



AGENDA

Cromwell Community Board Meeting Tuesday, 21 June 2022

Date: Tuesday, 21 June 2022

Time: 2.00 pm

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

(Due to COVID-19 restrictions and limitations of the physical space, public access will be available through 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 meeting of the Cromwell Community Board will be held in Cromwell Service Centre, 42 The Mall, Cromwell and live streamed via Microsoft Teams on Tuesday, 21 June 2022 at 2.00 pm. The link to the live stream will be available on the Central Otago District Council's website.

Order Of Business

1	Apologies	5
2	Public Forum.....	5
3	Confirmation of Minutes	5
	Cromwell Community Board meeting Meeting - 9 May 2022	7
4	Declaration of Interest.....	14
	22.4.1 Declarations of Interest Register	14
5	Reports	17
	22.4.2 Road Naming Approval - Wooing Tree Development	17
	22.4.3 Closing of the Cromwell Memorial Hall	29
	22.4.4 Proposal to dispose of Part of Record of Title 13B/860 to Waka Kotahi New Zealand Transport Agency as agents of the Crown (PRO: 62-3047-00).	35
	22.4.5 Clarification of the terms of the Cromwell Menz Shed lease.....	52
	22.4.6 Proposal to stop Flora Street	74
	22.4.7 Cromwell Bike Park Funding Request	87
	22.4.8 Cromwell and Districts Promotions Group Promotions Grant Application	107
	22.4.9 Cromwell Financial Report for the Period Ending 31 March 2022	111
6	Mayor's Report.....	116
	22.4.10 Mayor's Report.....	116
7	Chair's Report	117
	22.4.11 Chair's Report	117
8	Members' Reports	118
	22.4.12 Members' Reports.....	118
9	Status Reports	119
	22.4.13 June 2022 Governance Report	119
10	Date of the Next Meeting.....	143
11	Resolution to Exclude the Public.....	144
	22.4.14 Gair Avenue Report	144
	22.4.15 June 2022 Confidential Governance Report	144

Members Ms A Harrison (Chair), Mr W Murray (Deputy Chair), Mr T Buchanan, Cr N Gillespie, Cr C Laws, Cr N McKinlay, Mr B Scott

In Attendance T Cadogan (Mayor), 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), W McEnteer (Governance Manager), J Harris (Governance Support Officer)

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Cromwell Community Board meeting - 9 May 2022

**MINUTES OF A MEETING OF THE CROMWELL COMMUNITY BOARD
HELD IN THE CROMWELL SERVICE CENTRE, 42 THE MALL, CROMWELL AND LIVE
STREAMED ON MICROSOFT TEAMS
ON MONDAY, 9 MAY 2022 COMMENCING AT 2.03 PM**

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

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) (via Microsoft Teams), G Robinson (Property and Facilities Manager), G Bailey (Parks and Recreation Manager), N Aaron (Parks Officer – Strategy), A McDowall (Finance Manager) (via Microsoft Teams), K McCulloch (Corporate Accountant), A Mason (Media Marketing Manager), R Williams (Community Development Advisor), M Potter (TCO Marketing and Event Support), F Somerville (Roading Administration Assistant), W McEnteer (Governance Manager), J Harris (Governance Support Officer) (via Microsoft Teams)

1 APOLOGIES

There were no apologies.

2 PUBLIC FORUM

Carolyn Murray and Marion Low – Cromwell and Districts Promotions Group

Ms Murray and Ms Low spoke to the Cromwell and Districts Promotions Group's grant application before responding to questions.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Laws
Seconded: Scott

That the public minutes of the Cromwell Community Board Meeting held on 29 March 2022 be confirmed as a true and correct record with the following amendment: The mover of the previous minutes was Councillor Gillespie.

CARRIED

4 DECLARATION OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. Mr Murray declared an interest in items 22.3.2 and 22.3.3 and Councillor Laws declared an interest in item 22.3.6. They did not participate in the discussion and did not vote on those respective items.

5 REPORTS

Note: Mr Murray declared an interest in item 22.3.2. He did not take part in the discussion and did not vote on the item.

22.3.2 CROMWELL AND DISTRICTS PROMOTIONS GROUP REPORT BACK

To consider a report back from Cromwell and Districts Promotions Group for a grant received to fund the Light Up Winter event in July 2021 and a grant to fund various promotional activities during 2020-2021.

----- COMMITTEE RESOLUTION

Moved: Scott
Seconded: Laws

That the report be received.

CARRIED

Note: Mr Murray declared an interest in item 22.3.3. He did not take part in the discussion and did not vote on the item.

22.3.3 MARCH 2022 PROMOTIONS GRANTS APPLICATIONS

To consider the March 2022 community and promotions grant applications to the Cromwell Community Board.

----- COMMITTEE RESOLUTION

Moved: Laws
Seconded: Scott

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Allocates the grants as follows:

	Applicant	Grant Amount
2	Cromwell and Districts Promotions Group for contractors, advertising and operating costs	\$21,373
3	Cromwell and Districts Community Arts Trust for advertising, promotions and sound and light for four chamber music concerts during 2022.	\$2,240

CARRIED

22.3.4 APPROVAL OF THE DRAFT BANNOCKBURN DOMAIN RESERVE MANAGEMENT PLAN 2022

To consider the approval of the draft Bannockburn Domain Reserve Management Plan 2022 so that it can be notified for public consultation as required under the Reserves Act 1977.

It was noted that there were some typographical errors in the draft plan. Staff would remove those errors prior to releasing the plan for consultation.

COMMITTEE RESOLUTION

Moved: Gillespie

Seconded: McKinlay

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to approve the draft Bannockburn Domain Reserve Management Plan 2022 and notify the plan for public submission.
- C. Agree that the Cromwell Community Board hear submissions received on the draft plan.

CARRIED

22.3.5 2022-23 ANNUAL PLAN BUDGET AND FEES AND CHARGES SCHEDULE

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

COMMITTEE RESOLUTION

Moved: Scott

Seconded: Laws

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to accept the final Cromwell ward 2022-23 Annual Plan budgets and recommend to Council for inclusion in the 2022-23 Annual Plan.
- C. Agrees to accept the Cromwell ward 2022-23 Fees and Charges schedule and recommend to Council for inclusion in the 2022-23 Annual Plan.

CARRIED

Note: With the agreement of the meeting, items 22.3.7 to 22.3.9 were moved earlier in the meeting.

6 MAYOR'S REPORT**22.3.7 MAYOR'S REPORT**

His Worship the Mayor was not present at this meeting.

7 CHAIR'S REPORT**22.3.8 CHAIR'S REPORT**

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

- Noted that she has not been attending many meetings as a result of COVID-19.
 - Laid a wreath on ANZAC Day in Cromwell.
 - Had recently visited Australia to see family.
-

COMMITTEE RESOLUTION

Moved: Harrison

Seconded: Laws

That the report be received.

CARRIED

8 MEMBERS' REPORTS

Note: Mr Murray left the meeting at 3.03 pm.

22.3.9 MEMBERS' REPORTS

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

Councillor Laws reported on the following:

- Attended a pre-agenda meeting for council. Noted discussion on water fluoridation and noted there had not been a central government mandate yet.
- Attendance a Project Governance Group meeting.
- Attended a workshop with Jasmax on the Cromwell. Doesn't think the board on the same page with what to do.
- Attended a meeting Old Cromwell Incorporated and noted several items discussed at the meeting.
- Attended a meeting of the Cromwell Resource Centre and updated members on issues discussed at the meeting.
- Attended the April Council meeting and gave members an update on topics discussed at the meeting.

Mr Scott reported on the following:

- Attended a Cromwell and Districts Promotions Group meeting and updated members on issues discussed.
 - Attended the ANZAC Day ceremony in Cromwell.
-

- Attended Cromwell business group breakfast meeting.

Councillor Gillespie reported on the following:

- Attended a Project Governance Group meeting.
- Attended a council pre-agenda meeting.
- Attended a workshop with Jasmax regarding the Cromwell Memorial Hall.
- Attended a meeting of the Hearings Panel.
- Noted the number of stalls and the generosity of the public at this year's Poppy Day.
- Laid a wreath on ANZAC Day in Cromwell.
- Attended a Fire Emergency Advisory Committee meeting.
- Noted the upcoming internment of the miner that was found during the building of Clyde Dam.
- Attended the April Council meeting and updated members on some of the topics discussed.

Councillor McKinlay reported on the following:

- Attended the April Council meeting and updated members on some of the topics discussed.

COMMITTEE RESOLUTION

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

That the report be received.

CARRIED

Note: Cr Laws declared an interest in item 22.3.6. She did not take part in the discussion and did not vote on the item.

22.3.6 ROAD NAME APPROVAL REPORT - WOONG TREE DEVELOPMENT

To consider a request to name ten roads in the second stage of the Woong Tree Development in Cromwell.

After discussion it was agreed to leave the item to lie on the table to give the developer the opportunity to consider other road names from the approved Cromwell or Aukaha lists.

COMMITTEE RESOLUTION

Moved: **Gillespie**
Seconded: **Scott**

That the Cromwell Community Board

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

- B. Agrees to leave the item to lie on the table to give the developer the opportunity to choose more appropriate road names from the Cromwell area from the Cromwell or Aukaha list of road names or to provide a case for the current choices.

CARRIED

9 STATUS REPORTS

22.3.10 MAY 2022 GOVERNANCE REPORT

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

COMMITTEE RESOLUTION

Moved: Laws

Seconded: Scott

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 21 June 2022.

11 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Laws

Seconded: Scott

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

22.3.11 - May 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
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CARRIED

The public were excluded at 3.15 and the meeting closed at 3.19 pm.

4 DECLARATION OF INTEREST

22.4.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 584166

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 - Declarations of Interest [↓](#)

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

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

5 REPORTS

22.4.2 ROAD NAMING APPROVAL - WOONG TREE DEVELOPMENT

Doc ID: 581139

1. Purpose

To consider a request to name ten roads in the second stage of the Woong Tree Development.

Recommendations

That the report be received.

2. Discussion

A road name approval report for the second stage of the Woong Tree Development was reviewed at the 9 May 2022 Cromwell Community Board meeting. The Board rejected the ten names suggested by the developers as they were not considered historically relevant to the Cromwell basin. The report was left to lie on the table and the Board requested the developers provide a further ten road names from the pre-approved Cromwell Community Board road naming lists at the 21 June 2022 meeting. Alternatively, the developers could present their case for reconsideration of the original names. The developers have chosen to present their case at the meeting.

3. Attachments

Appendix 1 - Woong Tree Road Name Approval Report 9 May 2022.pdf [↓](#)

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

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

Report author:



Faye Somerville
Roading Administration Assistant
16/05/2022

Reviewed and authorised by:



Quinton Penniall
Infrastructure Manager
10/06/2022

9 May 2022



22.3.6 ROAD NAME APPROVAL REPORT - WOONG TREE DEVELOPMENT

Doc ID: 576153

1. Purpose of Report

To consider a request to name ten roads in the second stage of the Woong Tree Development in Cromwell.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to approve ten road names. Roads to be named Woong Tree Avenue, Tickled Pink Lane, Noble Way, Sandstorm Way, Oak Terrace, Cellar Court, Sparkling Close, Reserve Court, Hadley Place, and Finla Terrace.

2. Background

Ten roads are to be named in the second stage of the Woong Tree Development.

3. Discussion

The developer has requested the Board considers the names provided. The names selected are a continuation of the Woong Tree wines, vineyard theme and family connections.

Council Roading Policy stipulates that a road should only have one name however two words have been accepted previously if the suggested name is after a pre-named feature or object e.g. Leaning Rock Road or Pinot Noir Drive. In this instance "Tickled Pink" is the name of a Woong Tree wine and Woong Tree is the name of the Estate.

4. Financial Considerations

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

5. Options

Option 1 – (Recommended)

Name the roads as per the following list shown on plan (appendix 1):

- Woong Tree Avenue
- Tickled Pink Lane
- Noble Way
- Sandstorm Way
- Oak Terrace
- Cellar Court
- Sparkling Close
- Reserve Court
- Hadley Place

Cromwell Community Board meeting Agenda

9 May 2022

- Finla Terrace

Advantages:

- Developer's preferred choice.

Disadvantages:

- Roading Policy stipulates roads should only be one name.

Option 2

Select alternative names from the brief list provided. Names are associated with the wine industry.

- Vine
- Bacchus
- Barrique

Advantages:

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

Disadvantages:

- None identified.

Option 3

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

Advantages:

- Names meet council policy.
- Names are off pre-approved lists.

Disadvantages:

- Names are not the developer's choice.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by providing clear direction to access points for emergency services.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Decision is consistent with other policies.

Considerations as to sustainability, the environment and climate change impacts	Managing change while protecting and enhancing our culture, heritage and landscape is one of council's sustainability goals. Road naming has the ability to celebrate culture and heritage aspects of the area. Road naming has no climate change impacts or benefits.
Risks Analysis	Approval of these road names presents no discernible risk.
Significance, Consultation and Engagement (internal and external)	The decision does not trigger engagement under the Significance and Engagement Policy.

7. Next Steps

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

8. Attachments

Appendix 1 - Plan - Wooing Tree Development.pdf
Appendix 2 - Cromwell Community Board list of approved road names.docx
Appendix 3 - Aukaha List of Approved Maori Road Names.docx

Report author:

Reviewed and authorised by:



Faye Somerville
Roading Administration Assistant

11/04/2022



Julie Muir
Executive Manager - Infrastructure
Services

28/04/2022

Cromwell Area Road Name Options*Bannockburn*

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

Northburn

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

Tarras

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

Wong	Willie Wong – local identity.
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Pisa

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

Lowburn

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

Cromwell

Bella	Bella McElligott (nee Hansen) – a local identity who was a staunch Labour supporter; she lived in the mouth of the Kawarau Gorge.
Behrens	M Behrens – Former Mayor of Cromwell (1881-1883). (N.B. A barn in Old Cromwell Town is named after Mr Behrens)
Colclough	C Colclough – Former Mayor of Cromwell (1878-1881).
Corse	Local doctor
Cox	Two generations of local chemists
Escort	Reference unknown – from the Community Board's existing "unused road/street name list"; potentially a reference to the 'police escort' of gold from the area.
Ewart	Reference unknown – from the Community Board's existing "unused road/street name list"
Ewing	Fallen soldier in the World Wars
Girvan	Fallen soldier in the World Wars
Hitchcock	Isabella Hitchcock was the first teacher in Queensbury
Holmes	Unsure of origin
Horn	James Horn – Local entrepreneur and member of Parliament; was a shareholder in the 'Lady Ranfurly' gold dredge (N.B. There is a mountain peak on the Dunstan Range called Horn)
How-Johns	A long-standing local family
Kilgour	Established the Bell-Kilgour goldmine; The Kilgour family has been involved in mining for four generations.
Kloog	Fallen soldier in the World Wars
Love	Fallen soldier in the World Wars
Mangos	Leo Mangos – Local carpet layer and business owner; Borough Councillor and CCB 2007.
McCracken	T McCracken – Former Mayor of Cromwell (1889-1891).
McKechnie	Fallen soldier in the World Wars
McMahon	Doctor served in Vietnam.
McNamara	Well known local family; Community Board member 2007.
Mills	Fallen soldier in the World Wars
Mooney	Fallen soldier in the World Wars
Morris	Local doctor.
Munro	James Munro – Former Mayor of Cromwell (1950-1951). <i>This name currently is used in Tarras.</i>
Murrell	E Murrell – Former Mayor of Cromwell (1905-1913)
Orr	Former dredge master.
Pretsch	K Pretsch – Former Mayor of Cromwell (1897-1899).

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

Generic Names and Terms:

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

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

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

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

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

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

22.4.3 CLOSING OF THE CROMWELL MEMORIAL HALL

Doc ID: 582918

1. Purpose of Report

To reconsider the report presented to the Cromwell Community Board on 29 March 2022 regarding closure of the Cromwell Memorial Hall.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Approves the immediate closure of the Cromwell Memorial Hall.
 - C. Approves Cromwell Community Board and Project Advisory Group engagement and approval process during the project (Tables 2 and 3).
-

2. Background

A report was presented to the Cromwell Community Board (the Board) on 29 March 2022 with the following recommendations:

- A. Approves the Cromwell Memorial Hall closure date of 2nd May 2022 as well as the proposed demolition phase start date of July 2022.
- B. Approves Cromwell Community Board and Project Advisory Group engagement and approval process during the project (Tables 2 and 3).

The Board resolved to leave the item on the table until such time as concept designs were developed and high-level costs were available to be presented to the Board.

Since the meeting all users of the Cromwell Memorial Hall have independently found alternative locations for their activities.

The costs of running the hall have now been determined. Leaving the hall open without any users or income is incurring the following costs:

- Monthly running costs for the hall which includes costs for electricity, water etc of around \$600.
- The estimated July building warrant of fitness cost is around \$850.

As the hall is not being used it is recommended that it be closed immediately to avoid further costs.

The Board will receive a report regarding demolition when high level costs and concept plans are available.

A report outlining the timeframe and structure of the Cromwell Memorial Memorial/Event Centre project was presented to the Board and approved at the July 2021 meeting. This report outlined the different stages of this project and the timeframes to complete them. The

original report and timeframe (Table 1) has now been reviewed and adjusted as recommended by Jasmex.

The programme from this report is detailed below:

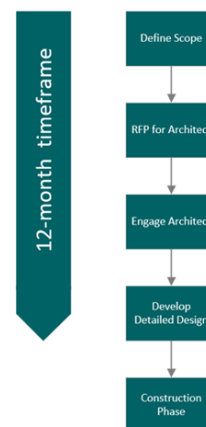
Table 1:

Phase 1 - Design

- Set up the project team and advisory group
- Appoint external stakeholder group (optional)
- Engage an architect - RFP process
- Engage and scope project – project team and architect
- Finalise scope with Project Advisory Group
- Develop detailed concept plans – architect
- Adopt detailed concept plan – CCB
- Engage with funding agencies to confirm committed funds and apply for funding
- Appoint construction partner (RFP)
- Early engagement with construction partner – architect, programme manager, project manager
- Develop detailed design
- Approve detailed design – CCB

Phase 2 project – Construction

- From 1 July 2022



The 29 March 2022 report (which was left on the table) is attached as **Appendix 1**.

3. Discussion

The new recommended design and construction process timeline is outlined in Tables 2 and 3 below and shows the Cromwell Community Board's 2022 meetings and the approval stages that the Board will be engaged for.

Below are the updated design/construction timelines for 2022/23 as well as the Board approval timelines.

Table 2:

June -Design and construction process

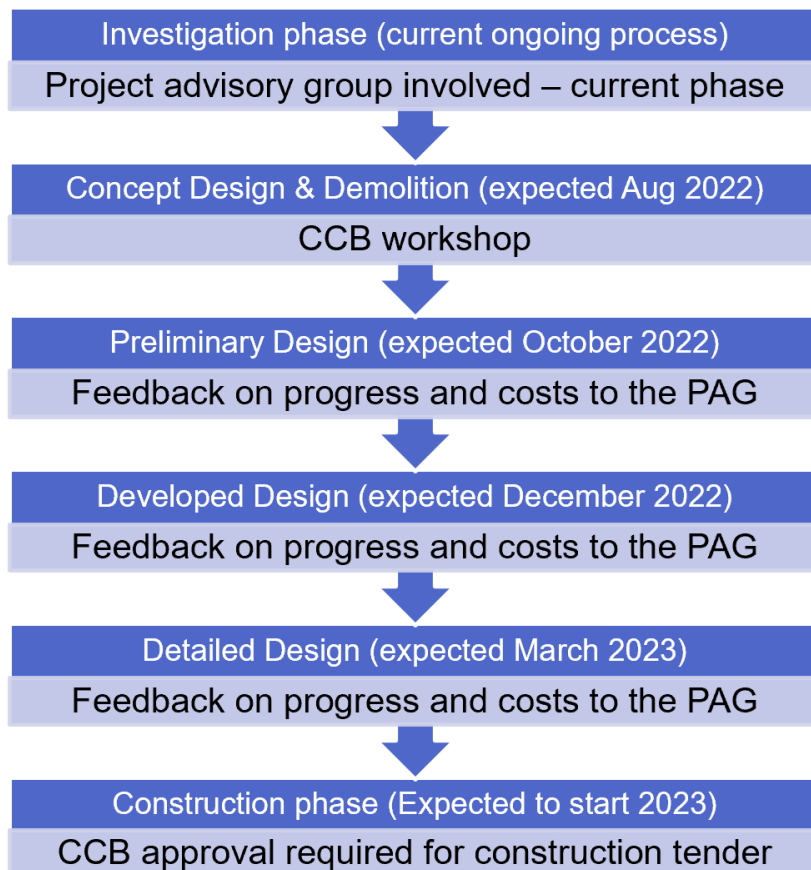
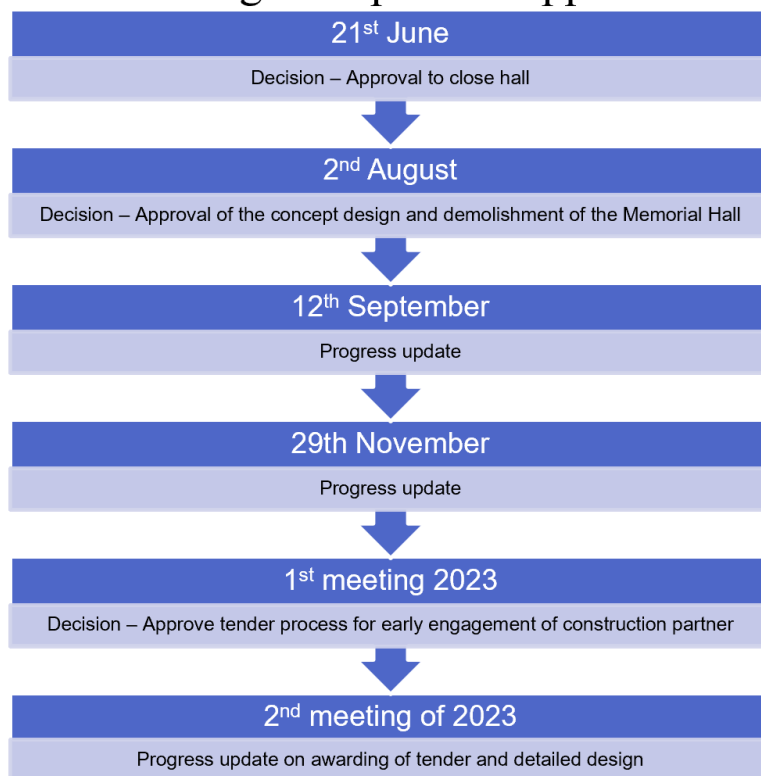


Table 3:

2022 Cromwell Community Board meetings and process approval



This timeline has been reviewed and discussed by the Project Advisory Group who have recommended it be included in this update to the Board.

4. Options

Option 1 – (Recommended)

The Board approves:

- The immediate closure of the Cromwell Memorial Hall.
- The Cromwell Community Board and Project Advisory Group engagement and approval process during the project (Tables 2 and 3).

Advantages:

- Allows for the design process as recommended by the architect to progress without delay.
- Provides clear process for engagement and approval.
- The proposed closure date provides more time for asbestos removal and site investigation.

Disadvantages:

- The Cromwell Memorial Hall facility will no longer be available for use.

Option 2

The Board declines to approve:

- The immediate closure of the Cromwell Memorial Hall.
- The Cromwell Community Board and Project Advisory Group engagement and approval process during the project (Table 2 and 3).

Advantages:

- The Cromwell Memorial Hall facility will be available for a longer period for use.

Disadvantages:

- A later closure date will cause delays in the design, demolition and construction process.
- Declining to approve the proposed engagement and approval process will impact the design delivery timeline and result in additional design and operational costs.

4. 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 delivering a hall/events centre to the community which will enable a range of events and community use and a hub for arts and culture.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	This decision is consistent with the “Eye to the Future” Cromwell Masterplan and the Long-term Plan.
Considerations as to sustainability, the environment and climate change impacts	The impacts on sustainability, such as waste to landfill, will be off-set in the longer-term by the creation of a modern and environmentally efficient building on this site.
Risks Analysis	Identified risks will be managed by project planning and close project management.
Significance, Consultation and Engagement (internal and external)	There has been significant consultation through the “Eye to the Future” Cromwell Masterplan and the project and funding was included in the consultation document for the 21/31 Long-term Plan. All communications will be distributed with the Board for feedback before releasing to the community.

5. Next Steps

- Progress as per the approved programme of work.

6. Attachments

Nil

Report author:



Garreth Robinson
Property and Facilities Manager
7/06/2022

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and Environment
9/06/2022

22.4.4 PROPOSAL TO DISPOSE OF PART OF RECORD OF TITLE 13B/860 TO WAKA KOTAHİ NEW ZEALAND TRANSPORT AGENCY AS AGENTS OF THE CROWN (PRO: 62-3047-00).

Doc ID: 577048

1. Purpose of Report

To consider disposing of approximately 1,740 square metres of Record of Title OT13B/860, to Waka Kotahi as agents of the Crown, for the purpose of constructing a roundabout at the intersection of State Highway 8B and Barry Avenue, and to consider allowing Waka Kotahi to erect a secure compound around part of Section 126 Block III Cromwell Survey District for the duration of the construction of new footpaths and underpass.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Notes the previous agreement with Waka Kotahi for the compulsory acquisition of this land.
- C. Agrees to:
 - 1. Dispose of approximately 1,740 square metres of Record of Title OT13B/860, being the parcels marked "A" and "B" as identified in figure 2, to:
 - Waka Kotahi New Zealand Transport Agency as agents of the Crown.
 - In accordance with the provisions of the Public Works Act 1981.
 - For \$118,000 (One Hundred and Eighteen 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.
- 2. To agree to allow Waka Kotahi New Zealand Transport Agency to erect a secure compound around the area marked "E" as shown in figure 3 (Footpath Construction Zone), for the duration of the construction of the footpaths and underpass (as required), at no charge.

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

2. Background

Original Report:

At its meeting of 29 March 2022, the Cromwell Community Board (the Board) considered a proposal to dispose of approximately 2,720 square metres of land, Record of Title OT13B/860, for the purpose of constructing a roundabout at the intersection of State Highway 8B and Barry Avenue.

The report also recommended that Waka Kotahi be granted consent to erect temporary security fencing around a portion of Section 126 Block III Cromwell Survey District to provide for the safe construction of new footpaths which are being constructed as part of the project.

On consideration, the Board agreed that a plan of the proposed footpath should be approved before any further work took place on the Section 126 Block III Cromwell Survey District (Section 126) being part of the parcel of land known as the Big Fruit Reserve.

The part of the recommendation relating to Waka Kotahi's use of the Big Fruit Reserve was then removed with the Board resolving (Resolution 22.2.3) as follows:

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/860, 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.

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

Revised Plan of Works

While construction of the roundabout has commenced, Waka Kotahi have now revised their plan of the works. This is because the plan referred to above in Resolution 22.2.3 included land for sight lines.

Sight lines are used to provide unimpeded views of approaches to intersections, corners, and roundabouts. While sight lines are not a compulsory construction requirement, they do improve visibility which makes it safer for road users.

As the roundabout is being constructed on a flat road which has good visibility, sight lines are not required in this instance.

This means that the area of land to be taken from Record of Title OT13B/860 (the areas marked 'A' and 'B') has reduced significantly, from 2,720 square metres as shown below in figure 1, to just 1,740 square metres as shown below that in figure 2.

