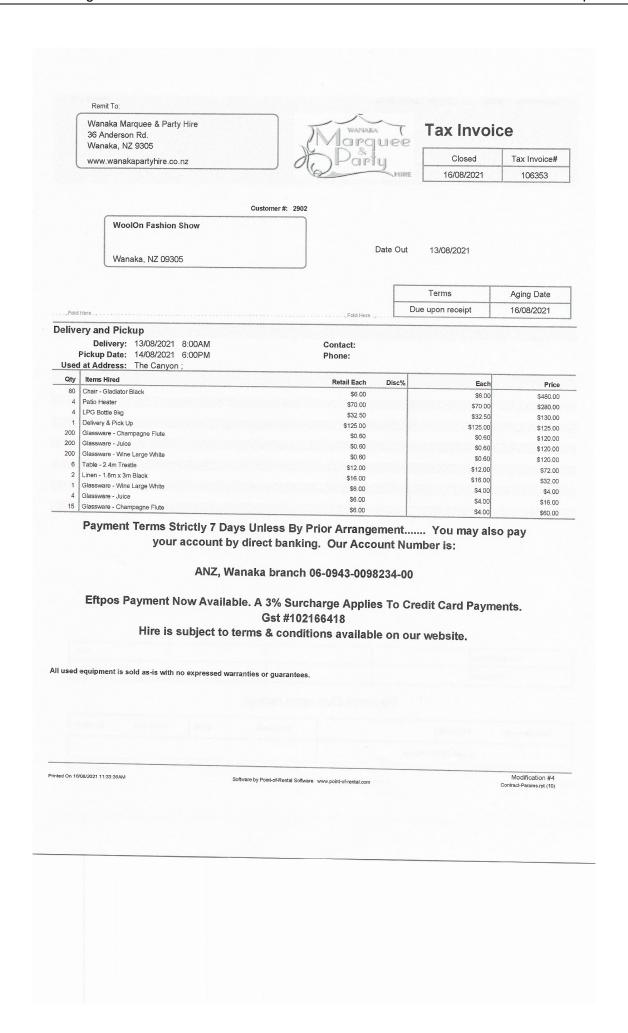
Name: Date

Signature (12 kb)

Maxine Williams 17/02/2022

My Wurans

Statement of Receipts and Payments	_			
		Actual		Actual
Operating Receipts		2021		2020
Donations, fundraising & other similar	\$	17,500.00	\$	_
Fees, subscriptions & other receipts incl donations from members	\$	625.00		610.00
Receipts for providing good & services	\$	26,212.50		-
Interest, dividends and other investment receipts	\$	4.60		11.68
Other	\$	48.00		3,804.53
TOTAL Operating Receipts	\$	44,390.10		4,426.21
On southing Daymanata				
Operating Payments	۲		Ļ	
Payments relating to public fundraising	\$	970.62	\$ \$	- 002.54
Volunteer & employee related payments	\$			893.54
Payments relating to providing goods & services	\$	44,610.77	\$	4,136.64
Grants & Donations paid	\$ \$	410.00	\$ \$	40.00
Other operating payments	۶ \$	410.86	•	40.00
TOTAL Operating Payments	Ş	45,992.25	\$	5,070.18
Operating Surplus/Deficit	-\$	1,602.15	-\$	643.97
Capital Receipts				
Receipts from sale of resources	\$	-	\$	-
Receipts from borrowings	\$	-	\$	-
Capital Payments				
Purchase of resources	\$	-	\$	-
Repayment borrowings	, \$	_	\$	10,000.00
	•		•	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Increase/Decrease in Bank Accounts & Cash	-\$	1,602.15	-\$	10,643.97
Bank Accounts & Cash at beginning of the Financial Year	\$	9,030.61	\$	19,674.58
Bank Accounts & Cash at End of the Financial Year	\$	7,428.46	\$	9,030.61
Statement of Resources and Commitments		Actual		A a + a l
Resources		Actual 2021		Actual 2020
Bank Accounts & cash	\$	7,428.46	\$	9,031.61
Money held on behalf of others	\$	-	\$	-
Money owed to the entity by 3rd parties	\$	375.23	\$	-
Other resources	\$	-	\$	-
Commitments				
Money payable by entity	\$	100.00	\$	163.08
Other commitments	\$	-	\$	-
Guarantees	\$	_	\$	_
	Y		Y	



Tax Invoice #: 106353	WoolOn Fashion Sho	N					Page 2 of 2
Hire and Sales:							GST:
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То	WoolOn Creative Fashion 613 Moa Creek Road Poolburn, RD2 Oturehua 9387	From	Johnson & Laird PO Box 78340 Grey Lynn Auckland	Manageme	nt Limited
nvoice Number	INV-66210		1245 New Zealand		
Reference	Sarah Perriam				
GST Number	080-436-297				
ssued	17 August 2021				
Due	24 August 2021, 20 days overdue				
Description		Quantity	Unit Price	GST	Amount NZI
MC: Sarah Perriam					
Event: WoolOn Cres					
Event Date: 13 & 14	l August				
Jamie					
Client Contact: des	igners@woolon.co.nz				
Fee		1.00	3,000.00	15%	3,000.00
Booking Fee		1.00	600.00	15%	600.00
			Subtotal		3,600.00
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Max Creative Ltd.

Attention: Maxine

Williams

1078 Earnscleugh Road

RD 1

Alexandra 9391

Otago

NEW ZEALAND

13 Aug 2021

Invoice Number INV-10476

Reference

WOOL ON: PROGRAMME

GST Number 067-356-829

Description	Quantity	Unit Price	Disc %	Discount Amount	GST	Am	ount NZD
A4COL8, A4 Colour Print 1001 +	1,800.00	0.40			15%		720.00
P210A3-1, A3 Silk Gloss/Mat 210GSM	900.00	0.66			15%	**************	594.00
Trim, Trimming of printing on trimming unit includes setup cost	5.00	15.00			15%		75.00
File Ssetup for printing basic, File Setup for printing basic, When having to edit any file in a programe	1.00	35.00			15%		35.00
Rush Job, Rush Job	1.00	30.00			15%		30.00
				Subtotal (includes dis	count of		1,454.00
				Total	GST 15%		218.10
				Invoice T	otal NZD		1,672.10
				Total Net Payme	ents NZD		0.00
				Amount	Due NZD		1,672.10

Due Date: 02 Sep 2021

Please deposit into:

Bank details: The Print Centre, ANZ Alexandra

Account Name: The Print Centre

Paid 17/9



iax invoice/Statement

Allied Press Limited

WOOL ON WOOL ON PO Box 501 Alexandra, 934
 Customer Number:
 T203791

 Invoice Date:
 31/08/2021

 Invoice Number
 T203791/Aug21

Alexandra, 9340 GST Registration 27-997-198 Page: Page 2 of 2 New Zealand Balance B/Fwd: 287.50 **Payments** Payment Date Payment Ref Description Payment Amt 0.00 0.00 **Total Payments Prior Period Adjustments** Adjustment Date Description Net Amount GST Amount Total Amount 0.00 Total Prior Period Adjustments 0.00 **Publications** Invoice Ref Customer Ref Booking Ref Publ. Date Description Ad Space Net Amount GST Amount Total Amount 31/08/2021 IN00544632 FILMING WOOL ON 3,500.00 525.00 4,025.00 The News Central Otago 05/08/2021 IN00535792 2405903 Wool ON 19 x 7 250.00 287.50 otal The News Central Otago 287.50 4,312.50 **Total Current Charges** Total Amount Due - WOOL ON 4,600.00

Designer Feedback

Laurel Judd

A huge thank you to you and your team for an amazing job so well done... It is a huge amount of work... but you have things in place now and next tine will be a little easier...esp if you get good feedback from your letter.

Viv Tamblyn

Thanks for your lovely letter and well done to you all for organising a great night with such a tight turn around. Very much appreciated. It is also exciting that you are committed to 2022. I also love that you gave designers a complimentary ticket and preferential seating. That was fantastic.

Barbara King

Everyone did an amazing job and it is certainly not easy coordinating an event of that size. Thanks again for an amazing weekend, please pass on my best wishes to Mary and Sophia – she was an amazing wee girl and I was so pleased she won!

Jo Ryan

You all did an amazing job of getting WoolOn up and running again and with very difficult circumstances, so lucky to get it done before the lockdown as well.

Thanks for the opportunity to provide feedback, there were a few thoughts I had. On the venue- Was a great location and the buses worked well apart from the grumpy bus driver!

An elevated runway would be better as people sitting at the back didn't see the full garment.

I found it a bit noisy and crowded for my liking as I am not used to noise and crowds anymore.

The Sunday event was great-I haven't talked to any of the Alexandra Spinners Group about it yet so I don't know how they all felt but I enjoyed being a part of the event and the weaving workshop went well.

Congratulations once again on running a successful show, and I look forward to being involved again.

Becs Calder

Thank you for giving us the opportunity to give feedback on this year's WoolOn. Firstly, well done on you and your committee for taking it on and getting it going again. The Models were fantastic, looked great in the garments and looked like they were enjoying themselves

I know the venue was small but the Models need to be on a raised runway, people at the back could only see from the chest up of the garments let alone try to read the little numbers then try to refer back to the book, by the time they did that the model was gone. I am not sure if the previous committee was asked or had anyone seen a previous show but after fine tuning over the years it was a fabulous professional show. At the end of each section all the models would come back out and they would announce the winners of that

section. It was great because you could see them all together and compare an understand why they won.

They did the same for the overall winner.

All the hype about the Venue and it's amazing views and location was a bit wasted as being at night it could be held anywhere really.

Sunday: The Sunday put on by the spinners and weavers was great and having a Judges insight is a fantastic idea. The problem was we didn't know what garments they were talking about as they were calling them by their titles which of course no one knew and there were people in there that had attended on Friday night that had no idea as they didn't know which one had won what. The winning garments from each section should have been there displayed on mannequins as they talked about each one.

Also not knowing who designed what or their Bios - I felt sorry for a designer who had travelled all the way from Cambridge with her daughter and Granddaughter and have no recognition on either night for her work or that she had even entered. (Unless you could read the wee number cards)

Maddie Wellbrock

I would like to say thank you so much for this opportunity I have learnt so much along the way! I just have a bit of feedback; I think certificates for the winning garments would be awesome as it gives me something to put in portfolios for design uni and it just gives me like hard proof that what I have created has won an award! I also think that better prizes could attract more designers, I had made another coat that was entered into other competitions which had cash prizes of 200 dollars or more and they offered other prizes for other awards/category's such as sewing machines and over lockers. You seem to have many sponsors which maybe could be able improve prizes to attract more designers (Pin'd and Hokonui fashion design awards were the other competitions). Thank you so much







Link to video highlights. https://fb.watch/bd7EbXHLT9/



22.3.8 EASTER SUNDAY LOCAL SHOP TRADING POLICY

Doc ID: 575468

1. Purpose of Report

To consider readopting the Easter Sunday Local Shop Trading Policy for a further five year period.

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Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts the Easter Sunday Local Shop Trading Policy.

2. Background

On 26 January 2022 the Council resolved to consult on the Easter Sunday Local Shop Trading Policy [resolution 22.1.4].

Formal consultation was undertaken from 5 February 2022 to 11 March 2022 with a total of two submissions received. No submitters requested to speak at a hearing.

3. Discussion

Two submissions were received, both opposed to the readoption of the policy.

Reasons for opposing the policy included concern trading over Easter takes away from time with family, that working over Easter is unnecessary, and a concern the holiday is increasingly commercialised. One submitter indicated they may support a policy enabling hospitality to open, but not for trading.

Changes have not been made to the policy as a result of these submissions. These points had been considered when the policy was adopted and again through the review.

Under national legislation, Employees have the right to refuse work on Easter Sunday and are not required to provide their employer with a reason for their refusal. Employees cannot be treated differently for refusing to work.

The Easter Sunday Local Shop Trading Policy enables local businesses to choose whether or not they trade on Easter Sunday, in line with neighbouring districts. It does not require they open.

The policy was supported by businesses and the wider community when it was adopted in 2017. The impact of changing the policy direction and requiring they close would be significant, particularly in the challenging environment posed by COVID-19 pandemic.

4. Financial Considerations

There is no direct financial impact to Council in renewing or declining the policy.

There are potential economic impacts for the district if the policy were to lapse or trading was restricted.

5. Options

Option 1 – (Recommended)

Adopt the Easter Sunday Local Shop Trading Policy 2022.

Advantages:

- No changes or disruptions to local business planning
- Shops covered by the Shop Trading Hours Act will continue to be able to trade on Easter Sunday

Disadvantages:

 Disadvantages raised in two submissions included concern trading over Easter takes away from time with family, that working over Easter is unnecessary, and a concern the holiday is increasingly commercialised.

Option 2

Do not adopt the Easter Sunday Local Trading Policy 2022.

Advantages:

• Minor advantages raised through consultation included focus on family

Disadvantages:

- The current policy will expire and trading will be restricted. All shops covered by the Shop Trading Hours Act will be unable to trade on Easter Sunday.
- Individual choice is restricted.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the cultural and economic wellbeing of communities, in the present and for the future by enabling communities to choose for themselves whether or not to trade on Easter Sunday.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes
Considerations as to sustainability, the environment and climate change impacts	There is no environmental impact.

Risks Analysis	No risks have been identified in the renewal of this policy.	
Significance, Consultation and Engagement (internal and external)	The special consultative process has been followed as required under legislation.	

7. Next Steps

If adopted, the new policy will be published and in place for a period of five years unless renewed or revoked earlier.

8. Attachments

Appendix 1 - Easter Sunday Local Shop Trading Hours Policy $\underline{\mathbb{J}}$ Appendix 2 - Copy of submissions $\underline{\mathbb{J}}$

Report author:

Reviewed and authorised by:

Alix Crosbie

Senior Strategy Advisor

1/04/2022

Sanchia Jacobs

Chief Executive Officer

12/04/2022



Easter Sunday Local Shop Trading Policy

Department:	Regulatory Services		
Document ID:	564595		
Approved by:	ed by: <council and="" ceo="" date="" et="" resolution=""></council>		
Effective date:	June 2022		
Next review:	June 2027		

Purpose:

Territorial authorities can permit businesses to trade on Easter Sunday under the Shop Trading Hours Amendment Act 2016.

Principles and objectives:

The Policy recognises the importance of tourism-related trade and other trade to the Central Otago economy on Easter Sunday. It also notes employees have 'right to refuse' provisions under the Act.

Scope:

The Policy applies to the whole of the Central Otago District.

The Policy does not apply to the sale or supply of alcohol which is regulated under the Sale and Supply of Alcohol Act 2012.

Definitions:

All definitions are consistent with the Shop Trading Hours Act 1990.

Shop

a building, place, or part of a building or place, where goods are kept, sold, or offered for sale, by retail; and includes an auction mart, and a barrow, stall, or other subdivision of a market; but does not include—

(a)

a private home where the owner or occupier's effects are being sold (by auction or otherwise); or

(b)

a building or place where the only business carried on is that of selling by auction agricultural products, pastoral products, and livestock, or any of them; or

(c)

1



a building or place where the only business carried on is that of selling goods to people who are dealers, and buy the goods to sell them again

Policy:

Shop trading is permitted on Easter Sundays throughout the Central Otago District.

Relevant legislation:

Shop Trading Hours Act 1990 Shop Trading Hours Amendment Act 2016

Related documents:

2

Name	Email address	Do you support the proposed policy?	If you do not support the proposed policy, please tell us why?	Please provide any additional comments.	Would you like to talk about your feedback at a Council hearing?	Please provide your daytime phone number and we will be in touch to confirm the date and time.
Brit		No	While I understand the need to support tourism and trade I do not believe taking away a holiday that can be spent with family is worth that. I recognise the ability to decline working in the day. The temptation to put money above family is just so tempting.		No, thanks	
Eve		No	Personally I don't feel it's necessary to accommodate businesses to trade on Easter Sunday. There are 365 days in a year and at the moment there are three (official) days without any trading. Please keep it that way. Do we really need another day of sales and bargains? The commercialization of everything is ridiculous. I understand hospitality wants to open, and I would support that, but not trade.		No, thanks	



22.3.9 ADOPTION OF CENTRAL OTAGO DESTINATION MANAGEMENT PLAN

Doc ID: 573138

1. Purpose of Report

To adopt the Central Otago Destination Management Plan as the agreed approach for the district to manage its' tourism future.

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Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the Central Otago Destination Management Plan.
- C. Adopts the Central Otago Destination Management Plan.

2. Background

Prior to COVID-19, many communities in Aotearoa were strained by the impacts of too many visitors. These strains were particularly evident in tourism hotspots where visitor demand was having negative impacts on infrastructure and the quality of life of residents.

While Central Otago had not experienced the same level of demand as other regions, there were some indicators that the risks of over tourism were beginning to emerge. The interest shown by external parties in developing souvenir shops in Clyde intended for the Chinese market is an example of this.

In 2018 Council adopted the 2018-2028 Central Otago Tourism Strategy. This strategy was a blend between destination marketing and destination management, based on tourism needing to bring value to the community, stakeholders, the environment and the visitor. The strategy outlined 16 strategic projects to enhance awareness of Central Otago and develop the destination for long term success.

Eighteen months after the strategy was adopted, COVID-19 saw New Zealand go into lockdown, international borders close and the entire tourism industry be shut down overnight. In response to the impacts on tourism, Central Government via Ministry of Business, Innovation and Employment established a fund to support the work of regional tourism organisations such as Tourism Central Otago.

Additional funding was provided to Tourism Central Otago to be spent in three areas; destination marketing, destination development and destination management, which included developing a formal written destination management plan for the district.

This aligned with the recently adopted Central Otago Tourism Strategy, which had identified the development of a destination management plan as a strategic project.

In late 2020, consultants Angus and Associates and The Pyjama Strategist were appointed to work alongside Tourism Central Otago and Aukaha to develop Central Otago's destination management plan.

What happens if destination management is not prioritised?

There are identifiable risks. It should be noted this is not an exhaustive list:

- Tourism growth is driven by external forces, overrunning community aspirations
- Infrastructure cannot cope with tourism growth
- Overcrowding hotspots within the district, while other parts see fewer visitors
- Profits leave the district to external ownership
- Inability to access central government funding for destination management
- Industry becomes volume reliant and less resilient in times of crisis or market movement

3. Discussion

Foundations

The attached draft plan is built upon the shared and divergent values of mana whenua and Council's Regional Identity program. The draft plan uses the model of values-based tourism to identify how tourism can enrich the four well-beings.

Economic data

Historic data sources focused solely on economic outcomes, which tell part the story, but are not aligned to measuring the holistic value of tourism:

- In 2019 tourism, accommodation and food services contributed 8.8% of Central Otago's GDP, making it the third largest contributor to the district's economy that year. Source Infometrics.
- In 2019 tourism was the second largest employer at 17% of the district's workforce. Source Infometrics.
- 2019 Spending by visitors to Central Otago was equivalent to \$9,080 per resident, putting Central Otago 12th of New Zealand's 61 territorial authorities for economic contribution by resident. Source Tourism New Zealand.
- Data for 2021 showed 65% (\$85m) of electronic card spend in Central Otago was for non-tourism related purchases such as retail. Source MBIE's Tourism Electronic Transaction Data.

Within existing available datasets, there are gaps which create planning and infrastructure challenges for local authorities;

- Volume of visitors, there is no metric to understand the number or origin of visitors in Central Otago. This can create significant issues for infrastructure and planning processes within council
- Flow of visitors, there is no data that provides insights into how visitors come into Central Otago and where they depart from, nor information on their movements within the district.
- Total spend by visitors to Central Otago's economy as many transactions occur prior to arrival in Central Otago such as accommodation and activities

Research process and some key findings

Central Otago's draft destination management plan is the result of comprehensive research that provides evidence and insights into what different stakeholder groups want the tourism future of Central Otago to look like.

In depth research interviews and workshops were undertaken to develop and inform the draft plan, methods included:

- Resident 'Tourism Futures' survey online and in person intercept 406 respondents
- Community and interest groups qualitative focus groups 80 participants
- One on one 'challenger' interviews 25 interviews
- Central and Local (internal & external) Government agency officers 42 individual officers

Elected member workshop December 2021

Throughout the draft plan, relevant local and central government policies are referenced and the draft plan aligned to, ensuring consistency with policy and strategy across government agencies.

The research showed Central Otago communities expect tourism to be managed in such a way that the communities of Central Otago maintain their special character and identity. Broadly residents want a tourism future where people feel safe, have a sense of space, can enjoy the active natural environment and personalised experiences while inviting visitors to be part of the community during their travels.

The tourism futures research also provided further evidence that tourism is important to the community, not only as an economic driver:

- Over 65% of respondents not directly involved in tourism, stated tourism had a
 positive impact on their livelihood.
- 83% of residents stated international tourism was good for Central Otago
- 99% of residents stated domestic tourism was good for Central Otago
- 50% stated tourism has enhanced the profile or identity of the region
- 50% stated tourism has encouraged a greater appreciation of the district's historic buildings and sites
- 50% stated they enjoy greater variety of goods and services being available than normally would be
- 45% stated as a result of tourism there are greater services available to Central Otago community
- 45% stated tourism has encouraged a greater appreciation of the district's natural environment
- 44% stated the community is a more vibrant and friendly place to live due to tourism

Findings from the community research informed a fifty year vision for Central Otago, and tourism's role in achieving it. To move towards that vision, the draft plan identifies key strategic projects to be delivered over the next ten years to guide tourism towards that vision

Leadership

The draft plan identifies a key project of year one is to finalise a governance and management structure to implement the plan. A plan by itself will not make change happen. There will need to be support and collective buy-in to a new way of managing tourism in Central Otago from community, council, tourism operators, local and national agencies.

Within the collective knowledge and work programmes of Council, the organisation is well positioned to manage the implementation of the plan. There would need to be additional resources allocated specifically towards the destination management function that would be responsible for the delivery of the strategic plan.

Ownership of the plan needs to sit across many different stakeholders, including youth from the community to ensure the actions taken today are in line with the views of future generations.

Mana whenua endorsement

In line with the partnership and co-design approach taken to develop the draft plan, the endorsement of mana whenua is being sort by Aukaha at the same time Council adoption is being considered.

Tourism Advisory Board endorsement

The Central Otago Tourism Advisory Board reviewed the draft destination management plan on the 31 March 2022 and gave it their endorsement.

Future thinking

As communities evolve, so too must the destination management plan. It is intended this work be updated every five years, with new tourism futures research and appropriately updated ten year plan to align with the refreshed 50 year vision.

4. Financial Considerations

Estimated resourcing and implementation costs are \$250,000-300,000 per annum. With an additional allocation of \$70,000-100,000 every five years for the research to be refreshed and the plan to be updated.

Preferred funding model

Staff are currently awaiting outcomes of a funding proposal put to Ministry of Business, Innovation and Employment and Tourism Minister Stuart Nash on behalf of Council by Regional Tourism New Zealand. That proposal would see \$300,000 granted to Council for financial year 2022-23 for the delivery and implementation of the destination management plan. Subsequent years would be funded through a combination of council and central government funding collected through the International Visitor Levy. There is no indication from central government at what level that ratio may be.

Alternative model

Should that funding not become available via central government in the immediate financial year, Tourism Central Otago reserves would cover the implementation to the end of the 2022-23 financial year.

Funding beyond that period would need to be presented for consideration in future annual and/or long-term plans.

Alternative funding mechanisms are being explored such as user pays models for experiences and infrastructure. These are part of the strategic projects within the ten year plan, but it would be unrealistic to expect these to be set up and viable within two years, so some public funding would be required in the early stages of delivery.

5. Options

Option 1 – (Recommended)

Support and adopt the Central Otago Destination Management.

Advantages:

- Long term tourism future of Central Otago is managed and developed in a manner that aligns to community aspirations
- Work to deliver the plan can begin immediately
- Meeting obligations of funding agreement with central government

Disadvantages:

 Future funding models beyond July 2023 are not yet secured, there may be a requirement for funding up to \$300,000 over and above what is currently allocated by Council

Option 2

Do not adopt the Destination Management Plan.

Advantages:

Potential savings to the ratepayer of up to \$300,000 per annum from July 2023 onward

Disadvantages:

- Council's obligations to Ministry of Business, Innovation and Employment to deliver a destination management plan not met
- Tourism returns to a volume focus and provides limited value to fewer stakeholders
- Inability to retain knowledge and skills developed within Tourism Central Otago during plan development process
- Community aspirations for tourism not realised

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by adopting a destination management plan that has had significant community input. AND
	This decision promotes the social, cultural, economic and environmental wellbeing of communities, in the present and for the future by planning for a well managed and values based tourism system in Central Otago.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The 2018-28 Central Otago Tourism Strategy outlines the need to develop a 'Tourism Masterplan' to manage the future impacts of tourism and ensure tourism is delivered on the community's terms in the future.
Considerations as to sustainability, the environment and climate change impacts	The destination management plan and 10 year strategic projects identify key areas in which tourism can enrich the natural environment of Central Otago. There is an acknowledgement tourism of the past has had a negative impact of the environment and climate change. This plan will seek to resolve that and enable tourism to be a vehicle to create positive change in these areas.
Risks Analysis	Limited direct risk to the organisation, with the exception of the community not feeling heard in the event the plan is not adopted.

Significance, Consultation and Engagement (internal and	
external)	As identified in the body of the report, a high level of consultation has already been undertaken with the community and stakeholders. Mana whenua have been represented by Aukaha and part of the process from the beginning in a co-design model. Internal updates and feedback has been provided by both council officers and elected councillors via workshops.

7. Next Steps

Upon receiving endorsement from mana whenua and Council adoption, staff will finalise design and publicly release the stylised plan.

8. Attachments

Appendix 1 - Draft Destination Management Plan (under separate cover) ⇒
Appendix 2 - Community Engagement Survey Results (under separate cover) ⇒

Report author: Reviewed and authorised by:

Dylan Rushbrook Sanchia Jacobs

Control Manager Tourism Control Otago Chief Evecutive (

General Manager Tourism Central Otago Chief Executive Officer

08/04/2022 12/04/2022



22.3.10 OTAGO MUSEUM'S DRAFT ANNUAL PLAN 2022-2023

Doc ID: 576499

1. Purpose of Report

To present the 2022/2023 Draft Annual Plan from the Otago Museum Trust Board for review and feedback, and to consider their request for a three percent increase on the annual levy charged to this Council.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to fund the proposed levy increase of three percent in 2022/23 for the Otago Museum (an additional \$1,025, which will increase the payment from \$31,502 to \$32,527).
- C. Notes that the existing budget accommodates \$630 of the increase and the remaining \$395 will be funded from operational savings within the activity's budget.

._____

2. Background

The Central Otago District Council is levied annually, alongside all other local authorities in the Otago region, to contribute towards the running of the Otago Museum. The levy recognises and acknowledges the regional importance of the Otago Museum. In addition to the opportunity for Central Otago families and schools to visit the Otago Museum in Dunedin, this levy contributes towards 40 hours per annum of technical support which our local museums receive from Otago Museum staff. Central Otago District Council's contribution for 2021/22 was \$31,502.

The Otago Museum Trust Board is seeking feedback on the 2022-2023 Draft Annual Plan (appendix 1) from contributing local authorities. No relevant feedback is noted aside from the proposed a levy increase of three percent for 2022/23, with an additional three percent increase sought in 2023/24. The draft plan signals that a further increase may be required for the 2023/24 year.

The proposed levy for the next two years, at this stage, is as follows:

Central Otago

2022/23 \$32,527 **2023/24** \$33,502

3. Discussion

The Otago Museum continues to support the museums in the district and has been involved in Council's work on investment in the sector. Their support and advice has been a valuable contribution as the sector implements the new trust and Council works through the various options.

Some of the specific work Otago Museum has been involved in within the district is as follows:

Exhibitions

- Central Stories: 100 Women, 100 Words... Infinite Possibilities exhibited from 28
 February until 28 March 2021, with 1,457 visitors attending.
- Cromwell Museum: Our Evolutionary Past: Branches through Time exhibited from 12 June 2021 until October 2021.

Exhibitions and creative services

- Central Stories Museum and Art Gallery display consultation, 5 February 2021
- Clyde Historical Museum display consultation, 5 February 2021

Science engagement

In addition to supporting in-house engagement, the Science Engagement team delivered in-person programmes to 70 communities throughout the Otago region as well as elsewhere in Aotearoa New Zealand; at festivals, agricultural and pastoral shows, school visits and other community events.

The breakdown of individuals engaged, by local authority area:

Dunedin City Council: 11,857Waitaki District Council: 239

o Clutha District Council: 260

Central Otago District Council: 948

Queenstown Lakes District Council: 3,067

Conservation and professional services

- Otago Museum's Conservation Manager remotely attends the Vallance Cottage Working group meetings to provide conservation and collection care advice.
- The Conservation Manager and design team met with the Central Stories Museum and Art Gallery to review and advice on exhibition refresh options.
- The Conservation Manager and design team met with Clyde Museum to discuss and advise on possible targeted display alterations.
- Otago museum staff met with the Central Otago Heritage Trust team to provide external feedback on the district museum strategy, facilitated a workshop for Central Otago's museum sector, and attended the Central Otago Museum Trust's annual general meeting.
- Otago Museum staff hosted a regional museum meeting for 46 individuals from 21 organisations on the theme of reviewing, re-connecting and networking.

• Tu Tono project

Otago Museum has been involved with the Ministry for Culture and Heritage funded 'Tū Tono' project, which aims to understand the needs of regional museums. A recent example of this work is the offering of social media and marketing webinars for volunteers and those working in the museum and wider heritage sectors.

The 2022-2023 Draft Annual Plan provides a financial overview of the Otago Museum, with a breakdown of financial pressures that the museum is currently facing. The plan notes the uncertainty created by the pandemic and increasing inflationary pressures. The draft plan notes that the Museum is budgeting for a net loss of \$1,219,519 in 2023 and is signalling a potential nine percent increase being sought for in the levy for the 2023-24 year.

Unfortunately, Otago Museum's 2020-21 Annual Report has been held up due to the national shortage of auditors. The Museum hopes to approve their 2020-21 Annual Report at their April board meeting, for distribution in May.

4. Financial Considerations

\$32,132 has been budgeted for the 2022/2023 Otago Museum levy, which included an estimated two percent increase from 2021/2022.

The increase being proposed by Otago Museum is three percent, which is \$32,527, a difference of \$395. It is proposed that this increase is met within Council's existing Community and Engagement department budgets.

5. Options

Option 1 – (Recommended)

That Council approves the requested three percent levy increase, which would increase the annual levy to Otago Museum from \$31,502 to \$32,527.

Advantages:

- The Otago Museum continues to provide support and expertise to our heritage organisations in Central Otago.
- A number of Central Otago residents visit and make use of the Otago Museum when visiting Dunedin.
- Continuing to build the district's relationship with the Otago Museum allows for future opportunities to gain local access to technical expertise and ongoing training.
- Council is compliant with Otago Museum Trust Board Act 1996, Schedule 2.1

Disadvantages:

• A slight increase in expenditure is required.

Option 2

That Council approves either no increase or a lesser increase for 2022/23.

Advantages:

Less impact on budget.

Disadvantages:

- Not meeting the expectations of the Otago Museum
- Otago Museum may need to consider the services they can provide to the District.

Item 22.3.10 - Report author: Community Development Advisor

¹ Otago Museum Trust Board Act 1996, s. 17

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social and cultural wellbeing of communities, in the present and for the future by supporting the Otago Museum as a place of cultural importance in the Otago region.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Yes, the recommended option requires an additional \$395 of unbudgeted expenditure. This will cause an over-expenditure in the District Grant general ledger, but this will be offset by savings in Community and Engagement budget lines.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes – this decision is consistent with Council plans and polices, particularly the Central Otago District Museum Strategy.
Considerations as to sustainability, the environment and climate change impacts	There are no specific implications as a result of this decision, however the future sustainability of Otago Museum will need to be considered in future years.
Risks Analysis	There is a risk that the Otago Museum will continue to require ongoing levy increases.
Significance, Consultation and Engagement (internal and external)	This decision does not meet the threshold of the Significance and Engagement Policy.

7. Next Steps

Any feedback on the draft annual plan needs to be submitted by 31 May 2022. Once agreed, this will be communicated to the Otago Museum.

8. Attachments

Durillians

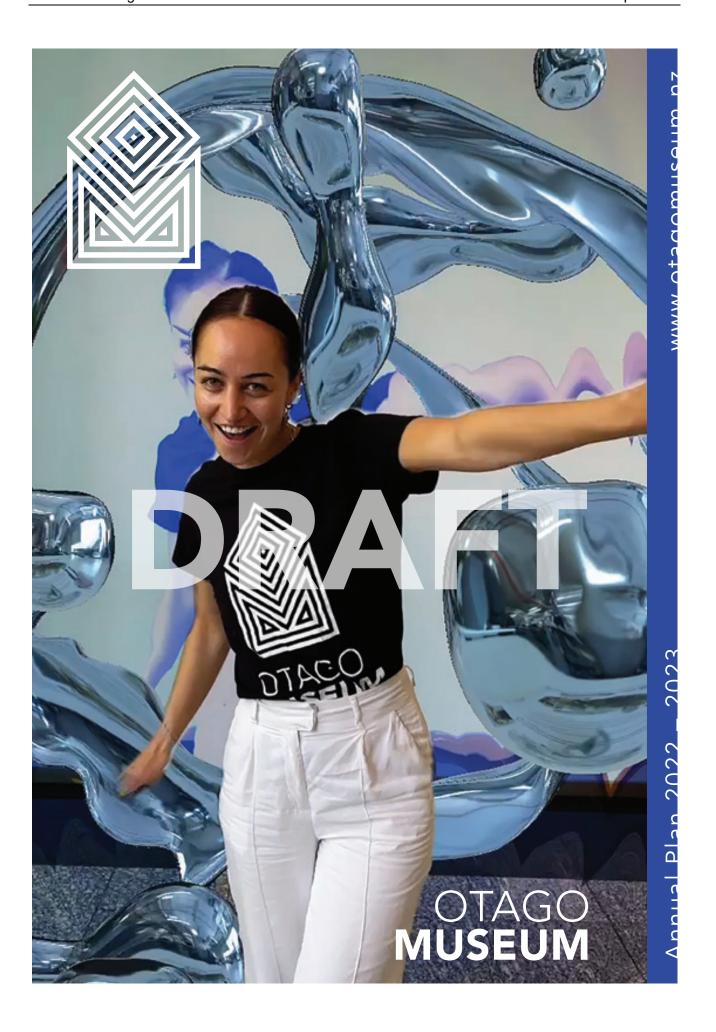
Appendix 1 - Otago Museum's Draft Annual Plan 2022-23 U

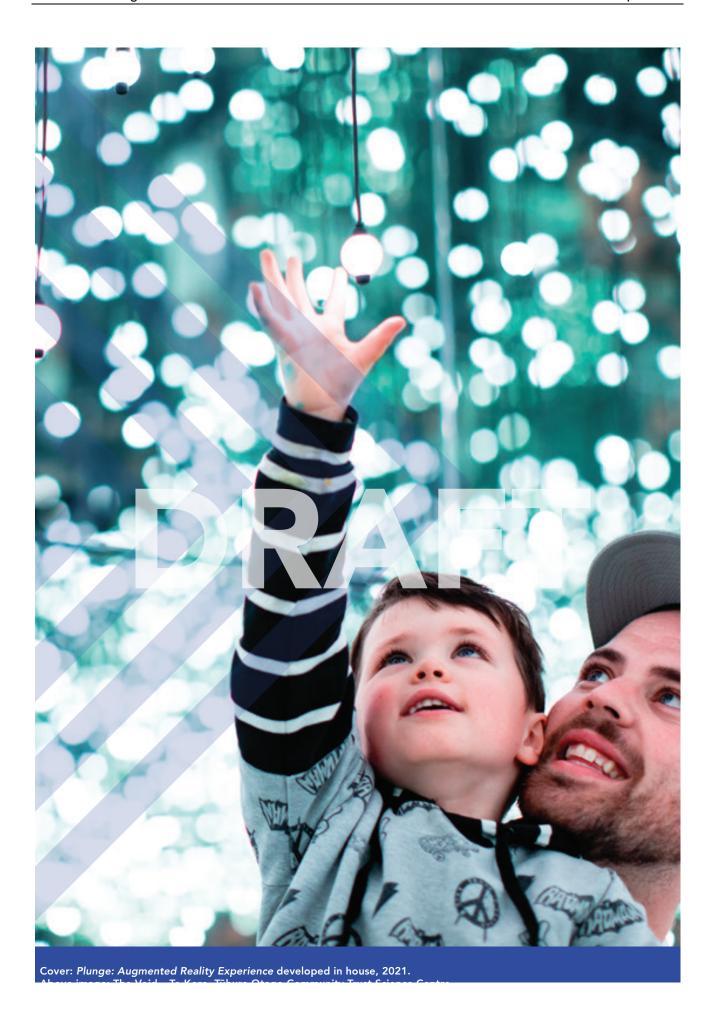
Report author: Reviewed and authorised by:

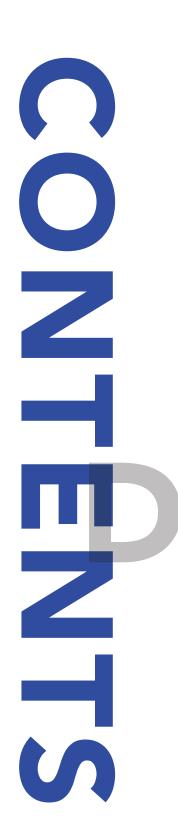
Rebecca Williams Sanchia Jacobs

Community Development Advisor Chief Executive Officer

1/04/2022 13/04/2022









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Te Ara Hou – The Road Ahead
Long-term Strategic Plan

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Te Ara Hou – The Road Ahead
Strategic Goals and Objectives

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Whakamarakatia te mana o te kohika taoka Upholding the mana of the collection

13 GOAL TWO:

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15 GOAL THREE:

Whakahaumaru te wāheke i te ao hurihuri
A secure and sustainable future in a changing world

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Major projects, exhibitions, gallery developments

18

Statement of financial performance – five years to 30 June 2024



2022 - 2023 Annual Plan for Otago Museum

The 2022 – 2023 Annual Plan and budget has been prepared against a background of uncertainty.

The start of the global pandemic in January 2020 has caused significant business interruption over the last two years and this budget assumes that a degree of disruption will continue into 2023.

In addition inflationary pressures are increasing and inflation is currently sitting at 4.9% for the September 2021 quarter with some economists expecting annual inflation to run above 6% over the next two years.

Trading activity in 2021 and 2022 has been supported by Government COVID-19 relief funding. This includes wage subsidies and STAPP funding (Strategic Tourism Assets Protection Programme) as well as a STAPP loan of \$1 065 000. This loan is due to be repaid in May 2022. All Covid related relief funding has now finished.

The current COVID-19 environment makes it difficult to plan with the rules continually evolving both here and overseas. The underlying assumption for the 2023 financial year is that there will be a partial increase in overseas and domestic tourism.

