



# **AGENDA**

## **Ordinary Council Meeting Wednesday, 1 June 2022**

**Date: Wednesday, 1 June 2022**

**Time: 10.30 am**

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

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

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

**Sanchia Jacobs  
Chief Executive Officer**







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

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

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

**1 APOLOGIES**

**2 PUBLIC FORUM**

**3 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 27 April 2022







**MINUTES OF A COUNCIL MEETING OF THE CENTRAL OTAGO DISTRICT COUNCIL  
HELD AT NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,  
ALEXANDRA AND LIVE STREAMED VIA MICROSOFT TEAMS  
ON WEDNESDAY, 27 APRIL 2022 COMMENCING AT 10.33 AM**

**PRESENT:** His Worship the Mayor T Cadogan (via Microsoft Teams), Cr N Gillespie (Chair), Cr T Alley, Cr S Calvert (via Microsoft Teams), Cr S Duncan (via Microsoft Teams), Cr S Jeffery, Cr C Laws (via Microsoft Teams), Cr N McKinlay, Cr M McPherson, Cr T Paterson

**IN ATTENDANCE:** 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), G Robinson (Property and Facilities Manager), I Evans (Water Services Manager), L Stronach (Team Leader – Statutory Property), G Bailey, (Park and Reserves Manager), A Mason (Media and Marketing Manager), M Potter (TCO Marketing & Event Support), A Crosbie (Senior Strategy Advisor) (via Microsoft Teams), D Rushbrook (General Manager, Tourism Central Otago), A Longman (Destination Development & Marketing), J Remnant (Property and Facilities Officer – Mānīatoto), D Shaw (Emergency Manager, Central Otago), A McDowall (Finance Manager), M De Cort (Communications Coordinator), R Williams (Community Development Advisor) and W McEnteer (Governance Manager)

Note: His Worship the Mayor attended the meeting via Microsoft Teams. In accordance with Standing Order 13.10, Cr Gillespie chaired the meeting.

## **1 APOLOGIES**

### **RESOLUTION**

**Moved:** Alley  
**Seconded:** Paterson

That an apology from Cr Cooney and Cr Claridge and an apology for early departure from Cr Calvert be accepted.

**CARRIED**

## **2 PUBLIC FORUM**

Rachel Wesley – Chief Executive Officer, Aukaha Ltd.

Ms Wesley spoke in favour of the relationship agreement between Aukaha and Central Otago District Council that was to be considered later in the meeting. She then responded to questions.

Maxine Williams and Jamie Richards - WoolOn

Ms Williams and Ms Richards spoke to their report back from the 2021 WoolOn event. They noted that the 2022 event had been cancelled and the time would be spent rebuilding and raising funds. They then responded to questions.

Michael Singleton – Project Director, Central Otago and Shane Vuletich – Managing Director, Fresh Info

Mr Singleton and Mr Vuletich gave an update of current work on the proposed airport at Tarras. They also updated timelines on the airport proposal. They then responded to questions.



Jo Broughton - Chair, New Zealand Chinese Language Week Charitable Trust

Ms Broughton spoke to the upcoming Chinese Language Week in 2022 and reflected on the success of the 2021 event. She also mentioned that she was looking for a contact at Council in the lead up to the 2022 event. His Worship agreed to this role.

**3 CONFIRMATION OF MINUTES****RESOLUTION**

**Moved:** McPherson

**Seconded:** Alley

That the public minutes of the Ordinary Council Meeting held on 9 March 2022 be confirmed as a true and correct record.

**CARRIED**

**4 DECLARATION OF INTEREST**

Members were reminded of their obligations in respect of declaring any interests. Cr Paterson declared an interest in item 22.3.18.

**5 REPORTS**

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

**22.3.2 REQUEST FOR INFORMATION FROM DIRECTOR GENERAL OF HEALTH REGARDING FLUORIDATION OF COMMUNITY WATER SUPPLIES**

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

**RESOLUTION**

**Moved:** Jeffery

**Seconded:** McPherson

That the report be received.

**CARRIED**

Note: Cr Paterson assumed the Chair as the Rooding portfolio deputy lead.

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

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



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**RESOLUTION**

**Moved:** McPherson  
**Seconded:** McKinlay

That the Council

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

**CARRIED**

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

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

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

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**RESOLUTION**

**Moved:** McPherson  
**Seconded:** Alley

That the Council

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

**CARRIED**

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

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

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#### **RESOLUTION**

**Moved: McKinlay**  
**Seconded: Alley**

That the Council

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

**CARRIED**

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### **22.3.6 ALEXANDRA RUGBY FOOTBALL CLUB POWER ACCOUNT**

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

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#### **RESOLUTION**

**Moved: Paterson**  
**Seconded: Duncan**

That the Council

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

**CARRIED**

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### **22.3.7 GRANT REPORT BACK - WOOLON 2021**

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

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**RESOLUTION**

**Moved:** Gillespie  
**Seconded:** Alley

That the report be received.

**CARRIED**

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**22.3.8 EASTER SUNDAY LOCAL SHOP TRADING POLICY**

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

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**RESOLUTION**

**Moved:** Gillespie  
**Seconded:** McPherson

That the Council

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

**CARRIED**

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**22.3.9 ADOPTION OF CENTRAL OTAGO DESTINATION MANAGEMENT PLAN**

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

It was noted that there were some typographical errors in the document and that staff would fix those errors prior to publication.

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**RESOLUTION**

**Moved:** Alley  
**Seconded:** McPherson

That the Council

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

**CARRIED**

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**22.3.10 OTAGO MUSEUM'S DRAFT ANNUAL PLAN 2022-2023**

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

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**RESOLUTION**

**Moved:** McPherson  
**Seconded:** McKinlay

That the Council

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

**CARRIED**

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Note: The meeting adjourned at 12:34 pm and resumed at 1.05 pm.

Note: Cr Gillespie resumed the Chair.

### **22.3.11 CENTRAL OTAGO DISTRICT COUNCIL'S RELATIONSHIP WITH AUKAHA**

To consider a draft partnership protocol with Aukaha Ltd.

After discussion it was agreed that the resolution should reflect that the funds being allocated were for the 2022/23 financial year only.

The vote was taken by a show of hands and was carried by six votes to four.

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**RESOLUTION**

**Moved:** Cadogan  
**Seconded:** McPherson

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to formalise its relationship with mana whenua through a partnership protocol agreement with Aukaha Ltd.
- C. Endorses the draft partnership protocol, as attached as appendix two to the report.
- D. Agrees to allocate \$70,000 towards the agreement in the 2022-23 financial year, with \$35,000 coming from existing budgets and \$35,000 included as new expenditure.

**CARRIED** with Councillors Duncan, Laws and McKinlay recording their vote against

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Note: Cr Calvert left the meeting at 2.08 pm.



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

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

After discussion it was agreed that targeted engagement for Vincent and Cromwell wards would not occur and engagement would be district wide and through normal channels.

**RESOLUTION**

**Moved:** Alley  
**Seconded:** McPherson

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees on the engagement plan as amended to hear the views of the community about the request from the Central Otago Affordable Housing Trust for Council to gift land to enable the establishment of a 'secure homes' scheme.

**CARRIED** with Councillor McKinlay recording his vote against

**22.3.13 ELDERLY PERSONS HOUSING RENT REVIEW**

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

**RESOLUTION**

**Moved:** Duncan  
**Seconded:** Paterson

That the report be received.

**CARRIED**

**22.3.14 RECOMMENDATION OF APPOINTMENT OF LOCAL CIVIL DEFENCE CONTROLLER**

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

**RESOLUTION**

**Moved:** McPherson  
**Seconded:** Paterson

That the Council

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



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

**CARRIED**

### 22.3.15 FINANCIAL REPORT FOR THE PERIOD ENDING 28 FEBRUARY 2022

To consider the financial performance for the period ending 28 February 2022.

#### RESOLUTION

**Moved: McKinlay**

**Seconded: Alley**

That the report be received.

**CARRIED**

### 22.3.16 SECOND REVISION OF THE 2021-22 ANNUAL BUDGET

To consider a second revised budget for the financial year 2021/22. The revision includes Council resolutions approved through-out the year.

#### RESOLUTION

**Moved: Jeffery**

**Seconded: McKinlay**

That the Council

- A. Receives the report and accepts the level of significance.
- B. Authorises the increased operational spend of \$377k (Appendix 1), noting:
  - Governance and Community Engagement \$26k additional election expenditure from district reserves for year one of the 2021-31 Long-term Plan. Year two's annual costs will reduce by the same value, replenishing the reserve (balanced budget).
  - People & Culture \$13k use of district reserves arising from COVID-19 related expenditure in Health and Safety along with a slight increase in depreciation and yellow pages costs.
  - Three-waters \$53k is a revision phasing error and will correct by the end of the financial year and not use reserves.
  - \$293k increase in Waste Management, which has been approved in previous Council resolutions, and \$103k of the requested district reserves will be reimbursed upon the sale of carbon credits.
  - \$46k use of Vincent general reserves for additional contract expenditure for the Clyde Museum as approved by the Vincent Community Board.
- C. Authorises the increased capital spend of \$1.89m (Appendix 2), noting:
  - Council Property activity of \$159k been authorised through the various community boards.
  - Roothing has been funded from Waka Kotahi funding.



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- Three-waters net increase in expenditure of \$1.569M has been approved by Council during the year.

**CARRIED**

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### **22.3.17 ORDER OF CANDIDATE NAMES ON VOTING PAPERS FOR THE 2022 TRIENNIAL COUNCIL ELECTIONS**

To consider the order of candidate names on voting papers for local authority elections in October 2022.

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#### **RESOLUTION**

**Moved:** McPherson  
**Seconded:** Jeffery

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees that the candidate names on voting papers for the Central Otago District Council 2022 triennial elections and any subsequent by-elections within the triennium appear in random order.

**CARRIED**

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Note: Cr Paterson declared an interest in item 22.3.18. She withdrew from discussion and did not vote on the item.

### **22.3.18 CENTRAL OTAGO HEALTH INCORPORATED ELECTIONS**

To consider conducting and funding the elections within the Central Otago District area to elect board members for Central Otago Health Incorporated. These elections will be held in conjunction with local authority triennial elections in October of this year.

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#### **RESOLUTION**

**Moved:** Cadogan  
**Seconded:** Alley

That the Council

- A. Receives the report and accepts the level of significance.
- B. Note that Council has supported the running of and funded the Central Otago District proportion of Central Otago Health Incorporated's elections since 2001.
- C. Recommended that Council conducts elections for the Central Otago Health Incorporated board in conjunction with its local authority elections in October 2022.
- D. Recommended that the Central Otago District Council be responsible for funding the Central Otago District proportion of Central Otago Health Incorporated's 2022 election costs.

**CARRIED**

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**22.3.19 LOCAL GOVERNMENT NEW ZEALAND CONFERENCE 2022 AND ANNUAL GENERAL MEETING**

To consider the Central Otago District Council's involvement in the 2022 Local Government New Zealand conference in Palmerston North and to register delegates for the Annual General Meeting.

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**RESOLUTION**

**Moved:** Cadogan

**Seconded:** Jeffery

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the Mayor, Deputy Mayor and Councillor Alley to attend the 2022 Local Government New Zealand Conference in Palmerston North.
- C. Approves the Mayor as the presiding delegate, and the Deputy Mayor as the alternate delegate for the Annual General Meeting.

**CARRIED**

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**6 MAYOR'S REPORT****22.3.20 MAYOR'S REPORT**

His Worship the Mayor spoke to his report and also noted the fall of daily COVID-19 numbers in Central Otago recently.

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**RESOLUTION**

**Moved:** Cadogan

**Seconded:** Gillespie

That the Council receives the report.

**CARRIED**

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**7 STATUS REPORTS****22.3.21 APRIL 2022 GOVERNANCE REPORT**

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

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**RESOLUTION**

**Moved:** McPherson

**Seconded:** Alley

That the Council receives the report.

**CARRIED**

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**8 COMMUNITY BOARD MINUTES****22.3.22 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 22 MARCH 2022**  
-----**RESOLUTION**

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

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 22 March 2022 be noted.

**CARRIED**

  
-----**22.3.23 MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 24 MARCH 2022**  
-----**RESOLUTION**

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

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 24 March 2022 be noted.

**CARRIED**

  
-----**22.3.24 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 29 MARCH 2022**  
-----**RESOLUTION**

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

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 29 March 2022 be noted.

**CARRIED**

  
-----**22.3.25 MINUTES OF THE MANIOTOTO COMMUNITY BOARD MEETING HELD ON 31 MARCH 2022**  
-----**RESOLUTION**

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

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 31 March 2022 be noted.

**CARRIED**

  
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## 9 COMMITTEE MINUTES

### 22.3.26 MINUTES OF THE ASSESSMENT COMMITTEE MEETING HELD ON 22 MARCH 2022

#### RESOLUTION

Moved: Alley  
Seconded: Paterson

That the unconfirmed Minutes of the Assessment Committee Meeting held on 22 March 2022 be noted.

**CARRIED**

## 10 DATE OF NEXT MEETING

The date of the next scheduled meeting is 1 June 2022.

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

#### RESOLUTION

Moved: Jeffery  
Seconded: Paterson

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
<b>Confidential Minutes of Ordinary Council Meeting</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person</p>	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



	<p>has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>s7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>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)</p>	
<b>22.3.27 - April 2022 Confidential Governance Report</b>	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
<b>22.3.28 - Confidential Minutes of the Vincent Community Board Meeting held on 22 March 2022</b>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>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)</p>	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
<b>22.3.29 - Confidential Minutes of the Cromwell Community Board Meeting held on 29 March 2022</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for



	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	which good reason for withholding would exist under section 6 or section 7
<b>22.3.30 - Confidential Minutes of the Maniototo Community Board Meeting held on 31 March 2022</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

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The public were excluded at 3.26 pm and the meeting closed at 3.28 pm.



## **4 DECLARATION OF INTEREST**

### **22.4.1 DECLARATIONS OF INTEREST REGISTER**

**Doc ID: 582125**

#### **1. Purpose**

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

#### **2. Attachments**

**Appendix 1 - Council Declarations of Interest** [↓](#)



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



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



	Teviot Valley Community Development Scheme Governance Group Central Otago Queenstown Network Trust		
Cheryl Laws	The Message (Director) Wishart Family Trust (Trustee) Wooing Tree (Assistant Manager - Cellar Door) Daffodil Day Cromwell Coordinator	Otago Regional Council (Deputy Chair) The Message (Director)	Cromwell Resource Centre Cromwell Historical Precinct
Nigel McKinlay	Transition To Work Trust (Board member) Gate 22 Vineyard Ltd (Director) Everyday Gourmet (Director) Central Otago Wine Association (member) Long Gully Irrigation Scheme (member)		
Martin McPherson	Alexandra Blossom Festival	CODC (employee) CODC (employee) (Daughter)	



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

### 22.4.2 COMMUNITY GRANTS APPLICATIONS

Doc ID: 577853

#### 1. Purpose of Report

To consider the March 2022 district wide community grant applications.

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#### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Decides the grants to be allocated to the applicants of the community 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 community board has grant pools available for both community grants and promotions grants and 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. District wide community grants are funded by the district general rate.

Each community board is delegated the authority to consider applications for activities and projects within its boundaries. Council considers applications for district wide community grant applications. At this stage there is no district wide promotions grant pool.

Council 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 on 1 June 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.

Annually, there is \$151,000 to distribute in the district wide community grants scheme. The following table illustrates the commitments already made and the amounts left to distribute.



Type of grant	2021/22	2022/23
<b>Community Grants Budget</b>	151,000	151,000
Less distributed 1 <sup>st</sup> Round and hardship grants	132,105	0
<b>Balance left to distribute</b>	<b>18,895<sup>1</sup></b>	<b>151,000</b>

### 3. Discussion

#### Community Grants

Three community grant applications have been received in the current round requesting a total of \$142,506 dollars. There is \$18,895 to distribute in 2021/2022 and \$151,000 to distribute in the 2022/2023 financial year (subject to approval of the annual plan). The details 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	Central Otago Heritage Trust	Central Otago Heritage Trust - Programme Coordination	Continue employment of a Heritage Coordinator	1/07/2022	\$56,250	\$56,250
2	Central Otago District Arts Trust	Operational costs for Central Otago District Arts Trust	To pay for salary and operational costs for the Trust	1/07/2022	\$83,756	\$83,756
3	Alexandra and Districts Pipe Band Inc	Hall Hire Funding	To assist with the annual hire of the Alexandra Baptist Church Hall	1/06/2022	\$2,860	\$2,500

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

<sup>1</sup> These figures do not include grants to events such as Woolon, as they were approved from district general reserves.



#### 4. Financial Considerations

As detailed above, there is \$18,895 to distribute for the 2021/22 Community Grants round and \$151,000 to distribute in the 2022/23 financial year.

For this funding round, organisations were able to apply for the remainder of the 2021/22 financial year grants budgets, or for the 2022/23 financial year, for projects that take place in that financial year. Any funding granted for the 2022/23 financial year will need to be subject to the adoption of the 2022/23 Annual Plan.

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. However, if the Council was of a mind to commit funding for the 2022/23 financial year it would clearly signal to other applicants, the size of the grants funding pool left available.

Two of the applicants (the Central Otago Heritage Trust and Central Otago District Arts Trust) have applied for 15 months of funding. Staff are recommending that either 4 months or 16 months of funding is granted, to align their grants with the 1<sup>st</sup> funding round and ensure that in future years, all applicants are on the same funding cycle.

As discussed in the staff assessment of the Central Otago District Arts Trust application, the alignment issue was first highlighted in a report to the 5 May 2021 Council meeting. At that time, Council was asked to consider providing a hardship grant to the Arts Trust in recognition of the change in operational timelines for Council funding rounds imposed by the new Grants Policy. This request was granted, and Council allocated \$8,750 for this purpose.

However, this hardship grant amount was then deducted from the Trust's annual grant, which meant that the operational timelines were not adjusted as anticipated. As a consequence, it is recommended that a one-off additional adjustment is paid to both the Arts and Heritage Trusts of \$13,334 each – which equates to four months of funding for each organisation.

This would ensure that both organisations received the existing levels of funding from the Central Otago District Council until the first funding round of either the 2022/23 or 2023/24 financial years.

Council has two options to fund this adjustment. Funds could be committed from the 2022/23 \$151,000 budget for community grants, leaving \$44,332 to distribute to other organisations. When considering this option, it should be noted that Council distributed funds totalling \$52,105 to organisations other than the Arts and Heritage Trusts in the first round of funding for the 2021/22 grants round as follows:

Sports Otago	\$41,549
Life Education Trust	\$3,000
Central Otago Health	\$7,556
<b>TOTAL</b>	<b>\$52,105</b>

An alternative option is that Council could consider committing the \$16,395 that would be remaining in the 2021/22 grants pool (should Council decide to fund the Alexandra and District Pipe Band as recommended) and fund the remaining \$10,273 from the 2022/23



grants pool. This option would see \$60,727 remaining to allocate to other organisations in the 2022/23 financial year.

A table will be provided at the meeting to assist members with their decision making.

## 5. Options

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

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	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.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	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.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There is no direct impact, some applications may have a positive environmental impact from time to time.
<b>Risks Analysis</b>	No risks have been identified in the funding applications.
<b>Significance, Consultation and Engagement (internal and external)</b>	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 impacts arising from the application.

## 7. Next Steps

Once the Council 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 - Central Otago Heritage Trust Staff Assessment (under separate cover)** ➡
- Appendix 2 - Central Otago Heritage Trust Grant Application (under separate cover)** ➡
- Appendix 3 - Central Otago Heritage Trust Supporting Documentation (under separate cover)** ➡
- Appendix 4 - Central Otago District Arts Trust Staff Assessment (under separate cover)** ➡



**Appendix 5 - Central Otago District Arts Trust Grant Application (under separate cover)**



**Appendix 6 - Central Otago District Arts Trust Supporting Documentation (under separate cover)**

**Appendix 7 - Alexandra Pipe Band Staff Assessment (under separate cover)**

**Appendix 8 - Alexandra Pipe Band Grant Application (under separate cover)**

**Appendix 9 - Alexandra Pipe Band Supporting Documentation (under separate cover)**



Report author:

Reviewed and authorised by:

Rebecca Williams  
Community Development Advisor  
10/05/2022

Sanchia Jacobs  
Chief Executive Officer  
24/05/2022



### 22.4.3 EARTHQUAKE PRONE BUILDINGS

Doc ID: 568355

#### 1. Purpose of Report

To consider the approval of the thoroughfares identified regarding priority buildings that are potentially earthquake prone and to accept there are no strategic routes.

#### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the thoroughfares identified to have priority buildings that are potentially earthquake prone.
- C. Accepts there are no strategic routes within Central Otago District.

#### 2. Background

Central Otago District is within a medium seismic risk area and is required to identify priority buildings that are potentially earthquake prone by 1 July 2022, and all other potentially earthquake prone buildings across the district by 1 July 2027.

On 8 December 2021 Council approved the statement of proposal (attachment 1) identifying the thoroughfares where potentially earthquake prone buildings were located and acknowledged that no strategic routes were identified across the district.

Consultation was undertaken from 13 December 2021 to 21 January 2022, with one submission received.

#### 3. Discussion

##### Methodology

The current earthquake prone building methodology sets out how a territorial authority must identify potential earthquake prone buildings. This requires the identification of buildings that meet the following criteria:

Profile category	CODC - Medium seismic risk area
Category A	Unreinforced masonry buildings
Category B	Pre-1976 buildings that are either three or more storeys or 12 metres or greater in height above the lowest ground level (other than unreinforced masonry buildings in Category A)



Category C	Pre-1935 buildings that are one or two storeys (other than unreinforced masonry buildings in Category A)
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### Priority Buildings

The current requirement is to identify priority buildings by 1 July 2022 that:

- a. Contain “vulnerable populations” such as schools, early childhood centres or the like;
- b. Have important post disaster functionality (e.g., Emergency buildings (police, fire stations, ambulance) and hospitals; or
- c. They are on routes which could impede emergency services (strategic routes); or
- d. They have the potential of falling hazards which could endanger occupants or passers-by

The impact of being a priority building is that the timeframes to identify them by the territorial authority (“TA”) and the required remediation by the owner are halved, leaving building owners 12.5 years to undertake any works required.

The principal aspect of these considerations for the Central Otago District was identified as the risk of falling hazards which could endanger occupants or passers-by. This led to a number of thoroughfares being identified, which contained buildings that are considered priority potentially earthquake prone buildings.

### Thoroughfares

The thoroughfares that were identified following the Ministry of Business, Innovation and Employment (MBIE) guidance and methodology, and contained buildings that are potentially earthquake prone with unreinforced masonry are:

- Tarbert Street, Alexandra
- Scotland Street, Roxburgh
- Charlemont Street, Ranfurly
- Historical Precinct, Cromwell
- Loop Road, St Bathans
- Earne Street and Leven Street, Nasby
- Sunderland Street, Clyde
- Harvey Street, Omakau

These were shown in maps within the public consultation document with details regarding what we are consulting on, why and the information we were seeking from our community.

No submissions were received to question the thoroughfares identified or to suggest any additional areas for consideration. Only one submission was received that supported the thoroughfares identified in Alexandra, Clyde and Cromwell.

### Strategic Routes

Strategic routes mean the TAs have a discretion to identify certain buildings for prioritisation if there are routes that are important in the emergency service response and there are buildings that meet the profile criteria that could impede transport routes of strategic importance if they were to collapse in an earthquake.



While there are a number of routes throughout the district that may be important for emergency services to provide a response in an earthquake, using information held on the property file and undertaking an on-site external visual inspection of buildings, it was determined that not all important routes were deemed 'strategic routes' for one or more of the following reasons:

- a) there were no buildings meeting the methodology identified on potentially important routes; or
- b) roads are wide and unlikely to block the movement of emergency services in a seismic event; or
- c) there are alternative routes; or
- d) a building that does meet the methodology, is single story or set back from the road.

Consequently, consultation was undertaken on this basis. In addition, key stakeholders such as the Fire Service, Police, St. John and Civil Defence were consulted directly on this matter, however no responses were received either from key stakeholders or the wider community to question the conclusion of having no strategic routes.

One submission was received to support the decision that there are no strategic routes across the district.

#### Consultation

Consultation was undertaken from 13 December 2021 to 21 January 2022 in accordance with the Local Government Act 2003.

During this time there were 21 'aware visitors' to the consultation document i.e. they viewed at least one page of the document.

There were 10 'informed visitors' in that they viewed multiple pages.

There were nine visitors that downloaded the document, and one 'engaged visitor' that responded to the survey.

The engaged visitor (submitter) agreed with the thoroughfares identified in Alexandra, Clyde, Cromwell and they also agreed that there were no strategic routes. However, all other questions were not answered. They also did not wish to speak at a hearing and consequently no hearing was required.

## **4. Financial Considerations**

There were minor immediate budget implications from the required public notification of the consultation details. These have been met through the current budgets.

There are financial implications from seismic assessments and remedial works on Council owned buildings if it is determined they are earthquake prone. Council have previously considered these aspects with engineer reports scheduled in the current financial year and strengthening in 2022/2023 at the earliest, which are contained in the Long-term Plan.

## **5. Options**

### Option 1 – (Recommended)



Approve the thoroughfares identified and accept there are no strategic routes.

Advantages:

- Consistency with Central Government's guidelines and the statutory requirements.
- This will provide the community with clear and consistent information regarding Council's obligations and approach, to minimise confusion in communities.
- Reflects the minimisation of risk to our community without burdening building owners un-necessarily by being overly risk adverse.

Disadvantages:

- Building owners on the thoroughfares identified may not agree with Council's view.

### Option 2

Do not approve the thoroughfares identified and accept there are no strategic routes.

Advantages:

- Potentially affected building owners may not be required to undertake remedial works on their buildings.

Disadvantages:

- This may lead to Council not meeting its statutory obligations and timeframes to identify priority buildings that are potentially earthquake prone.
- This may put our community at increased risk of priority buildings that are potentially earthquake prone that are not being identified and remediated as necessary.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision promotes the wellbeing of communities, in the present and for the future by identifying potentially earthquake prone buildings, strategic routes and thoroughfares, which will be remediated in accordance with statutory requirements and timeframes.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Yes the decision is consistent with the Council-owned Earthquake-prone Building Policy.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	This decision does not impact on sustainability.
<b>Risks Analysis</b>	<p>Risk from this decision is low as Council has followed the public consultation process.</p> <p>In addition, while the MBIE guidance has been considered when identifying potentially earthquake prone buildings, this does not mean that all buildings have been identified. Some buildings may have previously been considered potentially earthquake prone, however following a</p>



	<p>change of use of the building they cannot be considered or may be exempt.</p> <p>If consultation is delayed, there may be a risk of not identifying potentially earthquake prone priority buildings within the statutory timeframe.</p>
<b>Significance, Consultation and Engagement (internal and external)</b>	<p>This matter affects building owners and the wider community in general and requires public consultation.</p> <p>The matter of earthquake prone buildings will impact on the current and future social, economic, environmental and well-being of the district when considering the significance and engagement policy.</p>

## 7. Next Steps

Following approval from Council, staff will contact individual building owners, where a building has been identified on the agreed thoroughfares and is considered a priority building.

Building owners will be required to provide council an engineer's report to enable council to determine if a building is, or is not, earthquake prone.

Following receipt of this information, any buildings confirmed as earthquake-prone, will be recorded on the MBIE register for earthquake-prone buildings and a notice issued.

The notices inform building users and the public about a building's (or part of a building's) potential seismic performance in a moderate earthquake compared to a new building on the same site.

The notice must be attached to a prominent place on, or adjacent to, the building.

## 8. Attachments


### Appendix 1 - 8 December 2021 Council Report.docx [↓](#)

Report author:

Reviewed and authorised by:



Lee Webster  
Regulatory Services Manager  
20/04/2022



Saskia Righarts  
Chief Advisor  
24/05/2022





8 December 2021

## **21.9.16 EARTHQUAKE PRONE BUILDINGS**

**Doc ID: 559873**

### **1. Purpose of Report**

To consider the approval of the earthquake prone buildings statement of proposal regarding thoroughfares and strategic routes for public consultation.

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### **Recommendations**

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the earthquake prone building statement of proposal of thoroughfares and strategic routes for public consultation.
- C. Notes the identification of potentially earthquake prone priority buildings is required by 1 July 2022.
- D. Appoints a panel of three elected members to hear submissions, if necessary.

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### **2. Background**

The Building (Earthquake-prone Buildings) Amendment Act 2016 introduced major changes to the way earthquake prone buildings are identified and managed under the Building Act.

On 1 July 2017 these changes were introduced to the Building Act 2004 ("the Act") which changed the way territorial authorities identify potentially earthquake prone buildings and if deemed earthquake prone, how they are managed.

This provides a consistent approach and categorises New Zealand into three seismic risk areas with associated timeframes to assess and remediate any potentially earthquake prone buildings and focuses on the most vulnerable buildings in terms of public safety.

Central Otago is within a medium seismic risk area and consequently we need to identify priority buildings by 1 July 2022, and all other potentially earthquake prone buildings across the district by 1 July 2027.

The Ministry of Business, Innovation and Employment has provided the earthquake prone building methodology which sets out how territorial authorities must identify potentially earthquake prone buildings and the identification of priority buildings.

Priority buildings are defined in the Act as buildings that:

- a) contain "vulnerable populations" such as schools, early childhood centres
- b) that have important post disaster functionality (e.g. emergency buildings used by the police, fire stations, ambulance and hospitals)
- c) are on routes which could impede emergency services (strategic routes)
- d) have falling hazards which could endanger occupants or passers-by (this applies to falling hazards from unreinforced masonry ("URM"))



Council has considered potentially earthquake prone buildings previously through the application of the rules in place at that time. This led to a desk top assessment in 2011 and the identification of approximately 300 potentially earthquake prone buildings across the district, with building owners being advised in writing at that time.

However, with the introduction of the new system, we must now apply the current methodology to previously identified buildings, which means there are now a number that are not considered as potentially earthquake prone due to these changes.

### 3. Discussion

#### Methodology

The current earthquake prone building methodology sets out how a territorial authority must identify potentially earthquake prone buildings. This requires the identification of buildings that meet the following criteria:

<b>Profile category</b>	<b>CODC - Medium seismic risk area</b>
Category A	Unreinforced masonry buildings
Category B	Pre-1976 buildings that are either three or more storeys or 12 metres or greater in height above the lowest ground level (other than unreinforced masonry buildings in Category A)
Category C	Pre-1935 buildings that are one or two storeys (other than unreinforced masonry buildings in Category A)

There are also a number of buildings that are excluded from these profile categories that were considered through this process, these are:

- i. a building that is constructed primarily of timber framing without other construction materials providing lateral support
- ii. a building strengthened to at least 34% NBS (or the equivalent of this) so that the building cannot be considered earthquake prone
- iii. a building that a territorial authority has previously notified the owner in writing is not earthquake prone prior to commencement
- iv. a building that the territorial authority has found to be earthquake prone and for which it has issued a notice under section 124 of the building Act prior to commencement (and is therefore subject to Schedule 1AA of the Building Act)
- v. a building for which the territorial authority has a previous assessment that has a %NBS (New Building Standard) reported for the building greater than 34%NBS and that meets the criteria set out in section 3.3 of this methodology



## Council meeting Agenda

8 December 2021

- vi. buildings for which a territorial authority obtains information or a special study that shows a particular subset of buildings is not earthquake prone due to circumstances or special local characteristics, where there is robust technical basis for this information or study

Council may also identify a building as potentially prone at any time (s.133AG (3) of the Building Act) if there is a reason to suspect the building may be earthquake prone.

Non-priority potentially earthquake prone buildings are required to be identified by 1 July 2027. A further report will be provided in 2022 regarding this matter.

Priority Buildings

The current requirement is to identify priority buildings, which are buildings in high or medium seismic areas that:

- a. Contain “vulnerable populations” such as schools, early childhood centres
- b. That has important post disaster functionality (e.g., Emergency buildings (police, fire stations, ambulance) and hospitals.
- c. Or they are on routes which could impede emergency services (strategic routes)
- d. Or finally, they have falling hazards which could endanger occupants or passers-by

The impact of being a priority building is that the time frames to identify them by the Territorial Authority (“TA”) and the required remediation by the owner are halved, leaving building owners 12.5 years to undertake any works required.

The vulnerable population buildings and emergency buildings are simply factual matters, i.e. a case of identifying a buildings current use against the criteria as prescribed in the Act.

Information was sought from the Ministry of Education in relation to education buildings owned by the Government. The information provided showed there are no state-owned education buildings within the district that are in any profile categories. This was consistent with the visual inspection of the schools undertaken.

There are also some non-government school and early childhood centres in the district. However, visual inspections of these buildings also confirmed that none were in a profile category.

In regard to hospitals and other buildings providing emergency treatment, again none were found to meet the profile category criteria and therefore are not a priority building.

In terms of emergency service buildings e.g. police, none of the buildings housing these services within the district were determined to meet a profile category, nor do any of them have characteristics of buildings outside the profile categories that have significantly lower seismic performance, which were also adjusted for age. Generally, these buildings were found to be single story and conservative in design or relatively new.

This outcome is not unexpected as agencies such as Fire and Emergency and the Police have had active programmes in reducing their seismic risk through upgrading their building stock for some time.

When considering buildings used as civil defence centres there are some that are potentially earthquake prone, and are council owned buildings. In addition to this, council staff have already undertaken assessments of each council building and have programmed works to address any earthquake strengthening required, within the statutory timeframes.



In June 2020, Council considered and adopted the Council-owned Earthquake-prone Building Policy which follows Central Governments guidelines in terms of requirements for a minimum of 34% New Building Standard (NBS) rating and timeframes.

### Strategic routes

Strategic routes mean the TAs have a discretion to identify certain buildings for prioritisation if there are routes that are important in the emergency service response and there are buildings that meet the profile criteria that could impede transport routes of strategic importance if they were to collapse in an earthquake.

There are a number of routes throughout the district that may be important for emergency services to provide a response in an earthquake. However, using information held on the property file and undertaking an on-site external visual inspection of buildings, it was determined that any important routes were not deemed 'strategic routes'. A fortunate characteristic of our district is that routes that emergency services are likely to take are either:

- a) No buildings meeting the methodology have been identified on potentially important routes;
- b) Roads are wide and unlikely to block the movement of emergency services; or
- c) There are alternative routes; or
- d) A building that does meet the methodology, is single story or set back from the road.

In considering falling hazards i.e. where any part of unreinforced masonry could fall from a building in an earthquake (e.g. parapet) this aspect of the framework is about managing the life safety risks arising from people walking by or in vehicles being injured from falling hazards from Earthquake Prone Buildings. It relates to people in public spaces generally passing by and not associated with the building or its functionality e.g. walking past a church not standing outside the church following a wedding ceremony.

The key aspect of this consideration is the 'sufficiency test', that is, are there buildings that meet profile category A i.e. unreinforced masonry, which could fall from the building in an earthquake onto a road, footpath or thoroughfare that has been identified as having sufficient vehicle or pedestrian traffic to warrant prioritising, and if so the TA must undertake public consultation.

There is no definition of what sufficient vehicle or pedestrian traffic means in the Act, only examples as shown in the tables below, taken from the MBIE priority building guidance document:



**Areas with high vehicular traffic** (people in motor vehicles/on bikes)

Description of use	Description of area	Example of application to city or metropolitan area	Example of application to small town or rural area
Key traffic routes	Key traffic routes regularly used by vehicles including public transport	Central business district streets, well trafficked suburban streets, arterial routes, heavy use bus routes	Well trafficked main streets or sections of state highways, arterial routes
Areas with concentrations of vehicles	Areas where high concentrations of vehicles build up	Busy intersections, areas where traffic builds up at peak hours	Busy intersections

**High pedestrian areas** (people not in vehicles)

Note: high pedestrian areas are those areas where people are concentrated or routes with high foot traffic.

Description of use	Description of area	Example of application to city or metropolitan area	Example of application to small town or rural area
Areas relating to social or utility activities	Areas where shops or other services are located	City and suburban areas with shops, cafes, restaurants, bars, theatres and malls	Areas such as the shopping area on the main street, the local pub, community centre
Areas relating to work	Areas where concentrations of people work and move around	Areas around office buildings or other places of work where there is a concentration of workers	Areas around businesses in small towns and rural areas where there is a concentration of workers in numbers larger than small shops or cafes
Areas relating to transport	Areas where concentrations of people access transport	Areas around transport hubs, train stations, bus stops, car parks	Areas around bus stops, train stations, tourist centres
Key walking routes	Key walking routes that link areas where people are concentrated	Routes from transport hubs or other areas relating to transport to areas where shops, other services or areas people work are located	Routes from bus stops or other areas relating to transport to areas where shops, other services or areas people work are located



The descriptions of use have been considered in the identification of roads, footpaths and throughfares during the on-site inspections, with these locations being cross referenced using traffic count data.

Consequently, some throughfares have been identified that are believed to meet these criteria and Council is required to publicly consult on these following the special consultative procedure as set out in the Local Government Act 2002.

The consultation is to determine if the community agree with the throughfares identified (or not) and to determine if there are any other locations that the community feel need to be considered, as required by the Act.

#### Profiling of Buildings

In 2011 a desk top assessment of potentially earthquake prone buildings was undertaken and the subsequent building owners were notified of this by letter. This notification included a recommendation to obtain an engineer's assessment/report to determine if their building is earthquake prone or not, and if it is what remedial actions are needed.

Very few building owners have undertaken this to date. Additionally, any reports need to meet the current methodology to determine its earthquake prone status.

Following this work, we have applied the current methodology and undertaken on-site inspections of buildings previously identified, along with identifying and inspecting any other buildings that meet the new criteria, in order to identify potentially earthquake priority buildings by 1 July 2022.

The thoroughfares that have been identified that have buildings that are potentially earthquake prone with unreinforced masonry are:

- Tarbert Street, Alexandra
- Scotland Street, Roxburgh
- Charlemont Street, Ranfurly
- Historical Precinct, Cromwell
- Loop Road, St Bathans
- Earne Street and Leven Street, Nasby
- Sunderland Street, Clyde
- Harvey Street, Omakau

These are shown in maps within the public consultation document (Appendix 1) with details about what we are consulting on and information we are seeking from our community.

#### **4. Financial Considerations**

There are minor immediate budget implications from the required public notification of the consultation details. These will be met through the current budgets.

There are financial implications from seismic assessments and remedial works on Council owned buildings if determined earthquake prone. Council have previously considered these aspects with engineer reports scheduled in the current financial year and strengthening in 2022/2023 at the earliest, which are contained in the long-term plan.

#### **5. Options**



## Council meeting Agenda

8 December 2021

Option 1 – (Recommended)

Approve the proposed statement of proposal for public consultation.

Advantages:

- Consistency with Central Governments guidelines and the statutory requirements.
- It provides the community with clear and consistent information regarding Council's obligations and approach, to minimise confusion in communities.
- Reflects the minimisation of risk to our community without burdening building owners un-necessarily through being overly risk adverse.

Disadvantages:

- Some of the community may have a view that Council should be more cautious in identifying potentially earthquake prone buildings.
- Building owners on the thoroughfares identified may not agree with Council's view.

Option 2

Do not approve the proposed statement of proposal for public consultation

Advantages:

- No additional costs for public consultation.
- Potentially affected building owners may not be required to undertake remedial works on their buildings.

Disadvantages:

- This may lead to Council not meeting its statutory obligations and timeframes to identify potentially earthquake prone priority buildings.
- This may put our community at increased risk of potentially earthquake prone priority buildings not being identified and remediated as necessary.

**6. Compliance**

<b>Local Government Act 2002 Purpose Provisions</b>	This decision promotes the wellbeing of communities, in the present and for the future by identifying potentially earthquake prone buildings, strategic routes and thoroughfares, which will be remediated in accordance with statutory requirements and timeframes.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Yes the decision is consistent with the Council-owned Earthquake-prone Building Policy.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	This decision does not impact on sustainability.
<b>Risks Analysis</b>	Risk from this decision is low as this will initiate the public consultation process.



## Council meeting Agenda

8 December 2021

	<p>Council will receive a further report to consider the adoption of the routes and thoroughfares identified.</p> <p>While the MBIE guidance has been considered when identifying potentially earthquake prone buildings, this does not mean that all buildings have been identified. Some buildings may have previously been considered, but now following a change of use or exempt.</p> <p>Some parts of the community may feel Council are to risk averse and some thoroughfares are not necessary, others may believe Council should be more cautious.</p> <p>If consultation is delayed, there may be a risk of not identifying potentially earthquake prone priority buildings within the statutory timeframe.</p>
<b>Significance, Consultation and Engagement (internal and external)</b>	<p>This matter affects building owners and the wider community in general and requires public consultation.</p> <p>The matter of earthquake prone buildings will impact on the current and future social, economic, environmental and well-being of the district when considering the significance and engagement policy.</p>

**7. Next Steps**

Following approval from Council, the following public consultation timeline is proposed:

- 10 December 2021 - public consultation will commence
- 21 January 2022 – final date for submissions
- March 2022 – Hearing / deliberations (actual date to be confirmed)
- 20 April 2022 – Council report to consider the adoption of the final policy.

Following confirmation of the thoroughfares and strategic routes, contact will be made with individual priority building owners to request an engineers report to enable council to determine if a building is or is not earthquake prone.

**8. Attachments**

**Appendix 1 - Thoroughfares and Strategic Routes Consultation Documentation.docx**



Council meeting Agenda

8 December 2021

Report author:

Reviewed and authorised by:



Lee Webster  
Acting Executive Manager - Planning and Environment  
25/11/2021

Sanchia Jacobs  
Chief Executive Officer  
30/11/2021





## Thoroughfares & Strategic Routes



Statement of Proposal



## What's being proposed?

This Statement of Proposal is seeking public feedback on the identification of thoroughfares and strategic routes.

On 1 July 2017 changes were introduced to the Building Act 2004 that affect the way potentially earthquake-prone buildings are identified and, if deemed earthquake prone, how they are managed. One of the changes provides for public consultation, to assist Council in identifying the most vulnerable buildings i.e. earthquake-prone buildings on routes with high vehicular or pedestrian traffic or of strategic importance.

The Act defines these buildings as priority buildings, and the timeframes for identifying, strengthening or demolishing them are shortened. Once they have been notified by Council, owners of priority buildings have 12.5 years to strengthen or demolish them. This is a significantly shorter timeframe than the Act allows for other earthquake-prone buildings (25 years).

At its meeting on 8 December 2021 Council approved in principle the areas identified as higher traffic areas and the absence of any strategic routes. Now we're asking our community about these routes and areas.

This Statement of Proposal forms the basis of the special consultative procedure being undertaken by Council.

## Background

New Zealand is more prone to earthquake events than some other parts of the world. Events in recent years have led to a review of how we can best manage and lower the risk to public safety that is currently posed by certain buildings in the event of an earthquake.

Out of this review came the Building (Earthquake Prone Buildings) Amendment Act 2016. This Act and its methodology introduced a consistent system across New Zealand for identifying and remediating Earthquake-Prone buildings.

The assessment of earthquake-prone buildings is based on seismic risk areas – high, medium and low. Central Otago District is contained within a medium seismic risk area.

The legislation introduces set timeframes to assess and remediate buildings. It focuses on the most vulnerable buildings in terms of public safety, primarily non-residential buildings, although it does include larger residential buildings of two or more stories containing three or more household units.

Go to [www.codc.govt.nz](http://www.codc.govt.nz) and search "Earthquake-prone buildings" to access relevant links to the legislation and related information.



## About the consultation

### What is the consultation for?

We have identified some thoroughfares with higher levels of vehicle or pedestrian traffic and need your help determining if we have these right and to identify any others.

To make our communities safer the legislation requires councils to identify what are called 'Priority Buildings'. Priority buildings pose a high safety risk or are critical to recovery in an emergency.

Some buildings are automatically categorised as priority buildings based on their purpose (e.g. hospitals, emergency response services such as police, fire and ambulance stations) but also need to meet the profile categories set by Central Government. Other buildings may be identified as priority buildings due to their proximity to thoroughfares and strategic routes, and their potential for failure in an earthquake.

### Identifying the thoroughfares and strategic routes

To identify priority buildings, we must first identify thoroughfares and strategic routes. A thoroughfare may warrant prioritising due to its high pedestrian and vehicular movements, **and** if it is at risk of an Unreinforced Masonry Building (URM) collapsing on it during an earthquake.

A number of thoroughfares have been identified that meet these criteria.

### What is a Strategic Route?

A strategic route may warrant prioritisation if the route would be blocked should an unreinforced masonry building collapse on it during an earthquake, preventing emergency response. These strategic routes are routes for emergency services to gain access after an event, and are essential for a number of reasons, most importantly saving lives.

Buildings impeding a strategic transport route in an earthquake could delay an emergency response to the detriment of the community (i.e. loss of life if access to emergency care is not possible).

A number of important routes for emergency services have been identified, however none have been determined as strategic routes for one or more of the following reasons:

- a) There are alternative routes that could be used; or
- b) The potentially earthquake prone building is low level e.g single storey; or
- c) The potentially earthquake prone building is set back from the road; or
- d) The roads are wide, so any debris from an earthquake are unlikely to block it preventing an emergency response.



## What should I do?

As part of this process, we are seeking your views on whether you believe we have identified the right routes i.e. routes you use the most when you travel in a vehicle, bike or on foot and whether there are other routes or thoroughfares you think we need to consider.

The attached maps show the areas we propose as thoroughfares (marked purple) across the Central Otago district. Please review the maps included in this document and let us know what you think by taking the short online survey at [www.lets-talk.codc.govt.nz](http://www.lets-talk.codc.govt.nz). For those without online access hard copy survey forms are available on request from our Customer Services Team on 03 440 0056.

## Criteria Used for the Maps

We applied one or more of the following criteria to identify roads, footpaths or other routes that could be a thoroughfare or strategic route. The criteria is taken from the Government's guidance on [priority buildings](#).

### 1. High Pedestrian areas (people not in vehicles)

Description of use	Description of area	Example of application to small town or rural
Areas relating to social or utility activities.	Areas where shops or other services are located.	Areas such as the shopping area on the main street, the local pub, community centre.
Areas related to work.	Areas where concentrations of people move around and work.	Areas around businesses in small towns and rural areas where there is a concentration of workers in numbers larger than small shops and cafes.
Areas relating to transport.	Areas where concentrations of people access transport.	Areas around bus stops, train stations and tourist centres.



## 2. Areas with high vehicular traffic (people in motor vehicles/on bikes)

Description of use	Description of area	Example of application to small town or rural
Key traffic routes.	Key traffic routes regularly used by vehicles including public transport.	Well-trafficked main streets or sections of state highways, arterial routes.
Areas with concentrations of vehicles.	Areas where high concentrations of vehicles build up.	Busy intersections.

## 3. Emergency routes likely to be used by emergency services when:

- Transiting from their bases to areas of need in a major event or to central services such as hospitals, where there are no alternative routes available, and;
- When at least one building located on the route would impede the route if it collapsed in an earthquake.

No strategic routes have been identified following the above criteria.

## Assessing Priority Buildings

Once identification of thoroughfares and strategic routes has been confirmed by Council, this will then enable us to assess any priority buildings (unreinforced masonry buildings) alongside these routes.

In the medium risk zone area, a priority building owner will be contacted, and requested to provide an engineer's assessment of their building. If buildings are assessed below 34% of compliance with the New Building Standard, owners will be required to bring them up to standard within the following 12.5 years.



## Have Your Say

Council welcomes your feedback. Any individual or organisation is welcome to make a submission on the 'Thoroughfares & Strategic Routes - Statement of Proposal' across the Central Otago district. Council will take all submissions into account when it decides on the final content.

There are a number of ways in which you can comment on the proposal:

- Visit our engagement website ([www.lets-talk.codc.govt.nz](http://www.lets-talk.codc.govt.nz)) and complete a brief survey
- Request a copy of the 'Thoroughfares & Strategic Routes Feedback Form' and return once completed to a Council service centre.

You can indicate in the survey or feedback form if you wish to speak to your submission at a hearing, which is anticipated to be in March 2021. If you need assistance to provide feedback, please contact our customer services team on 03 440 0056.

## Hearings Panel

Council's hearings panel consists of a minimum of three elected members. The role of the hearings panel is to listen, ask questions and then consider all relevant information presented to it. Based on this information it will then make a recommendation to Council as the final decision maker.

## Next Steps

Once the consultation period has closed a staff report will be presented to the Hearings Panel. The Hearings Panel will then consider the report, which will include a recommendation on the matters raised in submissions. The panel will also be able to listen to any submitters who have indicated they would like to speak about this proposal.

When the hearings have concluded, the Hearings Panel will make its recommendation to Council, who will make the final decision on adopting the high vehicular and pedestrian traffic areas and/ or any strategic routes for earthquake-prone buildings.

All submitters who indicate they would like to speak to their submission will receive notification about the hearing date. Details of staff recommendations and meeting dates, the recommendation from the hearing panel and the final decision will be made public on our consultation website.



## Timeline





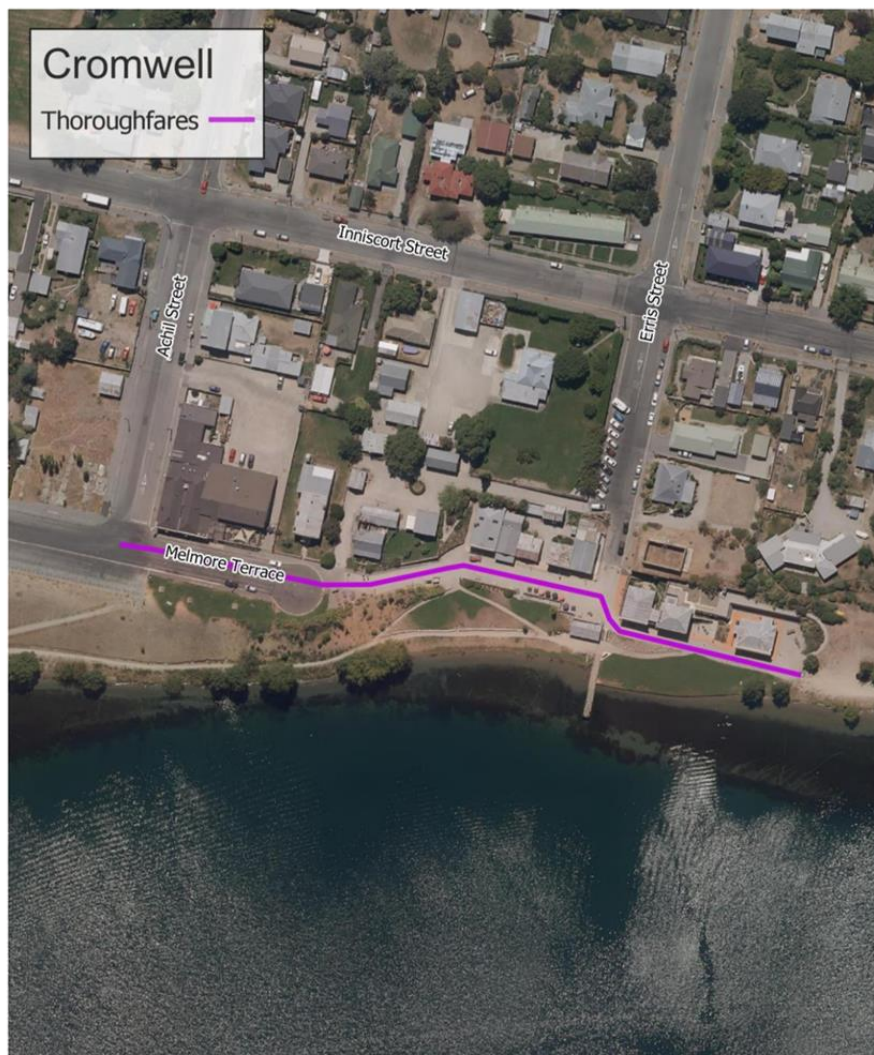
## Thoroughfare maps







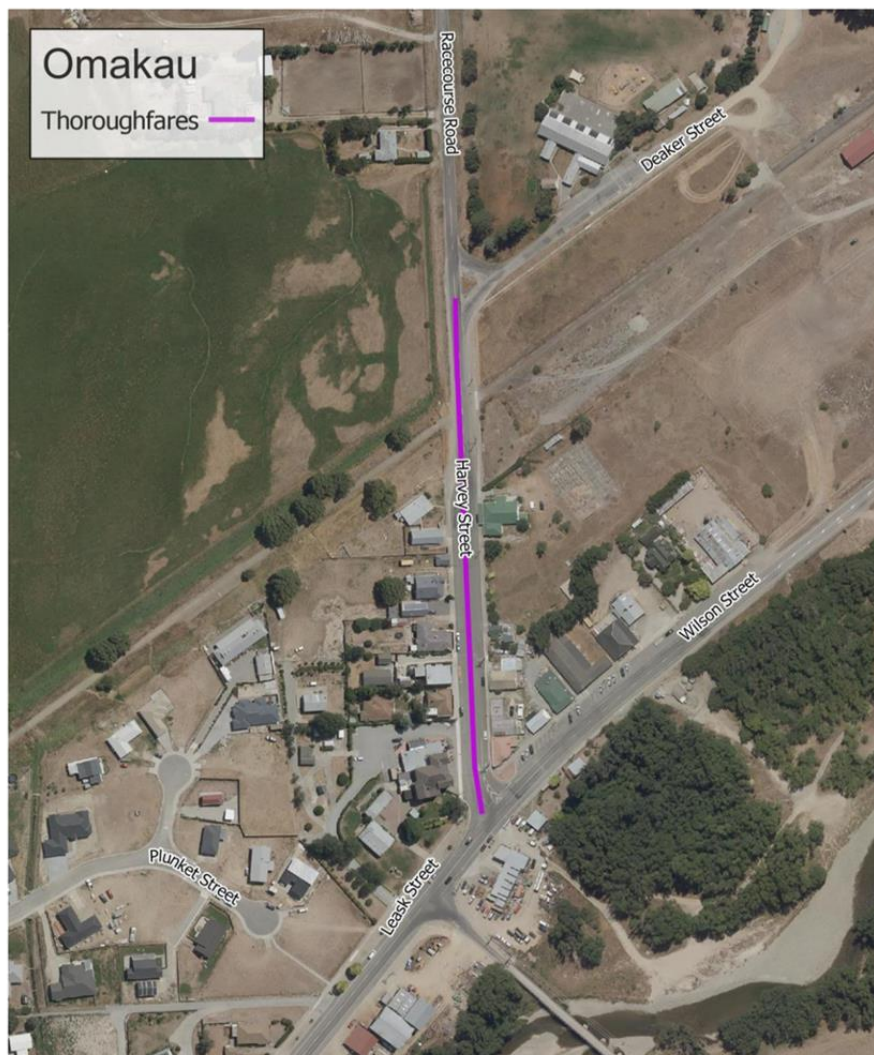






















## Technical Terms

It may be helpful to understand a few terms that are referred to here and in the legislation. The following table summarises the definitions referred to in this document and the legislation.

Term	Definition
Earthquake-Prone Building (EPB)	A building built prior to 1976 that, after an assessment by a structural engineer, is found to have a rating lower than 34% of the New Building Standard (NBS).
New Building Standard (NBS)	The %NBS figure describes the degree to which an existing building on the site would perform when compared with a new building designed to meet the seismic ratings that existed on 1 July 2017. For example, a building built in 1927 that is rated as 20%NBS, means it would meet 20% of the current seismic building standard, whereas a new building in the same place would be 100%NBS (or more).
Priority Buildings	Certain buildings in high and medium risk seismic areas are considered to be of greater risk due to their type of construction, use or location. They need to be identified and remediated in half the timeframe of other buildings, (i.e. 25 years reduced to 12.5 years in the medium risk zone). Further guidance on priority buildings is available at: <a href="https://www.building.govt.nz/managing-buildings/managing-earthquakepronebuildings/resources/">https://www.building.govt.nz/managing-buildings/managing-earthquakepronebuildings/resources/</a>
Thoroughfare	An area with high pedestrian and vehicle movements <b>and</b> contains buildings that have unreinforced masonry.
Remediation	When a building is assessed and found to have all or parts of the building below the minimum 34%NBS, building owners can deal with this by either strengthening those elements to exceed the minimum rating, or remove that element or all of the building.
Strategic Route	A route deemed of strategic importance which if impeded may lead to an inability to provide an emergency response.
Unreinforced Masonry Buildings (URM)	Generally, a building that has no additional reinforcing elements, often with parapets, facades, verandas or balconies facing a road or footpath.



## 22.4.4 PLAN CHANGE 19 - RESIDENTIAL CHAPTER REVIEW AND RE-ZONING

Doc ID: 580146

### 1. Purpose of Report

To consider the public notification of proposed Plan Change 19 in accordance with Clause 5 of the first Schedule to the Resource Management Act 1991.

To consider the release of the Medium Density Residential guidelines for public consultation.

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### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Directs that Plan Change 19 be notified in accordance with Clause 5 of the first Schedule to the Resource Management Act 1991.
- C. Approves the release of the draft Medium Density Residential Guidelines for public consultation.

---

### 2. Background

The operative Central Otago District Plan was publicly notified on 18 July 1998 and was amended by decisions on submissions on 1 July 2000. The Central Otago District Plan became operative on 1 April 2008 after references to the Environment Court were settled.

The Residential chapter of the Central Otago District Plan has not been subject to a full review since it was originally drafted in 1998. Only minor alterations have been made as a result of private plan change requests.

Plan Change 19 (PC 19) has been driven by and is intended to implement the direction set out in the Vincent and Cromwell Spatial Plans, in relation to the District's residential areas. The spatial plans have been prepared by the Council to respond to demand for residential land and housing affordability concerns in the District, and in order to plan for the anticipated growth over the next 30 years.

PC19, in implementing the direction set out in the two spatial plans, involves rezoning new land for residential use, identifying some areas for future growth, aligning existing residential zoning with the proposed new zones, and includes new provisions for managing land use and subdivision within the residential zones.

PC19 does not propose to alter the zoning or framework in relation to the rural, business or industrial resource areas or rural settlements zone, in order to give effect to the spatial plans

### 3. Discussion

Plan Change 19 (PC 19) proposes to make a complete and comprehensive suite of changes to the way the District's residential areas are zoned and managed. The proposed plan change can be found in **Appendix 1** and the new residential zone chapter in **Appendix 2** to this report.



PC 19 proposes to:

- Replace the current Section 7 Residential Resource Area of the Plan with` a new Residential Zone Section, comprising:
  - a Large Lot Residential Zone chapter;
  - a Low Density Residential Zone chapter;
  - a Medium Density Residential Zone chapter; and
  - a Residential Subdivision chapter; and
- Amend the planning maps to rezone land in general accordance with what has been identified in the Vincent and Cromwell Spatial Plans and to reflect the new zone names above; and
- Amend Section 18 definitions to insert new definitions that apply in the Residential Zones chapter and make consequential amendments to existing definitions to clarify the sections of the Plan where they apply; and
- Make consequential changes to other sections of the Plan to reflect the proposed new zones.

PC19 proposes to rationalise the current provisions where appropriate, and in particular those related to Residential Resource Areas 1-13 to simplify the variations in standards and densities where those variations are no longer considered necessary to achieve the outcomes sought. Further updates to the provisions are also proposed to align with current best planning practice. Where changes to the current approach are not considered necessary to achieve the outcomes sought for residential areas, the current provisions are proposed to be rolled over into the new residential zone chapters.

In determining the appropriate residential zones and drafting new provisions, the National Planning Standards have been implemented to the extent that it has been possible to do so ahead of the full District Plan Review; including the adoption of the Zone Framework Standard and Format Standards for the new Residential Zones and Residential chapter, and the adoption of definitions insofar as they apply to the provisions proposed in the Residential chapter.

The three main typologies proposed are large lot, low density and medium density as described below:

- The Large Lot Residential Zone is located in some of the outer residential areas within the townships of Alexandra, Clyde and Cromwell. The density within this zone is the lowest of all residential zones, providing for detached dwellings on large sites and maintaining a high open space to build from ratio.

Note: Three large lot residential zone precincts are also proposed which provide for slightly higher or lower densities in particular areas, reflecting and seeking to retain the existing character of these areas.

- The Low Density Residential Zone is the largest residential zone in the District covering the majority of residential areas in all townships. The zone is intended to provide for traditional suburban housing, comprised of predominantly detached house on sections with generous on-site open space and setback from boundaries. The proposed density within this zone is a minimum lot size of 500m<sup>2</sup>.
- The Medium Density Residential Zone anticipates the highest density of development in all of the residential zones. It is intended that this zone develops over time to provide for



a range of housing options to meet the diverse needs of the community, with more intense development helping to support commercial and community facilities.

The proposed density within this zone is a minimum lot size of 200m<sup>2</sup>. However, a pathway is also provided for comprehensive residential development, which would allow consideration of development of larger sites at greater densities, where it achieves good urban design outcomes.

Any development of more than two residential units within this zone will require consideration through a resource consent process, which allows for consideration of how the design and layout achieves good urban design outcomes.

Medium Density Residential Guidelines have been developed to work with the new provisions and assist anyone undertaking a residential development within the Medium Density Residential Zone in Central Otago District. The guideline will help achieve good quality housing that respects neighbours and is well integrated into the neighbourhood. The guideline is attached to this report in **Appendix 3**.

A future growth overlay has also been applied to areas identified for residential development in stages 2 and 3 of the Vincent Spatial Plan. The overlay does not alter the existing zoning, but signals areas where future growth is anticipated to be accommodated, subject to future plan changes and more detailed consideration, particularly in terms of servicing.

#### 4. Financial Considerations

The development of and progressing of Plan Change 19 through the statutory process is funded from the existing District Plan review budget.

#### 5. Options

##### Option 1 – (Recommended)

Approve notification of Plan Change 19 in accordance with Clause 5 of the First Schedule to the Resource Management Act 1991 and approve the release of the Medium Density Guidelines for public consultation.

Advantages:

- PC 19 is a long overdue review of the residential provisions in the operative Central Otago District Plan which are no longer considered fit for purpose.
- The proposed changes reflect the feedback received from the community through the spatial plan and feedback received.
- PC 19 will provide for the release of new residential zoned land in a range of typologies (including medium density) to assist with availability, affordability and housing choice.
- The development of medium density guidelines will help achieve good quality housing that respects neighbours and is well integrated into the neighbourhood

Disadvantages:

- No obvious disadvantages.



Option 2

Not approve notification of Plan Change 19 in accordance with Clause 5 of the First Schedule to the Resource Management Act 1991 and approve the release of the Medium Density Guidelines for public consultation.

## Advantages:

- No obvious advantages.

## Disadvantages:

- There are currently limited options in terms of developable land, particularly in Alexandra and Cromwell.
- The operative District Plan provisions are no longer fit for purpose and are not achieving the outcomes the community has indicated that they want through the spatial planning processes.

**6. Compliance**

<b>Local Government Act 2002 Purpose Provisions</b>	<p>This decision enables democratic local decision making and action by, and on behalf of communities by the Central Otago District Council.</p> <p>The Council has functions under the RMA to carry out these functions. The plan change process under the Resource Management Act is a democratic public process and requires an assessment of the social, economic, environmental, and cultural well-being.</p>
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	<p>Yes – the Central Otago District Plan</p> <p>The proposed plan change makes amendments to the operative Central Otago District Plan</p>
<b>Considerations as to sustainability, the environment and climate change impacts</b>	<p>The plan change process does not impact on these matters and the merits of the plan change are considered against the RMA framework.</p>
<b>Risks Analysis</b>	<p>There are no risks associated with this request</p>
<b>Significance, Consultation and Engagement (internal and external)</b>	<p>The plan change will be publicly notified in accordance with the First Schedule to the RMA, which provides a right of submission and further submission.</p>



## 7. Next Steps

The Plan Change and section 32 analysis will be finalised for release to Schedule 1 parties and publicly notified in accordance Clause 5 of the First Schedule to the Resource Management Act 1991.

## 8. Attachments

**Appendix 1 - Plan Change 19.docx** [↓](#)

**Appendix 2 - Plan Change 19 Appendix 2 - Residential Chapter Provisions.docx** [↓](#)

**Appendix 3 - Draft\_Medium\_Density\_Guidelines.pdf** [↓](#)

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# Central Otago District Plan

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## Plan Change 19 – Residential Chapter Provisions Appendix 2





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## LARGE LOT RESIDENTIAL ZONE

### Introduction

The Large Lot Residential Zone is located in some of the outer residential areas within the townships of Alexandra, Clyde and Cromwell, as well as in the townships of Bannockburn, Lowburn and Roxburgh, along with some isolated areas of existing large lot residential near Lake Dunstan.

The density within the Large Lot Residential Zone is the lowest of all the residential zones, providing for detached houses on large sites, maintaining a high open space to built form ratio. Generous setbacks are also provided from the road and neighbouring boundaries. Buildings are expected to maintain these existing low density characteristics, minimise the effects of development on adjoining sites and integrate with the surrounding area.

The focus of the zone is residential, with limited commercial and community facilities anticipated.

Within Precinct 1, slightly higher densities are anticipated, which reflects the historic pattern of development. Within Precincts 2 & 3, a lower density is anticipated, to maintain the existing amenity and character in these areas.

The Future Growth Overlay identifies any area that has been signalled in the Vincent Spatial Plan for Large Lot Residential zoning, in future. The provisions applying to this area are those of the underlying zoning, and therefore a Plan Change will be required to rezone this area in future. However, the Overlay is intended to identify any location where future growth is anticipated, when further supply of residential land is required, and provided that there is capacity within the reticulated water and wastewater networks to service the additional development.

### Objectives and Policies

Objectives	
<b>LLRZ-O1</b>	<b>Purpose of the Large Lot Residential Zone</b>
The Large Lot Residential Zone provides primarily for residential living opportunities.	
<b>LLRZ-O2</b>	<b>Character and amenity values of the Large Lot Residential Zone</b>
The Large Lot Residential Zone is a pleasant, low-density living environment, which: <ol style="list-style-type: none"> <li>1. contains predominantly low-rise and detached residential units on large lots;</li> <li>2. maintains a predominance of open space over built form;</li> <li>3. provides good quality on-site amenity and maintains the anticipated amenity values of adjacent sites; and</li> <li>4. is well-designed and well-connected into the surrounding area.</li> </ol>	
<b>LLRZ-O3</b>	<b>Precincts 1, 2 &amp; 3</b>
The density of development in the Large Lot Residential Precincts recognises and provides for maintenance of the amenity and character resulting from existing or anticipated development in these areas.	