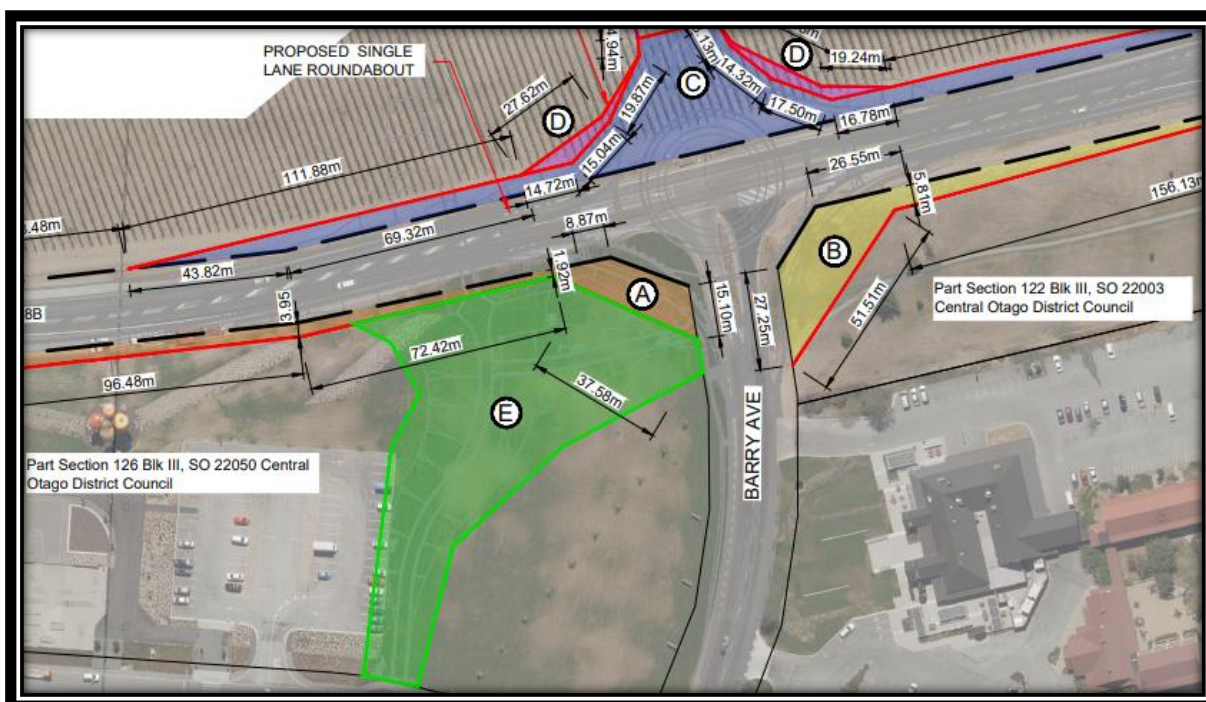


Figure 1 – Previous Plan of Works/Land to be taken from RT OT13B/860

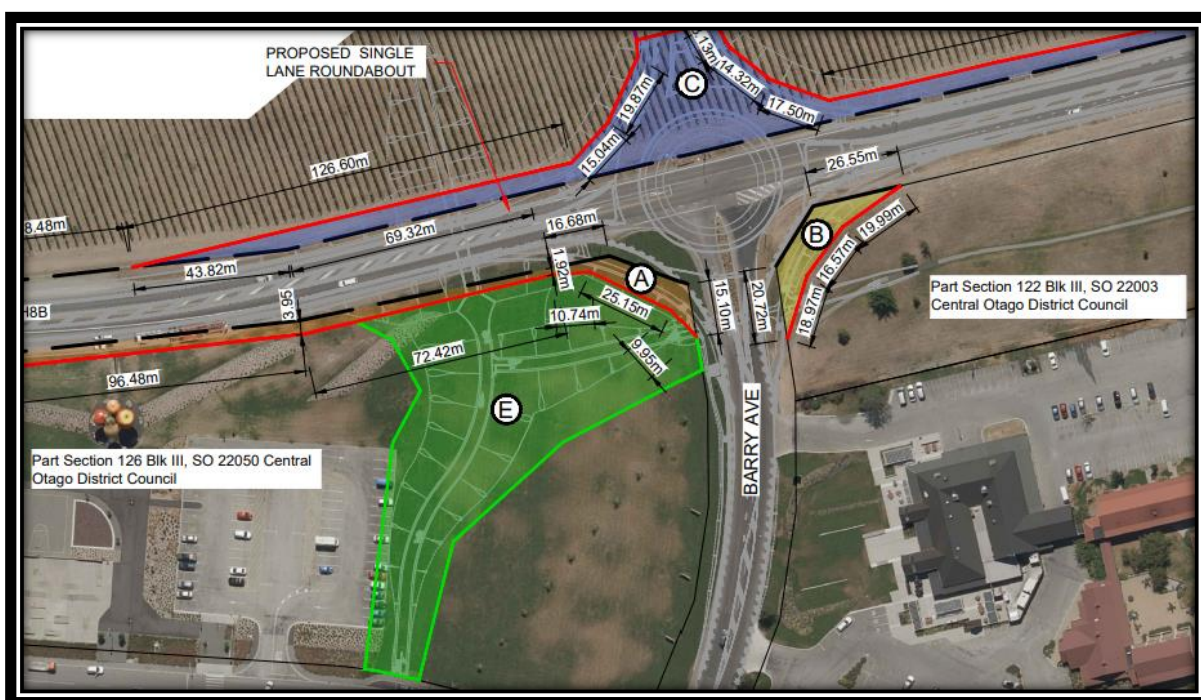


Figure 2 – Revised Plan of Works/Land to be Taken from RT OT13B/860

Accordingly, Waka Kotahi have now asked for the compensation (which will be recovered from the Wooring Tree Developers) to be reassessed in accordance with the provisions of the Public Works Act 1981.

3. Discussion

Valuation

As noted in the report dated 29 March 2022, Quotable Value (QV) valued the 2,720 square metres of land to be taken from Record of Title OT13B/860 at \$184,000 (One Hundred and Eighty Four Thousand Dollars) plus GST (if any).

This equates to a square metre rate of \$67.65 plus GST (if any).

If that square meterage rate is applied to the revised area of 1,740 square metres, the value of the smaller area of land would be approximately \$117,711 (One Hundred and Seventeen Thousand Seven Hundred and Eleven Dollars) plus GST (if any).

As the general rule of thumb is that a parcel of land increases in value as it reduces in size, it is proposed that the compensation payable be rounded up to \$118,000 (One Hundred and Eighteen Thousand Dollars) plus GST (if any).

Secure Compound

As noted in the report dated 29 March 2022, in addition to constructing the roundabout at the intersection of State Highway 8B and Barry Avenue, Waka Kotahi are also constructing footpaths through the area marked "E" below in figure 3.



Figure 3 – Area E (Footpath Construction Zone)

The new footpaths will link the Cromwell town centre to an underpass which is being constructed under State Highway 8B. The underpass will connect the Wooing Tree Estate to the Cromwell town centre.

The construction of the roundabout, footpaths, and underpass are all conditions of the Wooing Tree's resource consent.

An extract of the Wooing Tree Estate's resource consent as it relates to the construction of the new footpaths and the underpass is shown below in figure 4.

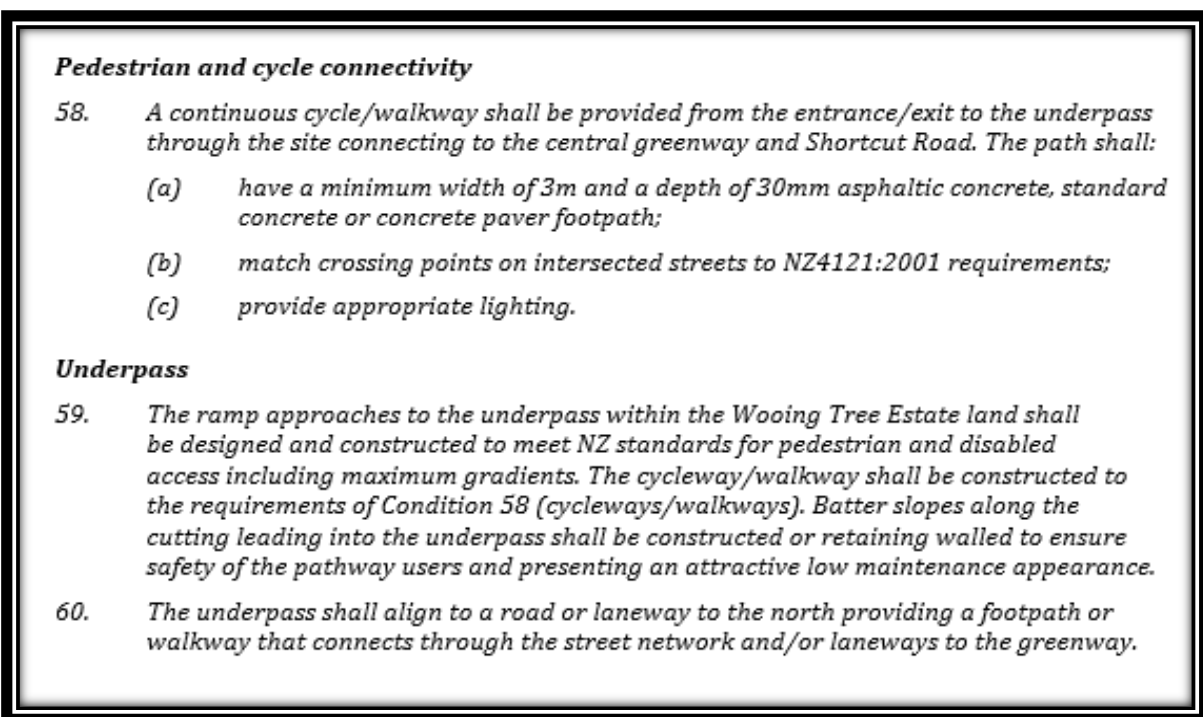


Figure 4 – Extract of Wooing Tree Estate’s resource consent conditions as they relate to the footpaths & underpass.

The Wooing Tree developers are also required to pay the costs of the construction of the new footpaths and the underpass, but as Waka Kotahi are responsible for the national highway network, they will manage the project. Construction of the underpass will commence when the box sections (which have been delayed due to Covid-19) become available.

The purpose of erecting the secure compound is to provide for the safety of both the contractors and the public during the construction period.

A plan of the footpaths as they connect to the underpass and a crossing on Barry Avenue are shown below in figure 5. The dark coloured lines through the footpath areas indicate contouring of the land (battering of the slopes along the cutting) as it enters and exits the underpass.

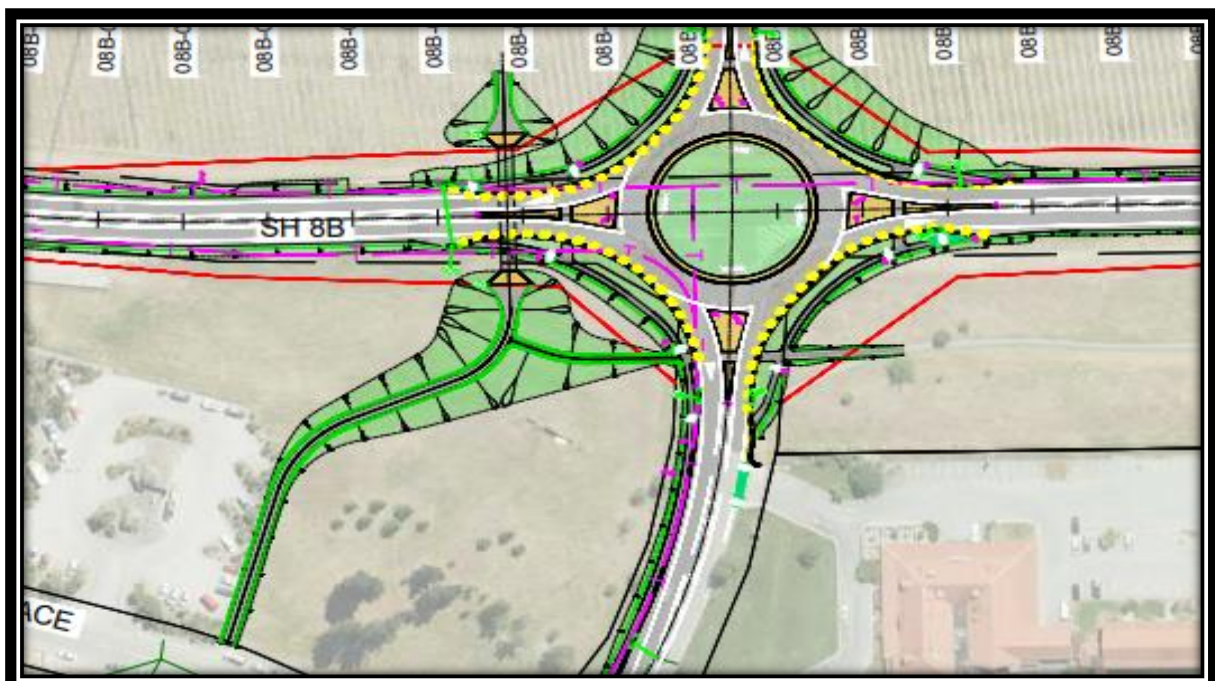


Figure 5 – Plan of the New Roundabout, Footpaths, and Underpass.

4. Financial Considerations

Agreeing to sell a smaller portion of Record of Title OT13B/860 for the reduced sum of \$118,000 plus GST (if any) has no financial implications as the income does not form part of any budgetary planning.

There are no financial considerations for Council associated with agreeing to allow Waka Kotahi to erect a secure compound around the area marked 'E' as shown in figure 3.

5. Options

Option 1 – (Recommended)

To agree to:

1. Dispose of approximately 1,740 square metres of Record of Title OT13B/860, being the parcels marked "A" and "B" as identified in figure 2, to:
 - Waka Kotahi New Zealand Transport Agency as agents of the Crown.
 - In accordance with the provisions of the Public Works Act.
 - For \$118,000 (One Hundred and Eighteen 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.
2. To agree to allow Waka Kotahi New Zealand Transport Agency to erect a secure compound around the area marked "E" as shown in figure 3 (Footpath Construction Zone), for the duration of the construction of the footpaths and underpass (as required), at no charge.

Advantages:

- Council will retain a much larger portion of Record of Title OT13B/860.
- Recognises the provisions of the Public Works Act 1981.
- Is consistent with Council's Roading Policies and with other Council initiated road stoppings.
- Is consistent with the agreement to dispose of the land being taken to construct the roundabout at the intersection of State Highways 6 and 8B (Junction of the Highways).
- The sale proceeds will be retained for the purpose of purchasing, enhancing, and/or maintaining, land within the Cromwell ward.
- Facilitates the construction of the footpaths associated with the construction of the Wooing Tree underpass.
- Will enhance the long term connectivity throughout the general area.
- Provides for the safety of both contractors and the public during the construction period.

Disadvantages:

- There will be a permanent loss of greenspace.
- The public will be temporarily excluded from the area marked "E" while the footpaths and underpass are constructed.

Option 2

To not agree to:

1. Dispose of part of Record of Title of OT13B/860 to Waka Kotahi New Zealand Transport Agency for \$118,000 (One Hundred and Eighteen Thousand Dollars) plus GST (if any).
2. Allow Waka Kotahi New Zealand Transport Agency to erect a secure compound around the area marked "E" in figure 3, being approximately 0.4590 hectares of Section 126 Block III Cromwell Survey District, for the duration of the construction of the footpaths or underpass.

Advantages:

- There would be no loss of greenspace.
- The public would not be temporarily excluded from the area marked "E" while the footpaths and underpass are constructed.

Disadvantages:

- Will not facilitate the construction of the roundabout at the intersection of State Highway 8B and Barry Avenue.
- Will not facilitate the construction of the footpaths associated with the construction of the Wooing Tree roundabout and underpass.
- Will not enhance the long term connectivity throughout the general area.
- Does not provide for the safety of contractors or the public during the construction period.

6. Compliance

Local Government Act 2002 Purpose Provisions	<p>The Local Government Act 2002 does not apply to this decision, but.</p> <p>The proposed disposal of the land and the payment of the compensation is consistent with the provisions of the Public Works Act.</p> <p>Granting Waka Kotahi the right to erect a secure compound around the area marked 'E' (as shown in figure 3) will facilitate the construction of the new footpaths, along with the underpass and the roundabout, and will provide for the safety of both contractors and the public during the construction period.</p>
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Council has no policy regarding the sale and/ or disposal of land required for public works.
Considerations as to sustainability, the environment and climate change impacts	The disposal of the land to Waka Kotahi will have minimal environmental and climate change impacts.

	<p>Construction of the roundabout will facilitate more efficient use of the transport network.</p> <p>Construction of the new footpaths will have minimal environmental and climate change impacts.</p>
Risks Analysis	<p>There are no risks associated with the recommendation.</p> <p>As the land is being taken/disposed of in accordance with the provisions of the Public Works Act 1981, the taking is compulsory.</p> <p>There are no risks associated with the recommendation to allow Waka Kotahi to erect a secure compound around the area marked 'E' for the duration of the construction period.</p> <p>There is greater risk associated with not permitting the secure compound being erected.</p>
Significance, Consultation and Engagement (internal and external)	<p>The Significance and Engagement Policy has been considered with none of the criteria being met or exceeded.</p>

7. Next Steps

1. Community Board approval
2. Waka Kotahi advised of approval
3. Works completed

21 June 2022
On release of Resolution
Mid – Late 2023

8. Attachments

Appendix 1 - Copy of Report to the Board dated 29 March 2022 [↓](#)

Report author:



Linda Stronach
Team Leader - Statutory Property
13/06/2022

Reviewed and authorised by:



Quinton Penniall
Infrastructure Manager
13/06/2022

29 March 2022



22.2.3 PROPOSAL TO DISPOSE OF PART OF RECORD OF TITLE OT13B/86 TO WAKA KOTAHİ NEW ZEALAND TRANSPORT AGENCY AS AGENTS OF THE CROWN.

Doc ID: 572101

1. Purpose of Report

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.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to:
 1. Dispose of approximately 2720 square metres of Record of Title OT13B/86, being the parcels marked "A" and "B" as identified in figure 2, 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.
 2. Agrees to allow Waka Kotahi New Zealand Transport Agency to construct a secure compound around the area marked "E", for the duration of the construction of the footpaths as shown in figure 3, at no charge.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

2. Background

Report for Information

At their meeting of 15 June 2021, the Cromwell Community Board (the Board) received a Report for Information titled 'Roundabout Construction - Intersection State Highway 8B and Barry Avenue'.

The purpose of the report was to inform the Board of the Crown's intention to acquire approximately 2960 square metres of the land contained in Record of Title OT13B/86.

Record of Title OT13B/86 consists of three parcels of land. They are Sections 122, 124, and 126, Block III Cromwell Survey District as shown below in figure 1. It has an overall area of approximately 49,568 square metres (4.9568 hectares).



Figure 1 – Overview of Record of Title OT13B/86 (Sections 122,124, and 126, Block III Cromwell Survey District)

The purpose of the acquisition is to enable the construction of a roundabout at the intersection of State Highway 8B and Barry Avenue.

The roundabout is a public work which will provide access to the Wooing Tree development. It will be constructed by Waka Kotahi New Zealand Transport Agency (Waka Kotahi), the managers of the national roading network, as agents of the Crown.

A copy of the Report for Information dated 15 June 2021 is attached as **Appendix 1**.

3. Discussion

Authority to Acquire

When private land is required for a public work, it may be acquired by the requiring authority pursuant to the provisions of the Public Works Act 1981.

In this instance, the construction of the roundabout is the public work. The acquiring authority is Waka Kotahi.

The report attached as Appendix 1 states that approximately 2960 square metres of the land contained in Record of Title OT13B/86 is required by Waka Kotahi to enable the roundabout to be constructed. This has since been reviewed with the area of the land being taken now being slightly smaller at approximately 2720 square metres.

The Public Works Act 1981 provides for the land to be acquired compulsorily, or by agreement. It also provides for compensation to be paid to the party from whom the land is being acquired.

A copy of the revised (preliminary) plan of the land being acquired by Waka Kotahi is shown below in figure 2.

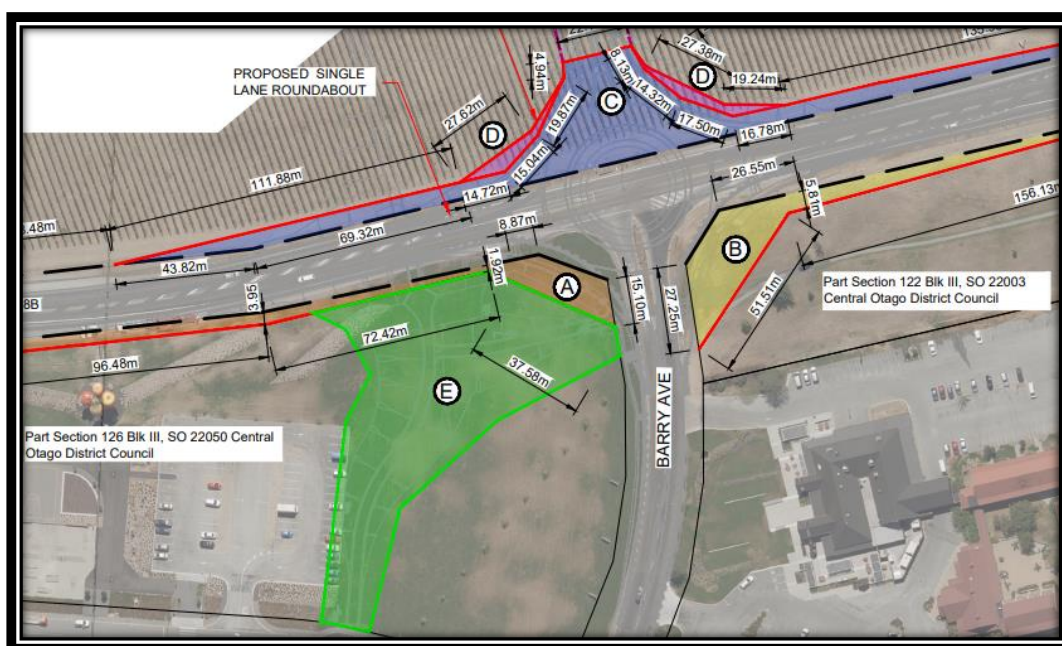


Figure 2 – Revised (Preliminary) Plan of the 'Wooing Tree' Roundabout.

The parcels marked "A" and "B" will be acquired from Record of Title OT 13B/86. They have a revised total area of approximately 2720 square metres.

The parcel marked "C" has a revised area of approximately 2950 square metres. It will be taken from Section 3 Survey Office Plan (SO) 461514 (Section 3). Section 3 is owned by the developers of the Wooing Tree residential subdivision.

Acquisition and Compensation

Waka Kotahi have not formally notified Council of their intention to acquire the land. Instead, the land is to be taken by negotiation.

To enable the negotiations to take place, Quotable Value were engaged to value the land on a 'before and after' basis pursuant to the provisions of the Public Works Act 1981 (the Act).

This means the land will be valued as it is now (before acquisition), then again at the reduced area (after acquisition). Compensation is assessed and paid as the difference between the two values being the overall reduction in the market value.

The guiding principle of the Act is to ensure that the property owner is no better or worse off after the acquisition and that the acquiring authority is also no worse off due to the specific requirement for the property to be acquired.

Valuation Summary

Quotable Value (QV) valued the land in January 2022.

QV assessed the 'before' acquisition value of Record of Title OT13B/86 (at 4.9568 hectares) to be \$3,370,000 (Three Million Three Hundred and Seventy Thousand Dollars) plus GST (if any).

QV assessed the 'after' acquisition value of Record of Title OT13B/86 (at 4.6848 hectares) to be \$3,186,000 (Three Million One Hundred and Eighty Six Thousand Dollars) plus GST (if any).

This mean the compensation payable for the land being acquired (0.2720 hectares/2072 square metres) is \$184,000 (One Hundred and Eighty Four Thousand Dollars) plus GST (if any).

Footpaths

As well as valuing the land being acquired for the roundabout, QV were also instructed to provide a market rental valuation of the area marked "E". The area marked "E" is shown below in figure 3. It has an area of approximately 0.4590 hectares.

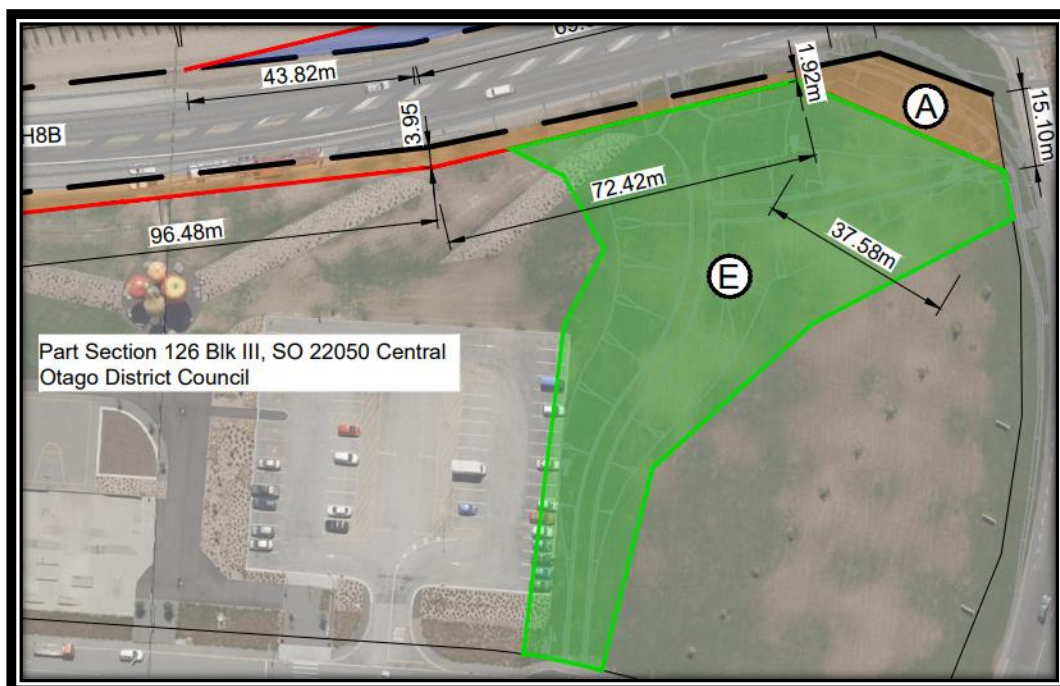


Figure 3 – Area E (Footpath Construction Zone)

In addition to the roundabout, Waka Kotahi are constructing footpaths through the area marked "E". Waka Kotahi plan to erect a secure compound around the area marked "E" while the new footpaths are constructed. This will provide for the safety of both the contractors and the public.

QV assessed the market rental value of the area marked "E" at \$4,583 per month (Four Hundred and Eighty Three Dollars) plus GST (if any), however.

As the footpaths will improve safety and connectivity between the Wooing Tree development and the Cromwell township, it is not recommended that a rental be charged instance.

Acquisition by Negotiation

Landowners may agree to sell their land to the Crown. In such a case both parties must negotiate and agree on appropriate terms and conditions including the amount of compensation payable under the Public Works Act.

The first step in the negotiation process is to determine if the value of the land. The valuation forms the basis for negotiation and agreement on compensation.

Other factors which can be considered during the negotiation process can also include:

- Why the land is being acquired.

Cromwell Community Board meeting Agenda

29 March 2022

- What the land is being acquired for; and,
- Who the acquiring party is

In this instance:

- The land is being acquired for roading purposes, to facilitate the construction of a roundabout at the intersection of State Highway 8B and Barry Avenue.
- The roundabout will provide access to the Wooing Tree development. Its construction is a condition of the Wooing Tree's resource consent.
- The acquiring party is Waka Kotahi as agents of the Crown.

While the construction of the roundabout is a condition of the Wooing Tree's resource consent, it is Waka Kotahi who determine the size and design of the roundabout. This is because Waka Kotahi are the managers of the national State Highway roading network.

Waka Kotahi are constructing a single lane roundabout now but are acquiring enough land to enable construction of a double lane roundabout in the future. This is not a requirement of the resource consent but a requirement of Waka Kotahi. Acquiring the extra land will future proof the roundabout by allowing Waka Kotahi to construct an extra lane at a later date.

While future proofing the roundabout by taking the extra land is a practical approach, it does mean that the value of the land is higher than might otherwise have been attributed to the Wooing Tree roundabout.

In addition to the taking of the extra land increasing costs associated with the project, Waka Kotahi, and the Wooing Tree developers both believe that there is an element of public benefit associated with the overall construction of the roundabout. On that basis they have asked Council to give consideration to those contributing factors when negotiating the sum of compensation payable.

4. Financial Considerations

Roundabout Construction

Waka Kotahi as managers of the national roading network will pay all costs associated with the construction of the roundabout.

As the acquiring party they are also required to pay all costs associated with the acquisition of the required land. This includes:

- Compensation for the land being taken.
- Valuation costs.
- Council's (reasonable) legal fees.
- Rent for land under the secure compound.

It is anticipated that Waka Kotahi will recover many of the costs associated with the initial project from the Wooing Tree developers.

Sale of the Land

Record of Title OT13B/86 is fee simple (freehold) land. While Section 126 is commonly referred to as the 'Big Fruit' Reserve, held is fee simple title. It consists of three parcels of land. They are Sections 122, 124, and 126, Block III Cromwell Survey District as shown below in figure 1. It has an overall area of approximately 49,568 square metres (4.9568 hectares).

Cromwell Community Board meeting Agenda

29 March 2022

As shown in figure 1, Record of Title OT13B/86 consists of three parcels of land. They are Sections 122, 124, and 126, Block III Cromwell Survey District. While Section 126 is commonly referred to as the 'Big Fruit' Reserve, the land is not a reserve.

Sections 122 and 126 are identified on District Plan Maps 13A and 14. They are both tagged Designation 82. Designation 82 is "Amenity Planting Purposes". The underlying zoning is Business Resource Area.

As the land is part of a fee simple title, the proceeds of the sale will be paid into the Cromwell Property General Account. They can then be used for the purpose of purchasing, enhancing, and/or maintaining, other Council owned land within the Cromwell ward.