However international tourism, and in particular the cruise ship industry, will be slow to rebuild and will remain at subdued levels for some time. Reduced visitor numbers will have a flow on effect across all levels of the organisation but will especially impact the business units including Tūhura, Tropical Forest, Planetarium, shop, café and venues. Uncertainty around the hosting of large events will adversely affect the venues division in the months to come.

All business units have historically provided much needed surplus funds to support overall Museum operations and to assist with capital maintenance of assets. Reduced trading activity and pressure on the financial viability of these areas is of great concern.

The Museum is budgeting a net loss after depreciation for the 2023 year of \$1 219 519. This means the Museum is unable to fund any of its capital expenditure or deferred maintenance from operational funding. This is not a sustainable position and the Museum is in a very challenging and difficult financial position.

Historically the organisation has aimed to have at least a \$400 000 surplus before depreciation to cover general operational capital expenditure. However, at current funding levels, this is not achievable. In order to bring the budgeted result to the minimum \$400 000 before depreciation, the Museum requires a levy increase to \$5.3 million for 2023 (being a 9% increase on the 2021 invoiced amount), with at least 3% increases each year following.

Additional capital expenditure has been funded from general reserves or through fundraising. These general reserves have now been all but exhausted. It is also noted that across 2022 and 2023, there is \$1.55 million of capital expenditure that is classified as health and safety expenditure. This expenditure has been deferred over the last few years due to lack of funding and includes fire protection, sprinklers and earthquake mitigation. This type of expenditure is difficult to fundraise for.

Additional significant amounts that are required to be spent in future years for health and safety reasons, but continue to be deferred due to lack of funds, include the urgent Tropical Forest roof replacement \$1.5 million and continuing fire protection and earthquake mitigation \$560 000. The continual deferring of key health and safety expenditure cannot continue and requires an urgent solution which can only be resolved by receiving increased funding assistance.

The Museum's difficult financial position has come about due to increasing costs, inflationary and wage pressures, COVID-19 and restrictive council funding.

The Museum has built up its commercial operations to provide much needed cashflows for the underfunding of core Museum activities and has managed to "limp" along over the last few years by eating into historical cash reserves.

Facing a challenging public sector funding environment, coupled with the eroding of cash reserves and the business interruption caused by COVID-19, the Museum finds itself in a dire financial situation.

This cannot continue and the Museum will have significant difficulties operating under the current funding model.

Without additional funding the financial realities are that operations will need to reduce; the workforce will need to downsize with the closure of some parts of the Museum required.

Despite the financial challenges with our current business model, which we are working on in the background, next year promises to be busy and there is a lot to look forward to.

We will continue to plan for the development of an externally funded off-site storage facility, which was a key priority identified in our recent master planning exercise, and has arisen as a common priority with other similar organisations across Dunedin.

We will open *Kura Pounamu*, a major new exhibition which will educate, entertain, and inspire many visitors. Our collections team will continue its vital work, which this year includes the ongoing 'Tū Tonu' project, funded by the Ministry for Culture and Heritage, which aims to understand the needs of regional museums. Our Education and Outreach teams will continue to offer world-class experiences across Otago while working on nationally important projects like the MBIE funded Tūhura Tuarangi Aotearoa in Space exhibition which will be making its debut this year.

We aim to inspire everyone who visits to take an interest in our region's culture, nature, and science.

We hope to see you at the Museum soon.





Prof David Hutchinson, Chair, Otago Museum Trust Board



Dr Ian Griffin Director, Otago Museum

TE ARA HOU – THE ROAD AHEAD LONG-TERM STRATEGIC PLAN



VISION

Kia whakaoho – Awaken wonder, curiosity, and understanding in our world.

DRAFT

MISSION

To inspire and enrich our communities, and enhance understanding of the world through our collection, our people, and the stories we share.

THE
OTAGO
MUSEUM
TRUST
BOARD
ACT
1996

To collect, preserve, act as a regional repository for, research, display, and otherwise make available to the people of the present and the future, material and information relating to the natural, cultural, and scientific heritage of the peoples of the world.

To promote interest and education in the natural, cultural, and scientific heritage of New Zealanders.

To place particular emphasis on those activities as they relate to the greater Otago region, world history, natural history, and science, and, where appropriate, their relationships in a wider global context.

VALUES

To maintain a world-class museum for the people of Otago and Aotearoa, the Museum has made a commitment to values that shall underpin our operations and practices:

MANAAKITAKA

We will care for our taoka, tākata, and whakapapa*

KAITIAKITAKA

We will guard our taoka, whakapapa, and tākata for future generations

TOHUKATAKA

We will grow and foster expertise through research, learning, and collaboration

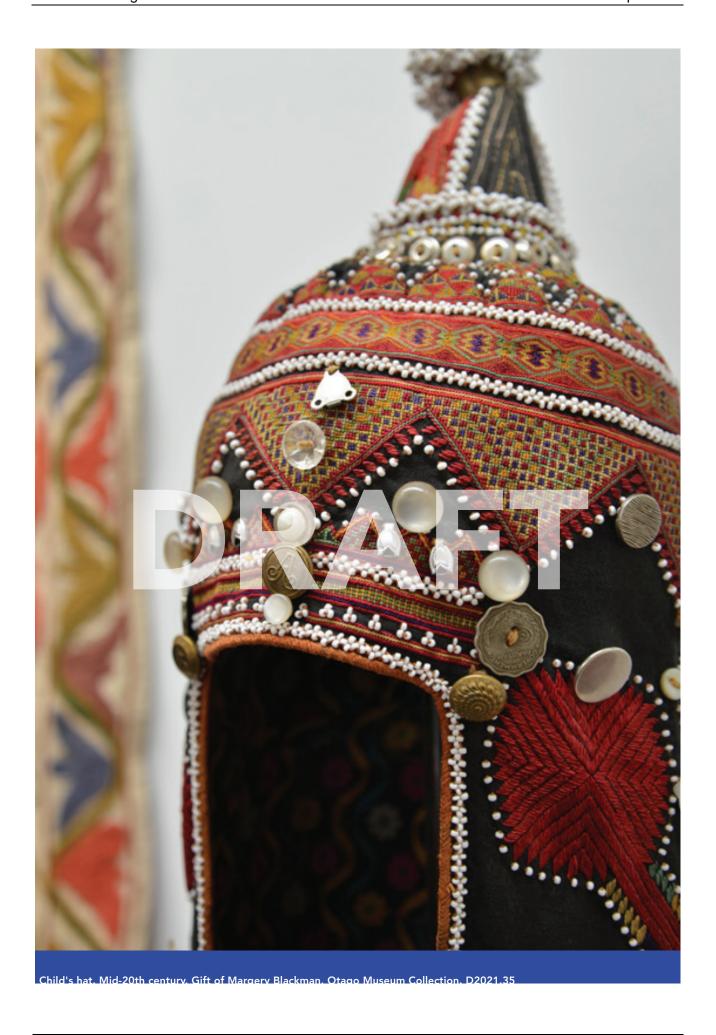
WHANAUKATAKA

We will collaborate and create partnerships

RAKATIRATAKA

We will ensure our mana is evident in our integrity, ethical decision-making, and leadership

^{*} Taoka – refers to the tangible and intangible treasures of the Museum; tākata refers to the people of Otago Museum – its staff, visitors, partners, stakeholders, and communities; whakapapa refers to the Museum's relationships and history.



TE ARA HOU – THE ROAD AHEAD STRATEGIC GOALS AND OBJECTIVES



GOAL ONE WHAKAMARAKATIA TE MANA O TE KOHIKA TAOKA UPHOLDING THE MANA OF THE COLLECTION

Strategic objectives:

- 1. We will share our collection with the world
- 2. We will strategically develop our collection
- 3. We will care for our collection
- 4. We will excel at researching and interpreting our collection

GOAL TWO WHAKAURUA Ā TĀTOU HĀPORI KI TE WHAKAOHOOHO TE MIHARO, TE MANAWA REKA, TE WHAKAMARAMA HOKI ENGAGING OUR COMMUNITY TO INSPIRE WONDER, CURIOSITY AND UNDERSTANDING

Strategic objectives:

- 1. We will be a valued community resource
- 2. We will encourage interaction throughout Otago and beyond

GOAL THREEWHAKAHAUMARU TE WĀHEKE I TE AO HURIHURI A SECURE AND SUSTAINABLE FUTURE IN A CHANGING WORLD

Strategic objectives:

- 1. We will operate sustainably
- 2. We will secure and future-proof the Museum's financial position
- 3. We will develop and maintain safe spaces that offer rich and rewarding experiences
- 4. We will build and sustain professional expertise and knowledge across the organisation



Sequinned gourd by Reuben Paterson, 2005 – 2012 | New Zealand. Fairweather Fund; Otago Museum Collection. FF2013.29 Featured in Fresh Produce: The International Year of Fruits and Vegetables stairwell display. 2021.

Whakamarakatia te mana o te kohika taoka

Upholding the mana of the collection

We will share our collection with the world

- Review, assess, and/or digitise 10 000 collection items and increase the number of items accessible online by 5000.
- Facilitate loans of collection items to and from the Museum.
- Publish 20 publications based on the collections, from internal researchers via publicly-accessible media.
- Encourage the publication of collection-related content by external researchers.
- Facilitate and encourage research access and respond to public enquiries.
- Collections team contributes to the delivery of projects, exhibitions, programmes, and online content to engage our core audiences.

We will strategically develop our collection

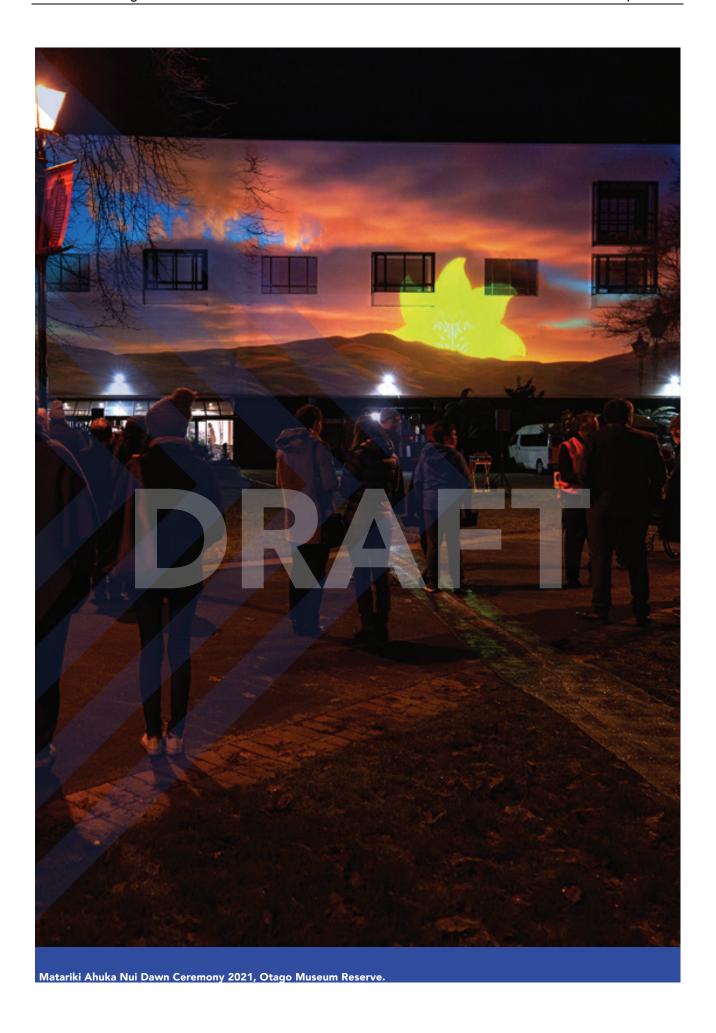
- Develop our collections in line with our Collections Strategy.
- Accession a major entomology collection.

We will care for our collection

- Continue to develop and implement best practice approaches to caring for our collection
- Assess, and when necessary, treat items in tandem with priority collections surveys, development projects, exhibitions, and programmes.
- Maintain and develop preventive conservation programmes in line with best practice that apply to all collections.
- Continue to replace/repair collection storage furniture for earthquake mitigation and fire prevention.
- Manage the iwi relationship and curatorial support to ensure repatriation matters are managed within resource constraints.
- Develop relocation strategies for the collection in line with potential building works.

We will excel at researching and interpreting our collection

- Develop and support research endeavours in line with the Research Strategy.
- Support and encourage research outcomes of honorary curators and research collaborators.





Whakaurua ā
tātou hāpori ki
te whakaohooho
te miharo, te
manawa reka, te
whakamarama hoki

Engaging our community to inspire wonder, curiosity and understanding

We will be a valued community resource

- Implement our Te Reo Māori Strategy.
- Attract more than 275 000 visitors to the Museum.
- Offer free admission to the Museum's permanent galleries and events.
- · Measure value delivered to our core audience through the Dunedin City Council Residents' Opinion Survey.
- Undertake targeted audience research to better understand our communities and how we can best meet their needs/engage and inspire them.
- Deliver a range of different programmes and events on-site that are relevant to our culturally and geographically diverse communities.
- Deliver programmes, events and services to Dunedin City Council, and Waitaki, Clutha, Central Otago, and Queenstown Lakes District Councils, and beyond.
- Deliver conservation and professional services to five regional museums and other collections.
- Share our plans and results with our staff, stakeholders, partners, and communities.
- Facilitate opportunities for volunteers and interns to contribute 2000 hours' service to Otago Museum.
- As part of our Ministry of Culture and Heritage funded Tū Tonu project (which is looking at capability in the
 museum/ heritage sector across Otago and Southland) we will engage with and collect information from museums,
 marae, and heritage properties, deliver capability-building opportunities and develop a heritage portal with and
 for our regional partners.
- Develop guidelines and protocols through the 'Hidden Hazards' Lottery-funded project for the identification, management and disposal of hazards in cultural heritage collections.
- Deliver 100 presentations in-house and externally.

We will encourage interaction throughout Otago and beyond

- Open one new exhibition over the period 2022 2023.
- Engage in collaborations, and foster ongoing partnerships across Otago, New Zealand, and the world.
- Continue to develop online audience engagement through website, blog, and social media activity and virtual conferencing.
- Deliver effective curriculum-linked education programmes to at least 5000 students, leveraging Enriching Local Curriculum (ELC) funding.
- · Ensure awareness of the Museum and its activities through active media presence locally and nationally.





Whakahaumaru te wāheke i te ao hurihuri

A secure and sustainable future in a changing world

We will operate sustainably

- Measure our carbon footprint.
- Reduce our carbon footprint year-on-year.
- Explore and invest in renewable energy options and initiatives to reduce ongoing carbon emissions.
- Invest in double-glazing of the Museum.
- Continue upgrading lighting to LED.

We will secure and future-proof the Museum's financial position

- Actively pursue partnership and funding support from central and local government and wider key stakeholders.
- 50 000 paid admissions to Tūhura Otago Community Trust Science Centre.
- 12 500 paid admissions to Perpetual Guardian Planetarium.
- Foster repeat visitation.
- Develop and promote the Museum as a conference and events centre.
- Be open and accessible in financial reporting to all stakeholders.
- Optimise current commercial opportunities to sustain and grow financial contribution of Museum operations.

We will develop and maintain safe spaces that offer rich and rewarding experiences

- Begin implementation of the master plan for development of the Museum's buildings and facilities.
- Continue environmental and controlled natural light penetration improvements in galleries and collection stores.
- Improve access (physical, intellectual, economic and visual) and wellbeing initiatives across our spaces, exhibitions and programmes/events.
- Carry out a detailed seismic assessment of the Museum.
- Undertake earthquake mitigation measures.
- Continue to undertake health and safety, and accessibility improvements.
- Upgrade fire protection in the galleries as per the Museum's five-year fire protection plan.

We will build and sustain professional expertise and knowledge across the organisation

- Offer staff professional development and training opportunities.
- Provide relevant health and safety training for all staff.
- Provide opportunities for staff to build capability in te reo Māori, Treaty and bicultural operations.
- Develop and implement a staff wellbeing strategy



Master Plan phase 1: Planning for an offsite storage facility

A clear outcome of our master planning exercise carried out over 2020-2021 was the urgent need to find a cost-effective way for the Museum to ensure that its collections are preserved and protected. The result of this was to build a fit-for-purpose off-site storage facility. Discussions with other cultural institutions suggest we are not alone in needing more storage. There is a need for a regional archives and collections facility which could serve our region. This will be a major project for the Museum which will take a number of years to complete.

This year we will begin to develop plans and start to fundraise for this project and seek partners to work with us to take it forward.

A comprehensive survey of the collections at Otago Museum will be undertaken to determine how they may be safely decanted to new premises. The survey will also inform how much space will be required to accommodate 25 years' collections growth, environmental and security requirements, conservation and research facilities and supporting infrastructure.

On-going and immediate capital works

- Continue implementation of the Museum's five-year fire protection plan
- Earthquake and fire mitigation across the Museum
- Replace Tropical Forest roof
- Scope possible renewable energy options

Exhibitions and Galleries

- 24th Otago Museum Photography Awards
- Kura Pou<u>namu</u>
- Kiingi Tuheitia Portraiture Award exhibition
- Code Breakers Women in Games
- Mighty Small, Mighty Bright
- Summer 22/23 exhibition
- Interventions and displays throughout the Museum and externally
- Develop Pacific Cultures refresh concepts
- Touring rock art exhibition collaboration
- Beautiful Science gallery: develop one new showcase
- Tūhura Otago Community Trust Science Centre: refresh of interactives
- Tāngata Whenua gallery development

21,2 2,017,2 274,9 1,629,0 1,0 237,1 342,2 9,609,5 (436,11 (1,463,71 (1,483,1; (893,7; (1,117,0) (386,0) (179,3: (263,9: (879,8: (92,4: (477,3: (772,5: (11,0) (11, (615,51 (1,706,5-(345,81 (711,3: (711,3: 34,6 (1,157,5; 226,1 2,994,8 (435,124) (1,315,210) (1,434,230) (780,633) (1,222,182) (377,853) (418,686) (1,377,271) (1,328,838) (714,144) (1,117,471) (334,835) (596,316) (133,778) (133,778) (398,147) 74,288 (881,030) 103,154 2,854,132 203,405 (305,883) 411,667 1,270,132 (344,089) (1,274,854) (1,403,212) (878,495) (1,057,140) (349,247) (474,498) 396,425 1,811,682 321,811 1,510,430 24,910 363,530 751,593 (11,000) 711,712 103,154 217,117 Special & Trust Func (6,600) 103,154 (009'9) 329,517 (34,013) 329,517 (31,431) (568,185) (1,058,818) 203,405 945,597 81,374 (1,026,917) (312,797) 242,243 983'836 (4,468) 21,213 -274,905 576,470 1,025 (615,567) (1,706,544) (474,455) (711,335) (128,812) (1,157,522) (16,280,0 20,696 -268,700 399,220 1,000 (423,485) (446,206) (867,742) (586,329) (374,758) (435,124) (1,315,210) (375,412) (780,633) (651,059) (377,853) (165,000) (328,090) (19,500) (64,500) (433,071) (771,250) (600,124) (1,507,735) (394,312) (611,933) (387,910) (1,148,103) (1,535,000) (839,100) 5,040,472) 464,764 1,311,658) 522 425,876 -368,681 688,838 16,429 (418,686) (1,377,271) (381,536) (714,144) (447,869) (334,835) (178,152) (421,623) (17,951) (52,684) (293,997) (562,624) 221,381 (344,089) (1,274,854) (376,295) (878,495) (744,343) (349,247) 321,811 800,509 24,910 (170,811) (695,134) (9,815) (79,296) (289,373) (558,348) 1,686,360) 1,440,916 (245,444) (438,599)

18

OTAGO MUSEUM TRUST BOARD STATEMENT OF FINANCIAL PERFORMANCE FOR THE 5 YEARS ENDED 30 JUNE 2024

ore Operating activities include those funded by CLA funding as well as some Museum contributions

pecial & Trust Funds show the movement within the funds as well as the fundraising, interest, dividends and foreign exchange movement for the period.

recial & Trust Funds includes accrued interest & interest allocated to the Equalisation Reserve (to maintain capital)

advised there would be no levy increase for 2021/22 by is a summary of the CLA contributions per budget:

2016/17	4,102,101	
2017/18	4,184,143	29
2018/19	4,309,667	39
2019/20	4,527,046	59
2020/21*	4,812,458	6%
2021/22	4,783,077	-19
2022/23	4.938.707	3%

*2021 includes additional double payment of \$30k by Queenstown - hence the apparent decrease in 2022

proposed levy for the next three years is as follows

	Dunedin	Central Otago	Clutha	Waitaki	Total
1/22	4,451,594	31,502	210,310	59,670	4,783,077
2/23	4,596,438	32,527	217,153	61,611	4,938,707
3/24	4,734,192	33,502	223,661	63,458	5,086,718

proposed levies are insufficient to fund delayed capital expenditure and are not considered sustainable

taffing costs

ge costs are under pressure with living wage expectations and the minimum wage increases having a significant impact. Accordingly staffing costs have been budgeted to increase with annual wage s to keep wages at what is considered to be a fair level.

increased wages in Science Engagement is expected to be covered by increased Grant revenue

verall indirect costs
rall indirect costs are expected to be higher due to forecasted increases in costs such as electricity, gas and insurance

apital Expenditure
geted capital expenditure for 2021/22-24 includes previously budgeted expenditure that has been deferred due to insufficient funding.
lle capital expenditure projects have been budgeted, these will only go ahead if sufficient funding is available. Major projects included in the budget include:

	2021/22	2022/23	2023/24	
Building Development	50,000	50,000	50,000	
Furniture - General	15,000	15,000	15,000	
Vehicles	50,000	50,000		
Energy Efficiency	20,000	20,000	60,000	
Computer & Software	100,000	120,000	120,000	
HVAC Upgrade	-	60,000	60,000	
Heatpumps - Admin/Hutton	60,000	60,000	20,000	
Web design	100,000			
Gallery Protection - Sprinklers	300,000	500,000	300,000	
Passive Fire Protection	20,000	100,000	40,000	
Conservation	30,000	30,000	-	
Tühura Otago Community Trust Science Centre	30,000	150,000	30,000	
Tāngata Whenua		-	200,000	
Earthquake Mitigation - Buildings	30,000	30,000	30,000	
Earthquake Mitigation - Collections	30,000	30,000	30,000	
Café Furniture		20,000	15,000	
Gallery refresh	40,000	40,000	40,000	į
Tropical forest bridge replacement	30,000	-		
Tropical Forest - upgrade (roof) and refresh	800,000	1,100,000	500,000	
Fit-out Shelving (McLaggan) **			1,060,000	
Office Furniture (McLaggan) **			30,000	
Computers & IT (McLaggan) **			22,000	
Building (McLaggan) **	1,000,000	1,000,000	13,638,000	
Fire Protection (McLaggan) **	-		250,000	
	\$2,705,000	\$3,375,000	\$16,510,000	
ess Capex likely to be deferred to 2023	(1,400,000)	\$1,400,000		
	\$1,305,000	\$4,775,000		

"hese projects are subject to further feasibility studies before any financial commitment is made. They are also subject to gaining appropriate funding via fundraising and grants. Should sufficient funding not be secured, these projects will either be delayed of go ahead.

usiness Units
iness Units alses are expected to increase each year but are being offset somewhat by increasing costs (particularly in wages).
ongoing impact of COVID-19 on the commnercial operations is difficult to forecast but has a detrimental effect on the ability of the organisation to generate additional funds which are required to maintain Museum services and operations.

ther Income
er Income includes donations, collection boxes and interest income, as well as any income received from exhibitions and programmes. It also includes the following additional contributions from the supporting councils:

2021/23 2023/24

	2021/22	2022/23	2023/24
	Budget	Budget	Budget
* DCC Long Term Plan Contribution	75,000	75,000	175,000
to a la processo de	20,000	20.000	20.000





22.3.11 CENTRAL OTAGO DISTRICT COUNCIL'S RELATIONSHIP WITH AUKAHA

Doc ID: 575335

1. Purpose of Report

To consider a draft partnership protocol with Aukaha Ltd.

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Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to formalise its relationship with mana whenua through a partnership protocol agreement with Aukaha Ltd.
- C. Endorses the draft partnership protocol, as attached as appendix two to the report.
- D. Agrees to allocate \$70,000 per annum towards the agreement, with \$35,000 coming from existing budgets and \$35,000 included as new expenditure.

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2. Background

Te Rūnanga o Moeraki, Kāti Huirapa ki Puketeraki, Te Rūnanga o Ōtakou, and Hokonui Rūnanga (kā rūnaka) are the Otago-based Papatipu Rūnaka that represent mana whenua in the Central Otago District. Kā rūnaka are supported by Aukaha, their regional consultancy.

For the past five years, the Central Otago District Council has been continuing to build on its relationship with mana whenua. This has taken a number of forms, with a more recent examples being the involvement of mana whenua in Tourism Central Otago's Destination Management Plan and work on the Vincent Spatial Plan.

Kā rūnaka submitted to the Central Otago District Council's 2021-2031 Long-term Plan, seeking funding for engagement in Council's workstreams under a Treaty partnership arrangement. A copy of the submission is attached as appendix 1.

As part of its deliberations on the 2021-31 Long-term Plan, Council resolved the following at its meeting held on 1 June 2021:

"That Council requests staff progress discussions around the scope of a partnership agreement with Kā Rūnaka, via Aukaha, and report back to Council for consideration in the 2022-23 Annual Plan."

This report provides an update on those discussions and presents a draft agreement for Council's consideration.

3. Discussion

Section 81 of the Local Government Act (the Act) states that a local authority must establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of the local authority; and consider ways in which it may foster the

development of Māori capacity to contribute to the decision-making processes of the local authority.

To date, Aukaha have formal relationship agreements in place with the Otago Regional Council, Queenstown Lakes District Council and the Dunedin City Council.

As part of the deliberations on the Central Otago District Council's 2021-2031 Long-term Plan, staff recommended there was value to negotiating a comprehensive partnership agreement with kā rūnaka, via Aukaha, that would see all parties contribute towards joint outcomes in Central Otago.

A draft protocol has since been received and this is attached as appendix 2. The draft protocol provides a framework to establish an enduring partnership between Kāi Tahu, as represented by kā rūnaka and the Central Otago District Council, and for the operational interface with Aukaha Ltd.

The draft protocol outlines the proposed resourcing and funding arrangements, planning and programmes, reporting and review, payment schedule, signatories and includes a schedule that clarifies which work programmes are included in the partnership funding, and which falls outside of that.

4. Financial Considerations

Historically, Aukaha engagement with the Central Otago District Council has been undertaken on a piecemeal, cost recovery basis. As per the submission to the Long-term Plan, Aukaha advise that partnership funding provides certainty that Aukaha staff can commit time and resource to engaging in Council's strategic planning processes.

Following discussions across the Council, \$35,000 from existing budgets could be reallocated to fund the draft partnership protocol to deliver on the work programmes it is budgeted for. This means that an additional \$35,000 of new expenditure would be required to fund the agreement.

Any new expenditure will have an effect on the 2022/2023 proposed rate increase.

5. Options

Option 1 – (Recommended)

That the Central Otago District Council formalises its relationship with mana whenua through a partnership protocol agreement with Aukaha Ltd. That the draft partnership protocol agreement is endorsed. That \$70,000 is allocated for the new agreement, with \$35,000 of that being new expenditure.

Advantages:

- The partnership between the Council and Kāi Tahu, as represented by Kā Rūnaka is strengthened and formalised.
- A consistent Treaty partnership approach to the economic, social, environmental and cultural well-being of Kāi Tahu whānui, council staff and the broader community across all the relevant duties and functions of Council.
- Central Otago District Council will work with Aukaha on an annual work programme.
- Aukaha will engage with Kā Runaka to support the integrity of the partnership.
- Council enhances its fulfilment of s81 of the Local Government Act.

Disadvantages:

• New expenditure of \$35,000 is required, which will result in an increase to the 2022/2023 proposed rates (\$35,000 is approximately a .1% increase).

Option 2

That the Central Otago District Council formalises its relationship with mana whenua through a partnership protocol agreement with Aukaha Ltd and an amount less or more than \$70,000 is allocated for the new agreement.

Advantages:

- The partnership between the Council and Kāi Tahu, as represented by Kā Rūnaka is strengthened and formalised.
- A consistent Treaty partnership approach to the economic, social, environmental and cultural well-being of Kāi Tahu whānui, council staff and the broader community across all the relevant duties and functions of Council.
- Central Otago District Council will work with Aukaha on an annual work programme.
- Aukaha will engage with Kā Runaka to support the integrity of the partnership.
- The financial contribution could be reduced.

Disadvantages:

- The financial contribution could be increased.
- The work programme would be reduced and Council may not be able to deliver the appropriate level of service.

Option 3

That the Central Otago District Council does not formalise its relationship with mana whenua through a partnership protocol agreement with Aukaha Ltd.

Advantages:

New expenditure is not required.

Disadvantages:

- An opportunity to develop a partnership protocol with Kāi Tahu, as represented by Kā Rūnaka is lost.
- 1. Council is at risk of not meeting its obligations under s81 of the Act.

6. Compliance

Local Government Act 2002	This decision enables democratic local decision
Purpose Provisions	making and action by, and on behalf of
	communities by developing a relationship with
	mana whenua. This gives partial effect to s81 of
	the Local Government Act, which states that a
	local authority must establish and maintain
	processes to provide opportunities for Māori to
	contribute to the decision-making processes of
	the local authority; and consider ways in which it
	may foster the development of Māori capacity to

	contribute to the decision-making processes of the local authority. AND This decision promotes the social/cultural/economic/environmental wellbeing of communities, in the present and for the future by ensuring a consistent Treaty partnership approach is taken across the relevant duties and functions of the Council.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes – this decision is consistent with all other plans and policies and will enhance them.
Considerations as to sustainability, the environment and climate change impacts	A relationship with Aukaha will work towards enhancing Council's environmental impacts.
Risks Analysis	Council is at risk of not meeting its obligations under s81 of the Local Government Act if a formal relationship agreement is not agreed with Aukaha.
Significance, Consultation and Engagement (internal and external)	This decision does not trigger external engagement under the Significance and Engagement Policy. The report is the result of a submission to the Long-term Plan. Internal consultation has taken place and annual work programmes will be negotiated to ensure all relevant departments are included.

7. Next Steps

Once a partnership protocol is approved, an appropriate signing opportunity will be arranged and then a work programme for the 2022-23 financial year will be developed and agreed.

8. Attachments

Appendix 1 - Aukaha's Submission to the 2021-31 Long-term Plan J.

Appendix 2 - Draft Partnership Protocol between Aukaha and Central Otago District Council U

Report author:

Reviewed and authorised by:

Rebecca Williams

Community Development Advisor

28/03/2022

Sanchia Jacobs

Chief Executive Officer

5/04/2022

SUBMISSION			
TO:	Central Otago District Council		
DATE:	27 April 2021		
PLAN:	Ka Aka Whakamua – Framing our Future: Central Otago District Council Long-Term		
	Plan 2021-2031		
KĀI TAHU	KĀI TAHU Te Rūnanga o Moeraki, Kāti Huirapa Rūnaka ki Puketeraki, Te Rūnanga o Ōtākou,		
PAPATIPU RŪNAKA	Hokonui Rūnanga.		
Submitter: Te Rūnanga o Moeraki, Kāti Huirapa Rūnaka ki Puketeraki, Te Rūnanga o Ōtākou, Hokonui			
Rūnanga (collectively re	eferred to as kā rūnaka).		
Kā rūnaka seek confirm engagement.	nation that the Ten-Year Plan will include funding specific to a Treaty partnership		

Introduction

- Te Rūnanga o Moeraki, Kāti Huirapa Rūnaka ki Puketeraki, Te Rūnanga o Ōtākou, and Hokonui Rūnanga (kā rūnaka) are the Otago-based Papatipu Rūnaka that represent mana whenua in the Central Otago District. Kā rūnaka are supported by Aukaha, their regional consultancy.
- 2. This submission relates to CODC's 2021-2031 Long-Term Plan Ka Aka Whakamua. Kā Rūnaka seek funding for engagement in CODC workstreams under a Treaty partnership arrangement supporting the suite of council workstreams identified under the long-term plan.
- 3. Kā rūnaka generally support the long-term plan but encourage the council to adjust processes around spatial planning to specifically focus on environmental protection and enhancement, and the overall environmental sustainability of these plans. Planning for future growth and development has significant implications for land and water, ki uta ki tai. Kā rūnaka strongly endorse the elevation of principles relating to environmental sustainability, protection, and enhancement, in the development and delivery of spatial plans.

Kā Rūnaka Vision for the Central Otago District: 2021 - 2031

4. Kā rūnaka see opportunities to enrich the social, environmental, economic, and cultural fabric of the Central Otago District through dedicated provision for the Treaty partnership in the ten-year plan.

Kā rūnaka have a strong desire to support developments in Central Otago as a means of achieving mana whenua aspirations for the district. The 2021-2031 long-term plan presents the opportunity to achieve these aspirations in partnership. Dedicated partnership funding has the potential to build our capacity and enable us to prioritise the CODC workstream in order to meet the demands of the long-term plan.

- 6. Historically, Aukaha engagement with CODC is undertaken on a piecemeal, cost recovery basis. Partnership funding provides certainty that Aukaha planners can commit time and resource to engaging in council's strategic planning processes. This ensures that the values and aspirations of kā rūnaka are being articulated, comprehended, and put into effect in priority projects across the Council's work programme.
- 7. An existing partnership agreement with Queenstown Lakes District Council is facilitating a higher level of mana whenua engagement in council workstreams, including, for example, early and ongoing engagement in the three waters reform programmes, and mana whenua input and engagement in the Ladies Mile Master Plan, and the Queenstown Spatial Plan.
- 8. The partnership relationship with QLDC has enabled more meaningful engagement with mana whenua, allowing QLDC to meet their requirements in terms of Māori consultation and engagement under the Local Government Act 2002 and Resource Management Act 1991. Engagement in the pre-notification phase of spatial plan drafting engenders a greater level of engagement and support from Māori communities.
- 9. Staff from Aukaha have worked productively with CODC staff on a range of recent projects. Dedicated partnership funding would enhance our capacity to engage in these activities to the benefit of local communities. A partnership agreement would allow Aukaha staff the opportunity to prioritise this work as part of their dedicated workstream. Recent involvements include:
 - Central Otago District Plan review
 - Central Otago Destination Plan
 - Draft Vincent Spatial Plan
- 10. There is potential to extend the scope of the proposed partnership agreement to include engagement with Aukaha's Cultural and Economic Development (CED) team, who work to

integrate Kāi Tahu narratives into built form through a co-design process. Engagement in specific projects of relevance to mana whenua, such as the Alexandra Riverside Park project, could be included in partnership funding, facilitating a deeper level of mana whenua engagement in the CODC space.

Aukaha staff work with people across Otago providing services that aim to make our region a better place to live by bringing mana whenua perspectives to the fore. Staff in the Mana Taiao team support rūnaka aspirations in natural and urban environments, and include professional planners, consents officers, and an ecologist. In the Cultural and Economic Development team, the aim is to deliver innovative solutions to build and strengthen a mana whenua presence in regional development. Their mahi includes the development of cultural narratives linked to landscape that can inform project work, and embedding mana whenua cultural values and stories through physical representations in new developments.

Spatial Planning and sustainability

- 12. The focus of spatial planning on urban form and design creates concerns for kā rūnaka. Spatial planning undertaken in its current form does not adequately prioritise the impacts of growth and development on long-term environmental sustainability.
- 13. It is the position of kā rūnaka that spatial planning must include a focus on the environmental impacts of growth and the long-term effects of increased development on the sustainability of infrastructure, particularly related to the three waters space.
- 14. In the era of climate action and an identified climate crisis, it is more important than ever that councils move sustainability out of its silo and actively give effect to sustainable principles across the policy and planning sphere. This is particularly relevant to spatial planning, which is future-focused and visionary. It is a significant oversight that this vision does not encompass a lens on sustainability and climate change, and does not build environment protection and enhancement into its remit.
- 15. Environmental protection and enhancement relating to significant catchments like the Manuherekia and the Upper Taieri need to be prioritised in the development and delivery of spatial plans.

Covid-19 Recovery

16. Covid-19 has provided a new and challenging set of circumstances. Iwi and rūnaka objectives in the Central Otago District span regional economic development, environmental health, social wellbeing, and cultural identity. Projects in Council's work programme have the potential to empower our communities.

- 17. The Aukaha Health and Social Services team can assist in identifying and establishing practical, innovative opportunities and programmes, in order to create stronger, more resilient communities in the context of Covid-19 recovery.
- 18. Similarly, the Cultural and Economic Development team at Aukaha can promote supplier diversity and expose Māori and Pasifika-owned business and enterprise to procurement opportunities. A national Māori business register has been created and will be available shortly.

Conclusion

- 19. This submission is focused on ensuring that effective provision is made for the engagement of kā rūnaka in the implementation of the 2021-2031 Long-Term Plan Ka Aka Whakamua. As a recognised Treaty partner under a partnership agreement through Aukaha, kā rūnaka have the potential to play an integral role in implementing the vision of the Plan for the future of the district.
- 20. The vision of kā rūnaka is for a district that embraces a shared cultural heritage, and provides for residents to live, work, and play in an environment that is safe, accessible, and resilient to future changes. It is critical that recovery initiatives and all council projects protect the outstanding natural environment, support social outcomes, and align with the values and aspirations of kā rūnaka.
- 21. We look forward to building a stronger relationship with CODC based on a genuine partnership agreement. We look forward to shedding more light on these ideas through an oral submission.

Partnership Protocol

Central Otago District Council and Aukaha (1997) Limited

July 2022-July 2023

Partnership Protocol

1. Purpose and Principles

- 1.1 The purpose of this Protocol is to establish an enduring partnership between Kāi Tahu, as represented by Te Rūnanga o Moeraki, Kāti Huirapa Rūnaka ki Puketeraki, Te Rūnanga o Ōtākou and Hokonui Rūnanga (Kā Rūnaka), and Central Otago District Council (CODC), for the operational interface between Aukaha (1997) Ltd. (Aukaha) and CODC.
- 1.2 This Protocol respectfully meets any obligations of CODC to consult with Kāi Tahu under the Local Government Act 2002, or any other legislation within the jurisdiction of the CODC, and broadly across the full suite of Council duties and functions.
- 1.3 This Protocol acknowledges that Kā Rūnaka in the Aukaha rohe share authority with Ngā Rūnanga ki Murihiku (Te Rūnanga o Waihōpai, Te Rūnanga o Awarua and Te Rūnanga o Ōraka-Aparima) in the CODC area.
- 1.4 The parties to this Protocol are Aukaha, on behalf of Kā Rūnaka, and CODC.

2. Resourcing and Funding Arrangements

- 2.1 CODC and Aukaha will work together on the allocation of resources to support the relationshipand a consistent Treaty partnership approach to the economic, social, environmental, and cultural well-being of Kāi Tahu whānui, council staff and the broader community across all the relevant duties and functions of the Council.
- 2.2 The parties recognise that Aukaha, the Papatipu Rūnanga owned organisation, makes a valuable contribution to facilitating a Treaty partnership approach to Kā Rūnaka interests in the region, such that the Council will commit to consideration of funding arrangements to Aukaha. The funding will be reviewed in 2023, and thereafter reviewed as part of the three-yearly LTP cycle.
- 2.3 Agreed resourcing and funding arrangements associated with delivery of this agreement are attached as Schedule 1 and will be initially reviewed annually then three-yearly in

conjunction with the CODC Long-term Plan, with the first funding arrangement established upon commencement of this agreement.