Policies	
<b>LLRZ-P1</b>	<b>Built Form</b>
Ensure that development within the Large Lot Residential Zone: <ol style="list-style-type: none"> <li>1. provides reasonable levels of privacy, outlook and adequate access to sunlight;</li> <li>2. provides safe and appropriate access and on-site parking;</li> <li>3. maintains a high level of spaciousness around buildings and a modest scale and intensity of built form that does not unreasonably dominate adjoining sites;</li> <li>4. is managed so that relocated buildings are reinstated to an appropriate state of repair within a reasonable timeframe;</li> </ol>	



	<ol style="list-style-type: none"> <li>provides generous usable outdoor living space for residents and for tree and garden planting;</li> <li>maintains the safe and efficient operation of road;</li> <li>mitigates visual effects through screening of storage areas and provision of landscaping; and</li> <li>encourages water efficiency measures.</li> </ol>
<b>LLRZ-P2</b>	<b>Residential activities</b>
	Enable residential activities within a range of residential unit types and sizes.
<b>LLRZ-P3</b>	<b>Home business</b>
	<p>Provide for home businesses where:</p> <ol style="list-style-type: none"> <li>they are ancillary to a residential activity;</li> <li>they are consistent the anticipated character, amenity values and purpose of the zone; and</li> <li>the effects of the activity, including its scale, hours of operation, parking and vehicle manoeuvring are compatible with /do not compromise the amenity of adjoining sites.</li> </ol>
<b>LLRZ-P4</b>	<b>Retirement Living</b>
	<p>Provide for a range of retirement living options, including retirement villages, where they are comprehensively planned and:</p> <ol style="list-style-type: none"> <li>any adverse effects on the residential amenity values of adjoining residential properties and the surrounding area are avoided or mitigated; and</li> <li>the scale, form, composition and design of the village maintains the character and amenity values of the surrounding area; and</li> <li>they are designed to provide safe, secure, attractive, convenient, and comfortable living conditions for residents, with good on-site amenity and facilities; and</li> <li>any parking and vehicle manoeuvring provided on-site is appropriately designed; and</li> <li>road safety and efficiency is maintained; and</li> <li>they are well-connected to commercial areas and community facilities</li> </ol>
<b>LLRZ-P5</b>	<b>Other non-residential activities</b>
	<p>Avoid other non-residential activities and buildings, including the expansion of existing non-residential activities and buildings, unless:</p> <ol style="list-style-type: none"> <li>any adverse effects of the activity, including noise, do not compromise the anticipated amenity of the surrounding area; and</li> <li>the nature, scale and intensity of the activity is compatible with the anticipated character and qualities of the zone and surrounding area; and</li> <li>the activity is of a nature and scale that meet the needs of the local community and does not undermine the viability of the Business Resource Areas; and</li> <li>the surrounding area retains a predominance of residential activities, and for adjoining properties, a sense of amenity, security and companionship is maintained;</li> <li>any parking and vehicle manoeuvring provided on-site is appropriately designed; and</li> <li>road safety and efficiency is maintained.</li> </ol>
<b>LLRZ-P6</b>	<b>Precinct 1</b>
	Provide for development within Precinct 1 at a density consistent with the existing character of the area.
<b>LLRZ-P7</b>	<b>Precincts 2 &amp; 3</b>
	Ensure that development within Precincts 2 & 3 maintains a higher level of open space, consistent with the existing character of the area.
<b>LLRZ-P8</b>	<b>Future Growth Overlay</b>
	<p>Recognise and provide for rezoning of land within the Future Growth Overlay, where:</p> <ol style="list-style-type: none"> <li>It is demonstrated as necessary to meet anticipated demand; and</li> <li>It is able to be serviced by reticulated water and wastewater networks.</li> </ol>



## Rules

<b>LLRZ-R1</b>	<b>Residential units</b>	
<b>Large Lot Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There is no more than one residential unit per site.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> LLRZ-S1 to LLRZ-S6</p>	<p><b>Activity status when compliance is not achieved with R1.1: RDIS</b></p> <p><b>And the activity complies with the following rule requirements:</b> LLRZ-S1 to LLRZ-S6</p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The bulk, location, design and density of buildings.</li> <li>2. The extent to which landscaping enhances residential amenity.</li> <li>3. The safety and efficiency of accesses and car parking areas.</li> <li>4. Amenity effects on neighbouring properties and streetscape.</li> <li>5. Provision for privacy between residential units and between sites.</li> </ol> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>LLRZ-R2</b>	<b>Minor Residential Unit</b>	
<b>Large Lot Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There is a maximum of one minor residential unit per site.</li> <li>2. The maximum floor area of the minor residential unit is 70m<sup>2</sup> or 90m<sup>2</sup> including a garage.</li> <li>3. The minor residential unit shall use the same servicing connections and accessway as the principal residential unit.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> LLRZ-S2 to LLRZ-S7.</p>	<p><b>Activity status when compliance is not achieved with R2.1: NC</b></p> <p><b>Activity status when compliance is not achieved with R2.2 or R2.3: DIS</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>LLRZ-R3</b>	<b>Relocated buildings</b>	
<b>Large Lot Residential Zone</b>	<p><b>Activity Status: CON</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. Any relocated building intended for use as a dwelling (excluding previously used garages and accessory buildings) must have previously been designed, built and used as a dwelling;</li> </ol>	<p><b>Activity status when compliance is not achieved with R3.1 to R3.4: DIS</b></p>



	<p>2. A building inspection report shall be provided with the application for a building consent. That report is to identify all reinstatement works that are to be completed to the exterior of the building;</p> <p>3. All reinstatement work required by the building inspection report and the building consent to reinstate the exterior of any relocated dwelling shall be completed within six months of the building being delivered to the site. Reinstatement work is to include connections to all infrastructure services and closing in and ventilation of the foundations; and</p> <p>4. The proposed owner of the relocated building must certify that the reinstatement work will be completed within the six month period.</p> <p><b>And the activity complies with the following rule requirements:</b> LLRZ-S1 to LLRZ-S7.</p> <p><b>Matters of control are restricted to:</b></p> <ol style="list-style-type: none"> <li>The time period within which the building will be placed on its foundations.</li> <li>Identification of, and the time period to complete reinstatement works to the exterior of the building.</li> <li>Provision of servicing.</li> <li>Whether any bond is required to cover the cost of any reinstatement works required, and the type of bond.</li> </ol>	
<b>LLRZ-R4</b>	<b>Accessory buildings and structures</b>	
<b>Large Lot Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>The building is ancillary to a permitted activity.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> LLRZ-S2 to LLRZ-S6.</p>	<b>Activity status when compliance is not achieved with R4.1: DIS</b>
<b>LLRZ-R5</b>	<b>Residential Activity</b>	




Large Lot Residential Zone	Activity Status: PER	
LLRZ-R6	Visitor accommodation	
Large Lot Residential Zone	<p>Activity Status: PER</p> <p>Where:</p> <ol style="list-style-type: none"> <li>1. The visitor accommodation is undertaken within a residential unit and is ancillary to a residential activity.</li> <li>2. The maximum occupancy is 6 guests per night; and</li> <li>3. The access to the site is not shared with another site.</li> </ol>	<p>Activity status when compliance is not achieved with R6.1 or R6.2: Discretionary</p> <p>Activity status when compliance is not achieved with R6.3: Restricted Discretionary</p> <p>Matters of discretion are restricted to:</p> <ol style="list-style-type: none"> <li>1. the effects of the activity on the amenity and safety of any sites sharing access.</li> </ol>
LLRZ-R7	Home business (unless otherwise specified in LLRZ-R8 or LLRZ-R14)	
Large Lot Residential Zone	<p>Activity Status: PER</p> <p>Where:</p> <ol style="list-style-type: none"> <li>1. The home business is undertaken within a residential unit and is ancillary to a residential activity;</li> <li>2. The maximum floor area occupied by the home business is no more than 30m<sup>2</sup>;</li> <li>3. Any employee engaged in the home business resides on-site;</li> <li>4. the home business, including any storage of goods, materials, or equipment takes place entirely within a building; and</li> <li>5. The maximum number of vehicle trips for a home business per site must not exceed 32 per day.</li> </ol> <p>And where the activity complies with the following rule requirements: LLRZ-S10</p>	<p>Activity status when compliance is not achieved with R7.1 to R7.5: Discretionary</p> <p>Activity status when compliance with rule requirement(s) is not achieved: Refer to Rule Requirement Table.</p>
LLRZ-R8	Childcare Services	
Large Lot Residential Zone	<p>Activity Status: PER</p> <p>Where:</p> <ol style="list-style-type: none"> <li>1. The childcare service is undertaken within a residential unit and is ancillary to a residential activity.</li> <li>2. The maximum number of children in attendance at any one time is 6, excluding any children who live on-site.</li> </ol>	<p>Activity status when compliance is not achieved with R8.1 or R8.2: Discretionary</p>
LLRZ-R9	Signs	



<b>Large Lot Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There is a maximum of one sign per site;</li> <li>2. The sign relates to the site on which it is located;</li> <li>3. The sign does not exceed 0.5m<sup>2</sup> in area;</li> <li>4. The sign is not illuminated and does not use reflective materials;</li> <li>5. The sign is fixed and does not move; and</li> <li>6. The sign does not obscure driver visibility to and from access ways.</li> </ol> <p><i>Note: This rule applies in addition to the controls on signage contained in Section 12 – District Wide Rules and Performance Standards.</i></p>	<p><b>Activity status when compliance is not achieved with R9.1 – R9.6: RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The effect on amenity values of neighbouring properties.</li> <li>2. The effect on amenity values of the neighbourhood, and in particular on the character of the streetscape.</li> <li>3. The effect on the safe and efficient operation of the roading network.</li> </ol>
<b>LLRZ-R10</b>	<b>Excavation</b>	
<b>Large Lot Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. Any extraction of material shall not exceed 1m in depth within 2m of any site boundary; and</li> <li>2. The maximum volume or area of land excavated within any site in any 12-month period does not exceed 200m<sup>2</sup> per site.</li> </ol>	<p><b>Activity status when compliance is not achieved with R10.1 – R10.2: RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The location, volume and area of earthworks.</li> <li>2. The effect on amenity values or safety of neighbouring properties.</li> <li>3. The effect on water bodies and their margins.</li> <li>4. The impact on visual amenity and landscape character.</li> <li>5. Any effects on the road network arising from the excavation.</li> <li>6. Any effects on archaeological, heritage or cultural values.</li> <li>7. Any mitigation measures proposed.</li> </ol>
<b>LLRZ-R10</b>	<b>Retirement Villages</b>	
<b>Large Lot Residential Zone</b>	<p><b>Activity Status: RDIS</b></p> <p><b>Where the activity complies with the following rule requirements:</b> LLRZ-S1 to LLRZ-S6</p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. Integration of vehicle, cycle and pedestrian access with the adjoining road network.</li> </ol>	





	<ol style="list-style-type: none"> <li>Provision of landscaping, open space, on-site amenity for residents, recreational facilities and stormwater systems.</li> <li>Design and layout of pedestrian circulation.</li> <li>Parking and access.</li> <li>Traffic generation, including impact on the wider transport network.</li> <li>Residential amenity for neighbours in respect of outlook and privacy.</li> <li>Visual quality and interest in the form and layout of the retirement village, including buildings, fencing, location and scale of utility areas, parking areas and external storage areas.</li> </ol>	
<b>LLRZ-R11</b>	<b>Any activity not otherwise listed in LLRZ-R1 to LLRZ-R10 or LLRZ-R12 to LLRZ-R15</b>	
<b>Large Lot Residential Zone</b>	<b>Activity Status: DIS</b>	
<b>LLRZ-R12</b>	<b>Industrial Activities</b>	
<b>LLRZ-R13</b>	<b>Large format retailing</b>	
<b>LLRZ-R14</b>	<b>Noxious Activities</b>	
<b>Large Lot Residential Zone</b>	<b>Activity Status: NC</b>	
<b>LLRZ-R15</b>	<b>Buildings on Land Subject to Hazards</b>	
<b>Large Lot Residential Zone</b>	<b>Activity Status: NC</b>  <b>Where:</b> <ol style="list-style-type: none"> <li>The erection of any building (excluding buildings and/or structures associated with network utilities) on any part of a site identified on the planning maps as being subject to a hazard or land that is, or is likely to be, subject to material damage by erosion, falling debris, subsidence, slippage or inundation from any source.</li> </ol>	

#### Standards

<b>LLRZ-S1</b>	<b>Density</b>	<b>Activity Status where compliance not achieved:</b>
<b>Large Lot Residential Zone (Excluding</b>	<ol style="list-style-type: none"> <li>The minimum site area per residential unit is 2000m<sup>2</sup>.</li> </ol>	<b>NC</b>




<b>Precincts 1, 2 &amp; 3)</b>		
<b>Precinct 1</b>	2. The minimum site area per residential unit is 1000m <sup>2</sup> .	<b>NC</b>
<b>Precinct 2</b>	3. The minimum site area per residential unit is 3000m <sup>2</sup> .	<b>NC</b>
<b>Precinct 3</b>	4. The minimum site area per residential unit is 6000m <sup>2</sup> .	<b>NC</b>
<b>LLRZ-S2</b>	<b>Height</b>	
<b>Large Lot Residential Zone</b>	1. The maximum height of buildings and structures must not exceed 7.5m measured from ground level to the highest part of the building or structure	<p><b>Where:</b> LLRZ-S2 is not met, but the height of the building or structure does not exceed 8.5m: <b>RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>Dominance of built form in the surrounding area.</li> <li>Effects on visual amenity values, privacy, outlook and sunlight and daylight access for neighbouring properties.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the increased height.</li> </ol> <p><b>Where:</b> LLRZ-S2 is not met, and the height of the building or structure exceeds 8.5m: <b>NC</b></p>
<b>LLRZ-S3</b>	<b>Height in relation to boundary</b>	
<b>Large Lot Residential Zone</b>	<ol style="list-style-type: none"> <li>Buildings must be contained within a building envelope defined by the recession plane angles set out in Schedule 1 to the Residential Zone chapter, from points 2.5m above ground level at the boundaries of the site.</li> <li>LLRZ-S3.1 does not apply to: <ol style="list-style-type: none"> <li>A boundary with a road.</li> <li>Common walls along a site boundary.</li> <li>Eaves inclusive of gutters with a maximum depth of 20cm measured vertically.</li> <li>Antennas, aerials, satellite dishes (less than 1m in diameter).</li> <li>Solar panels which do not project beyond the building envelope by more than 0.5m.</li> </ol> </li> </ol>	<p><b>RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>Dominance of built form in the surrounding area.</li> <li>Effects on visual amenity values, privacy, outlook and sunlight and daylight access for neighbouring properties.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the breach.</li> </ol>



	<p>f. Chimney structures not exceeding 1.1m in width provided these do not project beyond the building envelope by more than 1m.</p> <p>g. A gable end, dormer or roof where that portion projecting beyond the building envelope is no greater than 1.5m<sup>2</sup> in area and no greater than 1m in height.</p>	
<b>LLRZ-S4</b>	<b>Building Coverage</b>	<b>Activity Status where compliance not achieved:</b>
<b>Large Lot Residential Zone (Excluding Precincts 1 2 &amp; 3)</b>	The building coverage of the net area of any site must not exceed 30%.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Compatibility of the built form with the existing or anticipated character of the area.</li> <li>Dominance of built form in the surrounding area.</li> <li>The extent to which a level of openness around and between buildings is retained.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the breach.</li> </ol>
<b>Precinct 1</b>	The building coverage of the net area of any site must not exceed 40%.	
<b>Precinct 2</b>	The building coverage of the net area of any site must not exceed 15%.	
<b>Precinct 3</b>	The building coverage of the net area of any site must not exceed 10%.	
<b>LLRZ-S5</b>	<b>Setback from road boundary</b>	
<b>Large Lot Residential Zone</b>	Any building or structure shall be setback a minimum of 7m from a boundary with a road, except that this shall not apply to an uncovered deck less than 1m in height.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Any adverse effects on the safety and efficiency of the road network.</li> <li>The extent to which the breach will have adverse effects on visual amenity values, including dominance.</li> <li>compatibility of the building or structure with the surrounding built environment.</li> </ol>
<b>Within 80m of the seal edge of a State Highway</b>	New residential buildings shall be designed and constructed to meet noise performance standards for noise from traffic on the State Highway that will not exceed 35dBA Leq (24hr) in bedrooms and 40dBA Leq (24hr) for other habitable rooms in accordance with the satisfactory sound levels recommended by Australian and New Zealand Standard AS/NZ2107:2000 Acoustics – Recommended design	





	sound levels and reverberation times for building interiors. This shall take account of any increases in noise from projected traffic growth during a period of not less than 10 years from the commencement of construction of the development.	
<b>LLRZ-S6</b>	<b>Setback from internal boundary</b>	
<b>Large Lot Residential Zone</b>	Any building or structure shall be setback a minimum of: <ol style="list-style-type: none"> <li>1. 3m from any internal boundary (except that this does not apply to an uncovered deck less than 1m in height); and</li> <li>2. 15m from the margin of any lake.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Adverse effects on privacy, outlook, or shading on the affected property.</li> <li>b. The extent to which the breach will have adverse effects on visual amenity values, including dominance.</li> <li>c. The compatibility of the building or structure with the surrounding built environment.</li> <li>d. Any adverse effects on accessibility to the lake.</li> </ol>
<b>LLRZ-S7</b>	<b>Car parking</b>	<b>Activity Status where compliance not achieved:</b>
<b>Large Lot Residential Zone</b>	The following minimum carpark spaces shall be provided on the site: <ol style="list-style-type: none"> <li>1. One carpark space per residential unit; and</li> <li>2. One additional carpark space per home business.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Any adverse effects on the safety and efficiency of the road network.</li> <li>b. Effects on amenity values of neighbouring properties.</li> </ol>



## LOW DENSITY RESIDENTIAL ZONE

### Introduction

The Low Density Residential Zone covers the majority of the residential areas in the townships of Alexandra, Clyde and Cromwell, as well as all of the residential areas in the townships of [add].

This zone provides for traditional suburban housing, comprised predominately of detached houses on sections with ample on-site open space, and generous setbacks from the road and neighbouring boundaries. Buildings are expected to maintain these existing low density characteristics, minimise the effects of development on adjoining sites and integrate with the surrounding area.

While the focus of the zone is residential, some commercial and community facilities are anticipated, where they support the local residential population and are compatible with the character and amenity values of the zone.

The Future Growth Overlay identifies any area that has been signalled in the Vincent Spatial Plan for low density residential zoning, in future. The provisions applying to this area are those of the underlying zoning, and therefore a Plan Change will be required to rezone this area in future. However, the Overlay is intended to identify any location where future growth is anticipated, when further supply of residential land is required, and provided that there is capacity within the reticulated water and wastewater networks to service the additional development.

### Objectives and Policies

Objectives	
<b>LRZ-O1</b>	<b>Purpose of the Low Density Residential Zone</b>
The Low Density Residential Zone provides primarily for residential living opportunities, as well as activities that support, and are compatible with the character of, the zone's residential focus.	
<b>LRZ-O2</b>	<b>Character and amenity values of the Low Density Residential Zone</b>
<p>The Low Density Residential Zone is a pleasant, low-density suburban living environment, which:</p> <ol style="list-style-type: none"> <li>1. contains predominantly low-rise and detached residential units;</li> <li>2. maintains a good level of openness around buildings;</li> <li>3. provides good quality on-site amenity and maintains the anticipated amenity values of adjacent sites; and</li> <li>4. is well-designed and well-connected into surrounding area.</li> </ol>	

Policies	
<b>LRZ-P1</b>	<b>Built Form</b>
<p>Ensure that development within the Low Density Residential Zone:</p> <ol style="list-style-type: none"> <li>1. provides reasonable levels of privacy, outlook and adequate access to sunlight;</li> <li>2. provides safe and appropriate access and on-site parking;</li> <li>3. maintains spaciousness around buildings and a modest scale and intensity of built form that does not unreasonably dominate adjoining sites;</li> <li>4. is managed so that relocated buildings are reinstated to an appropriate state of repair within a reasonable timeframe; and</li> <li>5. provides sufficient usable outdoor living space for residents and for tree and garden planting;</li> <li>6. maintains the safe and efficient operation of roads;</li> <li>7. mitigates visual effects through screening of storage areas and provision of landscaping; and</li> <li>8. encourages water efficiency measures.</li> </ol>	
<b>LRZ-P2</b>	<b>Residential activities</b>



Enable residential activities within a range of residential units types and sizes.	
<b>LRZ-P3</b>	<b>Home businesses</b>
Provide for home businesses where: <ol style="list-style-type: none"> <li>1. they are ancillary to a residential activity;</li> <li>2. they are consistent the anticipated character, amenity values and purpose of the zone; and</li> <li>3. the effects of the activity, including its scale, hours of operation, parking and vehicle manoeuvring are compatible with /do not compromise the amenity of adjoining sites.</li> </ol>	
<b>LRZ-P4</b>	<b>Retirement Living</b>
Provide for a range of retirement living options, including retirement villages, where they are comprehensively planned and: <ol style="list-style-type: none"> <li>1. any adverse effects on the residential amenity values of adjoining residential properties and the surrounding area are avoided or mitigated; and</li> <li>2. the scale, form, composition and design of the village maintains the character and amenity values of the surrounding area; and</li> <li>3. they are designed to provide safe, secure, attractive, convenient, and comfortable living conditions for residents, with good on-site amenity and facilities; and</li> <li>4. any parking and vehicle manoeuvring provided on-site is appropriately designed; and</li> <li>5. road safety and efficiency is maintained; and</li> <li>6. they are well-connected to commercial areas and community facilities.</li> </ol>	
<b>LRZ-P5</b>	<b>Other non-residential activities</b>
Avoid other non-residential activities and buildings, including the expansion of existing non-residential activities and buildings, unless: <ol style="list-style-type: none"> <li>1. any adverse effects of the activity, including noise, do not compromise the anticipated amenity of the surrounding area; and</li> <li>2. the nature, scale and intensity of the activity is compatible with the anticipated character and qualities of the zone and surrounding area; and</li> <li>3. the activity is of a nature and scale that meet the needs of the local community and does not undermine the viability of the Business Resource Areas; and</li> <li>4. the surrounding area retains a predominance of residential activities, and for adjoining properties, a sense of amenity, security and companionship is maintained;</li> <li>5. any parking and vehicle manoeuvring provided on-site is appropriately designed; and</li> <li>6. road safety and efficiency is maintained.</li> </ol>	
<b>LRZ-P6</b>	<b>Future Growth Overlay</b>
Recognise and provide for rezoning of land within the Future Growth Overlay, where: <ol style="list-style-type: none"> <li>1. It is demonstrated as necessary to meet anticipated demand; and</li> <li>2. It is able to be serviced by reticulated water and wastewater networks.</li> </ol>	

## Rules

<b>LRZ-R1</b>	<b>Residential units</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: PER</b>	<b>Activity status when compliance is not achieved with R1.1: RDIS</b>
	<b>Where:</b> <ol style="list-style-type: none"> <li>1. There are no more than two residential units per site.</li> </ol> <b>And the activity complies with the following rule requirements:</b> LRZ-S1 to LRZ-S7	<b>And the activity complies with the following rule requirements:</b> LRZ-S1 to LRZ-S10  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>1. The bulk, location, design and density of buildings.</li> </ol>



		<ol style="list-style-type: none"> <li>The extent to which landscaping enhances residential amenity.</li> <li>The safety and efficiency of accesses and car parking areas.</li> <li>Amenity effects on neighbouring properties and streetscape.</li> <li>Provision for privacy between residential units and between sites.</li> </ol> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>LRZ-R2</b>	<b>Minor Residential Unit</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>There is a maximum of one minor residential unit per site;</li> <li>The maximum floor area of the minor residential unit is 70m<sup>2</sup> or 90m<sup>2</sup> including a garage; and</li> <li>The minor residential unit shall use the same servicing connections and accessway as the principal residential unit.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> LRZ-S2 to LRZ-S7.</p>	<p><b>Activity status when compliance is not achieved with R2.1: NC</b></p> <p><b>Activity status when compliance is not achieved with R2.2 or R2.3: DIS</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>LRZ-R3</b>	<b>Relocated buildings</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: CON</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>Any relocated building intended for use as a dwelling (excluding previously used garages and accessory buildings) must have previously been designed, built and used as a dwelling.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> LRZ-S1 to LRZ-S7.</p> <p><b>Matters of control are restricted to:</b></p> <ol style="list-style-type: none"> <li>The time period within which the building will be placed on its foundations.</li> <li>Identification of, and the time period to complete reinstatement works to the exterior of the building.</li> </ol>	<p><b>Activity status when compliance is not achieved with R3.1: DIS</b></p>



	<ul style="list-style-type: none"> <li>c. Provision of servicing.</li> <li>d. Whether any bond is required to cover the cost of any reinstatement works required, and the type of bond.</li> </ul>	
<b>LRZ-R4</b>	<b>Accessory buildings and structures</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The building is ancillary to a permitted activity.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b></p> <ol style="list-style-type: none"> <li>2. For buildings or structures of more than 10m<sup>2</sup>, LRZ-S2 to LRZ-S6; or</li> <li>3. For buildings or structures of 10m<sup>2</sup> or less, LRZ-S2 - LRZ-S5.</li> </ol>	<b>Activity status when compliance is not achieved with R4.1: DIS</b>
<b>LRZ-R5</b>	<b>Residential Activity</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: PER</b>	
<b>LRZ-R6</b>	<b>Visitor accommodation</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The visitor accommodation is undertaken within a residential unit and is ancillary to a residential activity.</li> <li>2. The maximum occupancy is 6 guests per night; and</li> <li>3. The access to the site is not shared with another site.</li> </ol> <p><b>And where the activity complies with the following rule requirements:</b> LRZ-S7</p>	<p><b>Activity status when compliance is not achieved with R6.1 or R6.2: Discretionary</b></p> <p><b>Activity status when compliance is not achieved with R6.3: Restricted Discretionary</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The effects of the activity on the amenity and safety of any sites sharing access.</li> </ol>
<b>LRZ-R7</b>	<b>Home business (unless otherwise specified in LRZ-R8 or LRZ-R14)</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The home business is undertaken within a residential unit;</li> <li>2. The maximum floor area occupied by the home business is no more than 30m<sup>2</sup>;</li> <li>3. Any employee engaged in the home business resides on-site;</li> </ol>	<p><b>Activity status when compliance is not achieved with R7.1 to R7.5: Discretionary</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved: Refer to Rule Requirement Table.</b></p>



	<p>4. The home business, including any storage of goods, materials, or equipment takes place entirely within a building; and</p> <p>5. The maximum number of vehicle trips for a home business per site must not exceed 32 per day.</p> <p><b>And where the activity complies with the following rule requirements:</b> LRZ-S7</p>	
<b>LRZ-R8</b>	<b>Childcare Services</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The childcare service is undertaken within a residential unit and is ancillary to a residential activity.</li> <li>2. The maximum number of children in attendance at any one time is 6, excluding any children who live on-site.</li> </ol> <p><b>And where the activity complies with the following rule requirements:</b> LRZ-S7</p>	<p><b>Activity status when compliance is not achieved with R8.1 or R8.2:</b> <b>Discretionary</b></p>
<b>LRZ-R9</b>	<b>Signs</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There is a maximum of one sign per site;</li> <li>2. The sign relates to the site on which it is located;</li> <li>3. The sign does not exceed 0.5m<sup>2</sup> in area;</li> <li>4. The sign is not illuminated and does not use reflective materials;</li> <li>5. The sign is fixed and does not move; and</li> <li>6. The sign does not obscure driver visibility to and from access ways.</li> </ol> <p><i>Note: This rule applies in addition to the controls on signage contained in Section 12 – District Wide Rules and Performance Standards.</i></p>	<p><b>Activity status when compliance is not achieved with R9.1 – R9.6: RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>a. The effect on amenity values of neighbouring properties.</li> <li>b. The effect on amenity values of the neighbourhood, and in particular on the character of the streetscape.</li> <li>c. The effect on the safe and efficient operation of the roading network.</li> </ol>
<b>LRZ-R10</b>	<b>Excavation</b>	
<b>Low Density</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p>	<p><b>Activity status when compliance is not achieved with R10.1 – R10.2: RDIS</b></p>




<b>Residential Zone</b>	<ol style="list-style-type: none"> <li>Any extraction of material shall not exceed 1m in depth within 2m of any site boundary; and</li> <li>The maximum volume or area of land excavated within any site in any 12-month period does not exceed 200m<sup>2</sup> per site.</li> </ol>	<b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>The location, volume and area of earthworks.</li> <li>The effect on amenity values or safety of neighbouring properties.</li> <li>The effect on water bodies and their margins.</li> <li>The impact on visual amenity and landscape character.</li> <li>Any effects on the road network arising from the excavation.</li> <li>Any effects on archaeological, heritage or cultural values.</li> <li>Any mitigation measures proposed.</li> </ol>
<b>LRZ-R11</b>	<b>Convenience Retail activities</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: RDIS</b>  <b>Where the activity complies with the following rule requirements:</b> LRZ-S2 to LRZ-S4 and LRZ-S6.  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Whether the proposed activity will primarily service the surrounding residential area.</li> <li>Hours of operation.</li> <li>amenity effects on neighbouring properties, including noise, disturbance and privacy.</li> <li>outdoor storage, including rubbish collection areas.</li> <li>the location and design of car parking and loading areas and access.</li> </ol>	
<b>LRZ-R12</b>	<b>Retirement Villages</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: RDIS</b>  <b>Where the activity complies with the following rule requirements:</b> LRZ-S2 to LRZ-S6.  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Integration of vehicle, cycle and pedestrian access with the adjoining road network.</li> <li>Provision of landscaping, open space, on-site amenity for residents, recreational facilities and stormwater systems.</li> </ol>	



	<ul style="list-style-type: none"> <li>c. Design and layout of pedestrian circulation.</li> <li>d. Parking and access.</li> <li>e. Traffic generation, including impact on the wider transport network.</li> <li>f. Residential amenity for neighbours in respect of outlook and privacy.</li> <li>g. Visual quality and interest in the form and layout of the retirement village, including buildings, fencing, location and scale of utility areas, parking areas and external storage areas.</li> </ul>	
<b>LRZ-R13</b>	<b>Community facilities</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: RDIS</b>  <b>Where the activity complies with the following rule requirements:</b> LRZ-S2 to LRZ-S6.  <b>Matters of discretion are restricted to:</b> <ul style="list-style-type: none"> <li>a. The location and design of car parking and loading areas and access.</li> <li>b. Design and layout of on-site pedestrian and cycling connections.</li> <li>c. Hours of operation.</li> <li>d. Noise, disturbance and loss of privacy of neighbours.</li> <li>e. Location, size and numbers of signs.</li> <li>f. Traffic generation and impact on the transport network.</li> <li>g. Landscaping.</li> <li>h. Site layout.</li> <li>i. The scale of activity.</li> <li>j. Scale, form and design of buildings.</li> </ul>	
<b>LRZ-R14</b>	<b>Any activity not otherwise listed in LRZ-R1 to LRZ-R12 or LRZ-R14 to LRZ-R17</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: DIS</b>	
<b>LRZ-R15</b>	<b>Industrial Activities</b>	
<b>LRZ-R16</b>	<b>Large format retailing</b>	
<b>LRZ-R17</b>	<b>Noxious Activities</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: NC</b>	
<b>LRZ-R18</b>	<b>Buildings on Land Subject to Hazards</b>	
<b>Low Density</b>	<b>Activity Status: NC</b>	





<b>Residential Zone</b>	<b>Where:</b> 1. The erection of any building (excluding buildings and/or structures associated with network utilities) on any part of a site identified on the planning maps as being subject to a hazard or land that is, or is likely to be, subject to material damage by erosion, falling debris, subsidence, slippage or inundation from any source.	
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### Standards

<b>LRZ-S1</b>	<b>Density</b>	<b>Activity Status where compliance not achieved:</b>
<b>Low Density Residential Zone</b>	1. Where the residential unit is connected to a reticulated sewerage system, the minimum site area per unit is 500m <sup>2</sup> . 2. Where the residential unit is not connected to a reticulated sewerage system, no more than one dwelling is provided per 800m <sup>2</sup> .	<b>NC</b>
<b>LRZ-S2</b>	<b>Height</b>	
<b>Low Density Residential Zone</b>	1. The maximum height of buildings and structures must not exceed 7.5m measured from ground level to the highest part of the building or structure	<b>Where:</b> LRZ-S2 is not met, but the height of the building or structure does not exceed 8.5m: <b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Dominance of built form in the surrounding area.</li> <li>Effects on visual amenity values, privacy, outlook and sunlight and daylight access for neighbouring properties.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the increased height.</li> </ol> <b>Where:</b> LRZ-S2 is not met, and the height of the building or structure exceeds 8.5m: <b>NC</b>
<b>LRZ-S3</b>	<b>Height in relation to boundary</b>	
<b>Low Density Residential Zone</b>	1. Buildings must be contained within a building envelope defined by the recession plane angles set out in Schedule 1 to the Residential Zone	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b>



	<p>chapter, from points 2.5m above ground level at the boundaries of the site.</p> <p>2. LRZ-S3.1 does not apply to:</p> <ol style="list-style-type: none"> <li>A boundary with a road.</li> <li>Common walls along a site boundary.</li> <li>Eaves inclusive of gutters with a maximum depth of 20cm measured vertically.</li> <li>Antennas, aerials, satellite dishes (less than 1m in diameter).</li> <li>Solar panels which do not project beyond the building envelope by more than 0.5m.</li> <li>Chimney structures not exceeding 1.1m in width provided these do not project beyond the building envelope by more than 1m.</li> <li>A gable end, dormer or roof where that portion projecting beyond the building envelope is no greater than 1.5m<sup>2</sup> in area and no greater than 1m in height.</li> </ol>	<ol style="list-style-type: none"> <li>Dominance of built form in the surrounding area.</li> <li>Effects on visual amenity values, privacy, outlook and sunlight and daylight access for neighbouring properties.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the breach.</li> </ol>
<b>LRZ-S4</b>	<b>Building Coverage</b>	<b>Activity Status where compliance not achieved:</b>
<b>Low Density Residential Zone</b>	The building coverage of the net area of any site must not exceed 40%.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Compatibility of the built form with the existing or anticipated character of the area.</li> <li>Dominance of built form in the surrounding area.</li> <li>The extent to which a level of openness around and between buildings is retained.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the breach.</li> </ol>
<b>LRZ-S5</b>	<b>Setback from road boundary</b>	
<b>Low Density Residential Zone</b>	Any building or structure shall be setback a minimum of 4.5m from a boundary with a road, except that this shall not apply to an uncovered deck less than 1m in height.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Any adverse effects on the safety and efficiency of the road network.</li> <li>The extent to which the breach will have adverse effects on visual</li> </ol>



		amenity values, including dominance. c. Compatibility of the building or structure with the surrounding built environment.
<b>Within 80m of the seal edge of a State Highway</b>	New residential buildings shall be designed and constructed to meet noise performance standards for noise from traffic on the State Highway that will not exceed 35dBA Leq (24hr) in bedrooms and 40dBA Leq (24hr) for other habitable rooms in accordance with the satisfactory sound levels recommended by Australian and New Zealand Standard AS/NZ2107:2000 Acoustics – Recommended design sound levels and reverberation times for building interiors. This shall take account of any increases in noise from projected traffic growth during a period of not less than 10 years from the commencement of construction of the development.	
<b>LRZ-S6</b>	<b>Setback from internal boundary</b>	
<b>Low Density Residential Zone</b>	Any building or structure shall be setback a minimum of: 1. 1.8m from any internal boundary (except that this does not apply to an uncovered deck less than 1m in height); and 2. 15m from the margin of any lake.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> a. Adverse effects on privacy, outlook, or shading on the affected property. b. The extent to which the breach will have adverse effects on visual amenity values, including dominance. c. The compatibility of the building or structure with the surrounding built environment. d. Any adverse effects on accessibility to the lake.
<b>LRZ-S7</b>	<b>Car parking</b>	<b>Activity Status where compliance not achieved:</b>
<b>Low Density Residential Zone</b>	The following minimum carpark spaces shall be provided on the site: 1. One carpark space per residential unit; and 2. Where the activity is a home business, one additional carpark space; and 3. Where the activity is visitor accommodation, one additional carpark space; and	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> a. Any adverse effects on the safety and efficiency of the road network. b. Effects on amenity values of neighbouring properties.





	4. Where the activity is a childcare service, one additional carpark space.	
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## MEDIUM DENSITY RESIDENTIAL ZONE

### Introduction

The Medium Density Residential Zone is located within the townships of Alexandra, Clyde and Cromwell in areas that are within a walkable distance of commercial areas or other key community facilities.

A more intensive density of development is anticipated in this zone compared with the other residential zones and it is intended to develop over time for to provide for a range of housing options, including more intensive options, to meet the diverse needs of the community, provide affordable options and provide a greater critical mass to support commercial and community facilities.

While providing for more intensive density, buildings within this zone are expected to be well-designed to ensure that they integrate with the surrounding area, minimise the effects of development on adjoining sites and still provide a good quality living environment for residents. The provisions also provide a pathway for the approval of a Comprehensive Residential Development Plan, allowing for master planning to be undertaken on larger sites, including at higher densities, where this still achieves the built form outcomes sought. Approval of a Comprehensive Residential Development Plan provides certainty regarding the form of an overall development, and can precede, or be considered concurrently with subdivision consents and land use consents for residential units.

While the focus of the zone is residential, some commercial and community facilities are anticipated, where they support the local residential population and are compatible with the purpose, character and amenity values of the zone.

The Future Growth Overlay identifies any area that has been signalled in the Vincent Spatial Plan for medium density residential zoning, in future. The provisions applying to this area are those of the underlying zoning, and therefore a Plan Change will be required to rezone this area in future. However, the Overlay is intended to identify any location where future growth is anticipated, when further supply of residential land is required, and provided that there is capacity within the reticulated water and wastewater networks to service the additional development.

### Objectives and Policies

Objectives	
<b>MRZ-01</b>	<b>Purpose of the Medium Density Residential Zone</b>
The Medium Density Residential Zone provides primarily for more intensive residential living opportunities, as well as activities that support, and are compatible with, the zone's residential focus.	
<b>MRZ-02</b>	<b>Character and amenity values of the Medium Density Residential Zone</b>
The Medium Density Residential Zone is a good quality living environment, which:	
<ol style="list-style-type: none"> <li>1. positively responds to the natural, heritage and cultural context and site features;</li> <li>2. provides a range of housing types, including those of a greater density than other residential zones, making efficient use of land and providing for growth needs;</li> <li>3. is responsive to and well-connected into the surrounding area;</li> <li>4. is well-designed, balancing affordability with good urban design outcomes; and</li> <li>5. provides good quality on-site amenity and maintains the anticipated amenity values of adjacent sites.</li> </ol>	



<b>Policies</b>	
<b>MRZ-P1</b>	<b>Built Form</b>
<p>Ensure that development within the Medium Density Residential Zone:</p> <ol style="list-style-type: none"> <li>1. actively and safely addresses road frontages and public open spaces;</li> <li>2. provides reasonable levels of privacy, outlook and adequate access to sunlight;</li> <li>3. provides safe and appropriate access and on-site parking that is discretely integrated;</li> <li>4. maintains a level of openness around and between buildings that reflect a moderate scale and intensity of built form that does not unreasonably dominate adjoining sites;</li> <li>5. provides visual interest;</li> <li>6. is managed so that relocated buildings are reinstated to an appropriate state of repair within a reasonable timeframe;</li> <li>7. provides sufficient and usable common and private open space and storage space for residents;</li> <li>8. maintains the safe and efficient operation of accessways and roads;</li> <li>9. mitigates visual effects through screening of storage areas and provision of landscaping;</li> <li>10. incorporates Crime Prevention Through Environmental Design (CPTED) principles to achieve a safe and secure environment;</li> <li>11. encourages water efficiency measures; and</li> <li>12. does not detract from the character of the Clyde Heritage Precinct.</li> </ol>	
<b>MRZ-P2</b>	<b>Comprehensive Development</b>
<p>Provide for comprehensively designed, medium density residential development on larger sites, at higher densities, where it:</p> <ol style="list-style-type: none"> <li>1. provides housing choice;</li> <li>2. is designed to respond positively to its context and the features of the site;</li> <li>3. is compatible with the urban form of nearby areas;</li> <li>4. provides a well-connected movement network and usable public open spaces and streetscapes; and</li> <li>5. achieves the built form outcomes in MRZ-P1.</li> </ol>	
<b>MRZ-P3</b>	<b>Residential activities</b>
<p>Enable residential activities within a range of residential units types and sizes.</p>	
<b>MRZ-P4</b>	<b>Home businesses</b>
<p>Provide for home businesses where:</p> <ol style="list-style-type: none"> <li>1. they are ancillary to a residential activity;</li> <li>2. they are consistent the anticipated character, amenity values and purpose of the zone; and</li> <li>3. the effects of the activity, including its scale, hours of operation, parking and vehicle manoeuvring are compatible with /do not compromise the amenity of adjoining sites.</li> </ol>	
<b>MRZ-P5</b>	<b>Retirement Living</b>
<p>Provide for a range of retirement living options, including retirement villages, where they are comprehensively planned and:</p> <ol style="list-style-type: none"> <li>2. any adverse effects on the residential amenity values of adjoining residential properties and the surrounding area are avoided or mitigated; and</li> <li>3. the scale, form, composition and design of the village maintains the character and amenity values of the surrounding area; and</li> <li>4. they are designed to provide safe, secure, attractive, convenient, and comfortable living conditions for residents, with good on-site amenity and facilities; and</li> <li>5. any parking and vehicle manoeuvring provided on-site is appropriately designed; and</li> <li>6. road safety and efficiency is maintained; and</li> <li>7. they are well-connected to commercial areas and community facilities.</li> </ol>	
<b>MRZ-P6</b>	<b>Other non-residential activities</b>



Only allow other non-residential activities and buildings, including the expansion of existing non-residential activities and buildings, where:

1. any adverse effects of the activity, including noise, do not compromise the anticipated amenity of the surrounding area; and
2. the nature, scale and intensity of the activity is compatible with the anticipated character and qualities of the zone and surrounding area; and
3. the activity is of a nature and scale that meet the needs of the local community and does not undermine the viability of the Business Resource Areas; and
4. the surrounding area retains a predominance of residential activities, and for adjoining properties, a sense of amenity, security and companionship is maintained;
5. any parking and vehicle manoeuvring provided on-site is appropriately designed; and
6. road safety and efficiency is maintained.

<b>MRZ-P7</b>	<b>Future Growth Overlay</b>
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Recognise and provide for rezoning of land within the Future Growth Overlay, where:

1. It is demonstrated as necessary to meet anticipated demand; and
2. It is able to be serviced by reticulated water and wastewater networks.

## Rules

<b>MRZ-R1</b>	<b>Residential units</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: PER</b>	<b>Activity status when compliance is not achieved with R1.1: RDIS</b>
	<p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There are no more than two residential units per site.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> MRZ-S1 to MRZ-S13, except where the residential units are within an area for which a Comprehensive Residential Development Master Plan has been approved, and non-compliance with any rule requirement has been considered through that resource consent.</p>	<p><b>And the activity complies with the following rule requirements:</b> MRZ-S1 to MRZ-S13, except where the residential units are within an area for which a Comprehensive Residential Development Master Plan has been approved, and non-compliance with any rule requirement has been considered through that resource consent.</p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>a. How the development responds to its context and site features, including any retained buildings, existing trees and the Clyde Heritage Precinct.</li> <li>b. The design of road frontages and frontages to public open spaces in relation to public safety (including CPTED principles), activation, entrance recognition, access and servicing.</li> <li>c. Management of privacy, views and sunlight access for neighbours, including those on-site.</li> <li>d. The location, safety and landscape treatment of shared access and parking areas, including garages.</li> </ol>



		<ul style="list-style-type: none"> <li>e. Configuration of building / roof forms, façade design and material use.</li> <li>f. The balance between hard and soft landscaping and the extent to which landscaping enhances residential amenity.</li> <li>g. The location, size and quality of private and common open spaces, including orientation, privacy, and access to internal areas.</li> <li>h. The location, useability and screening of service, storage and waste management areas.</li> </ul> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>MRZ-R2</b>	<b>Comprehensive Residential Development Master Plan</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ul style="list-style-type: none"> <li>a. Provision for housing diversity and choice, relative to other residential areas.</li> <li>b. How the development responds to its context and site features, including solar orientation, views, existing buildings and vegetation, and, within Clyde township, the Clyde Heritage Precinct.</li> <li>c. Whether the urban form is compatible with the nearby land use mix, including providing convenient access to commercial centres and community facilities.</li> <li>d. The extent to which the development provides well-connected and legible movement networks, integrating all access modes, with priority for walking and cycling.</li> <li>e. The location, extent and quality of public open space and streetscapes, taking into account servicing and maintenance requirements.</li> <li>f. The Incorporation of Crime Prevention Through Environmental Design (CPTED) principles to achieve a safe and secure environment.</li> </ul>	



	<p>g. Whether the configuration of blocks and lots will allow for development that can readily achieve the outcomes sought in MRZ-P1.</p> <p>h. Where the application also seeks provision for future built development to breach any of the rule requirements, discretion is also restricted to those matters specified in the relevant rule requirement.</p>	
<b>MRZ-R3</b>	<b>Minor Residential Unit</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There is a maximum of one minor residential unit per site;</li> <li>2. The maximum floor area of the minor residential unit is 70m<sup>2</sup> or 90m<sup>2</sup> including a garage; and</li> <li>3. The minor residential unit shall use the same servicing connections and accessway as the principal residential unit.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> MRZ-S2 to MRZ-S6 and MRZ-S8.</p>	<p><b>Activity status when compliance is not achieved with R3.1: NC</b></p> <p><b>Activity status when compliance is not achieved with R3.2 or R3.3: DIS</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>MRZ-R4</b>	<b>Relocated buildings</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: CON</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. Any relocated building intended for use as a dwelling (excluding previously used garages and accessory buildings) must have previously been designed, built and used as a dwelling;</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> MRZ-S1 to MRZ-S13.</p> <p><b>Matters of control are restricted to:</b></p> <ol style="list-style-type: none"> <li>a. The time period within which the building will be placed on its foundations.</li> <li>b. Identification of, and the time period to complete reinstatement works to the exterior of the building.</li> <li>c. Provision of servicing.</li> </ol>	<p><b>Activity status when compliance is not achieved with R4.1: DIS</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>



	d. Whether any bond is required to cover the cost of any reinstatement works required, and the type of bond.	
<b>MRZ-R5</b>	<b>Accessory buildings and structures</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: PER</b>  <b>Where:</b> 1. The building is ancillary to a permitted activity.  <b>And the activity complies with the following rule requirements:</b> 1. For buildings or structures of more than 10m <sup>2</sup> , MRZ-S2 to MRZ-S6; or 2. For buildings or structures of 10m <sup>2</sup> or less, MRZ-S2 - MRZ-S5.	<b>Activity status when compliance is not achieved with R5.1: DIS</b>  <b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.
<b>MRZ-R6</b>	<b>Residential Activity</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: PER</b>	
<b>MRZ-R7</b>	<b>Visitor accommodation</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: PER</b>  <b>Where:</b> 1. The visitor accommodation is undertaken within a residential unit and is ancillary to a residential activity; 2. The maximum occupancy is 6 guests per night; and 3. The access to the site is not shared with another site.  <b>And the activity complies with the following rule requirements:</b> MRZ-S13	<b>Activity status when compliance is not achieved with R7.1 or R7.2: Discretionary</b>  <b>Activity status when compliance is not achieved with R6.3: Restricted Discretionary</b>  <b>Matters of discretion are restricted to:</b> 1. The effects of the activity on the amenity and safety of any sites sharing access.  <b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.
<b>MRZ-R8</b>	<b>Home Business (unless otherwise specified in MRZ-R9 or MRZ-R15)</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: PER</b>  <b>Where:</b> 1. The home business is undertaken within a residential unit; 2. The maximum floor area occupied by the home business is no more than 30m <sup>2</sup> ; 3. Any employee engaged in the home business resides on-site;	<b>Activity status when compliance is not achieved with R8.1 to R8.6: Discretionary</b>  <b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.



	<p>4. the home business, including any storage of goods, materials, or equipment takes place entirely within a building; and</p> <p>5. The maximum number of vehicle trips for a home business per site must not exceed 32 per day.</p> <p><b>And where the activity complies with the following rule requirements:</b> MRZ-S13</p>	
<b>MRZ-R9</b>	<b>Childcare Services</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The childcare service is undertaken within a residential unit and is ancillary to a residential activity; and</li> <li>2. The maximum number of children in attendance at any one time is 6, excluding any children who live on-site.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> MRZ-S13</p>	<p><b>Activity status when compliance is not achieved with R9.1 or R9.2:</b> <b>Discretionary</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>MRZ-R10</b>	<b>Signs</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There is a maximum of one sign per site;</li> <li>2. The sign relates to the site on which it is located;</li> <li>3. The sign does not exceed 0.5m<sup>2</sup> in area;</li> <li>4. The sign is not illuminated and does not use reflective materials;</li> <li>5. The sign is fixed and does not move; and</li> <li>6. The sign does not obscure driver visibility to and from access ways.</li> </ol> <p><i>Note: This rule applies in addition to the controls on signage contained in Section 12 – District Wide Rules and Performance Standards.</i></p>	<p><b>Activity status when compliance is not achieved with R10.1 – R10.6: RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The effect on amenity values of neighbouring properties.</li> <li>2. The effect on amenity values of the neighbourhood, and in particular on the character of the streetscape.</li> <li>3. The effect on the safe and efficient operation of the roading network.</li> </ol>
<b>MRZ-R11</b>	<b>Excavation</b>	
<b>Medium Density</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p>	<p><b>Activity status when compliance is not achieved with R11.1 – R11.2: RDIS</b></p>




<b>Residential Zone</b>	<ol style="list-style-type: none"> <li>Any extraction of material shall not exceed 1m in depth within 2m of any site boundary; and</li> <li>The maximum volume or area of land excavated within any site in any 12-month period does not exceed 200m<sup>2</sup> per site.</li> </ol>	<b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>The location, volume and area of earthworks.</li> <li>The effect on amenity values or safety of neighbouring properties.</li> <li>The effect on water bodies and their margins.</li> <li>The impact on visual amenity and landscape character.</li> <li>Any effects on the road network arising from the excavation.</li> <li>Any effects on archaeological, heritage or cultural values.</li> <li>Any mitigation measures proposed.</li> </ol>
<b>MRZ-R12</b>	<b>Convenience Retail activities</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: RDIS</b>  <b>Where the activity complies with the following rule requirements:</b> MRZ-S2 to MRZ-S5.  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Whether the proposed activity will primarily service the surrounding residential area.</li> <li>Hours of operation.</li> <li>Amenity effects on neighbouring properties, including noise, disturbance and privacy.</li> <li>Outdoor storage, including rubbish collection areas.</li> <li>The location and design of car parking and loading areas and access.</li> </ol>	<b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.
<b>MRZ-R13</b>	<b>Retirement Villages</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: RDIS</b>  <b>Where the activity complies with the following rule requirements:</b> MRZ-S2 to MRZ-S6.  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Integration of vehicle, cycle and pedestrian access with the adjoining road network.</li> <li>Provision of landscaping, open space, on-site amenity for residents, recreational facilities and stormwater systems.</li> <li>Design and layout of pedestrian circulation.</li> </ol>	<b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.



	<ul style="list-style-type: none"> <li>d. Parking and access.</li> <li>e. Traffic generation, including impact on the wider transport network.</li> <li>f. Residential amenity for neighbours in respect of outlook and privacy.</li> <li>g. Visual quality and interest in the form and layout of the retirement village, including buildings, fencing, location and scale of utility areas, parking areas and external storage areas.</li> </ul>	
<b>MRZ-R14</b>	<b>Community facilities</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: RDIS</b></p> <p><b>Where the activity complies with the following rule requirements:</b> MRZ-S2 to MRZ-S6.</p> <p><b>Matters of discretion are restricted to:</b></p> <ul style="list-style-type: none"> <li>a. The location and design of car parking and loading areas and access.</li> <li>b. Design and layout of on-site pedestrian and cycling connections.</li> <li>c. Hours of operation.</li> <li>d. Noise, disturbance and loss of privacy of neighbours.</li> <li>e. Location, size and numbers of signs.</li> <li>f. Traffic generation and impact on the transport network.</li> <li>g. Landscaping.</li> <li>h. Site layout.</li> <li>i. The scale of activity.</li> <li>j. Scale, form and design of buildings.</li> </ul>	<p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>MRZ-R15</b>	<b>Any activity not otherwise listed in MRZ-R1 to MRZ-R13 or MRZ-R15 to MRZ-R18</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: DIS</b>	
<b>MRZ-R16</b>	<b>Industrial Activities</b>	
<b>MRZ-R17</b>	<b>Large format retailing</b>	
<b>MRZ-R18</b>	<b>Noxious Activities</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: NC</b>	
<b>MRZ-R19</b>	<b>Buildings on Land Subject to Hazards</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: NC</b></p> <p><b>Where:</b></p>	





	1. The erection of any building (excluding buildings and/or structures associated with network utilities) on any part of a site identified on the planning maps as being subject to a hazard or land that is, or is likely to be, subject to material damage by erosion, falling debris, subsidence, slippage or inundation from any source.	
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## Standards

MRZ-S1	Density	Activity Status where compliance not achieved:
<b>Medium Density Residential Zone</b>	1. Where the residential unit is connected to a reticulated sewerage system, the minimum site area per unit is 200m <sup>2</sup> . 2. Where the residential unit is not connected to a reticulated sewerage system, the minimum site area per unit is 800m <sup>2</sup> .	<b>Where:</b> 3. MRZ-S1.1 is not met, but the minimum site area per unit is 180m <sup>2</sup> : <b>DIS</b>  <b>Where:</b> MRZ-S1.2 is not met, or MRZ-S1.1 and MRZ-S1.3 are not met: <b>NC</b>
MRZ-S2	Height	
<b>Medium Density Residential Zone (excluding within the Clyde Medium Density Residential Zone)</b>	1. The maximum height of buildings and structures must not exceed: <ol style="list-style-type: none"> <li>11m measured from ground level to the highest part of the building or structure; and</li> <li>3 storeys.</li> </ol>	<b>Where:</b> MRZ-S2.1 is not met, but the height of the building or structure does not exceed 10m: <b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Dominance of built form in the surrounding area.</li> <li>Effects on visual amenity values, privacy, outlook and sunlight and daylight access for neighbouring properties.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the increased height.</li> </ol> <b>Where:</b> MRZ-S2.1 is not met, and the height of the building or structure exceeds 10m: <b>NC</b>
<b>Within the Clyde Medium Density Residential Zone</b>	2. The maximum height of buildings and structures must not exceed: <ol style="list-style-type: none"> <li>8.5m measured from ground level to the highest part of the building or structure; and</li> <li>2 storeys.</li> </ol>	<b>Where:</b> MRZ-S2.2 is not met: <b>NC</b>



<b>MRZ-S3</b>	<b>Height in relation to boundary</b>	
<b>Medium Density Residential Zone</b>	<ol style="list-style-type: none"> <li>1. Buildings must be contained within a building envelope defined by the recession plane angles set out in Schedule 1 to the Residential Zone chapter, from points 3.5m above ground level at the boundaries of the site; or from points 2.5m above ground level along boundaries that adjoin the Low Density Residential Zone or Large Lot Residential Zone.</li> <li>2. MRZ-S3.1 does not apply to: <ol style="list-style-type: none"> <li>a. A boundary with a road.</li> <li>b. Common walls along a site boundary.</li> <li>c. Eaves inclusive of gutters with a maximum depth of 20cm measured vertically.</li> <li>d. Antennas, aerials, satellite dishes (less than 1m in diameter).</li> <li>e. Solar panels which do not project beyond the building envelope by more than 0.5m.</li> <li>f. Chimney structures not exceeding 1.1m in width provided these do not project beyond the building envelope by more than 1m.</li> <li>g. A gable end, dormer or roof where that portion projecting beyond the building envelope is no greater than 1.5m<sup>2</sup> in area and no greater than 1m in height.</li> </ol> </li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Dominance of built form in the surrounding area.</li> <li>b. Effects on visual amenity values, privacy, outlook and sunlight and daylight access for neighbouring properties.</li> <li>c. Any mitigation measures proposed which reduce the adverse effects of the breach.</li> </ol>
<b>MRZ-S4</b>	<b>Building Coverage</b>	<b>Activity Status where compliance not achieved:</b>
<b>Medium Density Residential Zone</b>	The building coverage of the net area of any site must not exceed 40%.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Compatibility of the built form with the existing or anticipated character of the area.</li> <li>b. Dominance of built form in the surrounding area.</li> <li>c. The extent to which a level of openness around and between buildings is retained.</li> </ol>




		d. Any mitigation measures proposed which reduce the adverse effects of the breach.
<b>MRZ-S5</b>	<b>Setback from road boundary</b>	
<b>Medium Density Residential Zone</b>	Any building or structure shall be setback a minimum of 2m from a boundary with a road, except that this shall not apply to an uncovered deck less than 1m in height.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Any adverse effects on the safety and efficiency of the road network.</li> <li>The extent to which the breach will have adverse effects on visual amenity values, including dominance.</li> <li>Compatibility of the building or structure with the surrounding built environment.</li> </ol>
<b>Within 80m of the seal edge of a State Highway</b>	New residential buildings shall be designed and constructed to meet noise performance standards for noise from traffic on the State Highway that will not exceed 35dBA Leq (24hr) in bedrooms and 40dBA Leq (24hr) for other habitable rooms in accordance with the satisfactory sound levels recommended by Australian and New Zealand Standard AS/NZ2107:2000 Acoustics – Recommended design sound levels and reverberation times for building interiors. This shall take account of any increases in noise from projected traffic growth during a period of not less than 10 years from the commencement of construction of the development.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Any adverse effects on the operation of the road network, including the potential for reverse sensitivity effects to arise.</li> </ol>
<b>MRZ-S6</b>	<b>Setback from internal boundary</b>	
	Any building or structure shall be setback a minimum of: <ol style="list-style-type: none"> <li>1m from any internal boundary (except that this does not apply to common walls along a site boundary, or to an uncovered deck less than 1m in height); and</li> <li>15m from the margin of any lake.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Adverse effects on privacy, outlook, or shading on the affected property.</li> <li>The extent to which the breach will have adverse effects on visual amenity values, including dominance.</li> <li>The compatibility of the building or structure with the surrounding built environment.</li> <li>Any adverse effects on accessibility to the lake.</li> </ol>
<b>MRZ-S7</b>	<b>Outdoor Living Space</b>	<b>Activity Status where compliance not achieved:</b>



<b>Medium Density Residential Zone</b>	Each residential unit must have an exclusive outdoor living space: <ol style="list-style-type: none"> <li>for units with common living space at ground floor level, of at least 30m<sup>2</sup> with a minimum dimension of 4m; and</li> <li>for units located entirely above the ground floor level, that comprises a balcony of at least 12m<sup>2</sup>, with a minimum dimension of 1.5m; and</li> <li>located on the north, west or east side of the residential unit and which is accessible from the living space of the residential unit.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Provision of useable outdoor space; and</li> <li>Accessibility and convenience for residents; and</li> <li>Whether there is suitable alternative provision of public outdoor space, in close proximity, to meet resident's needs.</li> </ol>
<b>MRZ-S8</b>	<b>Landscaping</b>	<b>Activity Status where compliance not achieved:</b>
<b>Medium Density Residential Zone</b>	At least 30% of the site shall be planted in grass, trees, shrubs or other vegetation.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Compatibility with the character of the area.</li> <li>Balance between built form and open space.</li> </ol>
<b>MRZ-S9</b>	<b>Service and Storage Space</b>	<b>Activity Status where compliance not achieved:</b>
<b>Medium Density Residential Zone</b>	<ol style="list-style-type: none"> <li>Each residential unit must have an outdoor or indoor service space of at least 2.5m<sup>2</sup> with a minimum dimension of 1.5m available for use for the storage of waste and recycling bins.</li> <li>The required spaces can be provided either individually or within a communal space for multiple units.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Provision of useable service and storage space.</li> <li>Accessibility and convenience for residents.</li> </ol>
<b>MRZ-S10</b>	<b>Outlook Space</b>	<b>Activity Status where compliance not achieved:</b>
	Each residential unit must provide the following minimum outlook spaces: <ol style="list-style-type: none"> <li>for a principal living room, 4m in depth and 4m in width;</li> <li>for a principal bedroom, 3m in depth and 3m in width; and</li> <li>all other habitable rooms, 1m in depth and 1m in width.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Visual privacy and outlook between habitable rooms of different buildings on the same or neighbouring sites.</li> <li>Visual dominance.</li> <li>Provision of a sense of space for residents.</li> </ol>
<b>MRZ-S11</b>	<b>Fencing</b>	<b>Activity Status where compliance not achieved:</b>
	The maximum height of any fence along a road boundary shall be:	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b>





	<ol style="list-style-type: none"> <li>1. 1m, where less than 50% of the fence structure is visually transparent; or</li> <li>2. 1.8m, where 50% or more of the fence structure is visually transparent.</li> </ol>	<ol style="list-style-type: none"> <li>a. Effects on the streetscape.</li> <li>b. Adequacy of sunlight access to open spaces.</li> <li>c. Privacy for residents.</li> <li>d. The need to mitigate traffic noise on high volume roads.</li> </ol>
<b>MRZ-S12</b>	<b>Habitable Rooms</b>	<b>Activity Status where compliance not achieved:</b>
	Each residential unit must have a habitable room located at ground floor level.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Activation of frontages.</li> <li>b. Visual interest.</li> <li>c. Access to ground level open spaces.</li> </ol>
<b>MRZ-S13</b>	<b>Car parking</b>	<b>Activity Status where compliance not achieved:</b>
	<p>The following minimum carpark spaces shall be provided on the site:</p> <ol style="list-style-type: none"> <li>1. One carpark space per residential unit; and</li> <li>2. Where the activity is a home business, one additional carpark space; and</li> <li>3. Where the activity is visitor accommodation, one additional carpark space; and</li> <li>4. Where the activity is a childcare service, one additional carpark space.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Any adverse effects on the safety and efficiency of the road network.</li> <li>b. Effects on amenity values of neighbouring properties.</li> </ol>





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## RESIDENTIAL ZONES SUBDIVISION

### Introduction

*Note: This chapter currently only applies to residential zones, and applies in addition to, and should be read in conjunction with, the district-wide provisions for subdivision contained in Section 16.*

### Objectives and Policies

Objectives	
<b>SUB-O1</b>	<b>Subdivision Design</b>
The subdivision of land within residential zones creates sites and patterns of development that are consistent with the purpose, character and amenity values anticipated within that zone.	

Policies	
<b>SUB-P1</b>	<b>Creation of new sites</b>
Provide for subdivision within residential zones where it results in allotments that: <ol style="list-style-type: none"> <li>1. reflect the intended pattern of development and are consistent with the purpose, character and amenity values of the zone; and</li> <li>2. are of a size and dimension that are sufficient to accommodate the intended built form for that zone;</li> <li>3. minimise natural hazard risk to people's lives and properties; and</li> <li>4. are adequately served by public open space that is accessible, useable and well-designed.</li> </ol>	
<b>SUB-P2</b>	<b>Dual Use</b>
Recognise the recreation and amenity benefits of the holistic and integrated use of public spaces, through: <ol style="list-style-type: none"> <li>1. encouraging subdivision designs which provide multiple uses for public spaces, including stormwater management and flood protection areas; and</li> <li>2. integration of walking and cycling connections with waterways, green spaces and other community facilities.</li> </ol>	
<b>SUB-P3</b>	<b>Energy Efficiency</b>
Recognise the benefits of subdivision that encourages energy efficiency through subdivision designs which: <ol style="list-style-type: none"> <li>1. maximise solar gain;</li> <li>2. support the uptake of energy efficient technologies; and</li> <li>3. support multi-modal transport choice.</li> </ol>	
<b>SUB-P4</b>	<b>Heritage Precincts</b>
Within heritage precincts, require consideration of future buildings on the heritage values and character of the precinct, at the time of subdivision.	




## Rules

<b>SUB-R1</b>	<b>Boundary adjustments</b>	
<b>All Residential Zones</b>	<p><b>Activity Status: CON</b></p> <p><b>Where the activity complies with the following rule requirements:</b></p> <ol style="list-style-type: none"> <li>1. The allotments comply with SUB-S1; or</li> <li>2. Any existing allotment that does not meet SUB-S1 does not decrease in area.</li> </ol> <p><b>Matters of control are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The area of the proposed allotments.</li> <li>2. The location, design and construction of access, and its adequacy for the intended use of the subdivision.</li> <li>3. Public access requirements.</li> <li>4. The provision of services and their adequacy for the intended use of the subdivision.</li> <li>5. Any amalgamations and easements that are appropriate.</li> <li>6. Any financial contributions necessary for the purposes set out in Section 15 of the Plan.</li> <li>7. Any other matters provided for in section 220 of the Act.</li> </ol>	<b>Activity Status when compliance is not achieved with R1.1 and R1.2: DIS</b>
<b>SUB-R2</b>	<b>Subdivision to create a network or public utility or a reserve</b>	
<b>All Residential Zones</b>	<p><b>Activity Status: CON</b></p> <p><b>Matters of control are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The area of the proposed allotment taking into consideration the proposed use of the allotment, the amenities of neighbouring properties and the site's ability to dispose of waste (if required).</li> <li>2. The location, design and construction of access, and its adequacy for the intended use of the subdivision.</li> <li>3. Public access requirements.</li> <li>4. The provision of services and their adequacy for the intended use of the subdivision.</li> <li>5. Any amalgamations and easements that are appropriate.</li> </ol>	



	6. Any financial contributions necessary for the purposes set out in Section 15 of the Plan. 7. Any other matters provided for in section 220 of the Act.	
<b>SUB-R3</b>	<b>Subdivision where any part of the site is within a Heritage Precinct</b>	
<b>All Residential Zones</b>	<b>Activity Status: RDIS</b>  <b>Where:</b> <ol style="list-style-type: none"> <li>The application for subdivision consent is submitted concurrently with an application for land use consent under Section 11.</li> </ol> <b>Where the activity complies with the following rule requirements:</b> SUB-S1  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Those matters specified in SUB-R4.</li> <li>The impact of the proposed subdivision on the heritage values and character of the Heritage Precinct.</li> </ol>	<b>Activity status when compliance is not achieved with R3.1: DIS</b>  <b>And the activity complies with the following rule requirements:</b> SUB-S1  <b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.
<b>SUB-R4</b>	<b>Subdivision not otherwise specified</b>	
<b>All Residential Zones</b>	<b>Activity Status: RDIS</b>  <b>Where the activity complies with the following rule requirements:</b> SUB-S1  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Whether the subdivision creates allotments that can accommodate anticipated land uses and are consistent with the purpose, character, and qualities of the applicable zone.</li> <li>The provision of adequate network utility services (given the intended use of the subdivision) including the location, design and construction of these services.</li> <li>The ability to lawfully dispose of wastewater and stormwater.</li> <li>The location, design and construction of access to public roads and its adequacy for the intended use of the subdivision.</li> </ol>	<b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.





	<ol style="list-style-type: none"> <li>5. The provision of landscaping, including road berms.</li> <li>6. Earthworks necessary to prepare the site for development occupation, and/or use.</li> <li>7. Subdivisional design including the shape and arrangement of allotments to:               <ol style="list-style-type: none"> <li>i. facilitate convenient, safe, efficient and easy access.</li> <li>ii. achieve energy efficiency, including access to passive solar energy sources.</li> <li>iii. facilitate the safe and efficient operation and the economic provision of roading and network utility services to secure an appropriate and co-ordinated ultimate pattern of development.</li> <li>iv. maintain and enhance amenity values.</li> <li>v. facilitate adequate access to back land.</li> <li>vi. protect existing water races.</li> </ol> </li> <li>8. The provision of or contribution to the open space and recreational needs of the community.</li> <li>9. The provision of buffer zones adjacent to roads, network utilities or natural features.</li> <li>10. The protection of important landscape features, including significant rock outcrops and escarpments.</li> <li>11. Provision for pedestrian and cyclist movement, including the provision of, or connection to, walkways and cycleways.</li> <li>12. The provision of esplanade strips or reserves and/or access strips.</li> <li>13. Any financial contributions necessary for the purposes set out in Section 15 of this Plan.</li> <li>14. Any amalgamations and easements that are appropriate.</li> <li>15. Any other matters provided for in section 220 of the Act.</li> </ol>	
<b>SUB-R5</b>	<b>Subdivision of three or more allotments in the Medium Density Residential Zone</b>	
<b>Medium Density</b>	<b>Activity Status: RDIS</b>	<b>Activity status when compliance is not achieved with R5.1: NC</b>




<b>Residential Zone</b>	<p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The application for subdivision consent made under this rule shall be submitted concurrently with an application for land use consent under MRZ-R1, or after the grant of a land use consent.</li> </ol> <p><b>Where the activity complies with the following rule requirements:</b> SUB-S1, except where a resource consent has been obtained for a Comprehensive Residential Development Plan, and the subdivision is in accordance with that consent.</p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. Those matters set out in SUB-R4.</li> </ol>	<p><b>And the activity complies with the following rule requirements:</b> SUB-S1</p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>SUB-R6</b>	<b>Subdivision of Land Subject to Hazards</b>	
<b>All Residential Zones</b>	<p><b>Activity Status: DIS</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The subdivision involves land that is subject to or potentially subject to the effects of any hazard as identified on the planning maps; or</li> <li>2. The subdivision involves land that is likely to be subject to material damage by erosion, falling debris, subsidence, slippage or inundation from any source.</li> </ol>	

## Standards

<b>SUB-S1</b>	<b>Density</b>	<b>Activity Status where compliance not achieved:</b>
<b>Medium Density Residential Zone</b>	<ol style="list-style-type: none"> <li>1. Where a reticulated sewerage system is available or is installed as part of the subdivision the minimum size of any allotment shall be no less than 200m<sup>2</sup>.</li> <li>2. Where a reticulated sewerage system is not installed or available, the minimum size of any allotment shall be no less than 800m<sup>2</sup>.</li> </ol>	<b>NC</b>
<b>Low Density Residential Zone</b>	<ol style="list-style-type: none"> <li>3. Where a reticulated sewerage system is available or is installed as part of the subdivision the minimum size of any allotment shall be no less than 500m<sup>2</sup>.</li> </ol>	<b>NC</b>

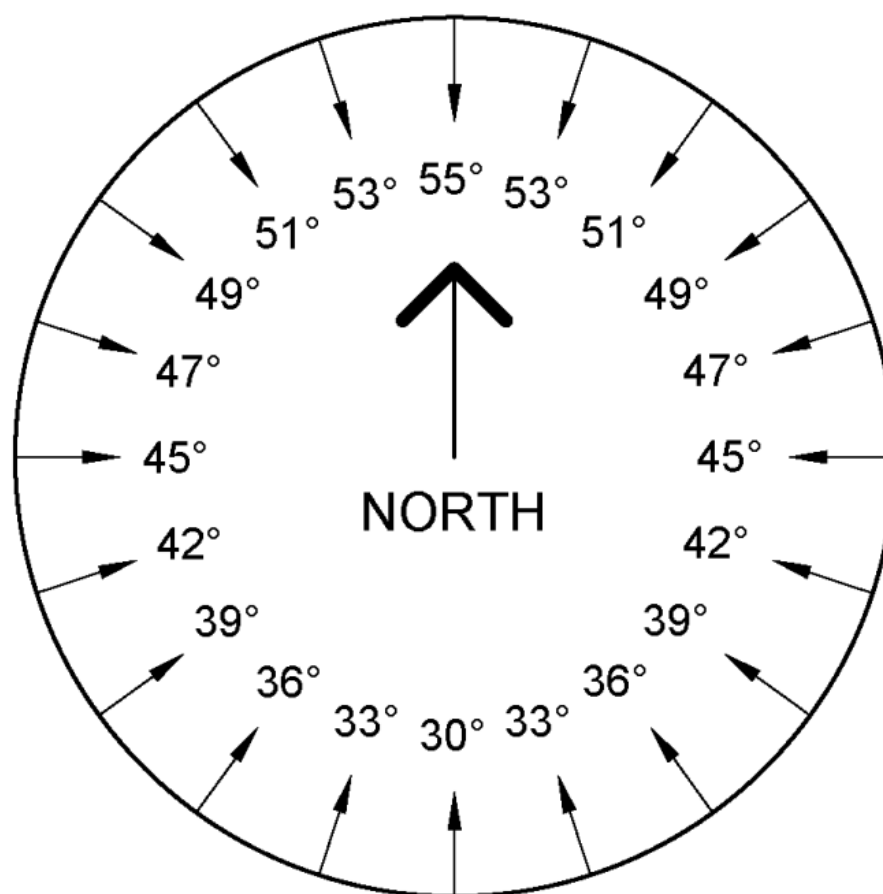




	4. Where a reticulated sewerage system is not installed or available, the minimum size of any allotment shall be no less than 800m <sup>2</sup> .	
<b>Large Lot Residential Zone (excluding Precincts 1, 2 &amp; 3)</b>	5. The minimum size of any allotment shall be no less than 2000m <sup>2</sup> .	<b>NC</b>
<b>Precinct 1</b>	6. The minimum size of any allotment shall be no less than 1000m <sup>2</sup> .	<b>NC</b>
<b>Precinct 2</b>	7. The minimum size of any allotment shall be no less than 3000m <sup>2</sup> .	<b>NC</b>
<b>Precinct 3</b>	8. The minimum size of any allotment shall be no less than 6000m <sup>2</sup> .	<b>NC</b>



## Schedule 1 – Height in Relation to Boundary







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# Central Otago District Plan

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## Plan Change 19 – Residential Chapter Provisions Appendix 2





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## LARGE LOT RESIDENTIAL ZONE

### Introduction

The Large Lot Residential Zone is located in some of the outer residential areas within the townships of Alexandra, Clyde and Cromwell, as well as in the townships of Bannockburn, Lowburn and Roxburgh, along with some isolated areas of existing large lot residential near Lake Dunstan.

The density within the Large Lot Residential Zone is the lowest of all the residential zones, providing for detached houses on large sites, maintaining a high open space to built form ratio. Generous setbacks are also provided from the road and neighbouring boundaries. Buildings are expected to maintain these existing low density characteristics, minimise the effects of development on adjoining sites and integrate with the surrounding area.

The focus of the zone is residential, with limited commercial and community facilities anticipated.

Within Precinct 1, slightly higher densities are anticipated, which reflects the historic pattern of development. Within Precincts 2 & 3, a lower density is anticipated, to maintain the existing amenity and character in these areas.