5. Options

Option 1 – (Recommended)

To agree to:

1. Dispose of approximately 2720 square metres of Record of Title OT13B/86, being the parcels marked "A" and "B" as identified in figure 2, 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.
2. To agree to allow Waka Kotahi New Zealand Transport Agency to construct a secure compound around the area marked "E", for the duration of the construction of the footpaths as shown in figure 3, at no charge.

Advantages:

- Recognises the provisions of the Public Works Act 1981.
- Is consistent with Council's Roading Policies and with other Council initiated road stoppings.
- Is consistent with the agreement to dispose of the land being taken to construct the roundabout at the intersection of State Highways 6 and 8B (Junction of the Highways).
- The sale proceeds will be retained for the purpose of purchasing, enhancing, and/or maintaining, land within the Cromwell ward.
- Provides for the safety of both contractors and the public.

Disadvantages:

- There will be a loss of greenspace.
- The public will be excluded from the area marked "E" while the footpaths are constructed.

Option 2

To agree to:

1. Dispose of approximately 2720 square metres of Record of Title OT13B/86, being the parcels marked "A" and "B" as identified in figure 2, to:
 - Waka Kotahi New Zealand Transport Agency as agents of the Crown.
 - In accordance with the provisions of the Public Works Act.
 - For \$92,000 (Ninety-Two Thousand Dollars) plus GST (if any), which is half of the value of the land.

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.
2. To agree to allow Waka Kotahi New Zealand Transport Agency to construct a secure compound around the area marked "E" for the duration of the construction of the footpaths as shown in figure 3, at no charge.

Advantages:

- Recognises the provisions of the Public Works Act 1981.
- Recognises the public benefit associated with construction of the roundabout and the footpaths.
- The sale proceeds will be retained for the purpose of purchasing, enhancing, and/or maintaining, land within the Cromwell ward.

Disadvantages:

- Is not consistent with Council's Roading Policies and with other Council initiated road stoppings.
- Is not consistent with the agreement to dispose of the land being taken to construct the roundabout at the intersection of State Highways 6 and 8B (Junction of the Highways).
- Does not reflect the true value of the land.
- There will be a loss of greenspace.
- The public will be excluded from the area marked "E" while the footpaths are constructed.

Option 3

To agree 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, and to allow Waka Kotahi to occupy the area marked "E" at sums determined by the Cromwell Community Board.

Advantages:

- Recognises the provisions of the Public Works Act 1981.
- Presents an opportunity to consider the public benefits associated with construction of the roundabout and the footpaths.
- Presents an opportunity to charge rent for the area marked "E".

Cromwell Community Board meeting Agenda

29 March 2022

Disadvantages:

- May not be consistent with Council's Roading Policies or with other Council initiated road stoppings.
- May not be consistent with the agreement to dispose of the land being taken to construct the roundabout at the intersection of State Highways 6 and 8B (Junction of the Highways).
- May not reflect the true value of the land.
- Charging rent for the area marked "E" during construction of the footpaths does not recognise the wider benefit of the project to the community.
- There will be a loss of greenspace.
- The public will be excluded from the area marked "E" while the footpaths are constructed.

Option 4

To not agree to the proposal to dispose of approximately 2720 square metres of Record of Title OT13B/86' to Waka Kotahi New Zealand Transport Agency.

Advantages:

- There will be no loss of greenspace.

Disadvantages:

- Does not recognise the provisions of the Public Works Act 1981.
- Will not facilitate the construction of a roundabout at the intersection of State Highway 8B and Barry Avenue.
- Will not enable traffic congestion at the intersection during peak periods to be addressed.

6. Compliance

Local Government Act 2002 Purpose Provisions	<p>The Local Government Act 2002 does not apply to this decision.</p> <p>The land is being acquired in accordance with the provisions of the Public Works Act 1981.</p>
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Council has no policy regarding the sale and/ or disposal of land required for public works.
Considerations as to sustainability, the environment and climate change impacts	<p>The disposal of the land to Waka Kotahi will have minimal environmental and climate change impacts.</p> <p>Construction of the roundabout will facilitate more efficient use of the transport network.</p>
Risks Analysis	There is no risk associated with the recommendation which is consistent with the provisions of the Public Works and Reserves Acts.

Cromwell Community Board meeting Agenda

29 March 2022

Significance, Consultation and Engagement (internal and external)	<p>The Significance and Engagement Policy has been considered with none of the criteria being met or exceeded.</p> <p>On completion of the disposal, the Crown will publish the vesting of the land as national highway in the New Zealand Gazette.</p>
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7. Next Steps

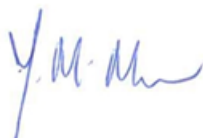
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|---|-----------------|
| 1. Community Board approval | 29 March 2022 |
| 2. Disposal initiated | April 2022 |
| 3. Works completed | Mid – Late 2023 |
| 4. Gazettal and settlement effected; land transferred | Late 2023 |

8. Attachments

Appendix 1 - Copy of the Report for Information dated 15 June 2021.

Report author:

Reviewed and authorised by:

Linda Stronach
Team Leader - Statutory Property
7/03/2022

Julie Muir
Executive Manager – Infrastructure Services
17/03/2022

22.4.5 CLARIFICATION OF THE TERMS OF THE CROMWELL MENZ SHED LEASE

Doc ID: 577222

1. Purpose of Report

To consider clarifying the terms of the lease granted to the Cromwell Menz Shed Charitable Trust over part of Lot 3 Deposited Plan 526140 being part of the Cromwell Transfer Station site.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to clarify the provisions of the lease granted to the Cromwell Menz Shed Charitable Trust by updating the terms and conditions of the lease as follow:

Commencement:	01 July 2023
Area:	1023 square metres more or less as shown in figure 5, being the 'Revised Lease Area'
Term:	Five (5) Years
Rights of renewal:	Two (2) of Five (5) Years each
Expiry:	30 June 2038
Rent:	To be assessed in accordance with Council's Community Leasing and Licensing Policy (as adopted post review).
Rent Review:	On renewal
Rent Review Methodology:	In accordance with the Community Leasing and Licensing Policy
Permitted Use:	The operations of a Menz Shed
Outgoings:	Lessee pays 100% of the outgoings
Termination:	In accordance with Council's Community Leasing and Licensing Policy or as provided for in the Deed of Lease
Other terms/conditions:	In accordance with Council's Community Leasing and Licensing Policy or as provided for in the Deed of Lease

Subject to the Cromwell Menz Shed Charitable Trust:

- Meeting all costs associated with their occupation of the land and the construction of the group's new facility.
- Funding and erecting security (deer) fencing along the boundaries marked 'B2', 'B3', and 'B4', as shown above in figure 5.
- Funding and installing a pair of security (deer) gates in the existing fence identified as B1 below in figure 5.
- The fencing and gates being erected to the satisfaction of Council's Infrastructure Manager.
- Meeting all costs associated with connecting to the utility networks.
- Providing a tap for the sole purpose of supplying an unrestricted quantity of water to the existing structure as shown in figure 2, (if required).
- That the tap referred to above be located inside the existing structure to the satisfaction of Council's Planning and Regulatory Services Manager.
- Vacating their current site on the Cromwell Equestrian Centre within one month of the commencement of the lease.

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

2. Background

Board and Council Reports

At their meeting of 20 April 2021, the Cromwell Community Board (the Board) considered a report recommending the granting of a lease to the Cromwell Menz Shed Charitable Trust (the Menz Shed/the group).

The terms of the proposed lease as outlined in the report dated 20 April 2021 are summarised below in table 1:

Rent:	\$1.00 per annum
Term:	5 years with two rights of renewal
Rent Review:	On renewal
Permitted Use:	The operations of a Menz Shed
Outgoings:	Lessee pays 100% of the outgoings
Termination:	If either party wish to terminate the lease six months' notice in writing may be given by either party.

Table 1 – Terms of the proposed lease as outlined in the report to the Board dated 20 April 2021.

On consideration the Board resolved (Resolution 21.3.4) as follows:

That the Cromwell Community Board

- A. *Receives the report and accepts the level of significance.*
- B. *Agrees to lease the proposed area to the Cromwell Menz Shed.*
- C. *Recommends to Council to approve a lease for Cromwell Menz Shed 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 DP 526140.*
- D. *Authorise the Chief Executive to do all that is necessary to give effect to this resolution.*

A copy of the report to the Board dated 20 April 2021 is attached as **Appendix 1**.

In accordance with Resolution 21.3.4C, a report was then put to the Council's meeting of 30 June 2021 for final approval.

On consideration, the Council resolved (Resolution 21.5.12) as follows:

That the Cromwell Community Board

- 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 DP 526140.*
- D. *Authorise the Chief Executive to do all that is necessary to give effect to this resolution.*

A copy of the report to the Council dated 30 June 2021 is attached as **Appendix 2**.

3. Discussion

The Land and the Proposed Lease Area

Lot 3 Deposited Plan (DP) 526140 (Lot 3) has an area of 26.9807 hectares. Lot 3 is one of four parcels of the land contained in Record of Title 894732.

Record of Title 894732 is endowment land held for the “betterment of Borough funds”. It is zoned Rural Resource Area. Much of the land is covered in pine trees.

Other occupiers of Record of Title 894732 include a scrap metal business, a worm farming operation, Paintball Central, the Central Otago Motorcycle Club, and the Cromwell Transfer Station and Closed Landfill (the Transfer Station).

An overview of the various occupations which are located on part or all of Lot 3 DP 526140 are shown below in figure 1.

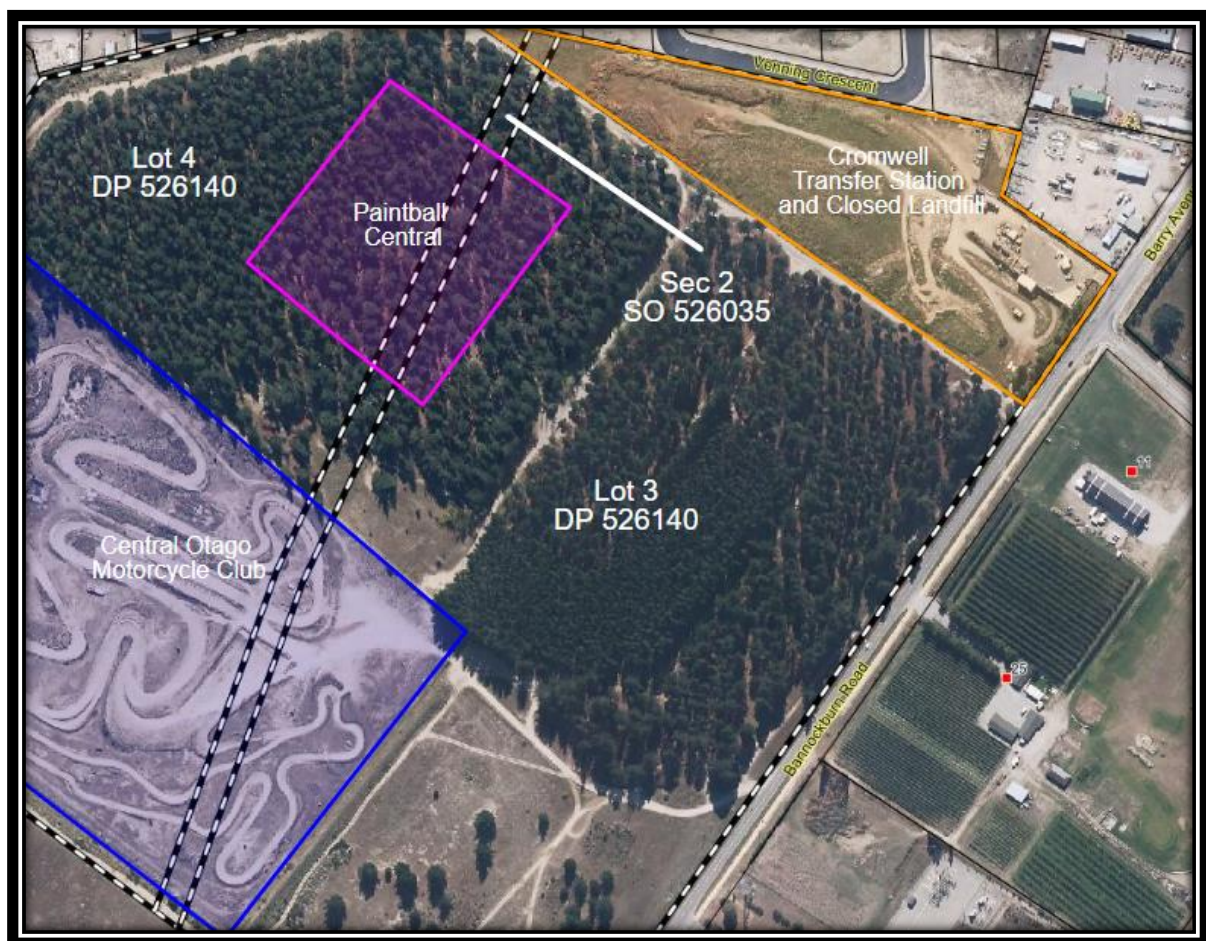


Figure 1 – Occupations and activities which are located on part or all of Lot 3 DP 526140.

As shown in figure 1, the Transfer Station is located on the northern end of Lot 3 adjacent to Bannockburn Road. A nine metre wide ‘buffer zone’ lies between the Transfer Station and Bannockburn Road.

An existing structure occupies an additional area of about 50 square metres of the land between the buffer zone and the Transfer Station land. A monitoring bore is located to the north of the existing structure. The monitoring bore is integral to the ongoing management of the of the closed landfill. It has a value of approximately \$40,000.

To protect the bore, it needs to be located on the outside of the lease area. This will also allow it to be accessed as required by Council staff and contractors.

A plan of the existing structure, buffer zone and Monitoring bore are shown below in figure 2.



Figure 2 – Buffer zone, existing structure, and monitoring bore.

The report dated 20 April 2021 identifies the Menz Shed's lease area as being located to the west of the existing structure. A plan of the lease area as identified in the report dated 20 April (which is not to scale) is shown below in figure 3.



Figure 3 – Lease area (not to scale) as identified in the report to the Board dated 20 April 2021.

A plan of the Menz Shed's revised lease area, which has an area of approximately 1023 square metres (more or less), is shown below in figure 4.



Figure 4 – Revised lease area.

Club Income

When the report dated 20 April 2021 was presented to the Board, it was understood that the Menz Shed did not generate any income from subscriptions.

Since then, it has been determined that the Menz Shed charge an annual subscription of \$20 per member. With an existing base of 35 members, this equates to an annual subscription income of \$700 including GST per annum.

While the Menz Shed pride themselves on having a history of gifting their services and expertise to many organisations, they also generate income by undertaking private building and/or renovation projects.

The scope of these projects vary greatly from gardening and minor repairs to installing curtain and hand rails to building and extending gates and to doing fitouts for wardrobes.

Additional income is generated from building and selling outdoor furniture, and by giving lessons at organisations such as Central Otago REAP. The income generated from these assorted projects amounts to approximately \$12,500 plus GST per annum.

Excluding donations (which average about \$1,000 per annum), the group's total annual operational income is approximately \$13,200.

Other Terms and Conditions

The initial report did not discuss the date for commencement of the lease.

It is proposed that the lease commences on 01 July 2023. Granting the lease now will provide the group with confirmation of their site which will enable them to apply for funding. It also means the group will not have to pay rent for the site until they are ready to occupy it.

Other terms and conditions promoted in the report to the Board dated 20 April 2022 included:

1. If the Menz Shed ceases to exist, then any improvements on the land would transfer to Council.
2. That Council would meet the cost of fencing three sides of the lease area.
3. That the Menz Shed meet all costs associated with the development of the demised area, including:
 - Preparing a Site Management Plan.
 - Temporarily connecting to an existing water supply.
 - Making a permanent connection to the water network once established.
 - Connecting to the power and wastewater networks.
 - The installation of a gate on the southern boundary.
 - Preparation of the ground for occupation and building.

While it is typical for the lessee to be required to meet the costs associated with developing their site and with the construction of any improvements, it is not typical for a lease to include a clause requiring improvements which are owned by the lessee to be transferred to Council should the group cease to exist. The clause is also contrary to the Community Leasing and Licensing Policy which states that:

Where an agreement is nearing expiry, has expired, or is terminated by either party, and it has been decided that a new lease will not be granted to the existing lessee, any buildings or structures owned by the lessee:

- *May be removed by the lessee; or*
- *May revert to Council ownership if the Council wishes to accept ownership; or*
- *May be transferred to another community or recreation group.*

It is also unusual for a lease to be granted subject to Council funding and constructing the boundary fences and/or gates around the lease area and for Council to provide a temporary connection to the water supply.

To bring the terms and conditions of the Menz Shed lease into line with other club and community group leases it is proposed that those terms be amended as follow:

1. Should the Menz Shed cease to exist, the lessee reserves the right to remove and/or sell any improvements within three months of the date of surrender, cancellation, or expiry.
2. That the lease be granted subject to the Menz Shed funding and erecting security (deer) fencing along the boundaries marked 'B2', 'B3', and 'B4', below in figure 5.
3. That the lease be granted subject to the Menz Shed funding and installing a pair of security (deer) gates in the existing fence identified as B1 below in figure 5.
4. That the fencing and gates referred to in points 3 and 4 be erected to the satisfaction of Council's Environmental Engineering Manager.
5. The monitoring bore being on the outside of the Menz Shed compound.
6. That the Menz Shed make a permanent connection to water meter 17M1560980 (account number 45782) and that for the duration of their tenure and any renewal or variation thereof, the Menz Shed provide a tap for the sole purpose of supplying an unrestricted quantity of water to existing structure if required.
7. That the tap referred to in point 5 be located in a position to the satisfaction of Council's Regulatory Services Manager.

8. That the Menz Shed meet all other costs associated with the development of the site and the construction of any improvements, including:
- Preparing a Site Management Plan.
 - Obtaining all permits and consents associated with the proposed activity.
 - Connecting to the utility networks.
 - Preparation of the ground for occupation and building.

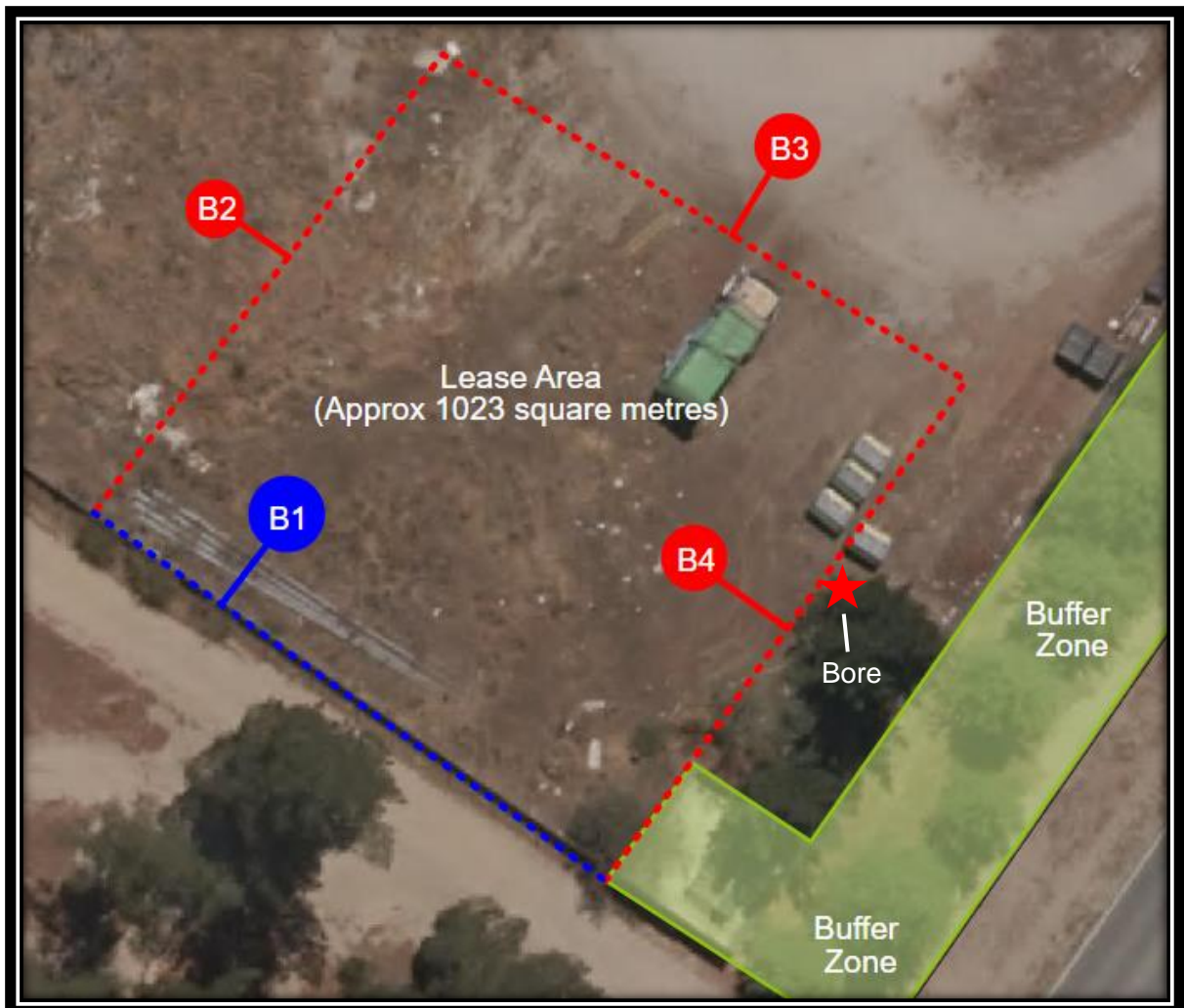


Figure 5 – Plan of Boundaries to be Fenced and/or Gated.



Figure 6 – Existing Water Connection – Meter ID 17M1560980 (Water Account Number 45782)

Feasibility Study

To ensure the success of their project, the Menz Shed engaged McElrea Consulting undertake a feasibility study. The feasibility study is being funded via a grant from the Department of Internal Affairs.

The feasibility study details a brief history and background of the Menz Shed as being:

The Menz Shed concept was borrowed from the successful Australian Men's Shed model. Australia's first Men's Shed was built in the early eighties with Australia now sporting 930 Men's Sheds throughout their country.

Menz Shed NZ was incorporated in September 2007 and was registered as charity on October 13th (CC49919). There are 118 Menz Shed's in New Zealand with 18 more currently in the development stage.

The feasibility study notes that the success of the Menz Shed concept has been immense with some key fundamentals of the Menz Shed concept being:

- *Working on practical tasks as a group or individual with access to tools & machinery.*
- *Learning new skills. Passing new skills onto others. Contributing to local community projects and helping other community groups.*
- *Providing a place social interaction.*
- *Increased wellbeing by creating a safe environment where men's health can be discussed in an open manner.*
- *Providing an outlet where men who are sometimes retired, widowed or just restless can congregate with other likeminded people.*
- *Recycling scrap.*

The goal of the feasibility study was to assess:

- *The need for a new purpose built Menz Shed.*
- *Potential build options and analyse which option is best.*
- *Community support for a new Menz Shed.*
- *The benefits of a new Menz Shed for members and the community*
- *Initial funding needs.*
- *The Menz Shed's ability to cover operating costs and long-term feasibility of the venture.*

The feasibility study identifies the total cost of constructing and fitting out the facility as being approximately \$830,000. The group intend to finance the project with funding from organisations such as the New Zealand Lotteries Commission, the Central Lakes Trust, and the Otago Community Trust. The group hope to commence construction of the facility nearer the end of 2022.

Existing Facility & Location

The Cromwell Menz Shed Charitable Trust was established in March 2019. They are currently located on a temporary site at the Cromwell Equestrian Centre, in an agreement with the Cromwell Equestrian Club, at Council's discretion.

The Cromwell Equestrian Club hold a lease over Lot 1 DP 301554, being the Cromwell Equestrian Centre. The land is a crown derived reserve held by Council subject to the:

- Cromwell Race Course Reserves Act 1876,
- Reserves Act 1977,
- Ngai Tahu Claims Settlement Act 1998, and the,
- Cromwell Racecourse Reserve Management Plan (which was adopted in April 2000).

As the Menz Shed is not an equestrian related or recreational activity (as described in the Reserves Act 1977), the group cannot be permanently accommodated at the Cromwell Equestrian Centre.

On that basis, it is recommended that the lease be granted subject to the group vacating the temporary site at the Cromwell Equestrian Centre within one month of the commencement of their new lease.

Community Leasing and Licensing Policy

The Community Leasing and Licensing Policy (the policy) was adopted by Council in February 2021. The purpose of the policy is:

To provide a consistent and equitable framework for community leases and licences of council-managed property and facilities to eligible community groups.

The objectives of the policy are as follow:

- *To ensure that the granting of occupancy is fair, accessible, and responsive to community needs.*
- *To establish consistent guidelines by which community groups may occupy council land and buildings for sporting, recreational, community services and educational purposes.*
- *To strengthen communities through offering land and buildings at concessional rentals (e.g., less than market rate).*

Earlier this year a review of the policy was commenced. The purpose of the review is to consider any unintended consequences associated with implementing the policy.

To date, the greatest challenge associated with implementing the policy (for staff) has been determining exactly what equates to income.

As the review of the policy is expected to be finalised shortly, it is recommended that the group's rental be assessed in accordance with the provisions of the revised policy (once adopted). This will ensure the group's rental is determined under the most relevant policy.

4. Financial Considerations

There are no negative financial implications associated with the granting of a lease as the group are required to meet all costs associated with their occupation of the land.

Those costs include for example:

- *Fencing and gating the lease area.*
- *Obtaining all permits and consents associated with the construction of the facility the construction of the facility.*
- *Connecting to the power, water, and wastewater networks.*
- *Providing an unrestricted supply of water for the sole use and benefit of the existing structure.*
- *The payment of outgoings associated with the ongoing operation of the facility.*

The rental, which is expected to be approximately \$350 per annum, will be credited to the Environmental Engineering Management cost centre. It will then be used to offset waste management and/or disposal costs.

For all intents and purposes, the existing water connection registers as little to no use. In fact, since it was installed in 2018, just 4 cubic metres of water has passed through the meter. This equates to \$2.40 including GST and as the charge has not exceeded \$10 per account has been written off in accordance with financial policies.

Allowing the Menz Sheds to connect to the existing water connection on the proviso they install a tap inside the existing structure (if required) will be beneficial to both parties.

5. Options

Option 1 – (Recommended)

To agree to clarify the provisions of the lease granted to the Cromwell Menz Shed Charitable Trust by updating the terms and conditions as follow:

Commencement:	01 July 2023.
Area:	1023 square metres more or less as shown in Figure 5, being the 'Revised Lease Area'.
Term:	Five (5) Years.
Rights of renewal:	Two (2) of Five (5) Years each.
Expiry:	30 June 2038.
Rent:	To be assessed in accordance with Council's Community Leasing and Licensing (as adopted post review).
Rent Review:	On renewal.
Rent Review Methodology:	In accordance with Council's Community Leasing and Licensing Policy.
Permitted Use:	The operation of a Menz Shed.
Outgoings:	Lessee pays 100% of the outgoings.
Termination:	In accordance with Council's Community Leasing and Licensing Policy or as provided for in the Deed of Lease.
Other terms/conditions:	In accordance with Council's Community Leasing and Licensing Policy.

Subject to the Cromwell Menz Shed Charitable Trust:

- Meeting all costs associated with their occupation of the land and the construction of the group's new facility.

- Funding and erecting security (deer) fencing along the boundaries marked 'B2', 'B3', and 'B4', as shown above in figure 5.
- Funding and installing a pair of security (deer) gates in the existing fence identified as B1 below in figure 5.
- The fencing and gates being erected to the satisfaction of Council's Environmental Engineering Manager.
- Meeting all costs associated with connecting to the utility networks.
- Providing a tap for the sole purpose of supplying an unrestricted quantity of water to the existing structure as shown in figure 2, (if required).
- That the tap referred to above be located inside the existing structure to the satisfaction of Council's Regulatory Services Manager.
- Vacating their current site on the Cromwell Equestrian Centre within one month of the commencement of the lease.

Advantages:

- Clarifies the terms and conditions of the proposed lease.
- Clarifies the lessee's responsibilities under the proposed lease.
- Is consistent with the provisions of Council's Community Leasing and Licensing Policy.
- Is consistent with other community group and club leases.
- The new fencing and gates will provide the group with a secure compound from which to operate.
- A small income will be generated for the purpose of offsetting Environmental Engineering Management costs.
- Allowing the Menz Shed to make one permanent connection to the existing water meter will:
 - Reduce costs associated with connecting to the water supply.
 - Be beneficial to both the Menz Shed and to Council.
- Facilitates the relocation of the Menz Shed from the Central Lakes Equestrian Centre to the new Bannockburn Road site.