3. Planning and Programmes

3.1 The parties will work together to ensure that the annual Council work programme appropriately reflects the priorities and interests of Kā Rūnaka in support of the work outlined in Schedule 1.

4. Reporting and Review

- 4.1 Aukaha will provide any information requested relating to funding allocation and work programmes in order to support CODC to meet reporting obligations to elected Council members and auditors.
- 4.2 Aukaha will engage with Kā Rūnaka during delivery of the annual work programme to support the integrity of the partnership.
- 4.3 Reporting is undertaken by the parties kanohi ki te kanohi in the months of March, June, September, and December. Dates will be agreed and set in advance at the start of the calendar year.
- 4.4 The term 'kanohi ki te kanohi' refers to face-to-face interactions, and includes meeting in person, or via Zoom/Teams. Kanohi ki te kanohi is an appropriate Treaty partnership approach and will be used as a principal mechanism between parties to assess the operations of this agreement. The kanohi ki te kanohi approach will be monitored throughout the year by both parties to ensure it achieves its purpose.
- 4.5 The focus of reporting hui will be two-way reporting on the scope of the partnership agreement and agreed workstreams. Aukaha staff may report on specific workstreams within the partnership agreement, and other kaupapa relevant to CODC and the partnership agreement. CODC may report on internal processes and activities that are being undertaken to support the partnership with Kā Rūnaka, for example, through recruitment, induction, and staff training.
- 4.6 Aukaha and CODC representatives to attend reporting hui will include but are not limited to the Chief Executives and other senior managers, at a level that upholds the mana to mana nature of the relationship.
- 4.7 Administration of reporting hui will be undertaken by CODC staff. Agendas will be codesigned, with contact from CODC staff by email at least 10 working days before the hui date to develop an agenda. Minutes will act as a record of the reporting process and identified future actions. Minutes will be produced by CODC staff and provided to Aukaha as soon as practicable, preferably within five working days of the hui.
- 4.8 The Parties will meet and review the Protocol after 12 months.

4.9 The Protocol can be changed with mutual agreement. Any changes to the Protocol are to be made in writing and signed by both parties.

5. Payment Schedule

5.1 The Council agrees to fund Aukaha \$70,000 excluding GST for the purposes of developing and supporting delivery of the Council work programme. This funding is confirmed for the period of the CODC 2022-23 Annual Plan, and will be reviewed in 2023.

6. Signatories

On behalf of A	ukaha (1997) Ltd.	On behalf of Central Otago District Council			
Name:	Rachel Wesley	Name: San	nchia Jacobs		
Position:	Chief Executive	Position: Chi	ef Executive		
Signature:		Signature:			
Date:	1 July 2022	Date: 1 July 2022			

Schedule 1: Resourcing and Funding Arrangements for Aukaha (1997) Ltd.

- 1. The Council commits to funding **Aukaha (1997) Ltd**, the Papatipu Rūnaka owned organisation, for the purposes of developing and supporting delivery of the Council work programme.
- 2. Partnership funding provided to Aukaha is intended to cover engaging with the Council and Papatipu Rūnaka in support of:
 - a. Relationship development and Kāi Tahu presence in Council activities
 - b. Establishing agreed workstreams within the Council work programme
 - c. Kāi Tahu engagement in agreed capital works programmes
 - d. The initial scoping of stages of urban design and civic projects, with reference to the scale of the project (noting that any design work will fall outside the agreement)
 - e. Strategy and policy development and implementation
 - f. Development of statutory documents and plans, up to the point of notification
 - g. the processing of resource consent applications where the Council is not the applicant
 - h. engagement and liaison with Te Ao Marama Inc. to seek to achieve alignment and outcomes that represent Ngāi Tahu whānui
 - i. workshops associated with the above workstreams where no additional resources are required.
 - j. Engagement in destination management plan implementation.

The Council will undertake to prioritise with Aukaha and agree the forward programme on an annual basis, including agreement as to which projects fall within scope.

- 3. Partnership funding is not intended to cover:
 - a. Training, cultural workshops, or translation services
 - b. Cultural impact assessments or cultural values statements for specific projects, particularly larger scale Council projects
 - c. Requests associated with larger scale projects that require specific or additional resourcing
 - d. Mātauranga and scientific fieldwork and reporting
 - e. Post-notification stages of any statutory process
 - f. Fees for mana whenua representation on panels or committees
 - g. Direct engagement with resource consent applicants, or situations where the Council is a resource consent applicant.



22.3.12 ENGAGING WITH THE COMMUNITY OVER THE CENTRAL OTAGO AFFORDABLE HOUSING TRUST'S REQUEST FOR A GIFT OF LAND TO ESTABLISH A 'SECURE HOMES' MODEL

Doc ID: 577433

1. Purpose of Report

To consider the plan to engage with the community on the request from the Central Otago Affordable Housing Trust for Council to gift them land to establish a 'secure homes' scheme in the region.

Recommendations

That the Council

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

B. Agrees on the engagement plan detailed in this paper to hear the views of the community about the request from the Central Otago Affordable Housing Trust for Council to gift land to enable the establishment of a 'secure homes' scheme.

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2. Background

The project to determine a position on Council's role in housing has been in development since early 2020. Following Council direction, staff have been investigating council involvement in several areas along the housing continuum (from an improved planning framework to providing social housing). At the last Council meeting on 9 March 2022, Council considered two outstanding areas. Namely, increased density (supporting promotion of different housing typologies in developments) and supporting progressive home ownership models (the 'secure home' model proposed by the Central Otago Affordable Housing Trust).

In the meeting Council resolved that a policy position be developed that any Council-led developments should consider including provision for different housing typologies using the urban design innovation model, subject to market conditions. Council decided to leave the decision on supporting the Central Otago Affordable Housing Trust on the table.

Given the challenges obtaining external funding to support the establishment of the Central Otago Affordable Housing Trust (such as a recent unsuccessful application to the Infrastructure Acceleration Fund), the only viable way forward for the Central Otago Affordable Housing Trust is for Council to gift a proportion of the land they require to get up and running. The Central Otago Affordable Housing Trust have indicated they would initially need approximately 1/3 of the remainder of Cromwell's Gair Avenue development and then look to extend to Alexandra (the bare land value of 1/3 of Gair Avenue is approximately \$4m and the opportunity for any development profit off that land would be foregone if it was gifted). Given the financial impact of this on future projects (which may not go ahead or have an additional rates impact), the paper recommended to not give up the land. Council directed that an engagement plan to be developed to ascertain the views of the community, and the results be brought back to help inform their decision on whether to support the Central Otago Affordable Housing Trust by gifting land.

3. Discussion

Under the current delegations, land is owned by Council though the benefits and costs are realised at a ward level. Council currently has two parcels of residential land being developed, one in Gair Avenue in Cromwell and the other in the Pines in Alexandra. There are no developments planned or likely in the Teviot Valley or Māniatoto. As such, it is proposed to focus this engagement on those residents most directly financially affected by the proposal – those in the Cromwell and Vincent wards.

The engagement plan proposal

It is proposed that council surveys residents of the Cromwell and Vincent wards for a period of approximately one month during early/mid May through to June 2022. Each ratepayer would be emailed a 'postcard' inviting them to participate in a short on-line survey to ascertain their views on Council supporting the Central Otago Affordable Housing Trust. The survey preamble will describe the challenges of housing in Central Otago, the Central Otago Housing Trust's proposal (with a further link that will describe the 'secure homes' model in more detail), the relative cost to Council of supporting the proposal (i.e., that in order to be established they require approximately \$4m of bare land - initially from Gair Avenue, and then from the Alexandra Pines subdivision). It will also outline that there would be a loss of profit on the developed land (which is approximately \$16m being land plus profit) which would impact on the financial viability of future projects in these wards, or directly increase rates as consequence.

The survey will then ask the following:

 Do you agree to Council supporting the development of affordable housing in Central Otago?

Yes/No

2. Do you agree with Council contributing land worth the equivalent of \$8m (\$4m each from the Cromwell and Vincent wards) to the Central Otago Affordable Trust to establish a secure homes model in this region? (note this would equate to a loss of return on developing the land of \$16m - \$8m worth of land value and \$8m worth of net profit)

Yes/No

3. Do you have any other thoughts about Council's role in providing affordable housing that you would like to share?

In addition to the postal invite, posters will be displayed in libraires and community centres in each of these wards. Council's usual media outlets will be utilised also (eg Facebook).

4. Financial Considerations

The value of developed land is approximately double the value of the bare land (so \$4m worth of bare land equates to a return on the developed land of \$8m). Over both the Gair Avenue and the Pines development this would equate to \$16 million dollar return to Council

from land value plus profit. Further details on the financial ramifications of any decision to gift land will be provided in a future report.

The cost of the preferred engagement option can be met within the existing strategy projects budget. If a more comprehensive engagement approach is preferred, any additional costings will be considered in future advice.

5. Options

Option 1 – (Recommended)

Agrees to the engagement plan detailed in this paper to hear the views of the community about the proposal from the Central Otago Affordable Housing Trust.

Advantages:

- Enables the community sentiment to be captured in a timely way
- Is a cost effective and efficient approach
- Will enable advice about the communities' view to be presented at the 3 July Council meeting.

Disadvantages:

May result in lower participation rates than a more comprehensive engagement plan.

Option 2

Do not agree with the engagement plan outlined in this paper, and direct staff to come back to a future meeting with a more comprehensive engagement plan.

Advantages:

 A more comprehensive plan is likely to get more publicity, and therefore higher participation rates

Disadvantages:

- Is likely to delay any decision on supporting the Central Otago Affordable Housing Trust until after November 2022 due to the election period
- Further creates uncertainty for the Central Otago Affordable Housing Trust.
- May be more costly and may not be able to be meet within existing budgets.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social and economic wellbeing of communities, in the present and for the future by obtaining community views on ratepayer support for the proposal from the Central Otago Affordable Housing Trust.
Decision consistent with other Council plans and policies? Such	Yes.

as the District Plan, Economic Development Strategy etc.	
Considerations as to sustainability, the environment and climate change impacts	There are no considerations as to sustainability, the environment and climate change impacts as a consequence of this paper.
Risks Analysis	There is a risk with the method outlined in this paper that fewer responses are obtained compared to a more intensive engagement process.
Significance, Consultation and Engagement (internal and external)	The decision in this paper to survey the community does not trigger the threshold under the Significance and Engagement Policy. However, it is likely that the ultimate Housing Policy will require consultation using the special consultative procedure as outlined in the Local Government Act 2002.

7. Next Steps

Depending on Council direction, staff will seek community views during May and June and intend to report back to the 3 July 2022 Council meeting.

8. Attachments

Nil

Report author:

Saskia Righarts Chief Advisor 11/04/2022 Reviewed and authorised by:

Sanchia Jacobs

Chief Executive Officer

12/04/2022



22.3.13 ELDERLY PERSONS HOUSING RENT REVIEW

Doc ID: 572507

1. Purpose

To advise of the impact of the rent review for Council's Elderly Persons Units for 2022/2023.

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Recommendations

That the report be received.

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2. Discussion

Council owns and maintains 98 Elderly Persons Housing units throughout the district which are predominately for accommodation of the elderly.

Council has a policy of charging market rent for new tenancies and market rent is set annually to provide for any movement in the market.

As part of the Long-term Plan 2018 – 28 (LTP 18/28), Council gave consideration to subsidising rents. However, Council did recognise that substantial costs would be placed on the ratepayers and reducing or subsidising the rents would have the effect of reducing any supplement that is provided to tenants by the Ministry of Social Development's accommodation supplement. Therefore the status quo of charging market rents for Elderly Persons Units remains.

Annual rent reviews determine the new annual rent set each year for implementation. Rental increases are determined by a property valuer taking into account market rentals throughout the district.

The last rent review was undertaken in May 2019 and new rents became effective on 1 September 2019.

As part of the COVID-19 response plan Government by law, put a freeze on all rents for six months from 26 March - 25 June 2020.

A market rent assessment undertaken in July 2020 saw the market rents had remained static for the units. There were two tenants who were paying under market rent so their rent was increased to meet market rent.

Market Rent Assessment

For this rent review Quotable Value Limited (QV) reviewed the rent as at mid-2021. These market rentals will be applied to tenancies in the 2022/2023 financial year.

QV's recommended market rentals have been derived in accordance with other comparable market rental evidence. That being other similar sized units in the same town locations. Additionally, the valuer has considered the density of the units, ability to tenant the units and that Council's target market is predominately for the elderly. Essentially that does result in some moderating of rent levels often referred to as being at the "soft end" of the market rentals.

QV recognized the units have on-going maintenance work occurring, the units have all been double glazed and all units are compliant with the Healthy Homes standards. Occupancy rates at the time of QV's rent review was within 94% - 96%.

QV noted:

"The property market has been affected by the Covid-19 outbreak with the market currently subject to a higher potential for change and uncertainty. The rental market has been characterised by gradually increasing rental levels and low vacancy rates. There is also a preference for more comfortable modern accommodation with less demand and higher vacancy rates for the older accommodation units."

The recommended market rent increase is higher for the larger units at Alexandra, Clyde and in Cromwell where the units are more centrally located. There is either no increase or a small increase for the older units in Alexandra and Cromwell. Roxburgh and Ranfurly have a small increase with the exception of two bed-sit units in Roxburgh and 16 older units in Ranfurly where there is no increase.

Table 1 below shows the range of rental increases and gives a comparison with the last rental review undertaken in May 2019.

Table 1

Effect of Market Rental Increase 2019/20 to 2021/22								
Location	# of Units	Range of Market Rentals	market Market Rental Rental Increase		larket market Mari entals Rental Ren Increase		Market Market Rental Rental Increase per Week	
		2019/20	2019/20	2021/22	2021/22			
		\$	\$	\$	\$			
Alexandra								
Older Units	18	135 - 160	0-15	135-165	0-5	76%		
Newer/larger Units	5	200-215	15	210-225	10	100%		
Clyde	3	205-215	15	215-225	10	100%		
Cromwell								
Older Units	19	200-235	15	205-240	5	84%		
Newer/larger Units	12	250-260	15	260-270	10	100%		
Roxburgh								
Older Units	9	75-120	0-5	75-125	0-5	91%		
Newer/larger Units	6	140-150	0-5	145-155	5	100%		
Ranfurly								
Older Units	16	70-80	0	70-80	0	85%		
Newer/larger Units	10	110-120	5	115-125	5	100%		
Total Units	98		92.90%					

Note: Top of the range \$ rent is for larger units that could accommodate a couple

Superannuation Rates

An increase to New Zealand Superannuation rates that was announced on 14 March 2022 will take effect from 1 April 2022. These rates have been applied when reviewing the percentage of income spent on rent after the accommodation supplement has been applied.

Accommodation Supplement and Community Services Card

The Ministry of Social Development's accommodation supplement (AS) is available to assist with rental costs for those on a low income. For the purpose of this report, consideration has been given to those who receive New Zealand Superannuation and have a Community Services Card.

The accommodation supplement is asset tested, based on cash assets such as money in the bank or other assets that can clearly be converted into cash such as a house or flat that is owned but not tenanted by the owner.

Council does not means/income test prospective tenants but since 1 July 2018 applies the following criteria to prioritise applications:

- 1. Aged over 65 with a Community Services Card
- 2. Aged 60 plus with Community Service Card
- 3. Aged 60-64 with no Community Services Card, where long standing vacancies exist
- 4. Aged under 60 with clear social need, where there are long standing vacancies (CEO's discretion)

The Community Services Card is means/income tested and the threshold eligibility rate of additional income that can be earned is:

- Single superannuitant \$104.96 per week (gross)
- Couple receiving superannuation \$178.33 per week (gross)

Those with a Community Services Card are entitled to an accommodation supplement.

Effect of Applying Market Rental on Income

Net income shown in the tables below does not include Winter Energy Payments which are paid from 1 May 2022 and end on 1 October 2022 for a period of 22 weeks. A single superannuitant receives \$20.46 weekly or a total amount of \$450.12 for the 22 week period. A couple receives \$31.82 weekly or \$700.04 for the 22 week period.

Table 2 below shows the impact the rent increase has, as a percentage rate of income spent after the accommodation supplement has been applied for single occupancies.

Table 2: Impact of rent after Accommodation Supplement has been applied to a single occupancy

Location Single Occupancy	Market Rent July 2022	Increase per Week	AS (range estimated by WINZ: basic NZ Super no additional income)	Net Rent after AS Applied	As at 1 April 2022 % of Income Paid for Rent (Single Person) \$462.94 net
	\$	\$	\$	\$	%
	135	0	19 - 24	111 - 116	24 - 25
	160		36 - 42	118 - 124	25 - 27
	165	5	40 - 45	120 - 125	26 - 27
Alexandra and	205	10	68 - 73	132 - 137	29 - 30
Clyde	210	10	70 - 77	133 - 140	29 - 31
	215	10	70 - 80	135 - 145	29 - 31
	220	10	70 - 80	140 - 150	30 - 32
	225	10	70 - 80	145 - 155	31 - 33
	205	5	68 - 73	132 - 137	29 - 30
	220	5	70 - 84	136 - 150	29 - 32
	225		70 - 87	138 - 155	30 - 33
Cromwell	230		70 - 91	139 - 160	30 - 35
	240		70 - 98	142 - 170	31 - 37
	260	10	70 - 105	155 - 190	33 - 41
	270	10	70 - 105	165 - 200	35 - 43
	75		0	75	16
	115		5- 10	105 - 110	23 - 24
Roxburgh	120		8 - 14	106 - 112	23 - 24
Roxburgii	125		12 - 17	113 - 108	23 - 24
	145	5	26 - 31	114 - 119	25 - 26
	150		29 - 35	121 - 115	25 - 26
	70		0	70	15
	75		0	75	16
Ranfurly	80		0	80	17
Rainarry	115		5 - 10	105 - 110	23 - 24
	120		8 - 14	106 - 112	23 - 24
	125	5	12 - 17	108 - 113	23 - 24

Note: The percentage range of income spent on rent was 17% - 38% in 2019 (top range of AS applied) In 2022 the percentage range is 15% - 35% (top range of AS applied)

Table 3 below, shows the percentage of income spent on rent for couples residing in larger units.

Table 3: Impact of rent after Accommodation Supplement has been applied for a double occupancy

Location Double Occupancy	Market Rent July 2022	Increase per Week	AS (range estimated by WINZ: basic NZ Super no additional income)	Net Rent after AS Applied	As at April 2022 % of Income Paid for Rent (Couple) \$712.22 net
	\$	\$	\$	\$	%
	160	5	0	160	22
	165	5	0	165	23
Al	205	10	26 - 32	173 - 179	24 - 25
Alexandra and Clyde	210	10	30 - 35	175 - 180	25 - 25
Ciyue	215	10	33 - 39	176 - 182	25 - 26
	220	10	37 - 42	178 - 183	25 - 26
	225	10	40 - 46	179 - 185	25 - 26
	205	5	26 - 32	173 - 179	24 - 25
	220	5	37 - 42	178 - 183	25 - 26
	225	5	40 - 46	179 - 185	25 - 26
Cromwell	230	5	44- 49	181 - 186	25 - 26
	240	5	51 - 56	184 - 189	26 - 27
	260	10	65 - 70	190 - 195	27 - 27
	270	10	72 - 77	193 - 198	27 - 28

Note: The percentage range of income spent on rent in 2019 was 25% - 30%, in 2022 23% - 28%

Market Rent Increase Summary

Of the 26 units in Alexandra and Clyde, 8 units have no rent increase, 8 have a \$5.00 increase and 10 have a \$10.00 increase.

All 31 Cromwell units have a rent increase, 19 units have a rent increase of \$5.00. 12 units rent increases by \$10.00.

All units in Roxburgh have a rent increase of \$5.00 except for the 2 bed-sit units where there is no rental increase.

Ranfurly has 26 rental units,10 units have a \$5.00 rent increase, 16 units have no rent increase.

Financial

Currently as at the end of February 2022 income from rent is favourable by 2.65%: \$13,241.

The annual rental budgeted in the current Long-term Plan for years 2 and 3 is \$725,000. This was a conservative approach based on the uncertainty of the rental market and factoring in a lower rental occupancy.

Based on the static occupancy rate of 93% at the time of writing this report the rental income may increase from the forecasted budget of \$725,000 to \$761,280, an estimated increase of \$36,280 per annum.

Implementation

The process to increase rents has a statutory requirement under the Residential Tenancies Act 1986. Tenants must be given 60 days' notice of a rent increase.

Action:

- The first letter of notification of a rental increase will be posted, or delivered, to affected tenants no later than 29 April 2022 advising of the proposed rent increase effective 1 July 2022.
- A second notification letter will be posted as a reminder in May 2022.

3. **Attachments**

Nil

Report author:

Reviewed and authorised by:

Janice Remnant

1/04/2022

Louise van der Voort

Property and Facilities Officer (Maniatoto) Executive Manager - Planning and Environment

8/04/2022



22.3.14 RECOMMENDATION OF APPOINTMENT OF LOCAL CIVIL DEFENCE CONTROLLER.

Doc ID: 567777

1. Purpose of Report

To consider supporting a recommendation to the Otago Group Manager of Civil Defence Emergency Management to appoint Dylan Rushbrook as a local controller.

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Recommendations

That the Council

Receives the report and accepts the level of significance.

B. Recommends to the Otago Civil Defence Emergency Group Manager that Dylan Rushbrook (General Manager Tourism Central Otago) be appointed as a Local Civil Defence Controller (statutory position).

2. Background

A "local controller", in a civil defence emergency management context, is the person that controls both declared and undeclared emergencies within the Central Otago District Council area in accordance with the Coordinated Incident Management System (CIMS) and the Civil Defence Emergency Management Act 2002.

The local controller reports to the group civil defence controller within the Otago Civil Defence Management Group (Matt Alley).

Local controllers are legally appointed under Section 27(1) of the Civil Defence Emergency Management Act 2002 by the Joint Committee who require the recommended appointee to be nominated by the Territorial Local Authority where they will operate, in this case the CODC.

In 2021 council had three local controllers, Sanchia Jacobs, Louise van der Voort and David Campbell.

Towards the end of 2021 David Campbell resigned, creating a vacancy for a local controller. An expression of interest for the role was internally advertised within the leadership team at council.

3. Discussion

The position of controller is pivotal within council's legislated obligations to respond to declared and undeclared civil defence emergencies. The involvement in such events brings risk to the reputation of council and an expectation that any such incidents are effectively and efficiently conducted and concluded for the benefit of ratepayers, elected members, council staff and the wider public.

The recommended appointee for the local controller position is Dylan Rushbrook, the current General Manager of Tourism, Central Otago. As a nominee for the local controller position Dylan brings experience from both private sector tourism, business management and significant involvement within local government. He has also been heavily involved in the recovery function as part of the COVID-19 response. Dylan has the support of the chief executive officer in his nomination for this role.

Formal training for the successful candidate is undertaken both locally within the Otago Civil Defence Emergency Management training structure and nationally through a staggered, territory qualification with specialist educational provider Response & Recovery Aotearoa New Zealand (RRANZ) in partnership with Massey University.

4. Financial Considerations

The local training from within the Otago Civil Defence Emergency Management Group is free for all council employees. The formalised controller training with educational provider RRANZ/Massey University incurs a cost of approximately \$6,000- (\$4,000- course cost + \$2000- travel and accommodation cost). This cost can be accommodated within existing Civil Defence Emergency Management budget.

5. Options

Option 1 – (Recommended)

That the Council recommend to the Joint Committee (via Otago Civil Defence Emergency Management Group Controller, Matt Alley) that Dylan Rushbrook be appointed as a council local controller.

Advantages:

- Dylan is the recommended appointment by the chief executive officer and he has a keen interest in civil defence Emergency Management and a proven record in recovery management.
- This option would continue to support the succession planning within council emergency management local controllers.
- As an employee and current function manager within the council's civil defence emergency response structure Dylan already has established relationships that are critical to be successful in this role.

Disadvantages:

There are no known disadvantages of appointing Dylan in this role.

Option 2

That no appointment is made to the currently vacant position of local controller.

Advantages:

- That Dylan would not be required to spent time away from his core business training or be engaged within an operational environment during a civil defence incident or emergency.
- That any training costs will not be incurred.

Disadvantages:

• That by not appointing a third Local Controller this places more responsibility on the two current local controllers, both of whom are senior staff and may either be absent or

better engaged in other aspects of an emergency or relevant council business at the time of an incident.

Option 3

Appoint an independent contractor.

Advantages:

Will free up staff time.

Disadvantages;

- An external contracted controller may not have the established relationship with local staff, contractors or the public.
- There would be a considerable cost to hire an external controller and there might be a delay in arriving at the Emergency Operations Centre.

Option 4

Appoint someone else.

Advantages:

None identified

Disadvantages:

Delay in appointment as there would need to be a further recruitment round.

6. Compliance

Local Government Act 2002 Purpose Provisions	The recommendation, in this case, relates to the Civil Defence Emergency Management Act 2002
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes
Considerations as to sustainability, the environment and climate change impacts	There is no negative implication to these areas by a decision either in support of or against this recommendation.
Risks Analysis	The recommendation increases capacity within the council's Civil Defence Emergency Management Team. This assists with succession planning while reducing exposure to risk by having insufficient trained or available Local Controllers.
Significance, Consultation and Engagement (internal and external)	Expressions of Interest were sought from within the council for this position and this recommendation is the result of that process.

7. Next Steps

Should the Council support the recommendation of Dylan Rushbrook as a local controller this will be past to the Otago Civil Defence Emergency Group Manager who will present the recommendation at the Joint Committee.

8. Attachments

Delan

Nil

Report author:

Reviewed and authorised by:

Derek Shaw

Emergency Manager - Central Otago

7/04/2022

Sanchia Jacobs

Chief Executive Officer

13/04/2022



22.3.15 FINANCIAL REPORT FOR THE PERIOD ENDING 28 FEBRUARY 2022

Doc ID: 573910

1. Purpose

To consider the financial performance for the period ending 28 February 2022.

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Recommendations

That the report be received.

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2. Discussion

The presentation of the financials includes two variance analysis reports against both the financial statement and against the activities. This ensures Council can sight the variances against the ledger, and against the activities at a surplus/(deficit) value. The reason for the second variance analysis is to demonstrate the overall relationship between the income and expenditure at an activity level.

The third report details the expenditure of the capital works programme across activities. This helps track key capital projects across the year and ensures the progress of these projects remains transparent to Council.

The fourth report is the Statement of Financial Position, this is new to this report. This shows the movements in assets, liabilities, and equity. It allows the Council to measure the year-to-date movements by comparing prior year actuals and budget, along with the current year annual plan and revised budgets.

The fifth and sixth reports detail the internal and external loans balances. The internal loans report forecasts the balance as at 30 June 2022, whereas the external loans show the year-to-date current balances due to payments throughout the year.

I. Statement of Financial Performance for the period ending 28 February 2022

2021/22	8 MONTHS ENDIN		2021/22			
		YTD	YTD	YTD		
Annual			Revised			Revised
Plan		Actual	Budget	Variance		Budget
\$000		\$000	\$000	\$000		\$000
	Income					
33,270	Rates	22,606	22,517	89		33,270
7,248	Govt Grants & Subsidies	9,194	11,210	(2,016)		16,217
7,323	User Fees & Other	4,299	4,788	(489)		7,866
17,286	Land Sales	3,778	4,750	(972)		14,650
2,155	Regulatory Fees	1,893	1,633	260		2,155
2,104	Development Contributions	1,399	1,403	(4)		2,104
388	Interest & Dividends	53	258	(205)		388
-	Reserves Contributions	237	-	237		-
-	Profit on Sale of Assets	1	-	1		-
55	Other Capital Contributions	95	2	93		55
69,829	Total Income	43,555	46,561	(3,006)	•	76,705
	Expenditure					
13,565	Staff	8,270	8,888	618		13,529
587	Members Remuneration	339	392	53		587
8,904	Contracts	5,738	6,791	1,053		9,724
2,902	Professional Fees	2,021	2,615	594		3,881
9,997	Depreciation	7,000	6,665	(335)		9,997
13,926	Costs of Sales	1,962	100	(1,862)		7,290
3,920	Refuse & Recycling Costs	2,229	2,288	59		3,920
1,723	Repairs & Maintenance	994	1,180	186	•	1,739
1,410	Electricity & Fuel	919	931	12		1,410
-	Loss on Sale of Asset	262	-	(262)		-
652	Grants	426	483	57		652
1,115	Technology Costs	640	738	98		1,099
303	Projects	687	804	117	•	1,206
639	Rates Expense	523	567	44	•	634
423	Insurance	450	423	(27)	•	423
2,037	Other Costs	964	1,352	388	•	2,041
62,103	Total Expenses	33,422	34,217	795	•	58,132
7,726	Operating Surplus / (Deficit)	10,133	12,344	(2,211)		18,573

This table has rounding (+/- 1)

The financials for February 2022 show an overall unfavourable variance of (\$2.211M). Government grants and subsidies are unfavourable by (\$2M). This is due to the timing of funding received for the Three Waters Stimulus funded projects which is behind budget by (\$1.74M). Cost of Sales of \$1.962M have come through for stage one of the Dunstan Park subdivision. The budgets for subdivision cost of sales are recognised in June, so purely timing.

Income of \$43.555M against the year-to-date budget of \$46.561M

Overall income has an unfavourable variance against the revised budget of (\$3M). This relates to the timing of funding received for the Three Waters Stimulus funded projects which is behind budget by (\$1.74M). Payment of \$2.3M was received in March bringing the actuals back into alignment with the budget. Other factors include the land sale revenue for a parcel of Three Waters land and the timing of the roading Waka Kotahi subsidies and other grants.

The main variances are:

- Government grants and subsidies revenue has an unfavourable variance of (\$2.016M). The unfavourable variance relates to the timing of funding received for the Three Waters Stimulus funded projects which is behind budget by (\$1.74M), as mentioned above payment of \$2.3M was subsequently received in March. The timing of the Waka Kotahi New Zealand Transport Agency (Waka Kotahi) roading subsidy is contributing an unfavourable variance of (\$700k). Subsidies are claimed for both the operational and capital roading work programmes. This is offset by revenue of \$207k from Tourism Infrastructure Funding (TIF) for the new Clyde toilet and Miners Lane carparks. The budgets for these activities are included in 'user fees and other'. This will be re-aligned in the next revision of the budget. There is a favourable variance for Tourism Central Otago funding of \$166k, received from the Ministry of Business, Innovation and Employment.
- User fees and other has an unfavourable variance of (\$489k). Of this variance, (\$341k) is due
 to the grants budget being included in 'other income' rather than the correct place of 'grants
 and subsidies'. This budget includes the TIF funding for the new Clyde toilet and Miners Lane
 carparks. As mentioned above, this will be corrected in the next revision of the budget. Yearto-date revenue for this category is also down (\$33k) in waste levy income and (\$118k) for
 water meter readings. Water meter readings is believed to be a timing issue which is
 expected to correct as the year progresses.
- Land sales have an unfavourable variance of (\$972k). Of this (\$750k) relates to Three Waters land that Council agreed to sell as part of the long-term planning process with the remaining (\$222k) variance relating to the Dunstan Park subdivision.
- Regulatory fees have a favourable variance of \$260k. This variance continues to be driven by building consent revenue received, which year-to-date is \$262k ahead of budget.
- Interest and dividends revenue is unfavourable against budget by (\$205k). Interest rates
 received on term deposit investments are continuing to remain low, due to low market interest
 rates. Large project costs are also being managed with current cashflows while waiting for
 income to be received. This includes subdivision development costs and Three Waters
 Stimulus funding. This results in less cash available to be invested and also reduces the
 length of time term deposits can be locked in for. The current investment with Kiwibank is only
 returning 0.07% interest.
- Reserves contributions have a favourable variance of \$237k. These contributions are dependent on developers' timeframes and therefore difficult to gauge when setting budgets.

Expenditure of \$33.422M against the year-to-date budget of \$34.217M

Expenditure has a favourable variance of \$795k. The main drivers behind the favourable variance are contracts, staff, professional fees, and other costs. Offsetting this favourable variance is the cost of sales from stage 1 of the Dunstan Park subdivision, along with loss on sale of assets and depreciation.

The main variances are:

- Staff costs have a favourable variance of \$618k. The is due in part to the lag between staff
 movement and the replacement of new staff, plus the relevant recruitment costs. It also
 includes staff training, made up of conferences and planned attendance at workshops, travel
 and accommodation. Attendance and travel plans have been delayed due to the on-going
 impact of COVID-19.
- Contracts have a favourable variance of \$1.053M. Contract expenditure is determined by workflow and the time of the contract. The outcome of this is that the phased budgets will not necessarily align with actual expenditure, meaning some work appears favourable, and some contracts spend year-to-date appear unfavourable. Planned maintenance \$298k; contracts \$590k; physical works contract \$354k; and roading contracts (\$260k) are the key timing variances year-to-date. The contracts variance of \$590k is being driven by the timing of the Three Waters Stimulus operational improvements projects.
- Professional fees have a favourable variance of \$594k. This is similar to contract expenditure
 where budget and actuals do not align throughout the year but typically align by the end of
 year. Major variances include: asset management plans and management costs (\$69k);
 engineers fees \$105k; management consultants \$356k; planning consultants \$145k and
 recoverable professional fees (\$205k).
- Depreciation has an unfavourable variance of (\$335k). This is mainly due to a difference between the actual and budgeted wastewater depreciation. Wastewater assets reflect the updated valuations which occurred after the 2021-31 Long-term Plan was approved. The depreciation budget has been brought into alignment for the Annual Plan 2022/23. Areas with major variances include: libraries (\$40k); information services (\$45k); parks reserves recreation \$298k; property \$39k; wastewater (\$391k); and waste management (\$56k).
- Costs of sales has an unfavourable (\$1.862M). This is due to the costs incurred for stage 1 of the Dunstan Park subdivision and is offset by land sales revenue of \$3.7M received for the first stage of this development. The costs of sales budget is reflected in June and will continue to show as an unfavourable variance as this has not been adjusted during the second budget revision.
- Repairs and maintenance has a favourable variance of \$186k, mainly due to the timing of various projects as well as building maintenance requirements. Weed control \$67k, buildings repairs and maintenance \$58k and sludge treatment \$30k are the key timing variances.
- Loss on sale of asset has an unfavourable variance of (\$262k). This is due to the disposal of District Rural Fire building assets to Fire and Emergency New Zealand (FENZ) as part of Council resolution 21.2.6 dated March 2021. This includes the Omakau Fire Depot and the Tarras Fire Station.
- Projects have a favourable variance of \$117k, due to the phasing schedule of Tourism Central Otago projects.

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2021/22 Annual Plan \$000	Other Costs breakdown	YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000	2021/22 Revised Budget \$000
535	Administrative Costs	213	365	152	550
690	Office Expenses	342	449	107	666
234	Operating Expenses	147	157	10	234
327	Advertising	117	208	91	329
175	Valuation Services	108	118	10	175
76	Retail	37	55	18	87
2,037	Total Other Costs	964	1,352	388	2,041

This table has rounding (+/- 1)

• Other costs have been configured to include only need based costs which will fluctuate against budget from time to time. There are no significant variances of note to report on at present.

II. Profit and Loss by Activity for the period ending 28 February 2022

ACTIVITY	INCOME			EXPENDITURE			SURPLUS/(DEFICIT)		
ACTIVITY	Actuals \$000	Revised \$000	Variance \$000	Actuals \$000	Revised \$000	Variance \$000	Actuals \$000	Revised \$000	Variance \$000
Infrastructure	1,399	1,403	(4)	61	-	(61)	1,338	1,403	(65)
Roading	6,508	7,386	(878)	5,819	5,918	99	689	1,468	(779)
Waste Management	3,255	3,398	(143)	3,553	3,376	(177)	(298)	22	(320)
Parks Reserves Recreation	4,992	4,962	30	4,197	4,890	693	795	72	723
Corporate Services	177	166	11	214	177	(37)	(37)	(11)	(26)
People and Culture	1,073	1,114	(41)	1,041	1,176	135	32	(62)	94
CEO	559	570	(11)	252	716	464	307	(146)	453
Property	6,898	6,948	(50)	4,694	3,028	(1,666)	2,204	3,920	(1,716)
Governance and Community	4,096	3,852	244	2,957	3,580	623	1,139	272	867
Planning (Regulatory)	3,884	3,550	334	3,872	4,115	243	12	(565)	577
Three Waters	10,295	12,931	(2,636)	6,756	7,228	472	3,539	5,703	(2,164)
Total*	43,555	46,561	(3,006)	33,422	34,217	795	10,133	12,344	(2,211)

This table has rounding (+/- 1)

- Infrastructure expenditure has an unfavourable variance of \$61k. This department is fully on-charged as an overhead. The overspend of \$61k is due to the timing of staff salaries being charged out to capital projects.
- Roading income has an unfavourable variance of (\$878k). This is predominately due to the
 Waka Kotahi subsidy. This subsidy moves in conjunction with the subsidised roading operating
 and capital work programmes. Operating expenditure is on schedule with the budget, with a
 favourable variance of \$99k. The capital work programme is currently behind budget with a
 year-to-date variance of \$642k.
- Waste Management income has an unfavourable variance of (\$143k). User fee revenue of \$858k is lower than budget, though remains on par with last years' actuals of \$844k. Expenditure has an unfavourable variance of (\$177k). Asset management costs have increased by (\$108k) due to the waste services tender that is being reviewed, along with additional traffic management that was needed early in the financial year. Depreciation has

^{*} The funding activity has been removed as this is not an operational activity.