The Future Growth Overlay identifies any area that has been signalled in the Vincent Spatial Plan for Large Lot Residential zoning, in future. The provisions applying to this area are those of the underlying zoning, and therefore a Plan Change will be required to rezone this area in future. However, the Overlay is intended to identify any location where future growth is anticipated, when further supply of residential land is required, and provided that there is capacity within the reticulated water and wastewater networks to service the additional development.

### Objectives and Policies

Objectives	
<b>LLRZ-O1</b>	<b>Purpose of the Large Lot Residential Zone</b>
The Large Lot Residential Zone provides primarily for residential living opportunities.	
<b>LLRZ-O2</b>	<b>Character and amenity values of the Large Lot Residential Zone</b>
The Large Lot Residential Zone is a pleasant, low-density living environment, which: <ol style="list-style-type: none"> <li>1. contains predominantly low-rise and detached residential units on large lots;</li> <li>2. maintains a predominance of open space over built form;</li> <li>3. provides good quality on-site amenity and maintains the anticipated amenity values of adjacent sites; and</li> <li>4. is well-designed and well-connected into the surrounding area.</li> </ol>	
<b>LLRZ-O3</b>	<b>Precincts 1, 2 &amp; 3</b>
The density of development in the Large Lot Residential Precincts recognises and provides for maintenance of the amenity and character resulting from existing or anticipated development in these areas.	

Policies	
<b>LLRZ-P1</b>	<b>Built Form</b>
Ensure that development within the Large Lot Residential Zone: <ol style="list-style-type: none"> <li>1. provides reasonable levels of privacy, outlook and adequate access to sunlight;</li> <li>2. provides safe and appropriate access and on-site parking;</li> <li>3. maintains a high level of spaciousness around buildings and a modest scale and intensity of built form that does not unreasonably dominate adjoining sites;</li> <li>4. is managed so that relocated buildings are reinstated to an appropriate state of repair within a reasonable timeframe;</li> </ol>	



	<ol style="list-style-type: none"> <li>provides generous usable outdoor living space for residents and for tree and garden planting;</li> <li>maintains the safe and efficient operation of road;</li> <li>mitigates visual effects through screening of storage areas and provision of landscaping; and</li> <li>encourages water efficiency measures.</li> </ol>
<b>LLRZ-P2</b>	<b>Residential activities</b>
	Enable residential activities within a range of residential unit types and sizes.
<b>LLRZ-P3</b>	<b>Home business</b>
	<p>Provide for home businesses where:</p> <ol style="list-style-type: none"> <li>they are ancillary to a residential activity;</li> <li>they are consistent the anticipated character, amenity values and purpose of the zone; and</li> <li>the effects of the activity, including its scale, hours of operation, parking and vehicle manoeuvring are compatible with /do not compromise the amenity of adjoining sites.</li> </ol>
<b>LLRZ-P4</b>	<b>Retirement Living</b>
	<p>Provide for a range of retirement living options, including retirement villages, where they are comprehensively planned and:</p> <ol style="list-style-type: none"> <li>any adverse effects on the residential amenity values of adjoining residential properties and the surrounding area are avoided or mitigated; and</li> <li>the scale, form, composition and design of the village maintains the character and amenity values of the surrounding area; and</li> <li>they are designed to provide safe, secure, attractive, convenient, and comfortable living conditions for residents, with good on-site amenity and facilities; and</li> <li>any parking and vehicle manoeuvring provided on-site is appropriately designed; and</li> <li>road safety and efficiency is maintained; and</li> <li>they are well-connected to commercial areas and community facilities</li> </ol>
<b>LLRZ-P5</b>	<b>Other non-residential activities</b>
	<p>Avoid other non-residential activities and buildings, including the expansion of existing non-residential activities and buildings, unless:</p> <ol style="list-style-type: none"> <li>any adverse effects of the activity, including noise, do not compromise the anticipated amenity of the surrounding area; and</li> <li>the nature, scale and intensity of the activity is compatible with the anticipated character and qualities of the zone and surrounding area; and</li> <li>the activity is of a nature and scale that meet the needs of the local community and does not undermine the viability of the Business Resource Areas; and</li> <li>the surrounding area retains a predominance of residential activities, and for adjoining properties, a sense of amenity, security and companionship is maintained;</li> <li>any parking and vehicle manoeuvring provided on-site is appropriately designed; and</li> <li>road safety and efficiency is maintained.</li> </ol>
<b>LLRZ-P6</b>	<b>Precinct 1</b>
	Provide for development within Precinct 1 at a density consistent with the existing character of the area.
<b>LLRZ-P7</b>	<b>Precincts 2 &amp; 3</b>
	Ensure that development within Precincts 2 & 3 maintains a higher level of open space, consistent with the existing character of the area.
<b>LLRZ-P8</b>	<b>Future Growth Overlay</b>
	<p>Recognise and provide for rezoning of land within the Future Growth Overlay, where:</p> <ol style="list-style-type: none"> <li>It is demonstrated as necessary to meet anticipated demand; and</li> <li>It is able to be serviced by reticulated water and wastewater networks.</li> </ol>



## Rules

<b>LLRZ-R1</b>	<b>Residential units</b>	
<b>Large Lot Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There is no more than one residential unit per site.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> LLRZ-S1 to LLRZ-S6</p>	<p><b>Activity status when compliance is not achieved with R1.1: RDIS</b></p> <p><b>And the activity complies with the following rule requirements:</b> LLRZ-S1 to LLRZ-S6</p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The bulk, location, design and density of buildings.</li> <li>2. The extent to which landscaping enhances residential amenity.</li> <li>3. The safety and efficiency of accesses and car parking areas.</li> <li>4. Amenity effects on neighbouring properties and streetscape.</li> <li>5. Provision for privacy between residential units and between sites.</li> </ol> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>LLRZ-R2</b>	<b>Minor Residential Unit</b>	
<b>Large Lot Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There is a maximum of one minor residential unit per site.</li> <li>2. The maximum floor area of the minor residential unit is 70m<sup>2</sup> or 90m<sup>2</sup> including a garage.</li> <li>3. The minor residential unit shall use the same servicing connections and accessway as the principal residential unit.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> LLRZ-S2 to LLRZ-S7.</p>	<p><b>Activity status when compliance is not achieved with R2.1: NC</b></p> <p><b>Activity status when compliance is not achieved with R2.2 or R2.3: DIS</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>LLRZ-R3</b>	<b>Relocated buildings</b>	
<b>Large Lot Residential Zone</b>	<p><b>Activity Status: CON</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. Any relocated building intended for use as a dwelling (excluding previously used garages and accessory buildings) must have previously been designed, built and used as a dwelling;</li> </ol>	<p><b>Activity status when compliance is not achieved with R3.1 to R3.4: DIS</b></p>



	<p>2. A building inspection report shall be provided with the application for a building consent. That report is to identify all reinstatement works that are to be completed to the exterior of the building;</p> <p>3. All reinstatement work required by the building inspection report and the building consent to reinstate the exterior of any relocated dwelling shall be completed within six months of the building being delivered to the site. Reinstatement work is to include connections to all infrastructure services and closing in and ventilation of the foundations; and</p> <p>4. The proposed owner of the relocated building must certify that the reinstatement work will be completed within the six month period.</p> <p><b>And the activity complies with the following rule requirements:</b> LLRZ-S1 to LLRZ-S7.</p> <p><b>Matters of control are restricted to:</b></p> <ol style="list-style-type: none"> <li>The time period within which the building will be placed on its foundations.</li> <li>Identification of, and the time period to complete reinstatement works to the exterior of the building.</li> <li>Provision of servicing.</li> <li>Whether any bond is required to cover the cost of any reinstatement works required, and the type of bond.</li> </ol>	
<b>LLRZ-R4</b>	<b>Accessory buildings and structures</b>	
<b>Large Lot Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>The building is ancillary to a permitted activity.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> LLRZ-S2 to LLRZ-S6.</p>	<b>Activity status when compliance is not achieved with R4.1: DIS</b>
<b>LLRZ-R5</b>	<b>Residential Activity</b>	




Large Lot Residential Zone	Activity Status: PER	
LLRZ-R6	Visitor accommodation	
Large Lot Residential Zone	<p>Activity Status: PER</p> <p>Where:</p> <ol style="list-style-type: none"> <li>1. The visitor accommodation is undertaken within a residential unit and is ancillary to a residential activity.</li> <li>2. The maximum occupancy is 6 guests per night; and</li> <li>3. The access to the site is not shared with another site.</li> </ol>	<p>Activity status when compliance is not achieved with R6.1 or R6.2: Discretionary</p> <p>Activity status when compliance is not achieved with R6.3: Restricted Discretionary</p> <p>Matters of discretion are restricted to:</p> <ol style="list-style-type: none"> <li>1. the effects of the activity on the amenity and safety of any sites sharing access.</li> </ol>
LLRZ-R7	Home business (unless otherwise specified in LLRZ-R8 or LLRZ-R14)	
Large Lot Residential Zone	<p>Activity Status: PER</p> <p>Where:</p> <ol style="list-style-type: none"> <li>1. The home business is undertaken within a residential unit and is ancillary to a residential activity;</li> <li>2. The maximum floor area occupied by the home business is no more than 30m<sup>2</sup>;</li> <li>3. Any employee engaged in the home business resides on-site;</li> <li>4. the home business, including any storage of goods, materials, or equipment takes place entirely within a building; and</li> <li>5. The maximum number of vehicle trips for a home business per site must not exceed 32 per day.</li> </ol> <p>And where the activity complies with the following rule requirements: LLRZ-S10</p>	<p>Activity status when compliance is not achieved with R7.1 to R7.5: Discretionary</p> <p>Activity status when compliance with rule requirement(s) is not achieved: Refer to Rule Requirement Table.</p>
LLRZ-R8	Childcare Services	
Large Lot Residential Zone	<p>Activity Status: PER</p> <p>Where:</p> <ol style="list-style-type: none"> <li>1. The childcare service is undertaken within a residential unit and is ancillary to a residential activity.</li> <li>2. The maximum number of children in attendance at any one time is 6, excluding any children who live on-site.</li> </ol>	<p>Activity status when compliance is not achieved with R8.1 or R8.2: Discretionary</p>
LLRZ-R9	Signs	



<b>Large Lot Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There is a maximum of one sign per site;</li> <li>2. The sign relates to the site on which it is located;</li> <li>3. The sign does not exceed 0.5m<sup>2</sup> in area;</li> <li>4. The sign is not illuminated and does not use reflective materials;</li> <li>5. The sign is fixed and does not move; and</li> <li>6. The sign does not obscure driver visibility to and from access ways.</li> </ol> <p><i>Note: This rule applies in addition to the controls on signage contained in Section 12 – District Wide Rules and Performance Standards.</i></p>	<p><b>Activity status when compliance is not achieved with R9.1 – R9.6: RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The effect on amenity values of neighbouring properties.</li> <li>2. The effect on amenity values of the neighbourhood, and in particular on the character of the streetscape.</li> <li>3. The effect on the safe and efficient operation of the roading network.</li> </ol>
<b>LLRZ-R10</b>	<b>Excavation</b>	
<b>Large Lot Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. Any extraction of material shall not exceed 1m in depth within 2m of any site boundary; and</li> <li>2. The maximum volume or area of land excavated within any site in any 12-month period does not exceed 200m<sup>2</sup> per site.</li> </ol>	<p><b>Activity status when compliance is not achieved with R10.1 – R10.2: RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The location, volume and area of earthworks.</li> <li>2. The effect on amenity values or safety of neighbouring properties.</li> <li>3. The effect on water bodies and their margins.</li> <li>4. The impact on visual amenity and landscape character.</li> <li>5. Any effects on the road network arising from the excavation.</li> <li>6. Any effects on archaeological, heritage or cultural values.</li> <li>7. Any mitigation measures proposed.</li> </ol>
<b>LLRZ-R10</b>	<b>Retirement Villages</b>	
<b>Large Lot Residential Zone</b>	<p><b>Activity Status: RDIS</b></p> <p><b>Where the activity complies with the following rule requirements:</b> LLRZ-S1 to LLRZ-S6</p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. Integration of vehicle, cycle and pedestrian access with the adjoining road network.</li> </ol>	





	<ol style="list-style-type: none"> <li>Provision of landscaping, open space, on-site amenity for residents, recreational facilities and stormwater systems.</li> <li>Design and layout of pedestrian circulation.</li> <li>Parking and access.</li> <li>Traffic generation, including impact on the wider transport network.</li> <li>Residential amenity for neighbours in respect of outlook and privacy.</li> <li>Visual quality and interest in the form and layout of the retirement village, including buildings, fencing, location and scale of utility areas, parking areas and external storage areas.</li> </ol>	
<b>LLRZ-R11</b>	<b>Any activity not otherwise listed in LLRZ-R1 to LLRZ-R10 or LLRZ-R12 to LLRZ-R15</b>	
<b>Large Lot Residential Zone</b>	<b>Activity Status: DIS</b>	
<b>LLRZ-R12</b>	<b>Industrial Activities</b>	
<b>LLRZ-R13</b>	<b>Large format retailing</b>	
<b>LLRZ-R14</b>	<b>Noxious Activities</b>	
<b>Large Lot Residential Zone</b>	<b>Activity Status: NC</b>	
<b>LLRZ-R15</b>	<b>Buildings on Land Subject to Hazards</b>	
<b>Large Lot Residential Zone</b>	<b>Activity Status: NC</b>  <b>Where:</b> <ol style="list-style-type: none"> <li>The erection of any building (excluding buildings and/or structures associated with network utilities) on any part of a site identified on the planning maps as being subject to a hazard or land that is, or is likely to be, subject to material damage by erosion, falling debris, subsidence, slippage or inundation from any source.</li> </ol>	

#### Standards

<b>LLRZ-S1</b>	<b>Density</b>	<b>Activity Status where compliance not achieved:</b>
<b>Large Lot Residential Zone (Excluding</b>	<ol style="list-style-type: none"> <li>The minimum site area per residential unit is 2000m<sup>2</sup>.</li> </ol>	<b>NC</b>




<b>Precincts 1, 2 &amp; 3)</b>		
<b>Precinct 1</b>	2. The minimum site area per residential unit is 1000m <sup>2</sup> .	<b>NC</b>
<b>Precinct 2</b>	3. The minimum site area per residential unit is 3000m <sup>2</sup> .	<b>NC</b>
<b>Precinct 3</b>	4. The minimum site area per residential unit is 6000m <sup>2</sup> .	<b>NC</b>
<b>LLRZ-S2</b>	<b>Height</b>	
<b>Large Lot Residential Zone</b>	1. The maximum height of buildings and structures must not exceed 7.5m measured from ground level to the highest part of the building or structure	<p><b>Where:</b> LLRZ-S2 is not met, but the height of the building or structure does not exceed 8.5m: <b>RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>Dominance of built form in the surrounding area.</li> <li>Effects on visual amenity values, privacy, outlook and sunlight and daylight access for neighbouring properties.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the increased height.</li> </ol> <p><b>Where:</b> LLRZ-S2 is not met, and the height of the building or structure exceeds 8.5m: <b>NC</b></p>
<b>LLRZ-S3</b>	<b>Height in relation to boundary</b>	
<b>Large Lot Residential Zone</b>	<ol style="list-style-type: none"> <li>Buildings must be contained within a building envelope defined by the recession plane angles set out in Schedule 1 to the Residential Zone chapter, from points 2.5m above ground level at the boundaries of the site.</li> <li>LLRZ-S3.1 does not apply to: <ol style="list-style-type: none"> <li>A boundary with a road.</li> <li>Common walls along a site boundary.</li> <li>Eaves inclusive of gutters with a maximum depth of 20cm measured vertically.</li> <li>Antennas, aerials, satellite dishes (less than 1m in diameter).</li> <li>Solar panels which do not project beyond the building envelope by more than 0.5m.</li> </ol> </li> </ol>	<p><b>RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>Dominance of built form in the surrounding area.</li> <li>Effects on visual amenity values, privacy, outlook and sunlight and daylight access for neighbouring properties.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the breach.</li> </ol>



	<p>f. Chimney structures not exceeding 1.1m in width provided these do not project beyond the building envelope by more than 1m.</p> <p>g. A gable end, dormer or roof where that portion projecting beyond the building envelope is no greater than 1.5m<sup>2</sup> in area and no greater than 1m in height.</p>	
<b>LLRZ-S4</b>	<b>Building Coverage</b>	<b>Activity Status where compliance not achieved:</b>
<b>Large Lot Residential Zone (Excluding Precincts 1 2 &amp; 3)</b>	The building coverage of the net area of any site must not exceed 30%.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Compatibility of the built form with the existing or anticipated character of the area.</li> <li>Dominance of built form in the surrounding area.</li> <li>The extent to which a level of openness around and between buildings is retained.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the breach.</li> </ol>
<b>Precinct 1</b>	The building coverage of the net area of any site must not exceed 40%.	
<b>Precinct 2</b>	The building coverage of the net area of any site must not exceed 15%.	
<b>Precinct 3</b>	The building coverage of the net area of any site must not exceed 10%.	
<b>LLRZ-S5</b>	<b>Setback from road boundary</b>	
<b>Large Lot Residential Zone</b>	Any building or structure shall be setback a minimum of 7m from a boundary with a road, except that this shall not apply to an uncovered deck less than 1m in height.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Any adverse effects on the safety and efficiency of the road network.</li> <li>The extent to which the breach will have adverse effects on visual amenity values, including dominance.</li> <li>compatibility of the building or structure with the surrounding built environment.</li> </ol>
<b>Within 80m of the seal edge of a State Highway</b>	New residential buildings shall be designed and constructed to meet noise performance standards for noise from traffic on the State Highway that will not exceed 35dBA Leq (24hr) in bedrooms and 40dBA Leq (24hr) for other habitable rooms in accordance with the satisfactory sound levels recommended by Australian and New Zealand Standard AS/NZ2107:2000 Acoustics – Recommended design	





	sound levels and reverberation times for building interiors. This shall take account of any increases in noise from projected traffic growth during a period of not less than 10 years from the commencement of construction of the development.	
<b>LLRZ-S6</b>	<b>Setback from internal boundary</b>	
<b>Large Lot Residential Zone</b>	Any building or structure shall be setback a minimum of: <ol style="list-style-type: none"> <li>1. 3m from any internal boundary (except that this does not apply to an uncovered deck less than 1m in height); and</li> <li>2. 15m from the margin of any lake.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Adverse effects on privacy, outlook, or shading on the affected property.</li> <li>b. The extent to which the breach will have adverse effects on visual amenity values, including dominance.</li> <li>c. The compatibility of the building or structure with the surrounding built environment.</li> <li>d. Any adverse effects on accessibility to the lake.</li> </ol>
<b>LLRZ-S7</b>	<b>Car parking</b>	<b>Activity Status where compliance not achieved:</b>
<b>Large Lot Residential Zone</b>	The following minimum carpark spaces shall be provided on the site: <ol style="list-style-type: none"> <li>1. One carpark space per residential unit; and</li> <li>2. One additional carpark space per home business.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Any adverse effects on the safety and efficiency of the road network.</li> <li>b. Effects on amenity values of neighbouring properties.</li> </ol>



## LOW DENSITY RESIDENTIAL ZONE

### Introduction

The Low Density Residential Zone covers the majority of the residential areas in the townships of Alexandra, Clyde and Cromwell, as well as all of the residential areas in the townships of [add].

This zone provides for traditional suburban housing, comprised predominately of detached houses on sections with ample on-site open space, and generous setbacks from the road and neighbouring boundaries. Buildings are expected to maintain these existing low density characteristics, minimise the effects of development on adjoining sites and integrate with the surrounding area.

While the focus of the zone is residential, some commercial and community facilities are anticipated, where they support the local residential population and are compatible with the character and amenity values of the zone.

The Future Growth Overlay identifies any area that has been signalled in the Vincent Spatial Plan for low density residential zoning, in future. The provisions applying to this area are those of the underlying zoning, and therefore a Plan Change will be required to rezone this area in future. However, the Overlay is intended to identify any location where future growth is anticipated, when further supply of residential land is required, and provided that there is capacity within the reticulated water and wastewater networks to service the additional development.

### Objectives and Policies

Objectives	
<b>LRZ-O1</b>	<b>Purpose of the Low Density Residential Zone</b>
The Low Density Residential Zone provides primarily for residential living opportunities, as well as activities that support, and are compatible with the character of, the zone's residential focus.	
<b>LRZ-O2</b>	<b>Character and amenity values of the Low Density Residential Zone</b>
<p>The Low Density Residential Zone is a pleasant, low-density suburban living environment, which:</p> <ol style="list-style-type: none"> <li>1. contains predominantly low-rise and detached residential units;</li> <li>2. maintains a good level of openness around buildings;</li> <li>3. provides good quality on-site amenity and maintains the anticipated amenity values of adjacent sites; and</li> <li>4. is well-designed and well-connected into surrounding area.</li> </ol>	

Policies	
<b>LRZ-P1</b>	<b>Built Form</b>
<p>Ensure that development within the Low Density Residential Zone:</p> <ol style="list-style-type: none"> <li>1. provides reasonable levels of privacy, outlook and adequate access to sunlight;</li> <li>2. provides safe and appropriate access and on-site parking;</li> <li>3. maintains spaciousness around buildings and a modest scale and intensity of built form that does not unreasonably dominate adjoining sites;</li> <li>4. is managed so that relocated buildings are reinstated to an appropriate state of repair within a reasonable timeframe; and</li> <li>5. provides sufficient usable outdoor living space for residents and for tree and garden planting;</li> <li>6. maintains the safe and efficient operation of roads;</li> <li>7. mitigates visual effects through screening of storage areas and provision of landscaping; and</li> <li>8. encourages water efficiency measures.</li> </ol>	
<b>LRZ-P2</b>	<b>Residential activities</b>



Enable residential activities within a range of residential units types and sizes.	
<b>LRZ-P3</b>	<b>Home businesses</b>
Provide for home businesses where: <ol style="list-style-type: none"> <li>1. they are ancillary to a residential activity;</li> <li>2. they are consistent the anticipated character, amenity values and purpose of the zone; and</li> <li>3. the effects of the activity, including its scale, hours of operation, parking and vehicle manoeuvring are compatible with /do not compromise the amenity of adjoining sites.</li> </ol>	
<b>LRZ-P4</b>	<b>Retirement Living</b>
Provide for a range of retirement living options, including retirement villages, where they are comprehensively planned and: <ol style="list-style-type: none"> <li>1. any adverse effects on the residential amenity values of adjoining residential properties and the surrounding area are avoided or mitigated; and</li> <li>2. the scale, form, composition and design of the village maintains the character and amenity values of the surrounding area; and</li> <li>3. they are designed to provide safe, secure, attractive, convenient, and comfortable living conditions for residents, with good on-site amenity and facilities; and</li> <li>4. any parking and vehicle manoeuvring provided on-site is appropriately designed; and</li> <li>5. road safety and efficiency is maintained; and</li> <li>6. they are well-connected to commercial areas and community facilities.</li> </ol>	
<b>LRZ-P5</b>	<b>Other non-residential activities</b>
Avoid other non-residential activities and buildings, including the expansion of existing non-residential activities and buildings, unless: <ol style="list-style-type: none"> <li>1. any adverse effects of the activity, including noise, do not compromise the anticipated amenity of the surrounding area; and</li> <li>2. the nature, scale and intensity of the activity is compatible with the anticipated character and qualities of the zone and surrounding area; and</li> <li>3. the activity is of a nature and scale that meet the needs of the local community and does not undermine the viability of the Business Resource Areas; and</li> <li>4. the surrounding area retains a predominance of residential activities, and for adjoining properties, a sense of amenity, security and companionship is maintained;</li> <li>5. any parking and vehicle manoeuvring provided on-site is appropriately designed; and</li> <li>6. road safety and efficiency is maintained.</li> </ol>	
<b>LRZ-P6</b>	<b>Future Growth Overlay</b>
Recognise and provide for rezoning of land within the Future Growth Overlay, where: <ol style="list-style-type: none"> <li>1. It is demonstrated as necessary to meet anticipated demand; and</li> <li>2. It is able to be serviced by reticulated water and wastewater networks.</li> </ol>	

### Rules

<b>LRZ-R1</b>	<b>Residential units</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: PER</b>	<b>Activity status when compliance is not achieved with R1.1: RDIS</b>
	<b>Where:</b> <ol style="list-style-type: none"> <li>1. There are no more than two residential units per site.</li> </ol> <b>And the activity complies with the following rule requirements:</b> LRZ-S1 to LRZ-S7	<b>And the activity complies with the following rule requirements:</b> LRZ-S1 to LRZ-S10  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>1. The bulk, location, design and density of buildings.</li> </ol>



		<ol style="list-style-type: none"> <li>The extent to which landscaping enhances residential amenity.</li> <li>The safety and efficiency of accesses and car parking areas.</li> <li>Amenity effects on neighbouring properties and streetscape.</li> <li>Provision for privacy between residential units and between sites.</li> </ol> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>LRZ-R2</b>	<b>Minor Residential Unit</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>There is a maximum of one minor residential unit per site;</li> <li>The maximum floor area of the minor residential unit is 70m<sup>2</sup> or 90m<sup>2</sup> including a garage; and</li> <li>The minor residential unit shall use the same servicing connections and accessway as the principal residential unit.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> LRZ-S2 to LRZ-S7.</p>	<p><b>Activity status when compliance is not achieved with R2.1: NC</b></p> <p><b>Activity status when compliance is not achieved with R2.2 or R2.3: DIS</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>LRZ-R3</b>	<b>Relocated buildings</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: CON</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>Any relocated building intended for use as a dwelling (excluding previously used garages and accessory buildings) must have previously been designed, built and used as a dwelling.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> LRZ-S1 to LRZ-S7.</p> <p><b>Matters of control are restricted to:</b></p> <ol style="list-style-type: none"> <li>The time period within which the building will be placed on its foundations.</li> <li>Identification of, and the time period to complete reinstatement works to the exterior of the building.</li> </ol>	<p><b>Activity status when compliance is not achieved with R3.1: DIS</b></p>



	<ul style="list-style-type: none"> <li>c. Provision of servicing.</li> <li>d. Whether any bond is required to cover the cost of any reinstatement works required, and the type of bond.</li> </ul>	
<b>LRZ-R4</b>	<b>Accessory buildings and structures</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The building is ancillary to a permitted activity.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b></p> <ol style="list-style-type: none"> <li>2. For buildings or structures of more than 10m<sup>2</sup>, LRZ-S2 to LRZ-S6; or</li> <li>3. For buildings or structures of 10m<sup>2</sup> or less, LRZ-S2 - LRZ-S5.</li> </ol>	<b>Activity status when compliance is not achieved with R4.1: DIS</b>
<b>LRZ-R5</b>	<b>Residential Activity</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: PER</b>	
<b>LRZ-R6</b>	<b>Visitor accommodation</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The visitor accommodation is undertaken within a residential unit and is ancillary to a residential activity.</li> <li>2. The maximum occupancy is 6 guests per night; and</li> <li>3. The access to the site is not shared with another site.</li> </ol> <p><b>And where the activity complies with the following rule requirements:</b> LRZ-S7</p>	<p><b>Activity status when compliance is not achieved with R6.1 or R6.2: Discretionary</b></p> <p><b>Activity status when compliance is not achieved with R6.3: Restricted Discretionary</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The effects of the activity on the amenity and safety of any sites sharing access.</li> </ol>
<b>LRZ-R7</b>	<b>Home business (unless otherwise specified in LRZ-R8 or LRZ-R14)</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The home business is undertaken within a residential unit;</li> <li>2. The maximum floor area occupied by the home business is no more than 30m<sup>2</sup>;</li> <li>3. Any employee engaged in the home business resides on-site;</li> </ol>	<p><b>Activity status when compliance is not achieved with R7.1 to R7.5: Discretionary</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>



	<p>4. The home business, including any storage of goods, materials, or equipment takes place entirely within a building; and</p> <p>5. The maximum number of vehicle trips for a home business per site must not exceed 32 per day.</p> <p><b>And where the activity complies with the following rule requirements:</b> LRZ-S7</p>	
<b>LRZ-R8</b>	<b>Childcare Services</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The childcare service is undertaken within a residential unit and is ancillary to a residential activity.</li> <li>2. The maximum number of children in attendance at any one time is 6, excluding any children who live on-site.</li> </ol> <p><b>And where the activity complies with the following rule requirements:</b> LRZ-S7</p>	<p><b>Activity status when compliance is not achieved with R8.1 or R8.2:</b> <b>Discretionary</b></p>
<b>LRZ-R9</b>	<b>Signs</b>	
<b>Low Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There is a maximum of one sign per site;</li> <li>2. The sign relates to the site on which it is located;</li> <li>3. The sign does not exceed 0.5m<sup>2</sup> in area;</li> <li>4. The sign is not illuminated and does not use reflective materials;</li> <li>5. The sign is fixed and does not move; and</li> <li>6. The sign does not obscure driver visibility to and from access ways.</li> </ol> <p><i>Note: This rule applies in addition to the controls on signage contained in Section 12 – District Wide Rules and Performance Standards.</i></p>	<p><b>Activity status when compliance is not achieved with R9.1 – R9.6: RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>a. The effect on amenity values of neighbouring properties.</li> <li>b. The effect on amenity values of the neighbourhood, and in particular on the character of the streetscape.</li> <li>c. The effect on the safe and efficient operation of the roading network.</li> </ol>
<b>LRZ-R10</b>	<b>Excavation</b>	
<b>Low Density</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p>	<p><b>Activity status when compliance is not achieved with R10.1 – R10.2: RDIS</b></p>




<b>Residential Zone</b>	<ol style="list-style-type: none"> <li>Any extraction of material shall not exceed 1m in depth within 2m of any site boundary; and</li> <li>The maximum volume or area of land excavated within any site in any 12-month period does not exceed 200m<sup>2</sup> per site.</li> </ol>	<b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>The location, volume and area of earthworks.</li> <li>The effect on amenity values or safety of neighbouring properties.</li> <li>The effect on water bodies and their margins.</li> <li>The impact on visual amenity and landscape character.</li> <li>Any effects on the road network arising from the excavation.</li> <li>Any effects on archaeological, heritage or cultural values.</li> <li>Any mitigation measures proposed.</li> </ol>
<b>LRZ-R11</b>	<b>Convenience Retail activities</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: RDIS</b>  <b>Where the activity complies with the following rule requirements:</b> LRZ-S2 to LRZ-S4 and LRZ-S6.  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Whether the proposed activity will primarily service the surrounding residential area.</li> <li>Hours of operation.</li> <li>amenity effects on neighbouring properties, including noise, disturbance and privacy.</li> <li>outdoor storage, including rubbish collection areas.</li> <li>the location and design of car parking and loading areas and access.</li> </ol>	
<b>LRZ-R12</b>	<b>Retirement Villages</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: RDIS</b>  <b>Where the activity complies with the following rule requirements:</b> LRZ-S2 to LRZ-S6.  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Integration of vehicle, cycle and pedestrian access with the adjoining road network.</li> <li>Provision of landscaping, open space, on-site amenity for residents, recreational facilities and stormwater systems.</li> </ol>	



	<ul style="list-style-type: none"> <li>c. Design and layout of pedestrian circulation.</li> <li>d. Parking and access.</li> <li>e. Traffic generation, including impact on the wider transport network.</li> <li>f. Residential amenity for neighbours in respect of outlook and privacy.</li> <li>g. Visual quality and interest in the form and layout of the retirement village, including buildings, fencing, location and scale of utility areas, parking areas and external storage areas.</li> </ul>	
<b>LRZ-R13</b>	<b>Community facilities</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: RDIS</b>  <b>Where the activity complies with the following rule requirements:</b> LRZ-S2 to LRZ-S6.  <b>Matters of discretion are restricted to:</b> <ul style="list-style-type: none"> <li>a. The location and design of car parking and loading areas and access.</li> <li>b. Design and layout of on-site pedestrian and cycling connections.</li> <li>c. Hours of operation.</li> <li>d. Noise, disturbance and loss of privacy of neighbours.</li> <li>e. Location, size and numbers of signs.</li> <li>f. Traffic generation and impact on the transport network.</li> <li>g. Landscaping.</li> <li>h. Site layout.</li> <li>i. The scale of activity.</li> <li>j. Scale, form and design of buildings.</li> </ul>	
<b>LRZ-R14</b>	<b>Any activity not otherwise listed in LRZ-R1 to LRZ-R12 or LRZ-R14 to LRZ-R17</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: DIS</b>	
<b>LRZ-R15</b>	<b>Industrial Activities</b>	
<b>LRZ-R16</b>	<b>Large format retailing</b>	
<b>LRZ-R17</b>	<b>Noxious Activities</b>	
<b>Low Density Residential Zone</b>	<b>Activity Status: NC</b>	
<b>LRZ-R18</b>	<b>Buildings on Land Subject to Hazards</b>	
<b>Low Density</b>	<b>Activity Status: NC</b>	





<b>Residential Zone</b>	<b>Where:</b> 1. The erection of any building (excluding buildings and/or structures associated with network utilities) on any part of a site identified on the planning maps as being subject to a hazard or land that is, or is likely to be, subject to material damage by erosion, falling debris, subsidence, slippage or inundation from any source.	
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### Standards

<b>LRZ-S1</b>	<b>Density</b>	<b>Activity Status where compliance not achieved:</b>
<b>Low Density Residential Zone</b>	1. Where the residential unit is connected to a reticulated sewerage system, the minimum site area per unit is 500m <sup>2</sup> . 2. Where the residential unit is not connected to a reticulated sewerage system, no more than one dwelling is provided per 800m <sup>2</sup> .	<b>NC</b>
<b>LRZ-S2</b>	<b>Height</b>	
<b>Low Density Residential Zone</b>	1. The maximum height of buildings and structures must not exceed 7.5m measured from ground level to the highest part of the building or structure	<b>Where:</b> LRZ-S2 is not met, but the height of the building or structure does not exceed 8.5m: <b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Dominance of built form in the surrounding area.</li> <li>Effects on visual amenity values, privacy, outlook and sunlight and daylight access for neighbouring properties.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the increased height.</li> </ol> <b>Where:</b> LRZ-S2 is not met, and the height of the building or structure exceeds 8.5m: <b>NC</b>
<b>LRZ-S3</b>	<b>Height in relation to boundary</b>	
<b>Low Density Residential Zone</b>	1. Buildings must be contained within a building envelope defined by the recession plane angles set out in Schedule 1 to the Residential Zone	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b>



	<p>chapter, from points 2.5m above ground level at the boundaries of the site.</p> <p>2. LRZ-S3.1 does not apply to:</p> <ol style="list-style-type: none"> <li>A boundary with a road.</li> <li>Common walls along a site boundary.</li> <li>Eaves inclusive of gutters with a maximum depth of 20cm measured vertically.</li> <li>Antennas, aerials, satellite dishes (less than 1m in diameter).</li> <li>Solar panels which do not project beyond the building envelope by more than 0.5m.</li> <li>Chimney structures not exceeding 1.1m in width provided these do not project beyond the building envelope by more than 1m.</li> <li>A gable end, dormer or roof where that portion projecting beyond the building envelope is no greater than 1.5m<sup>2</sup> in area and no greater than 1m in height.</li> </ol>	<ol style="list-style-type: none"> <li>Dominance of built form in the surrounding area.</li> <li>Effects on visual amenity values, privacy, outlook and sunlight and daylight access for neighbouring properties.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the breach.</li> </ol>
<b>LRZ-S4</b>	<b>Building Coverage</b>	<b>Activity Status where compliance not achieved:</b>
<b>Low Density Residential Zone</b>	The building coverage of the net area of any site must not exceed 40%.	<p><b>RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>Compatibility of the built form with the existing or anticipated character of the area.</li> <li>Dominance of built form in the surrounding area.</li> <li>The extent to which a level of openness around and between buildings is retained.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the breach.</li> </ol>
<b>LRZ-S5</b>	<b>Setback from road boundary</b>	
<b>Low Density Residential Zone</b>	Any building or structure shall be setback a minimum of 4.5m from a boundary with a road, except that this shall not apply to an uncovered deck less than 1m in height.	<p><b>RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>Any adverse effects on the safety and efficiency of the road network.</li> <li>The extent to which the breach will have adverse effects on visual</li> </ol>



		amenity values, including dominance. c. Compatibility of the building or structure with the surrounding built environment.
<b>Within 80m of the seal edge of a State Highway</b>	New residential buildings shall be designed and constructed to meet noise performance standards for noise from traffic on the State Highway that will not exceed 35dBA Leq (24hr) in bedrooms and 40dBA Leq (24hr) for other habitable rooms in accordance with the satisfactory sound levels recommended by Australian and New Zealand Standard AS/NZ2107:2000 Acoustics – Recommended design sound levels and reverberation times for building interiors. This shall take account of any increases in noise from projected traffic growth during a period of not less than 10 years from the commencement of construction of the development.	
<b>LRZ-S6</b>	<b>Setback from internal boundary</b>	
<b>Low Density Residential Zone</b>	Any building or structure shall be setback a minimum of: 1. 1.8m from any internal boundary (except that this does not apply to an uncovered deck less than 1m in height); and 2. 15m from the margin of any lake.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> a. Adverse effects on privacy, outlook, or shading on the affected property. b. The extent to which the breach will have adverse effects on visual amenity values, including dominance. c. The compatibility of the building or structure with the surrounding built environment. d. Any adverse effects on accessibility to the lake.
<b>LRZ-S7</b>	<b>Car parking</b>	<b>Activity Status where compliance not achieved:</b>
<b>Low Density Residential Zone</b>	The following minimum carpark spaces shall be provided on the site: 1. One carpark space per residential unit; and 2. Where the activity is a home business, one additional carpark space; and 3. Where the activity is visitor accommodation, one additional carpark space; and	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> a. Any adverse effects on the safety and efficiency of the road network. b. Effects on amenity values of neighbouring properties.





	4. Where the activity is a childcare service, one additional carpark space.	
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## MEDIUM DENSITY RESIDENTIAL ZONE

### Introduction

The Medium Density Residential Zone is located within the townships of Alexandra, Clyde and Cromwell in areas that are within a walkable distance of commercial areas or other key community facilities.

A more intensive density of development is anticipated in this zone compared with the other residential zones and it is intended to develop over time for to provide for a range of housing options, including more intensive options, to meet the diverse needs of the community, provide affordable options and provide a greater critical mass to support commercial and community facilities.

While providing for more intensive density, buildings within this zone are expected to be well-designed to ensure that they integrate with the surrounding area, minimise the effects of development on adjoining sites and still provide a good quality living environment for residents. The provisions also provide a pathway for the approval of a Comprehensive Residential Development Plan, allowing for master planning to be undertaken on larger sites, including at higher densities, where this still achieves the built form outcomes sought. Approval of a Comprehensive Residential Development Plan provides certainty regarding the form of an overall development, and can precede, or be considered concurrently with subdivision consents and land use consents for residential units.

While the focus of the zone is residential, some commercial and community facilities are anticipated, where they support the local residential population and are compatible with the purpose, character and amenity values of the zone.

The Future Growth Overlay identifies any area that has been signalled in the Vincent Spatial Plan for medium density residential zoning, in future. The provisions applying to this area are those of the underlying zoning, and therefore a Plan Change will be required to rezone this area in future. However, the Overlay is intended to identify any location where future growth is anticipated, when further supply of residential land is required, and provided that there is capacity within the reticulated water and wastewater networks to service the additional development.

### Objectives and Policies

Objectives	
<b>MRZ-01</b>	<b>Purpose of the Medium Density Residential Zone</b>
The Medium Density Residential Zone provides primarily for more intensive residential living opportunities, as well as activities that support, and are compatible with, the zone's residential focus.	
<b>MRZ-02</b>	<b>Character and amenity values of the Medium Density Residential Zone</b>
The Medium Density Residential Zone is a good quality living environment, which:	
<ol style="list-style-type: none"> <li>1. positively responds to the natural, heritage and cultural context and site features;</li> <li>2. provides a range of housing types, including those of a greater density than other residential zones, making efficient use of land and providing for growth needs;</li> <li>3. is responsive to and well-connected into the surrounding area;</li> <li>4. is well-designed, balancing affordability with good urban design outcomes; and</li> <li>5. provides good quality on-site amenity and maintains the anticipated amenity values of adjacent sites.</li> </ol>	



<b>Policies</b>	
<b>MRZ-P1</b>	<b>Built Form</b>
<p>Ensure that development within the Medium Density Residential Zone:</p> <ol style="list-style-type: none"> <li>1. actively and safely addresses road frontages and public open spaces;</li> <li>2. provides reasonable levels of privacy, outlook and adequate access to sunlight;</li> <li>3. provides safe and appropriate access and on-site parking that is discretely integrated;</li> <li>4. maintains a level of openness around and between buildings that reflect a moderate scale and intensity of built form that does not unreasonably dominate adjoining sites;</li> <li>5. provides visual interest;</li> <li>6. is managed so that relocated buildings are reinstated to an appropriate state of repair within a reasonable timeframe;</li> <li>7. provides sufficient and usable common and private open space and storage space for residents;</li> <li>8. maintains the safe and efficient operation of accessways and roads;</li> <li>9. mitigates visual effects through screening of storage areas and provision of landscaping;</li> <li>10. incorporates Crime Prevention Through Environmental Design (CPTED) principles to achieve a safe and secure environment;</li> <li>11. encourages water efficiency measures; and</li> <li>12. does not detract from the character of the Clyde Heritage Precinct.</li> </ol>	
<b>MRZ-P2</b>	<b>Comprehensive Development</b>
<p>Provide for comprehensively designed, medium density residential development on larger sites, at higher densities, where it:</p> <ol style="list-style-type: none"> <li>1. provides housing choice;</li> <li>2. is designed to respond positively to its context and the features of the site;</li> <li>3. is compatible with the urban form of nearby areas;</li> <li>4. provides a well-connected movement network and usable public open spaces and streetscapes; and</li> <li>5. achieves the built form outcomes in MRZ-P1.</li> </ol>	
<b>MRZ-P3</b>	<b>Residential activities</b>
<p>Enable residential activities within a range of residential units types and sizes.</p>	
<b>MRZ-P4</b>	<b>Home businesses</b>
<p>Provide for home businesses where:</p> <ol style="list-style-type: none"> <li>1. they are ancillary to a residential activity;</li> <li>2. they are consistent the anticipated character, amenity values and purpose of the zone; and</li> <li>3. the effects of the activity, including its scale, hours of operation, parking and vehicle manoeuvring are compatible with /do not compromise the amenity of adjoining sites.</li> </ol>	
<b>MRZ-P5</b>	<b>Retirement Living</b>
<p>Provide for a range of retirement living options, including retirement villages, where they are comprehensively planned and:</p> <ol style="list-style-type: none"> <li>2. any adverse effects on the residential amenity values of adjoining residential properties and the surrounding area are avoided or mitigated; and</li> <li>3. the scale, form, composition and design of the village maintains the character and amenity values of the surrounding area; and</li> <li>4. they are designed to provide safe, secure, attractive, convenient, and comfortable living conditions for residents, with good on-site amenity and facilities; and</li> <li>5. any parking and vehicle manoeuvring provided on-site is appropriately designed; and</li> <li>6. road safety and efficiency is maintained; and</li> <li>7. they are well-connected to commercial areas and community facilities.</li> </ol>	
<b>MRZ-P6</b>	<b>Other non-residential activities</b>



Only allow other non-residential activities and buildings, including the expansion of existing non-residential activities and buildings, where:

1. any adverse effects of the activity, including noise, do not compromise the anticipated amenity of the surrounding area; and
2. the nature, scale and intensity of the activity is compatible with the anticipated character and qualities of the zone and surrounding area; and
3. the activity is of a nature and scale that meet the needs of the local community and does not undermine the viability of the Business Resource Areas; and
4. the surrounding area retains a predominance of residential activities, and for adjoining properties, a sense of amenity, security and companionship is maintained;
5. any parking and vehicle manoeuvring provided on-site is appropriately designed; and
6. road safety and efficiency is maintained.

<b>MRZ-P7</b>	<b>Future Growth Overlay</b>
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Recognise and provide for rezoning of land within the Future Growth Overlay, where:

1. It is demonstrated as necessary to meet anticipated demand; and
2. It is able to be serviced by reticulated water and wastewater networks.

## Rules

<b>MRZ-R1</b>	<b>Residential units</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: PER</b>	<b>Activity status when compliance is not achieved with R1.1: RDIS</b>
	<p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There are no more than two residential units per site.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> MRZ-S1 to MRZ-S13, except where the residential units are within an area for which a Comprehensive Residential Development Master Plan has been approved, and non-compliance with any rule requirement has been considered through that resource consent.</p>	<p><b>And the activity complies with the following rule requirements:</b> MRZ-S1 to MRZ-S13, except where the residential units are within an area for which a Comprehensive Residential Development Master Plan has been approved, and non-compliance with any rule requirement has been considered through that resource consent.</p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>a. How the development responds to its context and site features, including any retained buildings, existing trees and the Clyde Heritage Precinct.</li> <li>b. The design of road frontages and frontages to public open spaces in relation to public safety (including CPTED principles), activation, entrance recognition, access and servicing.</li> <li>c. Management of privacy, views and sunlight access for neighbours, including those on-site.</li> <li>d. The location, safety and landscape treatment of shared access and parking areas, including garages.</li> </ol>



		<ul style="list-style-type: none"> <li>e. Configuration of building / roof forms, façade design and material use.</li> <li>f. The balance between hard and soft landscaping and the extent to which landscaping enhances residential amenity.</li> <li>g. The location, size and quality of private and common open spaces, including orientation, privacy, and access to internal areas.</li> <li>h. The location, useability and screening of service, storage and waste management areas.</li> </ul> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>MRZ-R2</b>	<b>Comprehensive Residential Development Master Plan</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ul style="list-style-type: none"> <li>a. Provision for housing diversity and choice, relative to other residential areas.</li> <li>b. How the development responds to its context and site features, including solar orientation, views, existing buildings and vegetation, and, within Clyde township, the Clyde Heritage Precinct.</li> <li>c. Whether the urban form is compatible with the nearby land use mix, including providing convenient access to commercial centres and community facilities.</li> <li>d. The extent to which the development provides well-connected and legible movement networks, integrating all access modes, with priority for walking and cycling.</li> <li>e. The location, extent and quality of public open space and streetscapes, taking into account servicing and maintenance requirements.</li> <li>f. The Incorporation of Crime Prevention Through Environmental Design (CPTED) principles to achieve a safe and secure environment.</li> </ul>	



	<p>g. Whether the configuration of blocks and lots will allow for development that can readily achieve the outcomes sought in MRZ-P1.</p> <p>h. Where the application also seeks provision for future built development to breach any of the rule requirements, discretion is also restricted to those matters specified in the relevant rule requirement.</p>	
<b>MRZ-R3</b>	<b>Minor Residential Unit</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There is a maximum of one minor residential unit per site;</li> <li>2. The maximum floor area of the minor residential unit is 70m<sup>2</sup> or 90m<sup>2</sup> including a garage; and</li> <li>3. The minor residential unit shall use the same servicing connections and accessway as the principal residential unit.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> MRZ-S2 to MRZ-S6 and MRZ-S8.</p>	<p><b>Activity status when compliance is not achieved with R3.1: NC</b></p> <p><b>Activity status when compliance is not achieved with R3.2 or R3.3: DIS</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>MRZ-R4</b>	<b>Relocated buildings</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: CON</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. Any relocated building intended for use as a dwelling (excluding previously used garages and accessory buildings) must have previously been designed, built and used as a dwelling;</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> MRZ-S1 to MRZ-S13.</p> <p><b>Matters of control are restricted to:</b></p> <ol style="list-style-type: none"> <li>a. The time period within which the building will be placed on its foundations.</li> <li>b. Identification of, and the time period to complete reinstatement works to the exterior of the building.</li> <li>c. Provision of servicing.</li> </ol>	<p><b>Activity status when compliance is not achieved with R4.1: DIS</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>



	d. Whether any bond is required to cover the cost of any reinstatement works required, and the type of bond.	
<b>MRZ-R5</b>	<b>Accessory buildings and structures</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The building is ancillary to a permitted activity.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b></p> <ol style="list-style-type: none"> <li>1. For buildings or structures of more than 10m<sup>2</sup>, MRZ-S2 to MRZ-S6; or</li> <li>2. For buildings or structures of 10m<sup>2</sup> or less, MRZ-S2 - MRZ-S5.</li> </ol>	<p><b>Activity status when compliance is not achieved with R5.1: DIS</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>MRZ-R6</b>	<b>Residential Activity</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: PER</b>	
<b>MRZ-R7</b>	<b>Visitor accommodation</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The visitor accommodation is undertaken within a residential unit and is ancillary to a residential activity;</li> <li>2. The maximum occupancy is 6 guests per night; and</li> <li>3. The access to the site is not shared with another site.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> MRZ-S13</p>	<p><b>Activity status when compliance is not achieved with R7.1 or R7.2: Discretionary</b></p> <p><b>Activity status when compliance is not achieved with R6.3: Restricted Discretionary</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The effects of the activity on the amenity and safety of any sites sharing access.</li> </ol> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>MRZ-R8</b>	<b>Home Business (unless otherwise specified in MRZ-R9 or MRZ-R15)</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The home business is undertaken within a residential unit;</li> <li>2. The maximum floor area occupied by the home business is no more than 30m<sup>2</sup>;</li> <li>3. Any employee engaged in the home business resides on-site;</li> </ol>	<p><b>Activity status when compliance is not achieved with R8.1 to R8.6: Discretionary</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>



	<p>4. the home business, including any storage of goods, materials, or equipment takes place entirely within a building; and</p> <p>5. The maximum number of vehicle trips for a home business per site must not exceed 32 per day.</p> <p><b>And where the activity complies with the following rule requirements:</b> MRZ-S13</p>	
<b>MRZ-R9</b>	<b>Childcare Services</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The childcare service is undertaken within a residential unit and is ancillary to a residential activity; and</li> <li>2. The maximum number of children in attendance at any one time is 6, excluding any children who live on-site.</li> </ol> <p><b>And the activity complies with the following rule requirements:</b> MRZ-S13</p>	<p><b>Activity status when compliance is not achieved with R9.1 or R9.2:</b> <b>Discretionary</b></p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>MRZ-R10</b>	<b>Signs</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. There is a maximum of one sign per site;</li> <li>2. The sign relates to the site on which it is located;</li> <li>3. The sign does not exceed 0.5m<sup>2</sup> in area;</li> <li>4. The sign is not illuminated and does not use reflective materials;</li> <li>5. The sign is fixed and does not move; and</li> <li>6. The sign does not obscure driver visibility to and from access ways.</li> </ol> <p><i>Note: This rule applies in addition to the controls on signage contained in Section 12 – District Wide Rules and Performance Standards.</i></p>	<p><b>Activity status when compliance is not achieved with R10.1 – R10.6: RDIS</b></p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The effect on amenity values of neighbouring properties.</li> <li>2. The effect on amenity values of the neighbourhood, and in particular on the character of the streetscape.</li> <li>3. The effect on the safe and efficient operation of the roading network.</li> </ol>
<b>MRZ-R11</b>	<b>Excavation</b>	
<b>Medium Density</b>	<p><b>Activity Status: PER</b></p> <p><b>Where:</b></p>	<p><b>Activity status when compliance is not achieved with R11.1 – R11.2: RDIS</b></p>




<b>Residential Zone</b>	<ol style="list-style-type: none"> <li>Any extraction of material shall not exceed 1m in depth within 2m of any site boundary; and</li> <li>The maximum volume or area of land excavated within any site in any 12-month period does not exceed 200m<sup>2</sup> per site.</li> </ol>	<b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>The location, volume and area of earthworks.</li> <li>The effect on amenity values or safety of neighbouring properties.</li> <li>The effect on water bodies and their margins.</li> <li>The impact on visual amenity and landscape character.</li> <li>Any effects on the road network arising from the excavation.</li> <li>Any effects on archaeological, heritage or cultural values.</li> <li>Any mitigation measures proposed.</li> </ol>
<b>MRZ-R12</b>	<b>Convenience Retail activities</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: RDIS</b>  <b>Where the activity complies with the following rule requirements:</b> MRZ-S2 to MRZ-S5.  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Whether the proposed activity will primarily service the surrounding residential area.</li> <li>Hours of operation.</li> <li>Amenity effects on neighbouring properties, including noise, disturbance and privacy.</li> <li>Outdoor storage, including rubbish collection areas.</li> <li>The location and design of car parking and loading areas and access.</li> </ol>	<b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.
<b>MRZ-R13</b>	<b>Retirement Villages</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: RDIS</b>  <b>Where the activity complies with the following rule requirements:</b> MRZ-S2 to MRZ-S6.  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Integration of vehicle, cycle and pedestrian access with the adjoining road network.</li> <li>Provision of landscaping, open space, on-site amenity for residents, recreational facilities and stormwater systems.</li> <li>Design and layout of pedestrian circulation.</li> </ol>	<b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.



	<ul style="list-style-type: none"> <li>d. Parking and access.</li> <li>e. Traffic generation, including impact on the wider transport network.</li> <li>f. Residential amenity for neighbours in respect of outlook and privacy.</li> <li>g. Visual quality and interest in the form and layout of the retirement village, including buildings, fencing, location and scale of utility areas, parking areas and external storage areas.</li> </ul>	
<b>MRZ-R14</b>	<b>Community facilities</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: RDIS</b></p> <p><b>Where the activity complies with the following rule requirements:</b> MRZ-S2 to MRZ-S6.</p> <p><b>Matters of discretion are restricted to:</b></p> <ul style="list-style-type: none"> <li>a. The location and design of car parking and loading areas and access.</li> <li>b. Design and layout of on-site pedestrian and cycling connections.</li> <li>c. Hours of operation.</li> <li>d. Noise, disturbance and loss of privacy of neighbours.</li> <li>e. Location, size and numbers of signs.</li> <li>f. Traffic generation and impact on the transport network.</li> <li>g. Landscaping.</li> <li>h. Site layout.</li> <li>i. The scale of activity.</li> <li>j. Scale, form and design of buildings.</li> </ul>	<p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>MRZ-R15</b>	<b>Any activity not otherwise listed in MRZ-R1 to MRZ-R13 or MRZ-R15 to MRZ-R18</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: DIS</b>	
<b>MRZ-R16</b>	<b>Industrial Activities</b>	
<b>MRZ-R17</b>	<b>Large format retailing</b>	
<b>MRZ-R18</b>	<b>Noxious Activities</b>	
<b>Medium Density Residential Zone</b>	<b>Activity Status: NC</b>	
<b>MRZ-R19</b>	<b>Buildings on Land Subject to Hazards</b>	
<b>Medium Density Residential Zone</b>	<p><b>Activity Status: NC</b></p> <p><b>Where:</b></p>	





	1. The erection of any building (excluding buildings and/or structures associated with network utilities) on any part of a site identified on the planning maps as being subject to a hazard or land that is, or is likely to be, subject to material damage by erosion, falling debris, subsidence, slippage or inundation from any source.	
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## Standards

MRZ-S1	Density	Activity Status where compliance not achieved:
<b>Medium Density Residential Zone</b>	1. Where the residential unit is connected to a reticulated sewerage system, the minimum site area per unit is 200m <sup>2</sup> . 2. Where the residential unit is not connected to a reticulated sewerage system, the minimum site area per unit is 800m <sup>2</sup> .	<b>Where:</b> 3. MRZ-S1.1 is not met, but the minimum site area per unit is 180m <sup>2</sup> : <b>DIS</b>  <b>Where:</b> MRZ-S1.2 is not met, or MRZ-S1.1 and MRZ-S1.3 are not met: <b>NC</b>
MRZ-S2	Height	
<b>Medium Density Residential Zone (excluding within the Clyde Medium Density Residential Zone)</b>	1. The maximum height of buildings and structures must not exceed: <ol style="list-style-type: none"> <li>11m measured from ground level to the highest part of the building or structure; and</li> <li>3 storeys.</li> </ol>	<b>Where:</b> MRZ-S2.1 is not met, but the height of the building or structure does not exceed 10m: <b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Dominance of built form in the surrounding area.</li> <li>Effects on visual amenity values, privacy, outlook and sunlight and daylight access for neighbouring properties.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the increased height.</li> </ol> <b>Where:</b> MRZ-S2.1 is not met, and the height of the building or structure exceeds 10m: <b>NC</b>
<b>Within the Clyde Medium Density Residential Zone</b>	2. The maximum height of buildings and structures must not exceed: <ol style="list-style-type: none"> <li>8.5m measured from ground level to the highest part of the building or structure; and</li> <li>2 storeys.</li> </ol>	<b>Where:</b> MRZ-S2.2 is not met: <b>NC</b>



<b>MRZ-S3</b>	<b>Height in relation to boundary</b>	
<b>Medium Density Residential Zone</b>	<ol style="list-style-type: none"> <li>Buildings must be contained within a building envelope defined by the recession plane angles set out in Schedule 1 to the Residential Zone chapter, from points 3.5m above ground level at the boundaries of the site; or from points 2.5m above ground level along boundaries that adjoin the Low Density Residential Zone or Large Lot Residential Zone.</li> <li>MRZ-S3.1 does not apply to: <ol style="list-style-type: none"> <li>A boundary with a road.</li> <li>Common walls along a site boundary.</li> <li>Eaves inclusive of gutters with a maximum depth of 20cm measured vertically.</li> <li>Antennas, aerials, satellite dishes (less than 1m in diameter).</li> <li>Solar panels which do not project beyond the building envelope by more than 0.5m.</li> <li>Chimney structures not exceeding 1.1m in width provided these do not project beyond the building envelope by more than 1m.</li> <li>A gable end, dormer or roof where that portion projecting beyond the building envelope is no greater than 1.5m<sup>2</sup> in area and no greater than 1m in height.</li> </ol> </li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Dominance of built form in the surrounding area.</li> <li>Effects on visual amenity values, privacy, outlook and sunlight and daylight access for neighbouring properties.</li> <li>Any mitigation measures proposed which reduce the adverse effects of the breach.</li> </ol>
<b>MRZ-S4</b>	<b>Building Coverage</b>	<b>Activity Status where compliance not achieved:</b>
<b>Medium Density Residential Zone</b>	The building coverage of the net area of any site must not exceed 40%.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Compatibility of the built form with the existing or anticipated character of the area.</li> <li>Dominance of built form in the surrounding area.</li> <li>The extent to which a level of openness around and between buildings is retained.</li> </ol>




		d. Any mitigation measures proposed which reduce the adverse effects of the breach.
<b>MRZ-S5</b>	<b>Setback from road boundary</b>	
<b>Medium Density Residential Zone</b>	Any building or structure shall be setback a minimum of 2m from a boundary with a road, except that this shall not apply to an uncovered deck less than 1m in height.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Any adverse effects on the safety and efficiency of the road network.</li> <li>The extent to which the breach will have adverse effects on visual amenity values, including dominance.</li> <li>Compatibility of the building or structure with the surrounding built environment.</li> </ol>
<b>Within 80m of the seal edge of a State Highway</b>	New residential buildings shall be designed and constructed to meet noise performance standards for noise from traffic on the State Highway that will not exceed 35dBA Leq (24hr) in bedrooms and 40dBA Leq (24hr) for other habitable rooms in accordance with the satisfactory sound levels recommended by Australian and New Zealand Standard AS/NZ2107:2000 Acoustics – Recommended design sound levels and reverberation times for building interiors. This shall take account of any increases in noise from projected traffic growth during a period of not less than 10 years from the commencement of construction of the development.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Any adverse effects on the operation of the road network, including the potential for reverse sensitivity effects to arise.</li> </ol>
<b>MRZ-S6</b>	<b>Setback from internal boundary</b>	
	Any building or structure shall be setback a minimum of: <ol style="list-style-type: none"> <li>1m from any internal boundary (except that this does not apply to common walls along a site boundary, or to an uncovered deck less than 1m in height); and</li> <li>15m from the margin of any lake.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Adverse effects on privacy, outlook, or shading on the affected property.</li> <li>The extent to which the breach will have adverse effects on visual amenity values, including dominance.</li> <li>The compatibility of the building or structure with the surrounding built environment.</li> <li>Any adverse effects on accessibility to the lake.</li> </ol>
<b>MRZ-S7</b>	<b>Outdoor Living Space</b>	<b>Activity Status where compliance not achieved:</b>



<b>Medium Density Residential Zone</b>	Each residential unit must have an exclusive outdoor living space: <ol style="list-style-type: none"> <li>1. for units with common living space at ground floor level, of at least 30m<sup>2</sup> with a minimum dimension of 4m; and</li> <li>2. for units located entirely above the ground floor level, that comprises a balcony of at least 12m<sup>2</sup>, with a minimum dimension of 1.5m; and</li> <li>3. located on the north, west or east side of the residential unit and which is accessible from the living space of the residential unit.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Provision of useable outdoor space; and</li> <li>b. Accessibility and convenience for residents; and</li> <li>c. Whether there is suitable alternative provision of public outdoor space, in close proximity, to meet resident's needs.</li> </ol>
<b>MRZ-S8</b>	<b>Landscaping</b>	<b>Activity Status where compliance not achieved:</b>
<b>Medium Density Residential Zone</b>	At least 30% of the site shall be planted in grass, trees, shrubs or other vegetation.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Compatibility with the character of the area.</li> <li>b. Balance between built form and open space.</li> </ol>
<b>MRZ-S9</b>	<b>Service and Storage Space</b>	<b>Activity Status where compliance not achieved:</b>
<b>Medium Density Residential Zone</b>	<ol style="list-style-type: none"> <li>1. Each residential unit must have an outdoor or indoor service space of at least 2.5m<sup>2</sup> with a minimum dimension of 1.5m available for use for the storage of waste and recycling bins.</li> <li>2. The required spaces can be provided either individually or within a communal space for multiple units.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Provision of useable service and storage space.</li> <li>b. Accessibility and convenience for residents.</li> </ol>
<b>MRZ-S10</b>	<b>Outlook Space</b>	<b>Activity Status where compliance not achieved:</b>
	Each residential unit must provide the following minimum outlook spaces: <ol style="list-style-type: none"> <li>1. for a principal living room, 4m in depth and 4m in width;</li> <li>2. for a principal bedroom, 3m in depth and 3m in width; and</li> <li>3. all other habitable rooms, 1m in depth and 1m in width.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Visual privacy and outlook between habitable rooms of different buildings on the same or neighbouring sites.</li> <li>b. Visual dominance.</li> <li>c. Provision of a sense of space for residents.</li> </ol>
<b>MRZ-S11</b>	<b>Fencing</b>	<b>Activity Status where compliance not achieved:</b>
	The maximum height of any fence along a road boundary shall be:	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b>





	<ol style="list-style-type: none"> <li>1. 1m, where less than 50% of the fence structure is visually transparent; or</li> <li>2. 1.8m, where 50% or more of the fence structure is visually transparent.</li> </ol>	<ol style="list-style-type: none"> <li>a. Effects on the streetscape.</li> <li>b. Adequacy of sunlight access to open spaces.</li> <li>c. Privacy for residents.</li> <li>d. The need to mitigate traffic noise on high volume roads.</li> </ol>
<b>MRZ-S12</b>	<b>Habitable Rooms</b>	<b>Activity Status where compliance not achieved:</b>
	Each residential unit must have a habitable room located at ground floor level.	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Activation of frontages.</li> <li>b. Visual interest.</li> <li>c. Access to ground level open spaces.</li> </ol>
<b>MRZ-S13</b>	<b>Car parking</b>	<b>Activity Status where compliance not achieved:</b>
	<p>The following minimum carpark spaces shall be provided on the site:</p> <ol style="list-style-type: none"> <li>1. One carpark space per residential unit; and</li> <li>2. Where the activity is a home business, one additional carpark space; and</li> <li>3. Where the activity is visitor accommodation, one additional carpark space; and</li> <li>4. Where the activity is a childcare service, one additional carpark space.</li> </ol>	<b>RDIS</b>  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>a. Any adverse effects on the safety and efficiency of the road network.</li> <li>b. Effects on amenity values of neighbouring properties.</li> </ol>





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## RESIDENTIAL ZONES SUBDIVISION

### Introduction

*Note: This chapter currently only applies to residential zones, and applies in addition to, and should be read in conjunction with, the district-wide provisions for subdivision contained in Section 16.*

### Objectives and Policies

Objectives	
<b>SUB-O1</b>	<b>Subdivision Design</b>
The subdivision of land within residential zones creates sites and patterns of development that are consistent with the purpose, character and amenity values anticipated within that zone.	

Policies	
<b>SUB-P1</b>	<b>Creation of new sites</b>
Provide for subdivision within residential zones where it results in allotments that: <ol style="list-style-type: none"> <li>1. reflect the intended pattern of development and are consistent with the purpose, character and amenity values of the zone; and</li> <li>2. are of a size and dimension that are sufficient to accommodate the intended built form for that zone;</li> <li>3. minimise natural hazard risk to people's lives and properties; and</li> <li>4. are adequately served by public open space that is accessible, useable and well-designed.</li> </ol>	
<b>SUB-P2</b>	<b>Dual Use</b>
Recognise the recreation and amenity benefits of the holistic and integrated use of public spaces, through: <ol style="list-style-type: none"> <li>1. encouraging subdivision designs which provide multiple uses for public spaces, including stormwater management and flood protection areas; and</li> <li>2. integration of walking and cycling connections with waterways, green spaces and other community facilities.</li> </ol>	
<b>SUB-P3</b>	<b>Energy Efficiency</b>
Recognise the benefits of subdivision that encourages energy efficiency through subdivision designs which: <ol style="list-style-type: none"> <li>1. maximise solar gain;</li> <li>2. support the uptake of energy efficient technologies; and</li> <li>3. support multi-modal transport choice.</li> </ol>	
<b>SUB-P4</b>	<b>Heritage Precincts</b>
Within heritage precincts, require consideration of future buildings on the heritage values and character of the precinct, at the time of subdivision.	




## Rules

<b>SUB-R1</b>	<b>Boundary adjustments</b>	
<b>All Residential Zones</b>	<p><b>Activity Status: CON</b></p> <p><b>Where the activity complies with the following rule requirements:</b></p> <ol style="list-style-type: none"> <li>1. The allotments comply with SUB-S1; or</li> <li>2. Any existing allotment that does not meet SUB-S1 does not decrease in area.</li> </ol> <p><b>Matters of control are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The area of the proposed allotments.</li> <li>2. The location, design and construction of access, and its adequacy for the intended use of the subdivision.</li> <li>3. Public access requirements.</li> <li>4. The provision of services and their adequacy for the intended use of the subdivision.</li> <li>5. Any amalgamations and easements that are appropriate.</li> <li>6. Any financial contributions necessary for the purposes set out in Section 15 of the Plan.</li> <li>7. Any other matters provided for in section 220 of the Act.</li> </ol>	<b>Activity Status when compliance is not achieved with R1.1 and R1.2: DIS</b>
<b>SUB-R2</b>	<b>Subdivision to create a network or public utility or a reserve</b>	
<b>All Residential Zones</b>	<p><b>Activity Status: CON</b></p> <p><b>Matters of control are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. The area of the proposed allotment taking into consideration the proposed use of the allotment, the amenities of neighbouring properties and the site's ability to dispose of waste (if required).</li> <li>2. The location, design and construction of access, and its adequacy for the intended use of the subdivision.</li> <li>3. Public access requirements.</li> <li>4. The provision of services and their adequacy for the intended use of the subdivision.</li> <li>5. Any amalgamations and easements that are appropriate.</li> </ol>	



	6. Any financial contributions necessary for the purposes set out in Section 15 of the Plan. 7. Any other matters provided for in section 220 of the Act.	
<b>SUB-R3</b>	<b>Subdivision where any part of the site is within a Heritage Precinct</b>	
<b>All Residential Zones</b>	<b>Activity Status: RDIS</b>  <b>Where:</b> <ol style="list-style-type: none"> <li>The application for subdivision consent is submitted concurrently with an application for land use consent under Section 11.</li> </ol> <b>Where the activity complies with the following rule requirements:</b> SUB-S1  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Those matters specified in SUB-R4.</li> <li>The impact of the proposed subdivision on the heritage values and character of the Heritage Precinct.</li> </ol>	<b>Activity status when compliance is not achieved with R3.1: DIS</b>  <b>And the activity complies with the following rule requirements:</b> SUB-S1  <b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.
<b>SUB-R4</b>	<b>Subdivision not otherwise specified</b>	
<b>All Residential Zones</b>	<b>Activity Status: RDIS</b>  <b>Where the activity complies with the following rule requirements:</b> SUB-S1  <b>Matters of discretion are restricted to:</b> <ol style="list-style-type: none"> <li>Whether the subdivision creates allotments that can accommodate anticipated land uses and are consistent with the purpose, character, and qualities of the applicable zone.</li> <li>The provision of adequate network utility services (given the intended use of the subdivision) including the location, design and construction of these services.</li> <li>The ability to lawfully dispose of wastewater and stormwater.</li> <li>The location, design and construction of access to public roads and its adequacy for the intended use of the subdivision.</li> </ol>	<b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.