Disadvantages:

- None

Option 2

To not agree to clarify the provisions of the lease granted to the Cromwell Menz Shed Charitable Trust.

Advantages:

- None

Disadvantages:

- The terms and conditions of the proposed lease will not be clarified.
- The lessee's responsibilities under the proposed lease will not be clarified.
- Does not reflect the provisions of Council's Community Leasing and Licensing Policy.
- The terms of the original lease will continue to be inconsistent with other community group and club leases.
- Will not facilitate the construction of a secure compound around the lease area.
- Does not make the best use of the existing water connection.
- May not facilitate the transfer of the Menz Shed from the Central Lakes Equestrian Centre to the Bannockburn Road site.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social and cultural wellbeing of communities, both now and in the future, by clarifying the terms and conditions of the lease granted to the Cromwell Menz Shed Charitable Trust.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	<p>The recommended option is consistent with the:</p> <ul style="list-style-type: none"> • Cromwell Race Course Reserves Act 1876, • Reserves Act 1977, • Ngai Tahu Claims Settlement Act 1998, and the, • Cromwell Racecourse Reserve Management Plan. <p>The Menz Shed will be required to:</p> <ul style="list-style-type: none"> • Obtain and comply with all permits and consents associated with the construction of the facility and with its ongoing use. • Comply with all statutes, bylaws and other policies including the Council's District Plan.
Considerations as to sustainability, the environment and climate change impacts	There is no sustainability, environmental, or climate change impacts associated with the recommended option.
Risks Analysis	<p>The purpose of the recommendations is to clarify the terms and conditions of a new lease.</p> <p>Clarifying the terms and conditions will eliminate the risks which have been discussed previously.</p>
Significance, Consultation and Engagement (internal and external)	<p>Internal: The Significance and Engagement Policy has been considered with none of the criteria being met or considered.</p> <p>External: The lease area forms part of a greater title which is held by Council in a fee simple title which means public consultation is not required in this instance.</p>

7. Next Steps

Club notified of outcome:

Lease commences:

Central Lakes Equestrian Centre vacated by Menz Shed:

On release of the Resolution

01 July 2022

31 August 2022

8. Attachments

Appendix 1 - Copy of the Report to the Board Dated 20 April 2021 [↓](#)

Appendix 2 - Copy of the Report to the Council Dated 30 June 2021 [↓](#)

Report author:

Reviewed and authorised by:



Linda Stronach
Team Leader - Statutory Property
9/06/2022

Louise van der Voort
Executive Manager - Planning and Environment
9/06/2022



20 April 2021

21.3.4 REQUEST FOR NEW LEASE: CROMWELL MENZ SHED

Doc ID: 529373

1. Purpose of Report

To consider granting permission to locate the Cromwell Menz Shed on a portion of the Cromwell Transfer Station and grant a lease to the Cromwell Menz Shed.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to lease the proposed area to the Cromwell Menz Shed.
- C. Recommends to Council to approve a lease for Cromwell Menz Shed 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 DP 526140.
- D. Authorise the Chief Executive to do all that is necessary to give effect to this resolution.

2. Background

The Cromwell Menz Shed (Menz Shed) began looking for a permanent site in 2018. A proposed site on Litany Street was later ascertained not be available under the Neplusultra Street Reserve Management Plan. Discussions were then held between the Central Otago Vintage Car Club and the Menz Shed to determine if they could share the club's lease area as it did not appear fully utilised. However, the Central Otago Vintage Car Club preferred to occupy their current site solely.

There have been ongoing discussions in relation to the Menz Shed being able to occupy a portion of the Cromwell Transfer Station. However, as these discussions were not progressing quickly enough for the Menz Shed the Central Otago Equestrian Club Inc. offered an area at the Cromwell Racecourse. The Menz Shed accepted and have been located there since December 2019. However, under the Cromwell Racecourse Reserve Management Plan the Menz Shed activity does not fit the criteria for occupying an area of this reserve.

3. Discussion

Infrastructure has agreed to the lease of the land to the Menz Shed at the Cromwell Transfer Station/Closed Landfill.

The Transfer Station/Closed Landfill is accessed off Bannockburn Road and is located in the northern section of Lot 3 DP 526140 (shown on Figure 1 below) occupying an area of approximately 3.9 ha within the entire site area of approximately 52 ha.

The site is bound to the north by a newly developed commercial/industrial lot, to the east by mixed agricultural and residential, to the south by a recreational area (biking tracks and a paintball shooting range) and to the west by commercial/industrial areas.

The proposed area is indicated on Figure 2 below. The area is 1000 m² (more or less) with a proposed entrance from Bannockburn Road. The entrance would be created by opening a

section of the existing fence off a dirt road allowing the Menz Shed to have direct access into their fenced compound as outlined below:



Figure 1 – Lot 3 DP 526140



Figure 2 – Proposed 900m² Menz Shed lease area

A targeted soil assessment was undertaken by ENGEO Ltd on the proposed Cromwell Menz Shed site to ensure there was no contaminated material or buried waste beyond the landfill cap. All four 1.5m deep test pits excavated in the proposed development area showed no sign of waste material, staining or indicators of contamination. Soil samples were collected from each test pits and analysed. All soil samples reported concentrations of heavy metals below the NES (National Environmental Standards) recreational and NES commercial/industrial outdoor worker criteria.

As ground gas has not been investigated for the site there is a potential for landfill gas to be present in the subsurface. It is recommended that foundation solutions include ground gas protection measures should a permanent structure be constructed.

A site management plan is required to outline procedures to identify and mitigate exposure to unidentified contamination, if encountered during the redevelopment works.

It is proposed that the Menz Shed meet the following costs associated with the development of their site:

- Site Management Plan
- Potable water connection to dog pound existing pipework
- Connection to permanent water network when established
- All costs associated with power and wastewater
- Installation of gate on southern boundary
- All costs in relation to ground being fit for purpose due to the nature of the site

It is proposed that Council meet the following costs:

- Fencing 3 sides of the proposed area
 - Quote being undertaken on 9 April 2021

There are many synergies and opportunities to be gained from the Menz Shed being located within the boundary of the Cromwell Transfer Station, such as recycling of unwanted materials brought to the transfer station.

Proposed lease conditions could include:

Lease	Parties: Central Otago District Council and the Cromwell Menz Shed
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Cromwell Community Board meeting Agenda

20 April 2021

Conditions	Rent: \$1 per annum
	Term: 5 years two rights of renewal
	Rent review: on renewal
	Permitted use: The operations of a Menz Shed
	Outgoings: Lessee pays 100% of outgoings
	Termination: If either party wish to terminate the lease six months' notice in writing may be given by either party.
	If the Menz Shed ceased to exist, then any improvements on the land would revert to Council

4. OptionsOption 1 – (Recommended)

Recommend to Council to approve a lease for Cromwell Menz Shed 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 DP 526140.

Advantages:

- Realises the opportunity to support a local community group, assisting the Council in achieving its desired community outcomes
- The synergies and opportunities of the Menz Shed and Cromwell Transfer Station can be fully explored with sites being nearby each other

Disadvantages:

- None

Option 2

Decline to recommend to Council to approve a lease for Cromwell Menz Shed 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 DP 526140.

Advantages:

- None

Disadvantages

- Does not realise the opportunity to support a local community group, assisting the Council in achieving its desired community outcomes
- The synergies and opportunities of the Menz Shed and Cromwell Transfer Station cannot be fully explored by sites being nearby each other

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social wellbeing of the community, in the present and for the future by facilitating clubs and groups such as the Menz Shed who add to the social fabric of
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	communities. This decision also promotes the environmental wellbeing of the community, in the present and the future by enabling the Menz Shed to be located adjacent to the Cromwell Transfer Station which will encourage diversion from landfills and use of recycled materials in the Menz Sheds various projects.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	No income had been anticipated from the proposed area, so no financial implication.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, consistent with the Economic Development strategy.
Considerations as to sustainability, the environment and climate change impacts	This decision promotes opportunities for increased sustainability by developing working relationships between the Menz Shed and Cromwell Transfer Station.
Risks Analysis	Any construction would be subject to the normal appropriate health and safety practices under the construction contract.
Significance, Consultation and Engagement (internal and external)	This decision does not require consultation.

6. Next Steps

Advise the Cromwell Menz Shed of the resolution
Report to Council for approval of Board recommendation
Draw up appropriate lease if approved by Council

7. Attachments

Nil

Report author:



Debbie Shaw
Property and Facilities Officer (Cromwell)

8/04/2021

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and Environment

9/04/2021

30 June 2021

**21.5.12 CROMWELL MENZ SHED - NEW LEASE****Doc ID: 532028****1. Purpose of Report**

To consider granting permission to locate the Cromwell Menz Shed on a portion of the Cromwell Transfer Station and grant a lease to the Cromwell Menz Shed.

Recommendations

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.
-

2. Background

In 2018, the Menz Shed began looking for a permanent site. A proposed site on Litany Street was later ascertained not to be available under the Neplusultra Street Reserve Management Plan. Discussions were then held between the Central Otago Vintage Car Club and the Menz Shed to determine if they could share the club's lease area as it did not appear fully utilised. However, the Central Otago Vintage Car Club preferred to occupy their current site solely.

There has been ongoing discussion in relation to the Menz Shed being able to occupy a portion of the Cromwell Transfer Station. However, as these discussions were not progressing quickly enough for the Menz Shed the Central Otago Equestrian Club Inc. offered an area at the Cromwell Racecourse. The Menz Shed accepted and have been located there since December 2019. However, under the Cromwell Racecourse Reserve Management Plan the Menz Shed activity does not fit the criteria for occupying an area of this reserve. Therefore, Council has been working with the Menz Shed to locate other land suitable for their group, and has identified a site at the Cromwell Transfer Station/Closed Landfill.

On 4 May 2021 a report was presented to the Cromwell Community Board to consider recommending to Council to grant permission to locate the Cromwell Menz Shed on a portion of the Cromwell Transfer Station and grant a lease to the Cromwell Menz Shed. The report is attached as **Appendix 1**. The resolution was:

21.3.4 Committee Resolution

- B. Agrees to lease the proposed area to the Cromwell Menz Shed.
- C. Recommends to Council to approve a lease for Cromwell Menz Shed 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 DP 526140.

3. Discussion

The Transfer Station/Closed Landfill is accessed off Bannockburn Road and is located in the northern section of Lot 3 DP 526140 (shown on Figure 1 below) occupying an area of approximately 3.8 ha within the entire site area of approximately 52 ha.

The site is bound to the north by a new developed commercial/industrial lot, to the east by mixed agricultural and residential, to the south by a recreational area (biking tracks and a paintball shooting range) and to the west by commercial/industrial areas.

The proposed area is indicated on Figure 2 below. The area is 1000m² (more or less) with a proposed entrance from Bannockburn Road. The entrance would be created by opening a section of the existing fence off a dirt road allowing the Menz Shed to have direct access into their fenced compound as outlined below.



Figure 1 – Lot 3 DP 526140



Figure 2 – Proposed 900m² Menz Shed lease area

Council's Infrastructure Department supports the lease of the land to Menz Shed at the Cromwell Transfer Station/Closed Landfill.

A targeted soil assessment was undertaken by ENGEO Ltd on the proposed Cromwell Menz Shed site to ensure there was no contaminated material or buried waste beyond the landfill cap. All four 1.5m deed test pits excavated in the proposed development area showed no sign of waste material, staining or indicators of contamination. Soil samples were collected from each test pits and analysed. All soil samples reported concentrations of heavy metals below the NES (National Environment Standards) recreational and NES commercial/industrial outdoor worker criteria.

As ground gas has not been investigated for the site there is a potential for landfill gas to be present in the subsurface. It is recommended that foundation solutions include ground gas protection measures should a permanent structure be constructed.

A site management plan is required to outline procedures to identify and mitigate exposure to unidentified contamination, if encountered during the redevelopment works.

It is proposed that the Menz Shed meet the following costs associated with the development of their site:

- Site Management Plan
- Potable water connection to dog pound existing pipework
- Connection to permanent water network when established
- All costs associated with power and wastewater
- All costs in relation to ground being fit for purpose due to the nature of the site

Council meeting Agenda

30 June 2021

It is proposed that Council meet the following costs:

- Fencing 3 sides of the proposed area as per quote attached **Appendix 2**

There are many synergies and opportunities to be gained from the Menz Shed being located within the boundary of the Cromwell Transfer Station, such as recycling of unwanted materials brought to the transfer station.

Proposed lease conditions could include

Lease	Parties: Central Otago District Council and the Cromwell Menz Shed
Conditions	Rent: \$1 per annum Term: 5 years two rights of renewal Rent review: On renewal Permitted use: The operations of a Menz Shed Outgoings: Lessee pays 100% of outgoings Termination: If either party wish to terminate the lease six month's notice in writing may be given by either party If the Menz Shed ceased to exist, then any improvements on the land would revert to Council

The Community Leasing and Licencing Policy is not applicable as there is no subscription income received by the Menz Shed.

4. Options

Option 1 – (Recommended)

Recommend to Council to approve a lease for Cromwell Menz Shed 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 DP536140.

Advantages:

- Realised the opportunity to support a local community group, assisting the Council in achieving its desired community outcomes
- The synergies and opportunities of the Menz Shed and Cromwell Transfer Station can be fully explored with sites being nearby each other

Disadvantages:

- None

Option 2

Decline to recommend to Council to approve a lease for Cromwell Menz Shed 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 DP 526140.

Advantages:

- None

Disadvantages:

Council meeting Agenda

30 June 2021

- Does not realise the opportunity to support a local community group, assisting the Council in achieving its desired community outcomes
- The synergies and opportunities of the Menz Shed and Cromwell Transfer Station cannot be fully explored by sites being nearby each other.

5. Compliance

Local Government Act 2002 Purpose Provisions	<p>This decision promotes the social wellbeing of the community, in the present and for the future by facilitating clubs and groups such as the Menz Shed who add to the social fabric of communities.</p> <p>This decision promotes the environmental wellbeing of the community, in the present and in the future by enabling the Menz Shed to be located adjacent to the Cromwell Transfer Station which will encourage diversion from landfills and use of recycled materials in the Menz Sheds various projects.</p>
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	<p>Yes, the Initial cost of fencing to Council \$7710 plus GST</p> <p>No income had been anticipated from the proposed area, so no other financial implication.</p>
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes it is consistent with the Economic Development strategy.
Considerations as to sustainability, the environment and climate change impacts	This decision promotes opportunities for increased sustainability by developing working relationships between the Menz Shed and Cromwell Transfer Station.
Risks Analysis	Any construction would be subject to the normal appropriate health and safety practices under the construction contract.
Significance, Consultation and Engagement (internal and external)	This decision does not require consultation.

6. Next Steps

Advise Menz Shed of Council resolution
 Draw up appropriate lease if approved by Council

7. Attachments

Appendix 1 - Previous report to CCB
Appendix 2 - Fencing Quote

Council meeting Agenda

30 June 2021

Report author:

Reviewed and authorised by:



Debbie Shaw

Property and Facilities Officer (Cromwell)

15/06/2021

Louise van der Voort

Executive Manager - Planning and Environment

16/06/2021

22.4.6 PROPOSAL TO STOP FLORA STREET

Doc ID: 535604

1. Purpose of Report

To consider stopping the remaining section of Flora Street in accordance with the provisions of the Local Government Act 1974, then vesting the land in Council as a Local Purpose (Public Amenity) Reserve, in accordance with the provisions of the Reserves Act 1977.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council to approve the proposal to stop approximately 0.6447 hectares of unformed legal road (shown as in Section 3 SO 517704 in figure 3) being Flora Street, subject to:
 - The provisions of the Local Government Act 1974.
 - The public notification process as outlined in the same Act.
 - No objections being received within the public notification period.
 - The consent of the Minister of Lands.
 - The stopped road being classified as Local Purpose (Amenity) Reserve, then vested in Council in accordance with the provisions of the Reserves Act 1977.
 - An easement (in gross) in favour of (and as approved by) the Central Otago District Council being registered over all of Section 3 SO 517704.
 - Easements (in gross) in favour of (and as approved by) Aurora Energy Limited, and Chorus New Zealand Limited, being created, and registered on the resulting title.
 - District Plan designation ('D97') being updated to Local Purpose (Amenity) Reserve.
 - The costs being paid from the final stage of the Gair Avenue Development project.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

2. Background

Flora Street (the Road) is an unformed legal road. The Road runs southward from Gair Avenue to Smitham Drive adjacent to Council's residential development off Gair Avenue.

The Road is recorded on Map 15 in the Operative District Plan. It is designated 'D97' which is "Road to be Stopped". The underlying designation is residential.

The Road is shown below in figure 1 in an extract of District Plan Map 15.

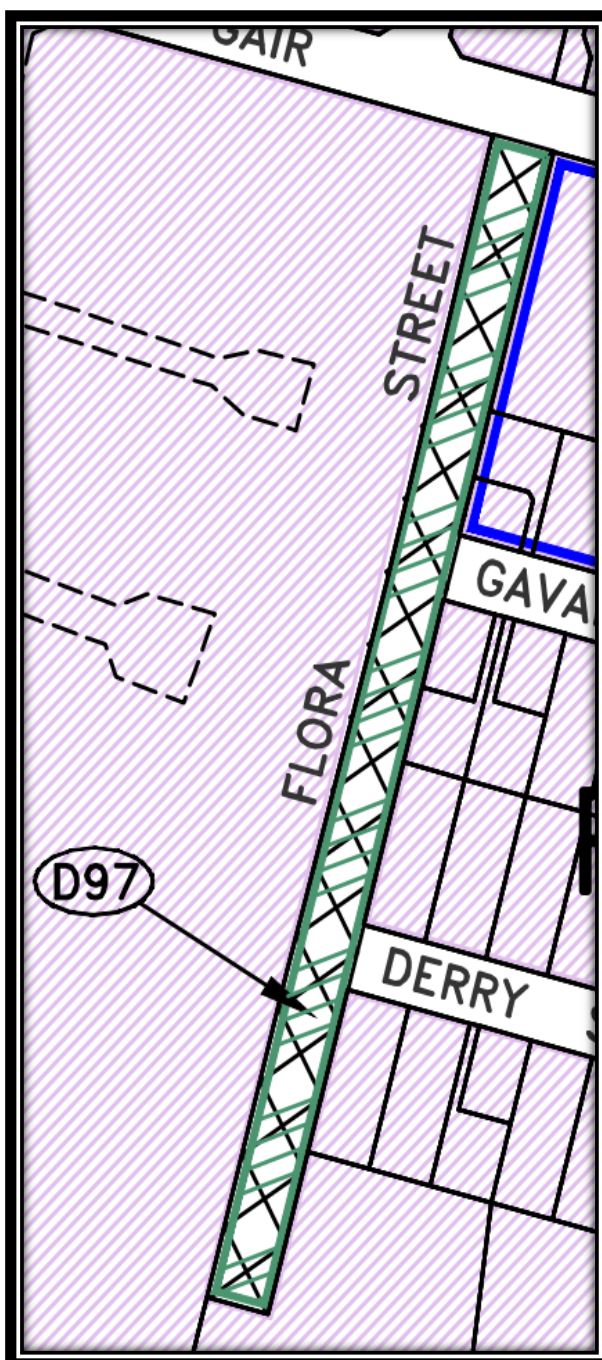


Figure 1 – Extract of District Plan Map 15

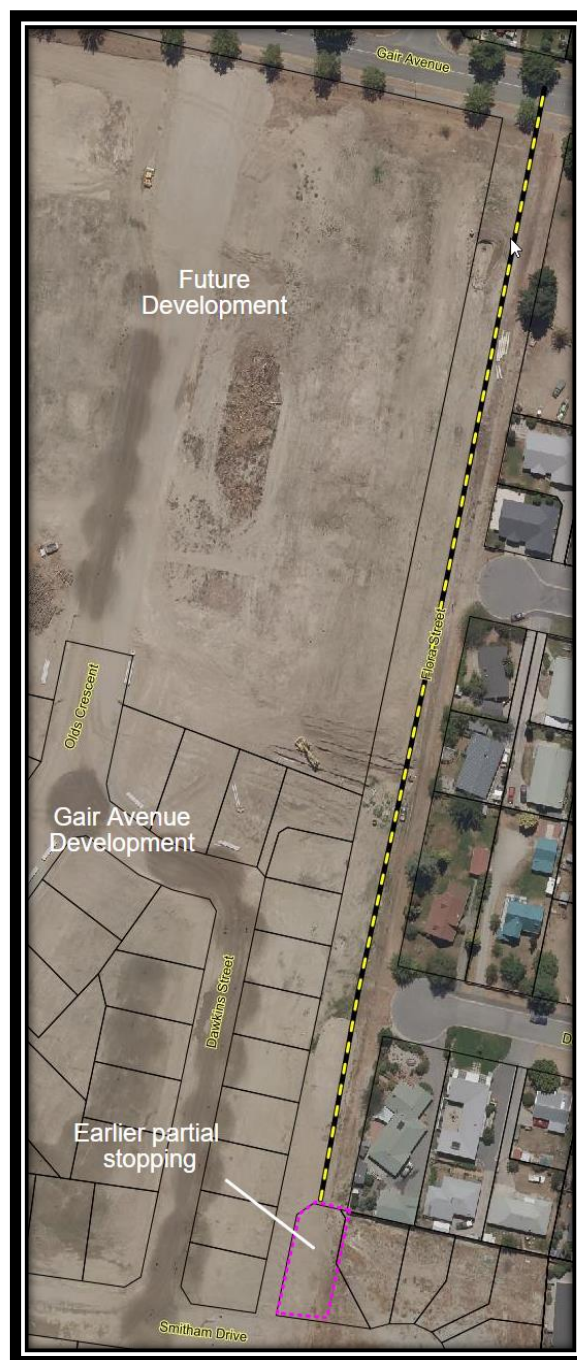


Figure 2 – GIS Overview (Pre-greenway development)

At their meeting of September 2017, the Cromwell Community Board (the Board) considered a then confidential report proposing an amendment to the partnership development subdivision plan. The same report proposed that the Board agree to develop Flora Street as a greenway.

On consideration the Board agreed to the greenway development and resolved (Resolution 17.7.8) as follows:

- D. AGREED to development of all of the Flora Street greenway and greenway on the north boundary of stage 5.

McKinlay / Dicey

In accordance with Resolution 17.1.8 D, the Road has since been developed as a greenway. A path has been constructed over the Road with plantings and irrigation also installed. An aerial of the Road (pre-development of the greenway) is shown above in figure 2.

At their meeting of January 2018, the Council considered a report proposing the stopping of two portions of Flora Street. A plan of the proposed stopping (Survey Office Plan (SO) 517704) was appended to the report as Appendix 2. An extract of SO Plan 517704 is shown below in figure 3.

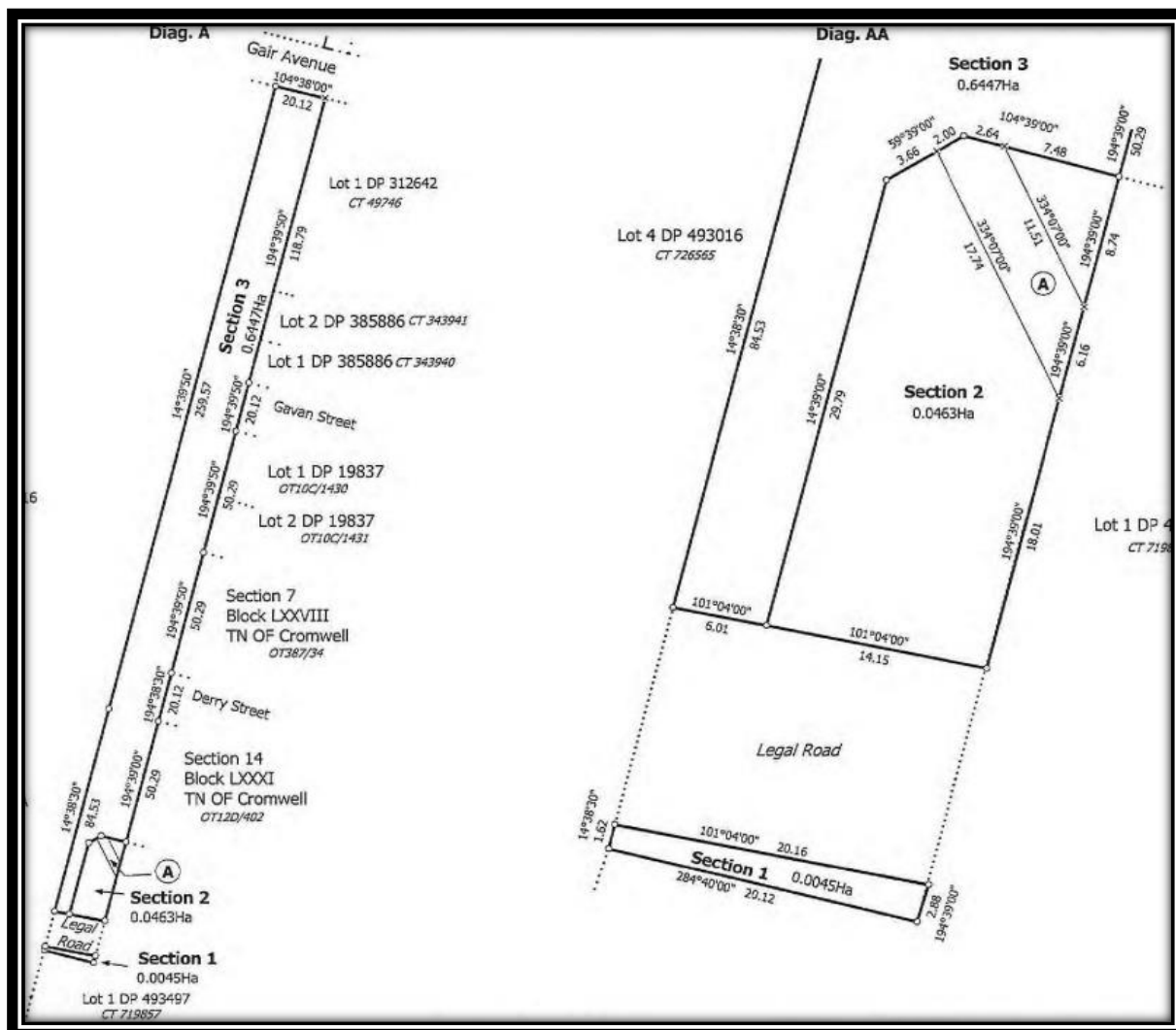


Figure 3 – Extract of SO 517704 (Appendix 2)

The purpose of the proposed stopping was to enable the development of the Flora Street greenway, while improving legal road access to an adjacent (privately owned) residential development.

On consideration, the Council agreed to the proposal and resolved (Resolution 18.1.3) as follows:

- B. **RESOLVED** that a notice be issued pursuant to sections 116, 117 and 120(3) of the Public Works Act declaring that, subject to all existing encumbrances:

The two portions of road described in the First Schedule be stopped and amalgamated with the adjoining land.

First Schedule: Otago Land District

Road to be stopped and amalgamated:

1. *Appendix 2 – Portion 2 [being Section 2 SO 517704]
Adjoining: LOT 4 DP 493016 [and] LOT 1 DP 493497
Area: Approximately 463m²*

2. *Appendix 2 – Portion 4* [being Section 1 SO 517704]
Adjoining: LOT 4 DP 493016 [and] LOT 1 DP 493497
Area: Approximately 45m2

Gillespie / Wills

To give effect to the designation in the District Plan, it is now proposed that the balance of Flora Street, (Section 3 SO 517704), also be stopped, then vested in the Central Otago District Council, as a Local Purpose (Public Amenity) Reserve.

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 Map15. It is identified as Designation 97 – 'Road to be Stopped'.
Current Level of Use	Is the road used by members of the public for any reasons?	The Road has been developed into greenway in accordance with Resolution 17.1.8. It is a public space openly accessible to the public for pedestrian and recreational purposes.
	Does it provide the only or most convenient means of access to any existing lots?	No. Other formed roads provide access to all lots adjoining the Road.
	Will stopping the road adversely affect the viability of any commercial activity or operation?	No. The (well established) commercial activity (motel complex) adjacent to the northern end of the Road is accessed from Gair Avenue.
	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?	No. The land identified in figure 2 as 'Future Development' will be access via other roads which will be constructed in conjunction with the development.
	Will the road be needed in the future to connect existing roads?	No.
Non-traffic Uses	Does the road have current or potential value for amenity functions, e.g., walkway, cycleway, recreational access, access to conservation or heritage areas, park land?	The proposed stopping and vesting as a reserve recognises its current use and value and will protect the amenity value.
	Does the road have potential to be utilised by the Council for any other public work either now or potentially in the future?	N/A (refer above).
	Does the road have significant landscape amenity value?	The Road has been developed in greenway which has significant landscape amenity value.
Access to Waterbody	Does the road provide access to a river, stream, lake or other waterbody?	The Road does not provide access to any type of waterbody.
	If so, there is a need to consider Section 345 of the Local Government Act, which requires that after stopping the land be vested in Council as an esplanade reserve	N/A (refer above).
Infrastructure	Does the road currently contain any services or other infrastructure, such as electricity, telecommunications, irrigation, or other private infrastructure?	Yes. The Central Otago District Council, Chorus New Zealand Limited, and Aroua Energy Limited, all have infrastructure in the Road.