- also increased year-to-date by (\$56k). Waste assets were revalued 1 July 2021 which was post adopting the 2021-31 long-term Plan.
- Parks and Recreation income has a favourable variance of \$30k. This is mainly due to a
 Ministry of Business Innovation and Employment (MBIE) responsible camping funding carried
 over from the prior year. Expenditure has a favourable variance of \$693k. A large portion of
 this is due to depreciation being \$299k lower than budget. The remaining favourable variance
 is due to the timing of workplans and staffing requirements with underspends in; contracts
 \$211k; other costs \$93k; grants \$25k; and staff costs \$41k.
- Corporate Services income has a small favourable variance of \$11k. Expenditure has an unfavourable variance of (\$37k). This is mainly due to a (\$262k) loss of sale of assets from the disposal of District Rural Fire building assets to FENZ as part of Council resolution 21.2.6 dated March 2021. This includes the Omakau Fire Depot and the Tarras Fire Station. The loss is offset by underspends in computer maintenance and support \$57k, office expenses \$39k, professional fees \$34k and contracts \$29k.
- People and Culture income has an unfavourable variance of (\$41k). Impacting income is
 the loss of the shared services arrangement with the Otago Regional Council by (\$17k) and
 the timing of grant funding received for New Zealand Libraries Partnership Programme (\$22k).
 Expenditure has a favourable variance of \$135k. Driving these variances are underspends in
 human resources \$56k, health and safety \$31k and libraries \$68k. This is offset by an
 unfavourable variance in service centres of (\$37k). Staff budgets in the 2021-31 Long-term
 Plan were consolidated into fewer costs centre. As a result, the actuals are not aligned with
 the budgets.
- **CEO** income has an unfavourable variance of (\$11k). Expenditure has a favourable variance of \$464k. This is mainly due to the timing and need for: consultants \$215k, staff costs \$146k and other costs \$43k.
- Property income has an unfavourable variance of (\$50k). The Dunstan Park subdivision sales from stage one came through in January 2021. Expenditure has an unfavourable variance of (\$1.66M). This is mainly due to the costs of sales from stage one of the Dunstan Park subdivision of \$1.9M. As discussed above the budget for the costs of sales will come through in June. This is offset by underspends in community buildings \$129k, commercial and other property \$91k, airports \$56k and elderly person housing \$29k.
- Governance and Community Engagement income has a favourable variance of \$244k. This continues to be driven by the budget phasing of tourism grants, in particular Strategic Tourism Assets Protection Programme (STAPP), Tourism Communities Support and Recovery and Re-set plan (SRR) funding. Expenditure has a favourable variance of \$623k. This is due to underspends in promotions and tourism \$252k, governance \$80k, community development \$114k, visitor centres \$52k and regional identity \$114k. The promotions and tourism variance relates to the phasing schedule for the Tourism Central Otago projects.
- Planning (Regulatory) has a favourable income variance of \$334k. This is mainly due to an increase in building permit revenue of \$262k. Expenditure has a favourable variance of \$243k. This is due to the timing and need of training and compliance costs \$63k, staff costs \$69k and contracts \$61k.
- Three Waters income has an unfavourable variance of (\$2.63M). This is mainly due the timing of grants (\$1.74M), metered water sales (\$118k) and land sales of (\$750k). As discussed earlier the grants variance is being driven from the timing of Three Waters Stimulus funding, payment which has since been received in March. Expenditure has a favourable variance of \$472k. Driving this favourable variance are contracts by \$676k; cost of sales \$100k and professional fees \$112k. This is offset by higher than budgeted depreciation of

(\$484k). Of the contracts variance, \$535k is being driven by the timing of the Three Waters Stimulus operational improvements projects.

III. Capital Expenditure

Year-to-date, 32% of the total capital spend against the full year's revised capital budget, has been expensed.

Due to supply chain and resource issues related to COVID-19, the capital works programme is behind the revised annual plan schedule. The second forecast of the 2021-22 Annual Budget is being tabled in the same council meeting as this report. It discusses any major adjustments to budget requirements.

Annual Plan \$000	CAPITAL EXPENDITURE	YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		2021/22 Revised Budget \$000	Progress to date against revised budget
6,058	Council Property and Facilities	895	5,768	4,873	•	9,146	10%
382	Waste Management	377	913	536	•	913	41%
-	i-SITEs Customer Services and	-	4	4	•	4	0%
50	Administration	15	41	26	•	62	24%
204	Vehicle Fleet	108	93	(15)	•	256	42%
248	Planning	-	190	190	•	348	0%
352	Information Services	175	621	446	•	1,386	13%
164	Libraries	79	123	44	•	512	15%
1,713	Parks and Recreation	602	2,682	2,080	•	3,755	16%
7,420	Roading	4,658	5,300	642	•	7,950	59%
14,243	Three Waters	13,431	25,283	11,852	•	38,726	35%
30,834	Grand Total	20,340	41,018	20,678		63,058	32%

Council Property and Facilities \$4.873M favourable against budget:

Cromwell Town Centre projects are driving the majority of this variance by \$3.3M. The work programme is currently in the investigation and design phase for the Cromwell Memorial Hall and Events Centre. Other areas behind budget include community buildings \$362k, council offices \$875k and elderly person housing \$210k.

Waste Management \$536k favourable against budget:

The transfer station reconfiguration projects are contributing to \$381k of the underspend. Some of this work in underway but not all work will be completed this year. The Glass Crushing plant still has some work to be carried out including bunkers and some extraction work.

Vehicle Fleet (\$15k) unfavourable against budget:

Vehicle renewals and purchases are slightly ahead of budget with 42% of the \$256k total revised budget being already spent. The timing will balance out by end-of-year.

Information Services \$446k favourable against budget:

Information Services projects are behind budget. Projects include Geographic Information Services \$102k, enhanced customer experience digital services \$47k, enterprise resource planning information services \$163k and financial performance improvement \$96k.

Parks and Recreation \$2.08M favourable against budget:

This favourable variance is driven by a mixture of the timing of project budgets and contractor's availability to perform the work. Projects include landscaping, signage and irrigation. The Cromwell pool replacement heat pump accounts for half of the capital budget variance. The work on installing the heat pump will begin after Easter.

Roading \$642k favourable against budget:

Roading projects are behind schedule, this is mainly due to the timing of the capital programme which tend to ramp up over the summer construction season. Projects include footpath renewals \$143k, carpark renewals \$326k, structures renewals \$354k and minor improvements \$527k.

Three Waters is \$11.8M favourable against budget:

The favourable variance is due to the timing of construction projects. The main drivers include the Lake Dunstan water supply \$3.7M, water treatment plant and capacity upgrades \$2.3M, water supply renewals \$1.23M and water stimulus fund projects \$1.8M.

IV. Statement of Financial Position

The Statement of Financial Position (Balance Sheet) is to show the comparisons between actual and budget for control accounts. Comparing the assets, liabilities and equity to the prior financial year actuals and the current year-to-date actuals, along with the full year revised budget and Annual Plan.

\$000		
φυυυ	\$000	\$000
404,067	414,890	393,593
10,135	18,491	7,644
7,822	4,258	4,178
488,077	496,629	496,629
(17)	(20)	(20)
80	80	80
910,164	934,328	902,104
7,171	19,896	19,896
4,000	8,000	8,000
3,948	3,171	3,171
-	-	-
6,720	1,509	1,509
-	625	625
21,839	33,201	33,201
686	273	273
10,922	4,705	4,705
675	1,010	1,010
	10,135 7,822 488,077 (17) 80 910,164 7,171 4,000 3,948 - 6,720 - 21,839	404,067 414,890 10,135 18,491 7,822 4,258 488,077 496,629 (17) (20) 80 80 910,164 934,328 7,171 19,896 4,000 8,000 3,948 3,171 6,720 1,509 - 625 21,839 33,201 686 273 10,922 4,705

2020/21 Full Year Actual	2020/21 YTD February Actual	STATEMENT OF FINANCIAL POSITION	2021/22 YTD February Actual	2021/22 Revised Budget	2021/22 Annual Plan
\$000	\$000	for the period ended 28 February 2022	\$000	\$000	\$000
-	-	Borrowings and other financial liabilities	-	-	-
14,183	7,825	Total current liabilities	12,283	5,988	5,988
12,577	17,916	Working capital	9,556	27,213	27,213
		Non-current assets			
111	109	Available for sale financial assets	111	109	109
282	299	Loans and receivables	245	333	333
26,030	24,119	Work in Progress	42,274	63,058	30,834
852,712	844,047	Property, plant and equipment	850,361	864,309	864,309
1,272	845	Intangible assets	1,261	2,271	2,271
431	355	Forestry assets	431	357	357
5,925	1,675	Investment property	5,925	1,683	1,683
886,763	871,449	Total non-current assets	900,608	932,120	899,896
		Less non-current liabilities			
-	2	Provisions	-	5	5
	-	Borrowings and other financial liabilities		25,000	25,000
-	2	Total non-current liabilities		25,005	25,005
899,340	889,363	Net assets (assets minus liabilities)	910,164	934,328	902,104

 $^{^{\}star}$ year-to-date actual values are subject to change and are only indicative of the end of year totals. This table has rounding (+/- 1)

V. Internal Loans

Forecast closing balance for 30 June 2022 is \$4.075M.

OWED BY	Original	1 July 2021	30 June 2022 Forecast	
OWED BY	Loan	Opening Balance	Closing Balance	
Public Toilets	670,000	491,239	468,048	
Tarbert St Bldg	25,868	13,067	11,574	
Alex Town Centre	94,420	49,759	44,545	
Alex Town Centre	186,398	91,041	79,921	
Alex Town Centre	290,600	155,412	139,137	
Centennial Milkbar	47,821	21,284	18,192	
Vincent Grants	95,000	19,000	9,500	
Pioneer Store Naseby	21,589	10,949	9,609	
Water	867,000	717,829	691,212	
ANZ Bank Seismic Strengthening	180,000	149,030	143,504	
Molyneux Pool	650,000	571,900	539,400	
Māniōtoto Hospital	1,873,000	1,775,142	1,723,630	
Alexandra Airport	218,000	204,485	197,216	
Total	5,219,695	4,270,138	4,075,488	

This table has rounding (+/- 1)

VI. External Loans

The total amount of external loans at the beginning of the financial year 2021-22 was \$189k. As at 28 February 2022, the outstanding balance was \$152k. Council has received \$36.7k in principal payments and \$6.5k in interest payments.

Owed By	Original	1 July 2021	Principal	Interest	28 February 2022
	Loan	Actual			Actual
		Opening Balance			Closing Balance
Cromwell College	400,000	130,770	23,382	4,696	107,388
Māniōtoto Curling	160,000	35,662	9,091	1,057	26,571
Oturehua Water	46,471	22,623	4,307	795	18,316
	606,471	189,055	36,780	6,548	152,275

This table has rounding (+/- 1)

Reserve Funds table

- As at 30 June 2021 the Council has an audited closing reserve funds balance of \$7.035M. This
 reflects the whole district's reserves and factors in the district-wide reserves which are in deficit
 at (\$16.7M). Refer to Appendix 1.
- Taking the 2020-21 audited Annual Report closing balance and adding 2021-22 income and expenditure, carry forwards and resolutions, the whole district is projected to end the 2021-22 financial year with a closing deficit of (\$10.772M).

3. Attachments

Report author:

Appendix 1 - Reserves 2021_22 .pdf J

Ann McDowall Finance Manager

1/04/2022

Reviewed and authorised by:

Leanne Macdonald

Executive Manager - Corporate Services

4/04/2022

CODC RESERVE FUNDS

	AUD	ITED - 2020/2	1 Annual Rep	oort	2021/22 AP	Adjusted 2021/22 AP Closing*	Approved By Council forecast includes carry forwards	
RESERVES BY RATE TYPE	Opening Balance	Transfers In	Transfers Out	Closing Balance	Net Transfers In and Out	Adjusted AP Closing Balance*	2021/22 Forecast	2021/22 Revised Closing Balance
	Α	В		D = (A + B - C)	E	F = (D + E)	н	I = (F + G + H)
General Reserves	5,140,942	1,461,175	(5,790,676)	811,442	(3,256,179)	(2,444,737)	(37,397)	(2,482,135)
Uniform Annual General Charge Reserves	186,374 5,327,316	9,717 1,470,892	(22,829) (5,813,505)	173,261 984,703	(43,347) (3,299,526)	129,914 (2,314,824)	5,760 (31,637)	135,674 (2,346,461)
TARGETED RESERVES				-				
Planning and Environment Rate	1,949,635	424,331		2,373,966	31,214	2,405,180	(540,946)	1,864,234
Economic Development Rate	-	-	-	-	-	-	(37,500)	(37,500)
Tracks and Waterways Charge	442,590	43,362	(9,107)	476,845	14,952	491,797	-	491,797
Tourism Rate	238,245	54,424	(41,898)	250,771	18,528	269,299	1,689	270,987
Waste Management and Collection Charge	(1,344,674)	7,738	(866,131)	(2,203,067)	(341,821)	(2,544,888)	(536,397)	(3,081,285)
District Library Charge	99,517	38,009	(71,831)	65,694	(161,236)	(95,542)	(435,662)	(531,203)
Molyneux Park Charge District Works and Public Toilets Rate	(22,805)	664.517	(55,941)	(78,746) 4,426,561	(204,243)	(282,989)	(84,735)	(367,724)
District Works and Public Tollets Rate District Water Supply	4,079,979 (12,273,932)	1,495,595	(317,935) (783,526)	(11,561,863)	(212,876) 2,230,636	4,213,685 (9,331,227)	(1,280,787) (9,504,589)	2,932,898 (18,835,816)
District Water Supply District Wastewater	(10,340,895)	1,714,354	(3,141,747)	(11,768,288)	2,317,851	(9,450,437)	(7,385,413)	(16,835,850)
District wastewater	(17,172,340)	4,442,330	(5,288,116)	(18,018,126)	3,693,004	(14,325,122)	(19,804,339)	(34,129,461)
Specific Reserves	315,692	4,694	-	320,386	6,303	326,688	-	326,688
Other Reserves	518,608 834,300	20,004 24,698	(515,342) (515,342)	23,270 343,655	(22,524) (16,221)	746 327,434	(1,433,215) (1,433,215)	(1,432,470) (1,105,781)
WARD TARGETED RATES	-							
Vincent Community Board Reserves								
Vincent Promotion Rate	-	-	-	-	-	1	-	-
Vincent Recreation and Culture Charge	(1,706,400)	320,321		(1,386,080)	(333,560)	(1,719,640)	(506,798)	(2,226,438)
Vincent Ward Services Rate	2,906,503	139,599 15	(542,563)	2,503,538	3,109,890	5,613,429	3,905,697	9,519,126
Vincent Ward Services Charge	1,133		(11,398)	(10,251)	(3,243)	(13,493)	(35,083)	(48,576)
Vincent Ward Specific Reserves	1,165,253	24,458	(2,823)	1,186,888	35,415	1,222,303	(11,702)	1,210,601
Vincent Ward Development Fund Alex Town Centre Upgrade 1991	455,132 (60,558)	54,842 283	(1,910) (49,540)	508,064 (109,815)	9,080 380	517,144 (109,435)	-	517,144 (109,435)
Alex Town Centre Opprade 1991	2,761,062	539,516	(608,234)	2,692,345	2,817,962	5,510,307	3,352,114	8,862,420
Cromwell Community Board Reserves								
Cromwell Promotion Rate	-	-	-	-	-		-	
Cromwell Recreation and Culture Charge	(785,036)	122,790	(19,707)	(681,953)	(159,891)	(841,844)	(1,524,313)	(2,366,157)
Cromwell Ward Services Rate	19,596,874	2,813,940	(4,268,599)	18,142,215	557,468	18,699,682	(1,806,196)	16,893,486
Cromwell Ward Services Charge	1,899	28	(402)	1,525	(7,550)	(6,024)	-	(6,024)
Cromwell Ward Specific Reserves	(296,409)	9,319	(42,404)	(329,494)	8,776	(320,718)	-	(320,718)
Cromwell Ward Development Fund	1,555,686 20,073,014	222,649 3,168,727	(7,640) (4,338,753)	1,770,695 18,902,988	30,992 429,795	1,801,687 19,332,783	(3,330,510)	1,801,687 16,002,273
Maniototo Community Board Reserves			(),				(,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	.,,
Maniototo Promotion Rate	-	-	-	-	-		-	
Maniototo Recreation and Culture Charge	(995,980)	1,883,384	(48,250)	839,154	11,474	850,629	(26,544)	824,085
Maniototo Ward Services Rate	1,418,766	188,340	(1,880,899)	(273,793)	133,178	(140,615)	(3,100)	(143,715)
Maniototo Ward Services Charge	3,104	8,260	-	11,363	(8,459)	2,904	(10,000)	(7,096
Maniototo Ward Specific Reserves	212,789	23,274	-	236,063	4,246	240,309	-	240,309
Maniototo Ward Development Fund	638,679	2,103,258	(1,929,149)	812,788	140,439	953,227	(39,644)	913,584
Teviot Valley Community Board Reserves								
Teviot Valley Promotion	14,683	213	-	14,897	234	15,130	-	15,130
Teviot Valley Recreation and Culture	285,234	19,851	(1,447)	303,639	(232,588)	71,051	(87,052)	(16,001)
Teviot Ward Services Rate	900,620	37,447	(29,457)	908,610	35,264	943,874	(3,326)	940,548
Teviot Ward Services Charge	-	-	-	-	-		-	
Teviot Ward Specific Reserves	1,557	116	(1,838)	(165)	13	(152)	-	(152)
Teviot Ward Development Fund	77,962	12,667	(903)	89,726	1,554	91,280	-	91,280
	1,280,057	70,293	(33,644)	1,316,706	(195,523)	1,121,183	(90,378)	1,030,805
Grand Total Surplus/(Deficit)	13,742,087	11,819,714	(18,526,743)	7,035,058	3,569,929	10,604,988	(21,377,610)	(10,772,622)

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22.3.16 SECOND REVISION OF THE 2021-22 ANNUAL BUDGET

Doc ID: 574082

1. Purpose of Report

To consider a second revised budget for the financial year 2021/22. The revision includes Council resolutions approved through-out the year.

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Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Authorises the increased operational spend of \$377k (Appendix 1), noting:
 - Governance and Community Engagement \$26k additional election expenditure from district reserves for year one of the 2021-31 Long-term Plan. Year two's annual costs will reduce by the same value, replenishing the reserve (balanced budget).
 - People & Culture \$13k use of district reserves arising from COVID-19 related expenditure in Health and Safety along with a slight increase in depreciation and yellow pages costs.
 - Three-waters \$53k is a revision phasing error and will correct by the end of the financial year and not use reserves.
 - \$293k increase in Waste Management, which has been approved in previous Council resolutions, and \$103k of the requested district reserves will be reimbursed upon the sale of carbon credits.
 - \$46k use of Vincent general reserves for additional contract expenditure for the Clyde Museum as approved by the Vincent Community Board.
- C. Authorises the increased capital spend of \$1.89m (Appendix 2), noting:
 - Council Property activity of \$159k been authorised through the various community boards.
 - Roading has been funded from Waka Kotahi funding.
 - Three-waters net increase in expenditure of \$1.569M has been approved by Council during the year.

2. Background

Since setting year one of the 2021-31 Long-term Plan, there have been a number of changes to both operational and capital budgets as a result of changes in timing of the commencement or completion of projects, cost increases or additional funding through grants, subsidies or user fees.

Included in the second revision of the annual budget are prior resolutions from Council and the Vincent Community Board, as listed below:

Disposal of buildings to FENZ (Council resolution) \$269k

- Emission Trading additional costs (Council resolution) \$103k
- Clyde Museum (Vincent Community Board resolution) \$46k
- Three-Water net increase of \$1.569M (Council resolution).

3. Discussion

COVID-19 and subsequent varying degrees of lockdown levels has not only delayed work but has also had an impact on supplies and contractors. Each level of lockdown creates an ongoing impact to work programmes.

Included in Appendix 1 is a breakdown of additional expenditure (\$1.119m) and additional revenue (\$743k) in this second revision for approval. A net impact of \$376k, of which \$339k has been approved by Council or the Vincent Community Board. The balance is the timing of costs across a two-year period and will result in a nil impact to reserves. The exception to this is People and Culture where there are slight increases in operating expenditure, including the impact of COVID-19 to the Health and Safety budget. People and Culture also have \$61k of personnel costs which were budgeted in Community Engagement (i-SITES and will be corrected by end of year.

Included in Appendix 2 is a breakdown of additional capital expenditure (\$1.89m) this includes additional funding approved for Clyde reticulation and water stimulus projects. The balance has been funded by subsidies or approved by Council or a community board.

4. Financial Considerations

The majority of changes requested have already been approved at a Council or community board level, as a result there is minimal financial impact. This report merely brings all the various resolutions and feeds them into the second revised budget, enabling staff the ability to manage and report on their projects.

5. Options

Option 1 – (Recommended)

Approve the revision to the 2021-22 Annual Plan budget as per details in Appendix 1 and 2.

Advantages:

- Revising budgets allows Council the ability to track revised income and expenditure for both operational and capital budgets and monitor the progress.
- Authorising the revised budgets allows staff the delegation to proceed with the required activities of Council.
- Ongoing revisions to Council's budgets ensure Council's cashflow is able to be well managed to mitigate borrowing funds ahead of needs.

Disadvantages:

• There is no disadvantage as Council or community boards have already approved the majority of these changes.

Option 2

Do not accept the proposed changes detailed in Appendices 1 and 2.

Advantages:

• There are no advantages as the majority of changes have already been approved by community boards or Council.

Disadvantages:

- Future year programmes of work are impacted creating further delays and /or non-completion of projects.
- Council is not meeting the intended purpose the income (rates and external funding)
 has been collected for.
- Potential community concern with delays in council meeting their expectations.
- Risk of insufficient cashflow though lack of foresight with the changing of timing and costs across the financial year.

6. Compliance

Local Government Act 2002 Purpose Provisions	The revised budget reflects updated changes to work programmes already included in previous annual and long-term plans. Communities have been consulted on these programmes of work. Changes to the revised budget and use of reserves is reflecting allocating funds received in a prior year to the activity the funds were collected for initially.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	This is consistent with the programmes of work included in previous annual and long-term plans.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, this reflects work Council has approved in current or prior years and the public have been consulted on these programmes through annual and long-term planning processes.
Considerations as to sustainability, the environment and climate change impacts	Already considered in previous annual and long-term planning documents.
Risks Analysis	The impact of revised capital budgets is a request to spend an additional \$1.89M in the 2021-22 financial year bringing the combined capital budget total for the year to \$65 million. This amount of capital expenditure in one year is significantly higher than previous years and there is a possibility that it may not be achievable. Total budget expenditure of \$65 million could put significant strain on Council's cashflow.
Significance, Consultation and Engagement (internal and external)	Not applicable as the significant programmes of work have been consulted with the community as part of previous long-term and annual plans processes.

7. Next Steps

If approved the revised budget will be uploaded into the finance system and will be included in all financial reports and reported on for the remaining financial year.

8. Attachments

Appendix 1 - Revision Two - Operational Changes $\underline{\mathbb{J}}$ Appendix 2 - Forecast Two $\underline{\mathbb{J}}$

Report author:

Reviewed and authorised by:

Kim McCulloch Management Accountant

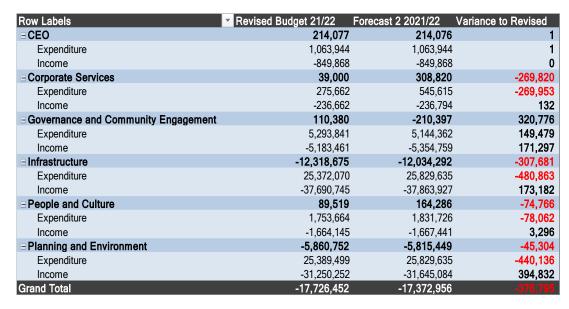
22/03/2022

Leanne Macdonald

Executive Manager - Corporate Services

22/03/2022

Revision # 2 – Operational Changes



Overall an unfavourable movement of (\$376k). The key changes are identified below:

Corporate Services - \$269k Unfavourable

Relating to disposal of building to FENZ Council resolution.

Governance and Community Engagement - \$320k Favourable

- \$166k Grant to Tourism from Ministry of Business Innovation (MBIE).
 \$20k Grant to Regional Identity from Ministry for Culture & Heritage/ Te Urungi Innovating Aotearoa
- Partially offset by (\$46k) reduction in income from the i-SITES
- \$26k increase in the election budget expenditure, for year one of the 2021-31 Long-term Plan, however this cost will be deducted from year two's budget, resulting in a nil balance to reserves over the two-year period.

Infrastructure - \$307k Unfavourable

\$125k additional roading expenditure, offset by Waka Kotahi subsidy.
 \$53k three waters. Offset slightly from a \$10k "licence to occupy"
 \$293k Waste Management as approved by Council. However, noting that \$103k of income will reduce this impact upon the sale of carbon credits

• \$403k grants and subsidy increase (Roading) offset by reduction in user fees \$241k unsubsidised roading.

People and Culture - \$74k Unfavourable

- \$61k staff offset in the i-site budget
- \$5k additional Health and Safety costs as a result of COVID related activities
- \$5k increase in the yellow pages expense
- \$3k increase in depreciation.

Planning and Environment - \$45k Unfavourable

- Income and expenditure have increased as a result of additional land sales
- Contract expenditure increased by \$46k, which was approved by the Vincent Community Board for the Clyde Museum.

Forecast 2 Appendix 2

Department	2021/22 Total Revised Budget	2021/22 Total Forecast2	2021/22 Forecast2 Variance to Revised Budget
Grand Total	63,057,746	64,885,776	(1,889,915)
Total Council Property and Facilities	9,145,748	9,304,668	(158,920)
Total Customer Services and Administration	61,849	61,849	0
Total Finance	256,382	256,382	(0)
Total Information Services	1,386,267	1,369,039	17,228
Total i-SITEs	3,606	3,606	0
Total Libraries	512,453	512,453	0
Total Parks and Recreation	3,754,683	3,754,683	0
Total Planning	348,250	348,250	0
Total Roading	7,950,000	8,129,009	(179,009)
Total Three Waters	38,725,688	40,294,901	(1,569,213)
Total Waste Management	912,820	912,820	0

Overall, an unfavourable movement of (\$1.89M). The key changes are identified below:

 Council Property \$158.9k increase in expenditure due to: \$143k increase for the Ophir Hall funded by a capital donation VCB for use of reserves and capital contributions.

\$16k - \$5k additional costs in fencing the Roxburgh airport (District Reserves), \$4k District work and public toilet reserve, \$5k Other Roxburgh Property reserve fencing contributions, \$1k Cromwell town centre reserve

 Roading \$179k increase in expenditure due to: \$100k footpath renewal, funding from Waka Kotahi
 \$79k subsidised roading based on Waka Kotahi funding approval

Three Waters \$1.569M
 Relates to the Clyde wastewater project approved overspend by Council.



22.3.17 ORDER OF CANDIDATE NAMES ON VOTING PAPERS FOR THE 2022 TRIENNIAL CCOUNCIL ELECTIONS

Doc ID: 568264

1. Purpose of Report

To consider the order of candidate names on voting papers for local authority elections in October 2022.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees that the candidate names on voting papers for the Central Otago District Council 2022 triennial elections and any subsequent by-elections within the triennium appear in random order.

2. Background

Under section 31 of the Local Electoral Regulations Act 2001, Council can decide by resolution the order in which the names of candidates will appear on the voting paper, whether it be in alphabetical order of surname, pseudo random order or random order.

3. Discussion

The last Central Otago District Council elections candidates names were presented in random order. The different options are described below.

Random order - the randomisation of candidate names is applied at the time the voting papers are printed, which results in the candidate names being listed in a different order on each voting paper (within the limits of available combinations).

Alphabetical order by surname - the candidate names appear on the voting paper in alphabetical order of the surname. This is the default option if no preference is indicated.

Pseudo random order - Under this arrangement, the candidate names would be placed in a receptacle, mixed together and then drawn out, with the candidate names then being listed on all voting documents in the order in which they are drawn.

The regulations provide that if a local authority has determined that pseudo-random order is to be used, the Electoral Officer must state in the public notice required to be given, the date, time and place at which the order of the candidate' names will be arranged. Any person is then entitled to attend while the arrangement is in progress.

4. Financial Considerations

There is no impact on the allocated budget for the local body elections as a result of this decision.

5. Options

Option 1 – Random Order (recommended)

That candidate names appear in random order on the voting papers (within the limits of available combinations).

Advantages:

- No candidate is given an advantage by being listed first for that election on every voting paper
- Software used by council contractor's means there is no additional expense for this
 option

Disadvantages:

Voters may find it more difficult to find their preferred candidate

Option 2 – Alphabetical Order of Surname

That candidate names appear in alphabetical order of surname on the voting papers.

Advantages:

 Sorting in alphabetical order of surname is the simplest method for the voter and the most familiar, being the system used in central government elections.

Disadvantages:

 Research suggests that there is a degree of advantage for candidates whose names are listed first on the voting paper.

Option 3 – Pseudo-Random Order

That candidate names appear in the same random order on the voting papers. Advantages:

 All candidates have an equal chance in having a degree of advantage for candidates whose names are listed first on the voting papers.

Disadvantages:

- Research suggests that there is a degree of advantage for candidates whose names are listed first on the voting paper.
- Voters may find it more difficult to find their preferred candidate
- There are minor additional public notice costs because the draw to select the order of candidate names on the voting paper must be advertised as being open to the public.
- The additional time needed to complete the draw means that there is time pressure to prepare the public notice of day of election and candidate names.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision is consistent with Section 10(a) "to enable democratic local decision making" as it is following due process.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Council has previously used random order as the method by which names are placed on voting papers.
Considerations as to sustainability, the environment and climate change impacts	There are no considerations to be made as a result of this decision.
Risks Analysis	There are no risks associated with this decision.
Significance, Consultation and Engagement (internal and external)	This decision does not trigger consultation under the Significance and Engagement Policy.

7. Next Steps

Once nominations have closed voting papers will be prepared in accordance with the decision made.

Sanchia Jacobs

Chief Executive Officer

8. Attachments

Nil

Report author: Reviewed and authorised by:

Wayne McEnteer

W Wester

Governance Manager

1/04/2022 12/04/2022



22.3.18 CENTRAL OTAGO HEALTH INCORPORATED ELECTIONS

Doc ID: 575121

1. Purpose of Report

To consider conducting and funding the elections within the Central Otago District area to elect board members for Central Otago Health Incorporated. These elections will be held in conjunction with local authority triennial elections in October of this year.

Recommendations

That the Council

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

- B. Note that Council has supported the running of and funded the Central Otago District proportion of Central Otago Health Incorporated's elections since 2001.
- C. Recommended that Council conducts elections for the Central Otago Health Incorporated board in conjunction with its local authority elections in October 2022.
- D. Recommended that the Central Otago District Council be responsible for funding the Central Otago District proportion of Central Otago Health Incorporated's 2022 election costs.

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2. Background

Central Otago Health Incorporated (COHInc) is an incorporated society holding all the shares in Central Otago Health Services Limited (COHSL), which provides publicly funded rural hospital and community health services from Dunstan Hospital for Central Otago and Wanaka.

The role of COHInc is to provide an integrated health service for the Central Otago and Wanaka communities, and to protect and keep the hospital assets.

The Society has held elections since October 2001, which have been managed and funded within their respective areas by the Central Otago and Queenstown Lakes District councils.

The COHInc elections are held in accordance with the same acts and regulations used to conduct the triennial local authority elections. The Society envisaged that its elections would be held in conjunction with the local authorities when it drew up its constitution.

The COHInc constitution requires five members to be elected from, and represent, the communities of Alexandra, Cromwell, Earnscleugh/Manuherikia, Teviot Valley and Wanaka. Those communities align with the ward structures of the Central Otago and Queenstown Lakes District councils, with one member being elected to represent each of the Cromwell, Teviot Valley and Wanaka ward areas, and two members to represent the Vincent Ward.

3. Discussion

The Chairperson of the COHInc has written to both the Central Otago District Council and Queenstown Lakes District Council to request that its 2022 elections be held in conjunction with the territorial local authority elections on 8 October 2022, see attached letter.

Section 25 of the COHInc's constitution states that "The cost of every election of Board Members of the community (excluding the expenses incurred by or on behalf of candidates) shall be borne and paid by the society." However, due to the Society's limited finances, it has requested that Council absorb these costs as it has done since 2001 (three yearly). The arrangement has been that QLDC funds the election for the Wanaka Ward and Central Otago District Council funds the remainder from with the Central Otago District. Queenstown Lakes District Council is expected to conduct and fund the 2022 Wanaka Ward election for COHInc.

Traditionally, the COHInc elections are uncontested with only the required number of candidates being nominated. Vote preparation and counting costs are therefore rarely incurred. For the 2019 triennial elections, COHInc's cost share was estimated to be \$2500. Last year the Government announced major reform of the health sector, one component of which is the abolition of district health boards from 30 June 2022. The replacement health management structure will not include any elected representatives. This will mean the costs for all remaining entities in the triennial election process will rise as the district health boards will no longer carry any of the overall costs. For the 2022 triennial election process, assuming all COHInc elections are uncontested and given increased costs of advertising and insurance, it is expected that COHInc's cost share would increase to \$3500.

If there was a contested election there would be additional costs to include more candidates in the candidate information booklet and on the voting paper. Costs for vote counting are based on the number of voting papers returned regardless of the number of candidates or votes processed. The additional costs for contested elections are difficult to estimate as it would depend on the number of electors in the ward(s) concerned and the number of candidates involved but are estimated to average at less than \$3500 per ward.

4. Financial Considerations

The cost of running these elections is planned to come from existing budgets. If Council was of a mind to recover costs from COHInc then the overall cost for the election cycle would be slightly lower. If these elections were to be contested in each ward, the cost would rise significantly due to the extra actions needed to process the results. While there would be an effort to use the existing elections budget, there would be a possibility the additional cost would need to come from elsewhere, possibly reserves. While unlikely, there is a risk that it might happen.

5. Options

Option 1 – (Recommended)

Conduct the COHInc election at Central Otago District Council cost.

Advantages:

- Central Otago District Council uses their experience and regional collaboration to assist COHInc for community benefit
- Utilises the existing Council election process at minimal additional cost

Disadvantages:

Some additional administration cost to Central Otago District Council

Option 2

Not conduct COHInc elections.

Advantages:

No cost or time to the Central Otago District Council

Disadvantages:

- COHInc has to run the election separately at considerable time and expense for them
- May not meet community expectations of governance leadership in this space given the long history of Council supporting the running and the cost of these elections.

Option 3

Conduct the COHInc election at COHInc cost.

Advantages:

- No financial implications for Central Otago District Council
- Can share resources and regional advertising

Disadvantages:

- With limited financial resources, COHInc would have to fund Central Otago District Council staff time and advertising to administer its election
- May not meet community expectations of governance leadership in this space given the long history of Council supporting the running and the cost of these elections.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by undertaking elections for COHInc to help meet the future needs of a local public service. This meets the purpose of local government under Section 10, Local Government Act 2002.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes it is consistent with Council plans and policies.
Considerations as to sustainability, the environment and climate change impacts	There are no considerations to be made regarding sustainability as this election will be run alongside the territorial authority elections.
Risks Analysis	Central Otago District Council has run elections for COHInc in the past and has established

	procedures and experience to undertake election requirements. There is insurance cover for any unforeseen issue with the election process.
Significance, Consultation and Engagement (internal and external)	This does not trigger the threshold for engagement under the Significance and Engagement Policy and therefore no consultation needs to be undertaken. During the election process council will be engaging with a COHInc representative and candidates for nomination. If the number of nominations for any ward exceeds the number required by the COHInc constitution, then voting options for any COHInc elections will be included on the appropriate Central Otago District Council voting papers.

7. Next Steps

Contact COHInc to confirm election arrangements.

8. Attachments

Appendix 1 - Letter Received from Central Otago Health Incoporated J

Report author: Reviewed and authorised by:

Wayne McEnteer Governance Manager

N/ Wester

1/04/2022

Sanchia Jacobs

Chief Executive Officer

12/04/2022



Central Otago Health Inc. P O Box 355 Alexandra. 9320 New Zealand Phone: 03-4451 217

Email: tracy@matakanui.co.nz

1 March 2022

The Electoral Officer Central Otago District Council PO Box 3138 CHRISTCHURCH

Dear Anthony

Local Body Elections October 2022

I am writing to ask if you will conduct the 2022 election of members for Central Otago Health Inc. as part of your Electoral Officer duties for the Central Otago District Council?

We require the following representatives within the Central Otago District Council area:

> Vincent Ward Cromwell Ward

(2 representatives)

(1 representative)

Teviot Valley Ward

(1 representative)

We also require a representative from the Wanaka Ward but we will ask the Queenstown Lakes District Council's Electoral Officer to undertake that process.

Thank you very much.

Kind regards

Tracy Paterson Chairperson

Central Otago Health Inc



22.3.19 LOCAL GOVERNMENT NEW ZEALAND CONFERENCE 2022 AND ANNUAL GENERAL MEETING

Doc ID: 576394

1. Purpose of Report

To consider the Central Otago District Council's involvement in the 2022 Local Government New Zealand conference in Palmerston North and to register delegates for the Annual General Meeting.

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Recommendations

That the Council

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

- B. Approves the Mayor, Deputy Mayor and Councillor Alley to attend the 2022 Local Government New Zealand Conference in Palmerston North.
- C. Approves the Mayor as the presiding delegate, and the Deputy Mayor as the alternate delegate for the Annual General Meeting.

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2. Discussion

The 2022 Local Government New Zealand Conference (LGNZ) will be held in Palmerston North on 20-22 July inclusive. This year the LGNZ Annual General Meeting (AGM) will be held after the conference on 28 July and will be online.

The LGNZ Conference will an opportunity to hear from a range of speakers and include topics such as what the future of local government might look like.

Concerning registrations for the LGNZ Conference, the custom has been for the Mayor, Deputy Mayor, one other Councillor and Chief Executive Officer to attend the conference.

The Council qualifies for three official delegates to the conference and these must be identified on the registrations. Expressions of interest were called for and one was received from Councillor Alley. Partners are welcome to attend at their own additional expense.

For the AGM, Council has the opportunity to involve itself in the following ways:

- Submit a remit for the AGM.
- Register attendees and advise on official delegations.
- Provide obituaries.

Council is asked to appoint a presiding delegate and alternate delegate to represent Central Otago District Council at the AGM. Previously this appointment has been the Mayor and Deputy Mayor respectively.

3. Attachments

Nil

Report author:

Tim Cadogan Mayor 31/03/2022



6 MAYOR'S REPORT

22.3.20 MAYOR'S REPORT

Doc ID: 577750

1. Purpose

To consider an update from His Worship the Mayor.

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Recommendations

That the Council receives the report.

At the time of writing my last mayoral report, I noted that we were sitting around the 75 mark for daily cases of Covid in our district. At that time, I don't think I knew anyone who had become sick from the omicron variant but that certainly can't be said of the situation now. I had also said then that by the time of this meeting, the end may be in sight. As I am writing this, there has been a tail-off in numbers over the course of this week, so I am optimistic by the time I present this report in the meeting, the worst will be behind us.

I also hope that we will be meeting in person. It has not been easy on any of the elected members or staff having to operate through a Teams environment, but on the flip side, we have been very fortunate that the technology exists to allow us to keep doing our mahi through these interesting times.

The community also seems to have fared well through the most impactful stage of the pandemic. We have experienced what appears to be an early plateauing of our case numbers, which appears to mean (at the time of writing) anyway, our health services and other systems including schools have managed to get through the increased workload and/or reduced staffing numbers. I firmly believe that the Central Otago community in years to come can look back over the course of the pandemic with pride at the way it responded, and also I hope a good measure of gratitude as we have come through this far better than moist places on the planet.

The Otago Mayoral Forum, which I chair, has released a significant report on waste and recycling issues in the region, the first of its kind. The report documents waste and recycling infrastructure, volumes and activity throughout Otago and makes interesting reading. That region-wide viewpoint paves the way to a more coordinated approach to managing waste across Otago, as for many waste issues, working together could provide the scale we need to do things better. The forum has also given the go ahead to prepare an outline business case for a more formal partnership between the councils of Otago (and possibly Southland) to manage waste and deliver waste infrastructure over the medium-long term.