	<ol style="list-style-type: none"> <li>5. The provision of landscaping, including road berms.</li> <li>6. Earthworks necessary to prepare the site for development occupation, and/or use.</li> <li>7. Subdivisional design including the shape and arrangement of allotments to: <ol style="list-style-type: none"> <li>i. facilitate convenient, safe, efficient and easy access.</li> <li>ii. achieve energy efficiency, including access to passive solar energy sources.</li> <li>iii. facilitate the safe and efficient operation and the economic provision of roading and network utility services to secure an appropriate and co-ordinated ultimate pattern of development.</li> <li>iv. maintain and enhance amenity values.</li> <li>v. facilitate adequate access to back land.</li> <li>vi. protect existing water races.</li> </ol> </li> <li>8. The provision of or contribution to the open space and recreational needs of the community.</li> <li>9. The provision of buffer zones adjacent to roads, network utilities or natural features.</li> <li>10. The protection of important landscape features, including significant rock outcrops and escarpments.</li> <li>11. Provision for pedestrian and cyclist movement, including the provision of, or connection to, walkways and cycleways.</li> <li>12. The provision of esplanade strips or reserves and/or access strips.</li> <li>13. Any financial contributions necessary for the purposes set out in Section 15 of this Plan.</li> <li>14. Any amalgamations and easements that are appropriate.</li> <li>15. Any other matters provided for in section 220 of the Act.</li> </ol>	
<b>SUB-R5</b>	<b>Subdivision of three or more allotments in the Medium Density Residential Zone</b>	
<b>Medium Density</b>	<b>Activity Status: RDIS</b>	<b>Activity status when compliance is not achieved with R5.1: NC</b>




<b>Residential Zone</b>	<p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The application for subdivision consent made under this rule shall be submitted concurrently with an application for land use consent under MRZ-R1, or after the grant of a land use consent.</li> </ol> <p><b>Where the activity complies with the following rule requirements:</b> SUB-S1, except where a resource consent has been obtained for a Comprehensive Residential Development Plan, and the subdivision is in accordance with that consent.</p> <p><b>Matters of discretion are restricted to:</b></p> <ol style="list-style-type: none"> <li>1. Those matters set out in SUB-R4.</li> </ol>	<p><b>And the activity complies with the following rule requirements:</b> SUB-S1</p> <p><b>Activity status when compliance with rule requirement(s) is not achieved:</b> Refer to Rule Requirement Table.</p>
<b>SUB-R6</b>	<b>Subdivision of Land Subject to Hazards</b>	
<b>All Residential Zones</b>	<p><b>Activity Status: DIS</b></p> <p><b>Where:</b></p> <ol style="list-style-type: none"> <li>1. The subdivision involves land that is subject to or potentially subject to the effects of any hazard as identified on the planning maps; or</li> <li>2. The subdivision involves land that is likely to be subject to material damage by erosion, falling debris, subsidence, slippage or inundation from any source.</li> </ol>	

## Standards

<b>SUB-S1</b>	<b>Density</b>	<b>Activity Status where compliance not achieved:</b>
<b>Medium Density Residential Zone</b>	<ol style="list-style-type: none"> <li>1. Where a reticulated sewerage system is available or is installed as part of the subdivision the minimum size of any allotment shall be no less than 200m<sup>2</sup>.</li> <li>2. Where a reticulated sewerage system is not installed or available, the minimum size of any allotment shall be no less than 800m<sup>2</sup>.</li> </ol>	<b>NC</b>
<b>Low Density Residential Zone</b>	<ol style="list-style-type: none"> <li>3. Where a reticulated sewerage system is available or is installed as part of the subdivision the minimum size of any allotment shall be no less than 500m<sup>2</sup>.</li> </ol>	<b>NC</b>

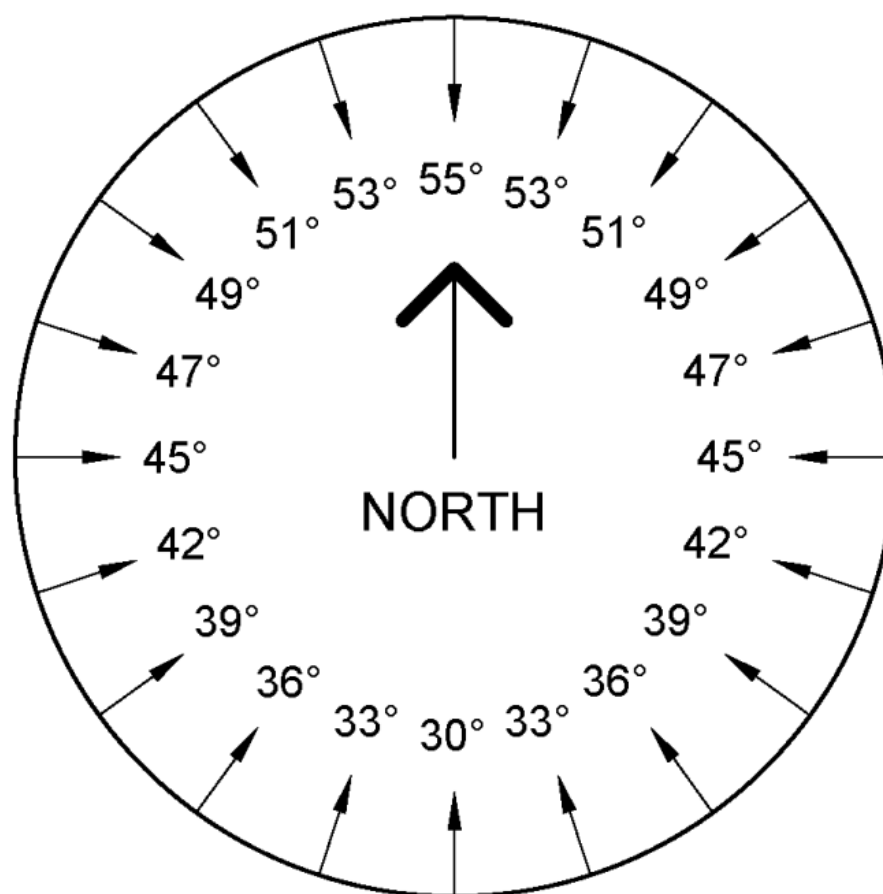




	4. Where a reticulated sewerage system is not installed or available, the minimum size of any allotment shall be no less than 800m <sup>2</sup> .	
<b>Large Lot Residential Zone (excluding Precincts 1, 2 &amp; 3)</b>	5. The minimum size of any allotment shall be no less than 2000m <sup>2</sup> .	<b>NC</b>
<b>Precinct 1</b>	6. The minimum size of any allotment shall be no less than 1000m <sup>2</sup> .	<b>NC</b>
<b>Precinct 2</b>	7. The minimum size of any allotment shall be no less than 3000m <sup>2</sup> .	<b>NC</b>
<b>Precinct 3</b>	8. The minimum size of any allotment shall be no less than 6000m <sup>2</sup> .	<b>NC</b>



## Schedule 1 – Height in Relation to Boundary







# MEDIUM DENSITY RESIDENTIAL DESIGN GUIDE

## CONSULTATION DRAFT

CENTRAL OTAGO DISTRICT COUNCIL

MAY 2022

PREPARED BY: Boffa Miskell



**DRAFT**



**REVISION STATUS**

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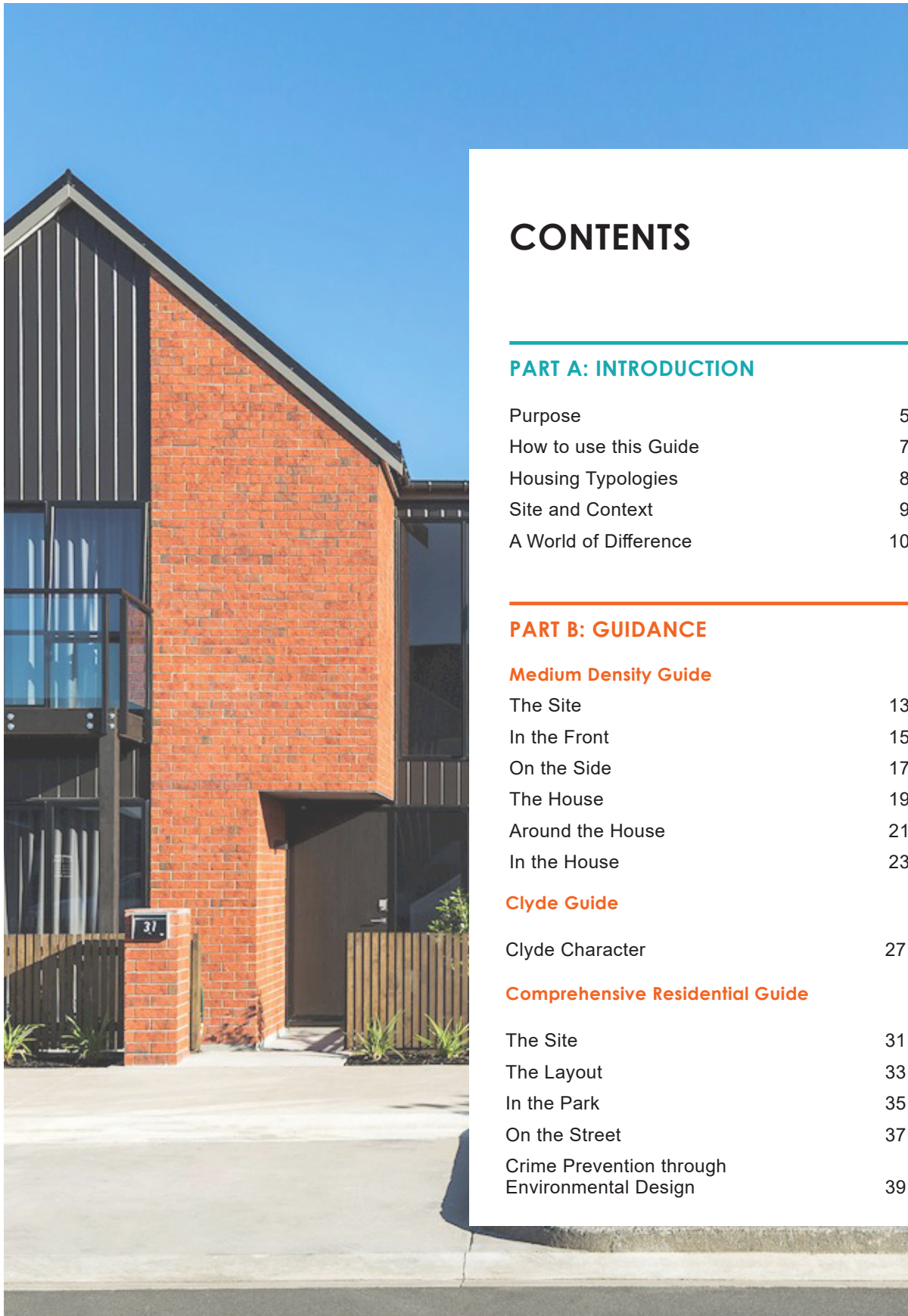
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# PART A

## INTRODUCTION

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# PURPOSE

## PURPOSE OF THE GUIDE

**This guide is for anyone undertaking a residential development within the Medium Density Residential zone in Central Otago District. It will help you achieve good quality housing that respects neighbours and is well integrated into the neighbourhood.**

### WHAT IS MEDIUM DENSITY HOUSING?

*“Medium-density housing means comprehensive developments including four or more dwellings with an average density of less than 350 m<sup>2</sup> per unit. It can include stand-alone dwellings, semi-detached (or duplex) dwellings, terraced housing or apartments within a building of four storeys or less. These can be located on either single or aggregated sites, or as part of larger master-planned developments.” - Ministry for the Environment*

Medium density housing is reasonably new to our District, allowing for more housing diversity to suit a range of lifestyles, needs and affordable living options for the community. Our 30-year spatial planning, developed with the community, indicates that our towns will need to progressively change over time to accommodate future growth and be more resilient to change, while protecting the other important qualities of our District. As such, more compact forms of housing will likely become a higher proportion of future new developments in our towns. It is important that this is done well, in a way that can enhance our towns and contributes positively to the community.

In addition to providing greater housing choice,

medium density housing has wider benefits for the community to:

- increase the urban vitality, maintaining community safety and bringing more life to our town centres;
- encourage more active walking and cycling, improving our health and reducing car dependency; and
- achieve efficient use of existing urban land and more cost-effective infrastructure.

This guide helps provide a good starting point when establishing medium density housing within or next to our existing towns.

To recognise our strengthening bicultural relationships, the guide also draws on kaupapa Māori design. An understanding of specific knowledge, considerations and protocols associated to kāinga (home), builds on concepts of whānau (family) and hāpori (community). As part of this, it considers multi-generational housing approaches that can be more socially and culturally fit for purpose.

Applying this guide will contribute to the wellbeing of the community, including residents, and can help add value to the development. Good-quality design need not cost more, instead it can:

- enable developers to tackle difficult sites and add value;
- improve our liveability and wellbeing of residents;
- positively shape public perception;
- support and encourage environmental, social and cultural outcomes; and
- create places reflective of Central Otago’s unique identity.

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## RELATIONSHIP TO DISTRICT PLAN

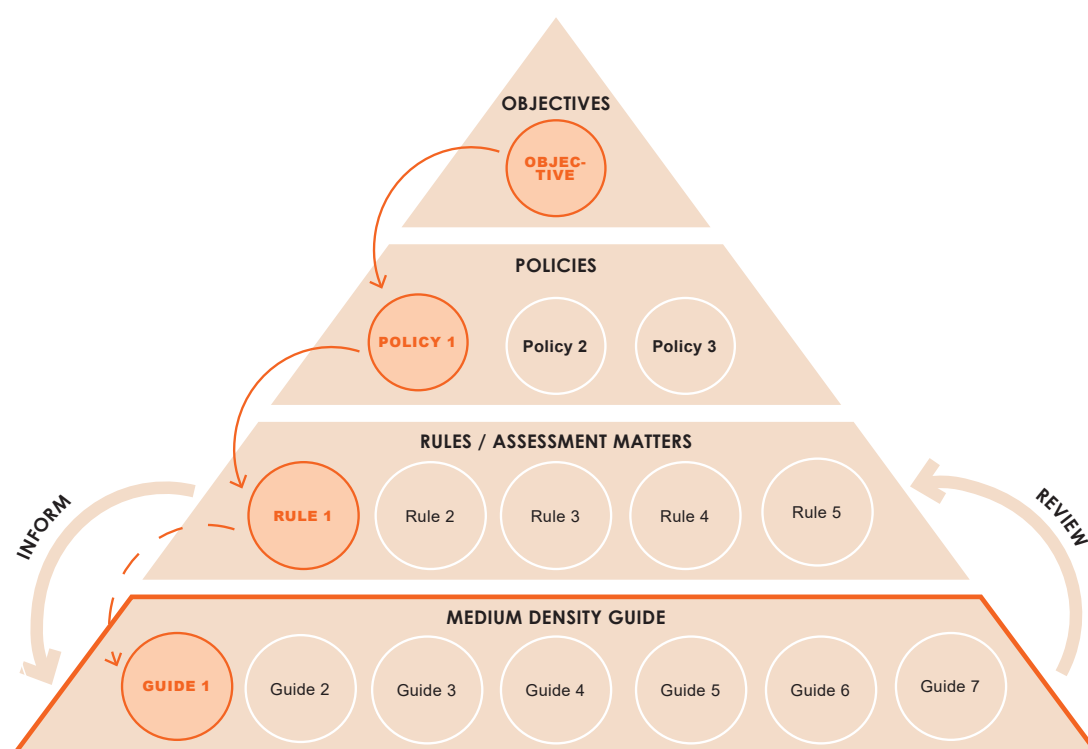
The Central Otago District Plan sets out high-level objectives and policies for the Medium Density Residential Zone that provide for good quality living environments within these more intensive development areas – large or small.

Medium density housing is typically more diverse and complex than other forms of residential development. There can be many ways of achieving good quality living environments and they often require more creative design solutions that are hard to standardise. This means that the District Plan provisions under these objectives and policies contain a mix of both (quantitative) rules and (qualitative) matters of discretion.

This guide focuses on supporting your understanding and interpretation of the matters of discretion, including those for comprehensive residential development and the Clyde character area.

The Guide will also be considered in the Council's reviews of resource consent applications and how they respond to the matters of discretion, in the round, and any specific non-compliance with the rules.

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## HOW TO USE THIS GUIDE

This guide closely relates to the Medium Density Residential Zone provisions, particularly the matters of discretion. The key words or concepts within each matter of discretion are picked-up and explained in more depth throughout the guide.

The matters of discretion cover the various attributes of medium density housing developments. These are divided across six themes, from understanding the context of the site through to design of buildings and landscape. These are listed below:

1. The site: A part of the community
2. In the front: A welcoming address
3. On the side: A good neighbour
4. The house: A well-configured building
5. Around the house: An integrated landscape
6. In the house: A liveable home.

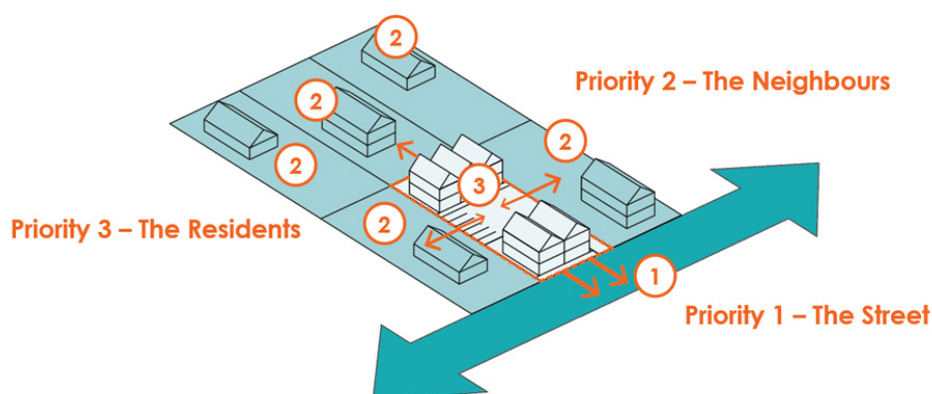
The themes are broadly prioritised. The top priority is focused on providing a good relationship with the wider community (i.e. 1 and 2). The second priority is respecting the neighbouring properties, including their ability to develop like you the future (i.e. 3 and 4). Priority three is with the residents of the development who are able to make an informed choice to live there (i.e. 5 and 6).development.

Under each theme, key design elements are described and illustrated. Review each of these design elements to see whether they have been addressed in your development. The guide further prioritises all or part of some design elements that will need to be considered in Council's review of resource consent applications. These are highlighted under each theme and contain terms like 'should'. Whereas others describe potential ways of achieving these or encourage other helpful considerations that may add value to the development.

The design elements listed under each theme are intended to give flexibility, while ensuring the development contributes positively to the natural and built environment. The illustrations are examples of a good design solution, but not necessarily the only one. In most developments there will be some competing or conflicting design elements. You may have to balance outcomes or trade off ideals to achieve the best design overall that addresses the various site challenges and brings the most benefits.

Each site and its context are different and will need a tailored approach to development. This is especially important in the Clyde Character Area and there is an additional section of the guide that helps respond to its more distinctive qualities.

The Medium Density Residential Zone is broadly split across existing urban areas and new growth areas. While most of the design elements are relevant to infill developments on established lots within towns, there are additional design considerations when masterplanning more comprehensive developments on larger, brownfield or greenfield sites. An additional section of the guide addresses the configuration of streets, blocks and open spaces.



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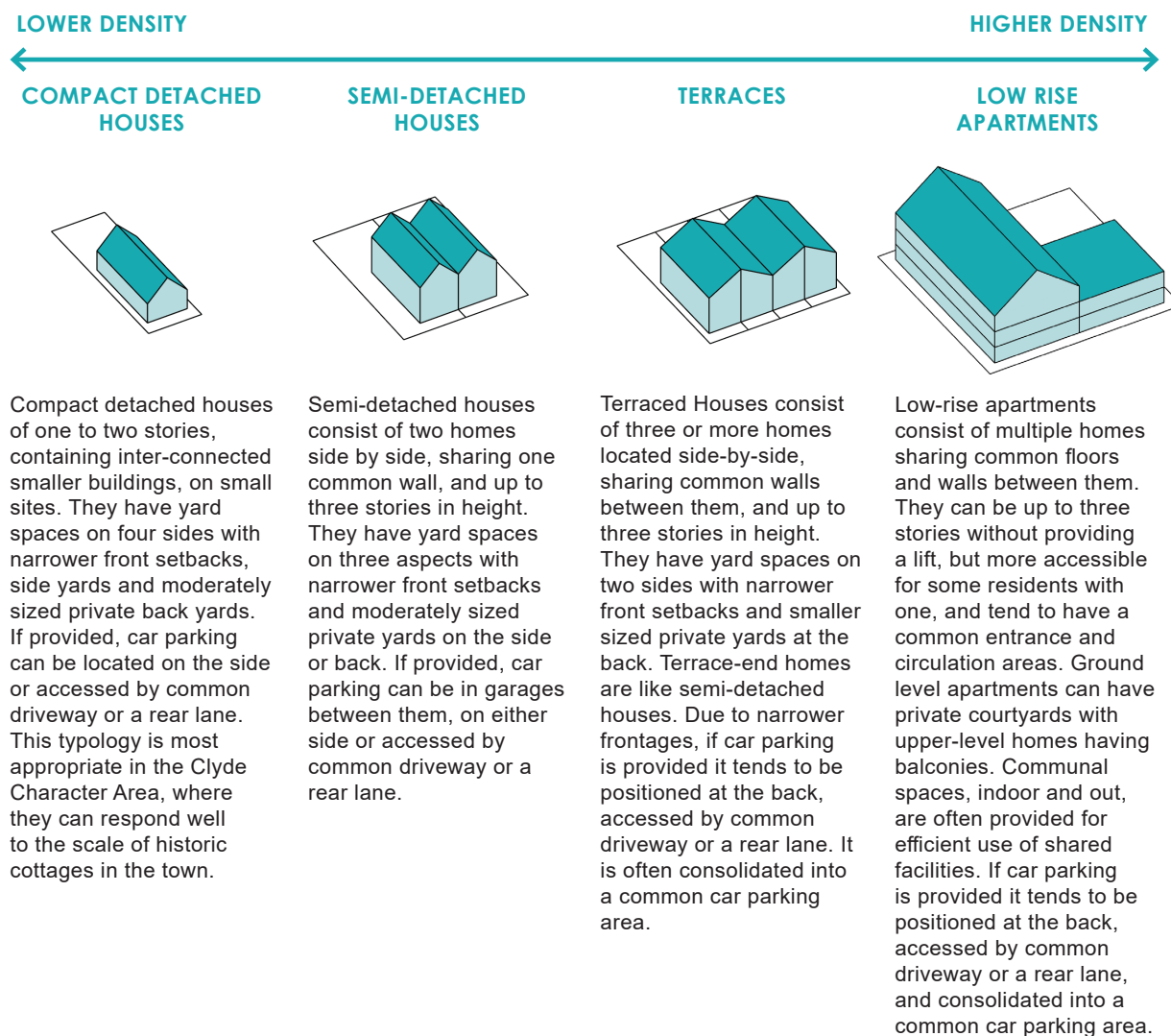


## HOUSING TYPOLOGIES

The Medium Density Residential Zone is the highest density provided for in our District. Common qualities of medium density housing, include:

- Vibrant urban living with opportunities for a diversity of informal social contact;
- Proximity to town centres / neighbourhood shops, community facilities and pocket parks;
- Accommodates smaller household sizes;
- Most affordable through efficient use of land and comprehensive construction techniques;
- Lowest maintenance 'lock and leave' homes that allows most time for local recreation and social activities;
- Reduced reliance on cars with ability to walk and cycle to more destinations; and
- Limited garage and car parking spaces on site with more comprehensively managed parking in common areas or on-street.

There are four medium density housing typologies typically used in developments, being: compact detached house, semi-detached houses, terraced houses and low-rise apartments.





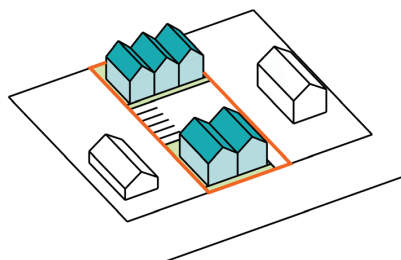
## SITE AND CONTEXT

As noted above, the Medium Density Residential Zone is broadly split across existing urban areas and new growth areas. Infill developments can be established on individual lots or multiple, aggregated lots within towns. Comprehensive developments can be masterplanned on larger, brownfield or greenfield sites around towns where there are more opportunities to configure optimal lot sizes, efficient access to them and good amenity for future residents.

As developments become larger, the Council encourages developers to seek further guidance on this, particularly when considering the relationship between the public and private areas. The Council recommends developers commission professional consultants to carry out the site design or to peer review proposals.

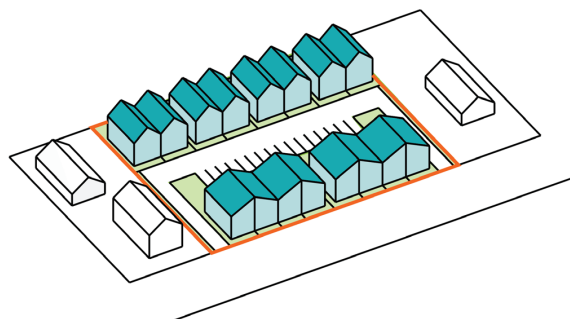
### INFILL LOTS

Typical lots in Cromwell and Alexandra are approximately 1000m<sup>2</sup> in area and are long and skinny at 20m wide by 50m deep. This means that you can either retain an existing house on the site and develop at the back or replace the house and develop the site completely. A single infill lot of this size could accommodate up to five houses, based on the minimum lot size provision, if carefully configured within the zone rules.



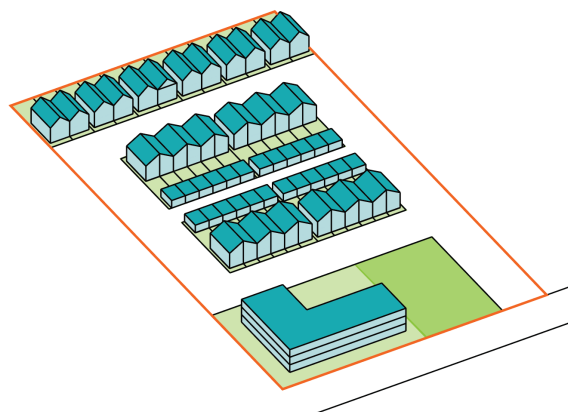
### AGGREGATED LOTS

Aggregating two or more typical lots together can reduce the constraints of the zone rules and enable better development outcomes, such as more opportunities to utilise the street, increase buildings to three stories, increase access efficiencies and add internal amenity or communal facilities for residents.



### COMPREHENSIVE DEVELOPMENT

In addition to the benefits of aggregating lots, the zone provisions for larger, masterplanned developments are even more enabling by also reducing minimum lots sizes. This allows greater flexibility to optimise the layout of urban blocks, streets and open spaces on the site and the maximise the inter-relationships between them and various housing typologies to add value.



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## A WORLD OF DIFFERENCE

Any medium density development needs to understand and reflect who we are as communities and as a place. This guide includes design considerations that can help promote and celebrate the Central Otago Regional Identity Values, including strengthening connections to the wider landscape and our cultural heritage.

There are few places in the world which will leave you with a lasting sense of difference. Central Otago is undoubtedly one of them, from its landscapes, its seasons, its people, its products and experiences. Together we must celebrate it and look after it. There will be many influences that could affect our unique Central Otago District, meaning it is important that we all make wise choices that last beyond this lifetime.

Central Otago's Regional Identity defines who we are and what we value within Central Otago District. Our regional identity is based around a set of values that build on the region's uniqueness and help to create the kind of place we can be proud of now and into the future. As individuals, developers and communities we can enhance our region by standing by our regional values.

For more information please visit:

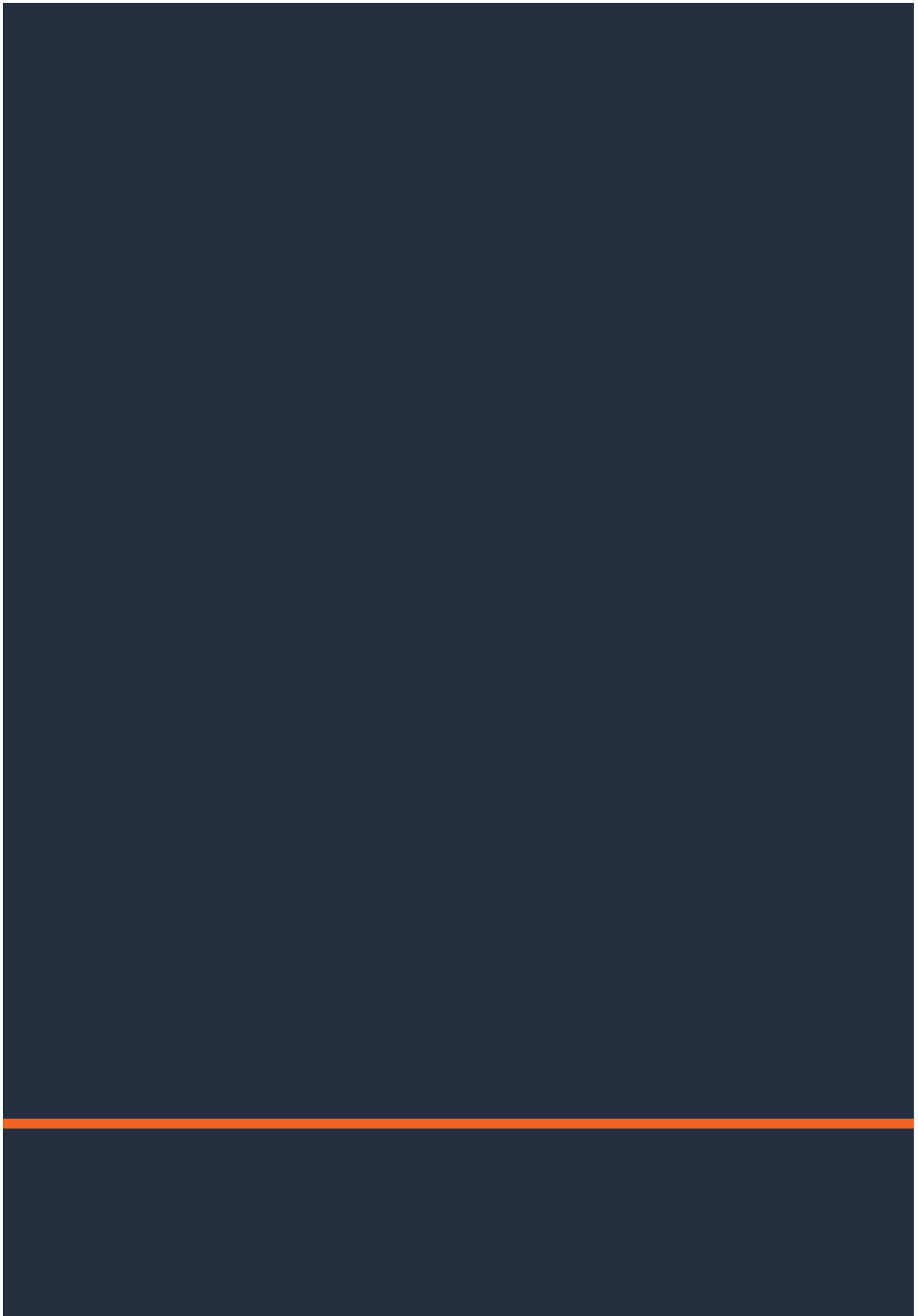
[www.centralotagonz.com/discover/ourvalues](http://www.centralotagonz.com/discover/ourvalues)

### CLYDE CHARACTER AREA

There are parts of the Medium Density Zone that sit within the wider setting of the Clyde heritage precinct. Provisions in the District Plan recognise that residential developments in the medium density zone need to be sensitively designed to respond to the smaller scale and recognised characteristics of the town centre.









# PART B

## MEDIUM DENSITY GUIDE

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## THE SITE:

### A PART OF THE COMMUNITY

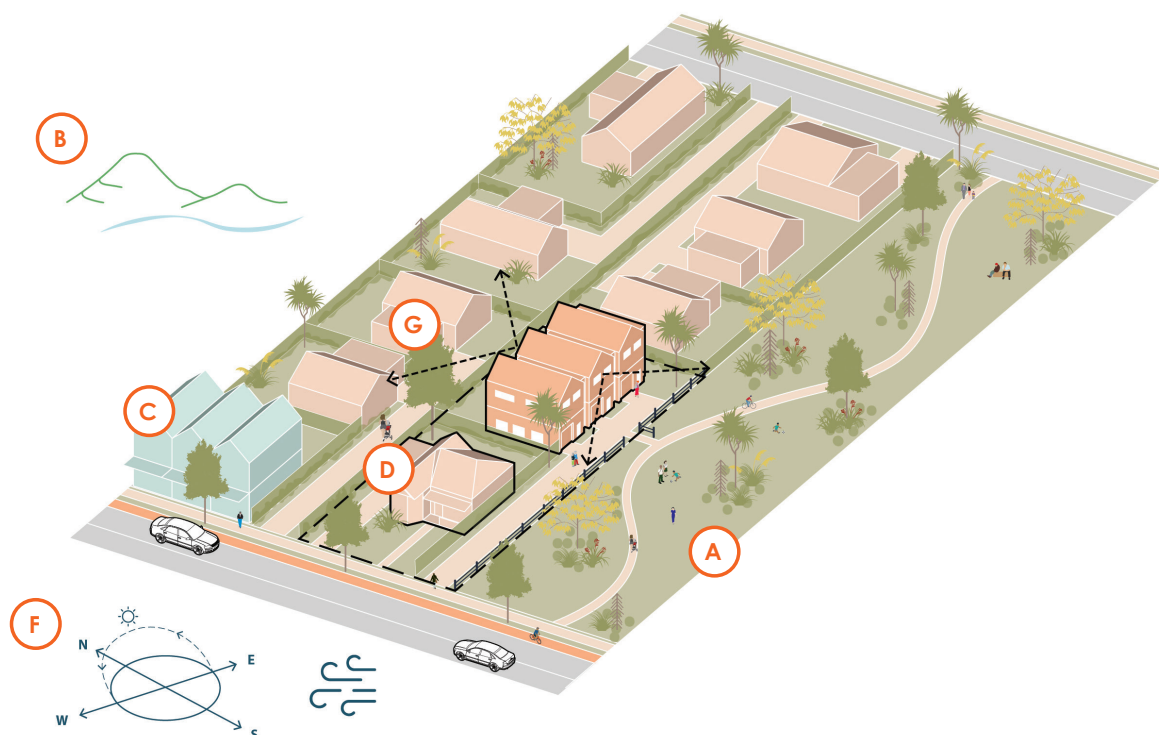
Good design contributes to the shared environment and community. It helps achieve outcomes that respond to and enhance the natural and cultural environment, people's living experiences and the unique qualities of a site. Understanding whenua (land) is central to the physical and conceptual design of a development. This means having an early, big picture understanding of how the development will fit into your neighbourhood, immediate surroundings, and the site and how these may change in the future.

#### MATTER OF DISCRETION:

- a. How the development responds to its context and site features, including any retained buildings, existing trees and the Clyde Heritage Precinct.

#### DESIGN ELEMENTS

- A** Respond to important landscape features or sites of cultural significance nearby, such as unique landforms, waterways or heritage and natural features. This could help you select a development site or reveal opportunities to add value to the development. It should also identify potential constraints to resolve through the design process, such as having to manage neighbouring activities or natural hazard risks. These build on whakapapa by understanding the unique relationships and layers of people and place.
- B** Consider near and distant views to prominent natural and built features. These can enhance visual connections beyond the site and can inform the best orientation of the buildings or framing of views.



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**C**

How close the development is to local centres and cycling infrastructure can help to determine site accessibility requirements. The development should respond to current or proposed non-residential activities nearby that may also influence how the development responds, such as maximising frontages to parks or minimising noise impacts of commercial activities.

**D**

When keeping an existing house on the site, moving the house forward or back can create a better relationship between existing and new houses and the spaces around them. Opportunities to establish shared spaces can add value to both. Maintaining the liveability of the existing house(s) for the occupants should be an important consideration as part of the design process.

**E**

**If the site is on a corner, the building and landscape features should be emphasised to assist navigation around the neighbourhood.**

Remember that at least two sides of the development will be visible and accessible to the community.

**F**

**Respond to the local climatic conditions, such as prevailing winds and sun aspect.** This can improve residents' comfort and help save energy.

**G**

**Keep any existing larger trees or established planting, particularly if they are native species.** This can help retain a sense of maturity for a new development and provide a more liveable environment for new residents, supporting the notion of kaitiakitanga (guardianship). Where it is necessary to remove trees and planting, consider relocating or replanting elsewhere on the site.



## IN THE FRONT:

### A WELCOMING ADDRESS

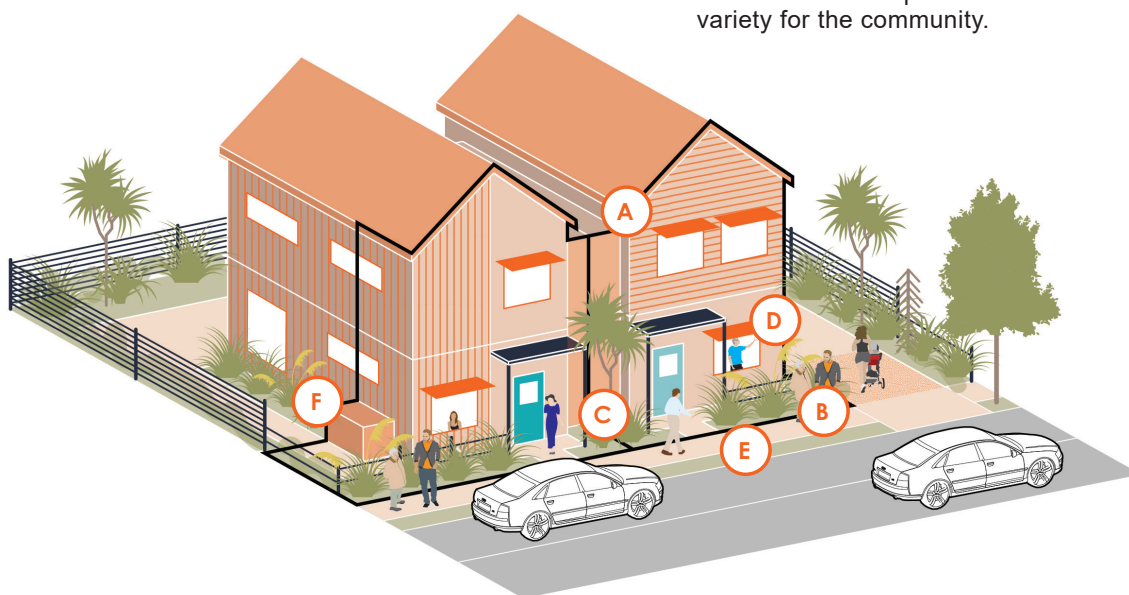
There are places in a development where those in the neighbourhood regularly pass by. This is mostly along the street or a park edge. It can also be alongside common areas within the development, such as communal open spaces, accessways and car parking areas. A well-designed house frontage can collectively benefit the public, visitors, and residents through improving community safety, providing convenient access and a place to welcome visitors. A good first impression enhances whanaungatanga (relationships) with manuhiri (visitors), creating comfortable, social and safe interactions that can help build enduring community connections.

#### MATTER OF DISCRETION:

- b. The design of road frontages and frontages to public open spaces in relation to public safety (including CPTED principles), activation, entrance recognition, access and servicing.

#### DESIGN ELEMENTS

- A** Houses should orientate to key development frontages. Houses that front onto a street or park provide good opportunities to use public space for access and views, without having to provide them on site. This could free up other parts of the development for enhanced residential uses, such as larger outdoor living spaces.
- B** Use low planting or visually open fencing within the front yard to create an important buffer between the street or accessway and the private home that can enhance the safety and comfort of residents. It also creates a connection with the community by allowing informal interactions between residents and the public through windows and entrances.
- C** Subtle variations through planting, paving, fencing and front doors are encouraged to allow front yards to feel more personalised and provide a unique identity to each home, improving the sense of ownership for residents and variety for the community.



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# ON THE SIDE

## A GOOD NEIGHBOUR

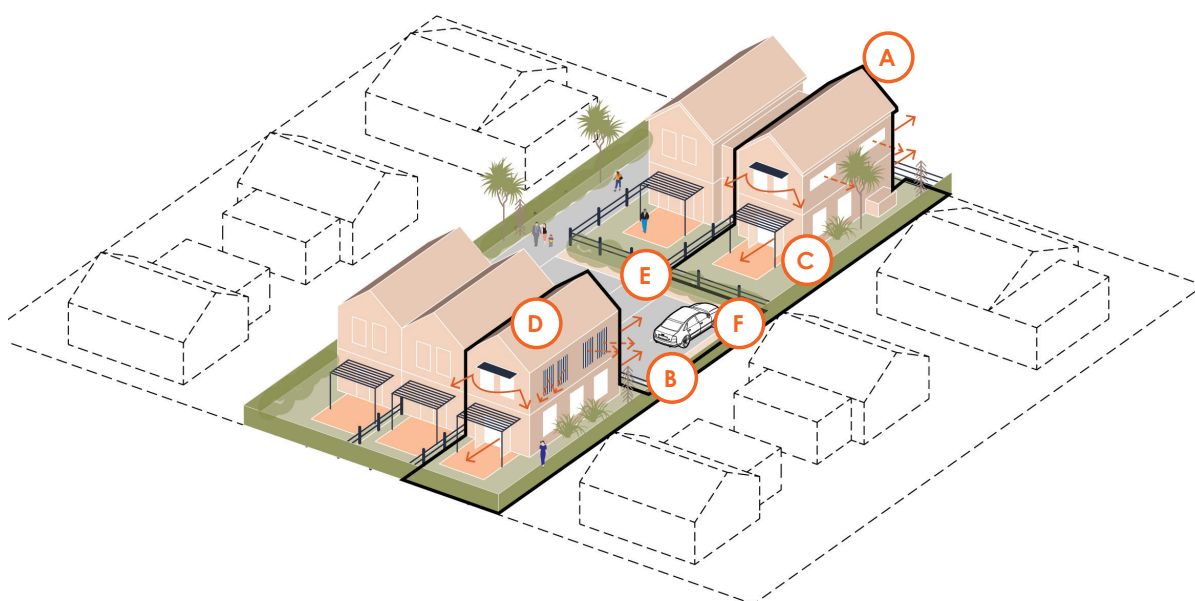
The design and use of the space between residents and neighbours, including those within the development, requires careful consideration. This is important when increasing the number of houses on smaller sites. Careful design can achieve good views and privacy and minimise the need to adapt buildings and spaces later. Well-planned use of site boundaries and internal spaces can improve sunlight access to neighbours and provide for efficient pedestrian and vehicle access. Those who own adjacent sites may also want to redevelop in the future and it is good to allow them the opportunity respond in similar ways that can be respectful of both neighbours.

### MATTER OF DISCRETION:

- c. Management of privacy, views and sunlight access for neighbours, including those on-site.
- d. The location, safety and landscape treatment of shared access and parking areas, including garages.

### DESIGN ELEMENTS

- A** **Orientate houses or their outlook to the street and internal spaces within the development.** This is a good way to redirect or extend views, manage privacy and access to more sunlight.
- B** Increasing separation between neighbours can be achieved by positioning outdoor living spaces, accessways, and courtyard car parking in between buildings. Landscaping can also provide screening between sites. This enhances privacy and outlook while providing gaps for ground-level sunlight access. Setting upper levels back can also help.
- C** **Carefully locate key rooms to improve the outlook from indoor and outdoor spaces while balancing privacy needs.** More private living rooms, can be placed at ground level to benefit from the outlook onto private outdoor living spaces and screening from trees and fence lines.



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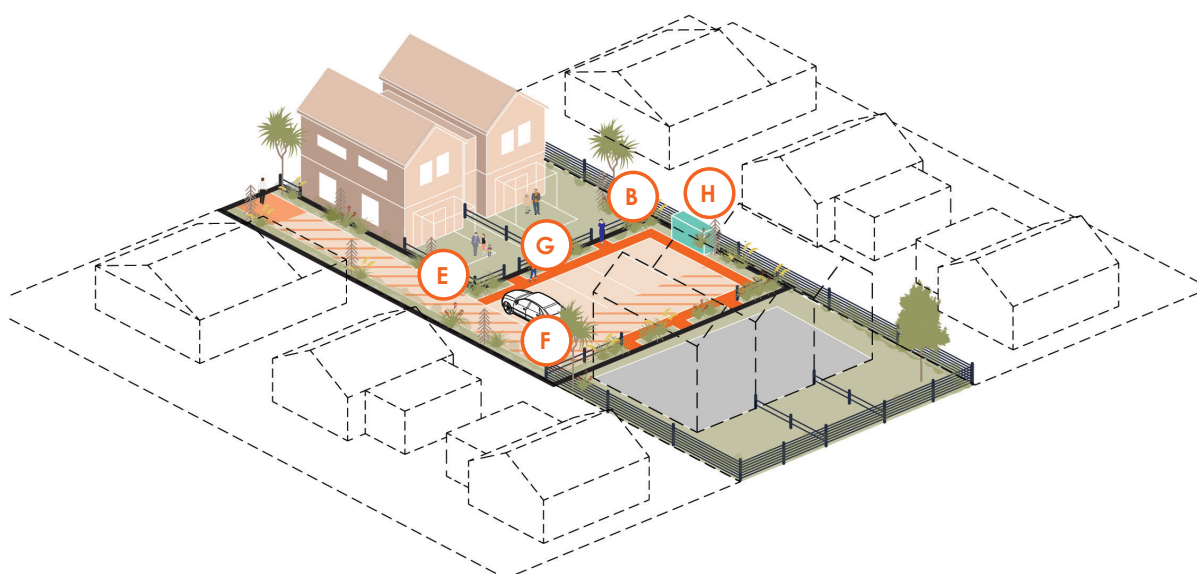
**D** Varying the size and position of upper-level windows or balconies within the development reduces the chance of neighbours directly facing each other and adds variety to the house designs. Check the location of existing neighbouring building windows and outdoor living spaces as a starting point. Other building features can improve privacy by helping to shorten or redirect views, such as vertical fins, louvres, screens, strip windows, or opaque glass on balcony balustrades.

**E** Car parking should be wrapped deeper into the site away from the street and screened by buildings or landscape features. A common accessway should be used to reduce the number of footpath crossings and the extent of paving needed. If positioned along the southern or eastern boundary, this can move buildings more centrally into the site, away from the neighbour's best aspects.

**F** Consider a common location for car parking with clear visibility. This enables the site to be used efficiently, including providing more accessible ground level spaces for residents where garages would otherwise be. It also minimises the size of buildings within the development, allowing a greater sense of space for residents and neighbours.

**G** Keep pedestrian access between the street and each front door as direct as possible. Providing convenient bike, scooter and pram storage close to each house also encourages them to be used more. If accessways are shared by people and cars, they should be designed for slow speeds through their width, paving and planting. This can create a more comfortable environment for residents and neighbours.

**H** Future proofing for electric vehicle and bike charging points or building in charging stations at the start of a development means they will not look like an after-thought or obstruct pedestrian movement later, particularly for the visually impaired.





# THE HOUSE

## A WELL-CONFIGURED BUILDING

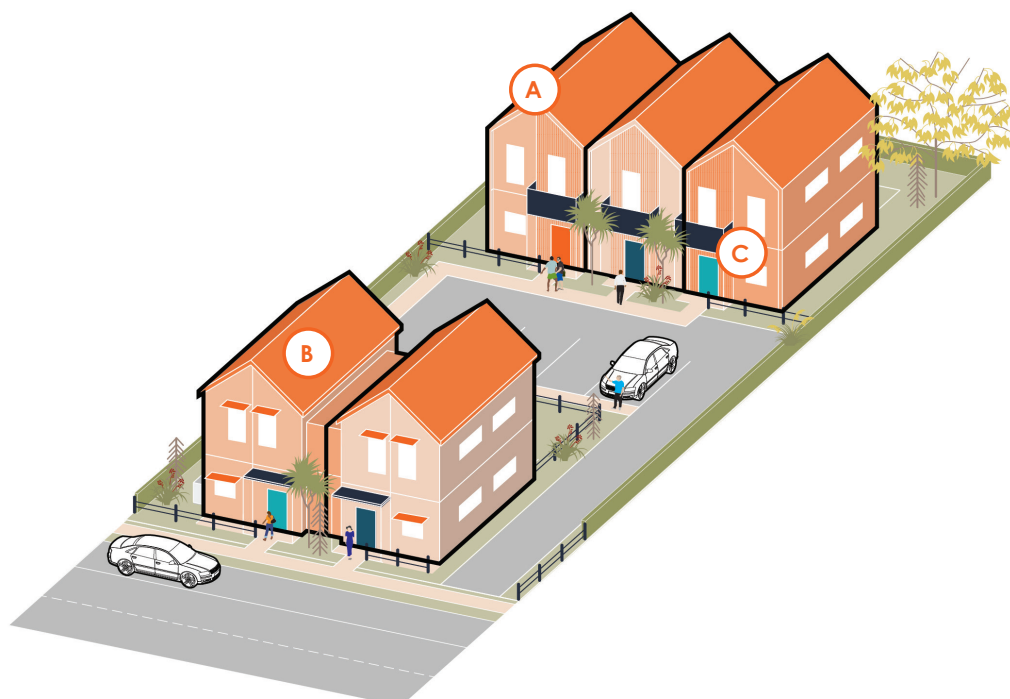
As the number and size of buildings on a site increase, their presence can become more noticeable. A more comfortable experience can be created by ensuring the development is more compatible with existing houses, such as by providing smaller clusters of attached houses. This can provide functional benefits by helping residents identify their individual homes, access sunlight, and improve privacy. The *whare* (house) concept considers multigenerational living, catering to needs of *kaumātua* (elderly), *mātua* (parents), and *tamariki/mokopuna* (children/grandchildren).

### MATTER OF DISCRETION:

- e. Configuration of building / roof forms, façade design and material use.

### DESIGN ELEMENTS

- A Cluster houses into smaller groups and reduce larger expanses of walls.** Stepping back or projecting building features forward to break up larger expanses of walls can create visual relief, while keeping the overall building forms simple. These may only need be shallow enough to cast a small shadow. The best use of this approach is to clearly identify individual houses or their key functional parts in a way that is logical and recognisable for visitors and residents.
- B Pitched roofs can be used to reduce the perceived height of buildings and provide visual relief, while allowing opportunities for built-in living and storage spaces.** They can also accommodate solar panels and reduce long-term maintenance that can affect flatter roofs.



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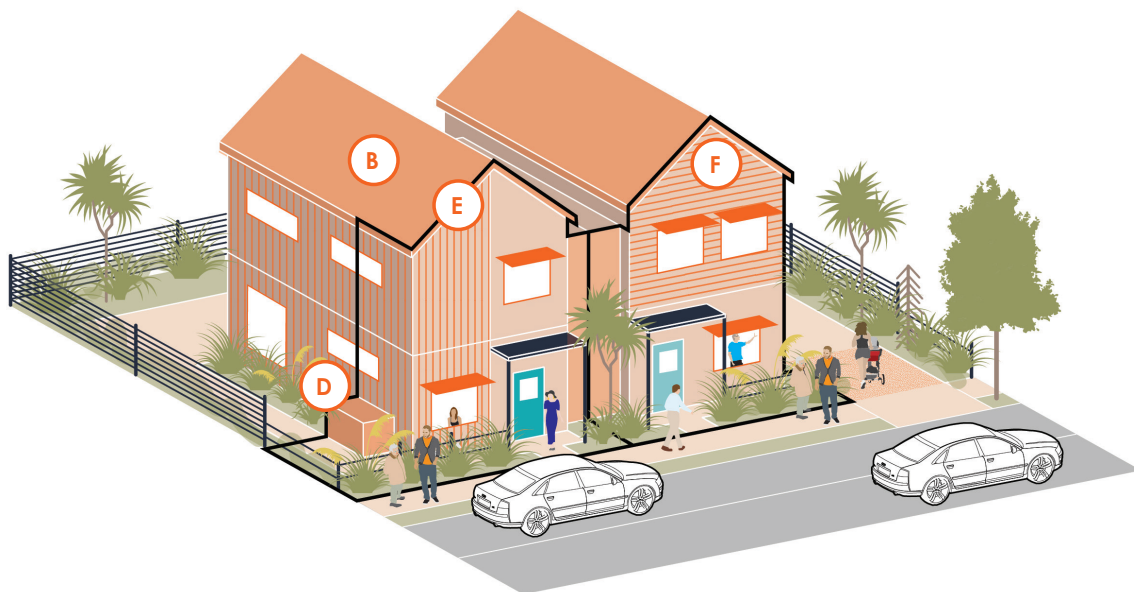
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- C** Further break up walls through well composed building elements that provide visual relief and interest, while serving important functions. For instance, porches, balconies, and screens can offer weather protection, sun shading, help identify front doors, provide private open space, enhance community safety, and protect privacy. Careful stacking and grouping of windows and their associated outlook can benefit the perception of the building while managing privacy.
- D** Varying forms, features and materials is not just limited to buildings. This could apply to other larger-scale features, such as fences, storage sheds and bin stores.

- E** Use sympathetic or complementary colours and materials, including those that are locally sourced. Subtle differences in colours and materials can be used to distinguish individual houses and create a sense of identity for residents. Cultural and local narratives may also provide opportunities for unique design identity. In Central Otago, use of stone, mud-brick and rough sawn timber were common historically, depending on the town, with the use of galvanised corrugated iron widespread. Generally, the characteristics of these materials are modest, organic, earthy, imperfect, weathered and rustic contributing strongly to the local vernacular.
- F** The materials you use are key to the long-term carbon impact of the building. Once built, it is hard to change. **Use of low-maintenance details and robust materials can maintain their appearance and integrity and be more cost-effective and sustainable over time. Use sustainably sourced or recycled materials where possible.**





# AROUND THE HOUSE

## AN INTEGRATED LANDSCAPE

Once you step off the public street or park, developments typically provide residents common landscape areas and a mix of communal and private open spaces. Not all developments provide communal spaces, but a proportion of the site could be set aside for shared facilities for multigenerational living or smaller private spaces, such as balconies. Larger outdoor spaces can provide wider environmental benefits by retaining larger trees and vegetation areas for biodiversity through to stormwater management.

### MATTER OF DISCRETION:

- f. The balance between hard and soft landscaping and the extent to which landscaping enhances residential amenity.
- g. The location, size and quality of private and common open spaces, including orientation, privacy, and access to internal areas.
- h. The location, useability and screening of service, storage and waste management areas.

### DESIGN ELEMENTS

**A**

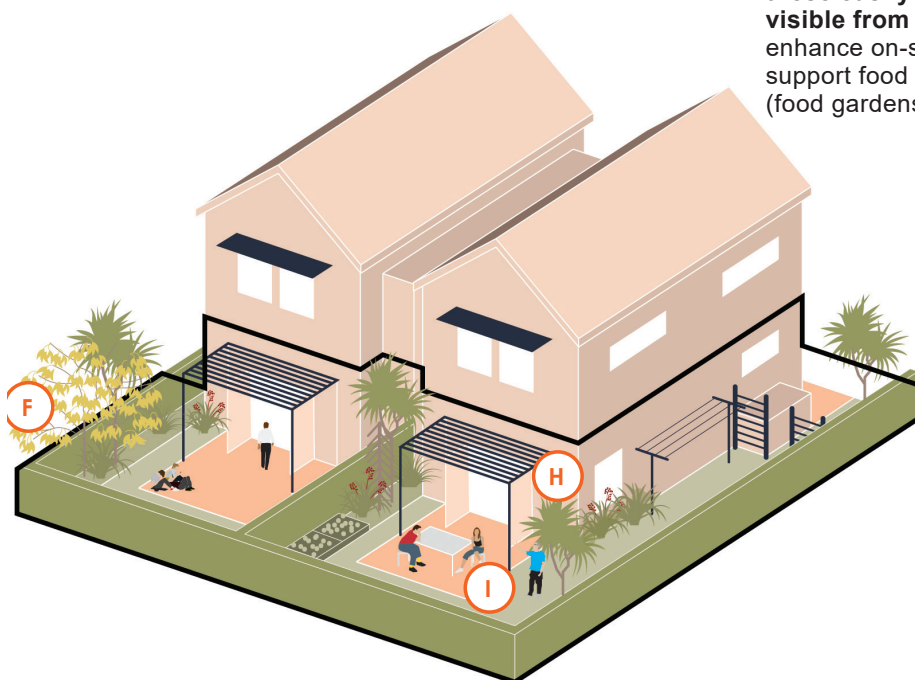
Hard landscaping typically provides access to houses, car parking, and service areas. **Consolidate into shared surfaces to increase the potential for soft landscaping and reduce heat absorption to keep the site cooler in summer.**

**B**

Use softer planting in common areas to provide buffers around houses and screen private outdoor living spaces and boundary fences. Planting could even replace fencing, such as hedges, or used to blend boundaries for more communal outdoor living opportunities. Some consolidation of landscape areas can be helpful to keep existing trees and support new ones.

**C**

**Provide communal spaces if private spaces are small.** These can be an efficient use of space and help support more diverse communities. If well located, designed, and managed, residents can comfortably interact and play safely within the site. **To provide maximum benefit for residents, make these easily accessed and widely visible from houses.** This can also enhance on-site sustainability and support food resilience, such as māra kai (food gardens).



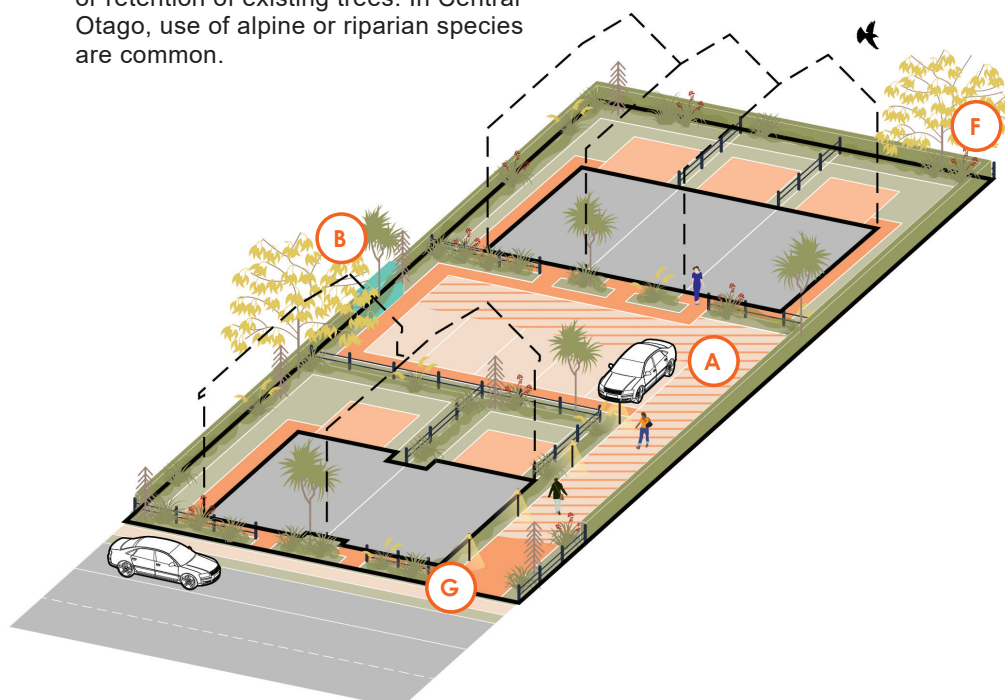
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- D** Balconies or roof terraces can be appropriate for smaller homes and can be used in combination with communal spaces. Upper-level outdoor living spaces are most useful when they are well-configured for tables and chairs relative to the size of the house.
- E** **Capture or treat stormwater runoff to conserve water and prevent pollution of waterways.** This is best managed at the source by collecting rainwater from the roof for irrigation, using permeable paving, and integrating swales or raingardens into the landscape design.
- F** **Use low maintenance plant species, particularly in common areas, that are likely to stay looking good for longer, consume less water, and survive frost or drought conditions.** These will often be plants that are native to the area. Mana whenua may have taonga (treasure) species which could be used or encouraged by appropriate planting or retention of existing trees. In Central Otago, use of alpine or riparian species are common.
- G** External lighting enhances wayfinding and community safety. However, manage light spill to minimise impacts on neighbours, te taiao (natural environment) habitats, and visibility of the night sky.
- H** For outdoor living spaces, direct access to well-used internal areas can make the outdoor space an extension of the home. **Ideally, these spaces have a northerly or westerly orientation for maximum sunlight and are sheltered from prevailing winds.**
- I** **Ground-level outdoor living spaces allow flexibility to configure private space for outdoor furniture, raised gardens, or other uses.** When planning outdoor living space, leave sufficient utility space, such as clothes lines and garden sheds, while also considering the concepts of tapu and noa.





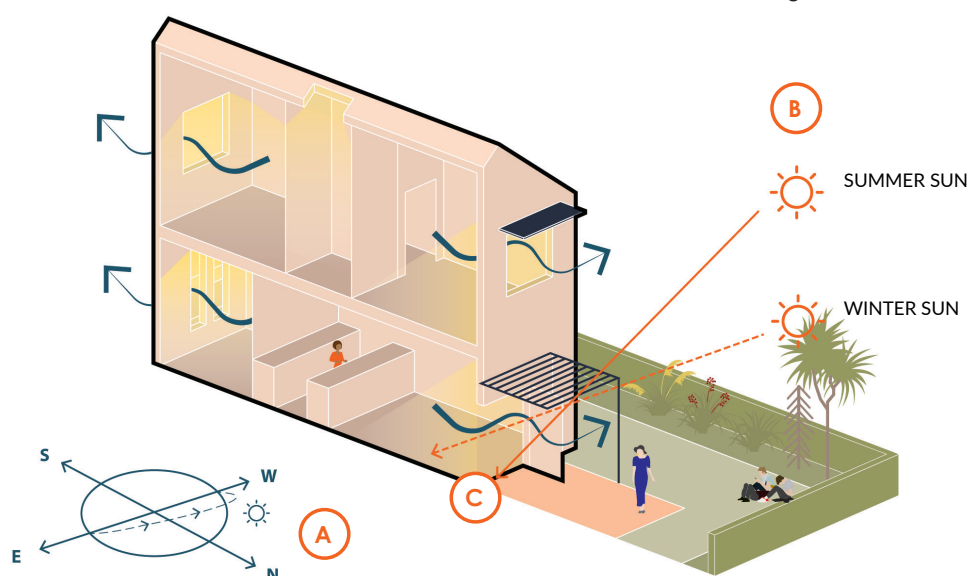
# IN THE HOUSE

## A LIVEABLE HOME

This theme contains design elements that the Council will not consider in reviewing resource consent applications. However, they are important to achieve good medium density residential outcomes and their consideration is encouraged. Designing high performing and accessible compact buildings is important to a healthy and comfortable home. A higher performing home can be achieved for little or no additional cost. Even simple approaches that allow buildings to receive heat from the sun during winter and cool naturally during summer can result in considerable cost savings for residents and a reduction on greenhouse gas emissions. Incorporating universal design principles can make homes accessible to all people of all abilities at any stage of life.

### DESIGN ELEMENTS

- A** **Orientating the house and key rooms for sunlight and warmth can improve energy efficiency.** This is best achieved by aligning longer facades to maximise the benefits of the sun, placing main living areas on the north or west side, and providing generous ceiling heights. Skylights, atriums, or light wells enable sunlight to penetrate deeper into internal spaces.
- B** **Shading devices, such as deeper eaves, louvres, and balconies, help maintain indoor comfort in the summer, while still allowing sunlight to heat rooms in the winter.** This reduces the need for heaters and air conditioners.
- C** Consider the placement of living areas and bedrooms with large opening windows on either side of the house for effective cross ventilation and passive cooling to reduce energy consumption and greenhouse gas emissions. If mechanical systems are provided, like heat pumps or extractors, place these where their noise does not disturb residents or neighbours.



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## MEDIUM DENSITY GUIDE



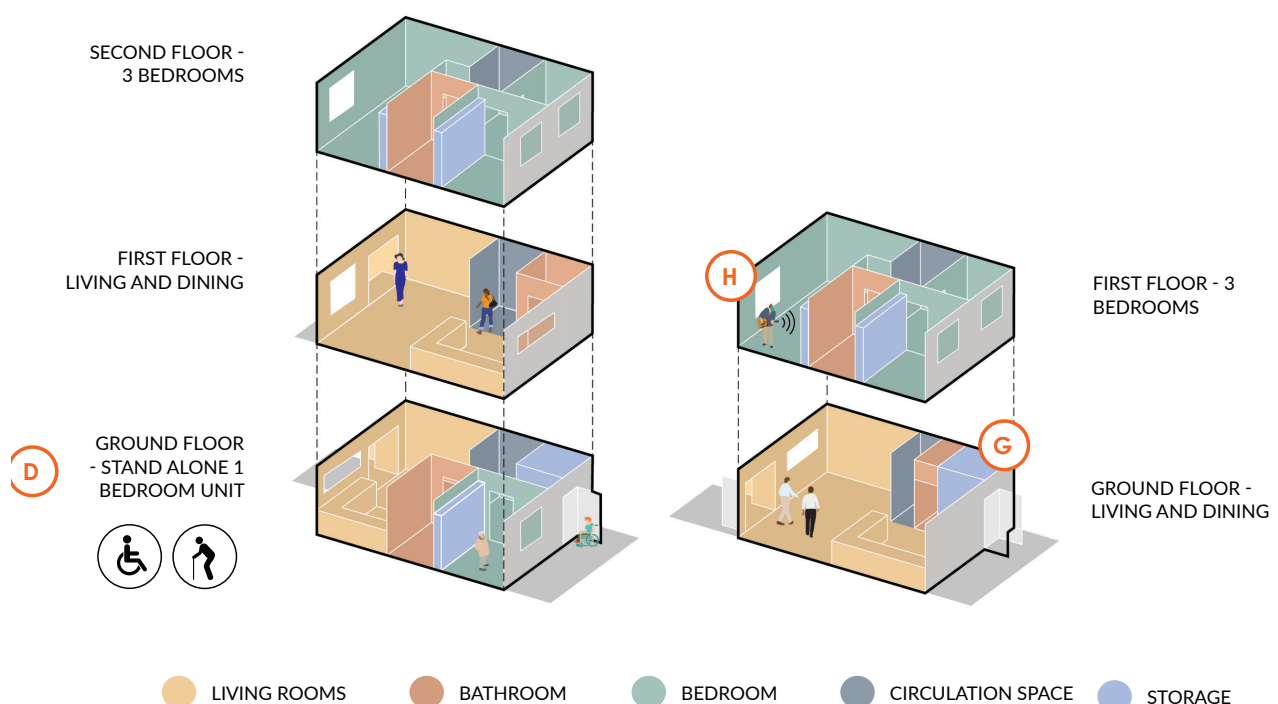
**D** Designing for an aging population, young children, and disabled people (universal design) makes a house future-proofed in the long term. Accessible and inclusive design means providing level access, wider doorway, and ground-level living, or provision for stair lifts. Recognising these opportunities helps support the wellbeing of residents. Consider Lifemark Design Standards for all ground floor units.

**E** Think about how the design and layout can allow rooms to be used or configured in different ways. The location of load bearing walls can provide the opportunity to divide or merge rooms and buildings in the future to cater for changing needs. This will assist in the spatial arrangement and flexibility of open and enclosed spaces.

**F** Cultural suitability and practices should be considered in the interior layout design that relate to the concepts of tapu and noa. Spaces associated with food should be separated from bathrooms, toilets, and laundries.

**G** Provide sufficient storage to accommodate larger items, recreational equipment, and other items, such as prams. This can increase the efficient use of indoor space and avoid larger items spilling out onto outdoor living spaces.

**H** For more peaceful living, consider designing interiors with good acoustic separation from external and internal noise sources. Similar household activities can be placed either side of a common wall between houses, matching noisy areas and quiet areas side-by-side. Bathrooms, storage areas, and wardrobes can be used as noise buffers within houses.









# CLYDE GUIDE

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# CLYDE CHARACTER:

## A DISTINCTIVE RESPONSE

Clyde has a history of smaller lot sizes compared to other towns in our District, particularly within and around the Clyde Town Centre that has a heritage precinct and many heritage buildings. The Medium Density Residential Zone is adjacent to the town centre and within its wider setting, and partially within the heritage precinct. The distinctive character of Clyde may be at risk if more general types of medium density housing were to occur. As such, there are specific rules for medium density in Clyde that help to manage this. While the “old town” character is not represented by one style and has many other heritage qualities, the existing historic residential character of Clyde generally contains small, detached, one-storey, multi-cellular cottages.

### MATTER OF DISCRETION:

- a. How the development responds to its context and site features, including any retained buildings, existing trees and the Clyde Heritage Precinct.

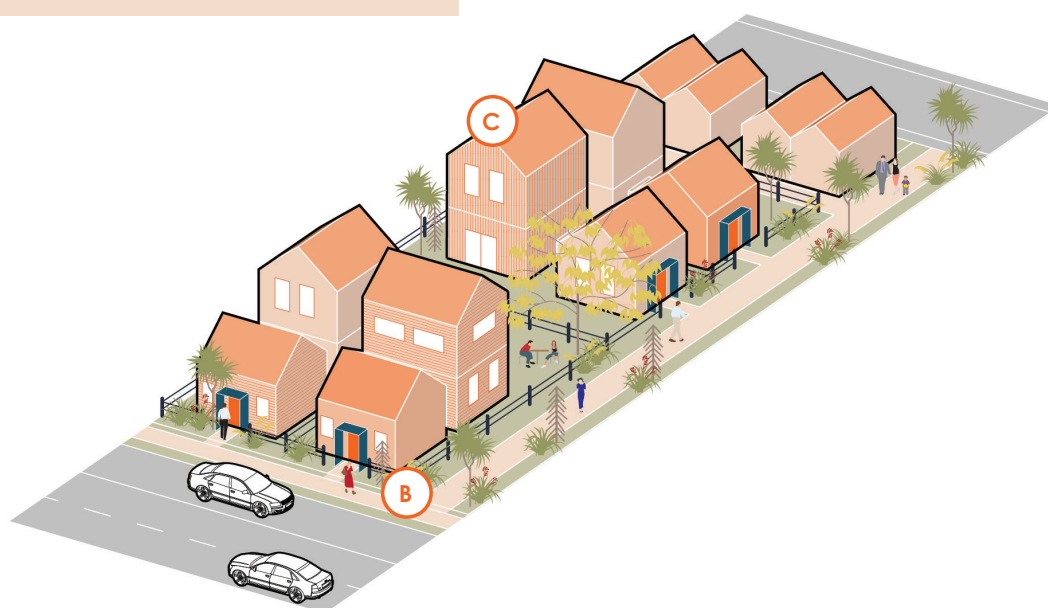
## DESIGN ELEMENTS



Incorporate existing heritage structures on the site into the development, by adding on similar scaled house extensions, clearly delineating the junction and / or building style, or separating houses to other parts of the site. Retain established trees and allow for additional trees, gardens and lawns to be incorporated around the house placement.



Provide narrow frontage setbacks with low fences or hedges, so that there are still strong visual connections to the community. Orientate the broader frontage and gable roof of the house to the street, including the entrance. Place lower building forms in the front and layer the taller parts of houses behind.