	Can the existing services or infrastructure be protected by easements?	Yes. Easements can be created to protect the infrastructure that is situated in the legal road.
Traffic Safety	Does the use of motor vehicles on the road constitute a danger or hazard?	As the Road has been developed into a greenway for recreational purposes the use of a motor vehicle on the road could constitute a significant danger or hazard.

Roading Network and Public Access

As shown in the evaluation table, the Road is identified in the District Plan as 'Road to be Stopped'. The proposal to stop the Road is consistent with that designation.

The proposal to vest the stopped road in Council as a Local Purpose (Walkway) Reserve (and to amend the designation) gives effect to Resolution 17.1.18. It will also secure and maintain the public's ongoing right of access.

The Road does not provide access to a waterbody or to any land that cannot otherwise be accessed via other formed roads.

The Road contains infrastructure belonging to the Central Otago District Council, Aurora Energy Limited, and Chorus New Zealand Limited. Protection for this infrastructure is discussed next.

Easements

The Central Otago District Council have water (blue), wastewater (red), and stormwater (green) mains in the Road. A plan of their infrastructure is shown below in figure 4.

To protect Council's infrastructure, it is recommended that an easement (in gross, in favour) of Council be registered over all of Section 3 SO 517704.

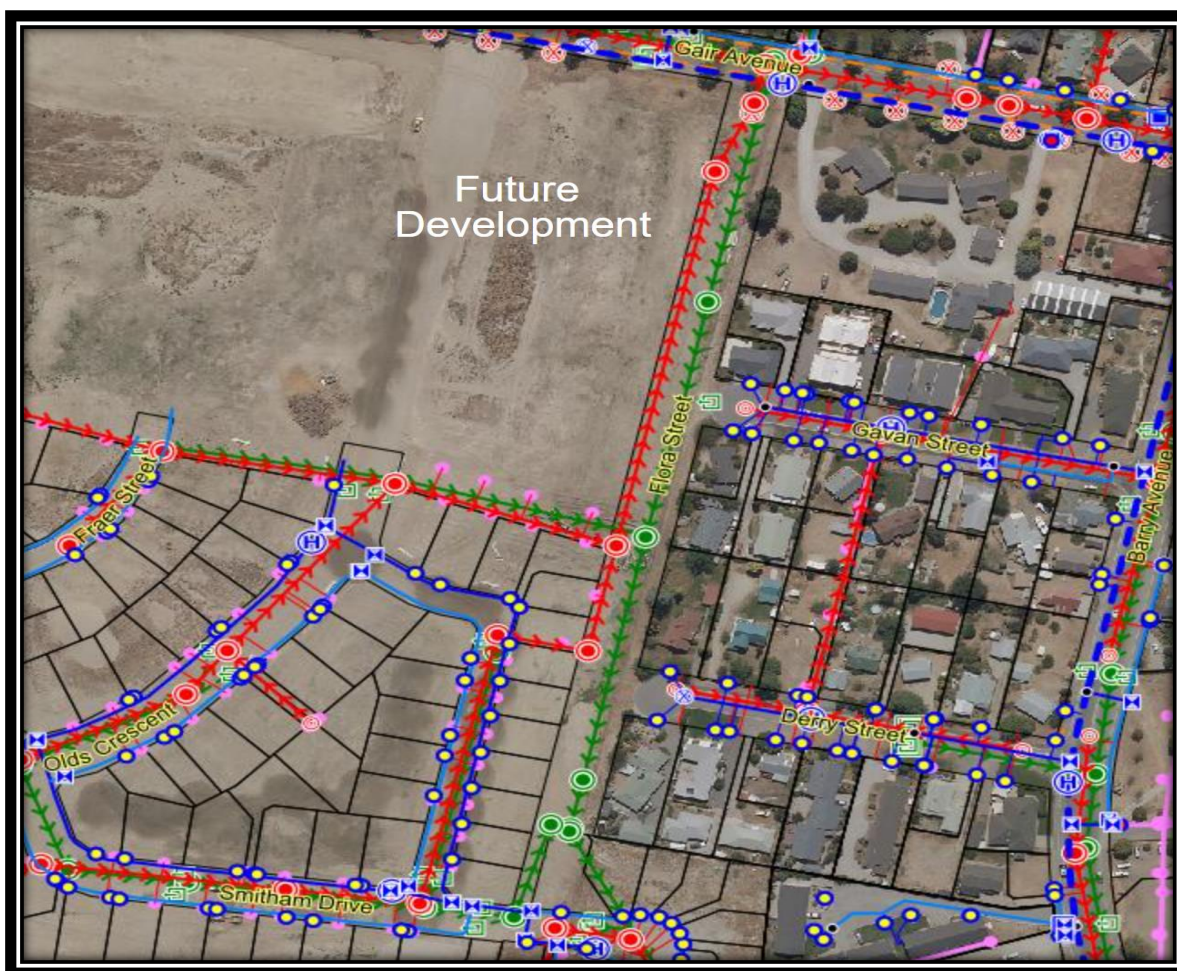


Figure 4 – Council Water, Wastewater, and Stormwater Infrastructure in Flora Street.

Aurora Energy Limited (Aurora) have infrastructure running through the intersection of Gavan and Flora Streets. This infrastructure, which is circled in green below in figure 5, includes a fuse pillar box, a low voltage cable, and street lighting cables. Aurora have agreed to support the proposed stopping if an easement (in gross, in Aurora's favour) is registered on the resulting title.

Aurora also have an 11kV power cable and a street lighting cable running through the intersection of Gair Avenue and Flora Street. If any part of either of these cables, which are circled in yellow below in figure 5, are located in Flora Street, Aurora will also require an easement (in gross, in Aurora's favour) be registered on the resulting title to protect this infrastructure.

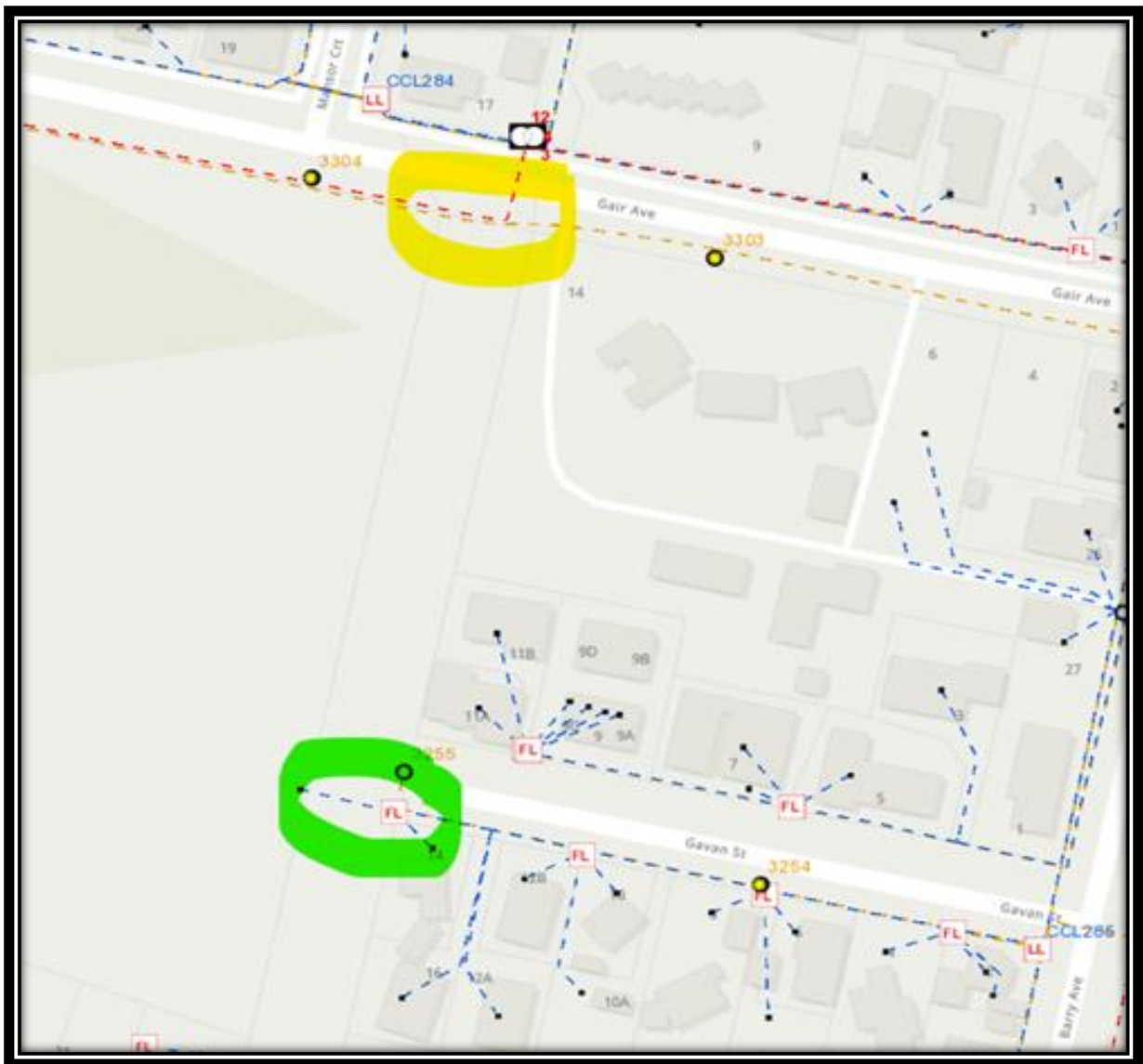


Figure 5 – Plan of Aurora's Infrastructure as Extracted from Aurora's Mapping System.

Chorus New Zealand Limited (Chorus) have cables in the Road. The first Chorus cable, a fibre cable, comes into the southern of Flora Street from Smitham Drive. The cable runs up the inside of the eastern boundary of Flora Street, then out into Derry Street.

Chorus have also agreed to support the proposed stopping providing an easement (in gross, in Chorus's favour) is registered on the resulting title. The span of cables which need to be protected is highlighted in yellow below in figure 6.

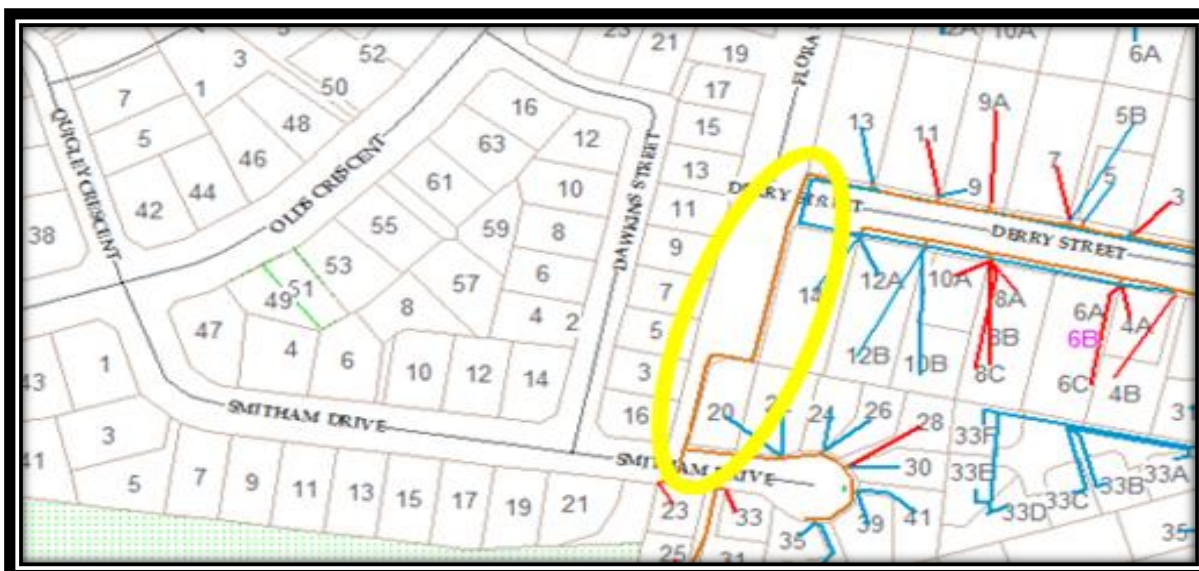


Figure 6 – Chorus's Fibre Cable as it runs from Smitham Drive to Derry Street via Flora Street.

Chorus also have:

- A high capacity fibre (orange) cable running through the intersection of Gair Avenue and Flora Street, (circled in yellow below in figure 7),
- A telecommunications (blue) service cable running across the western end of Gavan Street, (circled in green below in figure 7), and,
- A telecommunications (blue) service cable running across the western end of Derry Street, (circled in pink below in figure 7).

If any part of any of these cables are located in Flora Street, Chorus will also require an easement (in gross, in Chorus's favour) be registered on the resulting title to protect these cables.



Figure 7 – Chorus's High Capacity Fibre and Service Cables which may require Easements.

Legislation and Policy

Road stopping is the process of changing legal road land into fee simple land so it can be sold to an adjoining owner.

A landowner can apply to the Council to undertake a road stopping process in accordance with the provisions of the Local Government Act 1974 or the Public Works Act 1981. Council's Roding 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 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 the right to object to proposal.

Council's Roding 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.

4. Financial Considerations

Legislation and Policy determines that all costs associated with a stopping are payable by the applicant. Costs would usually include:

- Survey and Land Information New Zealand fees.
- Purchasing the land at valuation (along with the valuer's fees).
- Public advertising.
- Gazettal.
- Legal fees.

In 2018, Flora Street was surveyed to facilitate the stopping and disposal of Section 2 Survey Office Plan (SO) 517704 (as shown above in figure 3). As SO 517704 has been approved by Land Information New Zealand (LINZ), it can also be used to facilitate the stopping of Section 3.

This means that the only surveying that is required is the creation of the easement diagram.

As the purpose of the stopping is to allow the land to be vested in Council as reserve, it is not proposed that the Road be valued or sold in this instance.

The remaining costs including, public advertising, and the gazettal and legal fees. An estimate of those costs (excluding GST) are outlined in the table below:

Description:	Cost Estimate:
Surveying of Easements	\$ 2,000.00
Public Advertising	\$ 350.00
Gazettal	\$ 4,250.00
Legal Fees	\$ 1,850.00
Total Cost Estimate:	\$ 8,450.00

Table 1 – Estimate of Costs Associated with the Proposed Stopping.

All costs associated with the proposed stopping will be paid as part of the final stage of the Gair Avenue Development project.

This means the costs associated with the stopping and vesting of the land will be offset by income from the sale of sections in the development.

5. Options

Option 1 – (Recommended)

That the Cromwell Community Board recommends to Council to approve the proposal to stop approximately 0.6447 hectares of unformed legal road (shown as in Section 3 SO 517704 in figure 3) being Flora Street, subject to:

- The provisions of the Local Government Act 1974.
- The public notification process as outlined in the same Act.
- No objections being received within the public notification period.
- The consent of the Minister of Lands.
- The stopped road being classified as Local Purpose (Amenity) Reserve, then vested in Council in accordance with the provisions of the Reserves Act 1977.

- An easement (in gross) in favour of (and as approved by) the Central Otago District Council being registered over all of Section 3 SO 517704.
- Easements (in gross) in favour of (and as approved by) Aurora Energy Limited, and Chorus New Zealand Limited, being created, and registered on the resulting title.
- District Plan designation ('D97') being updated to Local Purpose (Amenity) Reserve.
- The costs being paid from the final stage of the Gair Avenue Development project.

Advantages:

- Gives effect to Resolution 17.7.8 and to Designation 97.
- The proposal provides for the protection of the existing infrastructure.
- Vesting the land as a reserve will protect its amenity value and maintain public access.
- 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.
- The designation will be updated to reflect the existing use of the land.

Disadvantages:

- Aside from the financial implication, there are no disadvantages associated with this recommendation.

Option 2

To not recommend that the Council approves the proposal to stop approximately 0.6447 hectares of unformed legal road (shown as in Section 3 SO 517704 in figure 3) being Flora Street.

Advantages:

- There are no financial implications associated with this recommendation.

Disadvantages:

- Does not give effect to Resolution 17.7.8 or to Designation 97.
- Does not protect the amenity value of the land or maintain public access as intended under Resolution 17.7.8 or Designation 97.
- The designation will not be updated to reflect the existing use of the land.
- Does not recognise 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.

6. Compliance

Local Government Act 2002 Purpose Provisions	The provisions of the Local Government Act 2002 have been considered and will be met by
---	---

	<p>this proposal.</p> <p>The recommendation supports the democratic decision-making process by giving effect to the intentions of Resolution 17.7.8 and to Designation 97.</p> <p>The proposed vesting of the resulting title will secure ongoing public access and will protect the amenity value of the land.</p>
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	<p>Council's Road Stopping Policy applies to this application. Consideration of this policy has ensured that the appropriate statutory process has been chosen.</p> <p>The proposal is also consistent with the Local Government Act 1974, the Reserves Act 1977 and with the provisions of Council's District Plan.</p>
Considerations as to sustainability, the environment and climate change impacts	<p>No sustainability, environmental or climate change impacts are related to the decision.</p>
Risks Analysis	<p>There are not risks to Council are associated with the recommended option.</p> <p>However, while Flora Street remains legal road, there is risk that a request for it to be formed could be made in conjunction with a future development.</p>
Significance, Consultation and Engagement (internal and external)	<p>The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.</p> <p>The proposal to stop the road is subject to the public consultation. The public consultation process prescribed in Schedule 10 of the Local Government Act 1974. The consultation process includes:</p> <ol style="list-style-type: none"> 1. Onsite advertising of the proposal to stop the road (at each end of the road to be stopped). 2. Publicly advertising notice of the proposal in (a) local newspaper(s) 3. Serving the same notice on all occupiers of land adjoining the road to be stopped. 4. Publishing notice of the completed stopping in the New Zealand Gazette.

7. Next Steps

1. Community Board approval
2. Council approval

21 June 2022
6 July 2022

3. (Stopping to run in conjunction with the final stage of the Gair Avenue development).

7. Attachments

Nil

Report author:

Reviewed and authorised by:



Linda Stronach
Team Leader - Statutory Property
24/05/2022



Quinton Penniall
Infrastructure Manager
9/06/2022

22.4.7 CROMWELL BIKE PARK FUNDING REQUEST

Doc ID: 581355

1. Purpose of Report

To consider a funding request from the Cromwell Bike Park.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Agrees that the Cromwell Bike Park request for financial assistance is an exceptional circumstance under the Grants Policy.
 - C. Decides if additional financial assistance should be paid to the Cromwell Bike Park.
-

2. Background

The Cromwell Community Board considered a request for funding from Cromwell Bike Park Incorporated (Inc.) in December of 2014. The minutes from that meeting indicates that the Board had provided an initial \$10,000 towards the project and approved an additional \$36,000 from the Cromwell Reserves Contributions account. A copy of that report and the minute extract is attached as appendices one and two.

In November 2020, Pierre Leyser from Cromwell Bike Park Inc. provided an update on the project at the Board's public forum. He reported that their organisation had secured the South Island Titles in 2022, but that further development was needed prior to this event, and that they were actively fundraising for stages two and three of the park's development. A copy of that presentation is attached as appendix three, and the minute extract provided as appendix four. At that time, the Bike Park Inc. did not indicate that it was seeking additional financial support from the Community Board.

Cromwell Bike Park Inc. has now confirmed that it has secured funding of \$73,476 towards its goal of \$127,806.10 for the third and final stage of the project. As a result, the Bike Park Inc. has a shortfall of \$49,330.10 and is seeking additional financial support from the Board to complete its fundraising goal.

The Cromwell Community Board provides a contestable grants process that contributes to the social, economic, environmental and cultural well-being of the Cromwell community.

The objectives of the grants process are:

- Enhance well-being
- Empower local communities
- Facilitate the delivery of community outcomes
- Promote our regional identity: Central Otago A World of Difference.

Other than in exceptional circumstances, the Cromwell Community Board considers grant applications in two rounds annually. Applications for the first round closed at the end of

August 2021 for a decision in September, with the second round closing at the end of March 2022 for a decision in May. There were no applications received for the May 2022 community grants funding round and the balance of the Board's 2021/22 community grant budget is currently \$36,408.

Prior to Council's review of Council's grants policy in 2021 which introduced the six-monthly contestable funding rounds, community groups such as Cromwell Bike Park Inc. could approach the Board throughout the year to seek financial support. Cromwell Bike Park Inc. had been in conversations with staff, however there was a misunderstanding that they were seeking financial support and that this would require a funding application. As such, Cromwell Bike Club Inc. had not been informed of the grant application process and deadlines. This time delay has put time pressure on the Cromwell Bike Park Inc. due to its obligations to other funders.

Due to these factors, it is recommended that this request for funding meets the requirements of an exceptional circumstance and be considered outside of the formal grant funding round process.

In addition to this request for financial assistance with the development of the bike tracks, Cromwell Bike Park Inc. submitted to the 2021/31 Long-term Plan, seeking the installation of a public toilet near the bike park. The wording of their submission is included below.

The Cromwell Bike Park Inc are requesting the Council to provide toilets at the Neplusultra St reserve. The park is being utilised more and more and we keep being asked about toilets and them being a necessary feature at this park.

Staff have been considering this request and it is anticipated that a report on this matter will be presented to the September 2022 Council meeting for a decision. Early indications suggest costings to be in the vicinity of \$150,000 for such a facility.

3. Discussion

To date, Cromwell Bike Park Inc. has raised \$5,000 and received \$43,476 from the Central Lakes Trust and \$30,000 from the Otago Community Trust towards stage three of the bike park upgrade. Unless extensions are granted, the Central Lakes Trust funding must be used by 31 October 2022 and the Otago Community Trust funding must be uplifted by 30 November 2022.

Cromwell Bike Park Inc. is seeking financial support from the Cromwell Community Board of \$49,330.10. This would complete their fund raising and would finalise the third and final stage of the redevelopment.

As discussed above, Cromwell Bike Park Inc. provided an update to the Community Board in November of 2020. Since then, the Bike Park Inc. has sought advice from the Board's Chair and staff on how to seek additional financial support from the Board. Following a meeting between staff and Bike Park Inc. representatives, it was suggested that they put in writing what they are seeking, and that staff would present that to the Board for its consideration.

A copy of the Bike Park's Request, diagram of stage 3 and project plan are attached as appendix five.

When considering the request, the Board should consider its financial support to date for the project, and the additional resourcing that may be considered by Council to include a public toilet near the facility.

The project itself meets the criteria for the community grants and would have a positive impact on the social well-being of the Cromwell community and contributes to all three of Council's community outcomes.

4. Financial Considerations

As discussed in the background section, the balance of the Board's 2021/22 community grant budget is \$36,408. If this amount remains unspent at the end of the financial year it would be included in the Cromwell Community Grants reserve. The Board has \$49,925 to allocate in the 2022/2023 financial year.

The Board's previous contribution to Cromwell Bike Park Inc. was funded from the Cromwell Reserves Contribution account as the bike park was established on a reserve and that fund was for establishing and upgrading urban reserves driven by increased demand/growth.

5. Options

The Board is asked to consider the request for funding and determine the appropriate level of funding. There are no other options as the Board has the delegation to allocate grants from the contestable funds, if it is accepted that exceptional circumstances exist to consider this request outside the formal grants process.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by providing a contestable funding pool that enables projects to be delivered in the community that enhance wellbeing.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, this decision is consistent with the Grants Policy, and other plans and policies that may be impacted by any of the individual grant applications.
Considerations as to sustainability, the environment and climate change impacts	There is no direct impact.
Risks Analysis	If the Board accepts that the request for funding is an exceptional circumstance, then no risks have been identified.
Significance, Consultation and Engagement (internal and external)	Staff from the Parks, Property and Community Development team have been part of the conversation with Cromwell Bike Park Inc. No other engagement has taken place.

7. Next Steps

Once the Board has made a decision, this will be communicated to Cromwell Bike Park Inc. and appropriate payments paid.

8. Attachments

Appendix 1 - December 2014 Report to the Board on the Cromwell Bike Park [↓](#)

Appendix 2 - December 2014 Minute Extract relating to the Cromwell Bike Park [↓](#)

Appendix 3 - Cromwell Bike Park Presentation to November 2020 Board Meeting [↓](#)

Appendix 4 - Minute Extract from November 2020 Cromwell Community Board meeting



Appendix 5 - Cromwell Bike Park Request for Funding May 2022 [↓](#)

Report author:

Reviewed and authorised by:



Rebecca Williams
Community Development Advisor
27/05/2022



Sanchia Jacobs
Chief Executive Officer
9/06/2022

CENTRAL OTAGO DISTRICT COUNCIL

REPORT TO: Cromwell Community Board

FROM: Property and Facilities Officer

DATE: 8 December 2014

SUBJECT: **Cromwell Bike Park – Request for funding (PRO 62-3068-L5)**

Purpose

To consider a request from the Cromwell Bike Park Inc for a grant of \$46,000 towards establishment of a Bike Park facility to be located within the Neplusultra Recreation Reserve.

Background

During the 2009/19 LTCCP process, the Community Board provided seed funding for the track proposal subject to the determining an appropriate site and ,balance funding.

On 19 March 2012, the Community Board considered a proposal for a BMX Skills Development track to be developed within the Neplusultra Reserve.

The Board resolved as follows:

- 12.4.6 A. RESOLVED *that the report be received and the level of significance be accepted.*

Hucklebridge / Christiansen

- B. RESOLVED *that:*

1. *The agenda item be left on the table to enable further work on the proposal to be undertaken by the Project Team.*
2. *Community Board Members Hucklebridge and Christiansen be appointed to assist the Project Team with the proposal.*

Gillespie / Emmitt

The Board also suggested that the proposal be checked against the Neplusultra Reserve Management Plan to see if the Proposal fitted within the criteria of the plan.

On 9 May 2012, the Board considered a report which provided an update on the BMX Skills Development and Learn to Ride Track.

The Board resolved as follows:

- 12.4.6 A. RESOLVED *that the report be received and the level of significance be accepted.*

Emmitt / MacMillan

B. RESOLVED that:

1. *Subject to receipt of an amended concept plan, the Board recommends “in principle” that a lease be granted to the Cromwell Bike Park Incorporated for a proposed BMX track over that part of the Neplusultra Recreation Reserve lying inside of the 30 metre wide landscaping strip, subject to public notification and the Minister’s consent, the same being statutory requirements under the Reserves Act 1977.*
2. *The lease to be based on the standard Deed of Lease adopted by Council for application on recreation reserves.*
3. *If consented, the proposed development to be funded from Cromwell Bike Park Incorporated’s own resources.*
4. *The Chief Executive Officer be authorised to do all that is necessary to give effect to the resolution.*

MacMillan / Emmitt

Due to some concerns from nearby residents, the Bike Park Project Team met with the Community Board’s representative on 30 April 2012 to consider scaling back the proposal to a lesser area so that it fitted inside a prescribed area identified in the management plan.

The proposal to lease the land was publicly notified in accordance with Section 119 Reserves Act 1977 and on 28 June 2012, the Board considered a report.

Six submissions were received, five were against the proposal and one was in support albeit subject to minor conditions.

The Board resolved as follows:

- 12.9.1 A. RESOLVED that the report be received and the level of significance be accepted.

Stewart / MacMillan

B. RESOLVED that:

1. *The Board receives the submissions numbered 1 to 6 and the matters of concern raised therein.*
2. *The report be left to lie on the table to enable staff to seek advice on the technical aspects of the decision making process and the Neplusultra Reserve Management Plan.*
3. *The Chief Executive Officer be authorised to do all that is necessary to give effect to the resolution*

Gillespie / McKinlay

On 19 November 2012, the Board considered a report relating to the legal opinion that had been sought in response to a challenge initiated by the Neplusultra Reserve Residents Association in which Council was charged with failing to observe proper procedural process under the Local Government Act 2002 and the Reserves Act 1977.

The Board resolved as follows:

- 12.4.6 A. RESOLVED that the report be received and the level of significance be accepted.