Speaking of sustainability, I was very pleased to see the start of removal of the coal-fired burner heating system used at the Alexandra office, to be replaced with a much lower carbon emitting biomass model. This will go a way toward our reaching the 55% reduction of carbon target for council over 5 years that we set ourselves last year.

I had the pleasure of welcoming the players involved in the New Zealand Masters Golf Tournament held in Alexandra at the end of March. Events such as these, and the South Island Dog Trials to be held at Earnscleugh next month have huge economic spin-offs for the district and it is great that we seem to have a continual flow of such events through our place. Full credit to the organisers

for the massive amount of mahi required to make such events happen, events that we all benefit from in one way or another.

Things have remained a bit quieter than usual on the public meeting front due to covid cancellations but I did attend the Blossom Festival AGM and am very pleased to hear that it is full steam ahead for this iconic event this year after its first-ever cancellation last year.

2. Attachments

Nil

Report author:

Tim Cadogan Mayor 13/04/2022



7 STATUS REPORTS

22.3.21 APRIL 2022 GOVERNANCE REPORT

Doc ID: 576902

1. Purpose

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

Recommendations

That the Council receives the report.

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2. Discussion

Forward Work Programme

Council's forward work programme has been included for information (see appendix 1).

Otago Museum Report to Contributing Local Authorities - February 2022

The Otago Museum report to contributing local authorities for February 2022 is attached (see appendix 2). It was previously circulated to Councillors.

Central Otago Museum Trust Performance Report - March 2022

The performance report from the Central Otago Museums Trust is attached (see appendix 3). It was previously circulated to Councillors. Included is the Memorandum of Understanding between CODC and COMT to give context to the measurements they have used in their report back (see appendix 4).

Status Reports

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

Legacy Status Reports

The legacy status reports have been updated with any actions since the previous meeting (see appendices 6-8).

3. Attachments

Appendix 1 - April 2022 Council Forward Work Programme J

Appendix 2 - Otago Museum Report to Contributing Local Authorities - February 2022

Appendix 3 - Central Otago Museum Trust Report - March 2022 U

Appendix 4 - Memorandum of Understanding between Central Otago District Council and Central Otago Museums Trust 4

Appendix 5 - Council Status Report 4

Appendix 6 - CEO Legacy Status Report J.

Appendix 7 - Infrastructure Legacy Status Report J.

Appendix 8 - P&E Legacy Status Report 4

Report author:

Wayne McEnteer Governance Manager

5/04/2022

Reviewed and authorised by:

Sanchia Jacobs

Chief Executive Officer

12/04/2022

Updated 8 April 2022

Council Forward Work Programme 2022

Area of work and Lead Department	Reason for work	Council role (decision and/or direction)		Hiç	ghlight	the mor		ected to			to Coun	cil in 20	22	
		, , , , , , , , , , , , , , , , , , ,	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Annual Plan and Annual Report 2022	/23	<u> </u>	I	1	T			T			1	
Annual Plan Executive Manager Corporate Services	Legislative requirement under the Local Government Act 2002.	Decisions required: Budget direction and decisions required on the Consultation Document (if required)/letters and key supporting documentation.	W					D			D	D		W
		Cromwell Masterplan												
Cromwell Masterplan (Memorial Hall) Executive Manager: Planning & Environment	Cromwell Community Board and Council priority.	Decision required: Workshops and decisions required as the work progresses.				W & D			D					D
Cromwell Masterplan (Town Centre) Executive Manager: Planning & Environment	Cromwell Community Board and Council priority.	Decision required: Workshops and decisions required as the work progresses (Schedule to be confirmed).					W TBC							
		Three waters reform												
Water reform Water Services Manager/Executive Manager Infrastructure	Key central government legislative priority.	Decision required: Workshops and decisions required as the reform progresses (Schedule to be confirmed).												
		Council's role in housing	<u>'</u>	_	<u>'</u>		<u>'</u>	<u>'</u>		<u>'</u>				
Housing Chief Advisor	Key Council priority.	Decision required: Agree council's role in the housing.			D	D		D						
		District Plan review										L		
Planning Manager/Executive Manager Planning & Environment	Legislative requirement under the Resource Management Act 1991.	Decision required: Workshops and decisions required as this work progresses.	W & D		W	W		D		W	W & D		D	W

1

Updated 8 April 2022

Area of work and Lead Department	Reason for work	Council role (decision and/or direction)		Hiç	ghlight t	he mor			timefra pected t		to Coun	cil in 202	22	
		(accidion analon amounts)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Future for Local Government Review	W											
Local government review Capital Works Programme Manager; Executive Manager Infrastructure	Key central government priority	Decision required: Workshops and input into the review	W		W								U	
		Sustainability Strategy Action Plan	1											
Sustainability Strategy Environmental Services Manager/Executive Manager Infrastructure	Key Council priority	Decision required: Updates and decisions required as this action plan is implemented.						U						

Key - W = workshop, D = decision, U = update



отабом 2021/22 At a Glance



Target: 300,000

YTD Total: 172,616 * **Prior Year YTD:** 173,817

*Please note: this includes 60,657 visitors to the annex/UBS



Target:

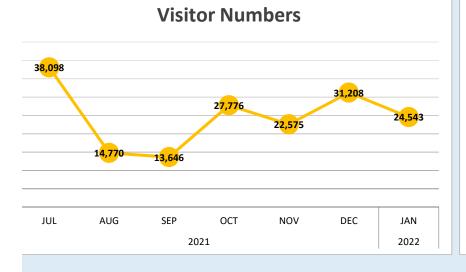
YTD Total: 38,443 **Prior Year YTD:** 46,315

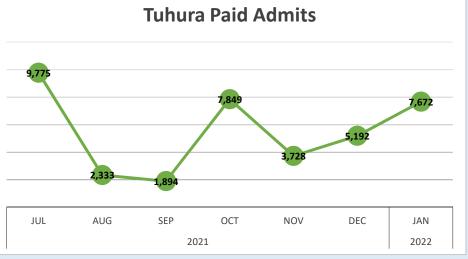
65,000



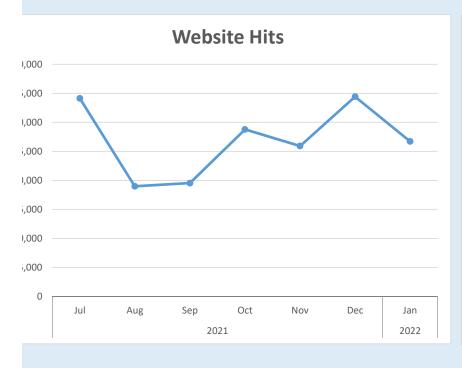
Target: 15,000

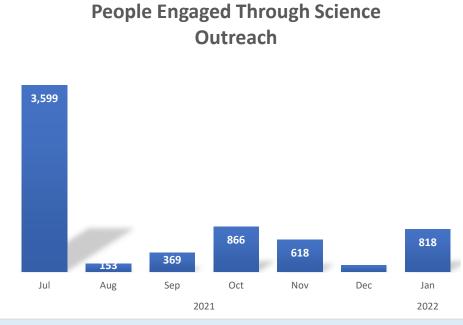
YTD Total: 7,396 **Prior Year YTD:** 7,694

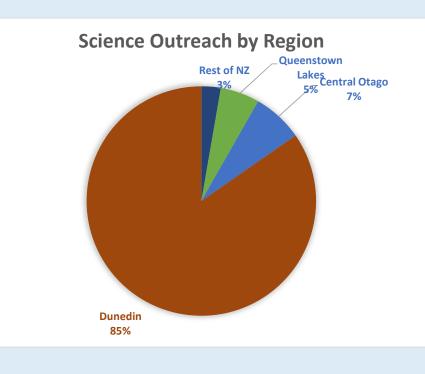














отабом 2021/22 At a Glance



Target: 10,000

YTD Total: 10,986 **Prior Year YTD:** 5,633



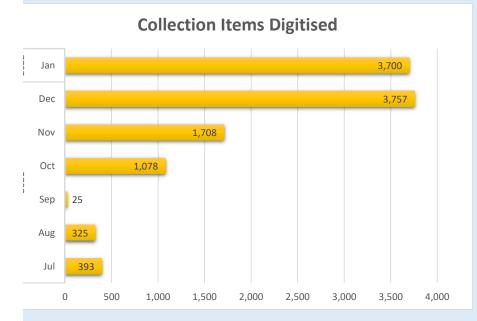
Target: 5,000

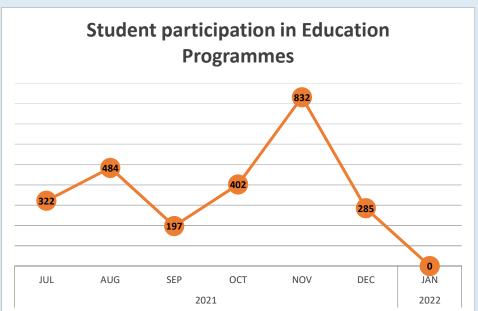
YTD Total: 2,522 **Prior Year YTD:** 7,702



Target: 20

YTD Total: 34 Prior Year YTD: 17





Publications Based on Collections



OTAGO MUSEUM

Report to Contributing Local Authorities February 2022

For the period 1 December 2021 to 31 January 2022

DIRECTOR'S REPORT

A run of superb summer weather combined with the ongoing impact of the COVID-19 pandemic significantly reduced visitor numbers and our commercial income over the past two months when compared to the same period last year. With no international visitors, and relatively low numbers of visitors from outside Otago we are undoubtedly entering a tough period of trading for the next three to six months.

Despite the complexities and restrictions of operating under first the Orange, and from midnight on 23rd January, the Red level of the COVID-19 Traffic Light system the Museum team have worked extraordinarily hard to ensure that a visit to the museum is safe, educational and enjoyable. The *Sea Monsters* exhibition, which opened in on 11th December, has proved popular and has already broken even. More importantly perhaps is the positive public reaction to this really educational exhibition.

As you will learn by reading this report, despite the travails of COVID-19 with many staff working from home, we continue to make progress on a number of important projects many of which involve partnership with external organisations. A good example of this is our partnership with the Blumhardt Fund. Thanks to their match-funding we are able to purchase some stunning acquisitions for our collection like the beautiful 'if I was a flower' by Blue Black. Our myriad MBIE funded public engagement projects are moving forward apace with some truly innovative exhibits being developed.

While there are a range of interesting developments across the Museum, I really should remark on the achievements of the programmes team who have created a wonderful range of innovative events which are attracting new audiences. The recent Seniors Day was a big success, and it was brilliant to see how fascinated visitors to a recent 'Gin & the Collections tours' were (in both the gin and the collections!)

There was some good news from one of our major funders. In January as part of the annual planning process the Dunedin City councillors voted to increase the Museum Levy by 2% effective 1st July 2022. They also agreed to cover the cost of moving all staff working at the Museum to at least the living wage, also effective 1st July. I'd like to put on record our thanks to the DCC for providing this support.

I continue to write my weekly astronomy column which appears on Saturdays in The Mix in the Otago Daily times: https://www.odt.co.nz/search/results/skywatch?sortby=published at%20DESC

Otago Museum Report to Contributing Local Authorities February 2022

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COMMERCIAL

In summary:

The Museum was operating under the Orange COVID-19 Traffic Light System from 3 December 2021, until the country moved to Red from midnight on 23 January.

Under the Traffic Light system, the Museum decided to require vaccine passports for entry to the whole Museum. Posting a staff member at the main entrance to check vaccine passes is costing an estimated \$88,000 per annum, based on 364 days at 9 hours per day.

As expected, door numbers are well behind previous years due to the lack of international tourists and impact of the travel restrictions while Auckland was in a long-term lockdown.

The Museum's newly appointed auditors, BDO from Invercargill, were on-site for the week starting 24 January.

The government has announced an increase in the minimum wage of \$1.20 per hour effective 1 April 2022. This increase will cost the Museum \$2,500 per employee or a 5.66 percent increase. The effect on the Museum will be to increase wage costs by at least \$125,000 per annum in order to maintain relativities with staff on or near the Living Wage.

Café

The café has been operating under the Traffic Light Orange, then Red setting along with the rest of the Museum. Turnover has been affected and is lower than normal, especially late in the afternoons. Two staff decided not to have the COVID-19 vaccine and, according to government mandate, their employment was regrettably terminated.

Shop

The shop has done well this period and for the month of December beat each of the previous two years' comparative sales figures for December. That is despite 2019 December sales being in a pre-COVID-19 environment with international tourists.

Venues

The Venues team have had a good year through to December 2021, and are on budget. Many bookings since December have been cancelled as companies prepare for the next wave of COVID-19 to come through.

Facilities Team

The Facilities Team are working on, or have completed the following tasks/projects:

- Installation of Sea Monsters exhibition
- Painting 1877 for Kura Pounamu exhibition
- Building displays for Kura Pounamu exhibition
- Set-up Christmas display
- Building WOF checks

Otago Museum Report to Contributing Local Authorities February 2022

Page 2 of 29

Projects Update

We have had the first meeting of consultants and contractor for the replacement of the Tropical Forest roof (STAPP funded).

IT

- SAN (Storage area network) has arrived and been commissioned. The next step is to migrate data to the new SAN.
- New Tape Library is now in use.
- We have high spec lap tops on hand should we all move back into a lockdown situation.
- Due to the chip shortage we had to purchase what was available at the time.
- Capex spend will be over budget this year as additional gear has been required.

HR

Things have been busy on the recruitment front with 14 resignations across the Museum over this period. These include:

- Operations and Science Centre Manager
- Three Science Engagement Coordinators
- Full Dome Producer
- Conservator

We have also seen our usual progression of casuals from our café and venues team as they head home over summer. Although the number of resignations has been higher than usual, it has been due to a variety of good reasons, including moves to different cities, promotions and an opportunity in Antarctica.

New appointments have been looked at closely following the move into the Red Traffic Light system. However, some roles have been deemed essential to replace, particularly in the front-of-house space. Currently advertised are:

- Full-time Museum Guide position
- Fixed Term Project Officer role to assist with the management and delivery of Otago Museums Environment and Heritage Lottery-funded Hidden Hazards Project
- Conservator.

Recruitment in other areas is halted while we review our needs and capacity.

Health and safety

Incident reporting:

There have been fewer incidents reported over this past school summer holiday period compared to last year which is likely attributed to fewer visitors over the period this year.

Air Monitoring:

Air sampling has been undertaken in our workshops to assess exposure risks to fine particles such as wood dust. A couple of full-head filtration units are being purchased for use by Facilities staff when carrying this type of work.

We are now working with our Conservation team to assess their risk of exposure to airborne substances used in the laboratory.

Otago Museum Report to Contributing Local Authorities February 2022

Page 3 of 29

COVID-19

The pandemic continues to impact the Museum. The constantly changing situation and resultant governmental rules is occupying staff time in updating policies and operational procedures across the board. The most recent move to Red in the Traffic Light system and the risk of community spread of Omicron has required some activities to be cancelled or reworked to allow us to continue to operate safely.

Critical Risks

The Health and Safety Committee has started a process to look in-depth at its list of critical risks to ensure that all risks are managed. The first critical risk to receive this in-depth analysis is the use of vehicles.

COLLECTIONS, RESEARCH, EDUCATION & DESIGN (CRED)

Access requests completed

Humanities/Taoka Māori Natural Science Other

Image	Item/physical			
3	0			
0	0			
0	0			

Details:

- Martin Worthington, Associate Professor in Middle Eastern Studies at Trinity College, Dublin
 was sent images of E48.430, the inscribed brick of Hašmar-Galšu, for use in a primer on the
 Sumerian language.
- Natalie Wilson, a local history researcher, was sent an image of F52.125, a cradle in the form
 of a dinghy.



Inscribed brick of Hašmar-Galšu, E48.430, Gift of Lindsay Rogers; Otago Museum Collection. Photograph by Jen Copedo.

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Cradle in the form of a dinghy, on display in Maritime Gallery. F52.125, Gift of John Simpson; Otago Museum Collection. Photograph by Jen Copedo.

 Bo Yang, images of taonga pūoro for his PhD thesis titled "An Organological Study of three Māori Instruments: Pūtōrino, Nguru, and Kōauau".

Loans

Outward loans sent: none

Inward loans received: none

Other loan activity:

- An artwork by Martin Thompson that was borrowed from the Brett McDowell gallery for inclusion in the iNDx 2021 exhibition was returned to the lender in December (IL2021-2).
- The long-term deposit agreement with Kāti Huirapa Rūnaka ki Puketeraki for a hoe found at Warrington beach in 2008 was renewed (IL2018-2).

Collections item records

	This period	Financial year to date
New/digitised:	7, 457	10, 986
Revised:	13, 523	31, 041
Imaged:	10	565

Details/Highlights:

- Many of the moths that were digitised by Collection Assistant, On Lee Lau, and prepared for
 the database during her trip to the Chatham Islands, have been added to the database. The
 numbers reported in the table above under 'new/digitised' records reflect this data being
 uploaded into Vernon CMS (content management system).
- Much of the data captured throughout the past 6 months as part of cataloguing the Forster spider collection has been added to Vernon CMS.
- Inventory work and object moves in the Natural Science dry store (including reorganising the moa bones) has happened throughout this period, adding to the number of revised records.

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Acquisitions and Deaccessions

Humanities/Taoka Māori Natural Science

Acquisitions	Deaccessions
8	1

Details/Highlights:

- A home-made leather carpenter's apron.
- 'If I was a flower' a group of glazed ceramic flowers by Dunedin ceramic artist, Blue Black; a Blumhardt Fund supported acquisition.
- A set of six pakohe/Southland argillite buttons by stone carver, Craig McIntosh; a Blumhardt Fund supported acquisition.
- 'Big Rock Ring' by Joe Sheehan made from Southland basalt; a Blumhardt Fund supported acquisition.
- A port bottle commemorating the 150th signing of the Otago Block, with label designed by Ralph Hotere.
- A set of Rippon Vineyard coasters designed by Ralph Hotere.
- A bottle of the first Central Celebration pinot noir, with label designed by Ralph Hotere.
- A carved pare (door lintel) was deaccessioned for return to Ngāti Kere.
- 'Big Rock Ring' by Joe Sheehan. F2022.22. Blumhardt Fund; Golan Fund; Otago Museum Collection. Photograph by Jen Copedo.



'If I was a flower' by Blue Black. Blumhardt Fund, Lyders Fund; Otago Museum Collection.

Port bottle commemorating the 150th signing of the Otago Block, with label designed by Ralph Hotere.
F2022.2. Gift of Mary McFarlane; Otago Museum Collection. Photograph by Jen Copedo.

Enquiries

Humanities/Taoka Māori Natural Science Conservation

Public Enquiries	Item Receipts
13	13
7	9

Humanities public enquiries included information about a photograph of William Colenso's printing press; the Muirson family; a 1952 wedding dress; historic Visitor Book; photographic donations; model of the Wahine; photo-mural in Tangata Whenua; quarry cranes; Lands and Survey 'Selection Maps'; Otago Museum Records; Tongan ngatu (tapa); Possible kotaha in the OM collection (D36.865); Received a new copy of an image of Hinewai Heniwai Hampstead and unidentified child

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for the Tangata Whenua photo mural; newly found toki from Brighton and barracoota lure from Long Beach.

Natural Science public enquiries included several requests for insect identifications, rock identifications and several large donations which are making their way through the IPM (integrated pest management) process before being worked into acquisitions. The most notable would be that of the insect collections that Mike Pole has donated on behalf of his mother, a significant amount of moa bones from central Otago and leaf material which is prepped up as slides. The leaf material was used for his study on the ecology and landscapes of central Otago that formed the basis of his latest publication which is listed below. This material has not yet undergone the formal acquisition process.

Conservation enquiries continue to be received in a steady stream from both the public and other heritage organisations.

Protected Objects Act

No taoka have been notified to the Ministry of Culture and Heritage under the Protected Objects Act (1975) over this period.

Publications & Social Media: On the collection

	Internal researcher	External researchers
Research publications/papers		2
Blogs	3	
Other	1	

The following is a reference list of recent publications on the collection:

- Lau, O. Rēkohu Travel Journal Part Two Shells and the Sea. Otago Museum blog, 8
 December 2021.
- White, M. Margery Blackman Collection on Show. Creative Fibre Magazine, Vol. 24(3): 6-7
- Lau, O. Rēkohu Travel Journal Part Three Fish and the Lakes. Otago Museum blog, 11
 January 2022.
- White, M. Chess-ness. Otago Museum blog, 18 January 2022.
- Crane, R. (2022). 'A better day dawned for biology': TJ Parker, New Zealand Huxleyite. Studies in History and Philosophy of Science.
- Max N. Buxton, Barbara J. Anderson, and Janice M. Lord. (2022). Moths can transfer pollen between flowers under experimental conditions. New Zealand Journal of Ecology. 46(1): 3457.

External researchers:

- Mariachiara Franceschini and Paul Pasieka. 2021. ' "da niuna cura accompagnato fuori che quella di scoprire antiche cose" New Insights into the Campanari Excavations at Vulci (Unpublished Excavation Reports, 09.11.1835–28.05.1836)' from Mitteilungen des Deutschen Archäologischen Instituts, Römische Abteilung (RM) Bullettino dell'Istituto Archeologico Germanico, Sezione Romana (RM), Vol 127.
- Kreuzer, B. 2022. 'In der Mitte der Leagros-Gruppe: Die Bauchamphora München SH 1417 und die Simos-Gruppe zwischen A- und S-Maler' in Studi Miscellanei di Ceramografia Greca Vol. VII, pp. 155-184.

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 Wing, Stephen R.; Durante, Leonardo M.; Connolly, Alex J.; Sabadel, Amandine J.M.; Wing, Lucy C. (2021) Overexploitation and decline in kelp forests inflate the bioenergetic costs of fisheries. Global Ecology and Biogeography. https://doi.org/10.1111/geb.13448

- Pole, Mike. 2022. A vanished ecosystem: Sophora microphylla (Kōwhai) dominated forest recorded in mid-late Holocene rock shelters in Central Otago, New Zealand. Palaeontologia Electronica. https://doi.org/10.26879/1169
- Bradshaw, J. (2021) Pounamu Speculation in 1840s New Zealand. Records of the Canterbury Museum. Vol. 35: 177-198.
- Alexander J. F. Verry, Matthew Schmidt and Nicolas J. Rawlence (2022). A partial skeleton provides evidence for the former occurrence of moa populations on Rakiura Stewart Island. New Zealand Journal of Ecology 46(1): 3458





Stammnos / storage jar, E48.262, Willi Fels Memorial Gift; Otago Museum Collection, discussed in Franceschini and Pasieka, 2021.

Hydria, E48.66, Willi Fels Memorial Gift; Otago Museum Collection, discussed in Kreuzer, 2022.

Collection team contributions to projects, exhibitions and programmes

Collection based projects:

- Data collected from the Forster spider collection during the past few months alongside a
 visiting researcher (James Crofts-Bennett) is in the process of being tidied and entered into
 Vernon CMS. This work is for James' PhD thesis.
- Work continues to streamline operational guidelines and reduce the number of legacy software systems the Collections and Research team are currently using.
- Te Herekiekie Herewini from Te Papa was hosted to undertake research on the k\u00f6imi from R\u00e4kohu that have been deaccessioned for repatriation.
- Two possums were sent to Calibre taxidermy in Timaru. These are pelt colours not represented in the collection (golden and black/red). Sourced from public offers and local Dunedin trapping programmes. Due to a global shortage/delays of imported taxidermy materials, this project is not expected to be completed till late 2022.
- Work continues on appraisal of the museum's VHS tape collection as well as executive office files from the 1990's.
- Work has commenced on the documentation of archives procedures as well as guidelines and procedures to streamline the transfer of current records into archives.

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• The Conservation Manager attended a virtual tour of the glass flowers held at the Harvard Museum organised by the Science Communication Department at the University of Otago.

In house exhibitions, programs and gallery projects:

- Updates to the Australia and City State cases in People of the World are underway.
- Emma Burns has been planning, working with the artist, writing and undertaking research for the upcoming Michele Beevors' *Anatomy Lessons* exhibition for Animal Attic. The exhibition will explore the history and present-day issues concerning human-animal interactions and exploitation.
- Emma Burns is working on the development of a fresh water fish display for the stairwell
 cases.
- Kane Fleury has written interpretive text that is planned to go in the Great King St garden alongside the trees and rocks.
- Ka Paroro a Haumumu, the digital art exhibition by Alex Monteith, has been installed in the Asia Pacific Triennale (APT10) in Brisbane. Gerard O'Regan (Curator Māori), Lana Arun (Assistant Curator Māori) and Vicki Lenihan (artist) are being livestreamed into the exhibition on Friday afternoons (through to April), to answer questions from visitors and to describe the work done at the University archaeology laboratory on the Coutt's Fiordland archaeological collection.
- Collections and Conservation staff supported the recent Gin & Collections tour run by the Programmes and Events team.

External projects (e.g.: Industry networks, partnerships, community work and events)

- Attended the launch of Otago Polytechnic's 2021 Scope journals.
- Gerard O'Regan contributed to a Te Puni Kökiri Ministry for Māori Development consultation interview on the local implementation of the United Declaration of Indigenous Peoples' Rights.
- A contribution has been provided to planning for Heritage NZ wānaka on practices in traditional working of kōhatu (stone), including one on kōkōwai pigment that may be partly hosted at Otago Museum.
- Gerard O'Regan (with Jasmine Whaitiri, Atholl Anderson and Matiu Prebble) undertook an initial site survey of Ruapuke Island for the RSNZ Marsden funded project on Māori archaeology on offshore islands.
- Emma Burns assisted DOC staff with a transfer of birds from DOC Dunedin office freezers to the Otago Museum freezer for KTTI. Some of these specimens may also be requested for preservation by the Museum in the coming year.

Honorary curators, volunteer and internship activity

- It was decided that the usual HUMS internships from Otago University in the first semester of 2022 would be cancelled due to COVID-19 Red alert level restrictions.
- The archives volunteers completed cataloguing of the Robert Forster spider/insect photographs, these are now loaded onto Vernon and fully searchable.
- Training for the Friends volunteers on the cataloguing and digitisation of the Museum's early correspondence files has been postponed due to the change to COVID-19 Red alert level.
- Allison Miller continues her work on updating the georeferenced database of the Otago Museum and assisting with other projects as requested and her time allows.
- During this period Nathan Hollows successfully completed his internship with the Conservation team.

Presentations, talks and interviews

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Title	Date	External Audience	Delivered by
The Unexpectedly Glamourous World of Eden Hore – Curators Talk	3 December 2021	Dowse Art Gallery	Jane Malthus
Expanding the Classics Demographics	31 January 2022	Annual meeting of the Mediterranean Archaeology Australian Research Community	Moira White
Marsden Fund marine shell radiocarbon dating project.	9 December 2021	Te Ao Tapatahi, Māori TV.	Gerard O'Regan
A dispersed archive of Māori rock art imagery.	15 December 2021	Museums as Archive, Symposium, University of Otago (online)	Gerard O'Regan

Conservation

Preventive

- The team have completed most of the planned gallery and stores lighting survey over this period with only those cases requiring glaziers remaining to be accessed. A quote from the glazier is pending and once completed the data will be used to develop a Museum-wide multi-year rotation plan with curatorial and design staff.
- In her role as Otago Museum's radiation protection officer, the Conservation Manager hosted a radiation safety compliance visit which, although successful, highlighted some additional wording that needed to be added to existing health and safety documentation.
- The team are working through the annual integrated pest management (IPM) refresher
 training for all staff, though this has been somewhat delayed by the changes to staff working
 patterns with the move to COVID-19 level Red. Contingency planning in light of COVID-19
 has also been a focus over this period, particularly given the staff changes in the
 Conservation team.

Projects

- The focus in recent months has been on condition reporting historic loans to Otago
 Museum, processing a large number of new acquisitions, and planning for a significant
 future acquisition of entomological and library material.
- Early preparation work has commenced for the Rock Art exhibition, a joint project with Canterbury Museum. This is likely to include significant conservation time and planning has commenced. Also planning for other small case changes.
- Carrying out remedial treatment work with consideration given to the possibility of having to stop mid-treatment if required to self-isolate.
- The Conservation Manager is now formally working with Ōtākou Marae and MCH to oversee the conservation of all wet Taonga Tūturu currently held at the Marae.
- The Conservation Manager has also been approached to take part in the Institute of Conservation's (ICON) mentoring programme as a mentor. She has previously been a mentor as part of the IIC mentoring program.

Outreach

- The team have continued to support the work at Vallance cottage.
- Discussions are underway with external conservators to consider contingencies should conservation staff need to isolate due to COVID-19.

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Regional Museums

During this period the Conservation Manager visited Milton Museum and South Otago
 Museum as well as taking delivery of a number of memorial plaques that will be treated as
 part of conservation and collection care support for Waitaki Museum's phase 2 re development.

- The Conservation Manager is working on finalising content for a two day Integrated Pest Management (IPM) workshop that was to be delivered as part of Southland Heritage Month but with its cancellation will now be delivered in April as part of the Tū Tonu project at four different venues across Otago and Southland.
- Tū Tonu During this period Project Manager Kimberley Stephenson delivered two regional hui to launch the Tū Tonu project in Otago and Southland. The events were well-attended and have generated much interest, including amongst other funders and orgnaisations we have not previously engaged with such as Mīharo. The project surveys were sent out before Christmas and we have been recieveing a steady response, though the move to COVID-19 level Red has had a noticable impact. In addition to collating and preparing the survey data for the next project reference group meeting, Kimberley has begun visiting various organisations and putting together a calendar of training and workshops for the rest of the year.

Exhibitions & Creative Services

Exhibitions and displays:

- Fresh Produce: The International Year of Fruits and Vegetables stairwell display runs until 10
 April.
- "It's all in the making" The Margery Blackman Textile Collection runs until 2 October 2022 in People of the World.
- *iNDx Art* exhibition opened Tuesday 12 October and runs until 10 December in the Beautiful Science Gallery.
- Central Otago edition of the Otago Museum Photography Awards at Cromwell Museum was deinstalled on 10 January.
- Sea Monsters opened on 11 December in the Special Exhibitions Gallery. As at 31 January
 13,392 tickets had been sold in its first seven weeks. Exhibition closes 1 May. Deinstallation
 planning underway for contingency if staff are unwell (due to COVID-19). The next venue has
 delayed their opening date, so we have some extra time for packing.
- Plunge: An Augmented Reality Experience opened on 11 December in Beautiful Science
 Gallery and runs until 1 May. As at 31 January, the gallery had recorded 15,362 visitors. The
 exhibition was profiled on Jing Culture and Commerce, a site dedicated to profiling creative
 technology trends across the cultural sector. https://jingculturecommerce.com/otago-museum-plunge-ar/

In Development:

- *Kura Pounamu* touring exhibition from Te Papa. Opening 26 March 2022 and will run until 28 August 2022.
- Freshwater Fish display design and mounting underway for the next stairwell display, opening 11 April 2022.

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Anatomy Lessons by Michelle Beevors intervention in Animal Attic, installation beginning 4
April 2022. Works include a giant knitted giraffe skeleton based on items we have in our
collection.

- Rock Art collaboration with Canterbury Museum ongoing. The Design team and Canterbury Museum team will meet mid-February to workshop exhibition details. Planned to open at Canterbury Museum November 2022, followed by showing at Otago Museum mid - 2023.
- The Kiingi Tuheitia Portraiture Award touring exhibition is confirmed and will be an
 intervention within Tangata Whenua, opening in September 2022, exact date still to be
 confirmed.
- Planning underway looking at permanent placement of the moa footprints in Southern Land,
 Southern People.
- Code Breakers: Women in Games, and Mighty Small, Mighty Bright (MSMB) which we
 developed with MOTAT, will be a dual showcase in Special Exhibitions Gallery following Sea
 Monsters. MOTAT are taking Code Breakers after us which means the freight cost has
 halved. Runs 2 July 30 October. Following this we will look at options to tour aspects of
 MSMB regionally or redeploy some of the interactives into Tūhura.
- Genomics Aotearoa showcase in Beautiful Science Gallery 2 May 27 May.
- Otago Museum Photography Awards Competition opens 21 February 26 April, and exhibition opens in Beautiful Science Gallery 28 May and runs until 24 July.
- Working with Dunedin based New Zealand Centre of Digital Excellence (CoDE) to showcase
 and profile local game developers and designers and funded outcomes in Beautiful Science
 Gallery, in support of the Code Breakers exhibition. CoDE are also keen to provide support
 for associated programmes and events for these exhibitions.
- iNDx Art Exhibition initial conversations underway for planning the 2022 show, which will be late 2022.
- Ngā Hau Ngākau features 36 paintings by Robin Slow, 34 carvings by Brian Flintoff and a soundscape and video by Bob Bickerton, Ariana Tikao, Holly Tikao-Weir and Solomon Rahui. It evokes the form of a whare whakairo (carved meeting house). This is planned to be showcased in the 1877 gallery in early 2023.
- Planning underway for the development of a future internally developed special exhibition.

Creative Services:

- Graphics for Fish Tanks display in Atrium.
- New Tropical Forest garden signage.
- Design for upcoming programmes and events, including Brain Week, Wine and Design and Seniors' Day.
- Attended online MuseumNext Health and Wellbeing Summit.
- Team contracting services to design the Australian Registrars Committee Journal.
- Met with team at Dunedin Airport to discuss options for upgrading the Otago Museum presence there.
- Preparing for the arrival of a bust of Yuri Gagarin which will go on display near the Planetarium on behalf of the 'Dialogue of Cultures United World' charity public fund in association with the Embassy of the Russian Federation in New Zealand.
- Working on label updates and additional objects to go on display in two People of the World
 cases.
- Various promotional signage around the Museum.

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Education

Explorer's Club

Explorer's Club ran for two weeks over the January school holidays. The first week was at the
regular capacity of 32. The second week was at a reduced capacity of 24 to aid social
distancing requirements.

Sleepovers

- Term 1: 17 Sleepovers from 12 schools. These sleepovers have been postponed, due to moving to the Red Traffic Light level, with some rebooking for later in the year.
- Term 2: 11 Sleepovers from 4 schools. Waiting to see what Traffic Light colour we will be on to determine whether they can go ahead.
- The Education team organized and hosted another successful round of Explorer's Club 17-28 January 2022. Our school holiday programme is well-known and well-thought of in our community, as evidenced by the fact that places sold out soon after Christmas and by the positive feedback of parents and children who attended. It was a real pleasure to welcome back those children who have been returning to the programme for several years and to get to know some new children as well. We were obviously disappointed to have to cancel some of our bookings when the alert levels changed, but the families affected were understanding and supportive. Despite this disruption, the Education team proved themselves hard working and adaptable, providing a fun and educational programme for the OMer's of the future. We look forward to the next round of Explorer's Club this April.

LEOTC

Curriculum

- End of year Milestone report for LEOTC completed successfully.
- Monitoring visit by NZCER successful.
- A number of schools have cancelled their bookings due to the change to Red in the COVID-19 Traffic Light system.

Education projects

- Sea Monsters education programme.
- Kura Pounamu updates for our education programme.
- Professional development morning with Port Chalmers school teachers.
- Updating all our documentation and restructuring in line with the ELC Tender proposal. This
 includes revisiting old programmes, RAMS forms and pre/post information for schools.
- Developing new content with the sharing of local stories, which address the new histories curriculum updates and Tūrangawaewae.
- Term 1 email for marketing to all schools.
- Cleaning and organising education resources.
- Staff training updates.
- Chris Brooker's presentations at the Tū Tonu gatherings were well received.

A table recording student number participation follows. Please note these numbers include multiple programmes by the same class on the same visit – excluded from Ministry's criteria for student

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counting, to be reported in Milestone Reports. This table does not include numbers from non-applicable institutions or adults.

Please note that Planetarium numbers for Education programmes are replicated in the Planetarium report.

LEOTC APPLICABLE ONLY						
July 2021 – June 2022						
Participation from: 1st D	ecember 2	2021 to 31:	st January	2022		
Actual participation in						
LEOTC programmes	Year 0-	Year 4-	Year 7-	Year 9-	Year 11+	
for:	3	6	8	10		Total
	0	186	64	32	0	282
Total Year to Date						202
Target (July 2021 - June 2022)	1028	1256	1142	799	343	4567
Percentage of annual target	0%	14.81%	5.60%	4%	0%	6.17%

Targets are calculated based on an 11-month school year. Lockdown during this period (August-September 2021)

Personnel

- Education have employed two new casual education presenters Hannah and Miriam.
- Stephanie, an education presenter, will be leaving us at the end of January.
- Sadly the Conservator, Shannah Rhynard-Geil, handed in her notice and finished up her contract at OM during this period. Shannah has taken up an opportunity to work at Scott Base for the Antarctic Heritage Trust (AHT).
- Recruitment is currently underway for both the Lotteries-funded fixed-term Hidden Hazards
 Project Officer and for a fixed term Conservator position. Due to uncertainty around NZ's
 borders and the normally very international compliment of applicants for the Conservator
 role, it was decided that a 12 month fixed-term contract should be advertised immediately to
 prevent short-staffing and avoid the Conservation Manager being a single point of failure once
 COVID-19 takes hold in the region. The permanent role will be advertised internationally later
 this year once border and visa restrictions are clearer.

MARKETING

The holiday period is always busy for Marketing, and thanks to the *Sea Monsters* exhibition opening and an astounding number of very popular events, it was busier than usual. The impact of this work can be seen in visitor numbers, excellent Shop sales, and strong media presence throughout the period.

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Exhibitions

Sea Monsters

The main campaign for this exhibition is now up on buses, radio, outdoor, press and social media throughout Dunedin, and outdoor in Queenstown, and despite the impacts of COVIE-19 and being at Level Red, these campaigns, along with the teaser and launch campaigns have paid off. *Sea Monsters* has returned half its overall cost during this period.

The Monster Weekend was a busy one for Marketing who supported the Mediaworks promo team in the Golden Centre mall, playing games and giving away tickets. The Golden Centre also gave us free use of a store space to promote the exhibition. With the help of Steve Hird's creative skills, props were created, and this was excellent free promotion in a high foot traffic area. There was such large interest in this that the space had to be closed due to COVID-19 safety issues.

As often, we have Enterprise Dunedin to thank for their support. The advertising of the exhibition to North Island markets was wonderful, and videoing of the exhibition has given us excellent media assets we have been able to use in our promotions. Dunedin i-SITE has been displaying the exhibition promo video and massive A0 corflute in their main window in the Octagon since December.

Plunge

Plunge has been an exciting exhibition to market and has generated good media response which is always the best way to promote anything. This exhibition opens the Museum to a different segment outside our core audience, which has been wonderful. This has been advertised and promoted by press as a New Zealand first. We have also been able to utilise the exhibit to market the Museum as a whole to Christchurch audiences, as it increases our brand value with this stylish and on-trend offering. With the University opening to students soon, we should see more students visiting the Museum as a result of Plunge.

Events

Events were extremely busy over December, and Marketing has been involved in both promotion and pitching in to help out on the day. Events open the Museum to new audiences, provide media stories, drive Café and Shop sales, and increase overall visitation. We have had amazing feedback from visitors in person and through our social media channels. Enterprise Dunedin is potentially looking into pitching some of these new events as unique experiences while visiting the city. This is a huge win for the Museum.