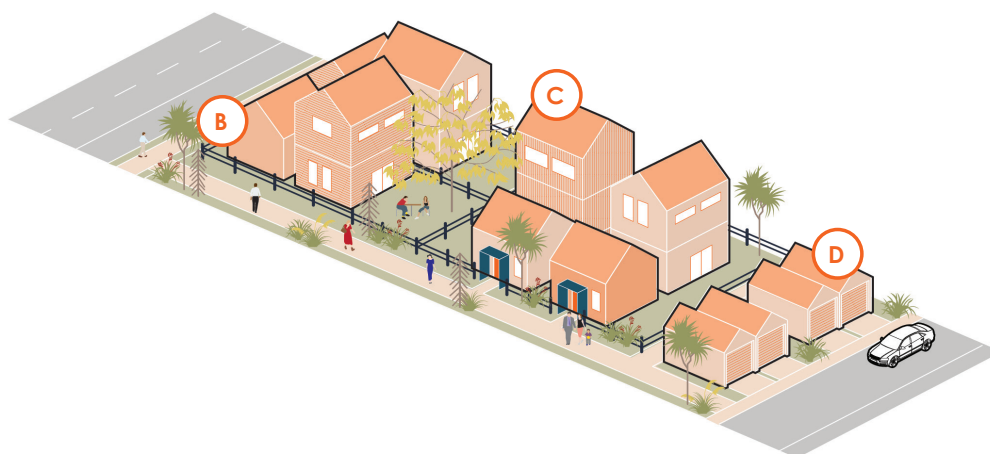


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- C** Houses should be simple structures with basic shapes and rooflines. The scale of houses should be managed through a multi-cellular and layered building approaches, not designed as one contiguous building form (e.g. sausage flats), to help to reduce the visual dominance over other heritage structures.
- D** Any vehicle parking and servicing areas provided should be recessed behind houses and accessed by a rear or side laneway. If garages are included, incorporate them into the multi-cellular approach of the overall development design, either as a lean-to or detached form, and recessive to the primary house.









# COMPREHENSIVE RESIDENTIAL GUIDE

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## THE SITE:

### A PART OF THE WIDER CONTEXT

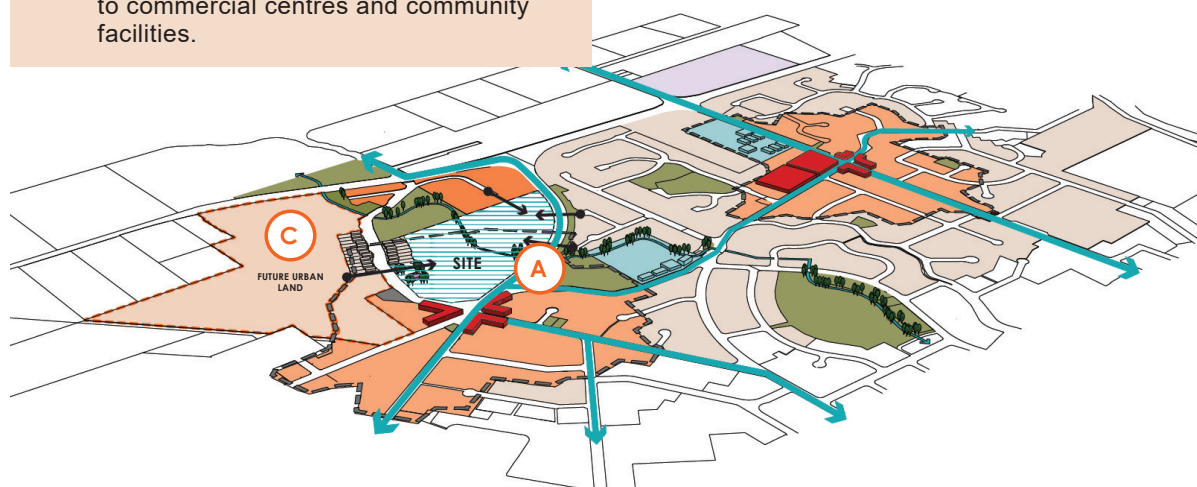
No site sits in isolation, whether it be a greenfield on the edge of town or brownfield in an existing urban area. It is important that development of larger sites integrate with the wider area and new developments should reinforce broader regional strategies and local spatial plans, including the Cromwell and Vincent Spatial Plans. A key to good site design is a thorough understanding of the site and its immediate surroundings. A more detailed survey of existing site features will establish various constraints to resolve through the design process. It will also reveal possible opportunities and assets of the site, which could add value to the overall development.

#### MATTERS OF DISCRETION:

- a. Provision for housing diversity and choice, relative to other residential areas.
- b. How the development responds to its context and site features, including solar orientation, views, existing buildings and vegetation, and, within Clyde Township, the Clyde Heritage Precinct.
- c. Whether the urban form is compatible with the nearby land use mix, including providing convenient access to commercial centres and community facilities.

#### DESIGN ELEMENTS

- A** Use spatial planning documents and local observations to locate key destinations and major routes that connect to the site. This allows new developments to provide better linkages with the surrounding town and benefit potential residents wanting to access workplaces, shopping areas, schools, recreation facilities and other community services directly and easily.
- B** An understanding of the unique characteristics of the general area is encouraged and might provide an important point of difference. These can be used to add value to a development and accentuate a sense of place, including heritage features, existing vegetation and landforms, distinctive land uses and views.



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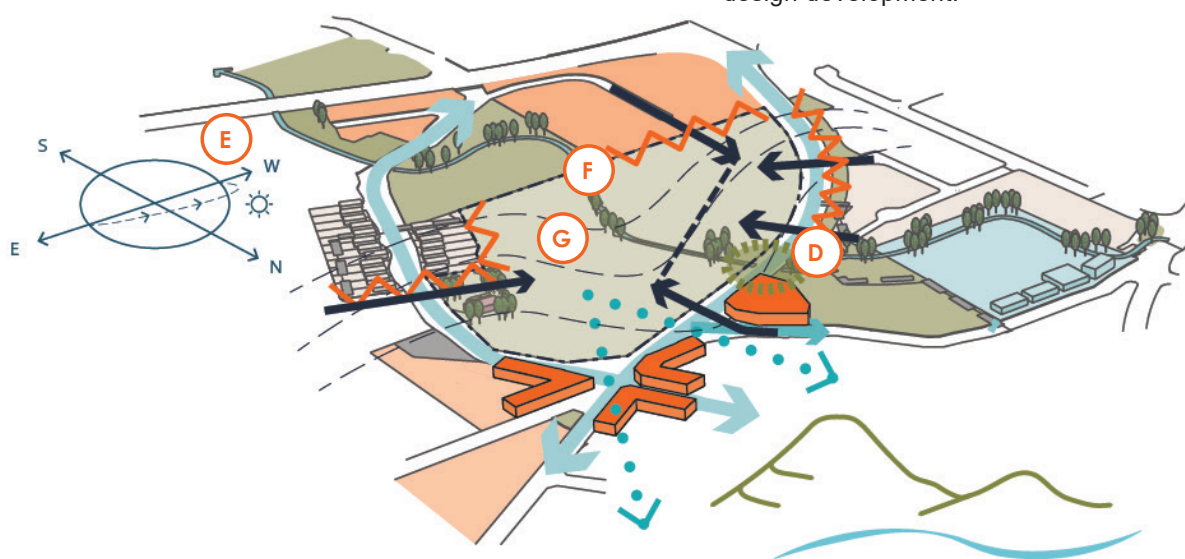
**C** Current and proposed neighbouring activities and built forms should be managed through the master plan. Understanding the location of different housing types in the vicinity of the site could help transition the edges of a development or provide niche opportunities where gaps arise. Check if local parks are provided within comfortable reach or need to be included within the site to provide additional recreation and amenity.

**D** **Practical links should be made to the surrounding neighbourhood, including providing links to future development.** Consider matching proposed convenient routes on the site with surrounding streets and paths. Integrate cycling and walking routes into new developments to make it easier to travel to key destinations without relying on cars.

**E** **Potential natural hazard constraints should be managed and consider climatic conditions, such as prevailing wind and sun aspect.** The extreme climate in Central Otago, being the coldest, driest part of New Zealand, can mean seasons are sharply defined with summers hot and winters cold.

**F** **Incorporate existing features of the site, such as landforms, waterways, significant vegetation and built structures.** These could add maturity to the proposals, create future landmarks and maintain a connection with nature. Note short and distant views to prominent natural and built features that may enhance property values, visual amenity and aid orientation.

**G** Search cultural, heritage or archaeological references that can add richness to the design and can avoid potential delays later in the development process. For larger sites, early engagement with mana whenua is important for accessing cultural values that can be followed up with more research and incorporated into the design development.





## THE LAYOUT:

### A RELATIONSHIP BETWEEN PUBLIC AND PRIVATE SPACES

The relationship between the public and private parts of a development is vital to coordinate the layout of development blocks, streets and open spaces on the site. Starting with a low impact approach to development limits the amount of disturbance to natural landforms and existing vegetation on-site, enabling better treatment of surface water runoff and establishment of natural habitats that can contribute to our District's biodiversity. A successful movement network can then be overlayed to provide route choice, reduce travel distances and make the development easier to service.

#### MATTERS OF DISCRETION:

- d. The extent to which the development provides well-connected and legible movement networks, integrating all access modes, with priority for walking and cycling.
- e. Whether the configuration of blocks and lots will allow for development that can readily achieve the outcomes sought in MRZ-P1.

#### DESIGN ELEMENTS

- A** The development layout should respect the natural characteristics of the site and enhance or emphasise natural features, such as responding to landforms and stream alignments. Retention of existing streams in their natural state is encouraged, enhance native vegetation along them to link them into wider open space networks.

- B** A street grid pattern and clear hierarchy of routes is encouraged to allow residents to get to other parts of the town quickly and efficiently. This is also successful for accommodating a range of movement types, dispersing traffic and encouraging social interaction. Street grids could be either formal (e.g. Alexandra) or informal (e.g. Cromwell), in response to different site conditions and area characteristics. **Provide as many open-ended links to surrounding streets and adjacent sites as practical to future-proof the development for further expansion of the town.**

- C** Street alignments should help maximise the opportunity for properties to gain good sunlight access. **Blocks that are generally configured running north/south, ideally with the long end of blocks within 20° of north, offer the best prospect for most houses to be energy efficient and private rear yards to receive morning or evening sun.**

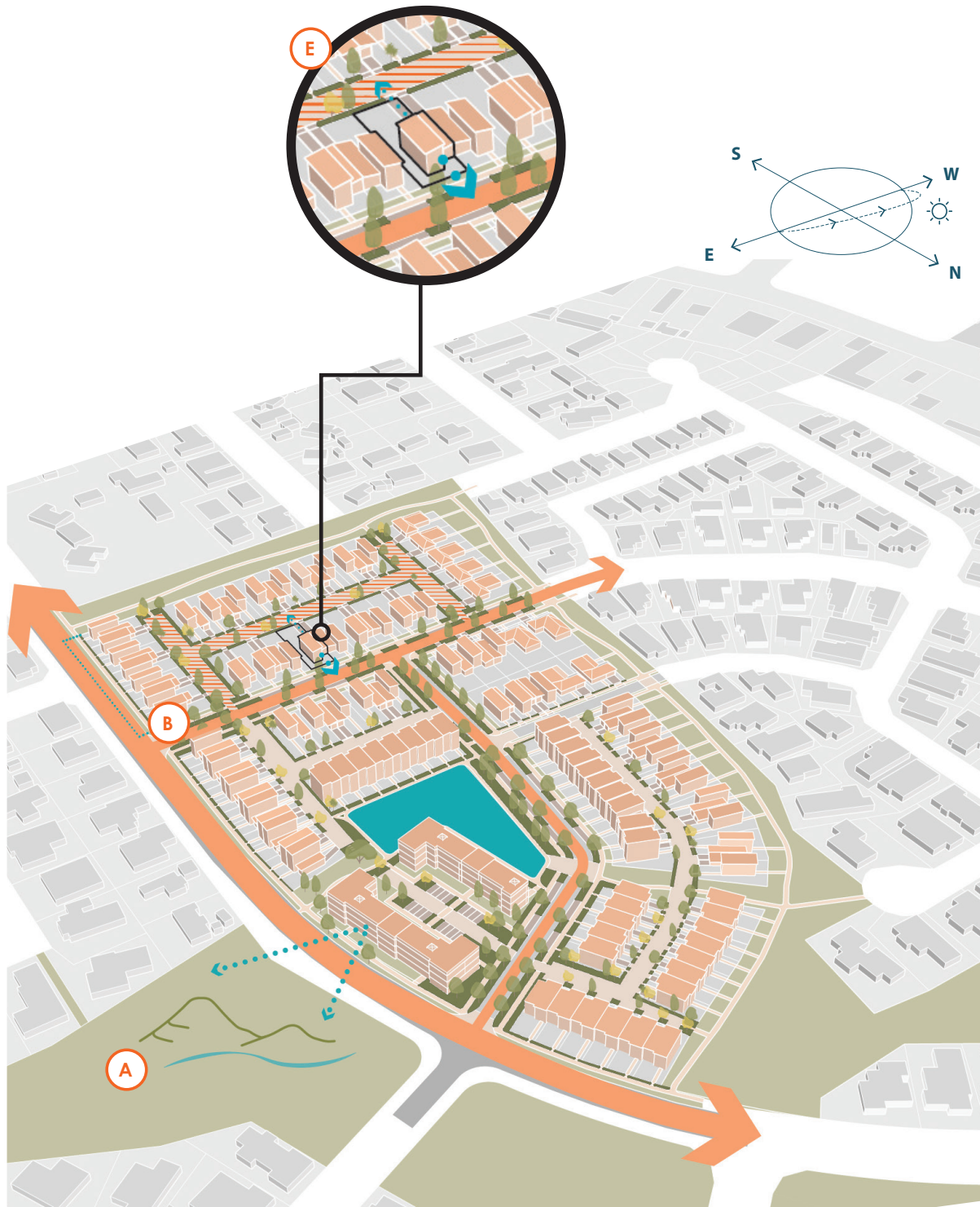
- D** Block size and shape will directly influence the walkability of a neighbourhood and should to be tailored to the mix of housing typologies. **Placing lots back-to-back or with a narrow lane in between is an efficient use of street infrastructure. A 60m block depth and 150m block length is a good starting point for walkability with larger blocks benefiting from mid-block pedestrian links.**

- E** While many residents need vehicles in Central Otago, consider incorporating rear lanes into blocks when using narrower medium density lots, to prioritise housing frontages and pedestrian movement along streets and to minimise the dominance of vehicles and other servicing needs.

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## IN THE PARK:

### A MULTI-FUNCTIONAL SPACE

Medium density residential development will increase people's reliance on streets and parks with more emphasis on providing high quality public spaces. Like streets, parks are equally multi-functional spaces, fulfilling much of the recreation, conservation, amenity and utility needs of the neighbourhood. Parks are an important element of the urban structure, adding spatial variety and amenity to a new development to supplement the local streets. The relationship with private areas within the urban blocks, particularly where public and private spaces meet, is critical to realise the full potential of streets and parks.

#### MATTERS OF DISCRETION:

- f. The location, extent and quality of public open space ... taking into account servicing and maintenance requirements

#### DESIGN ELEMENTS

A

The distribution, type and size of parks provided is dependent on the size of the development and should to complement those in the wider area and add variety. **Establish a hierarchy of green open spaces that provides for a range of recreational needs – formal / informal and passive / active. These should vary in scale, function and catchment population and be provided at least 400m from most homes.** Smaller, 'pocket' parks can provide a focal point with added value for surrounding properties by providing a pleasant outlook and substitute for smaller private spaces.

B

**Locate parks adjacent to main routes or as part of the pedestrian and cycle network where they will be most used. Connect parks and reserves through green corridors or the streetscape to provide ecological linkages and pleasant connections between different open space types.** Green corridors provide an ideal opportunity for additional off-street walking and cycling opportunities, particularly where they create circular routes.

C

**Design of parks are encouraged to be as flexible as possible by integrating them into the movement network and providing opportunities for play beyond formal equipment.** The more intense the likely use of the park the higher quality the design, materials and construction needs to be. This may require more use of hard landscaping, especially along key desire lines. Use land efficiently by creating open spaces of a regular shape and relatively equal proportion.

D

**Use these public spaces to enhance urban ecology and surface water treatment. Incorporate swales, rain gardens and constructed wetlands to treat surface water run-off and minimise pollution of waterways.** These can double as a host to urban ecosystems, provide for passive recreation, walking routes and visual interest. Use native vegetation sourced from the local area to create habitat opportunities and increase biodiversity.

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## ON THE STREET:

### A SPACE FOR MOVEMENT AND PLACE

Roads have historically been classified according to their function as routes for traffic movement and manage the potential volume of traffic generated by the development and any through traffic. 'Movement and Place' thinking takes a broader consideration of these routes and uses the term 'street' to describe the multiple functions of these (linear) public spaces. When the role of a street is more than just traffic movement, design outcomes are often quite different and tend to place more emphasis on pedestrian / cycle comfort and higher-quality experiences for residents. While they primarily accommodate pedestrian, cycle and vehicle access to homes or public spaces, they also provide informal social spaces, surface water treatment and add to the character and pleasantness of a development.

#### MATTERS OF DISCRETION:

- f. The location, extent and quality of ... streetscapes, taking into account servicing and maintenance requirements.

#### DESIGN ELEMENTS

- A** Streets should be based on anticipated volume of use and types of activities along the street edge. Use of rear lanes is encouraged to minimise driveway crossovers and provide more continuity and priority for pedestrians accessing house frontages. Additional demand for on-street resident or visitor car parking can be better managed with clusters of surface spaces within convenient and well landscaped areas.

- B** Balance the need for vehicle movement by allocating enough space for other functions, particularly walking and cycling. Dedicated cycle lanes and reduced pedestrian crossing distances should be provided on busy streets. Prioritise pedestrians and cyclists in quieter residential areas, including consideration of shared surfaces. Allow sufficient width for emergency services and service vehicles.

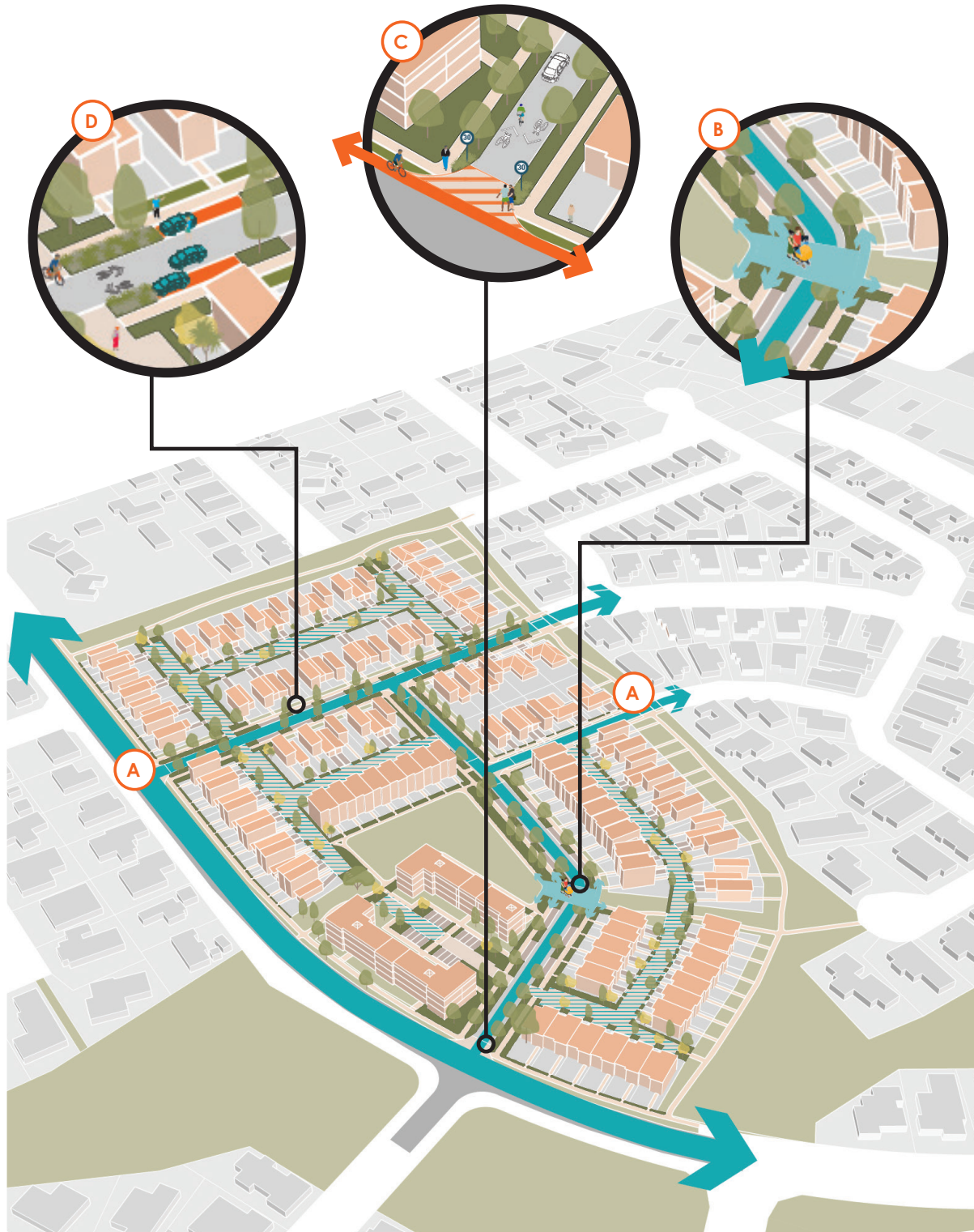
- C** Reduce the speed of traffic on local streets through appropriate safe design, including narrowing carriageway widths, tighter corners, traffic calming techniques (e.g. raised pedestrian crossings) and other streetscape treatments (e.g. trees, signage, changes in materials). Limit or appropriately design the use of roundabouts, as they can be less safe for cyclists and extend walking distances.

- D** Utilise street tree planting for shade, pollution control and variety of character. Trees can be incorporated between parking bays to break up the dominance of parked vehicles and provide sufficient space for trees to grow to maturity. Reduce surface water run-off and improve water quality through the provision of swales, raingardens and permeable surfaces.

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# CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED):

## A SAFER COMMUNITY

Well-designed developments can reduce both the opportunity for crime and the fear of crime, while encouraging positive social interactions. While crime occurs for many different reasons and cannot be prevented, using Crime Prevention Through Environmental Design (CPTED) principles have a proven track record in reducing crime. Generally, well-designed developments also help improve safety by attracting people into public spaces where they increase natural surveillance.

Further information can be found on the Ministry of Justice website:

<https://www.justice.govt.nz/assets/Documents/Publications/cpted-part-1.pdf>

### MATTERS OF DISCRETION:

- g. The Incorporation of Crime Prevention Through Environmental Design (CPTED) principles to achieve a safe and secure environment.

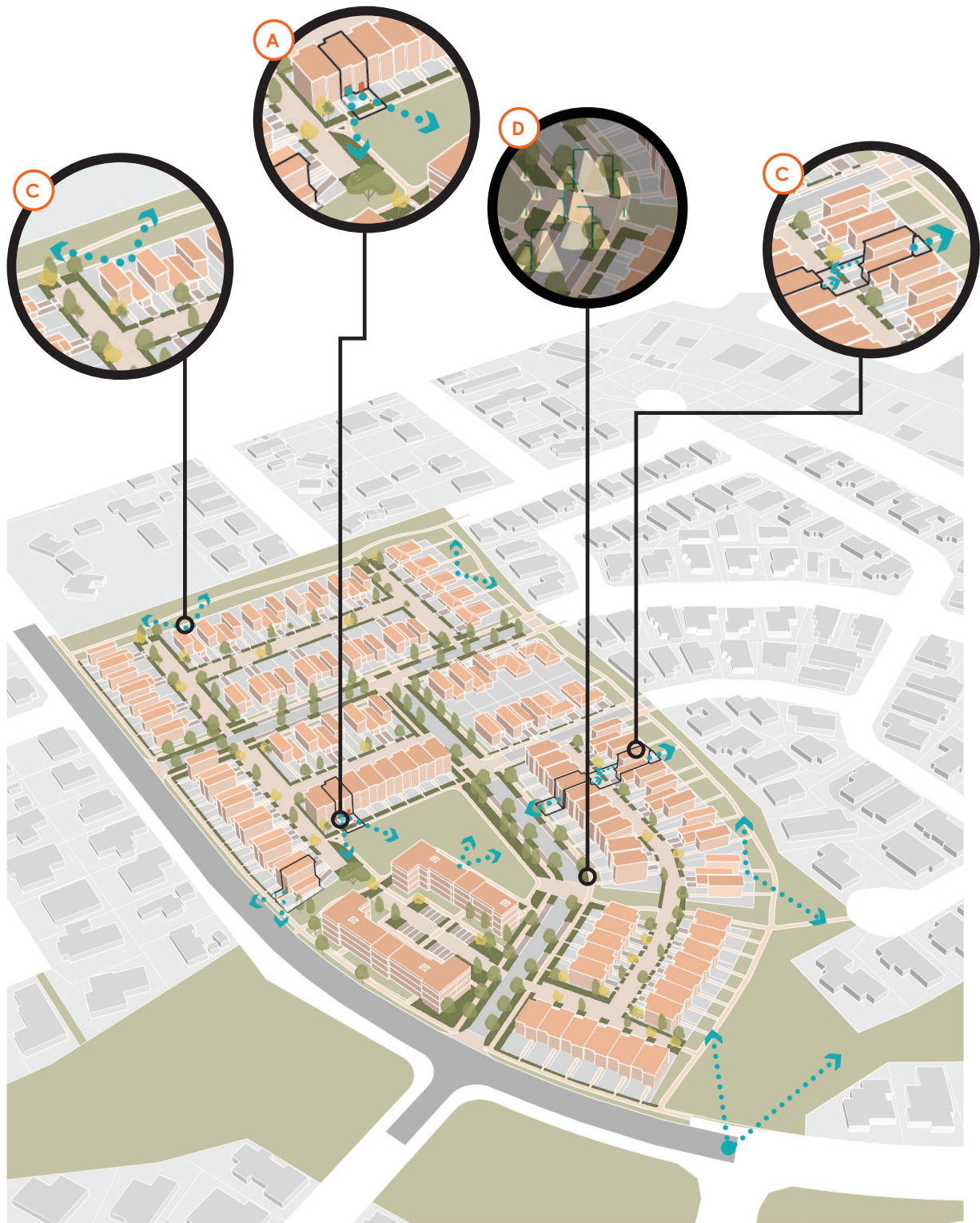
### DESIGN ELEMENTS

- A** Consider a mix of medium density housing types and household sizes to provide a diversity of residents that can extend activity throughout the day and into the evening.
- B** The configuration of 'fronts and backs' should be managed between lots, so that public edges only need low or visually open fencing to streets and parks. Establish a narrow front yard, transition space between public and private activities to encourage those living in adjacent homes to adopt, defend and maintain the edge of public spaces.
- C** Ensure housing is fronting onto parks and streets, enhanced by locating main living areas along the frontage, as they are generally safer due to the informal surveillance provided by residents. Ensure there are clear sightlines across public spaces by avoiding blind corners, dense vegetation, hiding places or dark recesses, particularly adjacent to pedestrian or cycle routes.
- D** Establishing high quality public streets and parks are encouraged, so that can easily be maintained and appear always cared for. **Provide a good standard of lighting that illuminates pedestrian footpaths along streets and through parks, in addition to carriageways. However, avoid lighting routes that will attract pedestrians into unsafe areas.**

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## 22.4.5 TEVIOT VALLEY SPATIAL PLAN - APPROVAL OF PROJECT PLAN

Doc ID: 580145

### 1. Purpose of Report

To seek approval to undertake an integrated planning approach to the future planning of Roxburgh, Roxburgh Hydro Village, Ettrick, Millers Flat and the surrounding areas, including the development of a Teviot Valley Spatial Plan.

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### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Agrees to the development of the Teviot Valley Spatial Plan for the Teviot Valley.
- 

### 2. Background

A spatial plan is an evidence-based, future-focused strategy to outline a vision and direction for an area for the next 30 years and beyond. It allows us to consider growth before it happens and identify key improvements to support a vibrant, connected, and desirable place to live.

Accommodating growth in a way that protects our environment and provides for the social, economic, environmental, and cultural needs of the community can be challenging. Issues such as ensuring housing affordability and availability, a lack of land suitable for future development, and the effects of residential development moving into productive rural areas need to be carefully managed. The spatial planning process provides an opportunity to step back and consider providing for growth in a managed way for the future

The Teviot Valley Spatial Plan will be the third spatial planning exercise undertaken by the Central Otago District Council (CODC). The Cromwell Spatial Plan was adopted in 2019 and the Vincent Spatial Plan was adopted in 2022.

The development of spatial plans creates the opportunity to ensure potential development can occur in a sustainable, sympathetic manner, which protects the aesthetics, heritage and environment that make this area special. At the same time, the spatial plan seeks to balance the needs of existing land uses with the demands of a growing community.

The spatial plan provides a blueprint for what our towns could look like and how infrastructure, housing and productive land use could fit together, offering guidance to the private and public sector, including direction for infrastructure investment and Council's future planning.

### 3. Discussion

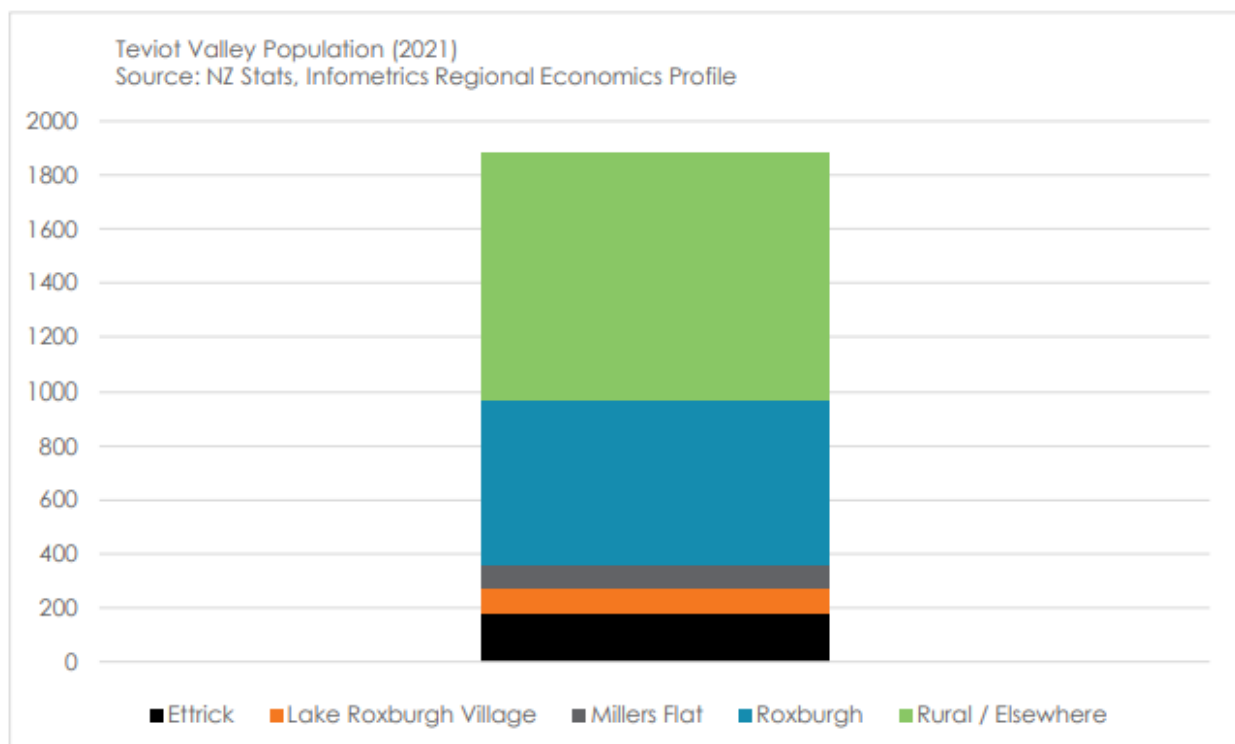
The Teviot Valley is the southernmost ward of the Central Otago district, home to farms, orchards, and townships alongside the Mata-au Clutha River. The area has a rich history



from goldmining to pastoral farming to horticulture and now tourism. Significant built heritage is still present in the townships and wider rural area.

More recently active tourism has been on the increase in relation to the development of the Roxburgh Gorge trail. This is likely to continue to increase particularly, considering a recent resource consent granted that will enable cyclists to ride from Alexandra to Roxburgh on the trail, (once constructed), without the need to take a boat for part of the journey. This will provide a key link to a network of cycle trails running through Central Otago, Queenstown Lakes, and Clutha Districts.

The study area is the whole of the Teviot Valley ward with particular focus on Roxburgh township, Lake Roxburgh Village, Ettrick and Millers Flat. As of 2021 the Teviot Valley has a resident population of approximately 1,900 people. Around 50% of residents live in one of the four towns in the valley, the other half live in small settlements or rurally as shown in Figure 1 below.

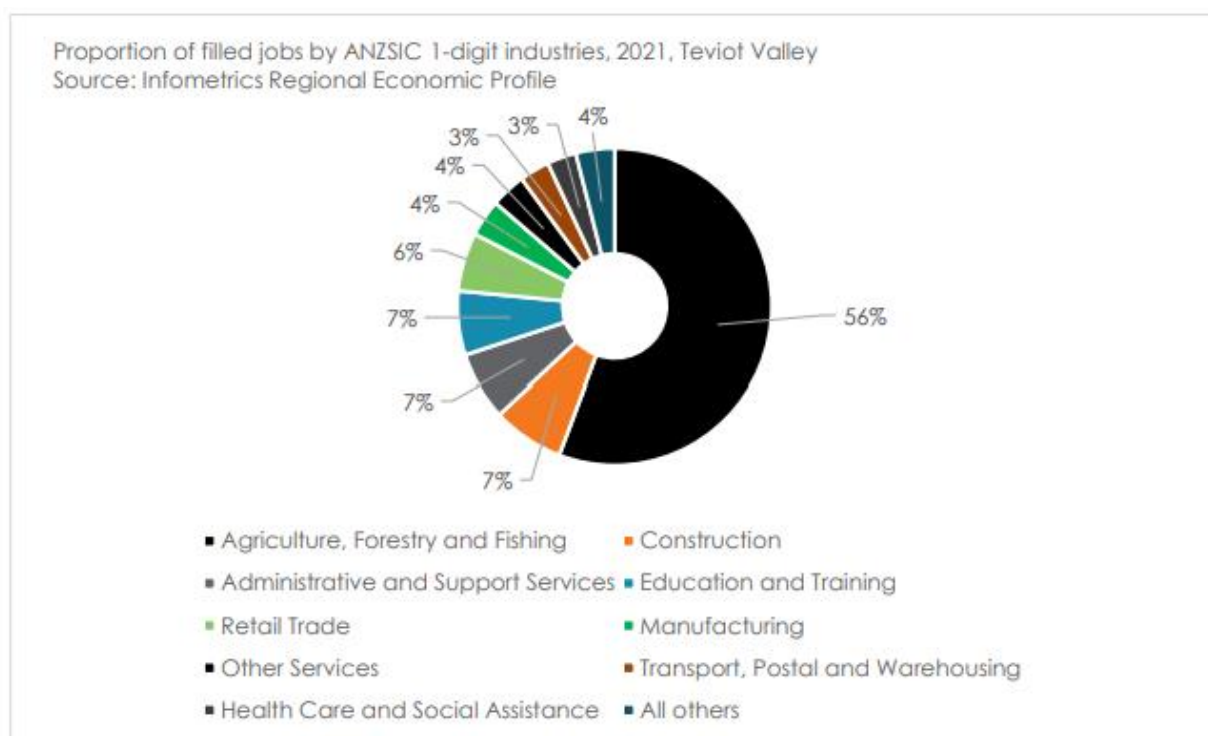


**Figure 1 - Population**

### Employment

Agriculture remains the major component of the Teviot Valley economy, providing 56% of employment in the area with over half of all jobs in the agricultural industry, making it by far the most important sector for employment in the ward. The rest is split equitably by various other industries as shown in Figure 2.





**Figure 2 – Employment**

In the rural area, growth can put pressure on the landscape values and pressure for housing development can compete for productive land resource and result in reverse sensitivity effects. This is particularly relevant for the Teviot Valley where productive land uses play a significant role economically and in terms of employment.

The Teviot valley is experiencing growth pressures with lack of land available for future development creating a shift in housing affordability. It is appropriate to understand growth and ensure it is accommodated appropriately in a way that protects what is special to communities.

Planning for infrastructure is integral to planning for growth. Whilst the provision of infrastructure enables development it is necessary to ensure growth is accommodated in an integrated and sustainable manner.

The development of the Teviot Valley Spatial Plan will address accommodation of growth and land use in the Teviot Valley and the provision of infrastructure to accommodate future growth.

The spatial plan will provide direction for growth and development for next thirty years. The community and key stakeholders will be given many opportunities to engage in the process and share their views through surveys, meetings and drop-in sessions, and specific stakeholder meetings will be held to gather understanding of the issues.

The spatial plan will also identify areas for rezoning of land in the Operative Central Otago District Plan.

The Teviot Valley Spatial Plan Project Plan (attached as **Appendix 1**) details the process and timeline of the Vincent Spatial Plan, the programme governance, procurement approach and the communication and engagement plan.



#### 4. Financial Considerations

Consultancy costs associated with the development of the spatial plan is estimated to be \$190,000 for planning and urban design, community, and key stakeholder engagement. These costs will be funded from existing district plan review budget.

#### 5. Options

##### Option 1 – (Recommended)

Agree to the development of a Teviot Valley Spatial Plan

Advantages:

- A spatial plan will enable holistic and integrated planning for the next thirty years.
- A spatial plan will result in changes to the Operative Central Otago District Plan which will enable growth and development in a sustainable manner.
- The spatial plan will inform the district plan review and infrastructure planning.
- The process will provide communities and stakeholders many opportunities to engage in planning for their future

Disadvantages:

- No obvious disadvantages

##### Option 2

Do not agree to the development of a Teviot Valley Spatial Plan

Advantages:

- District Plan budget could be spent elsewhere.

Disadvantages:

- There may be a shortage of land for business and residential opportunities resulting in diminished development opportunities and affordability issues through lack of supply.
- Loss of opportunity to inform the District Plan review and future infrastructure planning.
- Risk of inappropriate development occurring

#### 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision promotes the social, cultural, economic, and environmental wellbeing of the community, in the present and for the future by enabling integrated and holistic planning for the future of communities
<b>Decision consistent with other Council plans and policies? Such</b>	Yes- An outcome of spatial planning is to



<b>as the District Plan, Economic Development Strategy etc.</b>	integrate other plans and policies relating to infrastructure, and the district plan review.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	The spatial plan provides sustainable planning for the future of communities
<b>Risks Analysis</b>	A risk may be lack of engagement from the community resulting in an outcome they do not own.
<b>Significance, Consultation and Engagement (internal and external)</b>	The spatial plan is a cross organisation exercise so will involve engagement with infrastructure, planning, property, and communications teams. Significant engagement will occur with community and all as part of the process. Any plan changes will be subject to the Schedule 1 process in the Resource Management Act 1991.

## 7. Next Steps

The spatial plan will progress in general accordance with the timeline identified in the project plan.

## 8. Attachments

### Appendix 1 - Teviot Spatial Plan - Project Plan FINAL DRAFT.pdf [↓](#)

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20/05/2022

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24/05/2022





# Teviot Valley Spatial Plan – Project Design

Final Draft

May 2022



**rationale** >

**IMPROVING INFRASTRUCTURE OUTCOMES**



**Document Title:**

Teviot Valley Spatial Plan – Project Design

**Prepared for:**

Central Otago District Council

**Quality Assurance Statement**

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## Executive Summary

The Teviot Valley is treasured by locals and visitors alike. It has a strong community and a rich heritage. Famed for its fertile soils and pioneering spirit, Teviot Valley is renowned as the bread basket of Central Otago.

The residents and those with a connection to the Teviot Valley are rightfully proud of the area and want to see the things that make it such a special place to live, work and play, protected and improved in the face of future growth.

The Teviot Valley Spatial Plan will look to understand how this growth and development can be sustainably managed, charting a path that sets the direction for the next 30 years and beyond. It will see the development of plans for Roxburgh, Lake Roxburgh Village, Ettrick and Millers Flat.

Ultimately, the Spatial Plans will act as a guide that will inform the zoning and provisions for development of a CODC-led Plan Change for the Teviot Valley.

### WHY ARE WE DOING THIS WORK?

This Project Design Report sets the foundation for the delivery of Spatial Plans for Roxburgh, as well as Settlement Plans for Lake Roxburgh Village, Ettrick and Millers Flat.

Central Otago District Council (CODC) has the opportunity to chart the future growth and development of the Teviot Valley, ensuring it occurs in a sustainable and sympathetic manner that protects the environment, natural resources, existing communities, aesthetics and industries that make the area special. At the same time, the Spatial Plan seeks to balance the needs of existing land uses with the future demands of a growing community.

The Spatial Plan will offer up a shared vision of what the future can look like, offering investment certainty to both the private and public sector and providing a filter with which CODC can evaluate proposals through. It will also guide infrastructure investment and allow for CODC to plan for future growth and get ahead of the curve.

### WHAT ARE WE GOING TO DO?

The Spatial Planning process will integrate a significant amount of thinking across a range of workstreams – offering a compelling case for change that brings the community, mana whenua, landowners, stakeholders and partners together. It will create a shared vision, setting expectations for the future of the areas.

#### Spatial Plan Objectives

1. We understand what the future holds for the area including the rural and urban land uses.
2. The community is involved throughout the process.
3. Ensure the Teviot Valley can continue to grow, by identifying key spatial improvements, then planning for it and getting on with it.
4. Integration of existing strategies and projects ensuring the outcomes reflect the Central Otago 'A World of Difference' and mana whenua values.
5. The work informs/facilitates any necessary changes to the District Plan.

#### Geographic Scope

The Teviot Valley Spatial Plan encapsulates the urban areas of Roxburgh, Lake Roxburgh Village, Ettrick and Millers Flat. The area of interest is the Teviot Valley floor, with the area of influence extending out to the Teviot Valley Ward boundaries. For each township, the area of focus is on the urban area, with the area of interest extending out past the urban boundaries.

#### Workstreams

There are four key workstreams which the project team will focus on:

1. Community Engagement
2. Water supply and Wastewater



3. Culture and Built Heritage
4. Land Use (including zoning and consideration of possible Lake Onslow development)

#### HOW ARE WE GOING TO DO IT?

The Spatial Plan will be developed using facilitated stakeholder workshops, community engagement, optioneering and analysis to evaluate a wide range of information and identify a preferred way forward for each township.

The programme will work through a process and schedule with key milestones and gateways, ensuring decision makers have oversight of the work being done and the ability to approve the work being undertaken at multiple points throughout the process.

#### Programme

If approved by Council, the Spatial Plan is expected to be completed in mid 2023. They will act as key guiding documents for Council, informing the District Plan and other statutory documents such as the Long-Term Plan and the 30 year infrastructure strategy.

#### Community and stakeholder engagement.

Keeping the local communities at the centre of the Spatial Planning process is critical. Community engagement will occur at various points throughout the process and feedback received will act as key pieces of evidence in the optioneering process. A key part of this process will be the creation of a Stakeholder Reference Group who will be kept in the loop and asked for feedback as the project progresses.

#### WHO IS RESPONSIBLE?

Programmes of this nature and complexity require a clear and well-structured governance and decision-making arrangement. A proposed structure is outlined later in this document.

A project team will work closely with procured technical specialists. This team will produce material for the Executive Group who will review it before recommending it be considered at the Governance Level.



# 1 Introduction

## PURPOSE

The purpose of this document is to establish the foundation for the delivery of a spatial planning programme for the Teviot Valley. This will include a Spatial Plan for the township of Roxburgh, as well as Settlement Plans for Lake Roxburgh Village, Ettrick and Millers Flat. The Spatial and Settlement Plans will look ahead with a 30-year vision.

The Project Design Report ensures the programme is conducted with:

- Transparency
- Clarity of process
- A structure that delivers the best outcome for the community

It will act as the guiding document, ensuring the Spatial and Settlement Plans integrate a range of workstreams including:

1. Community Engagement
2. Water Supply and Wastewater
3. Cultural land Built Heritage
4. Land Use (including zoning and possible Lake Onslow development)

This report sets out the key elements and process required for the development of the proposed Spatial and Settlement Plans (which are outlined later in this document).

## WHAT IS A SPATIAL PLAN?

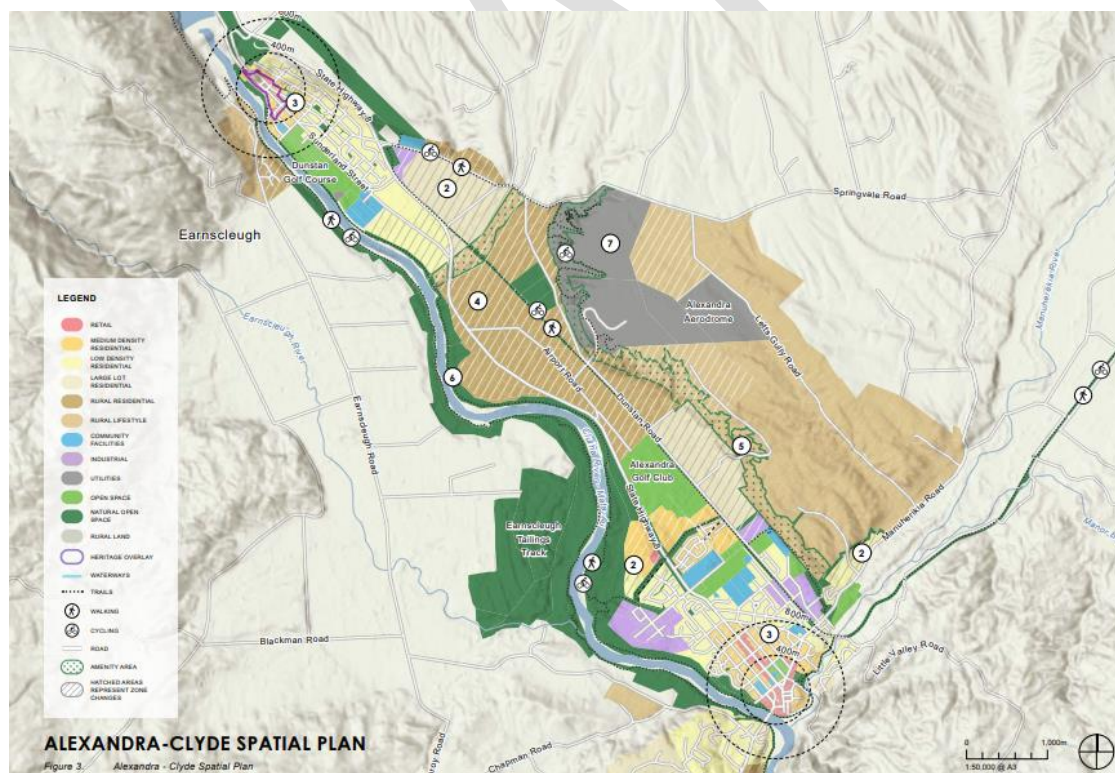


Figure 1: Vincent Spatial Plan



A spatial plan sets out a strategy for how and where a city, town or area will grow and develop into the future. It is a collaborative exercise that integrates a range of issues, challenges and opportunities and stakeholders to produce an evidence based, future focussed strategy that outlines an agreed vision and direction for the area.

Spatial Planning is under increased focus by Central Government as they look to reform the Resource Management Act. One of the key outcomes from the review was the recommendation to establish a Strategic Planning Act (SPA) to promote the social, economic, environmental and cultural well-being of present and future generations. The Spatial Planning Act requires the creation of Regional Spatial Plans. The Teviot Valley Spatial Plan, is the third spatial plan undertaken by CODC ensuring the District is ahead of the curve in this area by working with communities to develop positive outcomes for the future of those communities.

#### HOW WAS THIS REPORT DEVELOPED?

This report was developed using a combination of early community engagement, Council Officer input, discovery of previous work and research.

#### COMMUNITY SURVEY

An online survey ran from 21 July through to 31 August 2020. This was three-question survey, aimed at the entire Central Otago District. It was designed to learn about what people love most about the place they live/associate with, what they would like to change about this place, and what they would like the place to be known for.

43 surveys were completed by those who live in the Teviot Valley: 27 by Roxburgh residents, 10 by Millers Flat residents, three by Ettrick residents and three by Lake Roxburgh Village residents.

#### COUNCIL OFFICER INPUT

Two workshops were held in March and April 2022 with Central Otago District Council (CODC) officers. These provided background and input into the issues faced in the Teviot Valley and what the Spatial and Settlement Plans need to focus on.

The results of these workshops supported the development of this Project Design Report and were used to identify the process outlined in this document.



## 2 Background and Context

### 2.1 Growth and Housing

#### POPULATION GROWTH

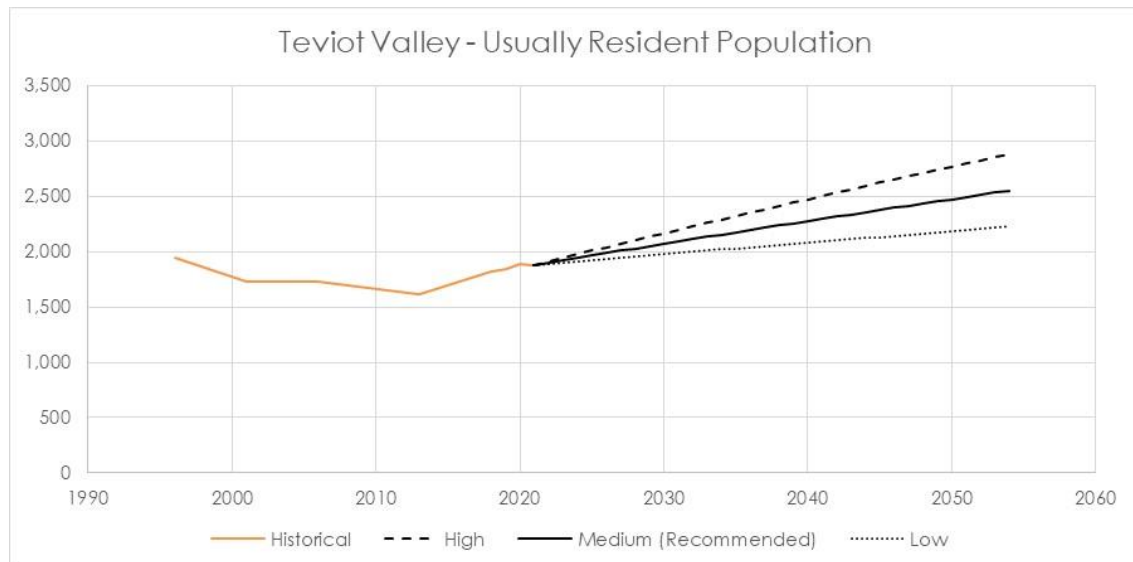


Figure 2: Teviot Valley – Usually Resident Population

Since 2013, Teviot has experienced steady population growth, albeit at a slower rate than the rest of the district. This is contrary to local employment opportunities (driven by the agriculture and horticulture industries) which have remained unchanged.

The northern end of Teviot, which contains Roxburgh and Lake Roxburgh Village, is within commuting distance of Alexandra, while providing relatively affordable housing. This affordable alternative has attracted young workers in their 20s and 30s. At the 2018 Census, approximately 10% of workers who lived in Teviot commuted to Alexandra.

The southern portion of Teviot is further removed from employment hubs but provides an opportunity for those seeking a rural early/semi-retirement.

From 2013 to 2018, there has been minimal growth in dwellings, however the rate of dwelling occupancy has been increasing. It is likely that dwelling occupancies have reached an equilibrium, and population growth is starting to drive growth in dwellings.

Longer term growth in Teviot is dependent on continuing growth and employment opportunities in Alexandra.



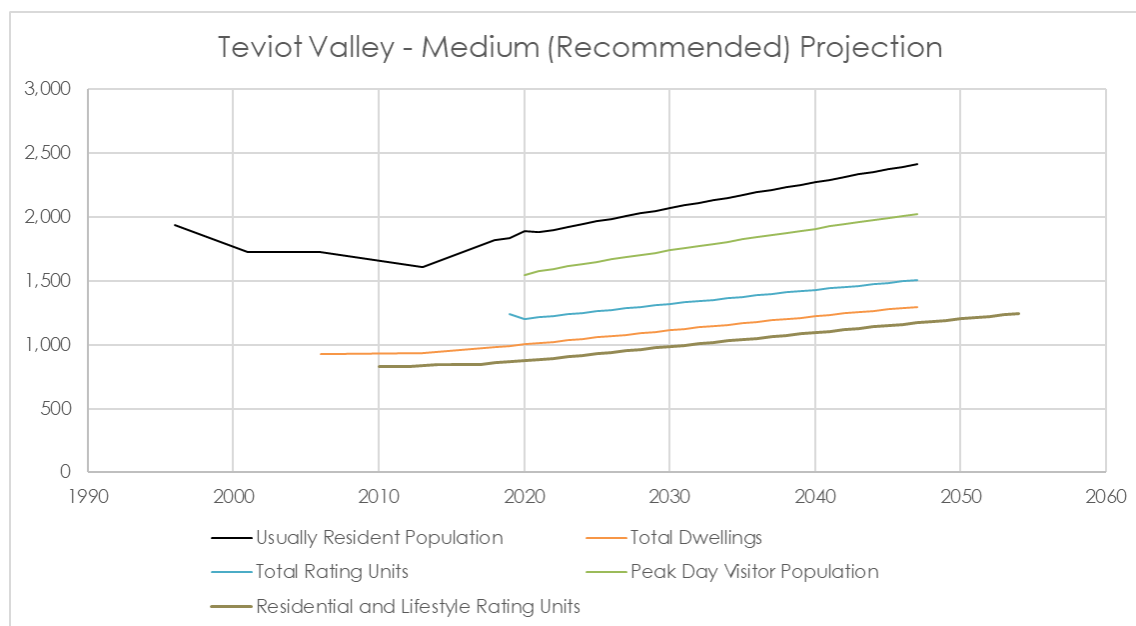


Figure 3: Teviot Valley - Growth Projections Outputs

Table 1: Teviot Valley - Growth Projections Outputs – Medium (Recommended) Projection

	2006	2013	2018	2019	2020	2021	2024	2034	2054
<b>Usually Resident Population</b>	1,730	1,610	1,820	1,840	1,890	1,880	1,945	2,153	2,548
<b>Total Dwellings</b>	924	936	984	992	1,004	1,011	1,046	1,158	1,371
<b>Total Rating Units</b>				1,237	1,201	1,217	1,252	1,365	1,580
<b>Residential and Lifestyle Rating Units</b>		839	858	867	877	884	919	1,031	1,244
<b>Peak Day Population</b>					3,433	3,459	3,578	3,960	4,688
<b>Peak Day Visitors</b>					1,543	1,579	1,633	1,808	2,140

Table 2: Teviot Valley - Growth Projections Summary - Medium (Recommended) Projection

	Historic Growth (2006 - 2021)			Short Term Forecast (2021 - 2034)			Long Term Forecast (2034 - 2054)		
	Total Growth	Av. Annual Growth	Av. Annual Growth Rate	Total Growth	Av. Annual Growth	Av. Annual Growth Rate	Total Growth	Av. Annual Growth	Av. Annual Growth Rate
<b>Usually Resident Population</b>	150	10.0	0.6%	273	21.0	1.0%	396	19.8	0.8%
<b>Total Dwellings</b>	87	5.8	0.6%	147	11.3	1.0%	213	10.6	0.8%
<b>Total Rating Units</b>				148	11.4	0.9%	215	10.8	0.7%
<b>Residential and Lifestyle Rating Units</b>				147	11.3	1.2%	213	10.6	0.9%
<b>Peak Day Population</b>				502	38.6	1.0%	728	36.4	0.8%
<b>Peak Day Visitors</b>				229	17.6	1.0%	332	16.6	0.8%



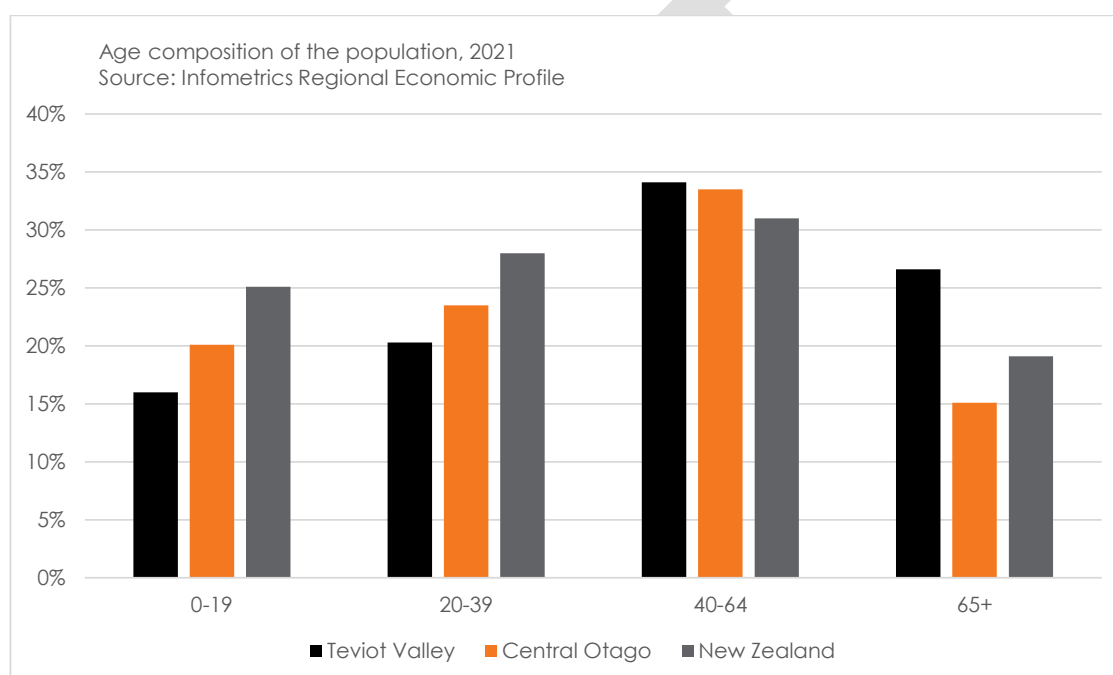
### POPULATION STRUCTURE

The population is significantly older than Central Otago and New Zealand averages, with 27% of the Teviot Valley population aged over 65, compared to only 16% of the population under 20.

This has a significant impact on the community and required housing type, medical services, and education.

Table 3. Age composition of the Teviot Valley compared to Central Otago and New Zealand.

	Teviot Valley	Central Otago	New Zealand
<b>0-19</b>	16%	20%	25%
<b>20-39</b>	20%	24%	28%
<b>40-64</b>	34%	34%	31%
<b>65+</b>	27%	15%	19%



### HOUSING STOCK

The housing stock in Teviot Valley comprises mostly older homes, some dating back to the early settlement of the area in the late 1800's. The average age of the housing is 66 years old. There was a substantial boom in housing development during the 1950s across all the townships and almost half of today's housing stock was built between 1950 and 1980. This period of accentuated growth aligns with the construction of the Roxburgh Dam which began in 1949.

The last two decades have not seen extensive housing development with recent growth concentrated around Roxburgh and in rural areas.



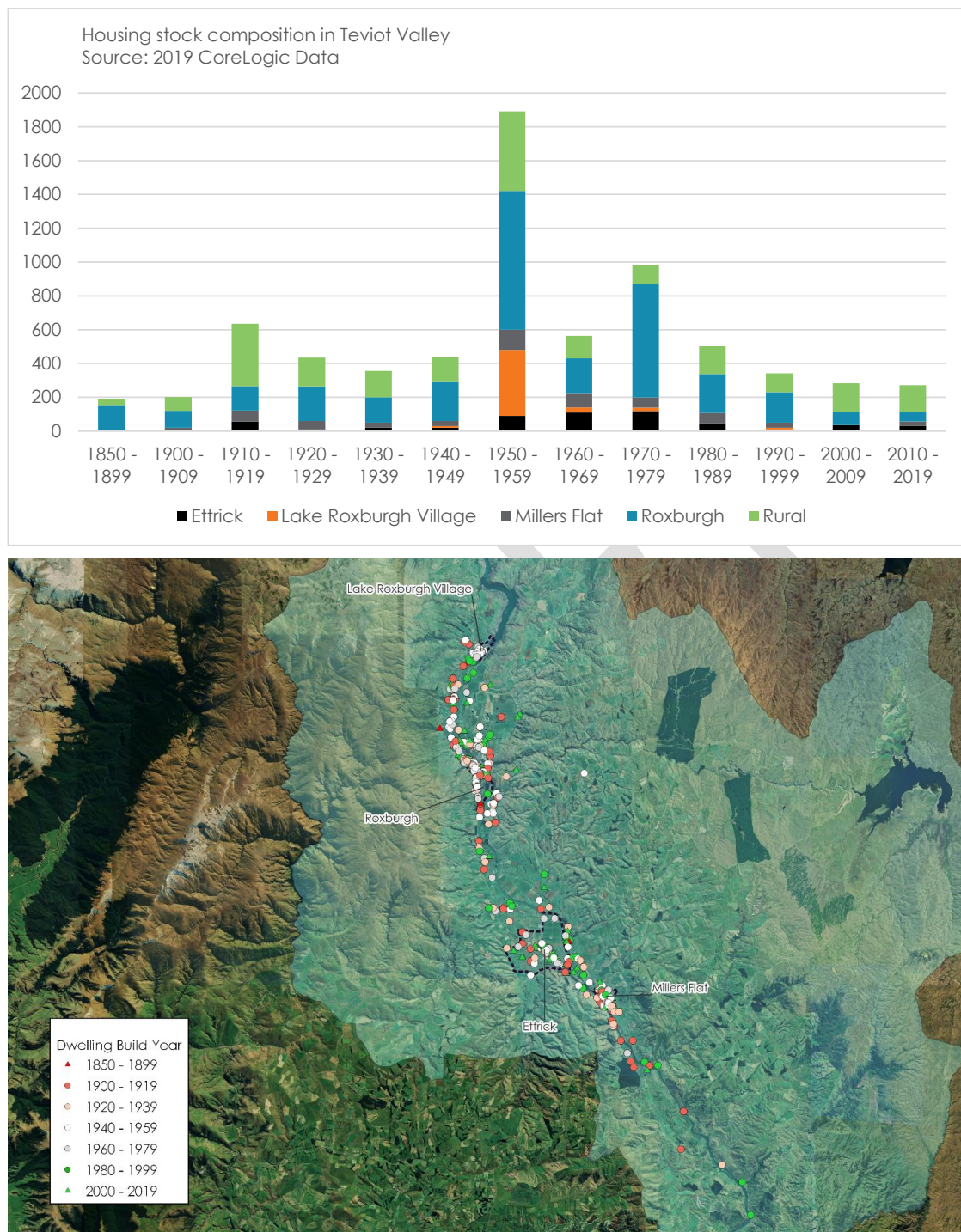
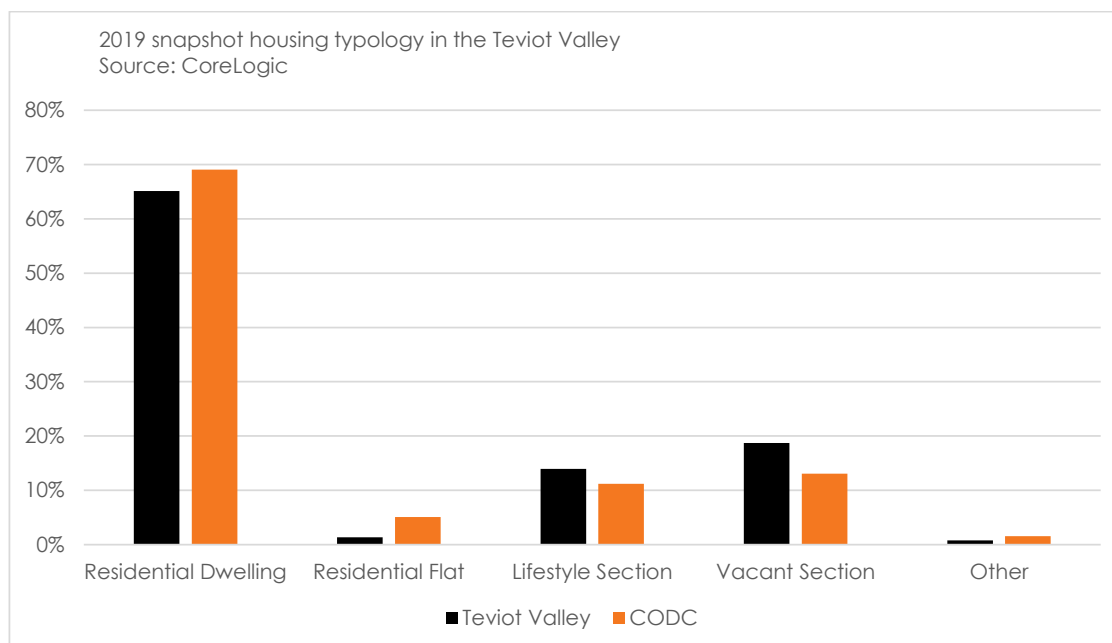


Figure 4. Age and geographical location of housing in Teviot Valley, Data Source: CoreLogic.

Most of the dwellings in the Teviot Valley are residential dwellings i.e., a traditional residential dwelling.





#### AVAILABLE ZONED LAND

CODC's district plan maps have been analysed to understand the zoned land that is undeveloped and therefore, available for development.

Table 4. Summary of the undeveloped zoned land.

Zone	Total District Plan Area (ha)	Developed Area (ha)	Undeveloped Area (capacity) (ha)*
<b>Residential</b>	127.8	92.5	35.3
<b>Rural Residential</b>	243.2	51.0	192.2
<b>Rural</b>	126,865.4	126,865.4	-
<b>Commercial</b>	3.4	3.4	-
<b>Industrial</b>	41.0	13.7	27.3
<b>TOTAL</b>	<b>127,280.9</b>	<b>127,026.0</b>	<b>254.9</b>

The available zoned residential land is spread throughout the ward, with the majority in Roxburgh.

There are two reserve areas in Millers Flat and Ettrick that are included in the Total District Plan area for residential but have not been included in the undeveloped capacity at present on the assumption they will remain reserves.

Table 5. Location of undeveloped residential zoned land.

Township	Undeveloped Residential Zoned Land (capacity) (ha)*
<b>Lake Roxburgh</b>	2.5
<b>Roxburgh</b>	25.2
<b>Millers Flat</b>	7.6
<b>Ettrick</b>	0.0



Table 6. Location of undeveloped rural residential zoned land.

Township	Undeveloped Rural Residential Zoned Land (capacity) (ha)*
Lake Roxburgh	0.0
Roxburgh	107.3
Millers Flat	85.0
Etrick	0.0

The only available industrially zoned land is in Roxburgh. This land is surrounding the wastewater ponds at Roxburgh. The potential for this to be developed for other industrial usage needs to be confirmed.

Table 7. Location of undeveloped industrial zoned land.

Township	Undeveloped Industrial Zoned Land (capacity) (ha)*
Lake Roxburgh	0.0
Roxburgh	27.3
Millers Flat	0.0
Etrick	0.0

## 2.2 Infrastructure

Issue with water supply and wastewater have been identified by CODC Officers as challenges that need to be investigated as part of the spatial planning process. Whether these are constraints to growth is yet to be seen, but they will need to be carefully considered when planning what Teviot Valley will look like in the next 30 years and beyond.

Key points that relate to the Spatial and Settlement Plans identified include:

- Roxburgh and Lake Roxburgh Village are currently have reticulated water supply and wastewater services.
- Water supply for Lake Roxburgh Village is piped from Roxburgh to a tank system in the hills above the village. The village has its own wastewater plant adjacent to the Clutha | Mata-au River with discharge to ground. This discharge permit expires in 2023 and land use intensification may pose challenges to obtaining a new consent.
- The Roxburgh water supply has three bores, only one of which is currently functional. CODC has been investigating alternative sites for a bore field and have a test bore site on Bullock Track Walkway.
- The existing wastewater treatment plant in Roxburgh is immediately adjacent to Clutha Mata-au River and any future increase in capacity will need to be carefully considered.
- Etrick has no Council provided reticulated wastewater services and is in a groundwater protection zone. This means discharge to ground is not an option at a scheme level. Whilst all existing properties discharge to ground (historic), due to the groundwater protection zone this will not be possible for any new dwellings that rely on on-site wastewater systems. There is a private water scheme servicing some homes; however, more information is needed about this and there is the possibility of being required to vest these assets in council once the new 3 Waters regulations is in place.
- Millers Flat has no CODC provided reticulated services. There is a private water supply and water treatment plant near bridge and wastewater is disposed of on-site.

## 2.3 Community Feedback

Feedback on the 2020 community survey from Teviot Valley residents has been summarised below:

Respondents like:



- The community spirit of Teviot Valley – the small community feel, a community that comes together, friendly and helpful locals, caring community.
- The natural environment – views of the river, having a clean environment, scenery and tranquillity.
- The peacefulness of the Valley.
- The climate and the lifestyle.

People would like to see changed:

- Improving infrastructure – developing infrastructure for future employment, better access to faster internet, improve the main road and maintain smoother footpaths, development of a retirement village.
- Improved services and amenities – better medical services (continuity of doctors).
- Better control of planning and development – rezoning for accommodation, decreasing speed limit beside the golf course and less subdivisions.
- Many respondents also simply said 'nothing'.

Respondents would like the area to be known for:

- Being a tourist destination.
- Their community spirit.
- Horticulture.
- Being a great place to live.

Further community engagement will be undertaken as part of the Spatial Planning

## 2.4 Lake Onslow Pumped Hydro Storage

<https://www.mbie.govt.nz/building-and-energy/energy-and-natural-resources/low-emissions-economy/nz-battery/lake-onslow-option/>

Central Government has approved funding to investigate pumped hydro against other possible solutions to New Zealand's dry year electricity problem. The NZ Battery Project will provide comprehensive advice on the technical, environmental and commercial feasibility of pumped hydro and other potential energy storage projects<sup>1</sup>. This project is being led by the Ministry of Business, Innovation and Employment (MBIE).

In its 2019 'Accelerated Electrification' report, the Interim Climate Change Committee (ICCC) recommended further investigating pumped hydro as a possible solution to the dry year problem. The ICCC, as well as others, have identified Lake Onslow as a possible site for a pumped hydro scheme.

Resource consent applications have been lodged with CODC and the Otago Regional Council (ORC), and wildlife permits lodged with the Department of Conservation (DOC).