MacMillan / Stewart

- B. RESOLVED that:

1. *The Board receives the legal advice from G Todd Law.*
2. *The Board acknowledged the validity of the advice given and its relevance to the present issue.*
3. *The Board agreed that the amended, scaled down proposal should alleviate some of the submitters' concerns, while enabling it to fit within the framework of the existing management plan, subject to the imposition of any such additional terms and conditions as in 4 below.*
4. *The Board agreed to incorporate within the terms of lease, or as an addendum, the following additional conditions to be complied with by the lessee:*
 - (a) *Signage to be erected at the site displaying contact name(s) and phone number(s) to enable the reporting of vandalism or any other misbehaviour.*
 - (b) *Access to the Lions Lair and former Guides building to remain unobstructed.*
 - (c) *Prohibition of amplified sound systems except for during events organised by the lessee and these must comply with District Plan requirements.*
 - (d) *Replanting and/or landscaping where appropriate to maintain as far as practicable the natural wooded landscape – to be undertaken in conjunction with and to the satisfaction of the Parks and Recreation Manager.*
 - (e) *If possible, a single point of entry and exit for bike park users to avoid interference with, or danger to, other users of the reserve.*
 - (f) *Hours of use for events to approved by the Chief Executive Officer prior to the event.*
 - (g) *The lessee shall put in place operation, maintenance and budget plans to the satisfaction of the Chief Executive Officer.*
 - (h) *Any such other requirements as the Board may determine.*

MacMillan / Stewart

The Cromwell Bike Park Inc Committee accepted the terms of the lease on 21 March 2013.

The Bike Park Maintenance Plan was received on 8 May 2013.

On 7 August 2013, the Council considered a report relating to Ratification of the Board's resolution 12.4.6 and the Exercise of Delegated Authority by Council to Grant a lease over Reserve Land.

The Council resolved as follows:

- 13.7.5 A RESOLVED that the report be received and the level of significance be accepted.

Emmitt / McPherson

- B RESOLVED that Resolution 12.4.6 B of the Cromwell Community Board be ratified by Council:

1. Subject to receipt of an amended concept plan, the Board recommends "in principle" that a lease be granted to the Cromwell Bike Park Incorporated for a proposed BMX track over that part of the Neplusultra Recreation Reserve lying inside of the 30 metre wide landscaping strip, subject to public notification and the Minister's consent, the same being statutory requirements under the Reserves Act 1977.
2. The lease to be based on the standard Deed of Lease adopted by Council for application on recreation reserves.
3. If consented, the proposed development to be funded from Cromwell Bike Park Incorporated's own resources.
4. The Chief Executive Officer be authorised to do all that is necessary to give effect to the resolution.

Emmitt / McPherson

- C RESOLVED that the Minister's approval for issue of the proposed lease be granted under delegated authority.

Emmitt / McPherson

The Deed of Lease for all that parcel of land containing an area of 1.0ha or more or less (subject to survey) of the Neplusultra Recreation Reserve, described as being part of Lots 1 and 2 Deposited Plan 19357, was executed between the Council and the Cromwell Bike Park Incorporated on 12 August 2013.

The total raised to date by the Committee from racecourse clean-ups, bottle collections, sausage sizzles, and raffles is \$6,000 with additional fund raising events being organised.

The Committee is very keen to get the facility up and running in the near future. Total volunteer hours to date, including planning meetings and fundraising efforts, is already greater than 500 hours.

Funding applications have also been made community funders.

Long Term Plan

While the Community Board provided \$10,000 in the 2009/19 LTCCP for seed funding for the Bike Park proposal, this funding was not carried forward into the 2012/22 LTP and instead fell back to the general reserves account. Therefore any funding that the Board may provide towards the proposal will need to be as an approved overspend.

Finance

The estimated cost of the proposal is \$400,000.

The Cromwell Bike Park Inc has applied for funding as follows:

• Central Lakes Trust	\$220,000
• Alexander MacMillan Trust	\$ 10,000
• NZ Community Trust	\$ 10,000
• Pub Charity	\$ 5,000
• Trusts Community Foundation	\$ 5,000
• Contact Energy	\$ 2,500
• Lotteries	\$ 30,000
• Harcourts Foundation	\$ 5,000
• Community Trust of Otago	\$116,300

While some of the funding applications will not be considered until February 2015, the Committee has been given an indication that in some cases they will not receive the full amount that has been applied for. The Community Trust of Otago has indicated that their funding contribution towards the project would more likely be \$60,000.

The Committee has therefore recalculated the funding and has determined that there will be a shortfall of \$36,000. This shortfall is in addition to the \$10,000 that the Community Board had initially provided in the 2009/19 LTCCP.

Funding has not been provided for in the Annual Plan 2014/15 therefore if the Board agreed to provide funding, it would need to be included in the Long Term Plan 2015/25 (i.e. funding would not be available until after 1 July 2015.)

The Boards funding options are:

- Cromwell General Reserves .
- Cromwell Reserves Contribution –This fund was established to receive Reserves Contributions from subdivision developments within the urban area of the Cromwell Ward. Funding is to be used for establishing and upgrading urban reserves driven by increased demand/growth.

Due to the Bike Park being established on a reserve, the appropriate account to fund the monies for the Cromwell Bike Park would be the Cromwell Reserves Contribution account. The account balance forecast for 30 June 2015 is \$107,000.

Options

The following options are available to the Board:

- **Option 1**
Agree to the Cromwell Bike Park Inc's funding request for \$36,000 being the estimated shortfall required to meet the total cost of the proposed new Bike Park facility and agree to provide the \$10,000 seed funding that was initially provided for in the 2009/19 LTCCP.

Funding to be provided for in:

- Year 1 of the 2015/25 Long Term Plan from the Cromwell Reserves Contribution Account,

Or

- An overspend from the Cromwell Reserves Contribution Account this year.

This is the preferred option with funding in 1 of the above depending on the required timing requirement for the project.

- **Option 2**

Decline the request from the Cromwell Bike Park Inc for funding to cover the shortfall of \$36,000.

This option is not supportable.

The Cromwell Bike Park Inc has been very proactive in planning this new facility and in raising funds so that such a facility is available for use by the community. If the Committee had not become involved in this project, the Community Board would have been pressured into providing and maintaining such a facility at the ratepayers expense.

Proposal

The Community Board to provide funding of \$46,000 by either

(j) Year 1 of the 2015/25 Long Term Plan from the Cromwell Reserves Contribution Account,

Or

(ii) An overspend from the Cromwell Reserves Contribution Account this year.

for the Cromwell Bike Park project, with the funding option being determined by the required timing requirement for the project.

Community Needs and Purpose

The Community Needs and Purpose have been covered in previous reports relating to the proposal.

Community Outcomes and Views

The Community Outcomes and View have been covered in previous reports relating to the proposal.

District Plan/RMA

There are no District Plan or RMA implications applicable to the purpose of this report.

Significance

There are no significance implications applicable to the purpose of this report.

Recommendations

A. RECOMMENDED that the report be received and the level of significance be accepted.

B. RECOMMENDED that:

1. The Community Board to provide funding of \$46,000 by either

(i) Year 1 of the 2015/25 Long Term Plan from the Cromwell Reserves Contribution Account,

Or

(ii) An overspend from the Cromwell Reserves Contribution Account this year.

for the Cromwell Bike Park project, with the funding option being determined by the required timing requirement for the project.

Evelyn Bisset
Property and Facilities Officer

Cromwell Community Board Resolutions 8 December 2014

14.9.8 **Cromwell Bike Park – Request for Funding (PRO 62-3068-L5)**

A report from the Property and Facilities Officer to consider a request, from Cromwell Bike Park Inc. for the Board to provide funding to enable the establishment of a bike park facility, to be located within Neplusultra Recreation Reserve to proceed had been circulated.

Note: Mr Pierre Leyser (Cromwell Bike Park Inc.) joined the meeting at 3.38pm.

The Board were made aware that there was an amendment to the report as \$10,000 funding had been released to the Bike Park earlier in the year so the recommended amount was changed to \$36,000.

Mr Leyser gave an overview of the plans for the park and the fundraising events they had organised. The funding would prove useful in their applications for funds to other organisations.

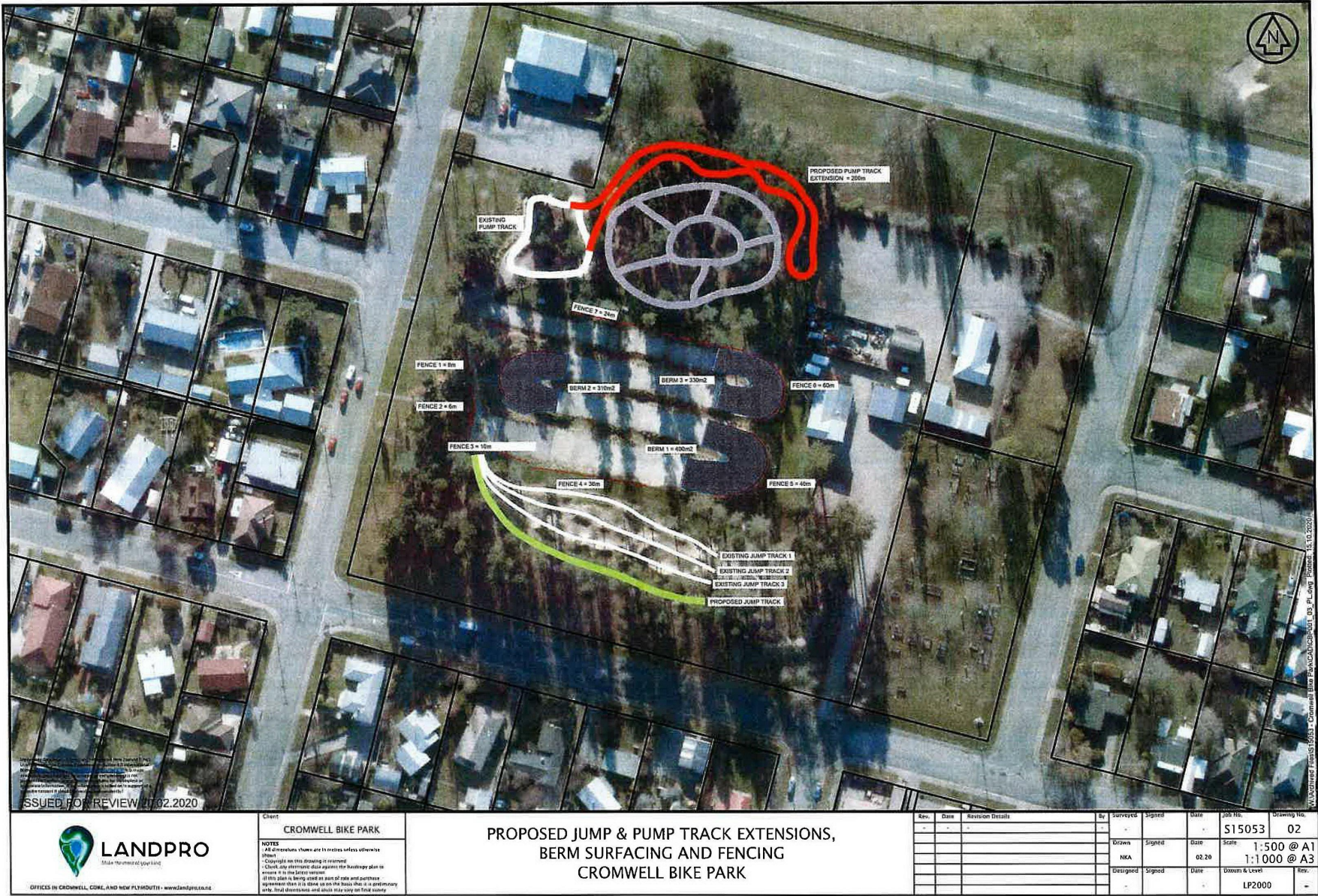
The Board were supportive of the project and admired the input and the length of time the volunteers had spent getting the project off the ground. Ongoing maintenance costs were discussed and the plan was for the Bike Park to hold an annual event which would cover these.

- A. RESOLVED that the report be received and the level of significance be accepted.

Stewart / Calvert

- B. RESOLVED that the Community Board provide funding of \$36,000 by an overspend from the Cromwell Reserves Contribution Account this year for the Cromwell Bike Park project, with the funding option being determined by the required timing requirement for the project.

Hucklebridge / Calvert



BIKE PARK STAGE 2 & 3 - FUNDING

Fencing		
Leading Edge	\$ 15,160.53	
Precise	\$ 13,216.70	
Berms		
JCL	\$ 33,280.00	
Benchmark	\$ 40,477.49	
Fulton Hogan	\$ 51,314.70	
Elevate Trails		
Jump Park	\$ 6,227.00	
Pump Track	\$ 101,530.00	
AP40	\$ 6,400.00	BERMS
Preparation of Corners	\$ 9,960.00	
	\$ 170,613.70	
10% Contingency	\$13,649.10	
TOTAL	\$ 184,262.80	

Funding		
Pub Charities	\$26,728.35	14.51%
Community Trust	\$26,728.35	14.51%
Bike Park	\$3,000.00	1.63%
Central Lakes Trust	\$70,019.86	38%
Otago Community Trust	\$57,786.24	31.35%
TOTAL FUNDING	\$184,262.80	100%

Stage Two		
<i>Pub Charities & Community Trust Applications</i>		
We asked for	\$26,728.35	
Made up of:		
JCL	\$33,280	
Fencing	\$13,216.70	
Elevate Trails	\$9,960.00	
	\$56,456.70	
Bike parks input	\$3,000.00	
	\$53,456.70	
2 Applications of:	\$26,728.35	each

Stage Three		
<i>Central Lakes Trust and Otago Community Trust</i>		
Asking for	\$127,806.10	
Made up of:		
Jump Park	\$ 6,227.00	
Pump Track	\$ 101,530.00	
AP40	\$ 6,400.00	
	\$ 114,157.00	
plus Contingency	\$13,649.10	



Pierre Leyser <pierreleyser@gmail.com>

Grant 202008-83898 - Grant Remittance

1 message

NZ Community Trust <do-not-reply@fluxx.io>

Mon, Nov 2, 2020 at 1:02 PM

To: Megan Ireland <meganpony@xtra.co.nz>, Pierre Leyser <pierreleyser@gmail.com>

*****This mailbox is not monitored. Please do not reply to this message.*****

Dear Megan Ireland,

I am pleased to advise that NZCT's Net Proceeds Committee has approved a grant to Cromwell Bike Park Inc.

Please ensure you read this letter in full. It contains important information about your responsibilities as a grant recipient.**Grant summary**

Grant number: 202008-83898

Grant amount: \$16,000.00

Date approved: 20 October 2020

Breakdown of funded items

Safety fencing

Amount: \$6,000.00

Corner preparation and asphaltting of berms on BMX track

Amount: \$10,000.00

Payment Date: 30 October 2020

Payment Amount: \$16,000.00

Accountability Due: 28 January 2021

NZCT Comments:

Important reminders

1. You must spend the grant funds on the specific purpose(s) detailed above and in accordance with any other conditions attached. By law, failure to comply with these conditions is an offence.
2. You cannot spend NZCT funds in excess of the stated amount for each funded item. You are not able to transfer these funds to another funded item.
3. Any unspent funds must be returned to NZCT.
4. NZCT expects you to spend your grant on the approved item(s) or role(s) for which we awarded you the funds. If you need to change supplier or have a new staff member, you must seek **prior written approval** for this change. A replacement quote or signed employment contract must be provided for this request to be considered.
5. You must not use the grant for costs already incurred ("retrospective" costs), i.e. you cannot use the grant to pay for goods or services your organisation has already received and/or has paid for before the date we approved your application. If in doubt contact NZCT, as you may need to return the grant.
6. Accountability for this grant should be **submitted online** through our grants portal via the Funded Item section (Upload Accountability) with the following documentation provided:
 - **Purchase or contractor:** Tax invoices from your supplier, bank statements showing the payments for those invoices with the relevant payments highlighted, and a batch payment summary if paid by batch payment.
 - **Salary:** A signed declaration with reconciliation is required. The template for this can be downloaded by logging into our grants portal and heading to the 'Accountability Help' information page or can be downloaded from our website here <http://www.nzct.org.nz/grants/questions-and-answers-about-grants/accounting-for-your-grant/>. A salary is defined as someone who has income tax (PAYE) deducted by the employer on their behalf. This declaration is required once all funds have been expended for each salary funded. Random audits will be carried out and may require evidence to be supplied.
7. Any item purchased with these grant funds must remain the property of the funded organisation.
8. Grants are made by NZCT as an unconditional gift. No portion is claimed by NZCT as a deduction for Goods and Services Tax paid. If an applicant is GST registered, only the GST exclusive amount can be funded.

<https://mail.google.com/mail/u/0?ik=fae3dec8d&view=pt&search=all&permthid=thread-f%3A1682204616771785792&simpl=msg-f%3A1682204616771785792> 1/2

Application No:	PCL55970
Organisation Name:	CROMWELL BIKE PARK INCORPORATED
Approved Amount:	\$26,728.35
Date Approved:	5/10/2020
Approved Authorised Purpose:	see approved items below

Project/Activity Costs:

Description	Supplier	Approved Funds
Supply and Lay Asphalt for the Berms	JCL	\$16,000.00
Install and supply materials for Health and Safety Fences	Precise	\$6,000.00
Preparation and laying of AP40	Elevate Trails	\$4,728.35

GRANT TERMS

- Pub Charity grants do not contain a GST component. If your organisation is GST registered you cannot claim GST as part of your grant spend.
- The grant must be used specifically for the purpose of Pub Charity Limited has authorised. Any unspent funds must be returned to Pub Charity Limited. This is best achieved by direct crediting to Pub Charity Limited Bank Account 02 0506 0023592 00.
- You can only spend this grant for expenditure dated after the receipt of this grant.
- You have an obligation to use this grant within 3 months and return your Accountability Report detailing the use of the grant. If you are unable to meet this timeframe, please contact the Grants Team at Pub Charity Limited. In the event that you are unable to meet these timeframes, we may require you to refund the grant so that it can be used to assist other applicants.

ACCOUNTABILITY REQUIREMENTS

- As part of Pub Charity Limited's licence conditions with the Department of Internal Affairs, you are required to submit an Accountability Report. **Failure to complete this may impact future applications.**
- A full summary of your Accountability Obligations can be found on our website in the FAQs. <https://pubcharitylimited-nz.baanalyser.com/applicant-org/faq>
- Complete the Accountability Report online, through your Applicant Dashboard, upload the supporting documents we require and then click "Submit" to send your report.
- Please follow the instructions carefully. These will give you all the documentation you will need to upload in order that we can satisfy that the grant you have received has been properly spent.
- You will require tax invoices confirming funds have been used for the specific purpose of the grant and Bank Statements verifying payment of those tax invoices.
- You may need to supply additional information in support of salary and wages and these are detailed in the Accountability instructions online.

MINUTE EXTRACT of a meeting of the Cromwell Community Board that was held in Cromwell Service Centre, 42 The Mall, Cromwell on Monday, 9 November 2020, commencing at 2.02 pm.

20.8.1 **Public Forum**

Pierre Leyser (Cromwell Bike Park):

Mr Leyser outlined the plans underway for further development of the bike park. He commented that the bike park is a great asset for the community and that it was a well-used facility. He mentioned that the track had secured the South Island Titles in 2022, but that this work would need to be carried out beforehand. Mr Leyser then responded to questions from the Board.

Cromwell Bike Park Inc.
c/o 40 Ortive Street
Cromwell 9310

26/5/2022

To the Cromwell Community Board

The Cromwell Bike Park wish to apply for funding to enable us to complete Stage 3 of the Cromwell Bike Park. The Stage 3 project cost is \$127,806.10 of which we have obtained funding of \$73,476.00 (which will expire Oct/Nov 2022) from Central Lakes Trust and the Otago Community Trust along with our contribution of \$5000.00 from fundraising. Therefore we are seeking funding for the remaining balance of \$49,330.10 from the CODC / Cromwell Community Board.

Stage 3 of development is the final large scale project that the committee would like to see completed to ensure the park is future proofed and enable more of the community to enjoy this asset we have created.

Stage 3 - Pump Track & Jump Park Track Extensions

The current pump track is too small for the number of riders the park is attracting. This causes many safety issues when numerous children are on the track at one time and our vision has always been to ensure all ages are catered for and in a safe environment. An extension to the current pump track will spread the riders out and make it more enjoyable for them and at the same time promote a more challenging option.

Due to the number of riders that are visiting the facility another jump line will be put in for the more experienced riders providing the local riders and, also riders from the wider community and region, an opportunity to progress.

We would appreciate your consideration in helping with this project and any financial assistance you may see fit.

Pierre Leyser
President
Cromwell Bike Park Inc.

CROMWELL BIKE PARK

Project Plan - Stage 1, 2, 3

Background

In 2015 the Cromwell Bike Park committee completed the build of the Bike Park. The facility has a 'Learn to Ride' section which caters for beginner riders, this allows them to increase their skills in a safe environment. There is a pump track and BMX track for riders who are ready to navigate bigger jumps and corners. Lastly the Jump Park challenges the most skilled riders. The park hosts visitors from all over the region, riding the tracks, having picnics and enjoying birthday parties. The facility is also supported by local community groups.

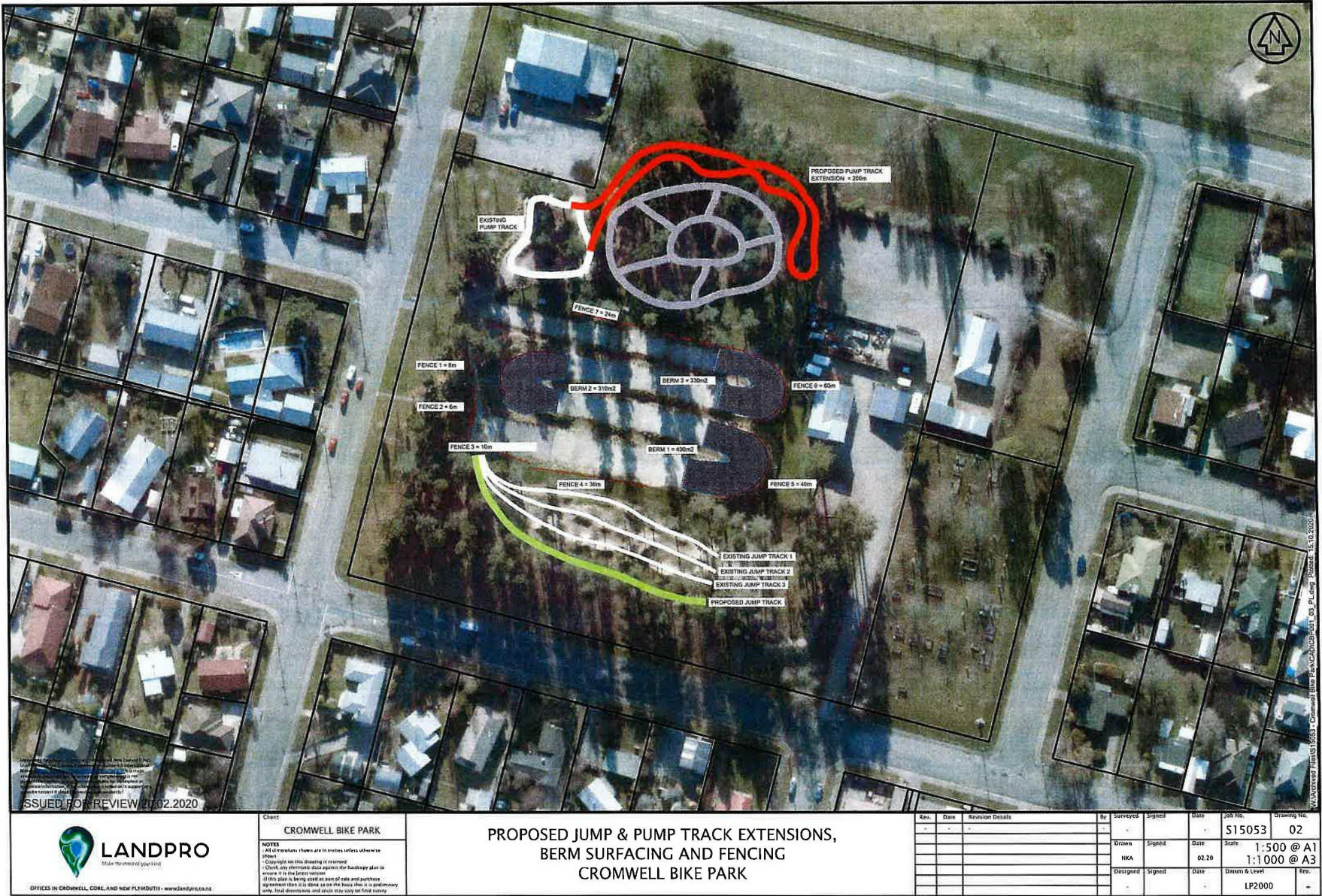
Stage 2 Completed

In 2021 Stage 2 was completed with the berms on the BMX Track prepared and sealed with asphalt and fencing installed around the track. The installation of fencing around the track stops riders transitioning from the Learn to Ride to the Pump Track and also prevents riders crossing from the Jump Park onto the BMX track into the path of other riders.

Stage 3 - Current Project (Pump Track & Jump Park Track Extensions)

The current pump track is too small for the number of riders the park is attracting. This causes many safety issues when numerous children are on the track at one time and our vision has always been to ensure all ages are catered for and in a safe environment. An extension to the current pump track will spread the riders out and make it more enjoyable for them and at the same time promote a more challenging option.

Due to the number of riders that are visiting the facility another jump line will be put in for the more experienced riders providing the local riders and, also riders from the wider community and region, an opportunity to progress.



22.4.8 CROMWELL AND DISTRICTS PROMOTIONS GROUP PROMOTIONS GRANT APPLICATION

Doc ID: 581028

1. Purpose of Report

To consider the Cromwell Districts Promotions Group's application to the Cromwell Community Board for promotion grant funding 2022-2023.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Decides the grants to be allocated to the applicant of the promotions grants.

2. Background

The Central Otago District Council contributes to the social, economic, environmental and cultural well-being of the local community through the contestable grants process.

The objectives of the grants process are:

- Enhance well-being in the district (social, economic, environmental and cultural)
- Empower local communities
- Facilitate the delivery of community outcomes
- Promote our regional identity: Central Otago A World of Difference.

There are two types of grants that can be applied for, community grants and promotions grants. Each are funded using different targeted rates, which means that one pool cannot subsidise the other. Each application must be considered on its own merit and its fit with the relevant grant criteria and available budget.

The Board considers grant applications in two rounds annually. Applications for the first round closed at the end of August 2021 for a decision in September, with the second round closing at the end of March 2022 for a decision in May 2022.

A comprehensive review of the grants policy took place in August 2019 with further reviews undertaken in June 2021 and January 2022. These reviews were to streamline the process and improve the community experience in using the policy.

The Cromwell Community Board is delegated the authority to consider applications for activities and projects within its boundaries.

Annually, there is \$106,219 to distribute in the promotions grants scheme. The following table illustrates the commitments already made and the amounts left to distribute.

Promotions Grants Budget	2021-22	2022-23
Total – Full Year	106,219	106,219
Less distributed 1 st Round	64,270	

Plus returned grants	0	
Less committed from previous rounds	15,000	
Less committed from 2 nd round	21,373	
Balance left to distribute	5,576	106,219

3. Discussion

Promotion Grants

This report is to consider a grant application received from Cromwell and Districts Promotions Group for their 2022-2023 year activities. The application was received in the March application round, however it was held over to allow for additional information to be supplied to assist the Board in their decision making.

There is \$106,219 available to distribute for the 2022/2023 financial year, being the full amount budgeted.

When considering the approval of a grant for the 2022-2023 financial year, members will need to be mindful that an approval will decrease the grant amount available for that financial year's funding round and may cause the perception of an uneven playing field to other applicants.

The funding round for the 2022-2023 financial year is now open and closes on 31 July 2022 to allow for reports to be presented to the Board at the September meeting. It is worth noting that if the Board commits funding for the 2022/23 financial year it would clearly signal to other applicants, the size of the grants funding pool left available.

The details of the application are provided in the table below:

No	Name of Organisation	Name of project / service	Purpose of funding	When does the project start	Total costs	Amount requested
1	Cromwell Districts Promotions Group	2022-2023 Group activities	Contractors, Advertising, and Operational costs	1/07/2022	\$134,724.00	\$107,524.00

Copies of the applications, supporting documentation and staff assessments are provided to Board members under separate cover.

4. Financial Considerations

As detailed above, the Board has budgeted \$106,219 for the 2022-2023 Promotion Grants. Boards have the delegated authority to spend within this budget. Any recommendations

above these amounts would fall outside of that delegation and would need to be by way of a recommendation to Council.

When considering applications for a future financial year, members will need to be mindful that any approvals will decrease the grant amount available for that financial year's funding round and may cause the perception of an uneven playing field to other applicants.