Christmas

There were many Christmas events this period, and all had very strong ticket sales. Heritage Bus Christmas Lights tours in particular were extremely popular, and over 800 tickets were sold. This was not only a great look for the Museum but also great for the communities that we support and give a platform to. We had events on (and often multiple events on) every day during December, all which required promotion. We had very strong sales, with most events sold out and all with very good attendance.

Wine + Design

Wine + Design has continued to sell-out and is beginning to generate excellent buzz. Otago Museum is fast becoming known as a place for fun and sophisticated evenings. This audience of educated,

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higher socio-economic status women from 30 - 50 years old, is excellent for the Museum, driving Shop sales and is great for our brand.

Shop

Marketing provided a comprehensive Christmas campaign for the Shop across multiple touch points-digital, social, press, outdoor, and a lot of giveaways on *The Breeze* radio station and social media. This work paid off, and along with the additional foot traffic generated by events, the Shop sales in December were better than they have ever been.

PR

Public relations and media stories have been solid during this period.

- Plunge was picked up locally, with an exclusive full-page piece in The Mix, the Otago Daily Times' weekly magazine, nationally in Stuff, and internationally with Jing Culture, based in Los Angeles.
- Christmas events, such as the bus tours, were covered in both the *Otago Daily Times* and *The Star*
- Both the Otago Daily Times and RNZ's Up Late picked up the story on the new birds in the Tropical Forest, which new Science Communicator Kate Irving did an absolutely flawless interview on.
- We managed to get a front page in the Otago Daily Times with Amadeo saying goodbye to the Museum. His going away event was also seen on *Channel 39*, and in the digital version of the newspaper.
- We arranged an interview for Dr Rosi Crane in RNZ's Standing Room Only, the Sunday
 afternoon arts programme. Rosi spoke about one of the Museum's early Directors in a
 fascinating radio piece.
- We pitched a full-page PR piece to Meeting Newz, New Zealand's conference and events
 industry publication which was picked up. This is great for our brand, and we are very
 grateful to Dr Margo Barton for agreeing to be quoted in this piece.
- We pitched the new glow-in-the-dark outdoor mural painted by Bruce Mahalski, commissioned by the Dodd Walls Centre, and partly facilitated by the Museum to TVNZs Seven Sharp. This was picked up and resulted in a fantastic piece in January.

Miscellaneous

Partnerships: Bruce Mahalski

Bruce Mahalski is a natural partner for the Museum. Obsessed with museums and natural science, an Otago Museum fan, and a talented artist, we have worked with Bruce a lot over the last two years. During this period, he painted more Animal Attic animals around the streets of Dunedin, the aforementioned glow-in-the-dark mural, and a giant plesiosaur in Atrium 2. We have also supported Bruce's poster competition across social and digital, and shared his project with our education networks. We are very grateful for Bruce and all his support for the Museum.

Brighton Gala

The Marketing team have made a strategic decision to be more hands on in the promotion process, and apart from working with Mediaworks in the Golden Centre, we also attended Brighton Gala in conjunction with the Events team. We handed out biodegradable helium balloons with *Sea Monsters* advertising, and spoke to children and families about the exhibition and upcoming events. It was very successful, and we hope will drive some ticket sales.

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Communications

The moving feast of government policy to keep up with the COVID-19 pandemic has meant that our department has been very busy with internal communications, policy writing, and public messaging. The Vaccine Pass mandate, along changes moving into Red required quite a lot of work for the team, though this seems to have gone smoothly and thanks to excellent work from the Front of House team, is a seamless part of the Museum process now.

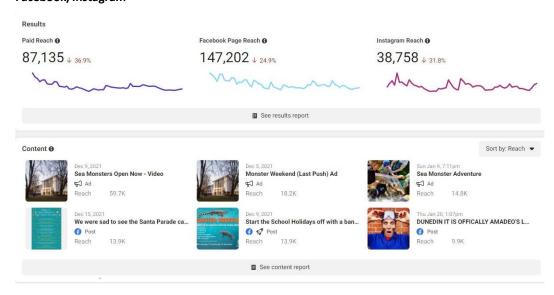
Digital media statistics

This period has had lower numbers, which reflects our reduction in Facebook and Instgram ad spend. This has been a cost saving measure that we have implemented in response to COVID-19.

Website



Facebook/Instagram



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Twitter

28 day summary with change over previous period









VISITOR EXPERIENCE AND SCIENCE ENGAGEMENT (VESE)

Tühura Otago Community Trust Science Centre

From 1 December 2021 to 31 January 2022, Tūhura attracted 12,656 visitors, averaging 204 people per day. After a quiet early December period, numbers picked up over the summer holidays. Science Communicators engaged 2,379 visitors with explorations over this period (averaging 38/day).

The science team's summer programme offerings were well received. These included a new free science show, *Tūhura Deep Dive*, that explored how different creatures manage to live in our deep oceans. The science show brought together the team's favourite experiments and engaged 870 visitors. In addition, a new set of *Tūhura Treats*, based around the deep ocean, showcased twice a week, engaging 415 visitors.

This period also saw the completion of our after-school STE(A)M programme, Tühura Club, and the promotion of the 2022 Tühura Club programme.

Although we farewelled our Science Communicator & Operations Manager, Sandra Sesto Dekic, the science communicators continued to deliver a very full programme of activities smoothly and professionally. The wider VESE team welcomed Kelly Sweeny into the Operations Coordinator role. Kelly oversees all the rostering of the division's staff, and did a remarkable job starting at an extremely busy period, with thin staffing numbers available and a heavy schedule of events to cover.

This period also included a significant amount of recruitment. We have been fortunate to secure a new Science Centre Manager, Hannah Rourke, who will be starting towards the end of February, together with a cohort of new Science Communicators and casuals.

Living Environments

The December/January period saw the return of the First Flight butterfly release, with a total engagement of 1,112 visitors (averaging 18/day). Unfortunately, the onset of the Red Traffic Light setting necessitated that First Flights be paused. As an alternative, the new butterflies collected in the morning were used for more one-one-one approaches to visitor engagement that enabled the appropriate physical distancing.

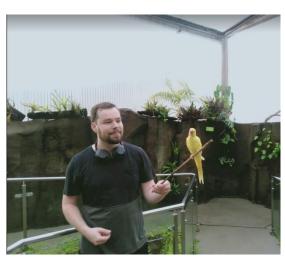
To coincide with the *Sea Monsters* exhibition, a new freshwater fish display was put on in the Museum's first floor Atrium. This display features a number of unique looking fish, such as glass catfish and an albino pleco. It will soon also feature a blind cave fish. Three freshwater pea pufferfish were also introduced to the tank in the Tūhura Bio-zone. These have proven popular with visitors, especially those that have witnessed the fish being fed.

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The new Indian ring-necked parakeets' training is progressing fantastically. All of the birds have learned to "step-up", "haere mai" (recall from a distance), and "target". Trials have begun to introduce the birds to the Forest, with an individual bird being introduced for short periods of time to gauge their response to the environment.





Training of Indian ring-necked parakeets

Perpetual Guardian Planetarium

Over the December and January period, the planetarium had 3,174 visitors to regular scheduled programmes. Considering the difficulties facing the Museum with COVID-19 Traffic Light restrictions, and the associated reduction of the planetarium's capacity level, these are strong numbers. In addition, 147 audience members attended our Christmas film offerings, and 33 came to the Annual Passholders' Planetarium Show Preview night.

Our strongest daily offering, the screenings of *Sea Monsters: A Prehistoric Adventure*, as a part of the *Sea Monsters* exhibition, attracted 1,846 visitors, equating to 58% of all planetarium attendees over the period.

In December we continued to offer *Birth of Planet Earth*, which was being shown under a free three-month license. The attendance for this dropped off a little, down to 193 for December, as the new *Sea Monsters* screening attracted more attention.

Birth of the Earth was replaced at the beginning of January with an additional session of Spacetronauts: Space, Time, and Rocketships, which attracted an audience of 548 visitors over the December and January period. This is our newest kid-focused offering. It utilized the expertise of the University of Otago's Maths Department to accurately calculate time dilation, and introduced several new science demonstrations to the Museum's repertoire.

Night Sky Live continues to be a steady attraction, with 584 visitors attending the one daily session over December and January.

The period also saw the departure of our Full Dome Producer, Oana Jones. Oana had been with the Museum since the planetarium was installed. She was instrumental in establishing all the operating and training practices that continue to serve us well. Science Communicator, Colin Smillie, has since stepped into a new, part-time role of Planetarium Coordinator, to ensure the on-going smooth

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operation of the planetarium and programming of future content. Colin is already looking towards the next school holiday period, to source new content that will complement other Museum and city events such as the Wild Dunedin Festival.

Science Outreach

This period sadly marked the departure of two valued staff members:

- Science Engagement Coordinator Māori, Danielle Parke, relocated to Wellington in December due to her partner's change in employment. Just prior to her departure we received word that a project focused on mātauraka Māori that she had developed, had secured MBIE funding. The team is therefore in the process of recruitment for another Science Engagement Coordinator - Māori to continue her mahi.
- Science Presentation Coordinator, Amadeo Enriquez Ballestero, departed in January to join
 his partner in Christchurch. Amadeo has been with Otago Museum for 20 years, and has
 been instrumental in establishing Otago Museum as a leader in science engagement. The
 Museum and the wider community marked his departure with a special science celebration
 (detailed later in this section).

This period is traditionally a quieter one for the Science Engagement Team, with schools finished and fewer public events held over the holidays. This year it was more so than usual with the introduction of the new COVID-19 Protection Framework and advent of Omicron variant leading to larger events being cancelled or postponed. The main focus over this period was therefore on development of the externally funded projects *Solar Tsunamis* and *Tūhura Tuarangi*, while taking the opportunity to safely deliver any outreach events that were presented, as detailed below:

DATE	DISTRICT	AUDIENCE	EVENT	ENGAGEMENT
01-Dec	Otago	General Public	Tū Manawa TryStation!	4
01-Dec	Otago	Te Kura students	Tūhura Time #6	15
02-Dec	Otago	General Public	Tū Manawa TryStation!	6
07-Dec	Otago	General Public	Sea Monsters at Golden Centre	33
09-Dec	Otago	General Public Sea Monsters at Golden Cen		28
09-Dec	Otago	Annual Passholders	Annual Passholders Night	41
15-Dec	Otago	General Public	Sea Monsters at Golden Centre	35
20-Jan	All of NZ	Camp Quality kids	Camp Quality Online	28
21-Jan	Otago	General Public	Amadeo's Farewell	312
23-Jan	Otago	General Public	Brighton Gala	478
			Total for this period	939
	·	·	Total for the year 2021	22,220
	·		Total for the year 2022	818

Outreach Highlights:

Sea Monsters at Golden Centre (07, 09, & 15 December)

In support of the new *Sea Monsters* exhibition opening, the Science Engagement team set up at the Golden Centre Mall in the lead-up to the school holidays, with engaging demonstrations of scientific concepts that linked to life underwater.

As the Mall does not require My Vaccine Pass for entry, the Museum's new policy for engagement under such conditions was implemented: permission was obtained from the Otago Museum Director

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after a risk assessment concluded that all activities could be carried out safely, using masks, and distancing measures as was used at Level 2.



Demonstrations of biological adaptations, archaeological techniques, and more in the Golden Centre.

Amadeo's Farewell (21 January)

A farewell celebration befitting Amadeo's tenure at Otago Museum was held on the Museum Reserve and then in the Hutton Theatre on his last day.

Due to an injury Amadeo sustained during his teaching role, he was unable to perform any of his usual demonstrations directly, so instead helped to direct the rest of Museum's talented science staff to perform an array of his 'trademark' demonstrations and explosions! The event effectively became a 'torch-passing ceremony', whereby the public could thank Amadeo for all he has given them over the years, and also see in the next generation of science communicators who will continue his legacy.



Otago Museum Trust Board chair welcoming the public and lending a hand with an Amadeo-style volcano.

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Hutton Theatre at capacity as Amadeo introduces the science team and their favourite demonstrations

Brighton Gala (23 January)

In the last event before the country was moved to Red, the team took the Tech Tent out to Brighton Gala to deliver hands-on activities featuring the ocean, the beach, and the weather. This tied in the science to what was around them and the *Sea Monsters* exhibition in Otago Museum. Two shows were performed on stage as well, focusing on the science of weather and how clouds form.





Demonstrating the conductivity of salt water.

Sperm whales (visitors) compete for squid (balls)!



Science Communicator Andrew Mills makes a cloud.

Externally Contracted Outreach:

Sports Otago/Tū Manawa Active Aotearoa

During this period, the last two pop-up sessions were delivered, before the pilot Trybraries were collected, although one outside the Museum was permitted to remain. The response from the public was very positive, with the team fielding two requests to provide the Trybraries in other areas. One was relocated to outside Waikouaiti Library. However, the other request – to set-up one at the Queens Gardens – was unable to be carried out due to DCC safety concerns.

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MBIE Unlocking Curious Minds: Far from Frozen II – Going to Extremes

An inquiry from a community organiser in Franz Josef to bring *Far From Frozen* on a West Coast tour came too late in the term for schools to participate, so we hope to reschedule to later in 2022.

Final details for taking Far From Frozen to the Tūranga Christchurch Central Library for the Days of Ice Festival at the end of February were worked on. However, the shift to the COVID-19 Red Traffic Light setting the end of this period, saw Days of Ice postponed again, this time until October.

Currently, schools represent the safest means for outreach, So the team will revisit the opportunity to tour *Far From Frozen* to schools over the next period.

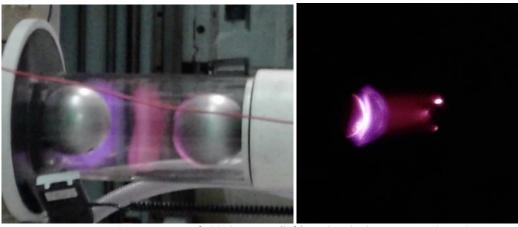
Significant progress was made on the new Far From Frozen – Going to Extremes planetarium show thanks to our partner NIWA. Although we hope the show will be completed by March, we need to wait for a drop in COVID-19 traffic light settings to use our portable planetarium.

MBIE/University of Otago's Solar Tsunamis

This period was focused on development of interactives and preparation for the wider project team's annual hui in early February.

The orrery that was being developed by students at Otago Polytech currently remains unfinished due to delayed shipments. However, a plan was made with the course instructor to pass it on to degree students in July to complete.

A further three interactives are being developed through a summer studentship at the University of Canterbury (one of the wider project's partners). The student, Samuel Mora, focused primarily on the design and prototyping of a planeterella — an interactive that demonstrates the ionization of the atmosphere by solar storms and the production of aurorae.



Prototype, without magnetic field alignment (left), and with alignment on the right.

Additionally, Samuel produced a prototype for a diorama to demonstrate geological resistance (an important factor in explaining geomagnetic induced currents) and a hand-crank electricity generator to demonstrate how electricity is produced.

Project coordinator, Toni Hoeta, continued to pilot aspects of the engagement programme, using the Annual Passholders night as an opportunity to trial a demonstration of magnetism using ferrofluid.

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MBIE/NZ Space Agency: Tūhura Tuarangi

During this period, the team met with industry stakeholders to discuss the showcase and possible content contributions. Eleven organisations expressed interest in contributing hands-on products or props that represent their work in the space sector, and/or profiles about their company and staff. The project team have also engaged with several researchers from Otago, Auckland, Canterbury, and Victoria universities, who will also be profiled and contribute content to the showcase.

The team also met with representatives from Experience Wellington's Space Place and Ashburton Museum, both of whom were keen to host the showcase. Additionally, a Hydrogen Rocket/Green Energy interactive was commissioned from Doug Makinson Design (Auckland) and the final designs of the Hüttinger (Germany) interactives confirmed.



Touchscreen content mock-ups for company and individual profiles

Other Engagement & Outreach Activities

Otago Participatory Science Platform (PSP)

This period saw the departure of PSP Coordinator, Sophie Sparrow, as she embarks on an exciting new role as a science communicator with the Sustainable Seas National Science Challenge. The recruitment for her replacement also occurred. Our preferred candidate recently accepted and will start in March.

In the interim, a new Seed Project was confirmed focused on building community understanding of Central Otago saline ecosystems. A further project is also being negotiated around improving the Lindsey Creek. Interest in the 2022 full round is continuing with a regular flow of inquires being received.

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Dodd-Walls Centre Partnership

The final session of the *Tūhura Time* pilot was held at the beginning of December, with the session primarily dedicated to accumulating feedback from the students on what they liked and what they would improve. Overall the response was very positive, with an important takeaway being the value the students and teachers placed on the live sessions. According to participants, there is a bounty of pre-recorded content, but the live aspect of this pilot enabled relationship-building between the students and presenter(s) in a way that isn't possible otherwise. This feedback will be taken on board in developing further programmes for Te Kura, and in planning wider virtual engagement.

During this period, Science Engagement Manager, Jessa Barder, worked with members of the Dodd-Walls Centre Executive team to outline steps to build the Centre's capability to meet the needs of Māori communities. It is hoped that a number of these steps can also be used to further build the Museum's own capability in this area.

This period saw the completion of a project that was over two years in the making: the Dodd-Walls Centre UV-reactive street art project. This mural, designed and painted by Bruce Mahalski, is the first of its kind in Aotearoa New Zealand. It not only highlights some of our nocturnal taoka species but also represents the intersection between science and art. A 'switch flipping' ceremony was held on 31 January, during which both David Hutchinson of the Dodd-Walls Centre, and Otago Museum Director Ian Griffin, were interviewed for national news.





An already lovely scene inspired by Otago Harbour becomes even more special at night.

MacDiarmid Institute Partnership

While the focus of this partnership has been through the delivery of *Far From Frozen II*, which has been on hold until 2022, Craig Grant and Jessa Barder met with Rosie Wayte of MacDiarmid Institute to confirm a renewed work programme into 2022.

US Embassy: Pacific Engagement

Plans to assist the Cook Islands with their annual outer island school festival were curtailed due to travel restrictions. This project will now need to be delivered in 2022. It will now also be augmented by the successful MBIE Unlocking Curious Minds project, *Islands to Arks* (see below).

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Funding

The team received excellent news this period with regard to their funding applications:

Sport Otago - Tū Manawa Active Aotearoa fund
 Korikori Active! (\$35,000) - expanding the Trystation pilot from Dunedin to across Otago.

MBIE - Unlocking Curious Minds fund

Two of our three proposals were successful:

- (i) Āwhinatia te Wero: Māori innovation tackling past and present challenges (\$130k); and
- (ii) Islands to Arks: Sharing STEM-based stories to build climate resilience (\$72.2k).
- (iii) In addition, our University of Otago partner's rebid for their project *Science of Medicines: Whakatere Waka* was also successful (\$28k sub-contract).

The new MBIE Unlocking Curious Minds funding will enable recruitment of a new Science Engagement Coordinator-Māori. Ideally the candidate will whakapapa to Te Waipounamu given the project's focus area. It will also enable us to establish a Science Engagement Coordinator — Pasifika role. These fixed term roles are likely to be strategically significant for the Museum, with the potential to secure even further support to engage these communities into the future, and in doing so build the Museum's cultural capability further.

Visitor Experience and Programmes & Events

Visitor Experience

With the COVID-19 Protection Framework coming into place on 3 December, many policies and practises need to be developed or amended and implemented. The Otago Museum Response Plan was updated and circulated to staff.

A new desk (with suitable IT equipment) was installed at the front door and staff trained to check every visitor's vaccination pass. Clear signage was installed to inform visitors of COVID-19 related requirements and to encourage appropriate distancing. Additional support was put in place for the first two weeks to ensure the security and confidence of those staffing this desk. Despite some teething issues with visitors not able to download or locate their passes, and dealing with visitors vaccinated overseas, the whole process went very smoothly. Staff directed visitors to Albany Street Pharmacy to aid getting their passes downloaded and printed. There have been very few instances of disgruntled people, and staff are increasingly confident in dealing with any such instances.

The Museum proactively contacted those people with Annual Passes and tickets for future events to advise them that vaccination passes would be required on entry to the Museum. A small number of refunds were processed as a result.

Museum Guides

This second summer without international travel and cruise ship visitors has had a significant impact on Gallery operations. While we welcomed some visitors from around New Zealand, there was a distinct drop in their number from this period last year. Discussions with Dunedin Airport team confirmed flight capacity from places such as Auckland has dropped 60% relative to previous years.

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The opening of the *Sea Monsters* exhibition has however been a great success, with families and individuals flocking to learn more about these extinct marine reptiles. The Guide-developed gallery trail has encouraged families to look closer at exhibits, and to point out interesting facts they may not have noticed. These trails significantly increase engagement and the amount of time children spend enjoying the gallery. A *Sea Monsters*-themed Museum-wide gallery trail also began with the school holidays, challenging visitors to find nautical facts in our other galleries.

Work continued on activities supporting the Kura Pounamu exhibition and the Medieval fun day scheduled for February (but now postponed). With COVID-19 restrictions continuing to impact Gallery tours, guides have been engaging one-on-one with those visiting, providing a more personalised experience.

Programmes and Events

Despite COVID-19 restrictions a number of very popular events were able to be safely delivered. All the public programmes and events were assessed against the needs of the COVID-19 Protection Framework and information about our safety considerations has been included in the information for every event.

Activities supporting the Sea Monsters Exhibition

A busy schedule of very popular events supported the launch of this exhibition:

- A Monster Weekend, supporting the opening of the Sea Monsters exhibition, took place on December 11 and 12. This weekend featured interactive storytelling, Makerspace crafts, games, face painting, a bouncy castle, the Dunedin-created Splash game on the gigantic screen in the Hutton theatre, and the Marine Science Centre's touch tanks.
- The Sea Monster Surprise makerspace station saw 1,105 people between 10 and 23 January make and take home a fun memento themed for our special exhibition.
- The last Pyjamarama of the year took place on 11 December with a reduced capacity of 400. This fun family event saw plenty of Sea Monster dress-ups. Science shows, gallery activities, and a night-time visit to the new special exhibition were all well received.
- A Fossil Finding Field Trip to Milburn and Fairfield quarries was a great success, generating positive feedback, media coverage, and a number of fossil finds.
- A special trip to the Marine Studies Centre at Portobello allowed visitors to get up close and personal with our local 'sea monsters'. Tickets included admission to the Sea Monsters exhibition, a bus trip to Portobello, and the Marine Studies Centre experience. Positive feedback was received from visitors, with 15 children and 20 adults in attendance.

Christmas themed activities

Programmes & Events delivered a raft of Christmas-themed activities this year. With many other Christmas staples unable to take place, the aim was to make Otago Museum *the* place for Christmas in Dunedin, whilst ensuring that protocols were in place to keep staff, facilitators, and visitors safe:

- Our Makerspace Christmas Craft station (December 13–24) was very popular with many families making decorations as part of their Christmas time traditions.
- Evening workshops took place enabling people to create some one-off presents such as screen-printed T-shirts, personalised perfumes and cake decorations.
- Through partnering with Dunedin Heritage Buses, we hosted four sold-out evenings, with 758 people taking Christmas Light tours around the city on board a range of vintage busses.
- A series of Movie Screenings featuring classic family films, as well as edgier Xmas-themed films suited for older audiences, proved popular with good ticket sales.
- Rainbow Rosalind led an interactive Christmas concert to a pre-booked audience of 150.
- The Christmas spirit was spread further with performances by a range of choirs City Choir, Highland and Dunedin Harmony groups, Rhythmix and the Waitati Warblers.

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Christmas Choir in Atrium

Rescheduled Programmes

A *Cocktails & Canapes* event (15 December) was originally organised to support the city-wide *Dine Dunedin* event in August, but was rescheduled twice due to COVID-19 restrictions. The vast majority of people held on to their original tickets and the sold-out crowd enjoyed seeing the Tropical Forest in a new light even with the COVID-19 safety protocols.

The second *Gin & the Collections* tours (16 December) featured tours of the basement hosted by Collections staff, followed by a talk and tasting with a local gin distillery. This was another postponed event which received good feedback.

A summary of all the above activities over this period is given below:

Event Type	Event	Dates	#	Entry
		11-Dec-21 to 1-		
Gallery Trail	The Kraken Good Gallery Trail	May-22	ongoing	FREE
Family Fun	Monster Weekend	11-Dec	850	FREE
Family Fun	Monster Weekend	11-Dec	750	FREE
Makerspace	Elves' Workshop and Makerspace	13-Dec & 24-Dec	1,491	FREE
Workshop	Wine & Design - Print Room	02-Dec	60	PAID
Workshop	Wine & Design - Perfume Making with NES	07-Dec	20	PAID
Film	Die Hard - Adults only Christmas Screening	08-Dec	39	PAID
Event	Annual Passholder Night 2022	09-Dec	87	FREE
Event	Monster Pyjamarama	11-Dec	400	PAID
Film Screening	Bad Santa	15-Dec	13	PAID
Event	Cocktails and Canapes with the Butterflies (postponed from August)	15-Dec	68	PAID
Event	Gin & the Collection	16-Dec	30	PAID
Event	Heritage Christmas Bus Lights Tour	17-Dec	239	PAID
Community Event	Heritage Christmas Bus Lights Tour	18-Dec	230	PAID
Film Screening	Christmas Family Films - Polar Express	18-Dec	15	PAID
Film Screening	Christmas Family Films - Nativity	18-Dec	8	PAID

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Performance	Rainbow Rosalind	18-Dec	150	FREE
Performance	Rhythmix / Waitati Warblers	18-Dec	80	FREE
Activity	Christmas Cupcake Decorating	18-Dec & 19-Dec	45	PAID
Photobooth	Christmas Photobooth Offer	18-Dec & 19-Dec	100	PAID
Performance	Highland Harmony/ Dunedin Harmony	19-Dec	65	FREE
Performance	City Choir	19-Dec	85	FREE
Film Screening	Christmas Family Films - How the Grinch Stole Christmas	19-Dec	16	PAID
Film Screening	Christmas Family Films - Elf	19-Dec	8	PAID
Community Event	Heritage Christmas Bus Lights Tour	19-Dec	230	PAID
Community Event	Heritage Christmas Bus Lights Tour	20-Dec	59	PAID
Film/ Activity	Christmas Karaoke + Love Actually Screening	22-Dec	39	PAID
Film Screening	It's a Wonderful Life	23-Dec	11	PAID
Makerspace Field Trip	Sea Monsters Surprise Makerspace Fossil Finding Field Trip	10-Jan to 23-Jan 15-Jan	,	FREE PAID
Field Trip	Marine Studies Centre	23-Jan		PAID
Community Event	Brighton Gala Day	23-Jan		FREE
		Total:	6,747	

REPORT END

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23 March 2022

MARCH 2022 - PERFORMANCE REPORT TO CENTRAL OTAGO DISTRICT COUNCIL

1. Trust Formation and establishment

- In November 2021, Central Otago District Council resolved to support the formation of a
 Central Otago Museums' Trust to represent the interests of the five District Museums. The
 formation of this Trust had support from the five District Museums and from Central Otago
 Heritage Trust.
- A meeting of a representative from each of the five Central Otago District Museums and from Central Otago Heritage Trust was held at Clyde Museum on 15 December 2021. This was the inaugural meeting of The Central Otago Museums Trust. At that meeting an independent Chair was appointed and the representatives from the five Museums and Heritage Trust were confirmed as 'Initial Trustees'.

Independent Chair
Central Stories Museum & Art Gallery,
Alexandra
Central Otago Heritage Trust
Clyde Museum
Cromwell Museum
Maniototo Early Settlers Museum, Naseby
Meniototo Museum
Naseby
Meniototo Malcolm Macpherson
Malcolm Macpherson
Maggie Hope
Andy Ritchie
Peter Mead
Sam Inder

- The Central Otago Museums Trust Deed was duly executed and since that meeting, the Trust has sought and received confirmation of the following:
 - Registered as a Charity with Charities Services on 12 January 2022 (Regn. No. CC59774)
 - II. Registered as an Incorporated Society under the Charitable Trusts Act 1957 on 18 January 2022 (Regn. No. 50090409) (NZBN: 9429050227143)

Barbara Weaver

- III. Registered with Inland Revenue (IRD) on 9 February 2022 for GST (No. 135-512-133) with income tax exempt status, including Resident Withholding Tax (RWT) exemption. The Trust has also been added to the 'approved donee organisation' list.
- The Trust has now completed the process of opening a bank account with BNZ Alexandra (A/c no. 02-0916-0136784-000), which will be operated jointly by the Chair and one other Trustee.

2. Meetings

Three meetings of Trust have now been held. (Copies of confirmed meeting minutes are attached):

I. the inaugural meeting on 15 December 2022,

Teviot District Museum, Roxburgh

- II. a meeting on 26 January 2022 at Clyde Museum and
- III. a meeting and museum tour at Central Stories Gallery & Museum held on 17 March 2022.

Central Otago Museums Trust. Chair: Owen Graham email: chair@musuemscentralotgao.org.nz Mobile: 027 6424 661



The two meetings since the inaugural meeting have been opportunities to better
understand the challenges facing each District Museum. Trustees at each meeting have
been asked to provide a report. Meetings are also rotating around District Museums
allowing Trustees to see and hear about each.

- At the 26 January meeting, each member Museum provided a status summary of key
 challenges faced by their museum. This allowed the other Museum representatives to gain
 an understanding of the issues facing fellow Museums. What became apparent was that
 equity of funding (to meet costs, maintain buildings and refresh displays and exhibits) and,
 for retaining and recruiting volunteers are significant challenges.
- The 17 March meeting allowed Trustees to see around the District's largest Museum and hear from staff about the work they do and the work that is ongoing for them.

3. CO Museum Trust - Executive Officer/coordinator position

- The importance of this role and the benefits that will accrue from a Trust employee are not
 under-estimated. Considerable work on the Position Description (PD) had been done
 between Council and CO Heritage Trust prior to the formation of the CO Museums Trust.
 Along with Maggie Hope, I have reviewed and minorly revised some aspects of the PD. The
 Trustees have endorsed the PD and have resolved that the position should be advertised
 for Expressions of Interest (EOI).
- It is expected that the public advertising will be arranged by the end of March 2022 with the EOI process to run through to end of April 2022. Following the closing of the EOI, candidate applications will be assessed, and those considered to best meet the role requirements may then be invited for interview.
- Now that the BNZ has opened a bank account for the Trust, we will arrange with CODC for transfer of the \$50K funding for the 2021/22 year to the Trust, part of which will be used for the Executive Officer/coordinator position.

4. Interim Action Plan

- I have started work on translating the many and varied Strategic Goals and Actions in the 2021 CO District Museum Strategy into a 'timelines based' Action Plan. This work will only be a draft, intended to allow Trustees the opportunity to consider what they see as priorities for the Trust over time. In doing so, this will help set the early direction of the Trust.
- The Action Plan will ultimately be reviewed further, refined, and enhanced following recruitment of the Executive Officer.

Owen Graham

Central Otago Museums Trust

Chair

Central Otago Museums Trust. Chair: Owen Graham email: chair@musuemscentralotgao.org.nz Mobile: 027 6424 661



Performance Agreement

Between

Central Otago District Council

And

Central Otago Museums Trust

15 December 2021 - 15 December 2023

Background:

Following the 2021-2031 Long-term Plan deliberations, the museum sector's proposal for the establishment of an independent trust to deliver a district museum function was explored. This proposal was endorsed by Council in September 2021 and the legal steps to establish this new Trust occurred between October and December 2021.

Purpose of Document:

The purpose of this agreement is to specify the outcomes that are to be provided by the Central Otago Museums Trust in return for the investment provided by Central Otago District Council.

Funding:

The level of funding will be \$50,000 for each of the 2021/22 and 2022/23 financial years. This will pay for a two-year trial period from December 2021 to the end of December 2023. By the end of December 2023 decisions will be made by Council on any future funding beyond the initial \$100,000 investment.

The Trust is expected to apply for and maintain charitable status. An update on obtaining charitable status shall be included in the agreed reports back to Council.

The Trust may apply for additional funding from funding agencies as appropriate to support district-wide museum initiatives and implementation of the Central Otago District Museum Strategy.

Outcomes:

The primary goal of the Trust will be to deliver a district-wide museum function. This will be achieved by working from a museum network perspective and delivering on the key strategic goals outlined in the 2021 Central Otago District Museum Strategy.

In particular the Trust will support museums in Central Otago by:

Fostering greater sharing of resources across museums



- Improving consistent policy development, particularly collections and deaccession policies
- Supporting connectivity in the community
- Supporting Otago Museum's work in the district by assisting to prioritise projects of greatest need across the district
- Developing an action plan to deliver upon the goals agreed to in the Central Otago
 District Museum strategy, and progressing prioritised actions

The Trust will provide a short written report on progress against these outcomes for presentation to Council in:

- March 2022 (noting timeframes this report-back will focus more on establishment)
- September 2022
- March 2023
- September 2023

Council's appointed liaison will facilitate the process with the Trust.

Term:

At the September 2021 Council meeting, it was agreed to support the Trust for an initial trial period of two years. The term of this agreement will be from 15 December 2021 to 15 December 2023.

Review:

The parties have the right to request a review of the outcomes/deliverables outlined in this document after a year in operation (December 2022), and this document may be amended upon agreement from both parties. Council's appointed liaison person will facilitate this process. At the conclusion of the trial period in December 2023, a new agreement will be entered into if Council continues its financial support of the Trust.

Signatures:

Sanchia Jacobs

CEO, Central Otago District Council

Signed for and on behalf of Central Otago Museums Trust

Signed for and on behalf of Central Otago District Council

Name: Owen Graham

15 December 2021

Date

Chairperson, Central Otago Museums Trust

Status Updates	Committee:	Council

Meeting	Report Title	Resolution No	Resolution	Officer	Status
24/03/2021	District Plan Review Programme	21.2.10	That the Council A. Receives the report and accepts the level of significance. B. Approve the District Plan review programme as outlined in Appendix 1	Principal Policy Planner	30 Mar 2021 Action memo sent to report writer. 21 Apr 2021 Review of Industrial Chapter underway; RFP for Residential section review being drafted; GIS mapping project progressing; e-Plan contract approved 16 Jun 2021 Expert noise and transportation reports to support the Industrial Chapter review have been commissioned. RFP for the Residential section of the Plan closes 18 June. 28 Jul 2021 RFP for Residential Chapter Review released and contract awarded - initial workshop with stakeholders completed and review underway; GIS mapping plan change notified; ePlan contract awarded and operative District Plan in ePlan and being tested by planners; Industrial zone plan change for Cromwell (reflecting Cromwell Spatial Plan) being finalised; Industrial Chapter Review underway 08 Sep 2021 Issues and Options for review of Residential Chapter drafted; submissions on GIS mapping plan change closed - 3 in support so no hearing required; ePlan testing complete with mapping being updated and incorporated; engagement with affected landowners is upcoming as part of Industrial Chapter Review. 18 Oct 2021 Residential chapter being drafted; ePlan mapping underway; Industrial Zone changes to be notified. 15 Nov 2021 Cromwell Industrial zone plan changes publicly notified; Residential chapter and

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					new map zoning progressed and to be workshopped with Council in December; decision on Plan Change 17 (GIS Mapping) made by Council and to be advertised; ePlan mapping being worked on with Isovist who have completed the text. 11 Jan 2022 Submissions on plan change closed on 18th December. Nine submissions were recieved. Residential chapter review and draft chapter workshop with Councillers at December Council workshop. Community engagement commenced on Naseby Dark Sky plan change. 24 Feb 2022 Summary of submissions on Industrial Plan Change notified. Residential chapter review and mapping continuing. Work on Dark Sky plan change ongoing. 06 Apr 2022 Notification of Summary of Submissions on Industrial Plan Change has closed and work will begin on evaluating submissions in preparation for drafting of Section 42A report; work on the new residential chapter (including medium density and heritage design guidelines) is being finalised for release to Schedule 1 parties; dark sky provisions being finalised; necessary changes to the Heritage Precinct chapter of the District Plan to bring in the heritage guidelines is being drafted; project plan for Teviot Valley Spatial Plan is currently being drafted; ePlan currently being tested with a view to release as the official version of the operative District Plan
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	P. Agrees to the recommendation from the Teviot Valley Community Board on the draft 2021-31 Long-term Plan to proceed with the preferred option in the consultation document for the Roxburgh Pool.	Parks and Recreation Manager	11 Jun 2021 Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.

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1/06/2021	Submissions on	24.4.2			Community	Punding allocated pending request from Pool Committee. 8 Sep 2021 Funding not yet requested. Roxburgh Pool funding request not yet received, and unable to progress until then. ON HOLD. 11 Nov 2021 No further update at this stage. 11 Jan 2022 No further update. 9 Feb 2022 No further update available. 05 Apr 2022 Council funding has not been requested.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	Comm Plan to	to the recommendation from the Vincent unity Board on the draft 2021-31 Long-term or proceed with the preferred option in the tation document for the Omakau Hub.	Community and Engageme nt Manager	Action memo sent to Communication and Engagement Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021. 29 Jul 2021 A community collective is progressing the hub project. Financial input from Council is programmed for year three of the 2021-24 of the Long-term Plan. 09 Sep 2021 No further update until July 2023, when funds are due to be released.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	around Kā Rūi	Council requests staff progress discussions I the scope of a partnership agreement with naka, via Aukaha, and report back to Council sideration in the 2022-23 Annual Plan.	Chief Executive Officer	Action memo sent to Chief Executive Officer. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021. 29 Jul 2021 The CEO has been in correspondence with Aukaha to begin discussions.