The Lake Onslow project could be anticipated to provide at least 5TWh of annual generation/storage. It is estimated to have a construction timeframe of 4-5 years, with commissioning and filling taking a further two years. At its construction peak, it is expected to create 3,500-4,500 skilled and semi-skilled jobs<sup>2</sup>.

A project of this scale would have a significant impact on the Teviot Valley, and as such needs to be closely considered in the development of the Teviot Valley Spatial Plans.

<sup>1</sup> <https://www.mbie.govt.nz/building-and-energy/energy-and-natural-resources/low-emissions-economy/nz-battery/>

<sup>2</sup> <https://www.mbie.govt.nz/building-and-energy/energy-and-natural-resources/low-emissions-economy/nz-battery/lake-onslow-option/>



## 2.5 Heritage

The Teviot Valley has a rich and storied history. Through the decades, livelihoods have relied on the environment's resources, such as goldmining, farming and horticulture.

Since 1862, when payable gold was first discovered by James Woodhouse and Andrew Young at the junction of the Clutha | Mata-au and Teviot rivers, people have recognised this area's wealth. Once described as a natural sluice box, schist gravels have accumulated over the ages in the swift flowing Clutha Mata-au River. At the turn of the century, the largest gold hauls in Central Otago were recovered in the Teviot Valley in a boom that lasted 20 years. The Teviot Valley was one of Central Otago's most lucrative goldmining areas.

Goldminers' hard manual labour was eventually replaced by machines. Panning and cradles were superseded by hydraulic sluicing and elevating in the 1880s, as the quest for gold shifted to river banks and old river courses. From the 1880s until the 1920s, it was dredging the river that proved the most productive. Dredge wrecks still remain, and goldmining has altered the physical riverscape forever.

By the 1920s the gold boom had faded. The possibilities for progress lay in the valley's fertile, free-draining soils and temperate climate.

## 2.6 Agriculture and Horticulture

Pastoral farming has been and still is Teviot Valley's dominant industry. It has evolved overtime as intensive farming practices and improved irrigation take over more traditional, extensive farming operations. The valley's abundance is also reflected in the array of horticultural crops produced. While pip and stone fruit predominate, berries are also grown commercially.

The horticulture industry in Teviot Valley is a significant employer of seasonal workers, which creates seasonal challenges, particularly around workforce issues and accommodation for seasonal workers.

Covid border restrictions have created significant challenges for horticultural operations as the supply of backpacker workers has effectively dried up. Backpackers traditionally accounted for 64% of the staff working in the horticulture and viticultural industry in Central Otago<sup>3</sup>.

## 2.7 Power Generation

Teviot Valley forefathers were inspired to harness the valley's water resources to generate electricity, bringing prosperity and development to local communities and businesses.

Established in 1920, the Teviot Electric Power Board was Otago's first power authority and the first to establish a public electricity supply. With the commissioning of the first commercial power station on the Teviot River in 1924, rural dwellers from Coal Creek to Raes Junction gained a relatively cheap electricity supply.

Over the years, further small hydro stations and dams have been built on the Teviot River. Then in 1956, 9km north of Roxburgh on the Clutha | Mata-au, the Roxburgh Dam was commissioned. The South Island's first major hydroelectric project, which doubled the electricity supply available in the South Island.

## 2.8 Hazards and Constraints

A number of natural hazards exist in the Teviot Valley. These will need to be considered throughout the spatial planning process. ORC will provide detailed input and mapping resources as the project progresses.

### FLOODING

The western hills bordering the Roxburgh township are susceptible to instability in the form of landslides of the steep schist rock faces and slower movement of material via alluvial fans from the range-front

<sup>3</sup> <https://www.odt.co.nz/rural-life/horticulture/horticulture-collapse-fears-unless-pacific-island-workers-allowed>



down to the river flat. This loose material makes its way into creek beds which form narrow channels that may experience debris flows during heavy rainfall events. This means occasional debris flows and overland flooding, such as that which damaged property and blocked State Highway culverts in November 2017. This will almost certainly occur in these catchments again, based on the geomorphic and historic evidence. This is the process by which the Teviot Valley was formed, and is ongoing.

From Lake Roxburgh to Millers Flat, localised flooding related to high flows in the Clutha | Mata-au River may occur on the lower terraces adjacent to the channel, however settlements are located outside of mapped flood zones.

#### GEOLOGICAL

Locally, the Teviot and Old Man fault lines run along the Teviot Valley, and these are potentially active, though with very low likelihood of a fault rupture recurrence. However, like most of Central Otago, the Teviot Valley area is susceptible to seismic shaking from more distant seismic sources which have a higher recurrence interval, such as the Dunstan Fault or the Alpine Fault.

Earthquake-induced hazards and landscape changes with the potential to affect the Teviot Valley area include scattered landslides and rockfall in the surrounding ranges, increased susceptibility to debris flows, and liquefaction-induced instability along some riverbank and lake margin areas.

#### CLIMATE CHANGE

Although projections for climate indicate increased dry conditions, there is also a high likelihood of increased extreme weather events such as thunderstorms and associated downpours. This indicates the overall risk of debris flows in the area's catchments may increase over time.

### 2.9 Tracks and Trails

The Teviot Valley is home to two world-class cycle trails – the Roxburgh Gorge and Clutha Gold<sup>4</sup> – offering 117km of trails through Teviot's spectacular landscapes and heritage areas that trace the Clutha | Mata-au's path.

The Lake Dunstan Cycle Trail, which links Cromwell and Clyde has seen prolific use since it was opened in May 2021, with over 60,000 riders using it in the first ten months of operation<sup>5</sup>. There are opportunities to build on the growth of recreational cycling to bring more active travel visitors to the Teviot Valley.

An understanding of how future tracks and trails could be integrated into the Teviot Valley will be factored into the development of the Spatial Plans.

## 3 Mana Whenua

An extensive network of ara tawhito (trails/traditional travel routes) followed the fringes of Central Otago's rivers, lakes and various waterways, often corresponding with popular mahika kai areas and were well used for hundreds of years, connecting whānau and hapū across the motu. The Mata-au (Clutha River) once supported several mahika kai sites along its length where weka, papai (speargrass), aruhe and kokopū were gathered.

In terms of resource use, birdlife was abundant in the region and several species of moa and water fowl were often caught. After the decline in moa; weka, koreke (NZ quail) and tuna (eel) provided protein staples while aruhe (fernroot) and kauru (cabbage tree root) were common sources of carbohydrates. The Central Otago area also had a readily available supply of raupo that was well utilised to make mokihi (temporary reed rafts) to transport people, mahika kai<sup>11</sup> and pounamu resources down the Mata-au and to the coast.

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<sup>4</sup> <https://centralotagonz.com/tracks-and-trails/>

<sup>5</sup> <https://www.stuff.co.nz/travel/experiences/cycling-holidays/300534206/lake-dunstan-trail-55000-more-riders-than-expected-in-first-year>



In addition to the resources gathered, the waterways themselves play a significant role in Kāi Tahu Whānui cultural traditions. The Kāi Tahu Whānui account of creation tells that initially, there was nothing but darkness. Light then emerged, and water was formed. Other forms of life followed and all forms of life remain connected through the whakapapa of the environment and the various elements of the world. To Kāi Tahu Whānui, water is a unifying element from the very creation of time and it is central to their worldview. This is reflected through the whakataukī '*Ko te wai te ora o ngā mea kotoa – water is the life giver of all things*'.

Mauri (life force) binds the physical and spiritual elements of all things together, generating and upholding all life. All elements of the natural environment possess mauri and all are interconnected. The condition of water is seen as a reflection of the health of Papatūānuku. Protecting the mauri of waterways and the ecosystems within them are key priorities for Kā Rūnaka in their role as kaitiaki.

The beliefs, customs and practices from the interwoven whakapapa of Waitaha, Rapuwai, Kāti Māmoe and Kāi Tahu remain entrenched in the Central Otago landscape. These traditions and the ancestral landscape which they are associated, hold the same importance for Kāi Tahu Whānui today and are integral to maintaining their identity as Kāi Tahu Whānui<sup>6</sup>.

## 4 Central Otago: A World of Difference

The project to establish Central Otago's "regional identity" was initiated by CODC in 2005. It focused on defining the points of difference that distinguish Central Otago and make it special, both for residents and visitors alike<sup>7</sup>.

The World of Difference outlines that there is something special about Central Otago, both in terms of the unique landscapes and the strong communities who live here. It aims to protect and preserve the things to community values and the quality of life intrinsic to Central Otago.

These values will be incorporated into the thinking and analysis undertaken throughout the Spatial Planning project. This will ensure that the Spatial Plans add to and protect the things that make the area such a unique and special place to live and visit.



<sup>6</sup>

[https://www.codc.govt.nz/repository/libraries/id:2apsqk8g1cxbyoqohn0/hierarchy/sitecollectiondocuments/plans/BM200\\_096\\_05\\_Vincent\\_Spatial\\_Plan\\_Document\\_20220404.pdf](https://www.codc.govt.nz/repository/libraries/id:2apsqk8g1cxbyoqohn0/hierarchy/sitecollectiondocuments/plans/BM200_096_05_Vincent_Spatial_Plan_Document_20220404.pdf)

<sup>7</sup> <https://www.aworldofdifference.co.nz/>



## 5 Resource Management Act Reform

Central Government is undertaking the most significant change to New Zealand's Resource Management Act, since it was enacted in 1991.

In February 2021, the Government announced it would repeal the RMA and enact new legislation based on the recommendations of the Resource Management Review Panel. The three proposed acts are:

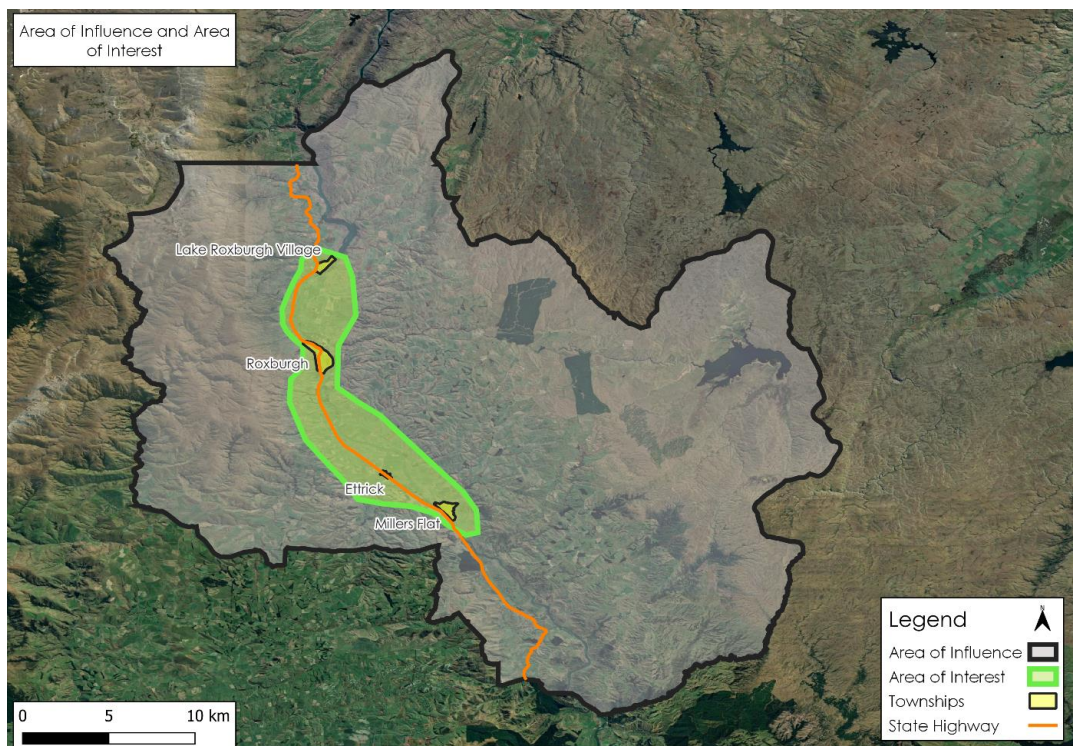
- Natural and Built Environments Act (NBA), as the main replacement for the RMA, to protect and restore the environment while better enabling development
- Strategic Planning Act (SPA), requiring the development of long-term regional spatial strategies to help coordinate and integrate decisions made under relevant legislation; and
- Climate Adaptation Act (CAA), to address complex issues associated with managed retreat.

### STRATEGIC PLANNING ACT

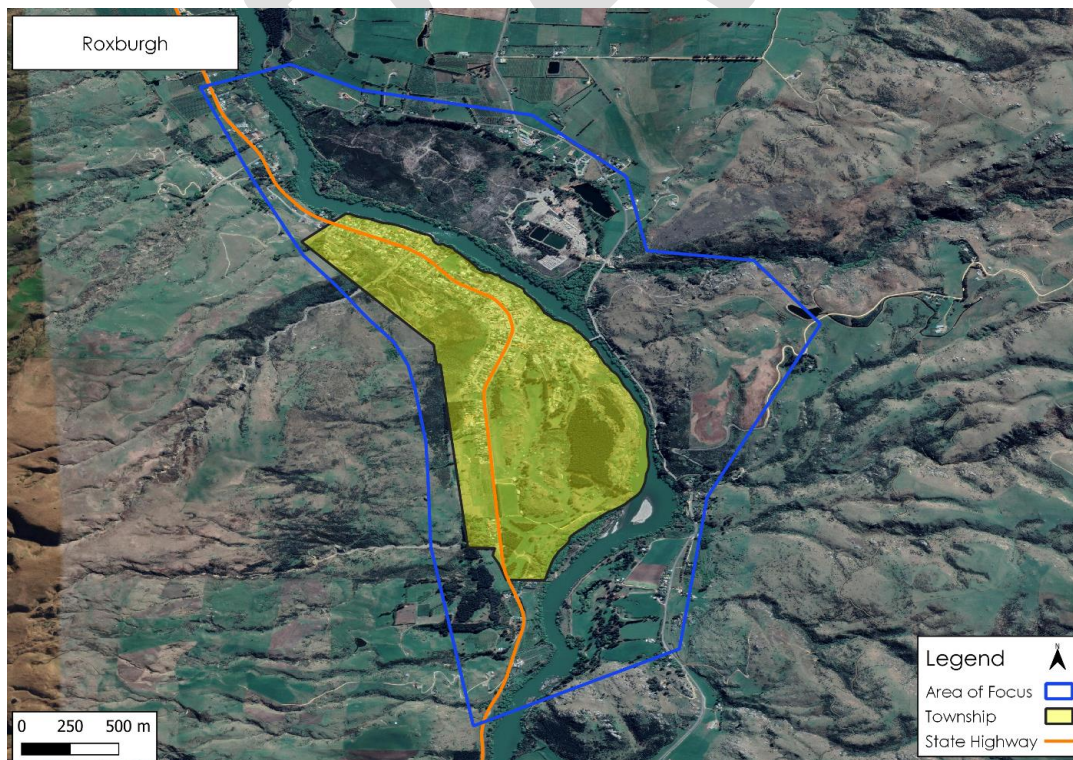
The Strategic Planning Act calls for the development of long-term regional spatial Strategies. The process proposed for the Teviot Valley Spatial Plans will allow CODC to get ahead of the RMA reform, ensuring that it can control the long-term future for the Teviot Valley, as opposed to being dictated to under new legislation.



## 6 Geographic Scope – the ‘where’

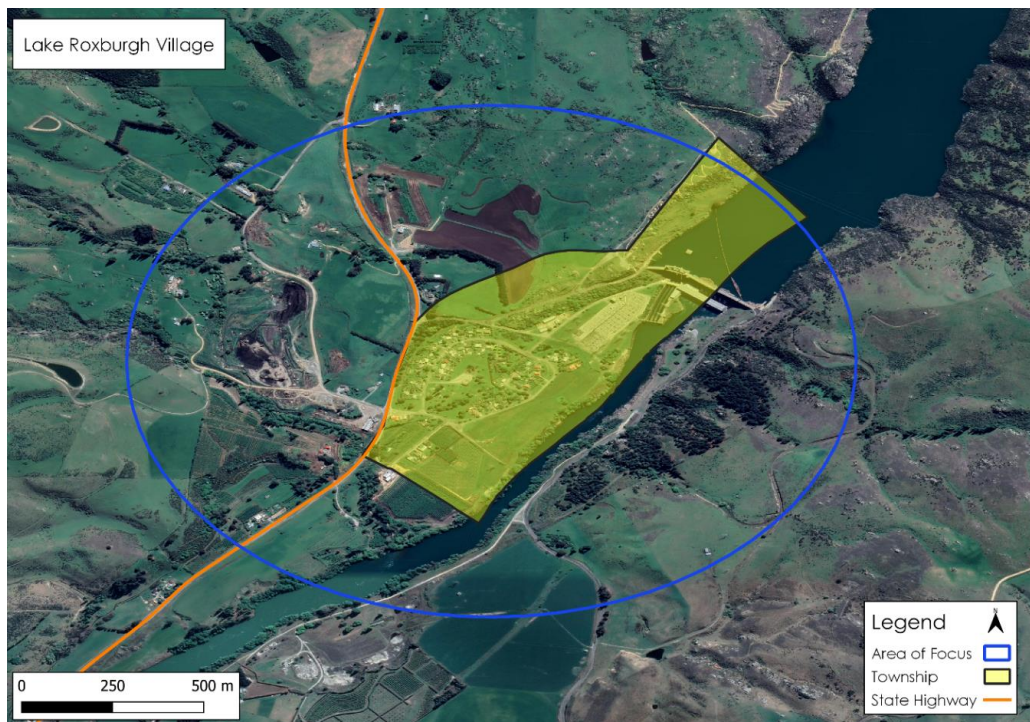


### ROXBURGH

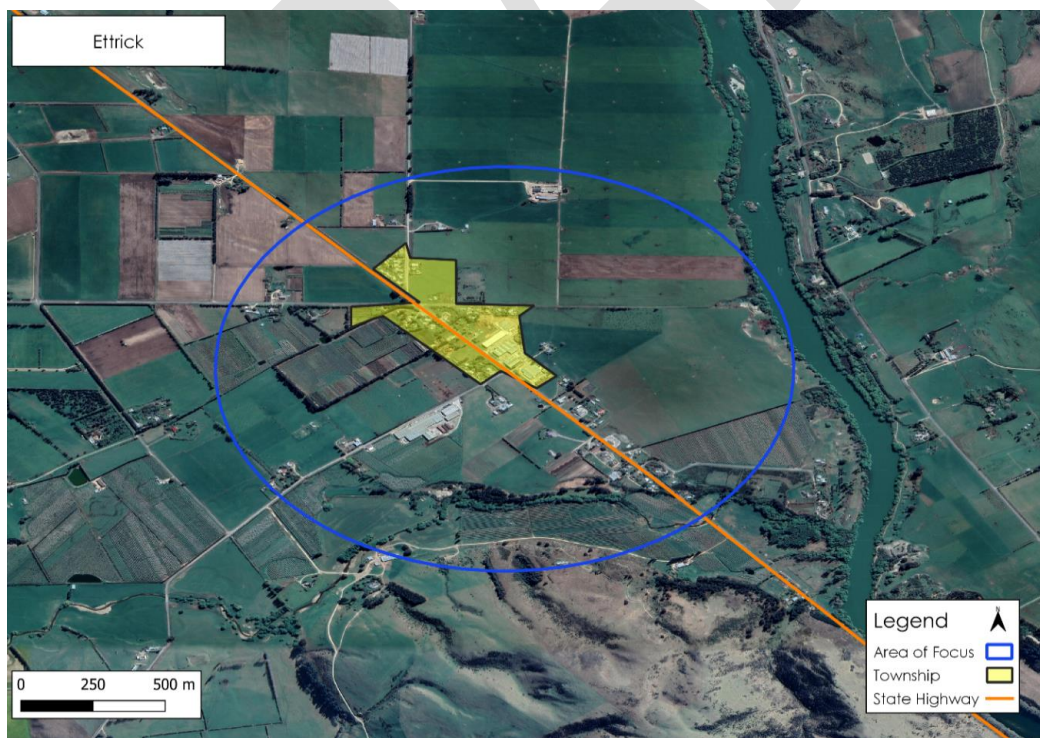




## LAKE ROXBURGH VILLAGE

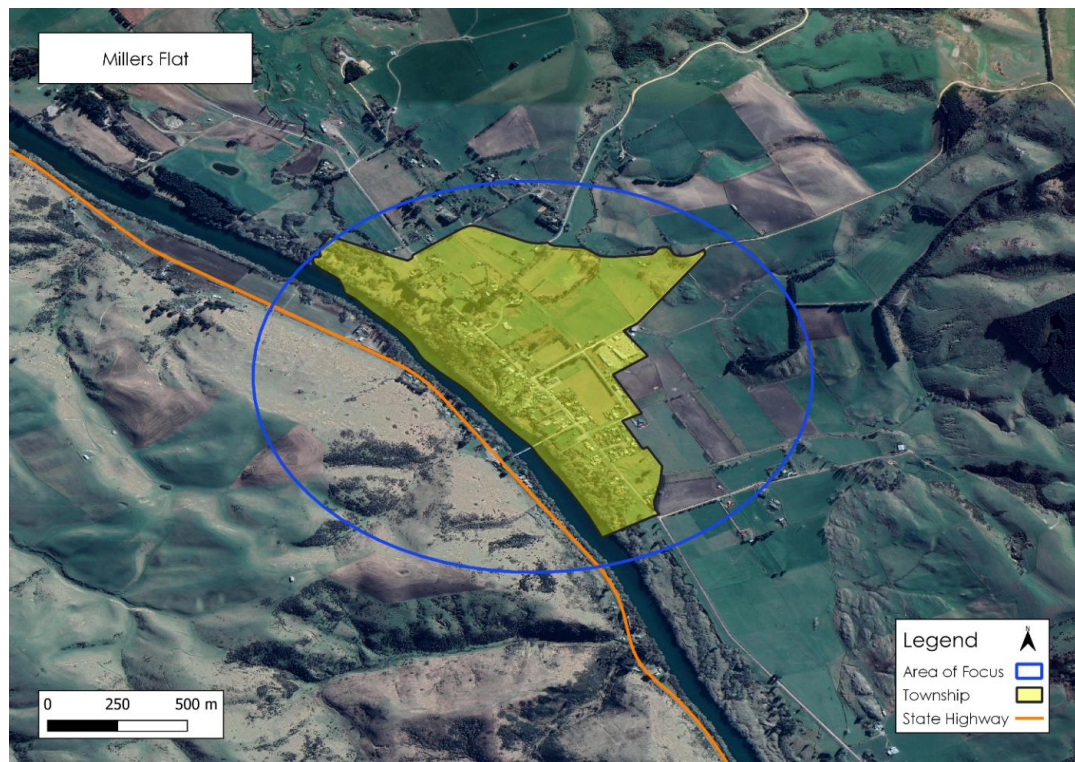


## ETTRICK



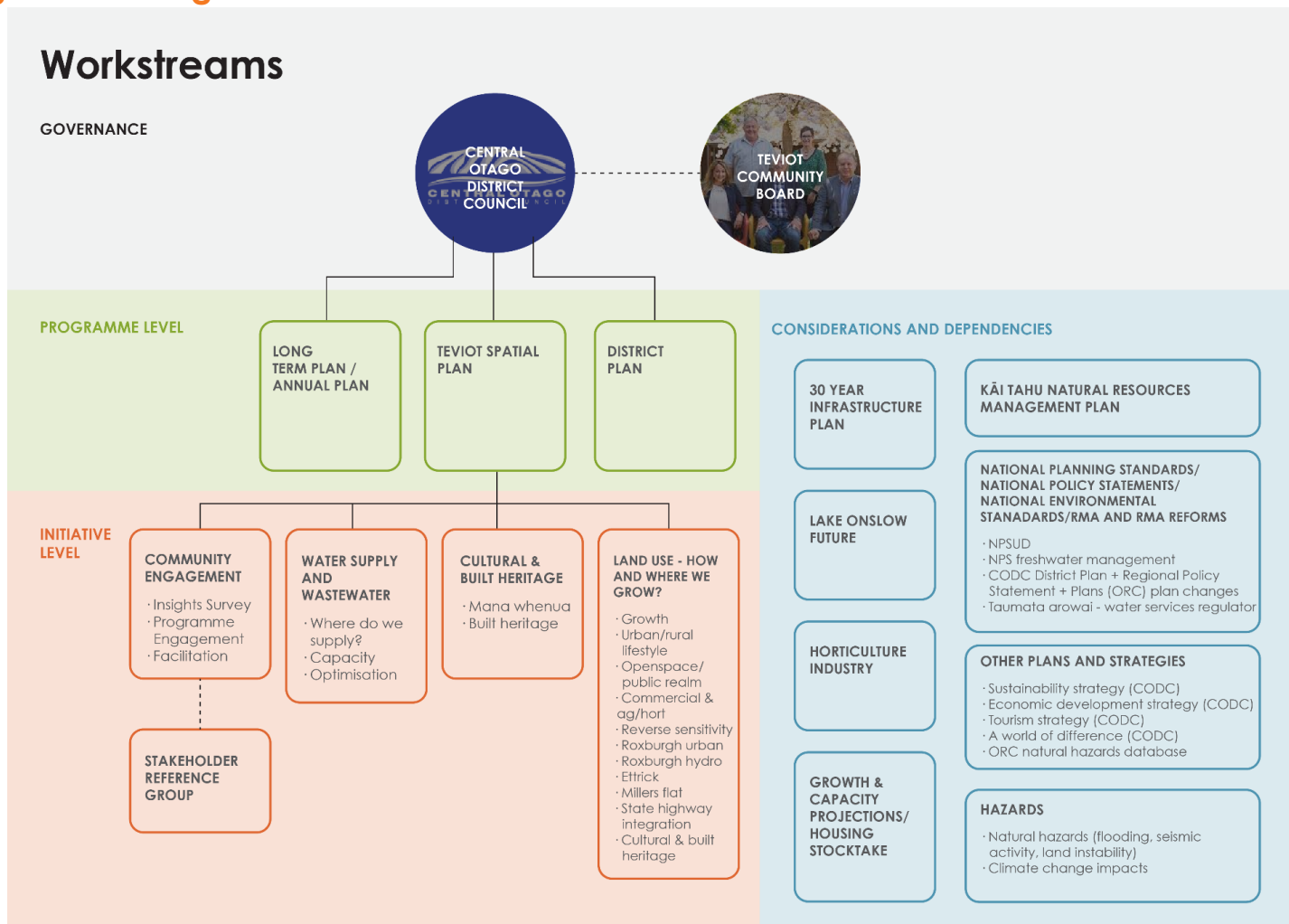


## MILLERS FLAT





## 7 Programme Integration – the 'how'





## 7.1 Key Workstreams

### COMMUNITY ENGAGEMENT

Community and stakeholder engagement are critical to the success of the Teviot Valley Spatial and Settlement Plans.

Work done to date has been informed by the CODC Insights survey, undertaken in 2020. Further opportunities for community and stakeholder engagement will be provided throughout the process, including facilitated workshops at the outset of the project, as well as two rounds of community engagement as the project progresses.

A stakeholder reference group will also be identified and set up. This will act as a direct channel to a range of stakeholders and community groups who are interested in the project.

The proposed approach to engagement is outlined below in Section 10.

### WATER SUPPLY AND WASTEWATER

As described in section 2.2 earlier in this report, the issue of water supply and wastewater are issues that need to be closely considered when planning for future growth. The provision of reliable drinking water supply and futureproofed solutions for the treatment and disposal of wastewater will be investigated, ensuring that growth can be managed in a way that is both achievable and sustainable.

This work will be undertaken with the assumption that a new water entity will take ownership of the water schemes and supplies in the valley.

### CULTURAL AND BUILT HERITAGE

Integration and celebration of the area's vast and varied heritage, a shared story of mana whenua European, Chinese, and others is a key component of the story of the Teviot Valley.

The area has a rich heritage, which can be seen in the numerous sites of significance to mana whenua, as well as the number of historical sites relating to the history of early European settlement.

Ensuring this shared history, both cultural and built, can be protected and enhanced will form a key workstream for the Teviot Valley Spatial Plan.

### LAND USE – HOW AND WHERE WE GROW?

The Spatial Plan will investigate where and how the Teviot Valley area can grow in the future and how this will be accommodated:

- Urban residential and rural living
- Open space and public realm
- Commercial, agriculture and horticulture
- Reverse sensitivity

The interplay between the above land uses and how they can be accommodated alongside issues of reverse sensitivity need to be analysed and understood. It is critical to ensure growth occurs in a sympathetic, sustainable manner.

This workstream will include elements such as:

- Urban design and placemaking.
- Landscape design and protection.
- Primary production and the suitability of land for different uses.
- Environment/sustainability.



## 7.2 Considerations and Dependencies

Spatial plan constraints and dependencies are elements that will need to be considered as the Spatial Plan is developed, they include:

- Kai Tahu Natural Resources Management Plan
- CODC 30 Year Infrastructure Plan
- The future of Lake Onslow (see section 2.4)
- Horticultural industry
- Growth and capacity projections
- Teviot Valley Housing Stocktake
- National Planning Standards
- National Policy Statements
- National Environmental Standards
- Resource Management Act Reforms
- CODC Sustainability Strategy
- CODC Economic Development Strategy
- CODC Tourism Strategy
- Central Otago: A World of Difference
- ORC Natural Hazards Database
- Other plans and strategies

## 7.3 Optioneering and Integration

Programme integration is critical for the development of an enduring spatial plan that will be implemented and change the way the area grows and develops over the next 30 years. Integration will primarily occur at the optioneering stage through two facilitated workshops in each location, the project team will work with stakeholders from each town to agree on a shortlist of options for each workstream and then combine these to provide:

- A shortlist of options for the Roxburgh Spatial Plan
- Draft settlement plans for the smaller townships (Lake Roxburgh Village, Ettrick and Millers Flat)

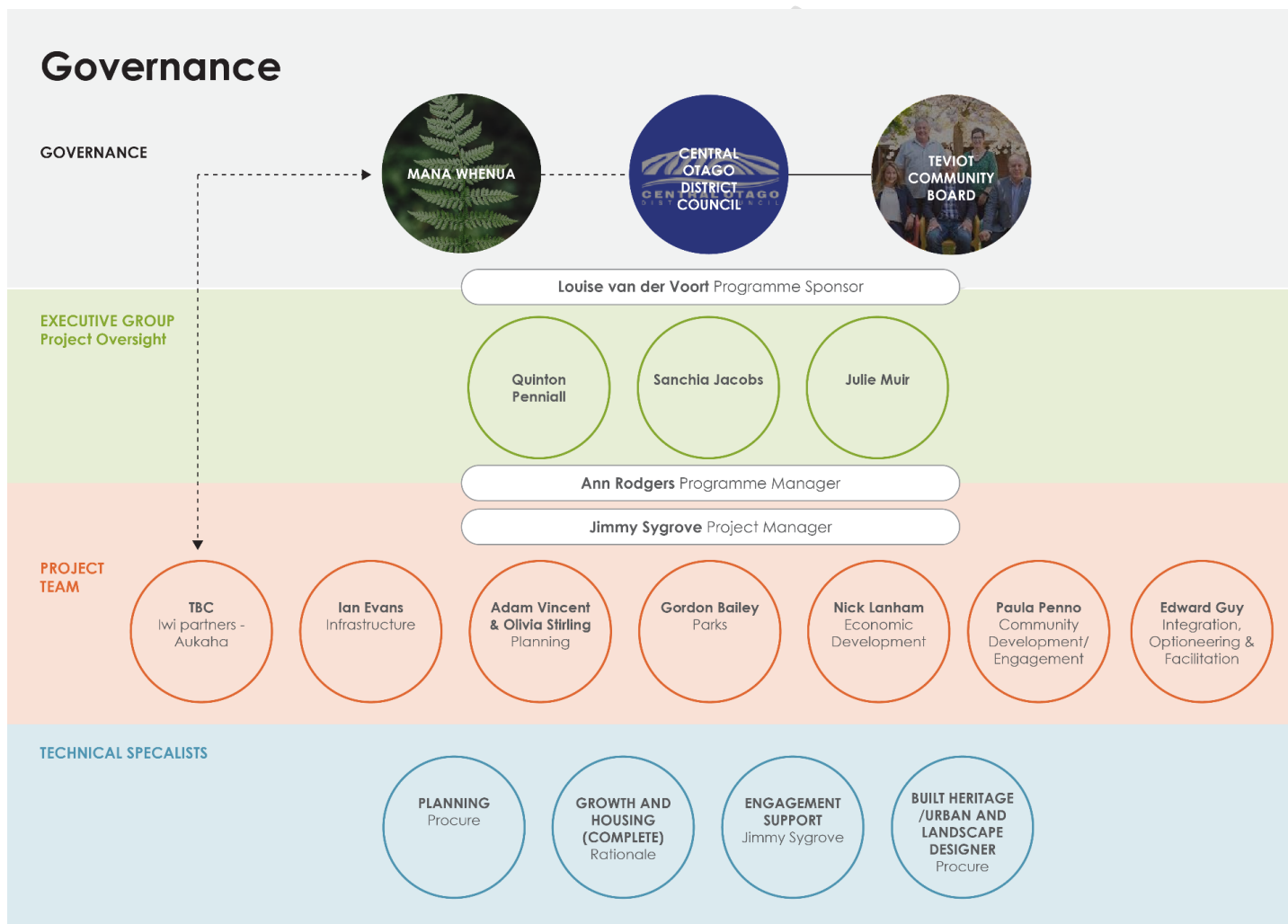
The Roxburgh shortlist and township Settlement Plans will then be shared with the community to obtain their feedback before undergoing detailed analysis to identify the preferred option for each town.

There may be tensions and issues that need to be acknowledged, worked out, and if necessary trade-offs made, through this process. By following a transparent optioneering process that uses proven tools and analysis, Council can assess whether the approaches and projects suggested warrant merit or if more ambitious options require consideration.

A preferred option for each town would then be developed and presented back to the community for further feedback. This would then be used to fine tune the plans and deliver a final Spatial and Settlement Plans to Council for adoption.



## 8 Programme Governance and Decisionmaking – the ‘who’





Programmes of this nature and complexity require a clear and well-structured governance and decision-making arrangement. The proposed decision structure set out above indicates the programme governance specific to the Teviot Valley Spatial Planning Programme.

The Governance level is the main forum for high level decisionmaking and approvals. CODC Elected Members will be the final decision-makers, with the Teviot Valley Community Board being kept informed of the process throughout. Mana whenua will sit at a governance level as CODC's treaty partner, it is expected that their approvals will relate to mana whenua issues of significance. All material provided to Elected Members will first go past the Executive Group, acting as a final filter.

The Executive Group is the primary review and integration forum to ensure the implications are thought through at an organisational level.

The Project team will ensure the work is being carried out and will guide technical specialists.

While this is a large team on paper, it isn't anticipated that all members will need to be involved at all times throughout the programme.

The role of Programme Manager will be held by Ann Rodgers, Principal Policy Planner, she will have oversight of the programme and be the key conduit between the Project Team and the Executive Group.

The work completed will flow upwards, ensuring a number of reviews and filters are undertaken before material is presented decision-makers.

#### PROJECT MANAGEMENT

The Project Manager will ensure the project is running on time and to budget and will use a range of project management tools to ensure the process runs smoothly, while ensuring risks can be identified, minimised/mitigated, and communicated.

The Project Manager will ultimately be responsible for the delivery of the Spatial and Settlement Plans and associated technical document. Roles and responsibilities include:

- Alongside the Programme Manager, act as a conduit between the Executive Group and Project Team / technical specialists.
- Ensure work delivered by technical specialists is on brief and assists the programme in moving forwards.
- Responsible for ensuring all workshop material is delivered on time.
- Identify any risks and/or issues, and where possible raise these ahead of time.
- Carry out optioneering and analysis.
- Assist with evidence gathering and business case approach.

#### IWI PARTNERS - AUKAHA

Kai Tahu will be involved as a partner throughout the project via its Rūnaka based consultancy service, Aukaha<sup>8</sup>.

#### INTEGRATION, OPTIONEERING AND FACILITATION

The programme Integration, Optioneering and Facilitation position is critical to ensuring the success Spatial and Settlement Plans.

This role will ensure the project team is well integrated, ensuring all pieces of the puzzle are accounted for and all options are understood and analysed. Including:

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<sup>8</sup> <https://aukaha.co.nz/about/>



- Key outputs are workshop facilitation and supporting business case approach.
- Will ensure all pieces of the Spatial and Settlement Plans can be integrated together.
- Responsible for optioneering and analysis.

## Specialist Technical Services

### PLANNING

External RMA planning expertise is required and will be procured for this project.

A key output of the spatial planning programme is a document that will inform the drafting and notification of a Council-led Plan Change that will put meaning to the Spatial and Settlement Plans. As such it is critical to have experienced planning / RMA specialists involved in the process.

- Key output is fit a fit for purpose deliverable that will inform a Council-led Plan Change
- Ensure the process is adequately resourced and informed.
- Responsible for GIS mapping and RMA inputs
- Ensure information required is obtained through the spatial planning process, allowing for a streamlined plan process.
- Keep a planning / RMA lens across the work being undertaken, ensuring all required boxes are ticked throughout the process.
- Requirements of the plan change, including evidence and analysis, are met throughout the Spatial Plan process.

### ENGAGEMENT SUPPORT

Working with the CODC Engagement Team, this position will ensure all communications and engagement to support the programme is strategically planned and actioned.

- Development of Communications and Engagement Plan.
- Key messaging, Q&As etc.
- Production of collateral (media advisories, surveys, discussion documents etc).
- Undertaking community engagement.

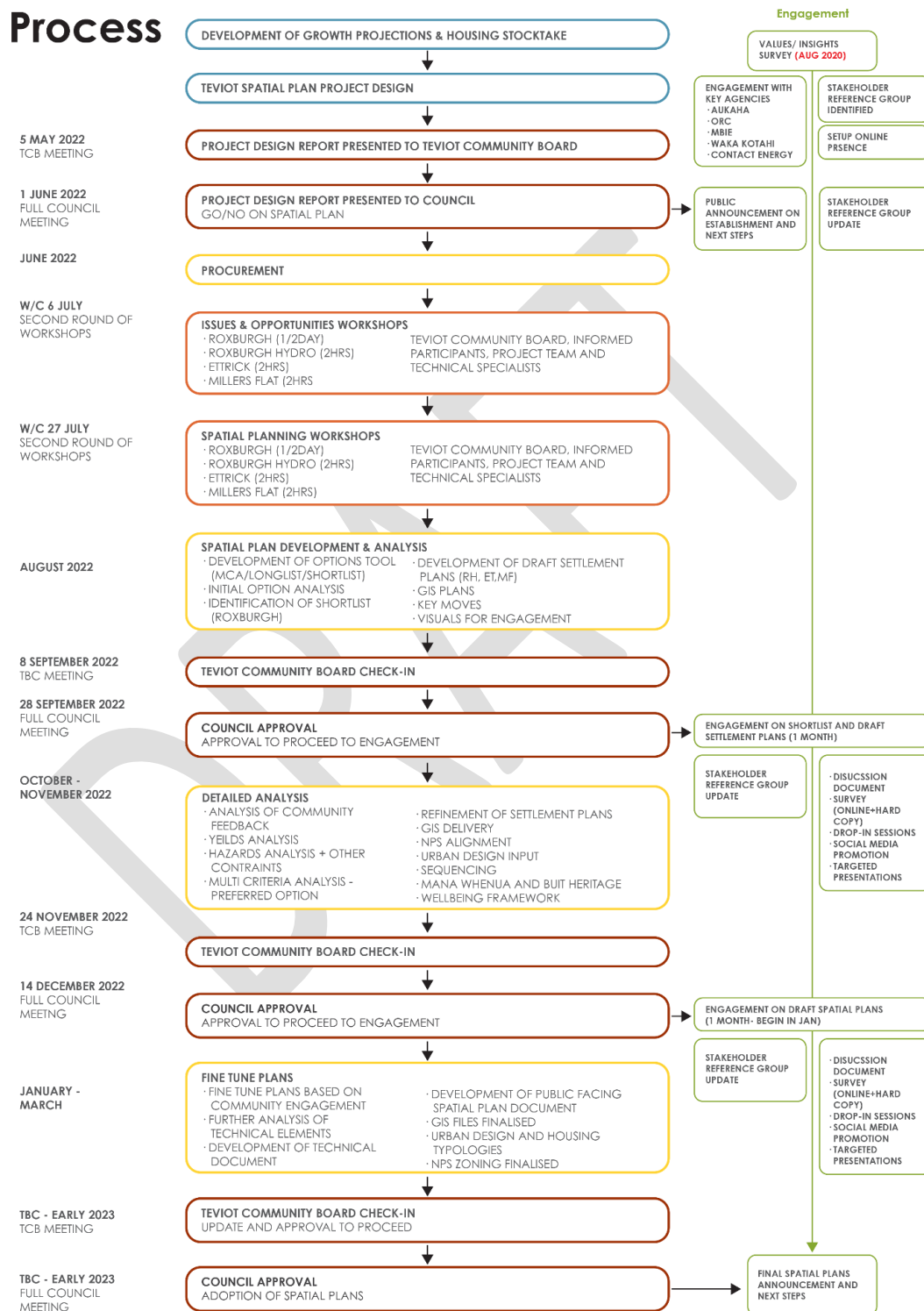
### BUILT HERITAGE / URBAN AND LANDSCAPE DESIGN

Built heritage / urban and landscape design expertise is required and will be procured for this project.

The provider will be integral in ensuring key elements of urban design and landscape design are incorporated alongside the area's built heritage. This position may be bundled up with the planning specialist if the right provider is found.



## 9 Process and Schedule -the 'when'





## 10 Procurement Approach

For the Teviot Valley Spatial and Settlement Plans it is recommended that Council procure the identified specialists to assist with development of the Spatial Plan (as described in section 7). This has the potential to be more complex than procuring one large organisation or a partnership due to the number of moving parts.

It is felt that by individually procuring the specialists required, Council can acquire the 'best of breeds' ensuring the technical specialists are able to offer top quality professional advice in their given fields.

This reinforces the importance of The Programme Manager to not only bring the team together but ensure procurement is carried out quickly and efficiently.

The estimated cost of the Teviot Spatial Plans and associated technical document would be in the order of \$190,000 estimated as follows:

- Integration, optioneering and facilitation - \$80,000
- Planning/ Built heritage / urban and landscape design - \$110,000

## 11 Stakeholder Engagement

Community and stakeholder engagement are critical to the success of the Teviot Valley Spatial Plans.

The proposed process and schedule outlines the opportunities for community engagement throughout the development of the plan. These include (but are not limited) to:

- Values/Insights Survey 2020 – already complete, results available will be used to inform the first stages of the project
- Development of a stakeholder reference group
- Creation of an online presence using CODC's new engagement platform, [Let's Talk](#).
- Public announcement on project establishment and next steps.
- Public announcement on the ILM workshops outcomes and the spatial planning process, including opportunities for community involvement.
- Development of community collateral, including discussion documents, posters and drop-in sessions.
- Promotion through CODC owned social media channels (including paid targeted promotion)
- Launch of community engagement on shortlist and draft settlement plans
- Announce results of engagement.
- Launch of community engagement of final plans
- Final Spatial and Settlement Plans announcement and next steps.

### 11.1 Engagement Planning

There are many different methods and channels for community engagement, and the Project Team will need to work closely with CODC Communications Team to ensure the community engagement component of the programme is complementary to the range of other engagement work currently underway in the district.

Following the success of the Vincent Spatial Plan, there is a real opportunity to have a very engaged community throughout this process. However with this comes and increased demand on communications resources and this needs to be planned and allowed.

There is also risk of 'engagement fatigue' within local communities if engagement is not carried out in a careful manner. This is particularly important considering the significant amount of change occurring within the local government sector.



The key for the engagement process is to create ways of speaking with the community on their terms, and at locations and times that are convenient for the people the process is trying to reach. It is expected that an engagement plan will be developed using the principles from the International Association for Public Participation (IAP2) Design, Plan and Manage Model.

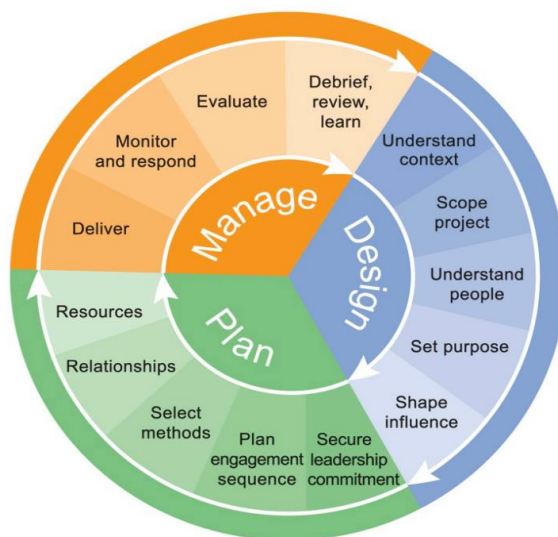


Figure 5: (IAP2) Design, Plan and Manage Model

Reaching the people who are hard to reach is the trick for any engagement process, as it is often the same people who take the time to engage with public processes time and again, meaning that the silent majority's voice is often missed.

A stakeholder matrix will be developed in partnership with CODC that places stakeholders on a spectrum of high to low interest and influence.

#### STAKEHOLDER REFERENCE GROUP

A key element in the engagement process for the Teviot Valley Spatial Plan will be the development of a Stakeholder Reference Group. Members of this group will be initially identified in discussion with CODC officers and will include a wide cross section of stakeholders and community members interested in the Teviot Valley.

This group will be used as an initial sounding board for the work being undertaken, with regular communication being made through channels such as emails and webinars to share progress and seek feedback before going out for wider community engagement.

By connecting with this audience directly, the Project Team can head off any concerns and get early support for the process, as well as utilising the group to promote engagement phases to their colleagues and members.

## 11.2 Delivery

The Project Team will own and drive the development of the spatial planning process but will work closely alongside stakeholders to ensure all aspects are accounted for.

Spatial planning requires a delivery model that:

- Meets the programme objectives.
- Is achievable despite known constraints (which include funding and resources).
- Provides strong value for money.



- Demonstrates collaboration between public agencies, private enterprise, stakeholders and community.
- Is easily understood by the community.

The Teviot Valley Spatial Plan will be fully integrated while applying the following approach:

- **Controlling** development in each township through a spatial plan.
- **Influencing** the land use and other aspects within each township.
- **Supporting** the community, private landowners and potential investors (public and private) to understand what the future of each town could look like through a shared vision.

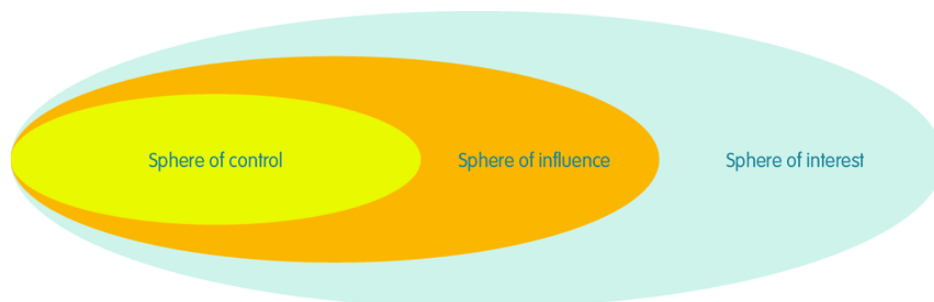


Figure 3: Spheres of control, influence and interest

## 12 Programme Risk

Main risks	Likelihood	Consequence	Comments and risk management strategies
<b>Covid restrictions place an ongoing restriction on everyday life and resources</b>	L	M	Further restrictions have not been ruled out, but are expected to be unlikely – CODC has been operating in this space for some time and has contingencies in place.
<b>CODC is under resourced to deliver the Spatial Plans and associated District Plan review</b>	L	M	The development of a Spatial Plans can be a resource intensive process.  CODC is well resourced at present and able to pick up resources if required, but careful consideration need to be given to resourcing, particularly given the LTP process will be underway at the same time.
<b>The programme does not meet community, political and community expectations</b>	L	M	Ensuring in-depth engagement with all parties will be critical to helping tell the story and set expectations  Mitigation and management will require significant effort from the project team.



Main risks	Likelihood	Consequence	Comments and risk management strategies
<b>Funding for the programme is not approved</b>	L	H	<p>Ensuring elected members understand all the options and are made aware of the pros and cons of each approach is critical to funding approval</p> <p>Councillors need to be able to weigh up all the factors and make a decision regarding the best way forward.</p> <p>Without funding the process will not move forward.</p>
<b>Land use is not delivered in line with the Spatial Plans</b>	M	M	<p>Council can use the Spatial Planning process to clearly signal their intentions for each town.</p> <p>However, there are only so many levers available through the RMA for them to use to control land use without actually owning the land. CODC will need to take a collaborative approach with landowners and developers to help ensure Spatial Plan outcomes are realised in the short, medium and long term.</p>
<b>Timelines are not achievable</b>	M	M	<p>With large complex programmes of this nature, there is always the chance of the project taking longer than expected.</p>
<b>The Plans cannot adapt to changing external influences</b>	M	M	<p>A plan is only current when it is produced, it has to be a 'living document' and able to be updated and revised as the world changes. It is difficult to know what disruptive technologies, changes in demographics or other external factors may influence the Spatial Plans, but this will need to be considered as part of their development.</p>



## 22.4.6 RIPPONVALE WATER SUPPLY SCHEME DELIBERATIONS

Doc ID: 579731

### 1. Purpose of Report

To deliberate and decide on the payment options for the affected members of the Ripponvale Water Upgrade Scheme.

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### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Notes the consultation results and based on this that the members of the Ripponvale Water Upgrade Scheme (Appendix 4) be offered two payment options.
  - C. Resolves to offer the 73 (or thereabouts) existing Ripponvale community ratepayers (former members of the Ripponvale water scheme – Appendix 4) an option to opt into a one-off payment for the scheme for the Ripponvale water scheme upgrade by way of a one-off capital contribution of \$4,726 including GST. This will be payable either by a single instalment due August 2022, or over four quarterly instalments during the 2022-23 rating year (August 2022, November 2022, February 2023, and May 2023); and
  - D. Resolves to set a ten-year targeted rate to the existing 73 (or thereabouts) Ripponvale ratepayers (former members of the Ripponvale water scheme – Appendix 4). This rate will be a fixed rate of \$602.57 including GST for each of the ten-years. The targeted ten-year rate is the default position of all existing Ripponvale community that do not elect to accept the opportunity to pay the \$4,726 during the 2022-23 rating year (as outlined in option C above).
- 

### 2. Background

In November 2020 Council agreed to take over responsibility for the ownership and operation of the Ripponvale Community Water Supply scheme. During the meeting the following resolutions were agreed -

1. Agrees that properties on the Ripponvale Community Water Scheme pay half the \$600,000 plus GST costs of upgrading the Ripponvale network to meet the New Zealand Drinking Water Standards, and minimum engineering standard requirements.
2. Agrees that existing properties on the Ripponvale Community Water Scheme will have the option of paying their share of the \$300,000 plus GST, by either a lump sum payment in the year one of the scheme or as a targeted rate.

As a result of Council's decision, a letter (refer Appendix 1) was sent to members of the scheme in July 2021 advising them that -

- I. Management and operation of scheme has transferred to Council.
- II. Scheme members would be rated for uniform annual water rate and metered volume from 1 July 2021.



- III. Council had taken over the scheme on the basis that properties pay for half costs to upgrade, and the cost is expected to be \$3,000 to \$4,000 per property through an additional targeted rate.
- IV. Consultation on the targeted rate to occur in early 2022 and would be applied on 1 July 2022.

### 3. Discussion

- **Recent history and scheme summary**

The Ripponvale water supply has been run as a private network for many years. The network is supplied water via an 80mm bulk meter on Waenga Drive. A booster pump takes water from the supply main and boosts it up to three tanks on private land. These tanks provide water pressure to much of the scheme (main pressure zone). A second small booster pumpstation provides water to tanks on a hill on the western edge of Ripponvale and this supplies water to about 10-15 properties (upper pressure zone). The whole scheme is a trickle feed supply, meaning that all connections have a restrictor in place before private tanks. The scheme operators handed over responsibility of the scheme to Central Otago District Council in March 2021.

As part of the 2022-23 Annual Plan process, Council commenced a targeted consultation process with the properties that were part of this scheme.

- **Consultation results:**

Seventy-three consultation letters (Appendix 2) were issued to the affected Ripponvale residents advising them of the improvements that would take place and how these improvements would benefit the community. The letter advised that there were three payment options for how the targeted charge could be applied. These are outlined in the table below; a 10-year targeted rate; a five-year targeted rate and; a one-year lump sum payment. The letter also included a capital funding plan and frequently asked questions (Appendix 3).

Options	Option 1 10 Years	Option 2 Five Years	Option 3 One Year lump sum
Estimated annual cost per ratepayer per year (based on 73 rate payers)	\$602.57	\$1,086.99	\$4,726.00
<b>Made up of:</b>			
• <b>Principal</b>	\$472.60	\$945.21	\$4,726.00
• <b>Interest</b>	\$129.97	\$141.78	\$ -

Of the 73 letters sent out, 41 responded (56%). Twenty-one of these respondents selected an option and 20 respondents did not select an option but offered feedback.

- **21 responses were as follows:**

- 6 selected Option 1 – being a targeted rate over a ten-year period
- 3 selected option 2 – being a targeted rate over a five-year period and



- 12 selected the option to pay a one-year lump sum – either payable by a single invoice or payable over four quarterly instalments within the 12-month period.
- **The key issues raised by the 20 respondents who did not select an option included:**
  - Questions around the history of the scheme ownership
  - Further information is required about what the upgrade entails and how it will benefit residents
  - Belief that as the asset is owned by Council, Council is therefore responsible for funding any upgrades
  - The respondents felt more community consultation was required before decisions can be made.

#### 4. Options

##### Option 1 – (Recommended)

Based on the consultation results it is recommended to offer the affected Ripponvale community two payment options:

1. A targeted rate over ten years of \$602.57 (including GST) per year, which includes \$129.97 per year of interest. This will be invoiced as part of the annual rates, and
2. A lump sum capital contribution payment of \$4,726 (including GST) of which there is no interest charged. This payment will be invoiced separate to the rates invoice and will be due for payment in one lump sum payment 18 August 2022, or payable over four quarterly instalments during the 2022-23 financial year with quarterly payments due:

18 August 2022

17 November 2022

6 February 2023

17 May 2023

These four instalments will also be invoiced separately to the rates invoice and will also contain no interest charges.

The Ripponvale community can either elect to accept the Council's offer of a capital contribution payment, or by default they will be included in the ten-year targeted rate of \$602.57 per year, per property.

##### Advantages:

- Reflects the majority preference of the Ripponvale community that responded to the targeted consultation.
- Allows the community the option of paying up-front and not incurring any interest costs or paying their share of the upgrade over a ten-year period.
- Ensures the cost is allocated to the key contributors and not borne by the district-wide rate payers.
- Meets the intention of Council's resolution from November 2020.

##### Disadvantages:

- Some of the Ripponvale community will be unhappy with this decision.
- Ten-years is a longer period of time for Council to recoup the capital outlay.



Option 2- (Not Recommended)

1. A targeted rate over five years of \$1,087 (including GST) per year, which includes \$141.78 per year of interest, which will be invoiced as part of the annual rates, and
2. A lump sum capital contribution payment of \$4,726 (including GST) of which there is no interest charged. This payment will be invoiced separate to the rates invoice and will be due for payment in one lump sum payment 18 August 2022, or payable over four quarterly instalments during the 2022-23 financial year with quarterly payments due:

18 August 2022

17 November 2022

16 February 2023

17 May 2023

These four instalments will also be invoiced separately to the rates invoice and will also contain no interest charges.

The Ripponvale community can either elect to accept the Council's offer of a one-off capital contribution payment or by default will be included in the five-year targeted rate of \$1,087 per year, per property.

Advantages:

- Meets the majority response of the community that selected the one-off payment, although, reflects the lesser preferred targeted rate option.
- Allows the community the option of paying up-front and not incurring any interest costs or paying for their share over a five-year period.
- Ensures the cost is allocated to the key exasperators and not borne by the district-wide rate payers.
- Meets the intention of Council's resolution from November 2020.
- Council recoups the capital outlay quicker than option 1.

Disadvantages:

- Some of the Ripponvale community will be unhappy with this decision.

Option 3- (Not Recommended)

A hybrid of option one or two. Either only have a targeted rate, or only offer a one-off annual payment.

Advantages:

- Less complexity for the modelling and managing the scheme funding.
- An annual one-off payment will ensure a prompt end to the scheme and unlikely to be impacted by the water reform programme.
- An annual one-off payment will assist Council's cash-flow and mitigate the potential need for external debt.

Disadvantages:

- Does not reflect the Ripponvale communities' preference.
- Does not honour the intentions of the consultation.
- Some of the Ripponvale community will be unhappy with this decision.
- An option of a lump sum payment only may be detrimental to some rate payer's ability to meet the payment, forcing them into arrears.



## 5. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision promotes the (social, economic and environmental) wellbeing of communities, in the present and for the future by ensuring the supply of safe drinking water. Targeted rates meet the rating legislation where those that create the burden of costs, where possible should fund the costs.
<b>Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?</b>	The decision has financial implications outlined in previous reports. These costs are included in the 2021-31 Long-term Plan. Funding the Council share from a combination of water stimulus funding and rating/invoicing of the Ripponvale community ensures these costs are not borne by the rate payers outside of this water scheme.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Yes
<b>Considerations as to sustainability, the environment and climate change impacts</b>	Meets Council's objectives for affordable and equitable provision of services to promote wellbeing and appropriate infrastructure.
<b>Risks Analysis</b>	The decision to not take over the Ripponvale scheme has risk implications as highlighted in previous reports. Undertaking the currently proposed work is seen as a step towards mitigating those risks.
<b>Significance, Consultation and Engagement (internal and external)</b>	Council carried out a targeted consultation with the directly impacted Ripponvale community.

## 6. Next Steps

- Finalise the Capital Funding Plan which will be included with the letter of invite for the Ripponvale Community to opt into a one-off capital contribution payment.
- Finalise and send out a letter of invite to the Ripponvale community, seeking its return ahead by 25 June 2022 in time to strike the rates.
- Those that do not accept the letter of offer will be default be included in the targeted scheme for a five-year or ten-year period, depending on Council's resolution.

## 7. Attachments

**Appendix 1 - Ripponvale Community Water Scheme Introductory letter - information for residents** [↓](#)

**Appendix 2 - Ripponvale Water Scheme Consultation Letter** [↓](#)

**Appendix 3 - Ripponvale Water Scheme - Capital Funding Plan** [↓](#)

**Appendix 4 - Ripponvale Water Upgrade Scheme map** [↓](#)



Report author:



Leanne Macdonald  
Executive Manager – Corporate Services  
9/05/2022

Reviewed and authorised by:



Sanchia Jacobs  
Chief Executive Officer  
18/05/2022





9 July 2021

1 Dunorling Street  
PO Box 122, Alexandra 9340  
New Zealand

03 440 0056

Info@codc.govt.nz  
www.codc.govt.nz



Name  
Business  
Address  
Town Post code

Dear Name

### **Transition of Ripponvale Community Water Supply to Central Otago District Council management**

Responsibility for the management and operation of the Ripponvale water supply transferred from the Ripponvale Community Water Committee to the Central Otago District Council on 31 March 2021.

Council is now responsible for all maintenance and repair work on the network.

If you have any problems with the potable water supply to your property, notice any leaks on the council side of the restrictor or need further information, please call council on 03 440 0056. The number is answered 24 hours a day, seven days a week. You can also make contact through the council website or by email to [water@codc.govt.nz](mailto:water@codc.govt.nz). If you wish to talk to a council water engineer regarding the Ripponvale supply, please contact Todd Sherlaw 021 783 418.

Any public alerts or notices for the Cromwell Water Supply will also apply to the Ripponvale Water Supply.

#### Water charges

The Ripponvale Community Water Committee is responsible for all water costs and for water used up to 1 April 2021, and will collect payment from users up to 1 April 2021.

Council will apply water charges to individual properties from 1 July 2021. These will be applied through the application of a standard uniform annual water charge on your rates account. This is \$358.84 (including GST) per connection and is paid by all connected properties across the Central Otago District. This rate directly funds operation and maintenance of the physical water infrastructure.

A volumetric user charge will also be applied. Properties which are supplied a restricted supply are charged for 1m<sup>3</sup> of water per day, which is the standard volume provided through the restrictor. The volumetric charge is 60c/m<sup>3</sup> (including GST), or 60c per day for restricted supplies. This charge will be due for payment:

- 23 December 2021, reading taken in November 2021





- 23 June 2022, reading taken in May 2022

Council has taken over responsibility for the Ripponvale Community Water supply on the basis that the properties on the supply pay for half of the costs to upgrade the network to comply with New Zealand Drinking Water Standard requirements. Initial indications suggest that this cost will be between \$3,000 - \$4,000 per property. An additional targeted rate has been proposed to recover this cost and consultation will be undertaken with residents regarding the options for this in early 2022. The targeted rate is proposed to be charged from 1 July 2022.

### Network Upgrades

As a networked water supply the Ripponvale supply must comply with the New Zealand Drinking Water Standards. The extent of work needed to achieve this is currently being scoped.

Fulton Hogan will be visiting parts of the water supply to undertake inspections and testing. This may include flushing pipes, testing water quality, locating buried valves, inspecting reservoirs, installing sample taps and testing flow rates at restrictors. Some minor repairs and upgrades will also be needed to replace leaking pipes, address flow issues, and to make sure pump stations and reservoirs meet current safety regulations.

Most of this work can happen without interrupting the water supply. If you have a particularly small storage tank and have run out of water in the past when repairs are undertaken, please contact us.

### Property Checks

Fulton Hogan may need to access your property to confirm the location of pipes and restrictors and to check and clean out the restrictor to make sure you are getting your allocated flow. These visits will take place during normal work hours. If you have a locked gate, or any specific health and safety concerns about Fulton Hogan entering the property where your restrictor is located, please contact council. If Fulton Hogan visits your property and you are not there, they will leave a note in your mailbox to say they have visited.

It is important that all restrictors are in place whilst we work out the flow issues on the supply so we know which pipes need to be upgraded. If your restrictor has been removed or altered for any reason, please let us know and we will replace it. There will be no cost for this. Restrictors should not be removed or bypassed.

### Contact Details

We will put together an email contact list for all customers on the supply, so we can advise you if major upgrading work is required. This is so that we can let you know before any outages occur, especially if we require you to conserve water for a day or two.

If you receive this letter and are a property owner but do not live in the area, please pass the information on to the lessee, or provide us their details so we contact them.





We would be grateful if you could email the information below to [water@codc.govt.nz](mailto:water@codc.govt.nz) with *Ripponvale Contact* in the subject line.

- Physical address
- Occupier name
- Business name
- Owner name (if different)
- Email address
- Contact phone number

Finally, we would like to thank those of you who have been involved in the operation and management of this supply for your time and effort.

Yours faithfully

**Julie Muir**

Executive Manager Infrastructure Services





Property ID &lt;ID&gt;

14 March 2022

1 Dunorling Street  
PO Box 122, Alexandra 9340  
New Zealand

03 440 0056

Info@codc.govt.nz  
www.codc.govt.nz



<Ratepayer 1> & <Ratepayer 2>  
<Ratepayer address1>  
<Ratepayer address 2>  
<Ratepayer address 3> <Post code>

Dear &lt;Ratepayer1 name&gt; &amp; &lt;Ratepayer2 name&gt;

### Ripponvale Water Supply Upgrade Targeted Rate Consultation

Responsibility for the management and operation of the Ripponvale Water Supply transferred from the Ripponvale Community Water Committee to the Central Otago District Council on 31 March 2021.

Council took over responsibility for the Ripponvale Community Water supply on the basis that the properties on the supply pay for half of the estimated costs to upgrade the network to comply with New Zealand Drinking Water Standard requirements. The estimated cost including GST was \$690,000. The amount to be paid by properties on the scheme is therefore \$345,000 (plus interest, if applicable).

The table below outlines upgrades council has completed and others that are in progress.

Improvements to the system	Benefit to the community
New water main along Kawarau Gorge Road	Now meets the required standard for a CODC pipe network and improves the reliability of this section of the water main. This section of the water main was previously above ground making it vulnerable to freezing during winter, leaving customers connected to this section of the system without water.
Telemetry for the system	Online monitoring of the local pump station, which will allow for live monitoring and alerts to any potential issues. This will reduce the duration of water outages.
The purchase of critical spares for pump stations.	In the event of a breakdown, ensures we have the correct equipment for a quick repair to ensure a minimal impact to the water supply.
Capacity improvements along Ripponvale Road	This will supply sufficient water to meet demand requirements.

As a property owner connected to the Ripponvale Water Supply you currently pay a standard uniform annual water charge on your rates account. This rate directly funds operation and maintenance of the physical water infrastructure. You also have a volumetric use charge applied. This is a charge for the volume of water used by your property.



Council has worked out three payment options for how the targeted charge could be applied outlined in the table below – a 10 year, a five year and a one-year lump sum payment.

We invite you to consider the three options and let us know which you prefer by 7 April. You are welcome to provide comments to support your preference. You can have your say online by completing the form at: <https://www.surveymonkey.com/r/ripponvale> or by sending the attached form back to us in the reply-paid envelope provided.

Options	Option 1 10 Years	Option 2 Five Years	Option 3 One Year lump sum
*Estimated annual cost per ratepayer per year	\$602.57	\$1,086.99	\$4,726.00
Made up of			
• Principal	\$472.60	\$945.21	\$4,726.00
• Interest	\$129.97	\$141.78	\$ -

\*Based on 73 ratepayers

Your feedback will help Council make an informed decision on the option(s) that will be included in Council's Annual Plan 2022-23 for adoption. The new targeted rate and/or the lump sum option will be charged from 1 July 2022.

We will be back in touch early June to inform you of the outcome. If Council decides to adopt the one-year lump sum contribution as an option and ratepayers have indicated through this consultation that they would like to pay the one-year lump sum contribution, we will invite them to formally opt in at that stage. Anyone on the scheme would have the opportunity to opt in, otherwise they will be charged Council's adopted targeted rate, which will either be five years or ten years, depending on Council's decision following feedback.

We have enclosed the Capital Funding Plan which provides more detail on the option of paying a one-year lump sum contribution, as well as a list of frequently asked questions to help answer any questions you may have.

If you need to discuss anything related to the upgrades and the scheme, please contact the Water Services Manager Ian Evans on [ian.evans@codc.govt.nz](mailto:ian.evans@codc.govt.nz). If you have any financial queries, please direct these to Executive Manager – Corporate Services Leanne Macdonald on [leanne.macdonald@codc.govt.nz](mailto:leanne.macdonald@codc.govt.nz). If you're not on email, then call our Customer Services team on 440 0056 and they will direct your call to the appropriate person.

Yours sincerely

The Consultation Team on behalf of the Council





## Ripponvale Water Supply Upgrade

### Feedback form

<Ratepayer 1> & <Ratepayer 2>  
Ripponvale property: <Ripponvale property address>  
Property ID: <ID>

**Please tick the option you prefer:**

- ☐ Option 1 - \$602.57 per year over 10 years
- ☐ Option 2 - \$1,086.99 per year over five years
- ☐ Option 3 - \$4,726.00 one-year lump sum

**Comments:**

Please return this form in the reply-paid envelope provided or drop it into the Cromwell Service Centre.



# Ripponvale Water Upgrade Scheme - Capital Funding Plan

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*The Ripponvale Water Upgrade Scheme Capital Funding Plan in accordance with Section 117B(3) of Local Government (Rating) Act 2002.*

## Scheme Purpose

The Ripponvale Community Water Scheme provides drinking water to more than 100 people and is required to meet the New Zealand Drinking Water Standards for a small supply. The Scheme was registered as only supplying a population of 30 people and has not been complying with the legal requirements.

Council took over responsibility for the Ripponvale Community Water supply on the basis that the properties on the supply pay for half of the estimated costs to upgrade the network to comply with New Zealand Drinking Water Standard requirements. The estimated cost including GST was \$690,000. The amount to be paid by properties on the scheme is therefore \$345,000 (plus interest, if applicable).

## Funding Breakdown

The total estimated cost of the project is \$690,000 including GST.

Council believes that the financial burden on the 73 Ripponvale Community Water Scheme ratepayers paying the full amount of the Ripponvale Water Upgrade Scheme would be unsustainable for a community of that size. In November 2020 Council resolved to fund 50% of the scheme through the Stimulus Funding Scheme from the government funded three waters programme of funding.

- 50% funded by Council stimulus funding at \$345,000 including GST.
- 50% funded by the properties within the Ripponvale Community Water Scheme supply at \$345,000 including GST.

This Funding Plan relates to *existing* properties on the Ripponvale Community Water Scheme within the Cromwell Water Supply Area.

Members of this scheme have been charged the standard rates for a Council water connection since 01 July 2021.

*Connected properties are defined as: any rating unit (including vacant sections) that is connected (or able to be connected because a lateral is provided) to a Council operated wastewater system. So, a property is considered connected when Council has provided a lateral connection to the property boundary. This is consistent with Council's district-wide approach for water connections.*



**Key dates**

1 July 2021	Members of this scheme commenced being charged the standard rates for a Council water connection.
9 July 2021	Letter sent to properties advising of the connection and that further consultation was to happen.
1 July 2022	Scheme holders commence paying the balance of the upgrade costs of \$345,000 including GST.

**Estimated Scheme Cost**

The current total estimated cost for the Ripponvale Water Upgrade is \$690,000 including GST. Funding for the upgrade will be shared 50% council funding and 50% by the properties within the Ripponvale Community Water Scheme supply.

	<b>Cost per Household Unit Equivalent (HUE)</b>	<b>Estimated Cost</b>
<b>Ratepayer funded (either lump sum or a *targeted rate)</b>	\$4,726	\$345,000
<b>Council Funded</b>		\$345,000
<b>Total incl. GST</b>		<b>\$690,000</b>

The estimated cost includes:

<b>Component</b>	<b>Cost (incl. GST)</b>
<b>Upgrade Kawarau Gorge Road</b>	\$274,808
<b>Critical spares</b>	\$6,739
<b>Telemetry upgrade</b>	\$15,140
<b>Reticulation upgrades across Ripponvale Network</b>	\$393,313
<b>Total</b>	<b>\$690,000</b>

**Capital Contributions**

The cost per existing property (Household Unit Equivalent) is \$4,726 (incl. GST) for the capital contribution to the network. This is based on 73 properties, included in the Ripponvale Water Upgrade Scheme map as detailed on page 183 of the 2022-23 Annual Plan, and also on the Council website under Property and Rates quick links.