5. Options

The Board is asked to consider each application and determine the appropriate level of funding. There are no other options as the Board has the delegation to allocate grants from the contestable funds.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social, cultural, economic and environmental wellbeing of communities, in the present and for the future by providing a contestable funding pool that enables projects to be delivered in the community that enhance wellbeing.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, this decision is consistent with the Grants Policy, and other plans and policies that may be impacted by any of the individual grant applications.
Considerations as to sustainability, the environment and climate change impacts	There is no direct impact, some applications may have a positive environmental impact from time to time.
Risks Analysis	No risks have been identified in the funding applications.
Significance, Consultation and Engagement (internal and external)	The funding rounds were advertised in the local newspaper, Council's website and Facebook page, and through combined agency community funding clinics. Discussions with departments of Council have taken place where there are impacts arising from the application.

7. Next Steps

Once the Board has made a decision on the level of funding for each organisation, this will be communicated to each applicant and payments made.

8. Attachments

Appendix 1 - Cromwell District Promotions Group Grant Application (under separate cover) ➡

Appendix 2 - Cromwell District Promotions Group Staff Assessment (under separate cover) ➡

Appendix 3 - Cromwell District Promotions Group Supporting Documentation (under separate cover) [⇒](#)

Report authors:

Reviewed and authorised by:



Alison Mason
Media and Marketing Manager
18/05/2022



Sanchia Jacobs
Chief Executive Officer
18/05/2022

22.4.9 CROMWELL FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2022

Doc ID: 581370

1. Purpose

To consider the financial performance overview as at 31 March 2022.

Recommendations

That the report be received.

2. Background

The operating statement for the three months ending 31 March 2022 show a favourable variance of \$1.072M against the revised budget.

2021/22 Full Year Annual Plan \$000	AS AT 31 MARCH 2022	YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		2021/22 Full Year Revised Budget \$000
	Income:					
489	Internal Interest Revenue	154	269	(115)	●	490
7,536	Land Sale Proceeds	991	989	2	●	989
618	User Fees & Other	456	471	(15)	●	649
-	Reserves Contributions	105	64	41	●	64
-	External Interest & Dividends	5	4	1	●	4
3,093	Rates	2,377	2,378	(1)	●	3,093
11,736	Total Income	4,088	4,175	(87)	●	5,289
	Expenditure					
130	Rates Expense	127	138	11	●	155
7,536	Cost of Sale of Land	4	839	835	●	839
47	Professional Fees	40	58	18	●	78
905	Cost Allocations	681	690	9	●	909
263	Fuel & Energy	187	203	16	●	263
197	Grants	109	142	33	●	192
245	Other Costs	118	161	43	●	261
541	Contracts	341	367	26	●	543
65	Internal Interest Expense	(22)	16	38	●	65
133	Building Repairs and Mtce.	104	106	2	●	143
729	Staff	444	491	47	●	719
44	Members Remuneration	26	30	4	●	44
736	Depreciation	470	547	77	●	822
11,571	Total Expenses	2,629	3,788	1,159	●	5,033
165	Operating Surplus / (Deficit)	1,459	387	1,072	●	256

This table has rounding (+/- 1)

Income for period ending 31 March 2022:

Operating income reflects an unfavourable variance to the revised budget of (\$87k).

- Internal interest revenue has an unfavourable variance of (\$115k). This is due to low market interest rates plus property purchases post setting the long-term plan budget, resulting in lower cash in the bank.
- Land sale proceeds has a small variance. This relates to land sold at Cemetery Road. There will be more revenue recognised before the end of the financial year.
- User fees and other has an unfavourable variance of (\$15k). A breakdown of this is provided in the table below. There are small unfavourable variances in rentals and hires, swimming pool and cemeteries. The majority is offset by the receiving of other miscellaneous income. Other miscellaneous income is primarily related to on-charging of rates and electricity charges.
- Reserves contributions has a favourable variance of \$41k. These are difficult to gauge when setting budgets and are dependent on developers' timeframes.

2021/22 Full Year Annual Plan \$000	User Fees and Other Income					2021/22 Full Year Revised Budget \$000
		YTD Actual	YTD Revised Budget	YTD Variance		
		\$000	\$000	\$000		
114	Other Misc. Income	106	111	(5)	●	141
238	Rentals & Hires	156	167	(11)	●	239
250	Cromwell Pool / Swim School	188	184	4	●	253
16	Cemeteries	6	9	(3)	●	16
618	Total User Fees Income	456	471	(15)		649

This table has rounding (+/- 1)

Expenditure for period ending 31 March 2022:

Expenditure has a favourable variance of \$1.159M against the revised budget. The variances are detailed below:

- Cost of sales of land has a favourable variance of \$835k. Development costs from Cemetery Road for stage one have not yet been finalised and allocated to cost of sales. The subdivision development costs are held on the balance sheet in 'property intended for sale' until each stage is complete and land sales are received.
- Grants has a favourable variance of \$33k. This is due to timing of the promotions grants and the budget. Of the \$106k promotions grants annual budget, \$79k year-to-date has been allocated for promotional activities. For the general grants year-to-date, \$5k has been spent of the \$50k general grants annual budget with a further \$30k being issued to the Cromwell Museum Trust for payment of services from an annual budget of \$40k.
- Other costs are favourable to budget by \$43k, being more needs-based, they will vary against budget from time to time. Water charges are lower than expected by \$17k as is weed control by \$7k.
- Contracts are favourable to budget by \$26k. This is due to the timing of the maintenance programme.
- Internal interest expense has a favourable variance of \$38k. Low market interest rates are driving this variance.
- Staff costs has a favourable variance of \$47k. This is due to the seasonal staff recruitment and associated costs.
- Depreciation has a favourable variance of \$77k. The Cromwell Pool's depreciation is higher than budget by (\$60k). This is offset by lower-than-expected depreciation in

park assets of \$118k. The district's pools were revalued as at 30 June 2020 as part of the parks and reserves valuation. After the pool values increased significantly, Council elected to phase the rating of the increased depreciation over the next three years to reduce the impact of rates. This will appear as an over-spend due to not being fully funded through rates.

Capital Expenditure:

Capital expenditure (CAPEX) for the period ending 31 March 2022 has a year-to-date favourable variance of \$2.32M. The actual CAPEX spent to date is 6% of the total revised budget.

2021/22 Full Year Annual Plan \$000	AS AT 31 MARCH 2022				2021/22 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000	
	Parks and Reserves:				
4	Cromwell Reserves - Playground equipment	-	5	5	13
107	Cromwell Reserves - Irrigation	3	68	65	167
21	Cromwell Reserves - Landscaping	2	13	11	30
-	Cromwell Reserves - Recreation Equipment	-	16	16	40
35	Cromwell Reserves - Fencing & Bins	13	56	43	134
5	Cromwell - Fencing	-	2	2	5
-	Cromwell Lighting	1	3	2	5
15	Cromwell Cemetery	7	9	2	13
10	Anderson Park - Landscaping	111	123	12	142
15	Anderson Park - Irrigation & Bins	-	32	32	81
9	Anderson Park - Fencing	-	4	4	9
33	Anderson Park - Lighting	2	14	12	33
254	Total Parks & Reserves	139	345	206	672
	Cromwell Swimming Pool:				
8	Building upgrades	23	31	8	42
11	Machinery & Plant	100	485	385	1,076
23	Recreation equipment / furniture & fittings	6	12	6	31
42	Total Cromwell Swimming Pool	129	528	399	1,149
	Property:				
75	Cromwell Front Reserve	48	754	706	1,875
2,460	Cromwell Memorial Hall	95	988	893	2,457
160	Cromwell - Building Improvements	1	65	64	161
140	Tarras Community Centre	-	56	56	140
2,835	Total Property	144	1,863	1,719	4,633
3,131	Total Capital Expenditure	412	2,736	2,324	6,454

This table has rounding (+/- 1)

Parks and Reserves:

- Cromwell parks and reserves has a collective favourable variance of \$206k. Landscaping and irrigation work programmes are ramping up for the last quarter of the financial year, with many projects due to be completed in June 2022.

Swimming Pool:

- Machinery and plant has a favourable variance of \$385k. The work on installing the heat pump and filter is well underway and is expected to be completed in late June 2022.

Property:

- Cromwell Front Reserve (Town Centre upgrade) - Investigation and design brief phase commenced in March 2022 and is still underway. The first design investigation workshop was held on 28 February 2022 with the project advisory group and mall upgrade group. The next workshops are planned for Tuesday 31 May 2022 for the Cromwell Community board and Thursday 2 June 2022 for councillors. These workshops will guide the external architects during the concept design process.
- Cromwell Memorial Hall - The project is still in the investigation phase. This has been extended due to the Cromwell Community board and project advisory group requiring a clearer understanding of what we are delivering for the community and ensuring it accommodates the community's requirements for a new facility. The projects revised timeline, due to this extended phase, now expect the concept designs to be delivered mid-August 2022.
- Tarras Community Centre – a revised fire and accessibility report is being prepared, with projects being carried forward into the 2022-23 financial year.

Reserve Funds table for Cromwell Ward

- As at 30 June 2021 the Cromwell Ward has an audited closing reserve funds balance of \$18.9M. This is the ward specific reserves and does not factor in the district-wide reserves which are in deficit at (\$16.7M). Refer to Appendix 1.
- Taking the 2020-21 audited Annual Report closing balance and adding 2021-22 income and expenditure, carry forwards and resolutions, the Cromwell Ward is projected to end the 2021-22 financial year with a closing balance of \$16.0M.

3. Attachments**Appendix 1 - Cromwell Ward Reserves 2021-2022 [↓](#)**

Report author:

Reviewed and authorised by:



Donna McKewen
Accountant
26/05/2022

Leanne Macdonald
Executive Manager - Corporate Services
26/05/2022

AUDITED - 2020/21 Annual Report					2021/22 AP		Adjusted 2021/22 AP Closing*		Forecast Approved By Council		2021/22 Revised Closing Balance	
CROMWELL RESERVES					Net Transfers In and Out		AP Closing Balance		2021/22 Forecast		2021/22 Revised Closing Balance	
	Opening Balance	Transfers In	Transfers Out	Closing Balance								
	A	B	C	D = A + B - C	E		F = D + E		G		H = F + G	
Cromwell Recreation and Culture Charge												
3412 - Bannockburn Community Centre	(277,516)	4,366	-	(273,150)	-		(273,150)		-		(273,150)	
3414 - Cromwell Memorial Hall	(171,120)	22,658	-	(148,462)	2,200		(146,261)	3,000	(143,261)		(143,261)	
3416 - Cromwell Sports Pavilions	53,087	18,183	-	71,269	2,091		73,360	162	73,523		73,523	
3417 - Tarras Community Centre	30,548	497	(19,707)	11,338	(136,284)		(124,947)	(806)	(125,752)		(125,752)	
3419 - Cromwell Resource Centre Building	(45,003)	11,925	-	(33,078)	837		(32,241)	(324)	(32,565)		(32,565)	
3463 - Cromwell Reserves	-	-	-	-	(7,200)		(7,200)	(227,690)	(234,890)		(234,890)	
3491 - Cromwell Pool	(423,533)	40,217	-	(383,316)	44,601		(338,715)	(1,178,659)	(1,517,374)		(1,517,374)	
3418 - Cromwell Museum	-	-	-	-	-		-	(474)	(474)		(474)	
3461 - Anderson Park	48,501	24,945	-	73,446	(66,136)		7,310	(197,440)	(190,130)		(190,130)	
	(785,036)	122,790	(19,707)	(681,953)	(159,891)		(841,844)	(1,602,230)	(2,444,074)		(2,444,074)	
Cromwell Ward Services Rate												
3111 - Cromwell General Revenues	4,982,222	198,721	(208,539)	4,972,404	433,317		5,405,722	4,159	5,409,880		5,409,880	
3341 - Forestry Cromwell	-	-	-	-	-		-	(1,918)	(1,918)		(1,918)	
3351 - Property General Cromwell	8,734,084	123,703	(3,950,411)	4,907,376	23,852		4,931,228	(51,244)	4,879,984		4,879,984	
3352 - Endowment Land Cromwell	800,082	2,171,777	-	2,971,859	189		2,972,048	145,797	3,117,845		3,117,845	
3353 - Medical Centre Cromwell	(123)	2	-	(122)	-		(122)	-	(122)		(122)	
3361 - Industrial Estate Cromwell	6,724,236	100,223	(109,649)	6,714,810	4,569		6,719,379	-	6,719,379		6,719,379	
3431 - Cromwell Community Grants	-	-	-	-	-		-	5,000	5,000		5,000	
3451 - Bannockburn Recreation Reserve Committ	13,095	292	-	13,387	(6,899)		6,488	71	6,559		6,559	
3757 - Cromwell Town Centre	(1,656,722)	219,222	-	(1,437,501)	102,440		(1,335,060)	(1,800,347)	(3,135,407)		(3,135,407)	
	19,596,874	2,813,940	(4,268,599)	18,142,215	557,468		18,699,682	(1,698,481)	17,001,202		17,001,202	
Cromwell Promotion Charge												
3033 - Crom Promotions	-	-	-	-	-		-	-	-		-	
	-	-	-	-	-		-	-	-		-	
	-	-	-	-	-		-	-	-		-	
	-	-	-	-	-		-	-	-		-	
Cromwell Ward Services Charge												
3831 - Cromwell Cemetery	-	-	-	-	(8,000)		(8,000)	1,550	(6,450)		(6,450)	
3832 - Nevis Cemetery	1,899	28	(402)	1,525	450		1,976	-	1,976		1,976	
3211 - Elected Members - Cromwell	-	-	-	-	-		-	-	-		-	
	1,899	28	(402)	1,525	(7,550)		(6,024)	1,550	(4,474)		(4,474)	
Cromwell Ward Specific Reserves												
3120 - Cromwell Athenaeum Trust	84,818	1,261	-	86,079	1,693		87,773	-	87,773		87,773	
3122 - CO Sports Turf Trust	22,255	2,340	-	24,595	443		25,038	-	25,038		25,038	
3125 - Cromwell Bowling Club fund	10,262	925	-	11,186	204		11,391	-	11,391		11,391	
3135 - Cromwell Golf Club fund	14,999	223	-	15,222	297		15,519	-	15,519		15,519	
3139 - Cromwell Land Endowment fund	228,242	3,393	-	231,635	4,557		236,192	-	236,192		236,192	
3150 - Cromwell Speedway Club Fund	4,933	73	-	5,006	98		5,105	-	5,105		5,105	
3151 - Cromwell Sports Club Fund	65,003	966	-	65,969	1,298		67,267	-	67,267		67,267	
3153 - Cromwell Squash Club Fund	4,455	66	-	4,521	89		4,610	-	4,610		4,610	
3157 - Cromwell Vintage Car Club Fund	4,799	71	-	4,871	96		4,966	-	4,966		4,966	
3760 - Cromwell Master Plan	(736,175)	-	(42,404)	(778,579)	-		(778,579)	(240)	(778,819)		(778,819)	
	(296,409)	9,319	(42,404)	(329,494)	8,776		(320,718)	(240)	(320,958)		(320,958)	
Cromwell Ward Development Fund												
3146 - Cromwell Reserves Contribution	1,555,686	222,649	(7,640)	1,770,695	30,992		1,801,687	64,304	1,865,991		1,865,991	
	1,555,686	222,649	(7,640)	1,770,695	30,992		1,801,687	64,304	1,865,991		1,865,991	
Grand Total	20,073,014	3,168,727	(4,338,753)	18,902,988	429,795		19,332,783	(3,235,097)	16,097,686		16,097,686	

* The Annual Plan closing balance has been adjusted to reflect the closing balance of the Annual Report and the Annual Plan movement. This is to enable a running estimate of the total Reserves balance.

6 MAYOR'S REPORT

22.4.10 MAYOR'S REPORT

Doc ID: 584125

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Cromwell Community Board receives the report.

2. Attachments

Nil

Report author:



Tim Cadogan
Mayor
14/06/2022

7 CHAIR'S REPORT

22.4.11 CHAIR'S REPORT

Doc ID: 584151

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

8 MEMBERS' REPORTS

22.4.12 MEMBERS' REPORTS

Doc ID: 584155

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

9 STATUS REPORTS

22.4.13 JUNE 2022 GOVERNANCE REPORT

Doc ID: 581915

1. Purpose

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

Recommendations

That the report be received.

2. Discussion

Minutes from the May meeting of Cromwell Museum

The minutes from the May meeting of the Cromwell Museum was circulated to Members (appendix 1).

Cromwell Mall Parking Observations

A period of observation was carried out on parking at the Cromwell Mall over the New Year period. The outcome of that was previously sent to members for their information (appendix 2).

Status Reports

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

3. Attachments

Appendix 1 - May Minutes from Cromwell Museum [↓](#)

Appendix 2 - Cromwell Mall Parking Observations [↓](#)

Appendix 3 - CCB Status Updates [↓](#)

Report author:

Reviewed and authorised by:



Julie Harris
Governance Support Officer
28/04/2022



Sanchia Jacobs
Chief Executive Officer
29/04/2022

Cromwell Museum Trust

Minutes of meeting held on 9 May 2022 at 5.30pm
held at the Museum – 47 The Mall, Cromwell

Present Martin Anderson Chairperson, Joan Lawrence, Jim Walton, Wayman Roughan,
Peter Mead, Jennifer Hay.

Apologies

Verner Murray, Anna Harrison.

Resolved that the apologies be accepted.

M Anderson/J Walton
Carried

Minutes of Meeting

Resolved that the Minutes of the meeting held on 11 April 2022 be approved.

P Mead/J Lawrence
Carried

Matters Arising from Minutes

The trustees agreed that the Annual Report should be made available to Volunteers. Jennifer to organise this.

Insurance renewal – documents returned to Vero for finalisation.

Chairperson's Report

Jennifer and Martin met with Louise van der voort and Gareth Robinson and expressed their concern about lack of communication from the Council re the plans for the new Museum. Martin advised her that Trustees were willing and able to provide expertise in the planning stage. It was accepted by Louise that they had not done a great job with communication to date.

There is to be a meeting of the hall working group in 2 weeks' time regarding the project.

It is understood that the Museum will eventually be integrated with the new Cultural Centre which will be a modular building.

Martin advised that they took from the meeting that the project is proceeding. Martin and Jennifer received an undertaking from Louise and Gareth that there will be regular communication in future.

Resolved that the Chairperson's report be approved.

M Anderson/J Walton
Carried

Director's Report

Jennifer is expecting to hear the outcome of the application to Pub Charities this week.

The new volunteer, Lyn Tocker, has an IT background and will be helping with the photographing of the collection.

The new display of aeroplanes has been installed and Jennifer is waiting for a poster showing a timeline of aviation within NZ - focusing on Cromwell.

Jennifer has a meeting planned with Cromwell Primary School –they are doing a project on the history of schools in Cromwell and want to collaborate with the Museum for their project.

Museum Archives are continuing to be researched and uploaded.

There will be a school visit from the Early Learning Centre in coming week.

Resolved that the Director's report be approved.

J Walton/W Roughan
Carried

Marilyn Dodd was welcomed to the meeting and gave Trustees an insight into what she was working on which included updating records and getting old numbering onto the new system. A

deaccession list has been made up as a result of this. Trustees viewed the list which was almost completed.

She advised that they were aiming to reduce the three storage units rented by the Museum to two in Spring.

Statistics for April	2022	2021
Donations	\$318.50	\$409.40
Visitors	340	415

Thanks to Graham Brown for continuing to look after the donations and complete banking duties.

Finance

Balance as at 30 April 2022

00	\$21304.76
97	\$2630.32

Name	Amount
Phoenix IT Virus Software update and Microsoft licensing	238.31
Cromwell Self Storage	291.20
Hanson Rentals – truck hire to pick up model airplanes	170.10
Technology Holdings – Eftpos rental	66.28
Technology Holdings	14.80
J Hay – Director's Fee	3583.50
Hanson Rentals – Road Tax charge	70.11
Heartland Technology – Photocopy Rental	209.88
Paper Plus - Stationery	80.98
Pulse Energy Alliance - Electricity	353.02
Rentokil – Hygiene service	22.45
Voyager – ISP provider	125.98
Paymark Ltd – network access for eftpos	20.70
M Anderson - reimbursement for Diesel for truck	38.32
Conservation Supplies – acid free envelopes	141.25
	\$5426.88

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

P Mead/J Walton

Carried

Agenda Items

Policy Reviews

It was decided that Noeline, Jim, Jennifer and Martin meet and review the current policies.

Museum Related matters from CODC agenda – paper from Peter Mead

Trustees discussed the Community Board minutes from the various districts.

It was noted from the Otago Museum minutes that in the long term they felt there was a need for regional storage.

General

Noeline to check when the report back to Lotteries Grants Board needs to be completed and also, there needs to be a start made on the Charities Services performance report.

Peter Mead's Report to be added to the minutes as an appendix.

3D Printer – Jim advised that there were two major suppliers in NZ. Some discussion on the use of a 3D printer for Museum purposes. Jim to continue working on this.

Trustees considered information re The Incorporated Societies Act 2022 incorporated societies and the information was duly noted.

Meeting closed 6.30pm

Next Meeting 13 June 2022

_____ **Chairperson**

_____ **Date**

REPORT ON WIDER DISTRICT MUSEUM MATTERS DEALT WITH BY CENTRAL OTAGO DISTRICT COUNCIL**Introduction.**

I maintain an interest in the business being dealt with by both the District Council and the Community Boards within the District. This often takes the form of viewing on line the Agendas of the formal meetings of these elected bodies. Now as your appointee to the Central Otago Museums Trust, I believe it might be helpful if when appropriate I provide a brief report on what I have gleaned from these Agendas.

Report.

The Central Otago District Council is levied annually, alongside all other local authorities in the Otago region, towards the running of the Otago Museum.

At its meeting on Wednesday 27 April the Council considered both the Otago Museum's 2022/2023 Draft Annual Plan and its request for a three percent increase on the annual levy charged to the CODC which effectively we all pay through our rates.

The levy acknowledges the regional importance of the Otago Museum and it appears contributes towards 40 hours per annum of technical support our local Central Otago museums receive from Otago Museum staff.

The Central Otago levy for 2021/22 was \$31,502 and the draft plan signals a further increase may be required for the 2023/24 year.

The agenda report from the Council's officers stated *"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 have 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*

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.*

[Obviously this is incorrect as the Central Otago Museum Trust has yet to have its first annual meeting. It could have been a meeting held leading up to the establishment of the CO Museum Trust that is being referred to!]

- *Otago Museum staff hosted a regional museum meeting for 46 individuals from 21 organisations on the theme of reviewing, re-connecting and networking"*

Within the Otago Museum's Draft Annual plan is the following statement.

"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. "

[Not sure what to make of this. Is it a pre-emptive bid by Otago Museum to host a regional archives and collections facility? I don't think the CODC has any policy on a Central regional facility but that may become clear when it's long-awaited investment policy on museum investment sees the light of day.]

Also, within the Council agenda under the matter of "Second Revision of the 2021 -22 Annual Budget" appears the following recommendation authorising • \$46k use of Vincent general reserves for additional contract expenditure for the Clyde Museum as approved by the Vincent Community Board.

Finally, the Council agenda includes a status report on resolutions which require action by Council staff. Within this item is reference to a December 2019 resolution regarding the "Business Case for the Central Stories Building". The update on this matter is: -

"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."

Peter Mead

Cromwell Mall – Car Park Occupancy Observations
24 November 2021 – 26 January 2022



Date	24/11/2021	4:05pm	Afternoon
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	10	30%
2	24	5	21%
3	27	3	11%
4	72	34	47%
5	50	18	36%
6	62	30	48%
	268	100	32%

Date	26/11/2021	3:15 pm	Afternoon
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	8	24%
2	24	7	29%
3	27	0	0%
4	72	12	17%
5	50	0	0%
6	62	14	23%
	268	41	15%

Date	29/11/2021	3:20 pm	Afternoon
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	14	42%
2	24	4	17%
3	27	2	7%
4	72	30	42%
5	50	20	40%
6	62	21	34%
	268	91	30%

Date	1/12/2021	3:30 pm	Afternoon
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	6	18%
2	24	4	17%
3	27	1	4%
4	72	14	19%
5	50	24	48%
6	62	14	23%
	268	63	21%

Date	2/12/2021	12:45 pm	Mid-day
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	2	6%
2	24	8	33%
3	27	5	19%
4	72	10	14%
5	50	5	10%
6	62	10	16%
	268	40	15%

Date	7/12/2021	3:10 pm	Afternoon
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	3	9%
2	24	3	13%
3	27	0	0%
4	72	5	7%
5	50	4	8%
6	62	8	13%
	268	23	8%

Date	10/12/2021	1:30 pm	Mid-day
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	1	3%
2	24	4	17%
3	27	3	11%
4	72	4	6%
5	50	2	4%
6	62	5	8%
	268	19	7%

Date	13/12/2021	9:05 am	Morning
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	1	3%
2	24	4	17%
3	27	0	0%
4	72	6	8%
5	50	7	14%
6	62	5	8%
	268	23	8%

Date	13/12/2021	3:55pm	Afternoon
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	3	9%
2	24	4	17%
3	27	4	15%
4	72	22	31%
5	50	16	32%
6	62	17	27%
	268	66	22%

Date	16/01/2022	9:30 am	Morning
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	8	24%
2	24	5	21%
3	27	4	15%
4	72	21	29%
5	50	23	46%
6	62	20	32%
	268	81	25%

Date	16/01/2022	12:30 pm	Mid-day
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	4	12%
2	24	7	29%
3	27	2	7%
4	72	3	4%
5	50	11	22%
6	62	14	23%
	268	41	16%

Date	12/01/2022	9:30 am	Morning
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	3	9%
2	24	5	21%
3	27	3	11%
4	72	14	19%
5	50	15	30%
6	62	17	27%
	268	57	20%

Date	12/01/2022	12:35 pm	Mid-day
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	1	3%
2	24	6	25%
3	27	5	19%
4	72	8	11%
5	50	0	0%
6	62	5	8%
	268	25	11%

Date	17/01/2022	9:00 am	Morning
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	13	39%
2	24	2	8%
3	27	8	30%
4	72	26	36%
5	50	18	36%
6	62	22	35%
	268	89	31%

Date	17/01/2022	1:00 pm	Mid-day
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	4	12%
2	24	9	38%
3	27	5	19%
4	72	8	11%
5	50	9	18%
6	62	3	5%
	268	38	17%

Date	19/01/2022	9:30 am	Morning
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	4	12%
2	24	2	8%
3	27	5	19%
4	72	25	35%
5	50	15	30%
6	62	14	23%
	268	65	21%

Date	19/01/2022	12:30 pm	Mid-day
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	2	6%
2	24	2	8%
3	27	1	4%
4	72	2	3%
5	50	6	12%
6	62	5	8%
	268	18	7%

Date	24/01/2022	10:00 am	Morning
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	6	18%
2	24	3	13%
3	27	8	30%
4	72	10	14%
5	50	17	34%
6	62	14	23%
	268	58	24%

Date	24/01/2022	1:00 pm	Mid-day
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	3	9%
2	24	5	21%
3	27	1	4%
4	72	4	6%
5	50	8	16%
6	62	2	3%
	268	23	10%

Date	26/01/2022	1:30 pm	Mid-day
Carpark Number	Total Car Park Spaces Available	Number of Empty Parks	Empty Park Percentage % by Area
1	33	4	12%
2	24	3	13%
3	27	1	4%
4	72	2	3%
5	50	4	8%
6	62	3	5%
	268	17	7%

Summary of Findings:

TOTAL NUMBER OF PARKS - BY AREA	
Car Park Area	Number of Parks in Total
1 - Paper Plus	33
2 - Medical Centre	24
3 - Back of Council Building	27
4 - Beside Subway	72
5 - Subway/Pharmacy	50
6 - Big Fruit Car Park	62
TOTAL	268

TOTAL NUMBER OF OBSERVATIONS - BY TIMEFRAME	
Timeframe	Number of Observations
Morning (8.30am - 11.00am)	6
Mid-day (11am-3pm)	8
Afternoon (2pm - 4.30 pm)	6
TOTAL OBSERVATIONS MADE	20

% EMPTY PARK AVERAGE - BY PARKING AREA		% FREE PARKS BY TIMEFRAME - BY AREA		
Car Park Area	% Free Parks (all timeframes)	Morning	Mid-day	Afternoon
1 - Paper Plus	15%	18%	8%	22%
2 - Medical Centre	19%	15%	23%	19%
3 - Back of Council Building	11%	17%	11%	8%
4 - Beside Subway	18%	24%	7%	27%
5 - Subway/Pharmacy	22%	32%	11%	27%
6 - Big Fruit Car Park	20%	29%	6%	28%
TOTAL AVERAGES	18%	22%	12%	22%