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1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	R. Agrees to the recommendation from the Maniototo Community Board on the draft 2021-31 Long-term Plan that Council request staff to consider the suggestion of filling in the ice rink with water, add planting and creating walkways and report back to the Board.	Parks and Recreation Manager	Die to COVID-19 alert level restrictions, the planned meeting in early September did not go ahead. Staff are currently working with Aukaha to reschedule and an update will be provided once this meeting has occurred. 13 Oct 2021 Negotiations are progressing and Aukaka will provide a first draft of an agreement following the CEO's return from medical leave. 30 Nov 2021 The CEO has just returned from medical leave, and this action will be followed up and updated in time for the next meeting. 12 Jan 2022 The Chief Executive and Aukaka continue to discuss a potential agreement to align with the annual plan process as agreed. 21 Feb 2022 Work continues on a draft agreement to align with the annual plan process. 05 Apr 2022 Discussions with Aukaha have continued and Council will consider a recommendation at the 27 April 2022 meeting. MATTER CLOSED 11 Jun 2021 Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021. 28 Jul 2021
					Request under consideration. 08 Sep 2021 No further progress. 18 Oct 2021 No further progress on requested report considering filling the ice rink in the Maniototo with water and adding planting

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	T	I		I	Land wall was a sade o
					and walkways nearby.
					11 Nov 2021
					No further update at this stage.
					11 Jan 2022
					No further update.
					09 Feb 2022
					There is no LTP budget allocation for this.
					No further update available.
					05 Apr 2022
					No further update to report at this time.
1/06/2021	Submissions on	21.4.3		Parks and	11 Jun 2021
	the 2021-31		J. Agrees to the recommendation from the Vincent	Recreation	Action memo sent to Parks and Recreation
	Long-term Plan		Community Board on the draft 2021-31 Long-term	Manager	Manager. Memo sent to Executive Manager
	Consultation		Plan that staff are requested to investigate a		Corporate Services and Chief Advisor for
	Document		request for an extension of the junior playground at		information. For action following final
			Pioneer Park and provide a report for consideration		adoption of the Long-term Plan on 30 June
			in a future annual or long-term plan.		2021.
					28 Jul 2021
					Preparatory work that will support further
					investigation and underpin a report for
					consideration is being undertaken. Funding
					to be considered for 2022-2023 Annual
					Plan.
					08 Sep 2021
					No further progress.
					18 Oct 2021
					Investigation of request for extension of
					junior playground at Pioneer Park and report
					for consideration on hold until closer to a
					future annual or long-term plan. ON HOLD.
					11 Nov 2021
1	1				No further update at this stage.
1	1				11 Jan 2022
					No further update.
					09 Feb 2022
					No further update.
					05 Apr 2022
					No update to report at this time.
1/06/2021	Submissions on	21.4.3		Property	11 Jun 2021
	the 2021-31		E. Agrees to the recommendation from the Cromwell	and	Action memo sent to Property and Facilities
	Long-term Plan		Community Board on the draft 2021-31 Long-term	Facilities	Officer Cromwell. Memo sent to Executive
	Consultation		Plan that staff are requested to investigate the	Officer	Manager Corporate Services and Chief
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4/00/0004	Document	24.4.2	request for a toilet from the Cromwell Bike park further and provide a report for consideration in a future annual or long-term plan.	(Cromwell)	Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021. 06 Jul 2021 Email sent to Cromwell Bike Park committee to request an extensive survey of usage be carried out to determine what toilet facility may be required in the future. 08 Sep 2021 Cromwell Bike Park committee to undertake a usage study of the toilet facilities at the site in summer to reflect peak usage. 11 Nov 2021 Committee are doing a survey of usage over the summer months to enable Council to determine type of toilet required., A reminder has been sent 11/11/2021 to ensure this is carried out and reported back to Council. 07 Jan 2022 The Bike Park committee are currently carrying out a survey (through survey monkey) to determine usage of the bike park - to end of Feb 22. 09 Feb 2022 Property Office awaiting survey results to determine toilet requirements. Results due end of February 2022. 21 Feb 2022 Survey received by P & FO Cromwell - information being assessed to enable report to be prepared to CCB 05 Apr 2022 The survey from the Club has been completed. Staff are preparing a report for Council for the September 2022 meeting requesting funding in the 2023/24 AP
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	L. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff convene a meeting of Central Otago District Council, Central Otago Hockey Association, Central Lakes Trust and Molyneux Turf	Parks and Recreation Manager	11 Jun 2021 Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June

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1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	Incorporated to discuss a way forward on the proposed multi-use turf and facilities at Molyneux Park. K. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff provide a report regarding a request Ice Inline for future consideration.	Parks and Recreation Manager	28 Jul 2021 Meeting convened on 5 July 2021. Molyneux Turf Incorporated (MTI) preparing additional information. 08 Sep 2021 Additional information not yet received from MTI. 18 Oct 2021 Additional information not yet received from MTI, and unable to progress until then. ON HOLD. 11 Nov 2021 No further update at this stage. 11 Jan 2022 No Further update. 09 Feb 2022 No information has been received from the Hockey Assn to provide and update on. 11 Jun 2021 Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021. 28 Jul 2021 Background data for report being collated. 08 Sep 2021 No further progress on requested report considering IceInLine's Long-Term Plan (LTP) submission. 11 Nov 2021 No further update at this stage. 11 Jan 2022 No Further update 09 Feb 2022
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30/06/2021 Cromwell Menz Shed - New Lease	21.5.12	That the Council A. Receives the report and accepts the level of significance. B. Agrees to lease the proposed area to the Cromwell Menz Shed C. Agrees to a lease over 1000m² (more or less) of land (shown in Figure 1) located on the Cromwell Transfer Station/Closed Landfill site, being part of Lot 3 DP526140. D. Authorise the Chief Executive to do all that is necessary to give effect to this resolution.	Property and Facilities Officer (Cromwell)	No information has been received from Ice in Line to provide and update on. 05 Jul 2021 Action memo sent to Property and Facilities Officer - Cromwell. 06 Jul 2021 Cromwell Menz Shed updated on resolution., Meeting arranged between property and infrastructure for 9 July to discuss actions required. 26 Jul 2021 Meeting scheduled with Menz Shed for 30 July to review and discuss Draft Lease. 17 Aug 2021 Working alongside the Menz Shed to prepare an appropriate lease 08 Sep 2021 Lease document being finalised. 18 Oct 2021 Lease document still being finalised.
11/08/2021 Naseby Water Supply	21.6.11	That the Council A. Receives the report and accepts the level of significance. B. Agrees to proceed with construction of a clarifier, pH correction, and flocculation tank to be funded	Executive Manager - Infrastructu re Services	11 Nov 2021 11/11/2021 Lease document still a work in progress, as needed to identify the final lease area and water metering charges. 07 Jan 2022 Lease document provided to Menz Shed in Dec 21. Reviewing currently 09 Feb 2022 Final lease is available for Menz Shed to sign. 06 Apr 2022 Staff are preparing another report to Cromwell Community Board for further clarification on the lease. 16 Aug 2021 Action Memo sent to report writer. 09 Sep 2021 Clarifier being tendered. Investment Logic Map workshop for Maniototo water supplies scheduled for 18th October.

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			from tranche 1 of the water stimulus funding. C. Directs staff to investigate options for an alternative water source for the Naseby water supply, including consideration of a single Maniototo water treatment		14 Oct 2021 No change. 24 Nov 2021 Construction of new clarifier underway with
			site.		delivery in January 2022. Concrete slab construction underway, second hand clarifier due to be delivered and installed prior to Christmas. Workshop to identify options for new source held on 24 November. 13 Jan 2022 The second-hand clarifier was installed and commissioned the week before Christmas and has been operating successfully since. A second clarifier will be delivered late January with installation programmed for February/March. 22 Feb 2022 Clarifiers have been installed and pH dosing design has been completed. 28 Mar 2022 The pH dosing to begin installation April 2022.
11/08/2021	Cromwell Aerodrome - Refueling Facility	21.6.6	 That the Council A. Receives the report and accepts the level of significance. B. Agrees in principle to approve the issuing of a licence to occupy to RD Petroleum for refuelling facility at Cromwell Aerodrome comprising two 10,000 litre tanks for avgas and Jet A1 fuel. C. Authorises the CEO to confirm approval of final location and design of refuelling facility to include safe and secure access for all potential users. D. Authorises the CEO to approve acceptable terms and conditions for the Licence to Occupy similar to the Licence for the refuelling facility at Alexandra Airport and do all that is necessary to give effect to the resolutions. 	Property Officer	16 Aug 2021 Action Memo sent to report writer. 08 Sep 2021 Applicant informed of decision. Site meeting upcoming to finalise fuel tank position. Licence to Occupy (LTO) being drafted. 18 Oct 2021 Site meeting was held with applicant to discuss fuel tank location. Applicant will provide full proposal to inform drafting of LTO. 11 Nov 2021 11/11/2021 Council Property staff met representative from RD Petroleum on site at Cromwell Aerodrome at end of September to discuss position of fuel facility. RD Petroleum confirmed they would create two separate access ways for truck to use for filling and maintenance and for other users

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					vehicles. They will now proceed with further design and provide plans to Council in the New Year. 10 Jan 2022 No change to status. 22 Feb 2022 Staff reviewing proposed layout of the fuel facility provided by RD Petroleum. 05 Apr 2022 No change at this time.
E	WoolOn 2021 Event Request or Grant	21.6.7	A. Receives the report and accepts the level of significance. B. Approves a grant of \$10,000 to the WoolOn Creative Fashion Society Incorporated for WoolOn creative fashion events 13 – 15 August 2021. The approved grant to be applied to venue costs, master of ceremonies, event marketing and communication only and is to be funded from district general reserves ith Crs McKinlay, McPherson and Cooney recording their vote against.	Media and Marketing Manager	Action Memo sent to report writer. 06 Sep 2021 Correspondence including details on discussion points, resolution, and invoicing instructions emailed 6 Sept 2021 to applicant. 14 Oct 2021 Grant not yet uplifted. Staff have emailed committee requesting written confirmation of plans - i.e. rescind / not uplift or uplift and complete report back. 24 Nov 2021 Still no further update from committee - further correspondence sent to group reinforcing requirement to confirm if the grant will be uplifted and if so when. Also discussed in person with current chair who indicated due to illness the response was tasked to someone to action. Staff will continue to seek clarification from committee - however should nothing be received prior to Council's first meeting of 2022, will advise group that the grant resolution will be rescinded and the grant will no longer be available. 24 Nov 2021 Deputy Chair of committee contacted staff to advise that grant is required. It appears that information has not been reaching the current committee members. Staff have resupplied information and await detailed update regarding uplift of grant, report back

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22/09/2021	Plan Change 18	21.7.12	That the Council	Principal	Grant upflifted. No further update regarding report back. Staff have followed up with new committee contact confirming the report back is overdue. 19 Jan 2022 Staff continue to follow up with new committee contact regarding reporting back. Last email sent Jan 2022. 25 Feb 2022 Report back received and will be tabled at April Board meeting. Group has also requested they present to the Board in the public forum at the April meeting also. 30 Mar 2022 Report back from WoolOn on agenda. Report back confirms grant applied as per Council Resolution. New Committee also in contact regarding seeking a nominated representative for committee as noted by Council when approving grant. MATTER CLOSED
22/00/2021	Cromwell Industrial Resource Area Extension		A. Receives the report and accepts the level of significance. B. Recommends that Plan Change 18 be notified and processed in accordance with the First Schedule to the Resource Management Act 1991.	Policy Planner	27 Sep 2021 Action memo sent to the Principal Policy Planner 18 Oct 2021 Plan Change prepared. 15 Nov 2021 Plan Change notified 28 October, submissions close December 9. 11 Jan 2022 Plan change notified October and submissions closed in December 2021. 24 Feb 2022 Summary of submissions notified 06 Apr 2022 Summary of submissions has closed and work will begin on evaluating the submissions and preparing the section 42A planners report

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3/11/2021	i-SITE NZ	21.8.3	That the Council	Ranfurly i-	08 Nov 2021
	Future Network Proposal		A. Receives the report and accepts the level of	SITE Team Leader	Action memo sent to report writer. 23 Nov 2021
	.,		significance.		The Central Otago i-SITE's of Ranfurly and
			 Authorises staff to submit a non-binding expression of interest on behalf of Ranfurly and Roxburgh i- SITEs to become Tier Two centres. 		Roxburgh submitted a non-binding expression of interest to the i-SITE New Zealand board to become Tier Two Centres,
			C. Authorises staff to submit a non-binding expression of interest on behalf of Alexandra and Cromwel information centres to become Tier One or Two centres.		as authorised by the Central Otago District Council Councillors, on the 4th November. The Central Otago i-SITEs submitted a non- binding expression of interest to the i-SITE New Zealand Board on the 4th November 2021, on behalf of the Alexandra Information Centre and the Forage Information Centre. The expression of interest submission was in favour of both centres becoming Tier Two Centres. The binding expression of interest time frame of end November, as indicated in the i-SITE report, has been extended by i- SITE New Zealand. Timeframes will be confirmed during i-SITE New Zealand's Board meeting in February 2022. The Central Otago i-SITEs are waiting on further details to be supplied by the i-SITE NZ Board. 13 Jan 2022 The Central Otago I-SITE's are still waiting on more detailed information to come from the VIN Inc Board. Most recent indication is that this will be supplied in February 2022. 24 Feb 2022 VIN Inc board awaiting formal response from MBIE before progressing conversation with I-SITE owners. It is expected an update will be given at the April council meeting. 31 Mar 2022 MBIE have indicated their response will be provided mid-April, therefore an update will
					be provided at the next Council meeting, in June 2022.
3/11/2021	Proposal to	21.8.5	That the Council	Parks and	09 Nov 2021
	Revoke Part of the Greenway		A. Receives the report and accepts the level of	Recreation Manager	Action memo sent to report writer. 11 Nov 2021

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	Reserve off Waenga Drive, Cromwell		 significance. B. Agrees with the Hearings Panel recommendation to the revocation of the Local Purpose (Amenity) Reserve classification from the specified 619m2 (subject to survey) area from Lot 201 DP 359519. C. Agrees to notify the Minister of Conservation in writing of the resolution and request the revocation be approved and notified by <i>Gazette</i> notice. 		Applicant has asked to hold off writing to the Minister of Conservation until they have secured a Resource Consent for the proposal. 11 Jan 2022 Application reviewed seeking Resource Copnsent. 15 Feb 2022 Application being processed by council's Planning team. 05 Apr 2022 The revocation process is being prepared by Council property team.
3/11/2021	Plan Change 17 - GIS Mapping	21.8.6	 That the Council A. Receives the report and accepts the level of significance. B. Approves Plan Change 17 without modification in accordance with Clause 10 (1) of the First Schedule to the Resource Management Act 1991. C. Directs that the decision to approve Plan Change 17 be publicly notified, and the Central Otago District Plan be amended. 	Principal Policy Planner	09 Nov 2021 Action memo sent to report writer. 15 Nov 2021 No further update at this stage. 11 Jan 2022 No further update. 24 Feb 2022 No further update. 06 Apr 2022 Awaiting ePlan map testing - currently underway
3/11/2021	Options for Disinfection of Community Water Supplies	21.8.8	 That the Council A. Receives the report and accepts the level of significance. B. Notes that current chemical deliveries arrangements result in a lack of resilience in provision of service. C. Directs staff to provide a report outlining the work required to meet Hazardous Substances and New Organism Act requirements for the delivery of chlorine to existing treatment sites. D. Agrees to the phased transition of chlorine gas disinfection as community water supplies are upgraded 	ivianagei	O9 Nov 2021 Action memo sent to report writer. 30 Nov 2021 Lake Dunstan water supply design has been altered to chlorine gas and this will also be undertaken at all Council supplies when they are due to be upgraded. A hazard assessment has also recently been completed at all sites and we are expecting a report on requirements prior to Christmas. 10 Jan 2022 A hazard assessment report was received in December identifying a number of issues across Council water treatment supplies. Staff are now working on prioritising the issues to develop a programme of work to rectify these issues. None of the issues are

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8/12/2021	Water and Wastewater Operations and Maintenance contract	21.9.10	 That the Council A. Receives the report and accepts the level of significance. B. Notes responsibility for the management of water, wastewater, and stormwater operations will move to a new entity on 1 July 2024. C. Notes that a new maintenance contract is required for two years for council to deliver the required physical works from 1 July 2022 to 30 June 2024. D. Notes that the new entity is likely to need the ability to extend existing contracts beyond 30 June 2024 until they are in a position to review and re-tender these. E. Agrees to directly negotiate with the incumbent contractor for an initial two year contract with the ability for three one year extensions subject to the agreement of the contractor and the new water entity. 	Water Services Manager	preventing the production of safe drinking water. 22 Feb 2022 Water supplies will be transitioned across to chlorine disinfection as they are upgraded. A report on Hazardous Substances and New Organisms Act requirements will be presented at a future meeting. 28 Mar 2022 The report has been received and is currently being reviewed and actions prioritised. 14 Dec 2021 Action memo sent to the Water Services Manager. 10 Jan 2022 Morrison Low have been engaged to help develop the new contract document. To date a number of workshops have been held with Council staff and separately with Fulton Hogan to get an understanding of any issues with the current contract that parties would like to see addressed within the new document. A further joint workshop will be held in January to further develop the contract. 22 Feb 2022 No change. 28 Mar 2022 No change.
8/12/2021	Clyde Wastewater Project	21.9.11	 That the Council A. Receives the report and accepts the level of significance. B. Authorises an increase in the budget for the Clyde wastewater project of \$4.7 million which includes a 10% contingency on the reticulation project. C. Authorises increased debt funding of \$4.7 million to 	Capital Projects Programme Manager	14 Dec 2021 Action memo sent to Capital Projects Programme Manager and to Finance. 11 Jan 2022 Work is continuing with a programmed completion of September 2022. 22 Feb 2022 All actions completed. MATTER CLOSED

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			be included in the 2022/23 Annual Plan to fund the increase in cost of the Clyde Wastewater Project.		
8/12/2021	Dangerous and Insanitary Buildings Policy	21.9.15	 That the Council A. Receives the report and accepts the level of significance. B. Approves the proposed Dangerous and Insanitary Buildings Policy for public consultation. C. Appoints Crs Cooney, Alley and Paterson to hear submissions, if necessary. 	Regulatory Services Manager	14 Dec 2021 Action memo sent to the Regulatory Services Manager. 10 Jan 2022 Public consultation opened on 13 December 2021 and closes on the 21 January 2022. 14 Feb 2022 No submissions received. Report to Council in March 2022 to recommend the adoption of the policy. 30 Mar 2022 Report sent to Council in March. MATTER CLOSED
8/12/2021	Earthquake Prone Buildings	21.9.16	 That the Council A. Receives the report and accepts the level of significance. B. Approves the earthquake prone building statement of proposal of thoroughfares and strategic routes for public consultation. C. Notes the identification of potentially earthquake prone priority buildings is required by 1 July 2022. D. Appoints Crs Cooney, Alley and Paterson to hear submissions, if necessary. 	Regulatory Services Manager	14 Dec 2021 Action memo sent to the Regulatory Services Manager. 10 Jan 2022 Public consultation opened on 13 December 2021 and closes on the 21 January 2022. 14 Feb 2022 One submission has been received; no hearing required. Report to Council on next stages of process to have potentially priority earthquake prone buildings identified by July 2022. 30 Mar 2022 A further Council report will be presented at the June 2022 meeting.
8/12/2021	Eden Hore Central Otago Steering Group and Charitable Trust	21.9.3	Receives the report and accepts the level of significance. Authorises the continuation of the Eden Hore Central Otago Steering Group for a second term, through to the end of 2023. Approves the establishment of the Eden Hore Central Otago Charitable Trust for the purpose of holding and utilising community-raised funds	Community and Engageme nt Manager	Action memo sent to the Community and Engagement Manager and to Finance 14 Dec 2021 Steering group terms of reference has been forwarded to members for signing., Trustees to be appointed to the Eden Hore Central Otago Charitable Trust 10 Jan 2022 Awaiting final signatures for steering group

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			towards projects and activities that benefit the collection and related experiences.		terms of reference document. , Staff are still approaching potential trustees for the Eden Hore Central Otago Charitable Trust 14 Feb 2022 Next meeting for the steering group is scheduled for March 2022 31 Mar 2022 The steering group continues to support the Eden Hore Central Otago programme. Appointment of EHCO trustees continues.
26/01/2022	Approval of Vincent Spatial Plan	22.1.2	That the Council A. Receives the report and accepts the level of significance. That the Council B. Adopts the Vincent Spatial Plan.	Principal Policy Planner	O3 Feb 2022 Action memo sent to report writer. 24 Feb 2022 Vincent Spatial Plan being finalised for release. 06 Apr 2022 Comms plan for release of final published document being prepared
26/01/2022	Alexandra Airport Masterplan	22.1.3	 That the Council B. Adopts the proposed Alexandra Airport Masterplan. C. That a business and financial strategy be developed to support the implementation of the Airport Masterplan. 	Property Officer	O3 Feb 2022 Action memo sent to report writer. 22 Feb 2022 Copy of adopted Masterplan will be uploaded to Council's website. Business and financial strategy planning has begun for the new hangar precinct budgeted in Year 2 of the LTP 2021-31. O5 Apr 2022 The Masterplan has been added to the CODC website.
26/01/2022	Easter Sunday Local Shop Trading Policy	22.1.4	Receives the report and accepts the level of significance. Approves the updated Easter Sunday Local Shop Trading Policy for public consultation. Appoints a panel of Crs Cooney, Alley and Paterson to hear submissions, if necessary.	Senior Strategy Advisor	O3 Feb 2022 Action memo sent to report writer. 23 Feb 2022 Consultation has opened on the updated policy O5 Apr 2022 Consultation has closed and submissions have been analysed. Follow up report to return to Council at April meeting. MATTER CLOSED

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	Grants Policy	22.1.5	That the Council	Senior	03 Feb 2022
	Review		Receives the report and accepts the level of significance. Approves the updated Grants Policy.	Strategy Advisor	Forwarded to report writer for action - noted that typographical errors to be corrected and "within Council's allocated budgets" to be added to appendix four. 23 Feb 2022 Grants Policy updated on Council website. Guidance document in final stages of preparation with community groups. 05 Apr 2022 Policy is now operational and preparations underway for next funding round.
26/01/2022	CouncilMARK programme	22.1.9	 That the Council A. Receives the report and accepts the level of significance. B. Notes the Mayor's report containing the feedback received from a selection of mayors on their involvement in the programme. C. Notes the November 2021 advice from staff remains unchanged regarding timing of participation in CouncilMARK insofar as it relates to the demand the wider reform programme is placing on the organisation. D. Directs the Chief Executive Officer to have a discussion on participation in this programme with the 2022-25 Council at the first meeting of 2023. 	Chief Advisor	O3 Feb 2022 Action memo sent to report writer. 23 Feb 2022 The CEO will engage with the 2022/2025 Council early in their term as per the agreed resolution. On hold until January 2023.
9/03/2022	Application to Lease site at the Cromwell Wastewater Treatment Plant	22.2.10	A. Receives the report and accepts the level of significance. B. Agrees to grant Climate Solutions Actearoa Limited a lease over approximately one hectare of the Cromwell Wastewater Treatment Plant land, being part of Section 1 Survey Office Plan 20776 (as shown in figure 1), for the purpose of establishing and operating an environmental waste collection (worm farm and associated activities) and material recovery business, on the following terms and	Team Leader - Statutory Property	15 Mar 2022 Action memo sent to report writer. 30 Mar 2022 Lease Agreement drafted and forwarded to the Lessee for execution. 06 Apr 2022 Lessee has accepted the terms of the lease and is about to return the executed agreement.

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			conditions:	
			Initial term: Five (5) Years Renewals: Three (3) Rights of Renewal of Five (5) Years each Rental: Market Rental (at valuation by independent valuer) Rent Reviews: On first renewal and two yearly thereafter Rent Review Methodology: Market Rental (at valuation by independent valuer) Area: Approximately 1 hectare	
			Subject to the Climate Solutions Aotearoa:	
			 Obtaining all consents and permits associated with the operation of the business. Erecting security (deer) fencing along the northern and eastern (internal) boundaries. Installing security (deer) gates to provide for access from Richards Beach Road and for exit via the unnamed road to the south of the lease area. Paying all costs associated with preparing the lease area for their purposes. Paying all costs associated with connecting the services and to utility networks. Not impacting on the day to day operation of the wastewater treatment plant. C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution. 	
9/03/2022	Appointments to External Bodies	22.2.12	That the Council A. Receives the report and accepts the level of significance. Governance e Manager Action memo sent to 05 Apr 2022 Currently working with the council of the council	report writer.

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			B. Agrees that the delegations register is updated to remove the Alexandra District Museum Inc. from the list of external appointments. Work with the committees of Central Otago Wilding Conifer Control Group and the Maniototo Curling International to change its representative roles to liaison positions.		make the required changes.
9/03/2022	Updated 2022 Meeting Schedule	22.2.13	That the Council A. Receives the report and accepts the level of significance. B. Adopts the updated 2022 meeting schedule.	Governanc e Manager	15 Mar 2022 Action memo sent to report writer. 15 Mar 2022 Calendar has been updated with new dates. CLOSED
9/03/2022	Safer Speeds Bylaw	22.2.2	 That the Council A. Receives the report and accepts the level of significance. B. Agrees that a bylaw is the most appropriate way of addressing the perceived problem, and the proposed bylaw is the most appropriate form and does not give rise to any implications under the Bill of Rights Act 1990. C. Approves the Statement of Proposal for the proposed Speed Limit Bylaw 2022 for public consultation. D. Appoints Crs Alley, Duncan and Paterson to hear submissions, if necessary. 	Senior Strategy Advisor	15 Mar 2022 Consultation opened Saturday 12 March 2022. 06 Apr 2022 Consultation closes 12/4/22 after which a hearing will be arranged (if required)
9/03/2022	Dangerous and Insanitary Buildings Policy	22.2.4	Receives the report and accepts the level of significance. Adopts the proposed Dangerous and Insanitary Buildings Policy.	Regulatory Services Manager	15 Mar 2022 Action memo sent to report writer. 30 Mar 2022 The policy has been updated on the Council's website and a copy sent to MBIE as required. MATTER CLOSED
9/03/2022	Emissions Trading Scheme	22.2.6	That the Council A. Receives the report and accepts the level of	Environme ntal	15 Mar 2022 Action memo sent to report writer and to

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Costs		significance. B. Approves a budget increase of \$103,000 for 2021, and \$326,000 for 2022, for payment of increased emissions trading scheme costs to be funded from the sale of carbon credits.	Engineerin g Manager	Finance. 07 Apr 2022 Increase costs have been put into Forecast 2. Arranging for the sale of the carbon credits to meet the cost. MATTER CLOSED
9/03/2022 Council's affordable housing: direction	e	 That the Council A. Receives the report and accepts the level of significance. B. Notes the updated information on progressive home ownership (secure homes) and urban design innovation (promoting different housing typologies) C. Notes that both the progressive home ownership (secure homes) and urban design innovation (promoting different housing typologies) models will likely promote affordable housing in Central Otago. D. Agrees that council led developments should consider including provision for different housing typologies using the urban design innovation model, subject to market conditions. E. Directs staff to produce a policy document that reflects this position. F. Directs staff to apply for external funding to further explore opportunities to deliver affordable housing (such as the progressive home ownership model – secure homes). G. Directs staff to work with sector partners in the region to build a full picture of the housing model for Central Otago and look for opportunities to collaborate to achieve better housing outcomes for the district. The motion was carried on a division 8:3 In Favour: Crs T Cadogan, N Gillespie, T Alley, S Calvert, I Cooney, S Duncan, S Jeffery 	Chief Advisor	Action memo sent to report writer. 06 Apr 2022 Report coming to April Council meeting with recommendations for next steps.

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			and C Laws Against: Crs N McKinlay, M McPherson and T Paterson CARRIED 8/3		
9/03/2022	William Fraser Office Renovation Project (Stage Six)	22.2.9	 That the Council A. Receives the report and accepts the level of significance. B. Approves additional funding of \$177,000 towards the William Fraser Office Renovation Project (stage six) to upgrade the main bathroom facilities. This additional funding is to be drawn from District Reserves. 	Officer (Vincent and Teviot Valley)	15 Mar 2022 Action memo sent to report writer and to Finance. 06 Apr 2022 Designer progressing plans to building consent/tender stage.

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Status Report on Resolutions - Chief Executive Officer

Resolution 19.11.8 – December 2019 Business Case for Central Stories Building

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. Agrees that once Council has made decisions on the i-SITE review and draft Museum Strategy, the business case to then go to Vincent Community Board for comment and report back to Council.

STATUS

November 2021-April 2022 – The community-led museum strategy is now completed and staff are undertaking an investment strategy for the museum sector. Outcomes from this work will influence how the business case for Central Stories will be progressed.

July-October 2021 – In the next few months Council staff will be undertaking work on Council investment in the museum sector. This information will feed into future decision-making for the Central Stories building.

November 2020-June 2021 – Allowing for the district museum strategy development process to occur before proceeding. The Central Stories project will not be included in the 2021 Long-term Plan consultation document.

September-October 2020 – Council/Vincent Community Board discussions are underway through the LTP workshop programme.

January-July 2020 – Action memo sent to Community and Engagement Manager. Awaiting outcomes of the i-SITE review and museum strategy adoption before proceeding.

Resolution 18.13.7 – December 2018 Lighting Policies to Reinforce Council's Position on Dark Skies Protection (COM 01-02-021)

- A. RESOLVED that the report be received and the level of significance accepted
- B. <u>RESOLVED</u> that Council commits to the development of a Lighting Policy for the Central Otago District owned and managed or administered building facilities and infrastructure which promotes lighting standards that comply with current International Dark Sky Association requirements
- C. <u>RESOLVED</u> that Council commits to promoting lighting standards that comply with current International Dark Sky Association requirements, into the first draft of the new Central Otago District Plan.

STATUS

Report author: Chief Executive Officer

November 2021-April 2022 – Council has received the final plan change report and staff will proceed on progressing this in the first quarter of 2022.

July-October 2021 – A draft plan change report has been prepared on behalf of Naseby Vision. This needs to be finalised and further documentation provided prior to this being presented to Council for adoption and plan change notification. It is expected that this will be in the latter half of this year.

February-June 2021 – The community is gathering public feedback on their dark skies initiative for input into their district plan change application. Council staff are not involved in this process.

January 2021 - No update available.

September-November 2020 – The community are currently undertaking consultation with local residents in regard to the proposed plan change.

August 2020 – The community is developing content (including the required community consultation) for a District Plan change application, and are in liaison with Council staff during the process.

May-June 2020 - No update available.

March 2020 – Met with local planning consultant who is willing to assist Naseby community put together a plan change request. They will work with Naseby group to prepare this.

February 2020 – No further update available. An update will be provided once there is progress to report on.

January 2020 - No further update available.

December and November 2019 – Council staff are currently investigating how to include dark skies protection parameters within the District Plan.

October 2019 - The Project Plan for the District Plan Review is being prepared and includes this, as well as other topics. There has been no prioritisation of any urgent topics at this stage.

May 2019 – Further scoping work for Naseby is occurring with Council's Community Development Manager and Planning Team. Update to be provided in Spring 2019.

April 2019 – Council adopted a lighting policy for Council-owned assets in February 2019. Planning staff are reviewing recommended International Dark Skies lighting requirements and their potential fit into the Central Otago District Plan.

January 2019 - Council staff are preparing a lighting policy on Council-owned infrastructure and this is scheduled for presentation to the February 2019 Council meeting. Naseby Vision has circulated a newsletter on IDA lighting standards to residents over the Christmas period

Report author: Chief Executive Officer

and are collecting signatures from people who are willing to adhere to these standards on their own properties.

January 2019 – Action Memo sent to the Community Development Manager.

Report author: Chief Executive Officer

Status Report on Resolutions - Infrastructure Services

Resolution 20.9.4 – November 2020 Ripponvale Community Water Funding Options

That the Council:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** that properties on the Ripponvale Community Water Scheme pay half the \$600,000 costs of upgrading the Ripponvale network to meet the New Zealand Drinking Water Standards, and minimum engineering standard requirements.
- C. **Agrees** that the Council share of \$300,000 be funded from the water stimulus fund allocation.
- D. **Agrees** that Ripponvale Community Water Scheme accumulated \$100,000 funds can be used to contribute to the \$300,000 to be funded by properties on the Ripponvale Community Water Scheme.
- E. **Agrees** that existing properties on the Ripponvale Community Water Scheme will have the option of paying their share of the \$300,000, less any contribution by the Ripponvale Community Water Scheme, by either a lump sum payment or as a targeted rate.
- F. **Agrees** that transfer of the scheme will occur on 30 March 2021, and that Council will not meet any costs accrued prior to 30 March 2021.
- G. **Agrees** that properties on the Ripponvale Community Water Scheme be charged the standard rates for a council water connection from 30 March 2021.
- H. **Agrees** that properties within the Ripponvale Community Water Scheme supply area be included within the Cromwell Water Supply Area, and that development contributions be applied to all properties that connect to this supply from 30 March 2021.

STATUS

April 2022 – Staff from Council now evaluating options for the next stages of work to be delivered.

February 2022 – March 2022 – Work along the Kawarau Gorge road is now complete, telemetry has been installed in pump stations and critical spares ordered. Further options for additional work are being considered.

December 2021 - January 2022 - No change.

November 2021 – Work has commenced and due to be completed March 2022.

October 2021 – No change.

September 2021 - A report has been provided to the September Council meeting. Further information will be provided to the November meeting.

May - June 2021 – A report on the Ripponvale Supply will be provided to the September Council meeting.

March – April 2021 – Council has taken over management of supply. Legal requirements for targeted rate being investigated. Fulton Hogan & Switchbuild scoping and pricing work required.

February 2021 – Site visit held between Fulton Hogan maintenance team, Stantec Water Engineer and Council Water Engineers prior to taking over the operation and maintenance of the scheme. Staff are currently getting a legal review on options for rates charging.

January 2021 – Ripponvale Community Water have been asked to supply the customer database, we are still awaiting this information. Until we receive this data, we are unable to progress.

December 2020 – Obtaining legal advice on rating options. Ripponvale Committee advised of decision. Information package being prepared for communicating with suppliers who wish to discuss transfer to council ownership.

November 2020 – Action memo sent to the Water Services Manager.

Resolution 19.8.10 – September 2019 Consideration of New Zealand Standard (NZS) 4404:2010 (Doc ID 422658)

- A. RESOLVED that the report be received, and the level of significance accepted.
- B. <u>AGREED</u> to adopt NZS 4404:2010 as Council's subdivision standard subject to the development of an updated addendum for local conditions.

STATUS

April 2022 - No change.

March 2022 – Due to work programme commitments this item has been deferred. Looking to potentially add to the 2023 work schedule.

February 2022 - No change.

December 2021 – January 2022 – No change.

November 2021 – No change.

January - October 2021 - No change.

December 2020 – The status of this work will be reviewed in February 2021 and a further update provided then.

January 2020 - November 2020 - No change.

December 2019 – Workshops continuing for updating engineering standards. The Environmental Engineering team will be working with planning to ensure the design standards from the Cromwell masterplan are developed alongside the updated engineering standards.

November 2019 – Drafting of an updated addendum is underway and expected to be included in report to Council in early 2020.

October 2019 – Action memo sent to the Environmental Engineering Manager.



Status Report on Resolutions - Planning and Environment

Resolution 20.5.4 – July 2020 Lease of Kyeburn Reserve – Ratification

That the Council:

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

B. **Agrees** to grant the Kyeburn Committee a lease pursuant to Section 61(2A) of the Reserves Act 1977, on the following terms:

1. Permitted use: Community Hall

2. Term: 33 years3. Rights of Renewal: None

4. Land Description Sec 20 Blk V11 Maniototo SD

5. Area: 0.4837 hectares

6. Rent: \$1.00 per annum if requested

Subject to the Kyeburn Hall Committee

1. Becoming an Incorporated Society

2. Being responsible for all outgoings, including utilities, electricity, telephone, rubbish collection, rates, insurance and ground maintenance

STATUS

ON HOLD

April 2022 - no change, on hold.

March 2022 - no change, on hold

August - On hold until meeting able to take place

July 2021 – Meeting request to the Committee for July 2021 was declined by the Committee citing workloads and health issues of committee members. The Committee will make contact when their schedule allows.

June 2021 - May meeting was postponed until July 2021

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

January 2021 – Waiting for confirmation of their status as an Incorporated Society before issuing the lease.

September – December 2020 – Kyeburn Hall Committee to follow up progress on getting their status as an Incorporated Society, in response to email sent to them September 2020.

August 2020 – Advised Kyeburn Hall Committee of Council's resolution and waiting for confirmation of their status as an Incorporated Society before issuing the lease.

July – Action memo sent to Property and Facilities Officer – Maniototo

Resolution 17.9.9 - October 2017

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

- A. RESOLVED that the report be received and the level of significance accepted.
- B. <u>AGREED</u> to the sale of part of Lot 25 DP 3194 and part of Lot 6 DP 300663, located south of the Transpower corridor at the north end of Alexandra and adjacent to the Central Otago Rail trail.
- C. <u>APPROVED</u> the Vincent Community Board's recommendation for sale of the land by way of a joint venture development and sale of Lots, the minimum terms and conditions including:
 - The joint venture partner funding development with no security registered over the land.
 - Council receiving block value.
 - Council receiving 50% of the net profit, with a minimum guaranteed of \$500,000.
 - Priority order of call on sales income:

First: Payment of GST on the relevant sale.

Second: Payment of any commission and selling costs on the relevant sale.

Third: Payment to the Developer of a fixed portion of the estimated Project

Development Costs per lot as specified in the Initial Budget Estimate and

as updated by the Development Costs Estimate breakdown.

Fourth: Payment of all of the balance settlement monies to Council until it has

received a sum equivalent to the agreed block value.

Fifth: Payment of all of the balance settlement monies to Council until it has

received an amount equivalent to the agreed minimum profit share to

Council.

Sixth: Payment of all of the balance to the Developer for actual Project Costs

incurred in accordance with this Agreement.

Seventh: Payment of all of the balance amounts (being the Profit Share) to be divided

50 / 50 (after allowance for payment of the Minimum Profit to Council.

- D. <u>AGREED</u> to delegate to the Chief Executive the authority to select the preferred joint venture offer and negotiate "without prejudice" a joint venture agreement.
- E. <u>AGREED</u> that the Chief Executive be authorised to do all necessary to achieve a joint venture agreement.

STATUS

April 2022 - No update. Awaiting approval.

March 2022 - Stage two 223c and 224c applications submitted. Awaiting approval.

February 2022 - All 16 sections sold and settled in January 2022 in Stage 1, 15 out of 16 sections sold in Stage 2 and 12 sections sold, three under offer and four unsold in Stage 3.

January 2022- Titles have now issued for the 16 sections in Stage 1 with settlement for all sections on 20 January. Stage 2 224C Application has been applied for and titles are expected late January 2022. Stage 3 progress is on track. Current sales are as follows: Stage 1 - 16/16 lots under contract (settlement 20 January) Stage 2 - 15/16 lots under contract, Stage 3 - 11/19 lots under contract.

November 2021- November: 224c has been issued for stage 1. Awaiting LINZ to issue Title. Stage 2 roading will be sealed week of 22nd November.

October 2021 – Development work programme generally on track. Stage 1 is approximately 2 weeks behind schedule due to COVID-19, although Stage 2 is ahead and Stage 3 is on schedule. As of September 2021, sales figures were Stage 1 – 16 sold; Stage 2 – 13 sold, 3 unsold; Stage 3 – 10 sold, 9 unsold or under offer.

September 2021 – Construction work progressing, although slightly behind due to COVID-19 alert level restrictions.

March-July 2021 - Work progressing according to contract.

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

January 2021 – Construction has commenced. Work programme to be fully finalised in coming weeks.

December 2020 – Lawyer is drafting variation to agreement for discussion with developer.

November 2020 – Due to one of the shareholders passing away in late June the developer AC/JV Holdings has been working on a succession plan which should be finalised in early November. The need to agree succession has meant recent delays to the development but Staff are in regular contact with the contractor to ensure that works begin as soon as possible.

Once succession arrangements are confirmed it will enable construction to progress and sections to be put on market as soon as possible. To further ensure this outcome a variation to the development agreement will be prepared which will confirm stages and tighten progress requirements.

September 2020 – Work expected to start on site in October for Stage 1 and some sections will be marketed. Stage 1 completion scheduled for April 2021.

May – August 2020 – Due to Covid 19, engineering design and construction start date delayed. As of May, engineering design mostly complete and work on site expected to start

soon with a staged approach. Also awaiting outcome of Shovel Ready Projects application which may affect how this development progresses.