No recalculation of the capital contribution will be made. If project costs differ from the above estimates these changes will not be imposed on the ratepayer.



## Payment Options

The Ripponvale Community Water Scheme ratepayers will have the choice of paying the \$4,726 contribution by the following options:

1. Single lump sum payment of \$4,726 in the 2022-23 year (July 2023-June 2024), invoiced separately to the rates invoice, with payment due in August 2022.
2. Four payments of the lump sum contribution of \$1,181.50 paid quarterly, commencing July 2023 and ending 30 June 2024, also invoiced separately to the rates invoice.
3. Targeted rate payments of \$602.57 each year for either a ten-year period or \$1,087 each year for a five-year period, depending on Council's decision once they have considered the Ripponvale Community Water Scheme ratepayers feedback from the March 2022 consultation.

The targeted rate will be invoiced as part of the total rates annual invoice starting in the 2022/23 financial year.

The term of the targeted rate will depend on the outcome of the March 2022 consultation process. The ten-year and five-year individual annual payment has been calculated with 5% interest and amounts to a total of \$6,025.70 over ten years or \$5,435 over five years per ratepayer. Those that elect to pay either option 1 or option 2 will only pay \$4,726 in total and will not incur any interest costs.

The default option is to pay via a targeted rate over whichever term is agreed by Council once they have considered the Ripponvale Community Water Scheme ratepayer's feedback.

As part of the consultation process, the 73 impacted ratepayers will be formally invited to opt-in to pay by lump sum (single or quarterly) in early June 2022 and must respond to Council's consultation and formal invite by **20 June 2022** if they would like to pay by lump sum.

This is the only opportunity to pay by lump sum. If ratepayers do not want to pay by lump sum, they do not have to accept the offer and will automatically pay the Council imposed targeted rate over the five or ten year period.

The proposed due dates for lump sum payments are yet to be finalised but are expected to be:

Option	Proposed payment due dates			
One-off	18/08/2022			
Quarterly	18/08/2022	17/11/2022	16/02/2023	17/05/2023

Ratepayers who opt to pay by lump sum contribution will not be liable for a targeted rate for the water scheme upgrade.



## Subdivision and Development

If property owners sell their property, then:

- If they have chosen to make pay their contribution via lump sum, any future ratepayers will be liable for any outstanding payments.
- If they have chosen to make their capital contribution via targeted rate, any future ratepayers will continue to pay the targeted rate.

Properties subdivided after the date of this capital project funding plan will not pay their contribution as described in this Plan. Instead, they will fund their contribution through the relevant Development Contributions applicable to the property at the time of subdivision, and through the District wastewater rate.

## Key Dates

### Invitation to make a lump sum contribution:

- |   |              |
|---|--------------|
| • Invitation from CODC to make lump sum contribution  | 05 June 2022 |
| • Ratepayers to agree to make a lump sum contribution | 20 June 2022 |

### Expected payment date for ratepayers making a one-off lump sum contribution:

- |  |                |
|--|----------------|
| • Final payment for one-off lump sum payment | 22 August 2022 |
|--|----------------|

### Expected payment dates for ratepayers making quarterly lump sum contributions:

- |                               |                  |
|-------------------------------|------------------|
| • First instalment            | 22 August 2022   |
| • Second instalment           | 21 November 2022 |
| • Third instalment            | 21 February 2023 |
| • Fourth and final instalment | 22 May 2023      |

### Construction dates:

- |  |               |
|--|---------------|
| • Construction commenced                 | November 2021 |
| • Construction scheduled to be completed | 30 June 2022  |

## Funding Plan Expiry Date

This funding plan will expire once the 10-year or five-year period of targeted rate contributions has ended, expected to be no later than 30 June 2032.

## Consultation Process

The costs for this project were included in the 2021-31 Long-term Plan, which was consulted on from 26 March – 25 April 2021.

The Ripponvale Community Water Scheme ratepayers received notification in a letter dated 9 July 2021 that the upgrade would commence and that they would be contributing to the upgrade.

Consultation on how they elect to pay for the Ripponvale Community Water Scheme upgrade will begin on 15 March 2022 and end on 2 April 2022.



The affected ratepayers will be notified no later than 30 June 2022 of Council's decision regarding the term of the targeted rate.

## Frequently Asked Questions (FAQs)

### Ripponvale Water Upgrade Scheme Capital Funding Plan

#### **Is the lump sum compulsory?**

No. This is each ratepayer's choice. If you do not elect to pay the lump sum, you will continue to pay the targeted capital rate over either a five or 10 year plan, depending on Council's decision following feedback from the affected ratepayers.

#### **If I don't choose the lump sum option this year, can I pay a lump sum in the future?**

No. This year will be the only opportunity to make a lump sum payment. Those who don't elect this option will pay the targeted rate, plus 5% interest over five or 10 years.

#### **Could the lump sum contribution be recalculated?**

No, this is a fixed price and not subject to change.

#### **What happens if I sell or subdivide my property?**

If you sell or subdivide your property, then:

- if you have chosen the lump sum option, any future ratepayers would be liable for any outstanding payments.
- if you have not chosen the lump sum option, any future ratepayers would pay the relevant targeted rate.

#### **What happens if the number of contributing ratepayers/properties change?**

It is not expected that there will be any change to the lump sum contribution and the targeted rate. The capital plan will be adopted by Council as part of adopting the 2022-23 Annual Plan.

#### **What happens if the overall project costs change?**

There will be no change to the contribution the Ripponvale Community Water Scheme ratepayers will have to pay. The \$345,000 is a fixed price.

#### **Are there late payment penalties for the lump sum option?**

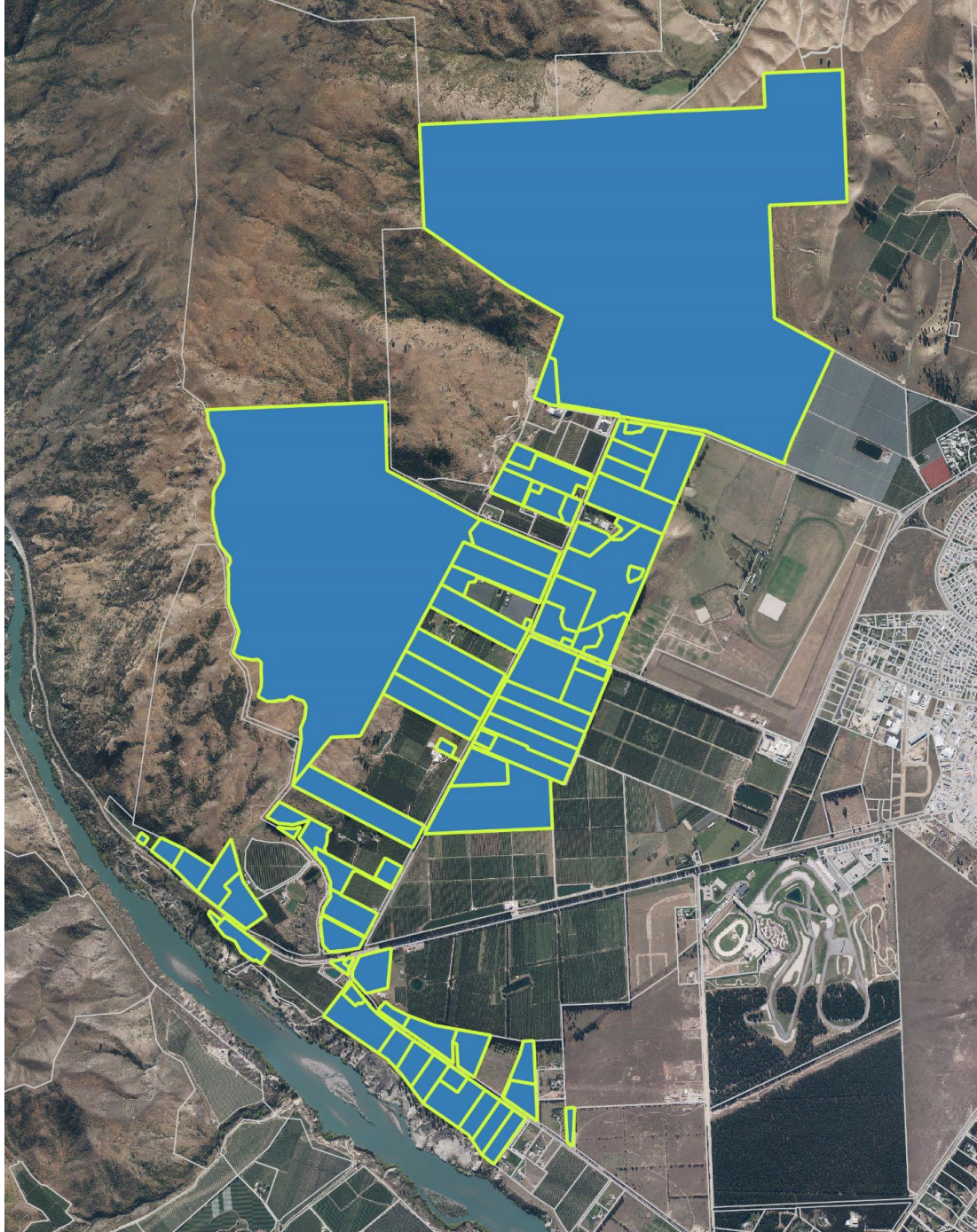
Yes. If you choose the lump sum option, standard late payment penalties will apply if you do not pay on time. In addition, Council may choose to cancel your election to pay by lump sum, and instead require you to pay the targeted rate. If you would like more information on this process, please see section 117N of the Local Government (Rating) Act 2002 (<http://legislation.govt.nz/act/public/2002/0006/latest/DLM133161.html>).

#### **If I choose the lump sum option, do I still have to pay any additional rates?**

All standard Council rates will still apply. However, those who pay the lump sum contribution will not have to pay the targeted rate referred to in this documentation.



## Ripponvale Water Upgrade Scheme map





## 22.4.7 ADOPTION OF THE 2022/23 ANNUAL PLAN AND THE 2022-23 RATES RESOLUTION

Doc ID: 578900

### 1. Purpose of Report

To adopt the 2022-23 Annual Plan, and two capital funding plans, along with the 2022-23 fees and charges schedule. Also to resolve the setting of the rates, due dates and penalties for rates during the 2022-23 financial year.

### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Acknowledges the submissions and deliberations process from the Ripponvale Water Supply Upgrade consultation process.
- C. Adopts the Ripponvale Water Upgrade Scheme Capital Funding Plan, in accordance with Section 117B(3) of Local Government (Rating) Act 2002, as detailed in Appendix 1.
- D. Resolves, as part of the Ripponvale Water Upgrade Scheme Capital Funding Plan, to offer the members of the Ripponvale Water Upgrade Scheme (Appendix 7) the opportunity to opt into a one-off capital contribution of \$4,726 (including GST), payable either in one instalment due August 2022, or over four equal instalments, due August 2022, November 2022, February 2023 and May 2023; and
- E. Resolves, as part of the Ripponvale Water Upgrade Scheme Capital Funding Plan, to set a ten-year targeted rate for the members of the Ripponvale Water Upgrade Scheme (Appendix 7), that do not accept the Council offer of a one-off capital contribution, as detailed in E above. This targeted rate will be a fixed annual charge of \$602.57 per year, per rateable property, for a ten-year period. The targeted ten-year rate is the default position of all existing Ripponvale community that do not elect to accept the opportunity to pay the \$4,726 during the 2022-23 rating year (as outlined in option E above).
- F. Adopts the Clyde Wastewater Reticulation Scheme – Capital Funding Plan, in accordance with Section 117B(3) of Local Government (Rating) Act 2002, as detailed in Appendix 2.
- G. Adopts the 2022-23 Annual Plan in accordance with Section 95 of the Local Government Act 2002, as detailed in Appendix 3.
- H. Sets the 2022-23 Fees and Charges as detailed in Appendix 4.
- I. Adopts the Liability Management Policy, as detailed in Appendix 5, and included in the Annual Plan.
- J. Requests the Chief Executive Officer to prepare the final 2022-23 Annual Plan for publication.
- K. Requests the Chief Executive Officer to formally advise the submitters of Council's decisions, addressing the individual items raised by submitters in their written submissions.

**It is Recommended, for the setting of rates, that the Council:**



- 
- L. Acknowledges that the rates, the subject of this report, relate to the financial year 1 July 2022 to 30 June 2023, and are all GST inclusive.
- M. Sets the rates for 2022-23, for the year commencing 1 July 2022, as detailed in Appendix 6 – Rating Policy, as included in the Annual Plan 2022-23 in accordance with section 23 of the Local Government (Rating) Act 2002.
- N. Resolves that the rates for 2022-23 (other than for metered water) be payable in four equal instalments on the dates as detailed below:
- 22 August 2022
  - 21 November 2022
  - 21 February 2023
  - 22 May 2023
- O. Resolves to add penalties to unpaid rates (other than for metered water):
- 10% on any outstanding amount of any instalment not paid by the due date.
  - The penalty will be applied on 29 August 2022, 28 November 2022, 28 February 2023 and 29 May 2023 respectively for each instalment;
  - 10% on amounts outstanding from earlier years, such penalty being applied on 1 October and 1 April.
  - Requests for waiver of penalties should be sent, in writing, to the Rates Officer as per Council Remission of Penalties Policy.
- P. Sets the due dates for metered water billing as follows:
- Bannockburn, Ranfurly, Naseby, Patearoa, Omakau, Clyde and Roxburgh:
- 20 October 2022, reading taken in September 2022
  - 20 April 2023, reading taken in March 2023
- Cromwell and Pisa Moorings:
- 22 December 2022, reading taken in November 2022
  - 22 June 2023, reading taken in May 2023
- Alexandra:
- 24 November 2022, reading taken in October 2022
  - 25 May 2023, reading taken in April 2023
- Q. Resolves set penalties for 2022-23 under sections 57 and 58 of the Local Government (Rating) Act 2002 on unpaid metered water rates as follows:
- A charge of 10% on any metered water rates unpaid after the due date. The penalty will be applied on the date below for the respective instalments:
- Bannockburn, Ranfurly, Naseby, Patearoa, Omakau, Clyde and Roxburgh*
- 27 October 2022 and 27 April 2023
- Cromwell and Pisa Moorings*
- 20 January 2023 and 29 June 2023
- Alexandra*
- 1 December 2022 and 1 June 2023
- Requests for waiver of penalties on water accounts should be sent, in writing, to the Water Billing Officer, in accordance with the Council's Remission of Penalties Policy.
- 

## 2. Background

Each year following the adoption of the long-term plan Council is required by the Local Government Act 2002 to prepare and adopt an annual plan and the setting of the rates.



The Local Government (Rating) Act 2002 requires that rates be set by resolution of Council (Section 23), that due dates be set by resolution of Council (Section 24) and that penalties be set by resolution of Council (Sections 57 and 58).

The preparation of the Annual Plan 2022-23 has been in progress since October 2021. The focus has been on following through with commitments made in year two of the 2021-31 Long-term Plan and identifying changes as a result of rising costs, the impact of growth in the district and changes in legislation. There were no significant changes other than what has been consulted on as part of the 2021-31 Long-term Plan. Council received updates of the proposed Annual Plan budgets in January and March 2022.

The draft Annual Plan budgets 2022-23, along with the proposed 2022-23 Fees and Charges schedule were presented to all four community boards in February 2022, with a final of each presented to the community boards in May 2022. All four wards agreed to their budgets and recommended that Council include the budgets into their 2022-23 Annual Plan.

All four wards also agreed to the 2022-23 Fees and Charges and recommended Council include these in these also into the 2022-23 Annual Plan.

In addition, a targeted consultation was carried out with the existing ratepayers of the Ripponvale Water Upgrade Scheme (Appendix 7), community, regarding their contribution to the Ripponvale Water Upgrade Scheme.

At the time of writing this report, Council have yet to deliberate on the outcome of this consultation.

The options are:

- I. Pay a five-year targeted rate of \$1,086.99 each year, which includes interest cost of 5%.
- II. Pay a ten-year targeted rate of 602.57 each year, which also includes an interest cost of 5%.
- III. Pay a lump sum payment of \$4,726.00 with no interest costs. This payment can be paid in one full instalment in August 2022, or over four equal instalments payable in August 2022, November 2022, February 2023, and May 2023.

The attached Annual Plan 2022-23 (Appendix 3) contains the proposed annual budget and funding impact statements for the 2022-23 financial year, the two capital funding plans for the Ripponvale Water Upgrade Scheme and Clyde Wastewater Reticulation Scheme (Appendices 1 and 2), the fees and charges for the 2022-23 financial year (Appendix 4) and the Rating Policy (Appendix 6).

Finally, in preparation for the transition of the three-waters assets and liabilities in July 2024, the Liability Management Policy (Appendix 5) had to have minor updates in clauses 3.1.4 and 3.1.5 to exclude three waters from the core debt calculation, interest rate parameters and refinancing calculations. Clauses 3.1.6, 3.2.3 and 5.1 had minor changes to tighten the core debt risk controls (3.1.6) extending the definition of liquidity, (3.1.7) and tidy up the definition of the liquidity limit (5.1). This policy is also included in the 2022-23 Annual Plan.

### **3. Discussion**

The approach to the 2022-23 Annual Plan process was to continue with the programme of work as agreed by the community the 2021-31 Long-term Plan consultation process (year two). This has largely happened, noting there have been changes in costs in some areas and reductions in costs in other areas. Overall, however, the plan to keep rates to 7.8% or below has been adhered to, with the average rates increase for the 2022-23 year being



7.5%. The rates, due dates, amounts and matters for differential rating have all been included in Council's 2022-23 Annual Plan. The resolution to set rates permits Council to charge the rates planned in the 2022-23 Annual Plan.

With Council electing to stay within the agreed programmes of work contained in year two of the 2021-31 Long-term Plan Council was not required to go back out to consultation with the wider community, although a small, targeted consultation did occur for the existing Ripponvale ratepayers.

#### **4. Financial Considerations**

This decision is in-line with the overall plans and budgets of the 2022-23 financial year. It also ensures compliance of the Local Government Act 2002 and Local Government (Rating) Act 2002.

The financial impact of adopting this plan and any amendments (if applicable) are significant as it determines the operational and capital expenditure for the 2022-23 financial year and how these are funded from rates, activity revenue, reserves and loans.

#### **5. Options**

##### Option 1 – (Recommended)

That Council adopts the two capital funding plans – being the Ripponvale Water Upgrade Scheme and the Clyde Wastewater Reticulation Scheme. Council also adopts the 2022-23 Annual Plan, which includes the amended Liability Management Policy and sets the fees and charges for the 2022-23 financial year. Council also sets the rates for 2022-23 financial year, including setting the instalment dates, application of penalties and the interest rate to be applied to the penalties.

Advantages:

- Meets legislative requirements
- Allows Council to assess and collect rates for 2022-23.
- Allows Council to collect the relevant fees and charges.
- Allows Council to offer to the specific communities (Ripponvale and Clyde – stage one ratepayers) an opportunity to pay a one-off capital contribution payment for their respective capital programmes. For the Ripponvale Community 2022-23 or for the Clyde rate-payers in stage one it is 2023-2024 rating year. This is as opposed to being locked into a ten-year targeted rate, which includes an interest cost.
- Continues with the programme of work contained within the 2021-31 Long-term Plan.

Disadvantages:

- None.

##### Option 2

That Council does not adopt the 2022-23 Annual Plan, set the fees and charges for the 2022-23 financial year, adopts the Liability Management Policy and sets the rates for 2022-23 financial year, including setting the instalment dates, application of penalties and the interest rate to be applied to the penalties.



## Advantages:

- None.

## Disadvantages:

- Breach of Local Government Act 2002, section 95(3) *"An annual plan must be adopted before the commencement of the year to which it relates"*.
- Does not allow Council to assess and collect rates for 2022-23 which would result in significant financial implications for council.
- Does not allow Council to collect the relevant fees and charges.
- Does not reflect the communities preferences as a result of the Long-term Plan consultation and the results from the Ripponvale targeted consultation.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	<p>Section 95(1) says a council must prepare and adopt an annual plan for each financial year.</p> <p>The resolution to set rates, due dates and penalties is a direct result of Council's adherence to the Local Government (Rating) Act 2002 and the Local Government Act 2002.</p> <p>This has been supported by a consultation process which enables democratic local decision making and action by, and on behalf of the community.</p> <p><b>AND</b></p> <p>This decision promotes the (social/cultural/economic/environmental) wellbeing of the community, in the present and for the future by having consideration to the communities preference for their district included in the 2022-23 Annual Plan.</p>
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	This decision is consistent with council's plans and policies in particular the 2021-31 Long-term Plan, Revenue and Financing Policy and Rating Policy.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There are no implications. These have all been considered as part of the 2021-31 Long-term Plan.
<b>Risks Analysis</b>	<p>There is no risk in considering this report. The risk is if Council does not consider the setting of the rates in conjunction with the annual plan 2022-23.</p> <p>A failure to set the rates by resolution would result in Council not being able to set and collect rates or penalties for 2022-23.</p>
<b>Significance, Consultation and Engagement (internal and external)</b>	The decision to adopt this report is significant as adoption will approve the 2022-23 Annual Plan; the consequential setting of the 2022-23 rates,



	and the confirmation of the 2022-23 fees and charges. The 2022-23 Annual Plan is following the year two of the 2021-31 Long-term Plan, as this annual plan does not otherwise materially differ from year two of the long-term plan further consultation with the community was not required.. However, targeted consultation was undertaken with affected Ripponvale Water Scheme residents.
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## 7. Next Steps

The Annual Plan will come into effect on 1 July 2022 and will be used as the primary financial and non-financial performance plan for the 2022-23 year.

Rates assessments and invoices will be provided to ratepayers from July 2022 onwards, as required in the Local Government (Rating) Act 2002.

The Ripponvale Water Upgrade Scheme - Capital Funding Plan and the Clyde Wastewater Reticulation Scheme - Capital Funding Plan will be made available on the Council website and included in the letter of offer sent to members of each scheme as appropriate.

The Liability Management Policy will be made available on the Council website.

The Rating Policy will be made available on the Council website, along with Council's resolution from this report.

Once the Annual Plan has been adopted it will be published on our website and a notice placed in Council's Noticeboard in *The News*.

## 8. Attachments

**Appendix 1 - Ripponvale Water Upgrade Scheme - Capital Funding Plan** [↓](#)

**Appendix 2 - Clyde Wastewater Reticulation Scheme - Capital Funding Plan** [↓](#)

**Appendix 3 - Draft Annual Plan 2022-23** [↓](#)

**Appendix 4 - Fees and Charges 2022-23** [↓](#)

**Appendix 5 - Liability Management Policy** [↓](#)

**Appendix 6 - Rating Policy 2022-23** [↓](#)

**Appendix 7 - Ripponvale Water Upgrade Scheme map** [↓](#)

Report author:



Ann McDowall  
Finance Manager  
18/05/2022

Reviewed and authorised by:



Leanne Macdonald  
Executive Manager - Corporate Services  
18/05/2022



## Ripponvale Water Upgrade Scheme - Capital Funding Plan

*The Ripponvale Water Upgrade Scheme Capital Funding Plan in accordance with Section 117B(3) of Local Government (Rating) Act 2002.*

### Scheme Purpose

The Ripponvale Community Water Scheme provides drinking water to more than 100 people and is required to meet the New Zealand Drinking Water Standards for a small supply. The Scheme was registered as only supplying a population of 30 people and has not been complying with the legal requirements.

Council took over responsibility for the Ripponvale Community Water supply on the basis that the properties on the supply pay for half of the estimated costs to upgrade the network to comply with New Zealand Drinking Water Standard requirements. The estimated cost including GST was \$690,000. The amount to be paid by properties on the scheme is therefore \$345,000 (plus interest, if applicable).

### Funding Breakdown

The total estimated cost of the project is \$690,000 including GST.

Council believes that the financial burden on the 73 Ripponvale Community Water Scheme ratepayers paying the full amount of the Ripponvale Water Upgrade Scheme would be unsustainable for a community of that size. In November 2020 Council resolved to fund 50% of the scheme through the Stimulus Funding Scheme from the government funded three waters programme of funding.

- 50% funded by Council stimulus funding at \$345,000 including GST.
- 50% funded by the properties within the Ripponvale Community Water Scheme supply at \$345,000 including GST.

This Funding Plan relates to *existing* properties on the Ripponvale Community Water Scheme within the Cromwell Water Supply Area.

Members of this scheme have been charged the standard rates for a Council water connection since 01 July 2021.

*Connected properties are defined as: any rating unit (including vacant sections) that is connected (or able to be connected because a lateral is provided) to a Council operated wastewater system. So, a property is considered connected when Council has provided a lateral connection to the property boundary. This is consistent with Council's district-wide approach for water connections.*



**Key dates**

<b>1 July 2021</b>	Members of this scheme commenced being charged the standard rates for a Council water connection.
<b>9 July 2021</b>	Letter sent to properties advising of the connection and that further consultation was to happen.
<b>01 July 2022</b>	Scheme holders commence paying the balance of the upgrade costs of \$345,000 including GST.

**Estimated Scheme Cost**

The current total estimated cost for the Ripponvale Water Upgrade is \$690,000 including GST. Funding for the upgrade will be shared 50% council funding and 50% by the properties within the Ripponvale Community Water Scheme supply.

	<b>Cost per Household Unit Equivalent (HUE)</b>	<b>Estimated Cost</b>
<b>Ratepayer funded (either lump sum or a targeted rate)</b>	\$4,726	\$345,000*
<b>Council Funded</b>		\$345,000
<b>Total incl. GST</b>		<b>\$690,000</b>

The estimated cost includes:

<b>Component</b>	<b>Cost (incl. GST)</b>
<b>Upgrade Kawarau Gorge Road</b>	\$274,808
<b>Critical spares</b>	\$6,739
<b>Telemetry upgrade</b>	\$15,140
<b>Reticulation upgrades across Ripponvale Network</b>	\$393,313
<b>Total</b>	<b>\$690,000</b>

\*\$345,000 does not include interest costs payable as part of the targeted rate over the ten-year period.

**Capital Contributions**

The cost per existing property (Household Unit Equivalent) is \$4,726 (incl. GST) for the capital contribution to the network. This is based on 73 properties, included in the Ripponvale Water Upgrade Scheme map as detailed on page 183 of the 2022-23 Annual Plan, and also on the Council website under Property and Rates quick links.

No recalculation of the capital contribution will be made. If project costs differ from the above estimates these changes will not be imposed on the ratepayer.



## Payment Options

The Ripponvale Community Water Scheme ratepayers will have the choice of paying the \$4,726 contribution by the following options:

1. Single lump sum payment of \$4,726 in the 2022-23 year (July 2023-June 2024), invoiced separately to the rates invoice, with payment due in August 2022 or
2. Four payments of the lump sum contribution of \$1,181.50 paid quarterly, commencing July 2023 and ending 30 June 2024, also invoiced separately to the rates invoice or
3. Targeted rate payments of \$602.57 each year for a ten-year period.  
The targeted rate will be invoiced as part of the total rates annual invoice starting in the 2022/23 financial year.

The ten-year individual annual payment has been calculated with 5% interest and amounts to a total of \$6,025.70 over ten years. Those that elect to pay either option 1 or option 2 will only pay \$4,726 in total and will not incur any interest costs. The default option is to pay via the targeted ten-year rate.

As part of the consultation process, the 73 impacted ratepayers will be formally invited to opt-in to pay by lump sum (single or quarterly) in early June 2022 and must respond to Council's consultation and formal invite by **20 June 2022** if they would like to pay by lump sum.

This is the only opportunity to pay by lump sum. If ratepayers do not want to pay by lump sum, they do not have to accept the offer and will automatically pay the Council imposed targeted rate over the ten-year period.

The proposed due dates for lump sum payments are yet to be finalised but are expected to be:

Option	Proposed payment due dates			
One-off	18/08/2022			
Quarterly	18/08/2022	17/11/2022	16/02/2023	17/05/2023

Ratepayers who opt to pay by lump sum contribution will not be liable for a targeted rate for the water scheme upgrade.

## Subdivision and Development

If property owners sell their property, then:

- If they have chosen to make pay their contribution via lump sum, any future ratepayers will be liable for any outstanding payments.
- If they have chosen to make their capital contribution via targeted rate, any future ratepayers will continue to pay the targeted rate.

Properties subdivided after the date of this capital project funding plan will not pay their contribution as described in this Plan. Instead, they will fund their contribution through the



relevant Development Contributions applicable to the property at the time of subdivision, and through the District wastewater rate.

## Key Dates

### Invitation to make a lump sum contribution:

- |   |              |
|---|--------------|
| • Invitation from CODC to make lump sum contribution  | 05 June 2022 |
| • Ratepayers to agree to make a lump sum contribution | 20 June 2022 |

### Expected payment date for ratepayers making a one-off lump sum contribution:

- |  |                |
|--|----------------|
| • Final payment for one-off lump sum payment | 22 August 2022 |
|--|----------------|

### Expected payment dates for ratepayers making quarterly lump sum contributions:

- |                               |                  |
|-------------------------------|------------------|
| • First instalment            | 22 August 2022   |
| • Second instalment           | 21 November 2022 |
| • Third instalment            | 21 February 2023 |
| • Fourth and final instalment | 22 May 2023      |

### Construction dates:

- |  |               |
|--|---------------|
| • Construction commenced                 | November 2021 |
| • Construction scheduled to be completed | 30 June 2022  |

## Funding Plan Expiry Date

This funding plan will expire once the 10-year period of targeted rate contributions has ended, expected to be no later than 30 June 2032.

## Consultation Process

The costs for this project were included in the 2021-31 Long-term Plan, which was consulted on from 26 March – 25 April 2021.

The Ripponvale Community Water Scheme ratepayers received notification in a letter dated 9 July 2021 that the upgrade would commence and that they would be contributing to the upgrade.

Consultation on how they elect to pay for the Ripponvale Community Water Scheme upgrade occurred between 15 March 2022 and 2 April 2022.

The affected ratepayers will be notified no later than 30 June 2022 of Council's decision regarding the term of the targeted rate.



# Clyde Wastewater Reticulation Scheme – Capital Funding Plan

*The Clyde Wastewater Reticulation Scheme Capital Funding Plan in accordance with Section 117B(3) of Local Government (Rating) Act 2002.*

## Scheme Purpose

The Clyde Wastewater Reticulation Scheme covers all properties located in the Clyde township. All residential and commercial properties in Clyde are currently served by privately owned septic tanks and disposal fields. To meet increasing environmental expectations, regulation, and accommodate growth, a reticulated wastewater system is required.

Council has determined that a reticulated wastewater system with wastewater piped from Clyde to the Alexandra treatment facility will provide the best value for money. The construction costs are less as the pipeline can be built in conjunction with construction of a water pipeline between Clyde and Alexandra, and the costs of operating one treatment plant for both towns are significantly lower than operating two separate plants.

As part of Council's 10 Year Plan 2018-28 consultation, Council proposed to implement the project in three stages.



## Funding Breakdown

The total estimated cost of Stage 1 is \$23,115,000 including GST, and the total cost for all Stages 1-3 is \$48,760,000 including GST and inflation.



Council believes that the financial burden of Clyde ratepayers paying the full amount of the wastewater reticulation would be unsustainable for a community of that size. So, following consultation on the 2018-28 Long-term Plan it was agreed that the project will be funded by:

- Clyde Ratepayers in Stage 1 to pay a contribution of \$10,000 for each connection to the new network. Clyde Ratepayers in Stages 2 and 3 will pay an inflation adjusted contribution on completion of the relevant Stage for their property.
- An increase to the district wastewater rates and charges of \$56 per annum per property in 2018 across the whole district. The district wastewater rate will contribute toward the balance of the project cost and the ongoing operation and maintenance costs of the scheme. Clyde properties who will benefit from the scheme when they are connected in stages 1, 2 and 3 also pay this annual charge of \$56.

This Funding Plan relates to property owners who will be connected in Stage 1 only. Connected properties are defined as: any rating unit (including vacant sections) that is connected (or able to be connected because a lateral is provided) to a Council operated wastewater system. So, a property is considered connected when Council has provided a lateral connection to the property boundary. This is consistent with Council's district-wide approach for wastewater connections.

See Key Dates section for the project timeline for Stages 2 and 3. Property owners in Stage 2 and 3 will be contacted separately to make their contribution toward these stages when construction starts on these.

## Estimated Scheme Cost

The current total estimated cost for Stage 1 of the Clyde Wastewater Reticulation Scheme and sources of funding is:

	Cost per Household Unit Equivalent (HUE)	Estimated Cost
Clyde Stage 1 (est. 212 HUEs)	\$10,000	\$2,120,000
District Funded		\$20,995,000
<b>Total incl. GST</b>		<b>\$23,115,000</b>

The estimated cost of Stages 2 and 3, not included in this Plan, are:

	2021 Estimated Cost (incl. GST)	Estimated Inflated Cost (incl. GST)
Stage 1 (2018-2022)	\$23,115,000	\$23,115,000
Stage 2 (2029-2033)	\$14,145,000	\$18,285,000
Stage 3 (2038-2040)	\$4,945,000	\$7,360,000
<b>Total Stage 1-3</b>	<b>\$42,205,000</b>	<b>\$48,760,000</b>



The estimated cost includes:

- Wastewater pipeline to carry wastewater to Alexandra Wastewater Treatment Station
- Clyde Main Pump Station
- Reticulation within Clyde

## Capital Contributions

The cost per existing property (Household Unit Equivalent) is \$10,000 (incl. GST) for the capital contribution to the network.

No recalculation of the capital contribution from Stage 1 Clyde Ratepayers will be made. If project costs differ from the above estimates these changes will impact the district wide contribution.

## Payment Options

Clyde Ratepayers in Stage 1 will have the option of paying the \$10,000 capital contribution by the following options:

Single lump sum payment of \$10,000 in Year 1 (July 2023-June 2024).

Four lump sum payments of \$2,500 paid quarterly in Year 1 (July 2023-June 2024).

Targeted rate payments of \$1,277 each year for ten-year period, invoiced as part of the total rates annual invoice starting in the 2023/24 financial year. This has been calculated with 5% interest and amounts to a total of \$12,770 over ten years.

The default option is to pay via a targeted rate over ten years. Stage One ratepayers will be invited to opt-in to pay by lump sum (single or quarterly) in February 2023 and must respond to Council by 31 March 2023 if they would like to pay by lump sum.

This is the only opportunity to pay by lump sum for stage one. If ratepayers do not want to pay by lump sum they do not need to reply and will automatically pay the targeted rate over 10 years.

The proposed due dates for lump sum payments are yet to be finalised but expected to be:

Option	Proposed payment due dates			
One-off	18/08/2023			
Quarterly	18/08/2023	17/11/2023	16/02/2024	17/05/2024

Ratepayers who opt to pay by lump sum contribution will not be liable for a targeted rate for the capital project improvements.

In addition to the contribution to the capital project costs, once connected all Clyde ratepayers will pay the district wide wastewater rate for operation and maintenance of the network. This rate is updated annually as part of Council's annual planning process.



Should payment of the agreed capital contribution not be met, Council reserves the right to cancel the capital contribution election and transfer the ratepayer over to the targeted rate payments of \$1,277 per annum for the ten-year period, invoiced as part of the total rates annual invoice. Any capital contribution that has been received will be credited against the outstanding targeted rates until no rates remain unpaid.

## Subdivision and Development

If property owners sell their property, then:

If they have chosen to make their capital contribution via lump sum, any future ratepayers will be liable for any outstanding payments.

If they have chosen to make their capital contribution via targeted rate, any future ratepayers will continue to pay the targeted rate.

Properties subdivided after the date of this capital project funding plan will not pay their contribution as described in this Plan. Instead, they will fund their contribution through the relevant Development Contributions applicable to the property at the time of subdivision, and through the district wastewater rate.

## Key Dates

### Invitation to make a lump sum contribution:

- |   |                 |
|---|-----------------|
| – Invitation from CODC to make lump sum contribution  | 1 February 2023 |
| – Ratepayers to agree to make a lump sum contribution | 31 March 2023   |

### Expected Payment date for Ratepayers making a one-off lump sum contribution:

- |  |                |
|--|----------------|
| – Final payment for one-off lump sum payment | 18 August 2023 |
|--|----------------|

### Expected Payment dates for Ratepayers making quarterly lump sum contributions:

- |                               |                  |
|-------------------------------|------------------|
| – First instalment            | 18 August 2023   |
| – Second instalment           | 17 November 2023 |
| – Third instalment            | 16 February 2024 |
| – Fourth and final instalment | 17 May 2024      |

### Construction dates:

- |           |             |
|-----------|-------------|
| – Stage 1 | 2019 – 2022 |
|-----------|-------------|

Stage 1 is expected to be commissioned by 30 October 2022.

Future project stages, not part of this Plan:

- |           |             |
|-----------|-------------|
| – Stage 2 | 2028 – 2033 |
| – Stage 3 | 2038 – 2042 |



## Funding Plan Expiry Date

This funding plan will expire once the 10-year period of targeted rate contributions has ended, expected to be 1 July 2033.

If commissioning of Stage 1 is delayed the timeline for payments may be altered, this will be communicated to affected Ratepayers.

## Consultation Process

The Clyde Wastewater Project was consulted on during 2018-28 Long Term Plan consultation (28 March 2018 – 30 April 2018).

Council consulted with the community on two issues:

Timing of the wastewater reticulation project, and

Funding of the project.

346 submissions were made on this issue, and following strong support Council adopted the following options into the 2018-28 Long Term Plan:

- Staging the Clyde wastewater project over three stages.
- Funding the project through:
  - Clyde ratepayers pay a \$10,000 capital contribution.
  - District wastewater rate increase of \$56 per property (in 2018).
- Payment options for Clyde ratepayers:
  - A one-off (lump sum) contribution of \$10,000.
  - Payment via a targeted rate over a 10-year period at \$1,277 per annum (calculated with a 5% interest rate).

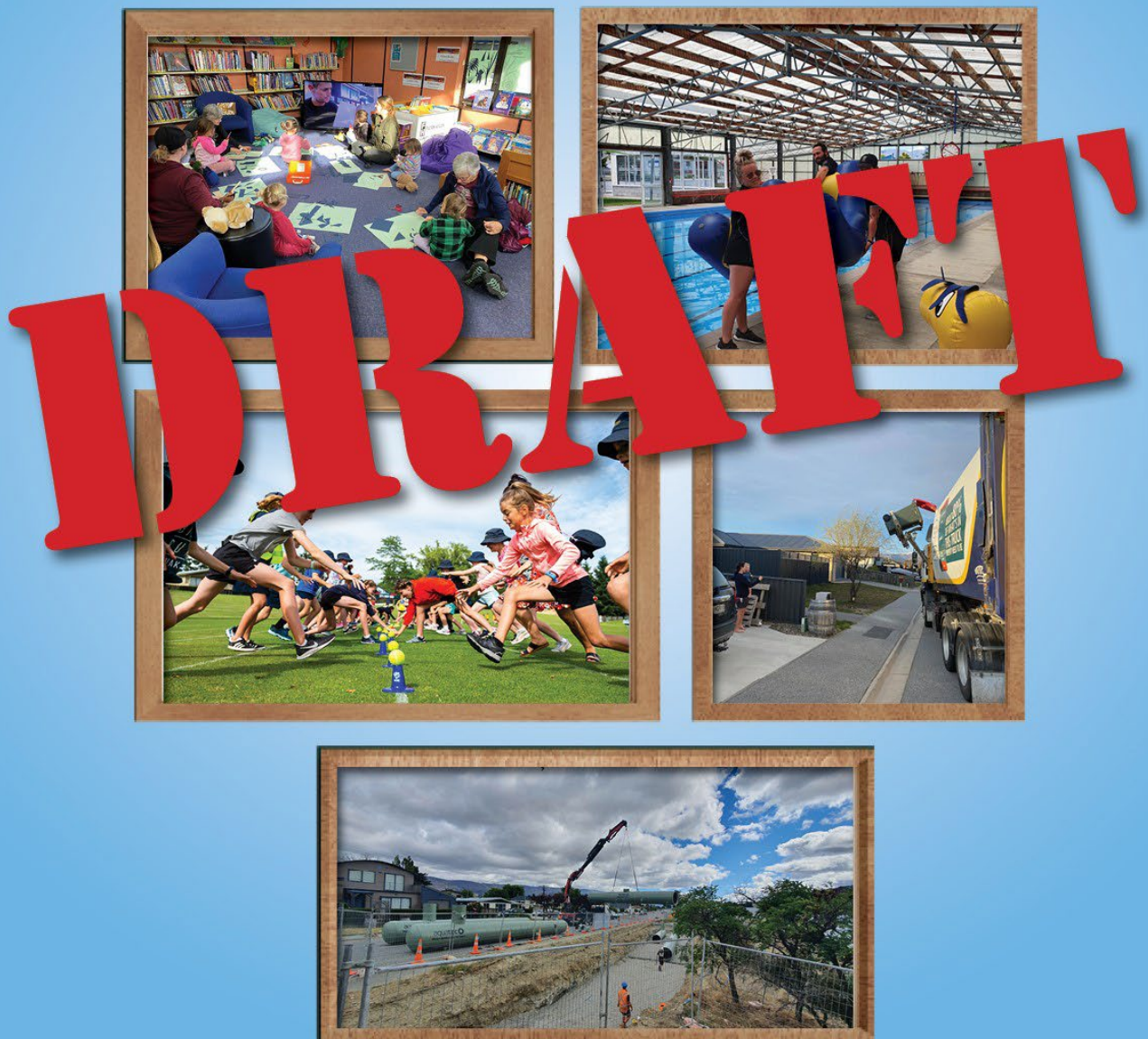




# ANNUAL PLAN

2022 - 2023

## FRAMING OUR FUTURE





*Cover Images: From top left clockwise: Storytime at Alexandra Library, Ranfurly Pool summer crew 2021/22, Kerbside rubbish collection in Cromwell, Installation of new wastewater tanks in Cromwell tank, and Fern Fever at Molyneux Park, Alexandra.*







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## LONG-TERM PLAN

The Long-term Plan sets out our strategic direction and work programme for the 10 years ahead. It outlines the service we will provide, the projects we will undertake, the cost of doing this work, how it will be paid for and how we will measure the quality and our effectiveness. The issues we face and the context within which we work are continuously evolving. For this reason, a Long-term Plan is produced every three years.



## ANNUAL REPORT

At the end of each financial year we produce an Annual Report. This sets out how we performed for the year compared to what we said we would do. It lets you know what we delivered and analyses whether we met our budgets and performance targets.



## ANNUAL PLAN

In each of the two years between Long-term Plans we produce an Annual Plan. The Annual Plan takes a fresh look at the budgets and work programmes that we planned for the year, according to the Long-term Plan, and considers whether adjustments are needed.





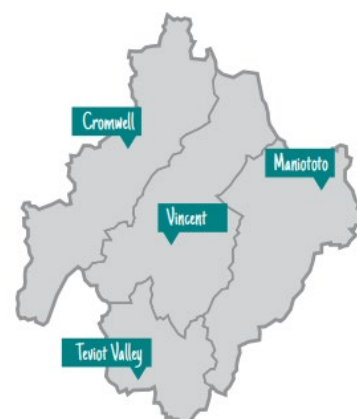






# Our Space, Our Place

The Central Otago district, New Zealand's most inland region, covers an area of 9,969km<sup>2</sup>. Our district is further split into four electoral wards: Cromwell, Mānīatoto, Teviot Valley and Vincent.



We have one of the lowest population densities per square kilometre in New Zealand. In 2020 our estimated usual resident population was 23,528 people.

So, what about those people, the people this Council serves? Who are they?

In Central Otago we are a diverse group of people sparsely spread over a wide, remote, rugged region. That sense of remoteness has shaped the way we live our lives.

We are a collection of communities fiercely independent and competitive yet united in our love for Central Otago, its landscapes, people, climate, its stories and its vision.



Our regional identity expresses the things that are special about this district that ring true for those in every corner of our community. It reinforces those values that are special to Central Otago as a place to live, work and play, now and into the future.

Our region's values are what Council staff, councillors and community board members will draw on to guide good decision-making.

**Making a Difference:** We will inspire and lead others with our special point of difference.

**Respecting Others:** We will respect our culture and personal differences.

**Embracing Diversity:** We will recognise differences and embrace diversity.

**Adding Value:** We will always ask ourselves if there is a better way – one that achieves a premium status.

**Having Integrity:** We will seek to be open and honest.

**Learning From the Past:** We will learn from past experiences with future generations in mind.

**Making a Sustainable Difference:** We will make decisions in business with the community in mind and in harmony with the natural environment.

**Protecting our Rich Heritage:** We will protect and celebrate our rich heritage in landscapes, architecture, flora and fauna and different cultural origins.

**Meeting Obligations:** We will meet legal obligations at both a local and national level.



# Our Community Outcomes

Council's purpose is to enhance well-being in our communities. Conversations and feedback about what well-being looks like for the people living in this district have defined our community outcomes.



COUNCIL'S STRATEGIC OBJECTIVES THAT SUPPORT THESE COMMUNITY OUTCOMES		
<p>Through the District Plan, urban growth to revitalise town centres is encouraged, and productive land and rural settlement is protected.</p> <p>(Source: Cromwell Spatial Plan, Infrastructure Strategy)</p>	<p>We are operating in harmony with our natural environment, and celebrating and preserving our wide-open spaces, in accordance with our Regional Identity values.</p> <p>(Source: Central Otago A World of Difference Regional Identity Values, Infrastructure Strategy)</p>	<p>Our community facilities are fit for purpose and cost effective.</p> <p>(Source: Infrastructure Strategy, Sustainability Strategy)</p>
<p>District Plan standards are upheld to ensure the effects of development on natural and physical resources are managed now and into the future.</p> <p>(Source: Sustainability Strategy)</p>	<p>Infrastructural development is environmentally conscious: environmental implications have been considered, legal requirements met, and consent requirements upheld.</p> <p>(Source: Infrastructure Strategy)</p>	<p>Our relationship with Ngāi Tahu is strengthened.</p> <p>(Source: Sustainability Strategy)</p>
<p>Investment in Council services and infrastructure provides consistent, integrated and resilient service levels, that are good value, sustainable and affordable, now and in the future.</p> <p>(Source: Infrastructure Strategy, Sustainability Strategy)</p>	<p>Infrastructural services and information support safe and healthy communities.</p> <p>(Source: Infrastructure Strategy, Sustainability Strategy)</p>	<p>Newcomers into the district are supported and events and projects which celebrate inclusive communities are encouraged.</p> <p>(Source: Community Development Strategy)</p>
<p>High-value visitor products and experiences are provided that express our regional identity and align with the needs of Central Otago's target markets.</p> <p>(Source: Tourism Strategy &amp; Economic Development Strategy)</p>	<p>Development of culture and heritage opportunities throughout the district continues to be developed.</p> <p>(Source: Infrastructure Strategy, Sustainability Strategy)</p>	<p>Community-driven initiatives, experiences and events that promote local and visitor well-being are encouraged.</p> <p>(Source: Community Development Strategy; Grants Policy; Sustainability Strategy)</p>
<p>We have improved digital connectivity throughout the district – i.e. mobile coverage and broadband roll-out.</p> <p>(Source: Economic Development Strategy)</p>	<p>Our landscape and environment are protected and enhanced through the coordination and promotion of activities that strengthen their significance.</p> <p>(Source: Economic Development Strategy)</p>	<p>Access is enabled via Council roading services and people can access Council's infrastructure services (e.g. water and wastewater systems).</p> <p>(Source: Infrastructure Strategy, Economic Development Strategy)</p>
<p>We are a 'business-friendly council' – we identify local challenges and business needs, are proactive and responsive, make clear decisions, and develop strong relationships.</p> <p>(Source: Economic Development Strategy, Infrastructure Strategy)</p>	<p>Visitors are engaged in activities that benefit our environment and build an appreciation for this region's remarkable qualities.</p> <p>(Source: Tourism Strategy)</p>	<p>Visitors who create value for host communities (via facilities, services, amenities, cultural and recreational opportunities), in line with their aspirations and beliefs, are attracted to this region.</p> <p>(Source: Tourism Strategy, Infrastructure Strategy)</p>



These three Community Outcomes provide a high-level set of goals for all our services and activities. By aiming for these as we frame our future through plans, strategies and work programmes, we seek to improve the social, cultural, economic and environmental well-being of the people in our district, now and for the future.



Council values the deepening relationship with local iwi, Ngāi Tahu, and is fostering a mutually beneficial partnership with our local rūnanga. These relationships contribute positively to Council's decision-making, cultural confidence and to broader outcomes for Central Otago. Council is also a signatory to the Te Rōpū Taiao Governance Charter, a formal agreement between Otago rūnanga and Otago local authorities to work together at both a collective and individual Council level.



# Guiding our community through challenging times

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The introduction to our Long-term Plan last year was very much focused on our need to provide certainty of direction in what are very uncertain times.

A year on, as we write this introduction with the world still very much in the grip of the Covid pandemic, your Council's role is still very much about needing to make informed estimates as to the direction of the currents of the world around us and trying to manoeuvre our craft as best as we can for the people of Central Otago now and of the future.

While our Long-term Plan sets the long-term strategic direction, this annual plan outlines the budgets and work programme we had planned for Year 2 in more detail.

So, what do those currents suggest for the year ahead?

We have recently used the word 'tumultuous' as our pick of adjectives for how this year will roll. Covid and its consequences will continue to have a major impact this year. Also disruptive in the near term are the government Three Waters reforms and Resource Management Act reforms, both issues that will have huge impacts on how, and what, your Council operates in the future.

And beyond that lies the Future for Local Government discussions, which while being at an early stage, could challenge the very existence of your Council as we know it.

While we predict rough and unpredictable currents as we set sail into 2022/23, rest assured that your Council, both at governance and management levels are working their hardest and smartest to guide the community through these challenging times.

2022 is not the year of too many bright new shiny objects. Instead, it is about doubling down on those things that we have committed to in the Long-term Plan to ensure excellent base level service for the people of Central Otago. If the seas are feeling a bit tumultuous, we will be focusing on keeping the ship steady and delivering key services and projects to the shore.

No matter what happens in the year ahead, you can rely on Council to keep picking up your waste, providing high quality drinking water, keeping our roads safe, ensuring our community facilities and parks are enjoyable spaces, and giving you great access to our pools and libraries. We will keep processing consents, supporting our tourism sector, engaging with the community, helping businesses keep on track, advocating for your interests to Central Government, working with community groups, and delivering on big projects like the Lake Dunstan Water Supply, Clyde Wastewater upgrades and the Cromwell Masterplan.



Within the activity sections on the following pages, you'll also read about some other activities, services and projects that our teams have programmed for 2022/23.

The dynamic environment of 2022 is bound to present challenges, but it is also bound to offer up opportunities. We look forward to continuing to work with you, our community, to deliver great service and make the most of what the great unknown will present to us.



Ngā mihi

**Tim Cadogan**  
Mayor

**Sanchia Jacobs**  
Chief Executive Officer  
1 June 2022



# Our Activities

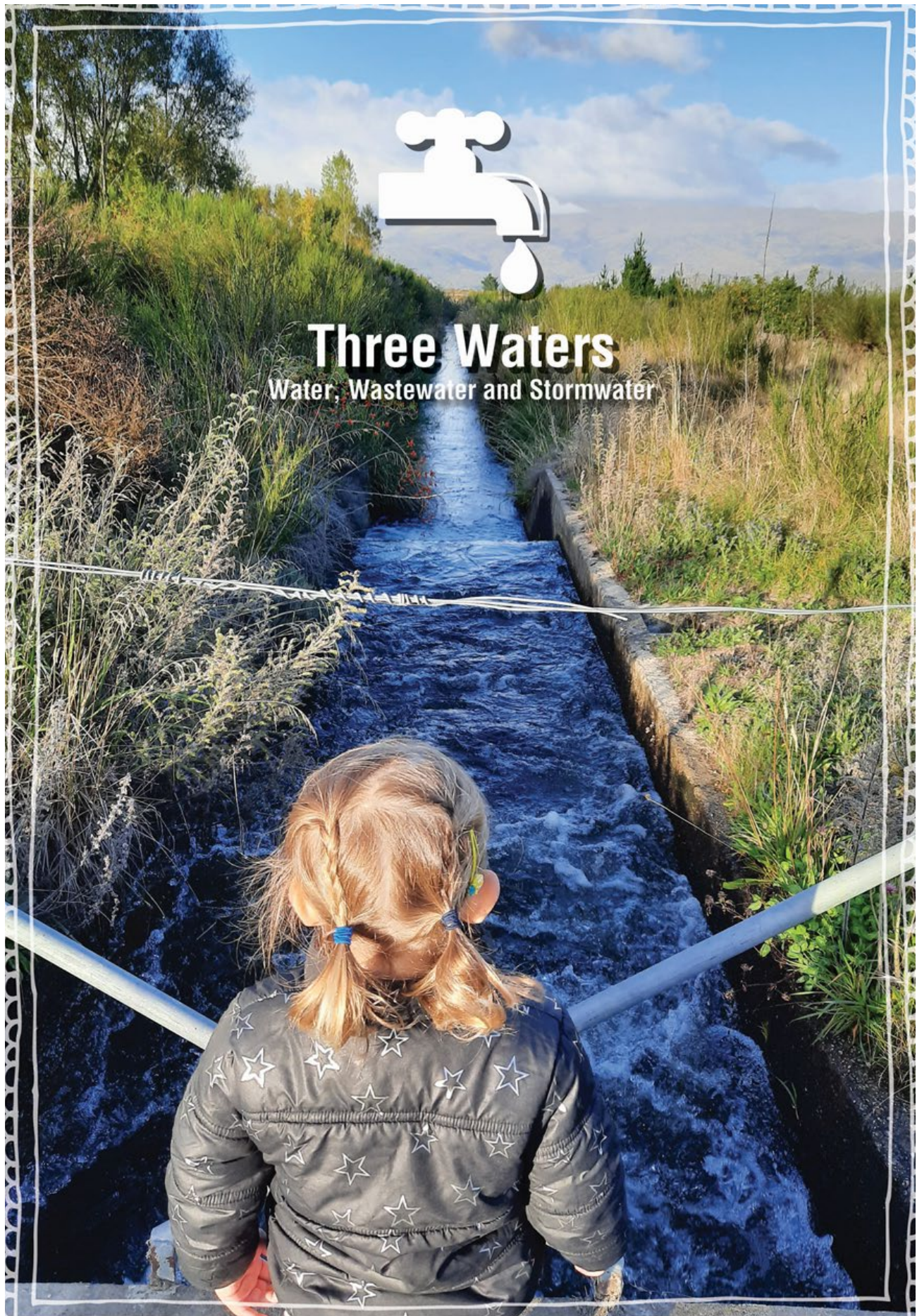
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This section provides an overview of the activities we will undertake over the next 12 months. The groups of activities incorporate the core services we deliver. We give consideration to how these services contribute to community well-being in our decision-making process. Governance and Corporate Services provides the internal processes and support required for the organisation to carry out its activities.

Within each group of activities, you will find a description of each activity, what we have planned and why, what you can expect from us, and a breakdown of the costs involved.









# Water

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## About our Activity

Our vision for water services is to deliver safe and wholesome water supplies that support a healthy community and environment.

Council provides potable water to properties within nine water schemes.

### THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



He Ōhaka e Ora Rāia ana  
Thriving Economy



Toitū te Whenua  
Sustainable Environment



He Hapori, He Haumi  
Connected Community

## Looking Ahead

Continuing water treatment upgrades to meet the New Zealand Drinking Water Standards remains a key focus in the year ahead.

Construction of the Lake Dunstan Water Supply treatment plant, borefield and associated work is well underway, and is scheduled for completion in April 2023.

The Ripponvale Water Upgrade Scheme Capital Funding Plan has been included as a major project for 2022/23. More information can be located on pages 139-143.

An upgrade for the Cromwell Water Supply is underway with hydraulic modelling and investigation into the quality of the existing water source prior to treatment design being progressed in the 2022/23 year.

Options for improving the source water quality at Roxburgh are underway as the bores have sediment that affects the ability to treat water using the cartridge filters.

Further investigation into the suitability of a bore site for the Omakau water supply has been undertaken at Mawhinney Road and a business case is being developed to consider the long-term outcomes required and review of the options. A business case for upgrading of Mānīatoto water supplies is also being developed.



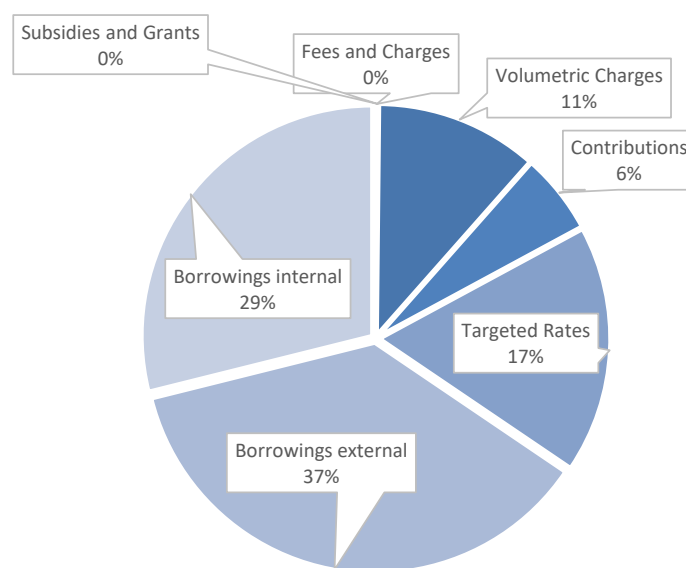
The Water Services Team will also continue with public education campaigns around water conservation. While there may not be a water shortage in the district, it costs money to treat and distribute water for domestic consumption. Saving water is good for our pockets and good for the environment. As ratepayers we pay for both the water we use, and the infrastructure needed to treat and pipe that water. Conservation makes sense, not just dollars and cents.



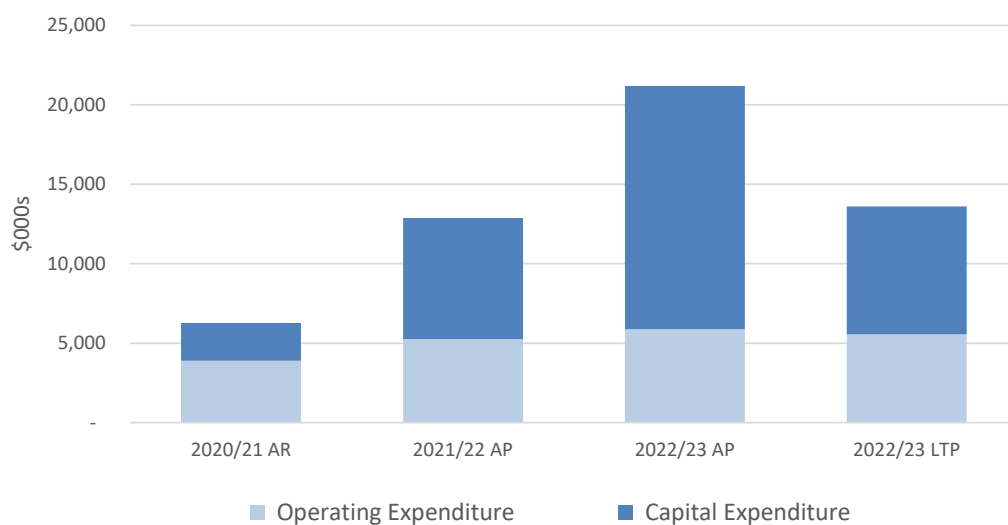
### How we pay for Water



### How is water paid for?



### How much does water cost?







### What you can expect from us - Water

Community outcome	Our objective level of service	DIA measure*	How we measure success	Our Results 2020/21	Our aim years 1-3
A Thriving Economy	Provide a fully accessible and reliable water network	✓	The percentage of real water loss from the network reticulation system (leaks, metering inaccuracies)	24.3%	Target current annual real losses from the networked reticulation system ≤20% of water produced
			Percentage of budgeted capital works completed annually	18%	To complete more than 90% of capital works budget.
			Time with water per customer per annum (planned and unplanned)	99%	To maintain supply to customers for ≥99% of the time
			Average time to process a request to connect to the Council's water supply	0.28 days	≤ 5 days
A Sustainable Environment	Provide an efficient water network	✓	Fault response time to urgent callouts		
			Attendance:	49mins	Target median time to get to site ≤ 1 hour
			Resolution:	2hrs 48mins	Target median time to get to site ≤ 4 hour
		✓	Fault response time to non-urgent callouts		
			Attendance:	4hrs 24 mins	Target median time to get to site ≤ 8 hours
			Resolution:	20hrs 26 mins	Target median time to resolve ≤24 hours



Community outcome	Our objective level of service	DIA measure*	How we measure success	Our Results 2020/21	Our aim years 1-3
		✓	The average consumption of water per day per resident	655L/person/day	To maintain water demand at < 600L/person/day
		✓	Total number of customer complaints for: Water clarity Water taste Water odour Water pressure and flow Continuity of water supply Responses to water service requests	5.3 per 1,000 connections	≤10 per 1,000 connections
A Safe and Healthy Community	Provide a safe and healthy water network	✓	Compliance with the NZ Drinking Water Standards  Pt4: Bacterial:	All treatment plants comply except Roxburgh, Ranfurly, Omakau and Naseby. All distribution zones comply except Ranfurly	Part 4: Bacterial compliance. All treatment plants to comply. All distribution zones to comply.
			Pt5: Protozoal:	All schemes do not comply.	Part 5: Protozoal compliance All schemes to comply. Omakau to comply 2019 Naseby to comply 2019 Alexandra/Clyde (Lake Dunstan Water Supply) to comply 2020 Patearoa to comply 2021 Ranfurly to comply 2021 Cromwell/Pisa to comply 2023

\* Department of Internal Affairs mandatory non-financial performance measure.



# Wastewater

## About our Activity

Our vision for wastewater services is to deliver safe and compliant wastewater networks that support a healthy community and environment.

Council's wastewater service enables the collection, conveyance, treatment and disposal of wastewater within seven schemes across the district. Each scheme pumps, reticulates and treats the wastewater generated by households, businesses and industrial processes.

### THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



He Ōhaka e Ora Rāia ana  
Thriving Economy



Toitū te Whenua  
Sustainable Environment



He Hapori, He Haumi  
Connected Community

## Looking Ahead

Reducing the environmental impacts of all our wastewater schemes in line with the Government's essential freshwater programme, and an increased focus on resilience are our key priorities for the wastewater network.

Stage 1 of the three-stage Clyde wastewater reticulation project is programmed for completion in September 2022. More information can be located on pages 134-138.

Work will begin on the wastewater renewals programme with significant upgrades planned for the Alexandra, Cromwell, Omakau and Roxburgh schemes.

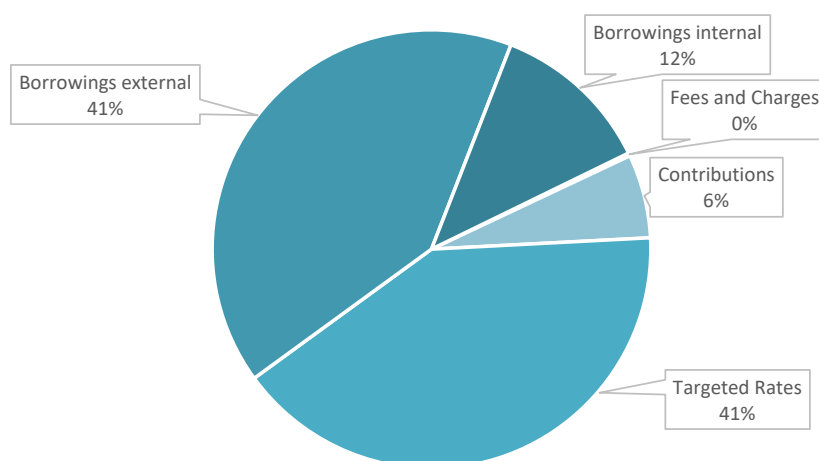
Education campaigns will continue to stress the importance of keeping our everything but the 3Ps (poo, pee and toilet paper) out of our wastewater pipes, as wipes, sanitary products and fat continue to cause blockages and damage that is incredibly costly to fix.



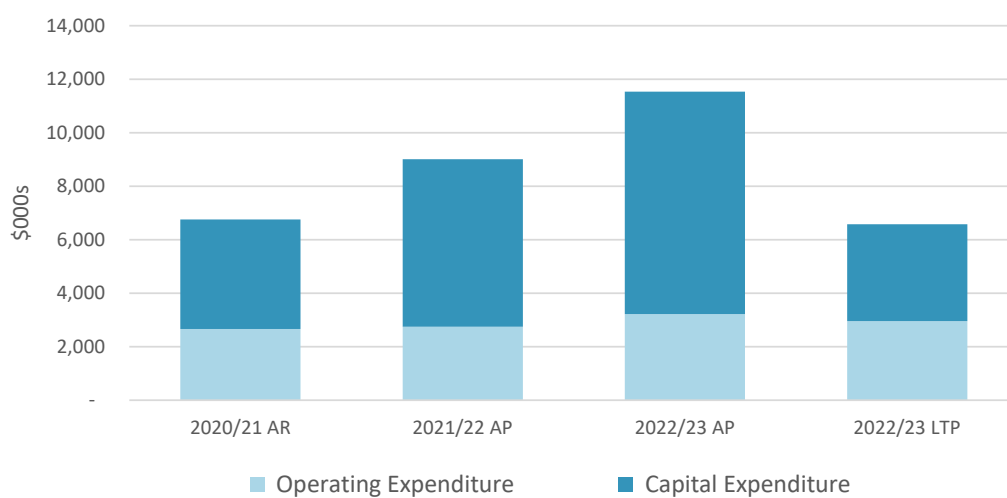
## How we pay for Wastewater



## How is wastewater paid for?



## How much does wastewater cost?







### What you can expect from us - Wastewater

Community Outcome	Our Objective Level of Service	DIA measure*	How we measure success	2020/21 Results	Our Aim Years 1-3
A Thriving Economy	Provide and efficient, accessible and reliable wastewater network	✓	Total number of complaints for: Odour Faults Blockages Responses to wastewater service requests	9.26 per 1,000 connections	Total number of complaints ≤10 per 1,000 connections.
			Percentage of budgeted capital works completed annually	38%	To complete more than 90% of capital works budget.
			Average time to process a request to connect to the Council's wastewater network	0.28	≤5 days
A Sustainable Environment	Provide a safe and compliant wastewater network	✓	Compliance with discharge consents	Abatement notices - 1 Infringement notices - 1 Enforcement Orders - nil Convictions - nil	Abatement notices - nil Infringement notices - nil Enforcement Orders - nil Convictions - nil
		✓	Fault response times Attendance:	1hr 5mins	Target median time to get to site ≤1 hour
			Resolution:	2hrs 30mins	Target median time to resolve the problem ≤4 hours
A Safe and Healthy Community	Provide a safe and compliant wastewater network	✓	Number of dry weather sewerage overflows from sewerage scheme	2.26 per 1,000 connections	Number of dry weather sewerage overflows ≤1 per 1,000 connections

\* Department of Internal Affairs mandatory non-financial performance measure.



# Stormwater

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## About our Activity

Our vision for stormwater service is to deliver safe and compliant stormwater networks that support a healthy community and environment.

The stormwater activity enables the collection, conveyance, and disposal of stormwater within the following towns across the district: Cromwell, Alexandra, Roxburgh, Omakau and Ranfurly. These towns have reticulated stormwater systems to manage drainage and prevent flooding. Stormwater in these towns is conveyed directly to waterways using piped infrastructure, natural water courses and open channels. The remaining towns have mud tanks connected to soak pits, or open channels, with culverts across roads. This infrastructure is maintained as part of the roading activities.

## THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



He Ōhaka e Ora Rāia ana  
Thriving Economy



Toitū te Whenua  
Sustainable Environment



He Hapori, He Haumi  
Connected Community

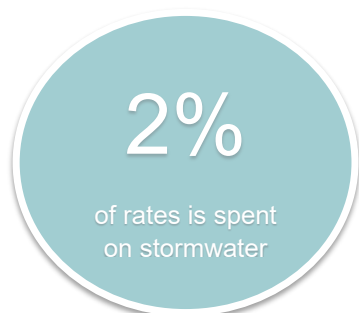
## Looking Ahead

Council's Regulatory Services team's work with the Infrastructure team on investigations across the district to resolve issues with non-compliant stormwater drainage entering the wastewater system is ongoing. This is an issue that could have an impact on public and environmental health, as well as ultimately costing the ratepayer more if left unchecked. The programme is still centred on Cromwell and Alexandra, but focus will move to Ranfurly within the next year.

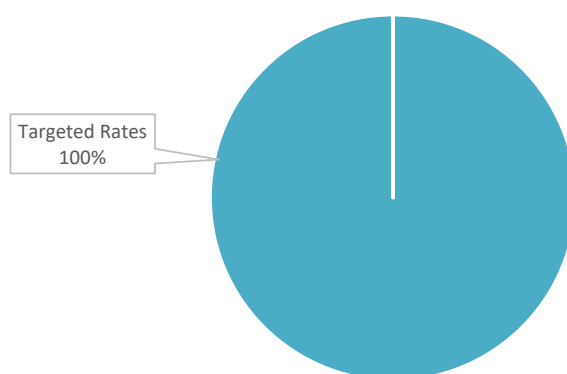
Improvements and renewals to key piped stormwater network locations across Cromwell, Clyde and Alexandra are planned in the 2022/23 year.