< 15% available parking spaces

Status Updates		Committee: Cromwell Community Board			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
11/12/2019	Cromwell Promotions Grant Applications 2020-21 Financial Year (Doc ID 433487)	19.10.7	<p>That the Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves a grant from the 2020-21 financial year Cromwell Promotions cost centre 3033 2460 to Cromwell and District Promotions Group 2020-21 year projects:</p> <p>a. Media and Communications Manager Requested \$23,100 Approved \$23,100</p> <p>b. Community Relationships Manager Requested \$23,100 Approved \$23,100</p> <p>c. Marketing and Advertising Requested \$25,500 Approved \$15,000</p> <p>d. Operating Expenses Requested \$12,500 Approved \$12,000</p> <p>e. Light Up Winter Requested \$10,000 Approved \$9,000</p> <p>f. Cherry Festival Requested \$4,000 Approved \$2,000</p> <p>g. Fireworks Street Party Requested \$10,000 Approved \$2,000</p> <p>h. Spring Market Requested \$2,000 Declined</p>	Media and Marketing Manager	<p>December 2019 – Action memo sent to Media and Marketing Manager.</p> <p>February 2020 – no update available.</p> <p>May 2020 – No update – grant will not be accessed until financial year beginning 1 July 2020.</p> <p>June 2020 – As per May update.</p> <p>August 2020 – First Quarter Cromwell Promotions Grant invoiced and approved for payment.</p> <p>September 2020 – no further update.</p> <p>November 2020 – second quarter grant invoiced and approved for payment.</p> <p>December 2020 – no further update,</p> <p>February 2021 – Third Quarter grant invoiced and approved for payment.</p> <p>April 2021 – no update.</p> <p>June 2021 – no update final quarter grant invoiced and approved for payment.</p> <p>July 2021 – financial year now complete staff to follow up with group to get report back complete. May be delayed until AGM / financial reports are tabled – generally September.</p> <p>September 2021 – Group AGM scheduled for 14 September. Report back to be completed after that utilising new digital report back option.</p> <p>October 2021 – Group provided with</p>

			<p>C. Declines a grant of \$10,000 from the 2020-21 financial year Cromwell Promotions cost centre 3033 to WoolOn Creative Fashion Society Incorporated. for costs associated with Marketing and Promotion, event Master of Ceremonies and a proportion of venue hire for WoolOn Creative Fashion Event to be held in Cromwell 14 – 16 August 2020.</p> <p>Requested: \$34,121.50 Declined</p> <p>D. Notes that Promotions grants are approved subject to meeting the requirements of the Central Otago District Council grants policy dated August 2019 and recipients should ensure that:</p> <ul style="list-style-type: none"> <input type="checkbox"/> All necessary legal requirements associated with the event or project are the responsibility of and must be met by the grant recipient. <input type="checkbox"/> The event or project adheres to other relevant Council policies e.g. sustainability, smoke-free policy. <input type="checkbox"/> Information on the event is provided in a timely manner to Central Otago Visitor Centres and Tourism Central Otago for promotional and information purposes. <input type="checkbox"/> Grant recipients should acknowledge Council and the relevant Community Board as a funding provider in promotional material as and when appropriate. 		<p>reminder that report back is due with link to online form. Staff to follow up if not received by mid – late October.</p> <p>November 2021 – Staff continue to follow up with group regarding need to complete report back, which is now overdue.</p> <p>February 2022 – Staff have received email confirmation from group chair that report back should be completed early Feb. Staff have advised that report back is required prior to applying to future grant rounds.</p> <p>March 2022 – Report back from Cromwell and Districts Promotions group is still not completed. Staff have continued to follow up by email and in person. Group assures that report is in progress – the delay is attributed to staff / role changes. Staff reconfirmed that report back is now significantly overdue. The group have been advised that they should ensure the report back is completed prior to the Board receiving and assessing the next funding round applications for which applications close on 21 March to allow presenting at May meetings.</p> <p>27 Apr 2022 Report back provided for inclusion on May 2022 Community Board Agenda.</p> <p>02 Jun 2022 Report back completed – MATTER CLOSED</p>
11/05/2020	Request to Renew the Cromwell Golf Club Lease (PRO 62-3048-L1)	20.2.12	<p>That the Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Declines the request for early renewal of the lease held by the Cromwell Golf Club Incorporated Over Section 4 Block XCII Town of Cromwell for a term of 21 years.</p> <p>C. Agrees to the development of a consultation</p>	Team Leader - Statutory Property	<p>May 2020 – Action memo sent to the Property Officer – Statutory.</p> <p>June 2020 – Golf Club advised of the decision. Chair of CCB and staff will attend a meeting of the Golf Club.</p> <p>July 2020 – Chair of Cromwell Community Board and Executive Manager – Planning & Environment attended a meeting with the Golf Club on 21 July to discuss a way</p>

			document for the purposes of consulting with the Cromwell Golf Club about the future of the Cromwell Golf Course.		<p>forward.</p> <p>September – December 2020 – NZ Golf working with Golf Club to progress.</p> <p>February 2021 – Awaiting further response from Golf NZ.</p> <p>April 2021 – Discussions continue with Golf NZ.</p> <p>June 2021 – Awaiting further response from Golf NZ.</p> <p>August - October 2021 – Golf NZ working with Cromwell Golf Club.</p> <p>November 2021 – Staff are working with the club and considering options. No further update is available at this stage.</p> <p>December 2021 – Consultation ongoing.</p> <p>February 2022 – Matter not progressing at this point. Will advise Board if conversations reopen. ON HOLD</p>
30/06/2020	Central Lakes Equestrian Club Licence to Occupy (PRO 62-3012-L1)	20.3.10	<p>That the Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agree to grant a new licence to occupy to the Central Lakes Equestrian Club over a reduced area of 7.3 hectares on the Cromwell Aerodrome Reserve for a period of five (5) years commencing from 1 July 2020.</p> <p>C. Agree that the licence will be under the same terms and conditions as the previous licence with the following amendments and additional conditions:</p> <p>a. The rent to be reviewed on adoption of Council's proposed Community Occupation Policy.</p> <p>b. Allowance for either party to terminate the licence to occupy with 6 months written notice.</p>	Property and Facilities Officer (Cromwell)	<p>19 Apr 2022</p> <p>June 2020 – Action memo sent to the Property and Facilities Officer – Cromwell.</p> <p>July 2020 – Followed up with Equestrian Club in relation to determining the reason that mowing stopped, as stopping mowing is contrary to their licence to occupy. A valuation is being sought on the 7.3ha of land as grazing, which will enable further discussion to be had (if required) in relation to the cost of mowing as opposed to a lease value before any licence to occupy if formally drawn up.</p> <p>September 2020 – A valuation to let land as grazing land has been received, to ascertain the best way of moving forwards.</p>

				<p>November 2020 – Licence to Occupy has been prepared and is with club for signing as per the original resolution.</p> <p>December 2020 – The club made changes to the Licence to Occupy which has been returned to them with a letter advising that they cannot amend this document. They have been asked to write in indicating the issues they have with the licence.</p> <p>February 2021 – Workshop with the Board to be held 8 March 2021.</p> <p>April – May 2021 – Central Lakes Equestrian Club have not accepted the terms and conditions of the new Licence to Occupy as they disagree with the condition to mow the runway in lieu of rent. However, on further investigation it has also been identified that the Cromwell Community Board do not have delegation to issue the Licence to Occupy on the Cromwell Aerodrome under the Airport Authorities Act 1966. Therefore, a report will go to Council to consider the Board's recommendation.</p> <p>June 2021 – Property Officer preparing a report to Council.</p> <p>August 2021 – Licence to Occupy approved by Council with licence fee option. Licence now being prepared.</p> <p>October 2021 – Meeting with Equestrian Club scheduled for 22 October 2021.</p> <p>November 2021- A letter informing Club of Council's resolution and enclosing new Licence to Occupy (LTO) for signing sent to Club at end of September. Awaiting formal response from Club as to whether they want to proceed with the new LTO with reviewed</p>
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					<p>licence fee. Property Manager advised feedback from the Club at meeting in October was that they were not happy with licence fee so has requested another meeting with Club to discuss.</p> <p>December 2021 –Council's Property Manager and Property Officer met with representatives of CLEC on Tuesday 7 December. The Club confirmed they do not agree with Council's resolution from 22 October as they think they should not have to pay any rental for the Licence to Occupy over the Airport land as keeping it maintained is sufficient. They will not sign the Licence to Occupy which includes a licence fee of \$525 plus GST per annum based on a valuation for grazing and prefer to give up the land. The Property Manager suggested they have opportunity to put their case to Council directly at next meeting in New Year.</p> <p>January 2022 – Club to attend January Council meeting to discuss.,</p> <p>March 2022 – Resolution stands. Council staff will negotiate with club to get Licence to Occupy finalised.</p> <p>19 May 2022 This Licence to Occupy was referred to Council for decision. Aerodrome is district land. CLEQ not prepared to pay the rental as resolved by Council. No new licence to occupied issued.</p> <p>08 Jun 2022 CLEC do not want to renew licence due to Council recommending rental paid based on valuation. MATTER CLOSED</p>
8/03/2021	Cromwell Pool Heating Upgrade	21.2.6	That the Cromwell Community Board A. Receives the report and accepts the level of significance.	Parks and Recreation Manager	<p>12 Mar 2021 Action memo sent to the Parks and Recreation Manager</p> <p>09 Apr 2021</p>

			<p>B. Approves additional funding of up to \$162,000 for the Cromwell Pool water sourced heating project from the Cromwell Reserves Contribution cost centre.</p>	<p>The procurement plan is currently being prepared.</p> <p>30 Apr 2021 Request for proposal to engage a suitable contractor was sent out late April with evaluation of tenders received scheduled for late May.</p> <p>02 Jun 2021 The evaluation process for selecting a preferred contractor for undertaking the heat pump upgrade has taken place. Work is continuing on background checks before appointing a preferred contractor. This is expected to occur in early June.</p> <p>19 Jul 2021 Preferred contractor has been identified. Work is now progressing to prepare documentation for this contract.</p> <p>24 Aug 2021 Heat pump ordered, expected to arrive in approximately 6 months' time. In process of preparing detailed design work for pricing by preferred contractor.</p> <p>07 Oct 2021 Hanlons Plumbing have been appointed as contractor for this work. The heat pump is due around Feb 2022</p> <p>10 Nov 2021 Final designs have been prepared and are being priced by the contractor Hanlons. Price is expected mid-November.</p> <p>21 Jan 2022 Formal contract documents are being developed for this work.</p> <p>17 Mar 2022 The heat pump is expected this week (14 - 18 March 2022). Work on the installation projected to take place after Easter.</p> <p>28 Apr 2022 Work is currently taking place.</p> <p>08 Jun 2022 Work is well underway on this project. It is</p>
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					anticipated that the pool will reopen 4 July.
20/04/2021	Hardship Grant Application Cromwell and Districts Promotion Group	21.3.5	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves a promotion grant to Cromwell and Districts Promotion Group for the period of 1 July to 30 September 2021. The amount of the grant to be funded from the 2021-2022 Cromwell Promotions Grant budget and used for the Light Up Winter Event July 2021 only.</p> <p>Requested \$35,000</p> <p>Approved \$15,000</p>	Media and Marketing Manager	<p>22 Apr 2021 Action memo sent to the Media and Marketing Manager</p> <p>20 May 2021 Applicant advised of board decision with details on when and how to uplift grant.</p> <p>07 Jul 2021 Promotions group invoice received and authorised for payment.</p> <p>26 Aug 2021 Event completed. Staff to follow up and seek a report back as soon as possible.</p> <p>27 Sep 2021 Group advised that report back is now due - link to online form provided. Staff will continue to follow up as necessary.</p> <p>08 Nov 2021 No further update available.</p> <p>19 Jan 2022 Staff continue to follow up with chair and treasurer. Email received from chair advising that report back should be completed by early Feb. Staff continue to follow up.</p> <p>11 Mar 2022 Staff have continued to follow up in writing and in person. Group assure staff that reporting in progress and they are just awaiting final financial details to be added. Staff have reminded that the report back should be completed prior to requesting funding through the upcoming funding round closing 21 March which will be presented to Board meetings in May.</p> <p>27 Apr 2022 Report back received and presented on meeting agenda for May meeting.</p> <p>02 Jun 2022 Report Back Complete – MATTER CLOSED</p>

18/05/2021	Submissions on the Long-term Plan 2021-31 Consultation Document	21.4.3	That the Cromwell Community Board recommends to the Council that staff are requested to investigate the request for a toilet from the Cromwell Bike park further and provide a report for consideration in a future annual or long-term plan.	Property and Facilities Officer (Cromwell)	<p>24 Aug 2021 Cromwell Bike Park committee to undertake a usage study of the toilet facilities at the site in summer to reflect peak usage</p> <p>24 Nov 2021 Property and Facilities Officer - Cromwell has emailed Bike Park committee to follow up and remind them of survey requirements. These should be available end of February 2022.</p> <p>07 Jan 2022 this is a double up</p> <p>17 Mar 2022 The survey has been received and a report is being prepared which will be presented to the Cromwell Community Board on 9 May 2022.</p> <p>17 May 2022 A verbal report was presented to CCB at their meeting on 9 May 2022 by Garreth Robinson (on behalf of the report writer)with an update plus to advise that a report is being prepared for the September meeting to go to Council requesting funding from the AP 23/24.</p> <p>08 Jun 2022 A report is being prepared to Council for next financial year</p>
15/06/2021	Revocation of Part of Greenway Reserve off Waenga Drive	21.5.6	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends Council agrees to progressing the revocation of the Local Purpose (Amenity) Reserve classification from the specified 619m² (subject to survey) area from Lot 201 DP 359519 for the reasons set out in the report.</p> <p>C. Recommends Council publicly notify the proposed revocation in accordance with section 24(2)(b) of the Reserve Act 1977.</p>	Parks and Recreation Manager	<p>18 Jun 2021 Action memo sent to the Parks and Recreation Manager</p> <p>19 Jul 2021 Report considered by Council to confirm the revocation of part of the reserve. This is now progressing through the public submission stage which closes in August with the Hearing Panel to hear submissions in September..</p> <p>24 Aug 2021 Submissions have closed. 12 submissions were received. Report prepared for Hearings Panel's September meeting.</p>

			<p>D. Recommends (following the successful completion of the public notification process, and decision) that the Minister of Conservation is notified in writing of the Council decision and request that the specified part of Waenga Drive Greenway Reserve be approved for revocation and notified in the Gazette.</p> <p>E. Recommends that if reserve status of the specified Part of Waenga Drive Greenway Reserve is successfully revoked via <i>Gazette</i> notice, that all affected parties are notified and the underlying land is disposed of, subject to subdivision, to the adjoining landowner being Foodstuffs South Island Properties Limited on behalf of Cromwell New World.</p> <p>F. Recommends that the remainder of Lot 201 DP 359519 of the Waenga Drive Greenway Reserve (excluding the relevant part of Waenga Drive Greenway Reserve in recommendation B above) remain as Local Purpose (Amenity) Reserve.</p>		<p>07 Oct 2021 The Hearings Panel have met and their recommendation will go to the November Council meeting.</p> <p>08 Nov 2021 Council considered a recommendation from the Hearing Panel to revoke the reserve status of the land. Council adopted that recommendation and will ask the Minister of Conservation to formally revoke the reserve status over part of the reserve and notify the revocation in the Gazette. The applicant has asked that Council delay this process until they have obtained the resource consents required for the development.</p> <p>21 Jan 2022 Resource Consent has been lodged.</p> <p>17 Mar 2022 The New World expansion application RC210493 is currently on hold while the applicant considers additional safety improvements to one of the accesses. The applicant has advised that this information is due soon and once received the processing of the application can recommence.</p> <p>28 Apr 2022 Awaiting advice from Department of Conservation.</p>
29/07/2021	Cromwell Town Hall/Events Centre Project	21.6.4	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Receives the project structure.</p> <p>C. Approves the programme of work for the Cromwell Town Hall/Events Centre.</p> <p>D. Approves the establishment of an Advisory Group and appoints Anna Harrison and Nigel McKinlay to that group.</p> <p>E. Approves that the Advisory Group determines if an external stakeholder group is required and if so</p>	Property and Facilities Manager	<p>04 Aug 2021 Action memo sent to the Property and Facilities Manager and Finance</p> <p>24 Aug 2021 Advisory group established and initial meetings held. Report to be brought to Cromwell Community Board (CCB) regarding External Stakeholder Group at its September meeting.</p> <p>27 Sep 2021 Per CCB resolution 21.7.5, invites for an Expression Of Interest (EOI) to join the External Stakeholder Group have been sent to identified groups.</p>

			<p>makes such a recommendation to the Cromwell Community Board.</p> <p>F. Agrees to apply for/confirm external funding for the Cromwell Town Hall/Events Centre.</p>		<p>10 Nov 2021 Tenders have gone out for architect. Evaluation is underway.</p> <p>06 Dec 2021 Architect has been engaged.</p> <p>18 Jan 2022 Architects to complete stakeholder engagement with advisory group.</p> <p>17 Mar 2022 In progress.</p> <p>28 Apr 2022 Investigation stage in progress to develop concepts and high level costs.</p> <p>09 Jun 2022 No further update.</p>
7/09/2021	Promotion Grant Applications 2021 - 22 First Round	21.7.2	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves a promotions grant to Cromwell and Districts Promotions Group and declines a promotions grant to Central Otago District Arts Trust:</p> <p>1. GRA210739436 Cromwell and Districts Promotions Group – Operational, Staff, Marketing and events as outlined in the application Year 1 LTP 2021/22 applied \$87,143 Approved Total \$64,270 as detailed</p> <p>\$17,760 Contractor – Media and Communications</p> <p>\$17,760 Contractor – Community Relations</p> <p>\$11,250 Advertising</p> <p>\$9,000 Operating Expenses (excl bad debts and donations)</p>	Media and Marketing Manager	<p>13 Sep 2021 Action memo sent to the Media and Marketing Manager and to Finance</p> <p>27 Sep 2021 Correspondence sent to applicants confirming grants decisions - both approve and decline. For approved grant purchase order raised and provided for invoicing.</p> <p>08 Nov 2021 No further update available.</p> <p>01 Feb 2022 Group's activities continue to be affected by COVID settings. Fireworks event deferred to March may not proceed until settings are changed. Christmas event and Cherry Events did take place.</p> <p>11 Mar 2022 No further update anticipated until end of financial year when report back will be required.</p> <p>27 Apr 2022 As per March update - no further update expected until after end of financial year.</p> <p>02 Jun 2022 Group reminded that report back will be due in July 2022 following end of financial year. Staff will continue to follow up to ensure</p>

			<p>\$3,000 Christmas Parade traffic management</p> <p>\$2,000 Cherry Festival 2021</p> <p>\$3,500 Street Party and Fireworks 2021</p> <p>Year 2 LTP 2022/23 applied \$104,000 \$0 declined</p> <p>Year 3 LTP 2023/24 applied \$106,000 \$0 declined</p> <p>2. GRA210750451 Central Otago District Arts Trust – Cover to Cover events</p> <p>Year 1 LTP 2021/22 applied \$1,600 \$0 declined</p> <p>Year 2 LTP 2022/23 applied \$3,200 \$0 declined</p> <p>Year 3 LTP 2023/24 applied \$4,800 \$0 declined</p>		timelines do not slip
7/09/2021	Notice of Intention to Prepare a Reserve Management Plan	21.7.4	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to notify its intention to prepare a Reserve Management Plan for the Bannockburn Recreations Reserve legally described as Section 164 Block 1 Cromwell Survey District, S O Plan 19606 – 3.5365 hectares.</p>	Parks and Recreation Manager	<p>13 Sep 2021 Action memo sent to the Parks and Recreation Manager</p> <p>07 Oct 2021 No progress at this stage.</p> <p>08 Nov 2021 There has been no progress on this at this stage.</p> <p>21 Jan 2022 Discussions are underway with the Bannockburn Recreation Reserve Committee on the preparation of the Reserve Management Plan and to discuss with them their ideas for the reserve to include in the plan.</p>

					<p>17 Mar 2022 Draft plan expected for the next Board meeting.</p> <p>28 Apr 2022 Draft Reserve Management Plan coming to the 9 May meeting for consideration.</p> <p>08 Jun 2022 Draft Reserve Management Plan now being consulted on.</p>
19/10/2021	Cromwell Community Board Community Grant Applications 2021-24 Financial Year	21.8.2	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to withhold any grant funding for years beyond year one until the conclusion of the Grant Policy Review in November 2021</p> <p>C. Approves a community grant for Lake Dunstan Charitable Trust for a community tool shed dependent on permission and consents from LINZ for the cost of the container and the fitout of the container.</p> <p style="text-align: right;">2021/22 Requested: \$20,088.44 Approve: \$8580</p> <p>D. Declines a community grant for Central Otago Motorcycle Club to cover the cost of their lease. The lease payment to be rebated in accordance with conditions of the lease.</p> <p style="text-align: right;">2021/22 Requested: \$23,000 Decline: \$0</p> <p>E. Declines a community grant for Cromwell Speedway for operational expenses.</p> <p style="text-align: right;">2021/22 Requested: \$20,000 Decline: \$0</p> <p>F. Declines a community grant for Cromwell Youth Trust salary costs for a youth worker.</p>	Community Development Advisor	<p>26 Oct 2021 Action memo sent to the Community Development Officer and to Finance.</p> <p>08 Nov 2021 Applicants have been contacted and notified of the outcome of their applications. No further update at this time.</p> <p>10 Jan 2022 All applicants have been contacted and notified of the outcome of their applications. Some recipients have not yet uplifted their grant.</p> <p>17 Mar 2022 Cromwell Lions, Rotary and St Johns House have uplifted their grants. Awaiting invoice from Lake Dunstan Charitable Trust to uplift their grant.</p> <p>28 Apr 2022 Lake Dunstan Charitable Trust have not yet uplifted their grant.</p> <p>31 May 2022 The Lake Dunstan Charitable Trust have provided an update on their project, advising that resource consent is required prior to positioning the container on site. Staff are working with the Trust to ensure the grant is available when required.</p>

			<p>2021/22 Requested: \$60,000 Decline: \$0</p> <p>2022/23 Requested: \$60,000 Decline: \$0</p> <p>2023/24 Requested: \$60,000 Decline: \$0</p> <p>G. Approves a community grant for Cromwell Rotary and Cromwell Lions for the St John House Build Resource Consent Fees.</p> <p>2021/22 Requested: \$4,937 Approve: \$4,937</p>		
23/11/2021	Central Otago Branch of the Vintage Car Club of New Zealand Incorporated request for funding	21.9.4	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the request for funding from the Central Otago Vintage Car Club to assist with the cost of sealing part of their leased area.</p> <p>C. Approves funding not exceeding \$4,586.08 from the Cromwell Otago Vintage Car Club funds. Funds to assist with the cost of sealing part of their leased area but subject to copies of the invoices from contractors being provided at the conclusion of the project.</p>	Property and Facilities Officer (Cromwell)	<p>30 Nov 2021 Action memo sent to the Property and Facilities Officer and to Finance</p> <p>30 Nov 2021 Letter sent to COVCC advising of resolution, Email sent to finance to request GL to open a purchase order when payment is due</p> <p>07 Jan 2022 waiting on works to be completed and copies of invoices to be provided before payment can be made to club</p> <p>23 Feb 2022 Waiting invoices from COVCC to reimburse club</p> <p>17 Mar 2022 No change to this item. Awaiting invoices from the Central Otago Vintage Car Club so they may be reimbursed.</p> <p>17 May 2022 Invoices recieved and paid. This matter is now closed.</p> <p>08 Jun 2022 8/6/2022 MATTER CLOSED</p>
15/02/2022	Cromwell Cemetery Development Plan	22.1.2	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of</p>	Parks Officer - Projects	<p>21 Feb 2022 Action memo sent to the Parks Officer - Projects.</p>

			<p>significance.</p> <p>B. Subject to any land currently under contract for disposal, classify the remainder of Lot 3 Deposit Plan 505292 as Local Purpose – (Cemetery) Reserve under the provisions of the Reserves Act 1977.</p> <p>Subject to</p> <ul style="list-style-type: none"> <input type="checkbox"/> Public consultation in accordance with the Reserves Act 1977. <input type="checkbox"/> The consent of the Minister of Conservation <p>C. Extend designation 200 (subject to the process under the Resource Management Act 1991) to include the newly classified area above.</p> <p>D. Approves the proposed Cromwell Cemetery Development Plan 2021.</p> <p>E. That funding be included in future long-term plans to provide for implementation of the plan.</p> <p>F. Authorises the Chief Executive Officer to do all that is necessary to give effect to the resolution.</p> <p>ith Mr Murray recording his vote against</p>		<p>17 Mar 2022 The process for the design and classification of the Cemetery Reserve is underway.</p> <p>28 Apr 2022 Status updates on hold while the classification process takes place.</p>
15/02/2022	Appointments to External Bodies	22.1.4	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees that the delegations register is updated to:</p> <ul style="list-style-type: none"> (i) reflect that the Cromwell Resource Centre Trust is known as Cromwell Community House, (ii) reflect the increase in the number of liaison positions to the Cromwell District Museum from one to two, (iii) reflect the role of the Board in the facilitation of the appointment of representatives to the Central Otago Sports Trust and the Cromwell Resource Centre Trust. 	Governance Manager	<p>21 Feb 2022 Action memo sent to the Governance Manager.</p> <p>16 Mar 2022 Currently working with the various group to make the required changes.</p> <p>28 Apr 2022 Work continues on this.</p> <p>09 Jun 2022 No change.</p>

			<p>C. That a liaison position to the Cromwell and Districts Promotions Group is added to the list of external appointments.</p> <p>D. That the Board work with the committee of Old Cromwell Inc to change its representative role to a liaison position.</p>		
29/03/2022	Proposal to dispose of part of Record of Title OT13B/860 to Waka Kotahi New Zealand Transport Agency as agents of the Crown.	22.2.3	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to:</p> <p style="padding-left: 40px;">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:</p> <p>A.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Waka Kotahi New Zealand Transport Agency as agents of the Crown. <input type="checkbox"/> In accordance with the provisions of the Public Works Act. <input type="checkbox"/> For \$184,000 (One Hundred and Eighty Four Thousand Dollars) plus GST (if any). <p>Subject to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> 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. <p>C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>	Team Leader - Statutory Property	<p>06 Apr 2022 Action memo sent to the Team Leader - Statutory Property and Finance</p> <p>07 Apr 2022 Further information requested - new report drafted for presentation to the Board's meeting of 09 May 2022.</p> <p>18 May 2022 Further information report delayed - will now go to the Board's meeting of 21 June 2022.</p>
9/05/2022	March 2022 Promotions Grants Applications	22.3.3	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Allocates the grants as follows:</p>	Media and Marketing Manager	<p>16 May 2022 Action memo sent to the Media Marketing Manager and to Finance.</p> <p>02 Jun 2022 Promotion Group provided with confirmation of approved grant and details on when and</p>

			<table><tr><td></td><td>Applicant</td><td>Grant Amount</td></tr><tr><td>2</td><td>Cromwell and Districts Promotions Group for contractors, advertising and operating costs</td><td>\$21,373</td></tr><tr><td>3</td><td>Cromwell and Districts Community Arts Trust for advertising, promotions and sound and light for four chamber music concerts during 2022.</td><td>\$2,240</td></tr></table>		Applicant	Grant Amount	2	Cromwell and Districts Promotions Group for contractors, advertising and operating costs	\$21,373	3	Cromwell and Districts Community Arts Trust for advertising, promotions and sound and light for four chamber music concerts during 2022.	\$2,240		how to uplift the grant. Grant to be uplifted prior to 30 June 2022.
	Applicant	Grant Amount												
2	Cromwell and Districts Promotions Group for contractors, advertising and operating costs	\$21,373												
3	Cromwell and Districts Community Arts Trust for advertising, promotions and sound and light for four chamber music concerts during 2022.	\$2,240												
9/05/2022	Approval of the Draft Bannockburn Domain Reserve Management Plan 2022	22.3.4	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to approve the draft Bannockburn Domain Reserve Management Plan 2022 and notify the plan for public submission.</p> <p>C. Agree that the Cromwell Community Board hear submissions received on the draft plan.</p>	Parks Officer - Planning and Strategy	<p>16 May 2022 Action memo sent to the Park Officer - Strategy</p> <p>26 May 2022 Draft Bannockburn Domain Reserve Management Plan is open for submissions.</p>									
9/05/2022	2022-23 Annual Plan Budget and Fees and Charges Schedule	22.3.5	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to accept the final Cromwell ward 2022-23 Annual Plan budgets and recommend to Council for inclusion in the 2022-23 Annual Plan.</p> <p>C. Agrees to accept the Cromwell ward 2022-23 Fees and Charges schedule and recommend to Council for inclusion in the 2022-23 Annual Plan.</p>	Finance Manager	<p>16 May 2022 Action memo sent to Finance</p> <p>10 June 2022 Annual Plan was adopted by Council at their June meeting. MATTER CLOSED</p>									

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 2 August 2022.

11 RESOLUTION TO EXCLUDE THE PUBLIC

Recommendations

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

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

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