February 2020 – The developer is working on engineering design for subdivision to be approved by Council. Work expected to start on site for subdivision in approximately 6 weeks.

January 2019 - Subdivision consent granted 18 December 2019.

November 2019 - Subdivision consent was lodged on 22 November 2019.

September – October 2019 - The affected party consultation process with NZTA, Transpower and DOC for the application to connect Dunstan Road to the State Highway is almost complete. The developer is also close to finalising the subdivision plan to allow for the resource consent to be lodged.

July 2019 - Subdivision consent expected to be lodged in August.

June 2019 – Tree felling complete. Subdivision consent expected to be lodged in July or August.

May 2019 - Tree felling commenced 20 May and is expected to take up to 6 weeks to complete. Subdivision scheme plan close to being finalised before resource consent application.

April 2019 – Security fencing has been completed. Felling of trees expected to commence in the next month. Concept plan is in final draft. Next step is for the surveyor to apply for resource consent.

March 2019 – Concept plan is in final draft. Next step is for the surveyor to convert to a scheme plan and apply for resource consent. The fencer is booked in for March.

January 2019 – Development agreement was signed by AC & JV Holdings before Christmas. Subdivision plan now being developed for resource consent application and removal of trees expected to start mid to late January.

October 2018 – The development agreement is with the developer's accountant for information. Execution imminent.

September 2018 - The development agreement is under final review.

August 2018 – Risk and Procurement Manager finalising development agreement to allow development to proceed.

June 2018 – Preferred developer approved. All interested parties being advised week of 11 June. Agreement still being finalised to enable negotiation to proceed.

March - April 2018 - Staff finalising the preferred terms of agreement.

February 2018 – Requests received. Council staff have been finalising the preferred terms of agreement to get the best outcome prior to selecting a party, including understanding tax implications.

December 2017 – Request for Proposals was advertised in major New Zealand newspapers at the end of November 2017 with proposals due by 22 December. Three complying proposals received.

November 2017 – Council solicitor has provided first draft of RFI document for staff review.

November 2017 - Action Memo sent to the Property Officer.



8 COMMUNITY BOARD MINUTES

22.3.22 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 22 MARCH

2022

Doc ID: 576237

Recommendations

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 22 March 2022 be noted.

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1. Attachments

Appendix 1 - Minutes of the Vincent Community Board Meeting held on 22 March 2022

MINUTES OF A MEETING OF THE VINCENT COMMUNITY BOARD HELD VIA MICROSOFT TEAMS AND LIVE STREAMED ON TUESDAY, 22 MARCH 2022 COMMENCING AT 2.01 PM

PRESENT: Cr M McPherson (Chairperson), Mr R Garbutt (Deputy Chair), Dr R Browne,

Cr L Claridge, Cr I Cooney, Ms S Stirling-Lindsay

IN ATTENDANCE: T Cadogan (Mayor), S Jacobs (Chief Executive Officer), L Macdonald

(Executive Manager - Corporate Services), L van der Voort (Executive Manager - Planning and Environment), S Righarts (Chief Advisor), G Bailey (Parks and Recreation Manager), N Aaron (Parks Officer – Strategy and Planning), L Stronach (Team Leader – Statutory Property), F Somerville (Roading Administration Assistant), R Williams (Community Development

Officer), W McEnteer (Governance Manager)

1 APOLOGIES

APOLOGY

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COMMITTEE RESOLUTION

Moved: Garbutt Seconded: Claridge

That the apology received from Ms Robinson be accepted.

CARRIED

2 PUBLIC FORUM

Chris Winter – Wilding pines at the Half Mile

Mr Winter spoke to the Board about the wilding pines at the Half Mile Reserve, before responding to questions.

Rachel Baxter - Haehaeata Trust

Ms Baxter spoke on behalf of the Haehaeata Trust before responding to questions.

<u>Dai Johns – Alexandra Rugby Football Club</u>

Mr Johns (Secretary / Manager of the Alexandra Rugby Football Club) spoke to the Board regarding the power account from the rugby club that was to be discussed later in the meeting before responding to questions.

3 CONFIRMATION OF MINUTES

A correction was noted in the minutes for item 22.1.2, where it was agreed to send a letter of congratulations to the Ophir Hall Committee, particularly Malcolm Topliss.

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COMMITTEE RESOLUTION

Moved: Garbutt Seconded: Browne

That, subject to the amendment above, the public minutes of the Vincent Community Board Meeting held on 1 February 2022 be confirmed as a true and correct record.

CARRIED

4 DECLARATION OF INTEREST

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

5 REPORTS

Note:

Trudy Anderson, Community Ranger from the Department of Conservation, Andrea Howard, Environmental Implementation Manager and Gavin Udy, Programme Manager - Wallabies and Wilding Conifers from the Otago Regional Council, Grahame Sydney, Richard Bowman and Phil Murray from the Central Otago Wilding Conifers Control Group joined the meeting for item 22.2.2.

22.2.2 HALF MILE RECREATION RESERVE AND WILDING CONIFER REMOVAL

To consider the removal of wilding conifers from the Half Mile Recreation Reserve in Alexandra and redevelopment of the site, as part of a wider planned wilding conifer removal programme within the Vincent Ward.

Recommendations B-E in the report lapsed for want of a seconder.

After discussion it was agreed that any ad-hoc resolution might create unintended consequences. It was agreed to leave the item to lie on the table and for staff to bring back the development plan after consultation with the public to be considered by the Board.

COMMITTEE RESOLUTION

Moved: McPherson Seconded: Garbutt

That the Vincent Community Board

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

CARRIED

COMMITTEE RESOLUTION

Moved: Browne Seconded: Claridge

1. Agrees that no felling of any trees occur in the Half Mile Reserve until a full, comprehensive Alexandra Recreation Reserve Plan, with associated budgeting, is developed and consulted upon by the community.

- 2. Agrees that a comprehensive plan, together with a budget, be prepared for plantings within the existing flora at the Half Mile Reserve, these plantings to eventually replace the existing pines.
- 3. Agrees that any tree removal does not detrimentally affect the amenity value of the Reserve for the local community.
- 4. Agrees that the programme for the removal of wilding conifers at Boot Hill, Lower Manorburn Dam Reserve and Alexandra Airport does not proceed until the Alexandra Recreation Reserve Plan is completed.

WITHDRAWN (with the agreement of the mover and seconder)

Moved: McPherson Seconded: Stirling-Lindsay

COMMITTEE RESOLUTION

That the item be left to lie on the table until a development plan for the area had been consulted on and brought back to the Board for its consideration.

.CARRIED

22.2.3 ALEXANDRA RUGBY FOOTBALL CLUB POWER ACCOUNT

To consider a request from the Alexandra Rugby Football Club for reimbursement of a proportion of historical electricity invoices.

After discussion it was agreed that there was some difference between the figure presented by the Alexandra Rugby Football Club and staff and that to move forward, the difference could be split.

COMMITTEE RESOLUTION

Moved: Garbutt

Seconded: Stirling-Lindsay

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council that they approve \$10,000.00 from the General Development Alexandra reserves account to action payment for historical electricity invoices to the Alexandra Rugby Football Club as a final settlement.

CARRIED

Note: Councillor Claridge left the meeting at 5.18 pm and returned at 5.19 pm.

22.2.4 CLYDE HOLIDAY PARK

To approve the Clyde Holiday Park rules, complaints procedure and fees.

After discussion it was agreed that council should be made aware of complaints regarding the manager of the Clyde Holiday Park as soon as they are received. A clause would be written into the complaints procedures before being finalised.

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COMMITTEE RESOLUTION

Moved: Garbutt

Seconded: Stirling-Lindsay
That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the Clyde Holiday Park rules, complaints procedure and fees for 2022, with the addition of a clause "A copy of any complaint regarding the manager must be forwarded to the Council upon receipt of the complaint".
- C. Receives the annual guest nights data provided in the report.

CARRIED

22.2.5 VALLANCE COTTAGE RESERVE BIODIVERSITY BORDER PLANTING

To consider a proposal from the Alexandra Garden Club to plant a biodiversity border along the Tarbert Street side of the Vallance Cottage Reserve. To approve a Memorandum of Understanding between Council and the Alexandra Garden Club for this proposal.

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COMMITTEE RESOLUTION

Moved: McPherson Seconded: Browne

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves a proposal from the Alexandra Garden Club to plant a Biodiversity Border along the Tarbert Street side of Vallance Cottage Reserve, with final design and location to be agreed upon with council staff.
- C. Agrees to enter a Memorandum of Understanding between Council and the Alexandra Garden Club for the establishment of a biodiversity border at the Vallance Cottage Reserve.

CARRIED

22.2.6 PROPOSED ROAD STOPPING - UNFORMED UNNAMED ROAD OFF POOLE ROAD (PREVIOUSLY KNOWN AS PART OF BOUNDARY ROAD)

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

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COMMITTEE RESOLUTION

Moved: Stirling-Lindsay

Seconded: Browne

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council to approve the proposal to stop the unnamed unformed road off the northern end of Poole Road, subject to:

- The provisions of the Local Government Act 1974.
 - The public notification process outlined in the same Act.
 - No objections being received within the public notification period.
 - The Road being surveyed into three parcels as shown in figure 11 (overview of proposed stopping).
 - The area marked "A" in figure 11, being stopped, classified as recreation reserve, then amalgamated with Lot 24 DP 3194 in accordance with the provisions of the Reserves Act 1977.
 - The areas marked "B" and "C" in figure 11, being stopped, classified as recreation reserve, then vested in the Central Otago District Council in accordance with the provisions of the Reserves Act 1977.
 - An easement (in gross) in favour of (and as approved by) Aurora Energy Limited being registered over the areas marked "A", "B", and "C", as shown in figure 11 to protect the infrastructure identified in figure 13.
 - The costs outlined in table 1 being paid from the Dunstan Park Development account.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED

22.2.7 ROAD NAME APPROVAL REPORT - BRASSKNOCKER ROAD DEVELOPMENT

To consider a request to name two rights of way in the Brassknocker Road Development, Springvale.

After discussion it was agreed that right of way one would be named Kahu Lane and right of way two would be named Ridgeway Lane, but that these names would be subject to the approval of the developers.

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Stirling-Lindsay
That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Subject to the approval of the developers agrees in principle to approve two road names.

 Right of way one to be named Kahu Lane and right of way two to be named Ridgeway Lane.

CARRIED

22.2.8 VINCENT FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2021

To consider the financial performance overview as at 31 December 2021.

COMMITTEE RESOLUTION

Moved: McPherson

Seconded: Garbutt

That the report be received.

CARRIE

6 MAYOR'S REPORT

22.2.9 MAYOR'S REPORT

His Worship the Mayor had previously left the meeting.

7 CHAIR'S REPORT

22.2.10 CHAIR'S REPORT

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

- 1. Attended a meeting of the Hearings Panel.
- 2. Attended a Teams meeting with Tourism Central Otago regarding upcoming events in the district.
- 3. Discussed the ongoing issue in St Bathans with historic power poles.
- 4. Attended an Executive Committee meeting.
- 5. Attended a Council meeting and updated members of the issues discussed there.

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COMMITTEE RESOLUTION

Moved: McPherson Seconded: Garbutt

That the report be received.

CARRIED

8 MEMBERS' REPORTS

22.2.11 MEMBERS' REPORTS

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

Ms Stirling-Lindsay reported on the following:

- 1. Noted a number of AGMs coming up, including Blossom Festival and the BMX Club.
- 2. Met with representatives from the Parks and Recreation team and the Youth Council around the proposed pump track at the bike park.

Councillor Cooney reported on the following:

- Attended a tour of the Half Mile reserve.
- Attended pre-agenda leads meeting for Council.

5. Attended Council meeting.

Councillor Claridge reported on the following:

- 6. Attended the recent Colab Business Breakfast.
- 7. Couldn't make Council meeting due to work commitments.

Dr Browne reported on the following:

- 8. Two meetings of Central Otago Districts Arts Trust.
- 9. Attended the AGM of the Otago Regional Orchestra.
- 10. Attended a tour of the Half Mile reserve.
- 11. Attended a strategic planning day for REAP, regarding how to handle things in a changing environment.
- 12. Attended a meeting of the Alexandra and Districts Museum Inc.
- 13. Attended the Alexandra Business Breakfast and noted an address from local MP, Joseph Mooney.
- Attended an opening of exhibition at Clyde Museum, which is a joint art and museum exhibit.
- 15. Attended the AGM of Dunstan Friendship Club.
- 16. Attended two meeting of the Creative Writing Circle.
- 17. Noted possible downstream effects of the current European war.

Mr Garbutt reported on the following

- 18. Attended a meeting of the Central Otago Heritage Trust.
- 19. Assisted with a new Clyde museum exhibition and noted the revamped foyer area.
- 20. Gave a speech at Grey Power in February.
- 21. Attended a tour of the Half Mile reserve.
- 22. Attended an online lecture from the Dunedin Astronomical Society.
- 23. Noted the new art exhibition at the Clyde Museum.
- 24. Noted a recent trip to Akaroa, where there has been a struggle with no tourism. He noted the effects of the Dunstan Trail and the Rail Trail for the Central Otago region.

COMMITTEE RESOLUTION

Moved: McPherson Seconded: Cooney

That the report be received.

CARRIED

9 STATUS REPORTS

22.2.12 MARCH 2022 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.

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COMMITTEE RESOLUTION

Moved: McPherson Seconded: Browne

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

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

11 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: **McPherson** Seconded: Claridge

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
22.2.13 - Clyde Holiday Park Financial Report	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
22.2.14 - March 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

CARRIED

The public were excluded at 6.04pm and the meeting closed at 6.17 pm.





22.3.23	MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 24
	MARCH 2022

Doc ID: 576512

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Recommendations

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 24 March 2022 be noted.

1. Attachments

Appendix 1 - Minutes of the Teviot Valley Community Board Meeting held on 24 March 2022

MINUTES OF A MEETING OF THE TEVIOT VALLEY COMMUNITY BOARD HELD IN THE MICROSOFT TEAMS AND LIVE STREAMED ON THURSDAY, 24 MARCH 2022 COMMENCING AT 2.03 PM

PRESENT: Mr R Gunn (Chair), Ms S Feinerman (Deputy Chair), Ms C Aitchison,

Mr N Dalley, Cr S Jeffery

IN ATTENDANCE: T Cadogan (Mayor), S Jacobs (Chief Executive Officer), L Macdonald

(Executive Manager - Corporate Services), L van der Voort (Executive Manager - Planning and Environment), S Righarts (Chief Advisor), G Bailey (Parks and Recreation Manager), Kim McCulloch (Corporate Accountant), L Stronach (Team Leader – Statutory Property), M Tohill (Communications Support), R Williams (Community Development Officer), W McEnteer

(Governance Manager)

1 APOLOGIES

There were no apologies.

2 PUBLIC FORUM

Anne Todd - Banners in Scotland Street, Roxburgh

Ms Todd spoke to replacing the banners in Scotland Street, Roxburgh and replacing them with more colourful options, which could showcase different produce from the Teviot Valley. She then responded to questions.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Feinerman Seconded: Dalley

That the public minutes of the Teviot Valley Community Board Meeting held on 3 February 2022 be confirmed as a true and correct record.

CARRIED

4 DECLARATION OF INTEREST

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

5 REPORTS

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

To consider an application to lease part of Part Section 142 Block I Teviot Survey District being the Roxburgh Local Purpose (Public Utility) Reserve.

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After discussion it was agreed that the frequency of rent reviews should be added to the terms and conditions of the lease.

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COMMITTEE RESOLUTION

Moved: Jeffery Seconded: Gunn

That the Teviot Valley Community Board

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

B. Approves the granting of a lease over approximately 2 hectares of Part Section 142 Block I Teviot Survey District (as shown in figure 1), being Local Purpose (Public Utility) Reserve, to Roxburgh Excavation, on the following terms and conditions:

Term: Five (5) Years

Rights of Renewal: Two (2) of Five (5) Years

Commencement Date: 01 April 2022

Rental: \$2,000 per annum plus GST plus outgoings

Rent Review Methodology: Market Rental
Rent Review Frequency: On Renewal
Final Expiry: 31 March 2037

Permitted Use: Industrial/Agricultural Storage Yard

Subject to:

The Applicant deer fencing the perimeter of the demised area.

- Ownership of the fencing (and any gates) transferring to Council on cancellation, expiry, or determination.
- The provisions of the Reserves Act 1977.

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

CARRIED

22.2.3 APPLICATION FOR EASEMENT OVER LOCAL PURPOSE (PUBLIC UTILITY) RESERVE

To consider granting an easement in gross over Part Section 142 Block I Teviot Survey District being Local Purpose (Public Utility) Reserve.

COMMITTEE RESOLUTION

Moved: Feinerman Seconded: Aitchison

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to grant an easement (in gross) to Aurora Energy Limited containing the right to convey electricity over Part Section 142 Block I Teviot Survey District for \$1, subject to:
 - Aurora Energy Limited (or their agents) obtaining all consents, permits, and other rights associated with installing the cable between the existing transformer and the new Point of Supply.
 - The final easement plan being approved by the Chief Executive Officer.

The Minister of Occasional control of the Control o

- The Minister of Conservation's consent.

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

CARRIED

22.2.4 TEVIOT VALLEY FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2021

To consider the financial performance overview as at 31 December 2021.

COMMITTEE RESOLUTION

Moved: Jeffery Seconded: Aitchison

That the report be received.

CARRIED

6 MAYOR'S REPORT

22.2.5 MAYOR'S REPORT

His Worship the Mayor updated members on items of interest in the Teviot Valley and gave an update on current issues in the Three Waters space. He then responded to questions from members.

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COMMITTEE RESOLUTION

Moved: Gunn Seconded: Feinerman

That the Teviot Valley Community Board receives the report.

CARRIED

7 CHAIR'S REPORT

22.2.6 CHAIR'S REPORT

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

- 1. Attended a meeting of the Ida McDonald Trust
- 2. Attended the farewell for Dr Leon Dittrich.
- 3. Attended a meeting with Nick Taylor from Nick Taylor and Associates regarding the proposed Lake Onslow project.
- 4. Attended a NZ Battery Project Technical Reference Group meeting.
- 5. Attended two Roxburgh Medical Services Trust meetings.
- 6. Attended a meeting of the Roxburgh Pool Committee.
- 7. Attended a meeting of the Teviot Valley Watercare group.
- 8. Noted the picnic table on Cheviot Street, Roxburgh that had been removed, but never put back. Staff would investigate.

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COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Aitchison
That the report be received.

CARRIED

8 MEMBERS' REPORTS

22.2.7 MEMBERS' REPORTS

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

Ms Feinerman reported on the following:

- 1. Attended a Welcoming Communities meeting.
- 2. Attended two fruit growers meetings with the Ministry of Primary Industries.
- 3. Attended a not for profit governance workshop in Cromwell.
- 4. Attended a meeting of the Tuapeka Bursury committee. Noted the quality of the applications from the Teviot Valley.
- 5. Attended a meeting of the Walkways Committee. Noted the upgrades planned for the river track.
- 6. Attended a meeting of the Roxburgh Swimming Pool Meeting. Noted that the committee is close to signing a contract for construction.

Ms Aitchison reported on the following:

- 1. Gave an update on the Roxburgh Entertainment Committee.
- 2. Attended two sessions of the Dinner Club.
- 3. Attended a Lions meeting.
- 4. Attended a meeting of the Roxburgh Museum. Noted a survey the museum is currently holding regarding whether there was interest in a yearly subscription for the museum.
- 5. Noted a letter from Cliff Parker regarding the loss of a doctor at the medical centre. It was noted that the Medical Services Trust was working through those issues.
- 6. Noted a Roxburgh Museum meeting following this meeting.

Councillor Jeffery reported on the following:

- 7. Noted communication with Cliff Parker regarding doctors at the medical centre.
- 8. Attended a meeting of the Hearings Panel.
- 9. Attended the business breakfast meeting in Roxburgh. Reported that numbers were down on previous meetings.
- 10. Attended a debrief with Horticulture and Viticulture Central Otago Labour Survey funders.
- 11. Spoke at a plaque opening for an Eion Edgar memorial.
- 12. Attended a fruit growers meeting with the Ministry of Primary Industries.
- 13. Attended the farewell for Dr Leon Dittrich.
- 14. Attended an Audit and risk meeting.
- 15. Attended an update on Three Waters.
- 16. Attended a meeting of the Executive Committee.
- 17. Attended a meeting of the Hearings Panel.
- 18. Attended the March Council meeting.
- 19. Attended a Regional Labour Market meeting.
- 20. Attended a meeting of the Roxburgh Medical Services Trust.

21.

the cl	osed toilets had been	going on for two ye	ars.		
Mr Dalley ha	d nothing to report.				
COMMITTEE	ERESOLUTION				
Moved: Seconded:	Aitchison Gunn				
That the repo	ort be received.				
					CARRIED
9 S	STATUS REPORTS				
22.2.8 N	MARCH 2022 GOVER	NANCE REPORT			
	items of general inte		es and updates from	n key orga	anisations and
COMMITTEE	RESOLUTION				
Moved: Seconded:	Feinerman Jeffery				
That the repo	ort be received.				
					CARRIED
10 E	ATE OF THE NEXT	MEETING			
The date of t	he next scheduled me	eting is 5 May 2022			
The meeting	closed at 3.26 pm.				
			CHAIR	1	1

Mentioned the Contact Energy toilet in lake Roxburgh village and noted that this issue with



22.3.24	MINUTES (OF THE	CROMWELL	COMMUNITY	BOARD	MEETING	HELD	ON	29
	MARCH 201	22							

Doc ID: 577012

Recommendations

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 29 March 2022 be noted.

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1. Attachments

Appendix 1 - Minutes of the Cromwell Community Board Meeting held on 29 March 2022

MINUTES OF A MEETING OF THE CROMWELL COMMUNITY BOARD HELD IN THE MICROSOFT TEAMS AND LIVE STREAMED ON TUESDAY, 29 MARCH 2022 COMMENCING AT 2.05 PM

PRESENT: Ms A Harrison (Chair), Mr T Buchanan, Cr N Gillespie, Cr C Laws,

Cr N McKinlay, Mr B Scott

IN ATTENDANCE: T Cadogan (Mayor), S Jacobs (Chief Executive Officer), L van der Voort

(Executive Manager - Planning and Environment), S Righarts (Chief Advisor),

L Stronach (Team Leader – Statutory Property), A McDowall (Finance Manager), D McKewen (Accountant), G Bailey (Parks and Recreation

Manager), G Robinson (Property and Facilities Manager), D Penketh (Project

Manager – Property), R Williams (Community Development Advisor),

W McEnteer (Governance Manager)

1 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION

Moved: Buchanan Seconded: Scott

That the apology received from Mr Murray and an apology for Mr Buchanan be accepted.

CARRIED

2 PUBLIC FORUM

There was no public forum.

Note: Mr Buchanan joined the meeting at 2:07 pm.

3 CONFIRMATION OF MINUTES

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COMMITTEE RESOLUTION

Moved: Laws Seconded: Gillespie

That the public minutes of the Cromwell Community Board Meeting held on 15 February 2022 be confirmed as a true and correct record.

CARRIED

4 DECLARATION OF INTEREST

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

5 REPORTS

22.2.2 APPLICATION TO RESURVEY AND INCREASE EASEMENT PLAN AREA

To consider increasing the footprint of an existing easement corridor on Lot 7 DP 433991 being part of the Sugarloaf Scenic Reserve.

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COMMITTEE RESOLUTION

Moved: McKinlay Seconded: Scott

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to the area of the easement corridor on Lot 7 DP 433991 being resurveyed and increased in size (as shown in figure 6 of the report), to legalise the existing infrastructure and to allow an additional power cable to be installed to meet the applicant's increased power requirements, subject to:
 - The applicants obtaining all permits and consents associated with installing the additional cable.
 - The applicants paying all costs associated with surveying the infrastructure and with the preparation and registration of the revised easement agreement.
 - The Chief Executive approving the new easement plan and agreement.
 - The Chief Executive being satisfied with any reinstatement/remediation works following any earthworks on the Reserve.
 - The consent of the Minister of Conservation.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED with Councillor Gillespie recording his vote against

22.2.3 PROPOSAL TO DISPOSE OF PART OF RECORD OF TITLE OT13B/860 TO WAKA KOTAHI NEW ZEALAND TRANSPORT AGENCY AS AGENTS OF THE CROWN.

To consider disposing of approximately 2720 square metres of Record of Title OT13B/86, for the purpose of constructing a roundabout at the intersection of State Highway 8B and Barry Avenue, and to allow Waka Kotahi to exclude the public from a portion of Section 126 Block III Cromwell Survey District during construction of the roundabout and new footpaths.

After discussion it was agreed that a plan of the proposed footpath should be approved before any further work on the Big Fruit Reserve. The part of the recommendation discussing Waka Kotahi's use of the Big Fruit Reserve was removed.

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COMMITTEE RESOLUTION

Moved: Gillespie Seconded: Laws

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to:

Dispose of approximately 2720 square metres of Record of Title OT13B/86, being the parcels marked "A" and "B" as identified in figure 2 of the report, to:

- Waka Kotahi New Zealand Transport Agency as agents of the Crown.
- In accordance with the provisions of the Public Works Act.
- For \$184,000 (One Hundred and Eighty Four Thousand Dollars) plus GST (if any).

Subject to:

- The income being paid to the Cromwell Property General Account and held for the purpose of for the purpose of purchasing, enhancing, and/or maintaining, land within the Cromwell ward.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED

22.2.4 PROPOSED ROAD STOPPING - PART MELMORE TERRACE

To consider stopping part of Melmore Terrace, Cromwell in accordance with the provisions of the Public Works Act 1981, to maximise the design options and overall development of the new Cromwell Memorial Hall/Events Centre.

After discussion it was agreed that at this stage the footprint requirements were unknown for the memorial hall and that the road stopping may not be needed. It was agreed that the item should be left on the table until a final design was known.

COMMITTEE RESOLUTION

Moved: Buchanan Seconded: Scott

That the Cromwell Community Board

Agrees to leave the item to lie on the table until such time as the Board considers the final design for the Cromwell memorial hall/events centre project.

CARRIED

22.2.5 CLOSING OF THE CROMWELL MEMORIAL HALL

To consider the closing of the Cromwell Memorial Hall and the project delivery process for the Cromwell Town Hall/Events Centre Project.

After discussion it was agreed that the hall should not be demolished until there is a plan to replace it. It was agreed that the item should be left on the table until concept plan was known.

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COMMITTEE RESOLUTION

Moved: Scott Seconded: Buchanan

That the Cromwell Community Board

Agrees to leave the item to on lie the table until 9 May so the Board has the opportunity to consider the concept plans and high-level financial estimates prior to a decision.

CARRIED

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22.2.6 CROMWELL FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2021

To consider the financial performance overview as at 31 December 2021.

COMMITTEE RESOLUTION

Moved: Laws Seconded: Scott

That the report be received.

CARRIED

6 MAYOR'S REPORT

22.2.7 MAYOR'S REPORT

His Worship the Mayor gave an update on his recent activities in the Cromwell Ward. He gave an update to Members on current issues in the Three Waters space before responding to questions.

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COMMITTEE RESOLUTION

Moved: Harrison Seconded: Gillespie

That the Cromwell Community Board receives the report.

CARRIED

7 CHAIR'S REPORT

22.2.8 CHAIR'S REPORT

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

- 1. Mentioned that a lot of time has been taken with the response to Omicron at school.
- 2. Noted a pull back from most face to face commitments recently.
- 3. Noted an interview with Radio Central after the last CCB meeting.
- 4. Mentioned being part of a strategic leadership programme with the Springboard Trust.
- 5. Noted her fortnightly column for Cromwell News.

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COMMITTEE RESOLUTION

Moved: Harrison Seconded: Laws

That the report be received.

CARRIED

8 MEMBERS' REPORTS

22.2.9 MEMBERS' REPORTS

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

Mr Scott reported on the following:

- 1. Noted that a lot of events had been cancelled recently
- 2. Attended the Cromwell business breakfast and noted the presentation there from the Cromwell Promotions Group.

Councillor Gillespie reported on the following:

- 1. Attended a meeting of the Hearings Panel.
- 2. Attended the March Council meeting and gave Members an update on items discussed.
- 3. Noted that Central Otago was in a restricted fire season.
- 4. With the end of daylight savings, reminded the community about checking smoke detectors in their houses were working correctly and that chimneys were cleaned and ready for use.
- 5. Congratulated Connect Cromwell for the installation of the disc golf course.
- 6. Noted the volleyball nets at the Alpha Street reserve and although he had not heard anything about them going up, that they were a good idea.

Councillor Laws reported on the following:

- 1. Attended the March Council meeting and updated Members on items discussed.
- 2. Noted a possible trustee to join Cromwell Community House.
- 3. Noted she was unable to attend Historic Precinct meeting.

Mr Buchanan reported on the following:

- 1. Addressed a need for more public toilets in Tarras.
- 2. Noted that he has had no recent communication with the Bannockburn Reserve committee due to the Covid situation.

Councillor McKinlay reported on the following:

- 1. Attended the March Council meeting and updated Members on topics that were discussed there.
- 2. Discussed the Future of Local Government session at the Council meeting.

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COMMITTEE RESOLUTION

Moved: Laws
Seconded: McKinlay
That the report be received.

CARRIED

9 STATUS REPORTS

22.2.10 MARCH 2022 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: Gillespie Seconded: Laws

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 9 May 2022.

11 RESOLUTION TO EXCLUDE THE PUBLIC

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COMMITTEE RESOLUTION

Moved: Scott Seconded: Laws

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)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or	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

	disadvantage, negotiations (including commercial and industrial negotiations)	
22.2.11 - 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

CARRIED

The public were excluded at 3.55 pm and the meeting closed at 4.03 pm.



22.3.25	MINUTES	OF	THE	MANIOTOTO	COMMUNITY	BOARD	MEETING	HELD	ON	31
	MARCH 20	122								

Doc ID: 577172

Recommendations

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 31 March 2022 be noted.

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1. Attachments

Appendix 1 - Minutes of the Maniototo Community Board Meeting held on 31 March 2022

MINUTES OF A MEETING OF THE MANIOTOTO COMMUNITY BOARD HELD IN THE MICROSOFT TEAMS AND LIVE STREAMED ON THURSDAY, 31 MARCH 2022 COMMENCING AT 2.01 PM

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

IN ATTENDANCE: T Cadogan (Mayor), S Jacobs (Chief Executive Officer), L Macdonald (Executive Manager - Corporate Services), J Muir (Executive Manager -Infrastructure Services), L van der Voort (Executive Manager - Planning and Environment), S Righarts (Chief Advisor), J McCallum (Roading Manager), G Bailey (Parks and Recreation Manager), N Aaron (Parks Officer – Strategy), J Remnant (Property and Facilities Officer - Maniatoto), D McKewen (Accountant) R Williams (Community Development Advisor), W McEnteer

(Governance Manager)

1 **APOLOGIES**

APOLOGY

COMMITTEE RESOLUTION

Moved: Harris Seconded: **Umbers**

That the apology received from Mr Helm be accepted.

CARRIED

2 **PUBLIC FORUM**

There was no public forum.

3 CONDOLENCES

The chair referred to the death of Eleanor A'Court. Members stood for a moment's silence as a mark of respect.

CONFIRMATION OF MINUTES

It was noted in the condolences that there was an error in the spelling of Gavin Weir.

COMMITTEE RESOLUTION

Moved: Harris Seconded: **Umbers**

That, subject to the amendment above, the public minutes of the Maniototo Community Board Meeting held on 17 February 2022 be confirmed as a true and correct record.

CARRIED

5 DECLARATION OF INTEREST

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

6 REPORTS

22.2.2 MANIOTOTO FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2021

To consider the financial performance overview as at 31 December 2021.

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COMMITTEE RESOLUTION

Moved: Duncan Seconded: Harris

That the report be received.

CARRIED

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7 MAYOR'S REPORT

22.2.3 MAYOR'S REPORT

His Worship the Mayor gave an update of his recent activities in the Maniototo ward. He also gave an update to Members on current issues in the Three Waters space.

COMMITTEE RESOLUTION

Moved: Umbers Seconded: Duncan

That the Maniototo Community Board receives the report.

CARRIED

8 CHAIR'S REPORT

22.2.4 CHAIR'S REPORT

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

- 1. Noted that Eden Hore Central Otago exhibit was now at Wedderburn.
- 2. Noted the gates at the cemetery were near being installed
- 3. Received an email Civil Defence regarding the locating of a generator in the Maniototo.
- 4. Discussed bridges in the Maniototo and which might need to be fixed first.
- 5. Noted that the dog inspector was coming to Ranfurly to address stray dogs in town.
- 6. Noted the build up of cars in John Street, Ranfurly.
- 7. Noted the speed limit consultation that was currently ongoing.
- 8. Noted the feedback on the transfer station, in particular its opening hours on Saturday.

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COMMITTEE RESOLUTION

Moved: Hazlett Seconded: Umbers

That the report be received.

CARRIED

9 MEMBERS' REPORTS

22.2.5 MEMBERS' REPORTS

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

Ms Umbers reported on the following:

- 1. Enquired about the timeline for refurbishment of the service centre in Ranfurly.
- 2. Mentioned the trees at Welcome Inn Hill at the entrance to Naseby and noted that they currently hang out over the road on the bend. It was noted that staff would investigate.
- 3. Mentioned the public toilets in Naseby, specifically about the frequency that they were cleaned. It was noted that staff would investigate.
- 4. Noted the repair of the dump station for caravans in Ranfurly.

Mr Harris had nothing to report.

Councillor Duncan reported on the following:

- 1. Mentioned a recent meeting regarding the grading of the road between Patearoa and Waipiata.
- 2. Noted the local fire station had received an award as part of the merger between Fire Emergency New Zealand and Rural Fire.
- 3. Noted current issues in the Three Waters space.
- 4. Attended fire training the previous weekend, which was focussed around fire behaviour. Noted Naseby and the dry conditions there.
- 5. Noted the current struggle of South Otago and Southland farmers with drought.
- 6. Appeared on the TVNZ Breakfast programme.
- 7. Mentioned that the Eden Hore Central Otago collection was now at Wedderburn. He congratulated members and staff that had been involved in the project.
- 8. Noted current issues in the Covid-19 space.
- 9. Noted the road works and reticulation project after a recent trip to Clyde.

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COMMITTEE RESOLUTION

Moved: Duncan Seconded: Umbers

That the report be received.

CARRIED

10 STATUS REPORTS

22.2.6 MARCH 2022 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.

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COMMITTEE RESOLUTION

Moved: Duncan Seconded: Harris

That the report be received.

CARRIED

11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 12 May 2022.

12 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Umbers Seconded: Duncan

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

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

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

CARRIED

The public were excluded at 2.55 pm the meeting closed at 3.00 pm.





9 COMMITTEE MINUTES

22.3.26 MINUTES OF THE ASSESSMENT COMMITTEE MEETING HELD ON 22 MARCH

2022

Doc ID: 577350

Recommendations

That the unconfirmed Minutes of the Assessment Committee Meeting held on 22 March 2022 be noted.

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1. Attachments

Appendix 1 - Minutes of the Assessment Committee Meeting held on 22 March 2022

MINUTES OF CENTRAL OTAGO DISTRICT COUNCIL ASSESSMENT COMMITTEE HELD IN WHARE TŪHONO, WILLIAM FRASER BUILDING, 1 DUNORLING STREET, ALEXANDRA ON TUESDAY, 22 MARCH 2022 AT 10.00 AM

PRESENT: Cr S Calvert (Chair), Cr T Alley, R De Jong, M Huffadine, R Kinney, K Moore,

IN ATTENDANCE: J Whyte (Creative Communities New Zealand Administrator)

1 APOLOGIES

APOLOGY

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COMMITTEE RESOLUTION

Moved: Alley Seconded: Kinney

That the apologies received from T Riwi and T Goudie be accepted.

CARRIED

2 CONFIRMATION OF MINUTES

22.1.1 PUBLIC MINUTES OF ORDINARY ASSESSMENT COMMITTEE MEETING

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COMMITTEE RESOLUTION

Moved: Kinney Seconded: Alley

That the pubic minutes of the Assessment Committee Meeting held 28 September 2021 be confirmed as a true and correct record.

CARRIED

3 DECLARATION OF INTEREST

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

4 REPORTS

22.1.2 OVERVIEW OF THE 2021/22 FINANCIAL YEAR

To consider the overview of the 2021/22 Financial Year.

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COMMITTEE RESOLUTION

Moved: Calvert Seconded: Huffadine
That the report be received.

CARRIED

22.1.3 REPORT FORMS

To receive correspondence from last year's applicants.

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COMMITTEE RESOLUTION

Moved: Alley Seconded: Huffadine
That the report be received.

CARRIED

CARRILD

22.1.4 2021/22 CREATIVE COMMUNITIES NEW ZEALAND ANNUAL FUNDING ROUND

To allocate Creative Communities New Zealand (CCNZ) funds to worthy applications received from groups, organisations and individuals within the Central Otago District, relating to arts and cultural activities.

COMMITTEE RESOLUTION

Moved: Alley Seconded: Calvert

That the Assessment Committee

Receives the report and accepts the level of significance.

CARRIED

COMMITTEE RESOLUTION

Moved: Kinney Seconded: Moore

B. Agrees that \$29,205.26 be allocated to applications listed in the attached table in a manner befitting Creative New Zealand guidelines and eligibility criteria.

CARRIED

COMMITTEE RESOLUTION

Moved: Kinney Seconded: De Jong

C. Resolved that the Assessment Committee proposed to pay to the Cromwell Community Arts Council – Arts Exhibition \$12,496 provided quotes for advertising and materials are supplied. On understanding the Coordinators fees meet the Creative Communities scheme criteria.

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Applicant	Project	Project description	Amount allocated
The Caninspire Trust	Canbead workshops	Art Therapy workshops in Alexandra.	\$785
Cathy Irons	Nikau Harp Trio	Concert performance followed by an interactive opportunity for the audience.	\$1,326
Cromwell Community Arts Council	Arts Central Exhibition	Showcase of visual arts created in the Cromwell Basin and surrounding region.	\$12,496
Cromwell Community Arts Council	Across the Bridge 2022	Arts workshops and exhibition.	\$9,500
Cromwell Community Arts Council	Tokowha	Classical voice concert.	Application withdrawn.

	CARRIED)
COMMITTEE RESOLUTION		
Moved: Calvert Seconded: Kinney		
D. Resolved that the remaining balance of \$5,098.26 be held over to the September round for allocation.	funding	
	CARRIED)
The Meeting closed at 11:35 am.		
CHAIF	R / /	1

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 1 June 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 from Ordinary Council Meeting	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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
	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	which good reason for withholding would exist under section 6 or section 7
	7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	
	s7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public	
	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	
	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on,	

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	without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
22.3.27 - April 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
22.3.28 - Confidential Minutes of the Vincent Community Board Meeting held on 22 March 2022	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
22.3.29 - Confidential Minutes of the Cromwell Community Board Meeting held on 29 March 2022	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(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
22.3.30 - Confidential Minutes of the Maniototo Community Board Meeting held on 31 March 2022	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