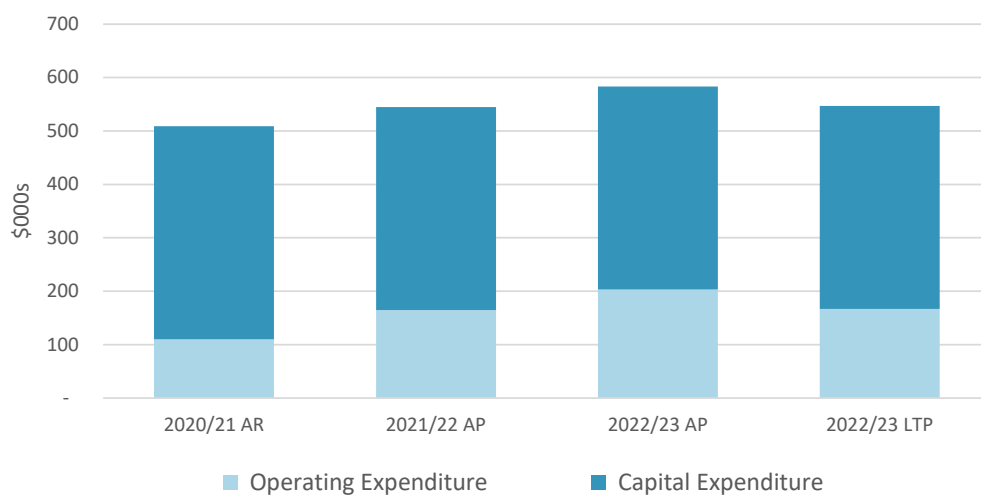
### How we pay for Stormwater



### How is stormwater paid for?



### How much does stormwater cost?







### What you can expect from us - Stormwater

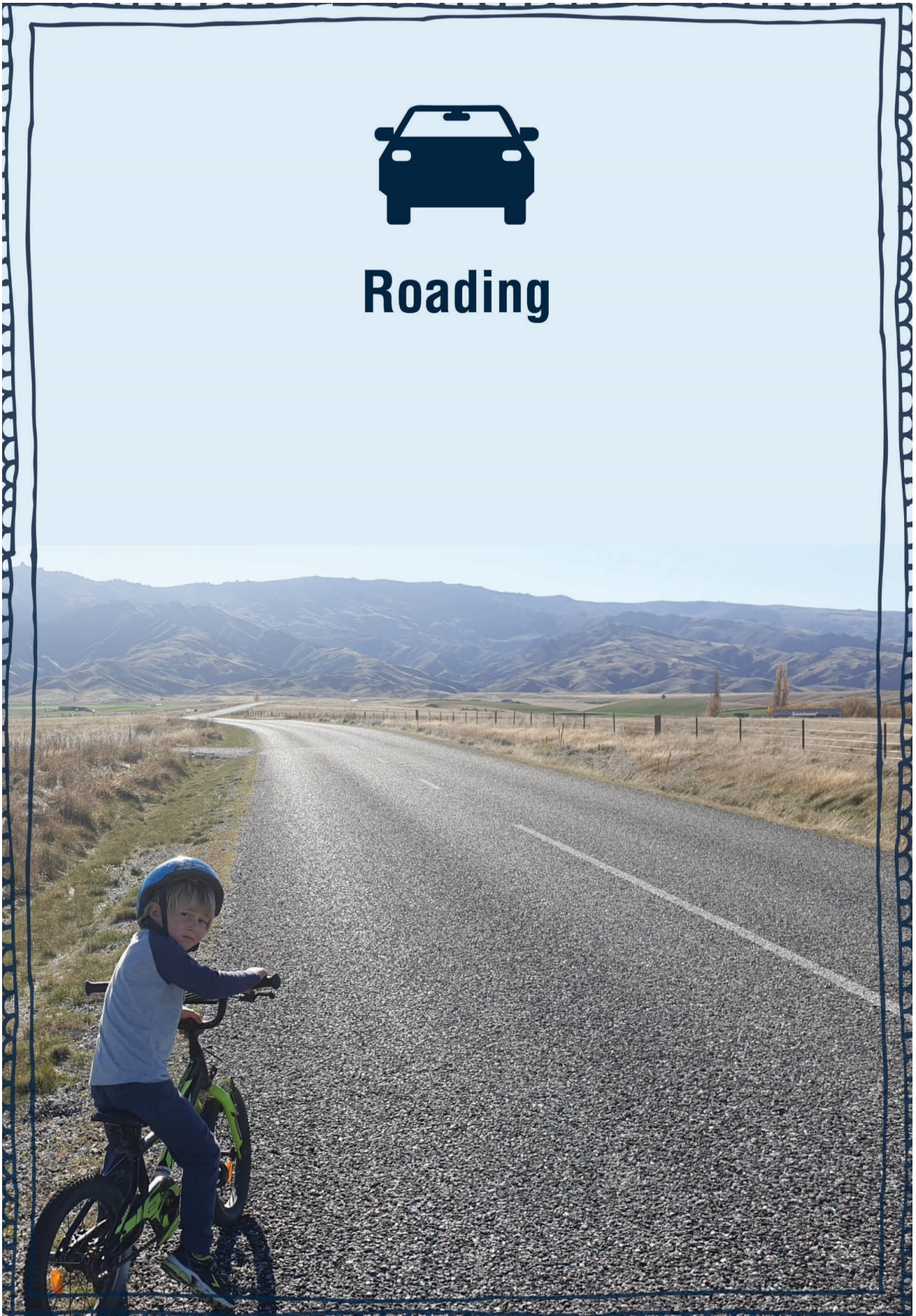
Community outcome	Our objective level of service	DIA Measure*	How we measure success	2020/21 Results	Our Aim Years 1-3
A Thriving Economy	Provide an efficient, full accessible and reliable stormwater network		Percentage of budgeted capital works completed annually	100%	To complete more than 90% of budgeted capital works
			Average time to process a request to connect to the Council's stormwater network	1 day	≤ 5 days
A sustainable Environment	Provide an efficient, full accessible and reliable stormwater network	✓	Compliance with discharge consents	Abatement notices - nil Infringement notices - nil Enforcement orders - nil Convictions - nil	Abatement notices - nil Infringement notices - nil Enforcement orders - nil Convictions - nil
A Safe and Healthy Community	Provide a safe and compliant stormwater network	✓	Number of flooding events that occurred.	Nil	Nil
		✓	Number of habitable floors affected in flooding events	Nil	Target number of habitable floors affected ≤ 1 per 1,000 properties per flood event
		✓	Response time to attend flood events	N/A	Target median time to get to site ≤ 1 hour
		✓	Number of complaints received about stormwater performance	1.4	Total number of customer complaints ≤ 2 per 1,000 properties

\* Department of Internal Affairs mandatory non-financial performance measure.





# Roading





# Roading

## About our Activity

We work to ensure an efficient, fully accessible, safe network of roads and footpaths for our Central Otago community.

Our roading activity enables the movement of goods, people and services across our district, essential for our social, cultural and economic well-being, and we are committed to being innovative and environmentally-conscious in our service delivery.

We currently have 1,935km of maintained roads, with 1,779km of rural roads and 158km of urban streets. 72% of our roads are unsealed, a total length of 1,407km. We have 179 bridges, 179km of formed footpaths, and approximately 6.5 hectares of formed car parks across the district that are owned and maintained by Council.

### THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



He Ōhaka e Ora Rāia ana  
Thriving Economy



Toitū te Whenua  
Sustainable Environment



He Hapori, He Haumi  
Connected Community

## Looking Ahead

The key projects scheduled in the Roding space in the 2022/23 year include work getting underway for stages 2 and 3 of the Clyde Heritage Precinct, ultimately bringing completion of the last stages of the overall Clyde Heritage Precinct project.

Traffic calming measures will be implemented at Shortcut Road in Cromwell, on completion of the roundabouts currently under construction by Waka Kotahi, and pedestrian and cycling improvements are planned for the Clyde Bridge on Earnsclough Road.

Implementation of speed limit bylaw changes to lower speed environments across areas of the district, as consulted with the community in the 2021/22 period, is likely to occur by September 2022.

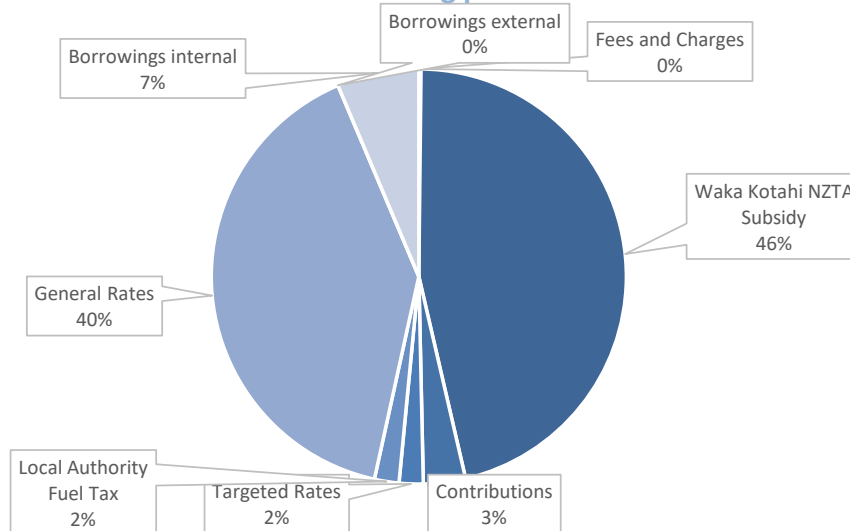
Development, consultation and adoption/implementation of district wide bridge strategy is another key piece of work. This strategy will help to manage and prioritise repairs, maintenance and renewal of the 176 bridges across the district.



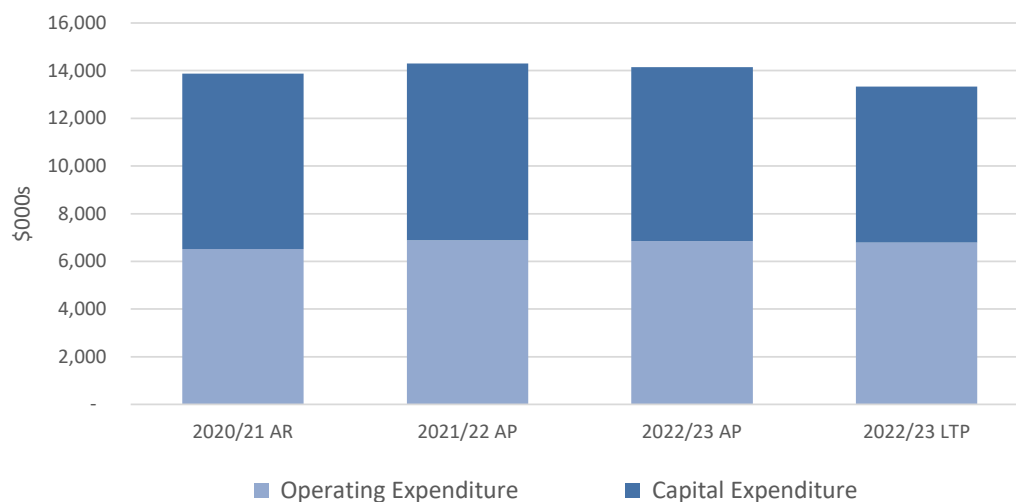
## How we pay for Roothing



### How is roading paid for?



### How much does transport cost?







### What you can expect from us - Roothing

Community outcome	Our objective level of service	DIA Measure*	How we measure success	2020/21 Results	Our Aim Years 1-3
A Thriving Economy	Provide a fully accessible roading network		Percentage of budgeted capital works completed annually	100% of programmed works completed and 116% of capital budgets spent	100% of budgeted works completed and 100% of capital budgets spent
			Average length of time to issue a consent for access to a road	1.3 days	≤ 2 days
			The average quality of ride on the sealed road network, measured by smooth travel exposure	98%	Smooth Travel Exposure ≥ 90%
		✓	Number of journeys impacted by unplanned events <ul style="list-style-type: none"> <li>and where there is no viable alternative</li> </ul>	46,793	<16,423
			% of network not accessible to heavy vehicles due to bridge capacity <ul style="list-style-type: none"> <li>Class 1 heavy vehicles</li> <li>50Max heavy vehicles</li> </ul>	3% 9%	<3% of network not accessible to Class 1. 11.1% of network not accessible to 50Max
A Sustainable Environment	Provide an efficient roading network	✓	Percentage of sealed local road network that is resurfaced	24.5km sealed (4.6%)	>3.9% of sealed road length resurfaced per annum
			Number of service requests	709 service requests	<600 service requests



Community outcome	Our objective level of service	DIA Measure*	How we measure success	2020/21 Results	Our Aim Years 1-3
		✓	Number of service requests from customers responded to within 10 days	90%	≥ 90%
A Safe and Healthy Community	Provide a safe roading network	✓	Change from previous year in number of fatalities and serious injury crashes on local roading network	Number of fatal and serious crashes = 10	Stable or decreasing trend
	Provide a fully accessible roading network	✓	The percentage of footpaths that fall within the Council's level of service standard for the condition of footpaths	81%	>70%
			Customer satisfaction with condition of unsealed roads	69%	To maintain customer satisfaction at or above 70%

*\*Department of Internal Affairs mandatory non-financial performance measure.*







# Environmental Services

## About our Activity

Central Otago's vision for waste is to move towards zero waste and a sustainable Central Otago. Our goals are to improve the efficiency of resource use and reduce the harmful effects of waste. Working together with our community we can achieve more effective and efficient waste management and minimisation in our district.

Through our waste activities, we collect and dispose of your rubbish and recyclable material, and provide access to transfer stations, greenwaste sites and recycling drop-off facilities. We also provide education initiatives in the community to increase sustainability and minimise waste.

Council has developed a sustainability vision:

*A great place to live, work and play, now and into the future*

Our Environmental Services team takes the lead in this space, supporting our wider organisation on activity to help us achieve the following goals:

- Being customer friendly, having enabling policies and appropriate infrastructure
- Supporting improvement and diversification of skills, industries and experiences
- Providing Council services while managing the associated environmental impacts
- Enabling development while managing the associated environmental effects
- Affordable and equitable provision of services to promote well-being
- Managing change while protecting and enhancing our culture, heritage and landscape.

## THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



He Ōhaka e Ora Rāia ana  
Thriving Economy



Toitū te Whenua  
Sustainable Environment



He Hapori, He Haumi  
Connected Community



### Looking Ahead

Solid waste levels of service were reviewed in Year 1 of the Long-Term Plan 2021-2031, with our contracts for transfer station operation, kerbside rubbish collection, recycling and glass collection, and recycling drop-off containers set to expire 30 June 2023. This review involved community engagement on how we deliver this activity, including conversations around what bins we provide, size, frequency of collections, and collection routes. The Solid Waste Services Contract is currently out to market for tender. Council is scheduled to award the contract at its July meeting.

Once the tender is awarded, we will begin work on establishing an organics facility for Central Otago. We will be working with our successful tenderer on the options for a processing facility for both food and greenwaste. This will reduce what we send to landfill and in turn waste levy costs with the reduction in material to landfill. There is an opportunity to divert up to 44% organic (food and greenwaste) content currently going in kerbside rubbish bins.

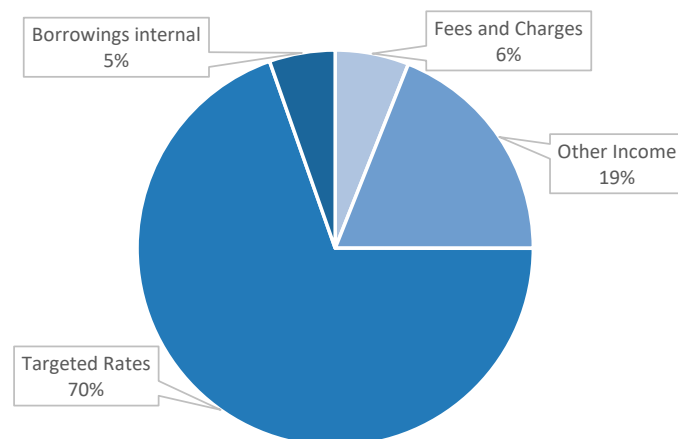
Another key capital project is starting to plan for key upgrades at Cromwell Transfer Station. The facility is no longer meeting community demands as a result of significant growth in the area and the age of the asset. Options will be explored and costed for demolition and construction, a potential reuse store, safer ways of dropping off rubbish, and improved recycling, greenwaste and hardfill facilities.



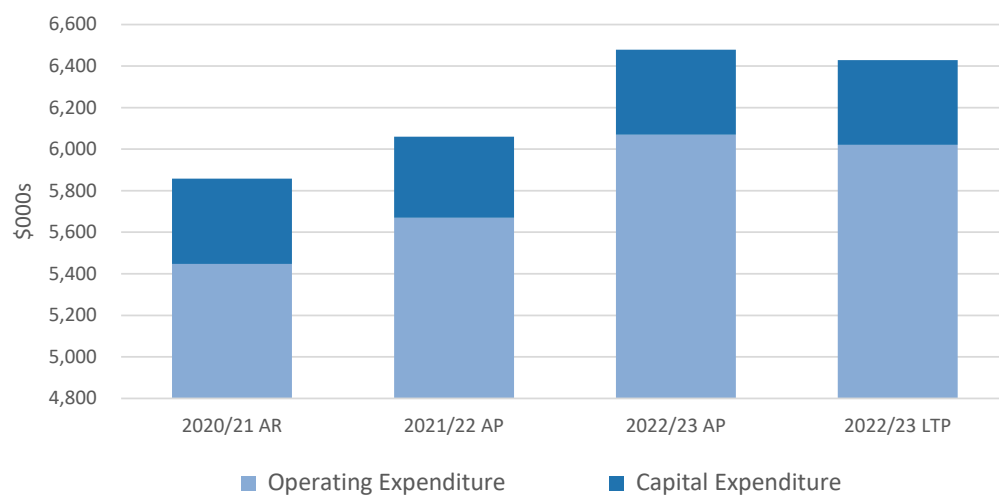
## How we pay for Environmental Services



### How is Environmental Services paid for?



### How much does Environmental Services cost?







### What you can expect from us – Environmental Services

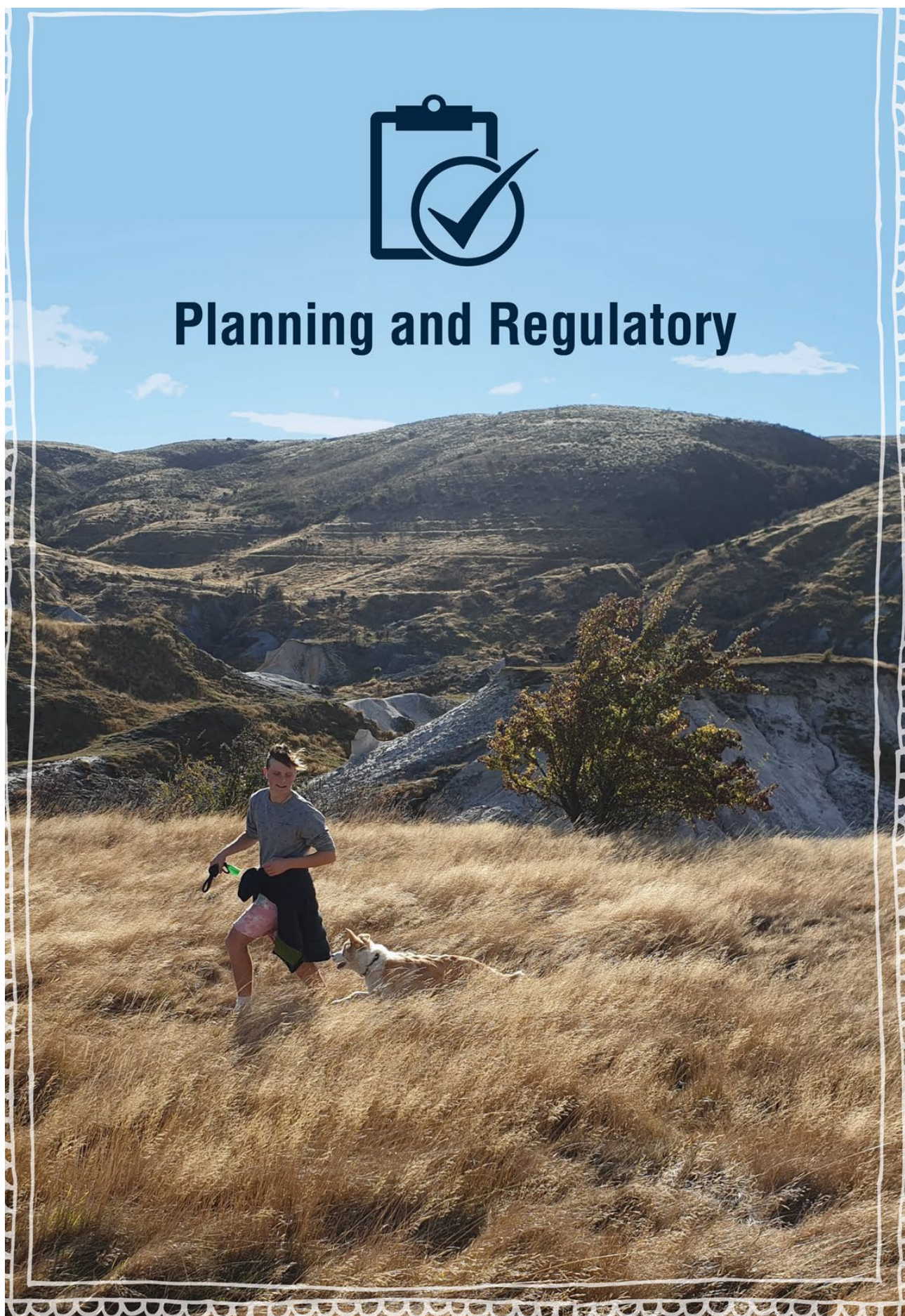
Community outcome	Our objective level of service	How we measure success	2020/21 Results	Our Aim Years 1-3
A Sustainable Environment	Improving the Efficiency of Resource Use	Total quantity to landfill (tonnes p.a.)	9,825 tonnes*	Incremental year-on-year reduction
		Total amount generated per rateable property	751 kg*	Incremental year-on-year reduction (measured as rubbish + recycling)
		Total amount recycled (tonnes p.a.)	1,007 tonnes*	Incremental year-on-year increase
		Residential satisfaction with waste services	86%	Incremental increase

\* Waste to landfill 9,825 Tonnes + Recycling 1,007 Tonnes = 10,982 Tonnes divided over 14,429 rateable properties = 751 kg per property





## Planning and Regulatory





# Planning and Regulatory

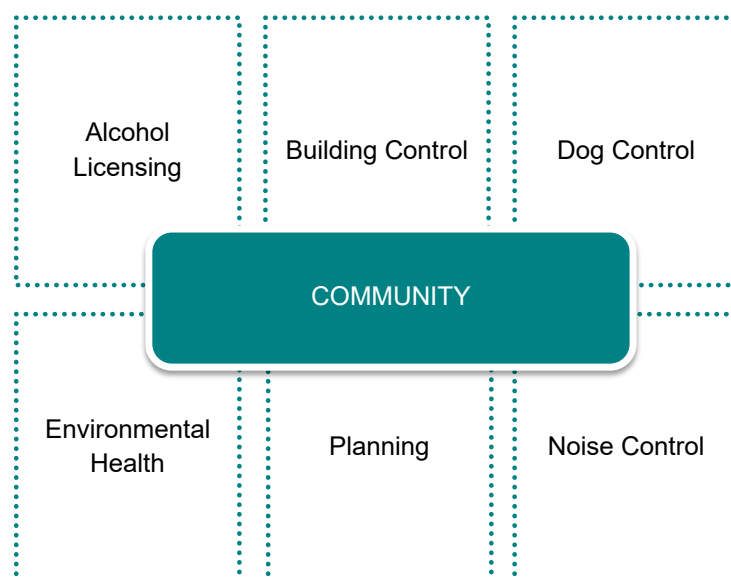
## About our Activity

Our regulatory service is important to help protect public safety and the environment, minimise the risk of nuisance and ensure customers meet their statutory requirements.

We deliver the regulatory service in a variety of ways, including processing building consents and alcohol licence applications. We also monitor and audit registered food businesses, and ensure dogs are registered and kept under control.

Our planning function includes the preparation, review and administration of the District Plan. The District Plan is the framework used for the processing of resource consents. We monitor conditions of resource consents and compliance with District Plan provisions to ensure any effects on the environment are managed appropriately.

The activities of the service include:



## THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



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Thriving Economy



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### Looking Ahead

Outside of business-as-usual activities for the regulatory team, some of the key focus areas for the regulatory team in the year ahead include:

- Increased patrolling by our Dog Control Officer to address the issue of roaming dogs
- A review of dog registrations to ensure all dogs registered as working dogs meet the definition under the Dog Control Act
- Developing an enforcement strategy
- Monitoring land use consents
- Inspections of residential swimming pools.

The District Plan is currently being reviewed in stages starting with a full review of the residential chapter of the plan. The plan changes will reflect what the community has told us through feedback on the Discussion Document that identified a number of work streams that is informing the review of the District Plan. The plan changes will give also effect to the outcomes of the Cromwell Spatial Plan and Vincent Spatial Plan in terms of zoning. The first comprehensive chapter review is the Residential chapter and zoning.

There are significant changes to the Resource Management Act regime currently being drafted by Government. Council staff (and elected members) are involved various forums to make sure that we understand the implications of the proposed changes. What we know is there will be a significant change, which is why we are approaching the District Plan review in a way that targets areas of priority.

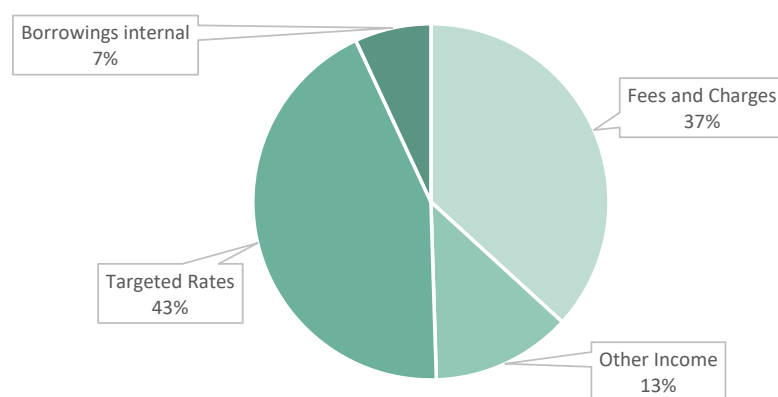
Following on from the development of the Cromwell and Vincent spatial plans, a spatial plan for the Teviot Valley is planned. Engagement with the communities in the Teviot Valley will be key to the development of the spatial plan. The spatial plan will identify growth opportunities for the towns and communities in the Teviot Valley.



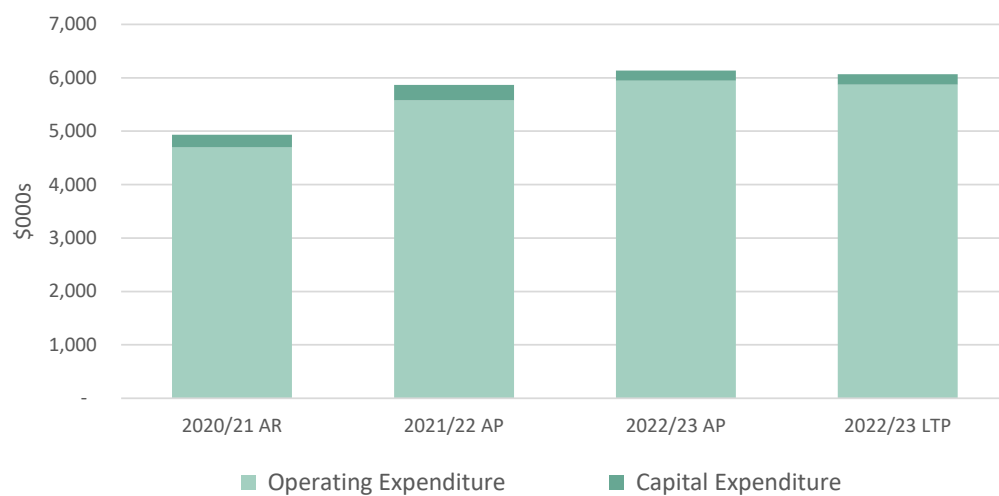
## How we pay for Planning and Regulatory



### How is Planning and Regulatory paid for?



### How much does Planning and Regulatory cost?



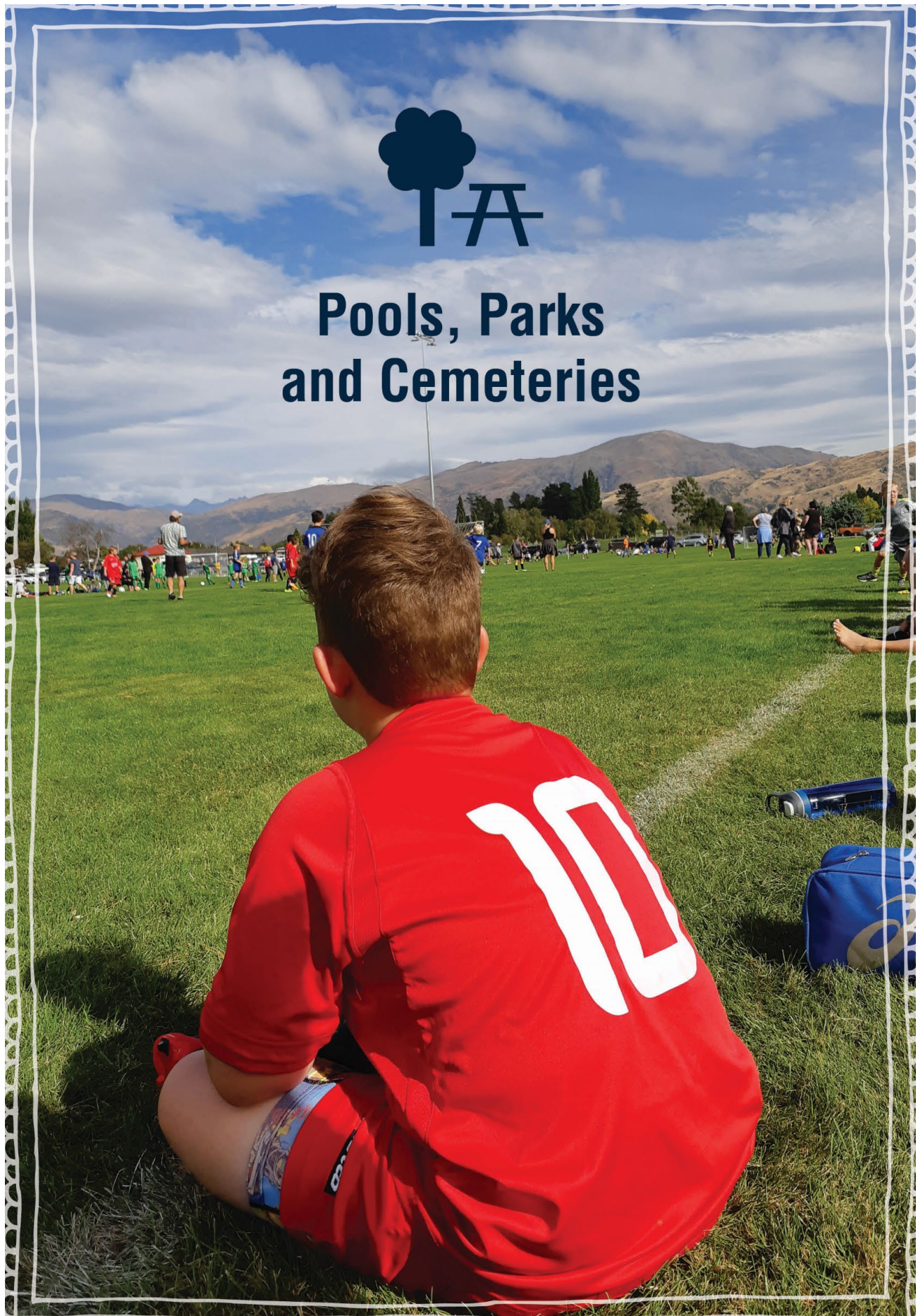




### What you can expect from us – Planning and Regulatory

Community outcome	Our objective level of service	How we measure success	2020/21 Results	Our Aim Years 1-3
A Thriving Economy and a Sustainable Environment	To enable people to develop their land in an appropriate way through a streamlined and cost-effective consent process	Customer satisfaction with resource consent process in customer survey	69%	Maintain customer satisfaction ≥ 75%
		Resource consents processed within statutory timeframes	95% non-notified consents, 84% notified consents	Resource consents processed within statutory timeframe ≥ 99%
A Thriving Economy and a Safe and Healthy Community		Customer satisfaction with building consent processes in residents' survey	71%	Maintain customer satisfaction ≥ 85%
		Building consents processed within statutory timeframes	98%	Building consents processed within statutory timeframe 100%
	To help people develop appropriately, and assist in the provision of health and well-being in the community by ensuring that food service premises are hygienic	Annual licensing and inspection programme, including audit of food control plans is completed in accordance with legal and internal standards	93%	100% annual licensing programme completed within reporting period
	To provide a safe and healthy environment in which people may live and travel without fear of dangerous dogs	Customer satisfaction with dog control	83%	Maintain customer satisfaction ≥ 75%
A Safe and Healthy Community	Community satisfaction with Council performance	Residents' survey - Satisfaction with Emergency Management (Civil Defence)	92%	>90%







# Pools, Parks and Cemeteries

## About our Activity

Access to parks, reserves, rivers and recreational facilities is important for our communities' well-being and maintaining a variety of high-quality open spaces helps to make our district an attractive place to live, work and play. Our swim centres provide a place for people to recreate and learn to swim, particularly for our young people. We manage the Cromwell Pool and Alexandra Pool directly, along with a summer pool in Ranfurly.

Council's parks and recreation team also looks after 13 sports grounds and domains, eight cycling and walking tracks, three skateboard facilities, a bike park, approximately 7,000 trees, 32 playgrounds, and we maintain 268 hectares of reserve land.

The provision of cemeteries is an important function which we undertake on behalf of the community. We are responsible for nine cemeteries in our district, and cemetery trusts manage the other cemeteries.

## THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



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## Looking Ahead

The key projects we have planned within the 2022/23 year for this activity are highlighted below.

Ranfurly's John Street playground is set for a makeover following community consultation to determine what the local community would like to see in the revamped playground. The ideas gathered are currently being collated into a plan with construction envisaged for late 2022.

Removal of wilding pines is planned on a number of Council sites identified as posing high risk of spreading seed. These sites are across all district wards.



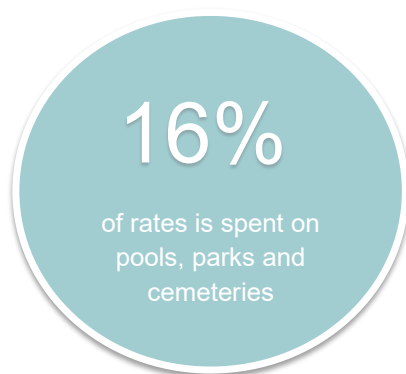
Council is partnering with the Alexandra Riverside Park Trust on a community-led project to rejuvenate lower Tarbert Street by creating a new public space at the junction of the Clutha-Mata-au and Manuherekia rivers. Council received a MBIE grant from the Tourism Infrastructure Fund to assist with the provision of toilets and a cycle hub in this area. The cycle hub will link the Otago Central Rail Trail, the Roxburgh Gorge and Clyde to Alexandra trails, as well as providing additional community spaces looking out to the river and beyond.

The Omakau tennis/hockey courts are scheduled for a resurface. This surface will replace the existing well-worn surface. Work is programmed for summer.

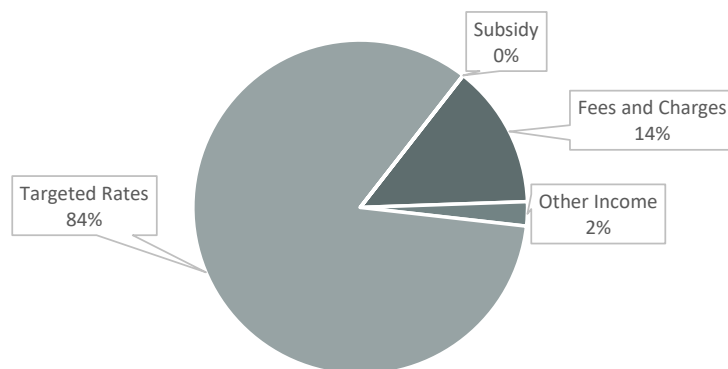
Reserve management plans will be prepared for Bannockburn Recreation Reserve and the Racecourse Recreation Reserve in Cromwell, while work will ramp up on the development of a district-wide open space strategy. These documents will provide policy direction for future decisions relating to open space areas across the district. When the draft documents are approved by Council, they will be available for public comment.



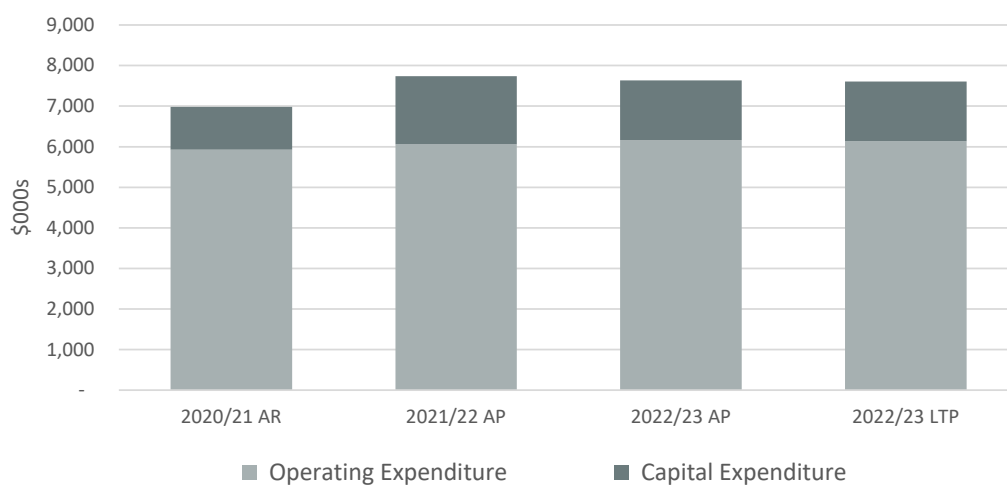
## How we pay for Pools, Parks and Cemeteries



### How is Pools Parks and Cemeteries paid for?



### How much does Pools Parks and Cemeteries cost?



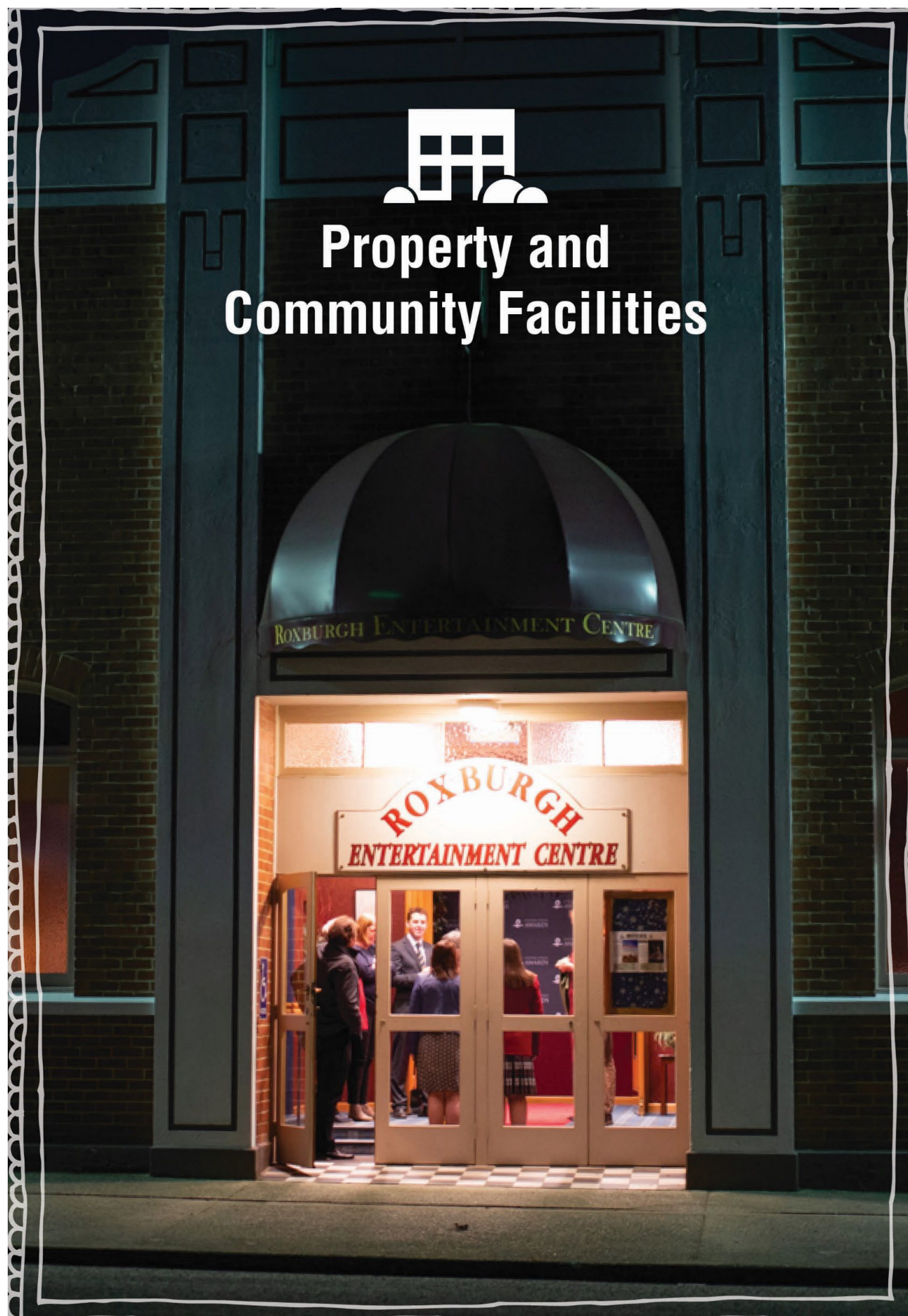




### What you can expect from us – Pools, Parks and Cemeteries

Community outcome	Our objective level of service	How we measure Success	2020/21 Results	Our Aim Years 1-3
A Thriving Economy and a Sustainable Environment	Areas are maintained and operated so that they look good and meet the needs of users	Percentage of residents satisfied with parks and reserves in customer survey	92%	Maintain satisfaction with parks and reserves at above 93%
		Percentage of residents satisfied with sports fields in customer survey	91%	Maintain satisfaction with sports fields at above 93%
		Percentage of residents satisfied with cemeteries in customer survey	85%	Maintain satisfaction with cemeteries at above 90%
A Safe and Healthy Community	Parks and playgrounds are maintained to a level that is safe for users	Percentage of residents satisfied with playgrounds in customer survey	92%	Maintain satisfaction with playgrounds at above 90%
A Thriving Economy and a Safe and Healthy Community	To provide aquatic facilities that meet the needs of the majority of the community	Percentage of users satisfied with pools through customer survey results	75%	Maintain user satisfaction at >90%
	Aquatic facilities are managed to NZ Water Safety Council "Pool Safe" Standards	Annual "Pool Safe" audit	Pass	To pass







# Property and Community Facilities

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## About our Activity

Our community facilities and buildings provide local community hubs for social, sporting and cultural interaction.

We provide community housing, predominantly for the elderly. Council owns 98 flats located in Alexandra, Clyde, Cromwell, Ranfurly and Roxburgh.

We provide public toilets in towns across the district and at recreation facilities and parks, to meet the needs of the community and visitors to our district.

We provide a main operational office and customer service centre in Alexandra, and service centres in Cromwell, Ranfurly and Roxburgh.

We manage the assets at the airports at Alexandra, Cromwell and Roxburgh. The users are generally recreational private pilots and some commercial users. There is also an increasing interest in private hangars with a residential annexe. In Alexandra, 26 hangar or hangar and residential leases have been issued with five sites still to be built on and building underway on another two. A draft Alexandra Airport Masterplan is nearing completion, which will provide direction for future types of activity on the aerodrome and appropriate locations for development. Thirteen leases are also in place for hangar only sites at Cromwell Aerodrome with potential for another 7 to 10 sites.

We own and lease a variety of commercial and farm properties, and develop land for sale. The income from commercial property is used to fund other Council costs.

We hold a number of land parcels, currently being used as forestry blocks. These forests also provide an amenity value for the community for walking and biking. Some have potential for other land use in the future as recognised by their zonings in the District Plan.

## THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



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## Looking Ahead

The Annual Plan 2022/23 includes funding associated with operating and maintaining buildings. Most of the funding is as planned for operation, maintenance and cyclical renewal.

### Airports

There is an increasing interest in private hangars with a residential annexe. In Alexandra 26 hangar or hangar and residential leases have been issued. The Alexandra Airport Masterplan was completed early in 2022, which provides direction for future types of activity on the aerodrome and appropriate locations for development. Development of another 20-30 hangar/hangar and residential sites on the east side of the runway is in planning stages with budget for infrastructure included in 2022/23. A concept plan for the new sites will be completed by July 2022. Fifteen leases are also in place for hangar only sites at Cromwell Aerodrome with potential for another 5-7 sites.

### Public Toilets

A new public toilet block is to be built in Ranfurly. The Golden Block toilet facilities (behind Paper Plus in Alexandra) and Weatherall Creek toilets will be repainted.

### Community Facilities

Exterior repainting of the Clyde Memorial Hall is planned. Earthquake strengthening is scheduled for the Roxburgh Entertainment Centre, Clyde Railway Station, Mānīatoto Stadium and Poolburn Hall. The Roxburgh Entertainment Centre's fire system will be upgraded. Heating upgrades are programmed at the Naseby Town Hall and the Millers Flat Hall, and the internal bifold doors are due a replacement at the Millers Flat Hall.

### Ranfurly Service Centre

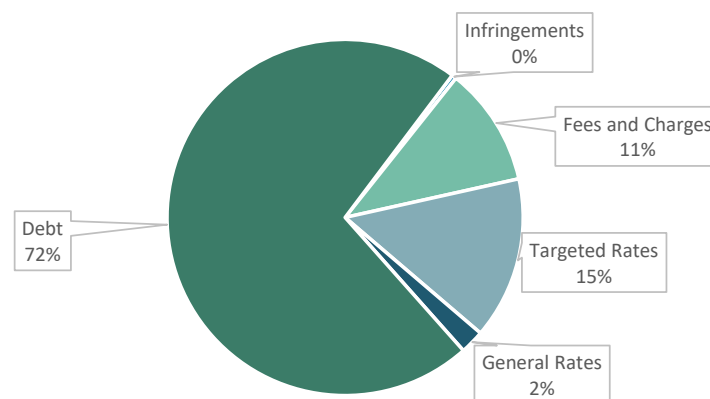
The obsolete diesel boiler at the Mānīatoto Service Centre will be replaced. Alternate fuel sources such as a wood pellet burner and heat pumps have been investigated but are not feasible due to the design and layout of workspaces. Earthquake strengthening is programmed for the building, which also includes additional works of a new roof and front ramp.



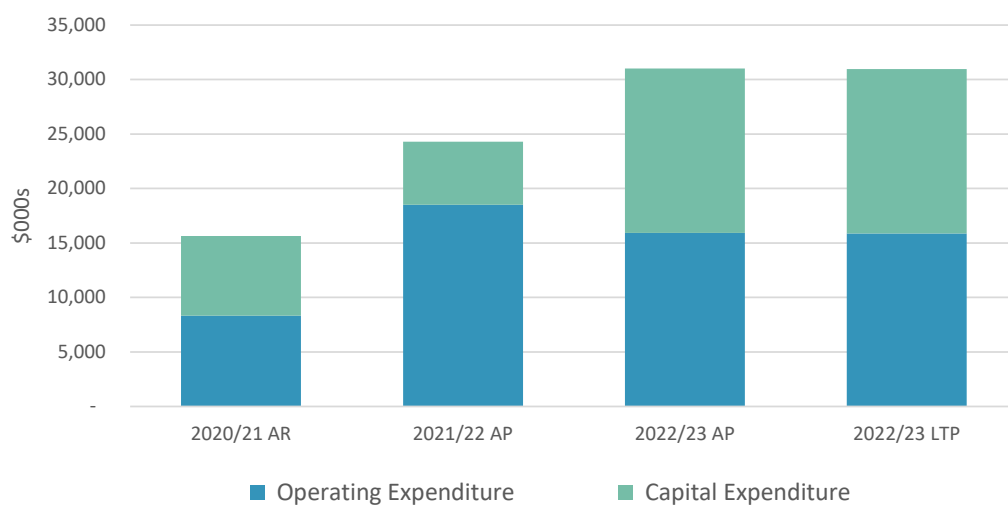
### How we pay for Property and Community Facilities



### How is Property and Community Facilities paid for?



### How much does Property and Community Facilities cost?







### What you can expect from us – Property and Community Facilities

Community outcome	Our objective level of service	How we measure success	2020/21 Results	Our Aim Years 1-3
A Thriving Economy and a Sustainable Environment	Community buildings are accessible and affordable to communities based on existing provision	Percentage of residents satisfied with community buildings	76%	>90% satisfied
		A charging policy is in place that demonstrates fees that reflect the level of benefit provided	Achieved	Fees and charges charging policy in place
A Thriving Economy	Commercial buildings are maintained and upgraded where necessary, the prime driver being to maintain the ability to maximise the economic return and the integrity of the asset	Number of complaints received from tenants/leaseholders	0	<2
	Each building will be assessed at a frequency required to meet all Building Act and Code of Compliance requirements	Compliance with building WOF requirements	Full Compliance	Full compliance
	Housing suitable and affordable for elderly is provided in the main townships until such time as the need can be met by other agencies	Number of units available in the district	98 units	98 units
	Free public toilets are available for the local community and visitors throughout the district at locations set out in the Public Toilet Strategy	Number of free public toilets	31 available	29 available
	Airports will meet Airways Corporation's four-yearly inspection criteria.	Four yearly inspection and certification by Civil Airways Corporation.	Non-compliant	Full compliance







# Service Centres and Libraries

## About our Activity

We aim to give our community the best customer experience: one where they are put first and provided with fast, efficient, accurate and friendly results. Council provides a front-line customer services team in its main Alexandra office and its three service centres in Cromwell, Roxburgh and Ranfurly.

We aim to deliver the highest quality library service to meet our community's informational, educational, recreational and cultural needs. We provide a joint library service with Queenstown Lakes District Council. In our district, we run libraries in Alexandra, Clyde, Cromwell and Roxburgh, and we have a partnership with schools in Millers Flat, Omakau and Mānīatoto.

### THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



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Thriving Economy



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## Looking Ahead

Our customer services team will continue to look at ways we can enhance the service we deliver. A key way we will do this is growing our online services offering – online forms, payments and services. Our frontline team will stay agile and attuned to customer needs during what is a challenging time with a global pandemic transforming the way customer services operate.

Thanks to funding distributed through the NZ Libraries Partnership Programme, Council has had two fixed-term library positions – a Digital Services Librarian and a Community Engagement Librarian – during the 2020-21 year that have enabled Central Otago Libraries to head in a bold new direction during Year 1 of the Long-term Plan. The Digital Engagement Librarian helped develop, coordinate, and delivering digital programmes and events across the district; supported their library colleagues across our district; and helped the public grow their digital skills. The Community Engagement Librarian has created exciting and innovative programmes and events to appeal to all age groups across the district, while working closely with library colleagues, education facilities and community groups. In the year ahead we will be exploring ways we can keep the momentum alive.

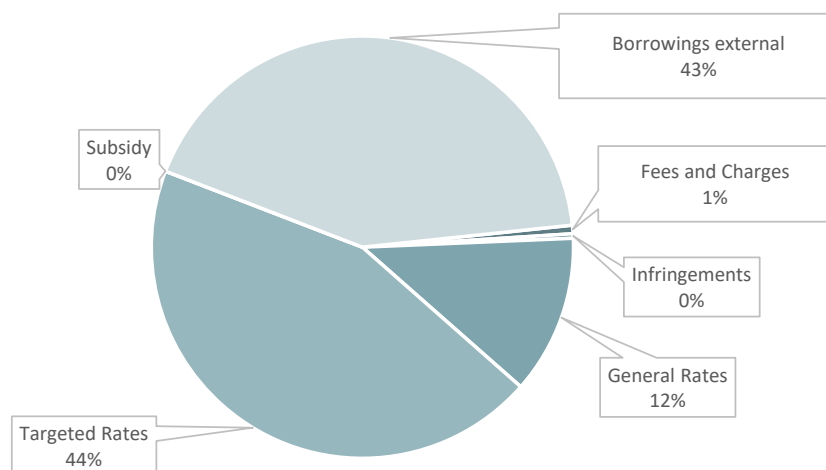


The completion of the Alexandra Library Refurbishment project is a milestone we look forward to reaching and celebrating with our community during the 2022/23 summer, with construction scheduled for later this year. This aim is to create a modern future-proofed space – a space that not only provides traditional library services but offers a flexible space for the community to use to come together to connect, create and collaborate.

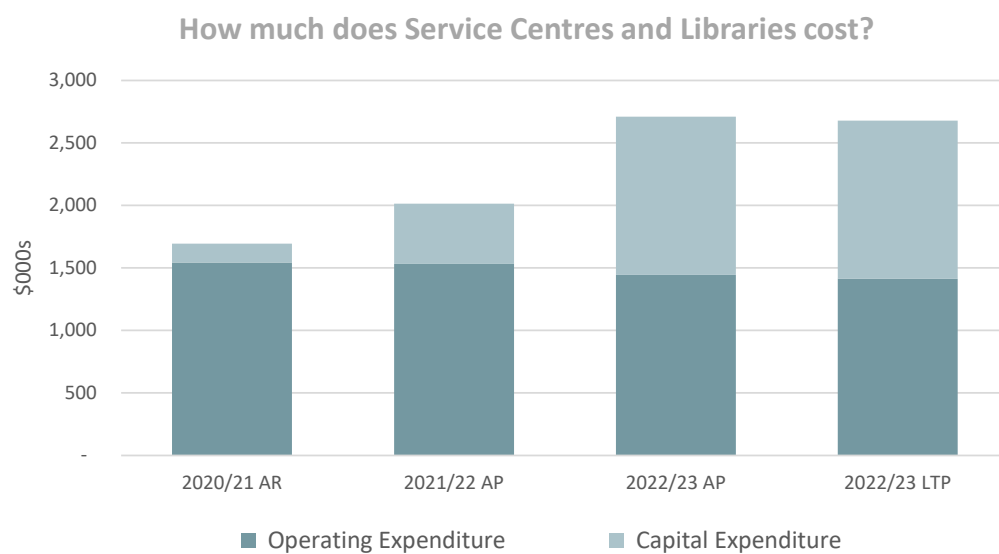
### How we pay for Service Centres and Libraries



### How is Service Centres and Libraries paid for?







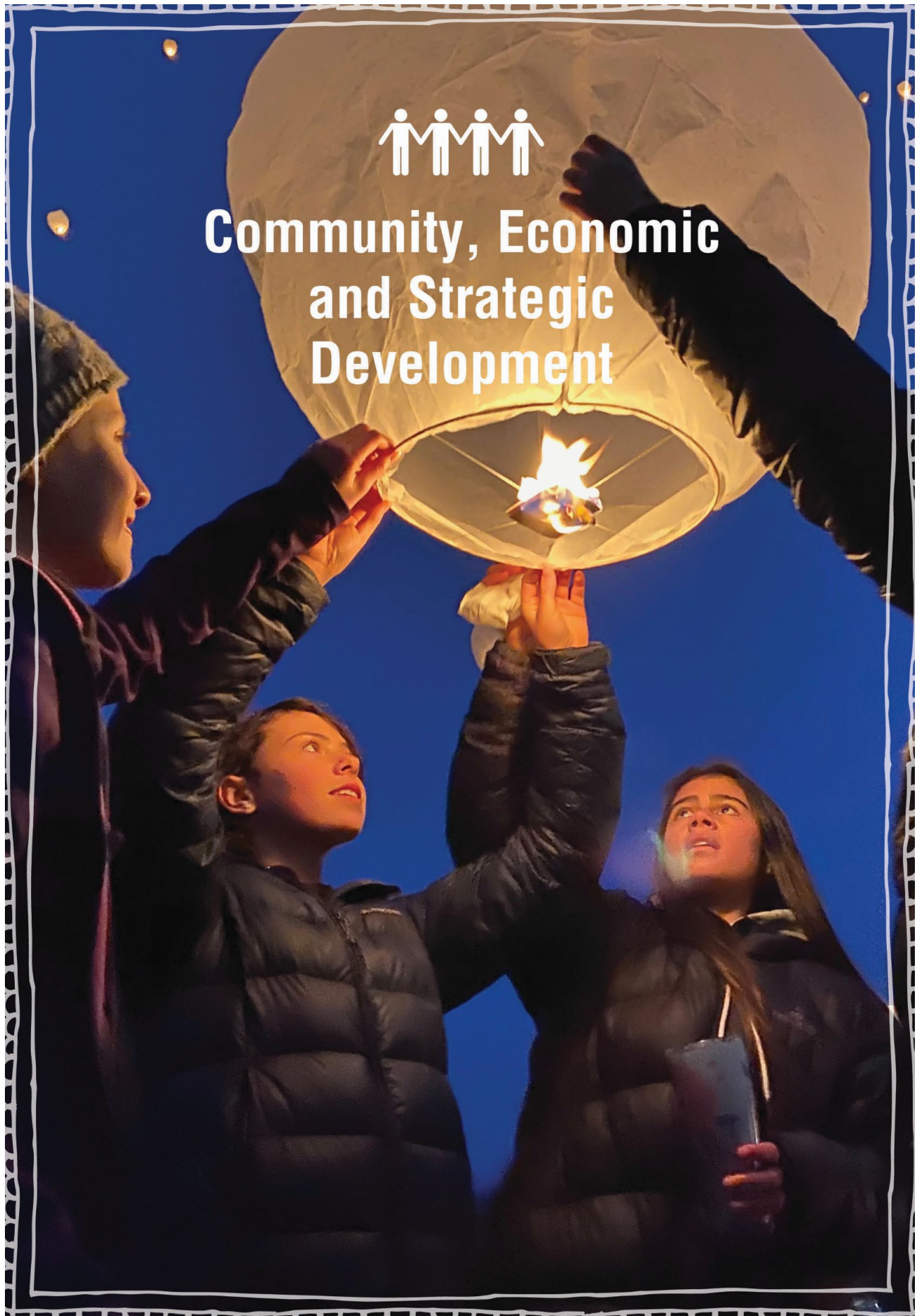




### What you can expect from us Service Centres and Libraries

Community outcome	Our objective level of service	How we measure success	2020-21 Results	Our Aim Years 1-3
A Thriving Economy and a Safe and Healthy Community	To provide a quality library service through friendly, helpful and knowledgeable staff that enables residents and visitors to have valued library experiences	Percentage of library users satisfied with the quality of library services	96%	>90%
A Sustainable Environment	Satisfaction with contact regarding service requests	Customer survey – the service was fast and efficient	73%	>80%
		Customer survey – the service was friendly and courteous	96%	>90%
		Customer survey – issues dealt with effectively	63%	>75%
A Thriving Economy	Satisfaction with the initial contact with Council	Customer survey – the service was fast and efficient	78%	>90%
		Customer survey – the service was friendly and courteous	90%	>90%
		Customer survey – issues dealt with effectively	68%	>80%







# Community, Economic and Strategic Development

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## About our Activity

Our community, economic and strategic development activities support a thriving and resilient community. We are out there connecting and having conversations – listening, understanding and shaping our future in partnership with our community.

*Central Otago A World of Difference* regional identity values define the unique characteristics of our region. It's a definition of who we are, what we value and what we want to protect. Council manages the regional identity on behalf of the community, providing a platform to tell the unique stories of people and place. We encourage our community to embrace, celebrate and demonstrate the special place-based qualities we share.

Council's community development programme supports and enables our local communities to define what is important to them and to drive the projects they are passionate about. Our community development team also assists groups to connect with each other and links Council with community-driven activities.

Council provides a helping hand to a number of community-driven initiatives each year by issuing grants. These are allocated to groups wishing to host cultural, creative, sporting and community-based events or initiatives that meet identified community needs and strengthen community well-being.

The vision that drives Council's economic development effort is that Central Otago is a place of dynamic business, creative innovative talent, and where visitors and locals come to experience a world of difference. The Council's role in essence is that of an enabler, directly in terms of the various activities Council actually controls, in areas where it can influence through facilitation, coordination, provision of support services, grants and seed funding, and where it is able to apply interest via advocacy, lobbying and education.

Tourism Central Otago manages the development and marketing of Central Otago as a visitor destination. We focus on delivering value: value to visitors, value to our host communities, value to the businesses that invest in the products and services purchased by visitors, and value to our natural environment. We aim to attract visitors who want truly authentic Central Otago experiences, increasing the spread and spend of visitors throughout the district.

Our strategy and policy function is responsible for developing and articulating direction on key strategic issues, and ensures that the organisation has robust and meaningful policies in place to guide organisational decision making.



We want to make sure our communities are involved in these decisions and activities – that people are kept up to date and are able to easily take part in Council engagement processes. Our communications team provides timely and accurate information, and works to create meaningful opportunities for community involvement.

#### THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



He Ōhaka e Ora Rāia ana  
Thriving Economy



Toitū te Whenua  
Sustainable Environment



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#### Looking Ahead

Our Tourism Central Otago (TCO) team will continue to implement the agreed strategic projects within the Central Otago Tourism Strategy 2018-2028, ensuring Central Otago becomes a destination that is true to our regional identity values and supported by both the visitor and host community.

The team will also embark on the first stages of a new destination management plan to deliver Central Otago's tourism future.

With borders reopening post a lengthy period of restrictions due to the global pandemic, TCO will actively participate in the relaunch of New Zealand to the world. It will also promote the unique proposition of Central Otago for leisure travel and business events domestically, support events that drive visitors to our district, and deliver information centre services in partnership with the private sector.

Our Community and Engagement team continues to focus on improving communication with communities on Council projects, to keep people up to date with activities. This will involve working alongside Council's work teams to assist with facilitating public messaging and community involvement.

Council is establishing a new online consultation and engagement platform. Let's Talk Kōrero Mai – Central Otago is an online site where users can register to share ideas, discuss important topics and provide feedback to Council. The site will address shortcomings of Council's Long-term Plan consultation process, such as users being unable to save draft submissions.



A well-being strategy is being developed for Central Otago district. Its purpose is to help Council, stakeholders and the wider community understand what well-being means for our Central Otago communities, which will in turn guide Council prioritising and decision making. Community conversations and feedback will be critical in the development of this strategy and staff will be using tools such as a Quality of Life survey to capture individual views on what good looks like for our people.

Council's community and promotion grants process has been reviewed with the intention of making the application and assessment process easier for all concerned. Two funding rounds are scheduled for the 2022-23 financial year.

With support from the Welcoming Communities advisory group, we will be initiating activities identified in this district's 2022 Welcoming Plan – for example, partnering with Business South to establish an annual scholarship of a newcomer to attend the Business South leadership academy.

A key focus for Welcoming Communities this year is to make it easier for newcomers to access information about the district.

The main projects for the Economic Development annual work plan will centre around workforce – education to employment pathways for youth, an internship programme and attraction of seasonal labour; supporting start-up businesses, development of commercial opportunities for fruit loss, and establishing a co-working space.

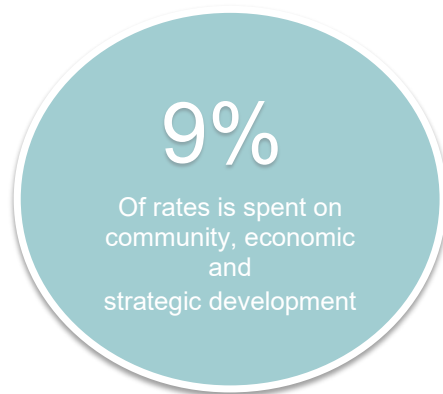
The Strategy team ensures our day-to-day activities and projects are aligned and move our organisation toward our community goals.

The team ensures Council can adapt to policy changes and government objectives. The coming period will be particularly busy with major pieces of government reform underway, including the Local Government Review, Three Waters, and Resource Management Act reform.

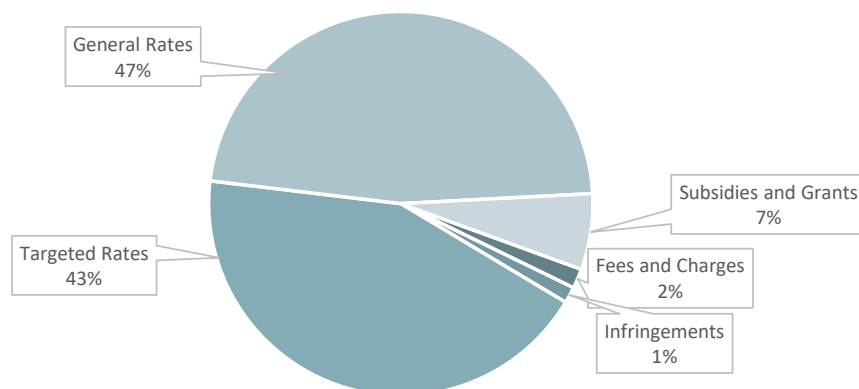
The Strategy team engages with major projects across the entire organisation and develops responses to requests from the community. It has a long-term view, looking at the entire long-term plan period and beyond.



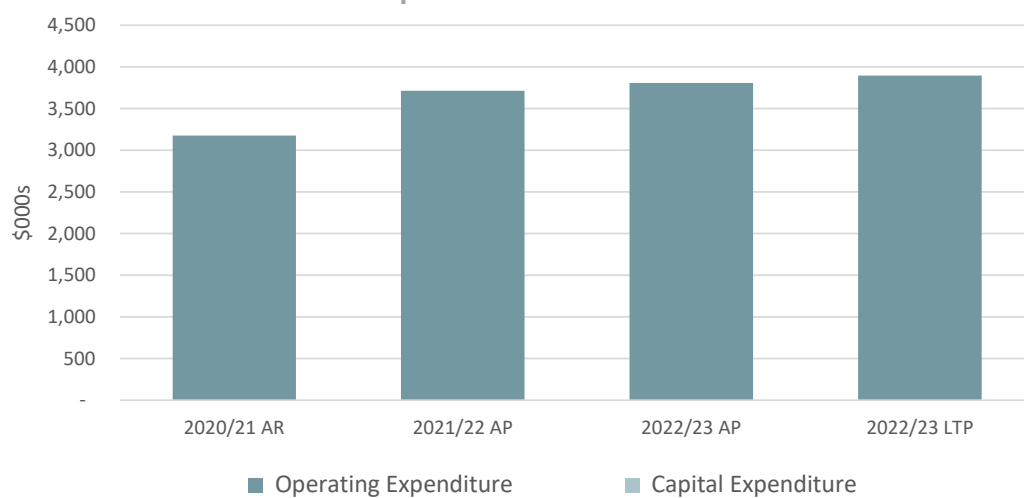
## How we pay for Community, Economic and Strategic Development



### How is Community, Economic and Strategic Development paid for?



### How much does Community, Economic and Strategic Development cost?







### What you can expect from us – Community, Economic and Strategic Development

Community outcome	Our objective level of service	How we measure success	2020-21 Results	Our Aim Years 1-3
A Thriving Economy	Manage the brand applications and process in a timely manner	End to end time in delivery of approving new brand users	0	Within 15 working days





## **Governance and Corporate Services**





# Governance and Corporate Services

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## About our Activity

Activities in this group align to fulfil the purpose of local government to enable democratic local decision-making, and to meet the current and future needs of our communities in a cost-effective manner.

The governance activity is at the forefront of everything we do. While the Council provides many different services, the governance activity supports elected members to be effective and responsible decision-makers. Within this activity, we facilitate and support Council and community boards, ensure agendas are published and available to the public, and run local body elections every three years.

The corporate services activities provide support across the organisation which allows Council to function efficiently and effectively. It includes our accounting, financial planning and reporting, rating, policy, information services, audit, risk and procurement, and administration activities.

We have a responsibility to plan and provide for civil defence emergency management within the district. We work collaboratively with Emergency Management Otago who employ the Regional Manager/Group Controller and Emergency Management Officers for each of the districts. At a local level, a number of staff are first line civil defence responders and undergo training in roles ranging from welfare and logistics coordination through to being local controllers.

## THIS ACTIVITY CONTRIBUTES TO THE FOLLOWING COMMUNITY OUTCOMES



He Ōhaka e Ora Rāia ana  
Thriving Economy



Toitū te Whenua  
Sustainable Environment



He Hapori, He Haumi  
Connected Community



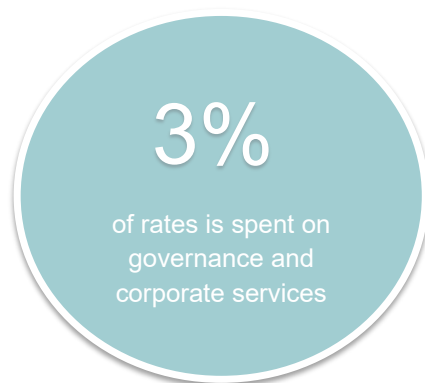
### Looking Ahead

The key item coming up on the Governance team agenda in 2022 is the triennial local body elections. Our Governance activity has a core role to play helping ensure a smooth elections process, providing information for potential candidates, and post-Election Day in October implementing a comprehensive induction for the newly elected Council and community boards.

Information Services will continue to lead Council's digital journey as we complete the digitisation of our property files and digitise our processes and information. The 'My CODC' digital customer portal is now live and accessible via Council's website, with initial online services available for a number of Council's activities. This will enable our customers to better engage with us online via various online forms. The goal is to continue rolling out move over the coming year.

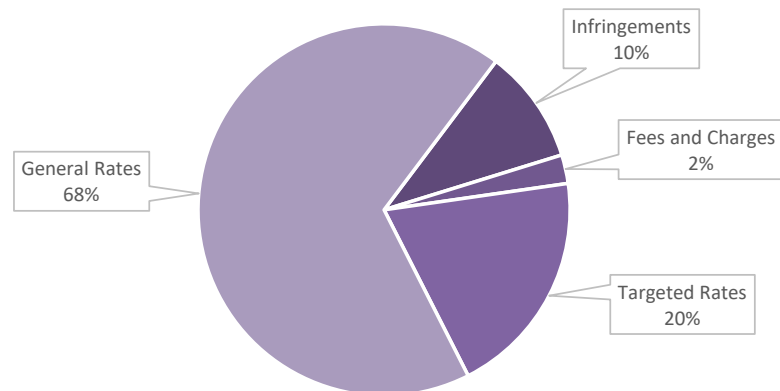
Finance will continue to support the organisation in preparing financial reports comparing actual spend against the annual plans, providing reassurance to our community that Council is not only operating within the community-agreed budgets but spending ratepayer's dollars wisely. The team is committed to meeting legislative deadlines and supporting fast payment of our suppliers during what are challenging times. Financial management of Council assets is a key focus, including the transition of our vehicle fleet to a higher percentage of hybrids.

### How we pay for Governance and Corporate Services

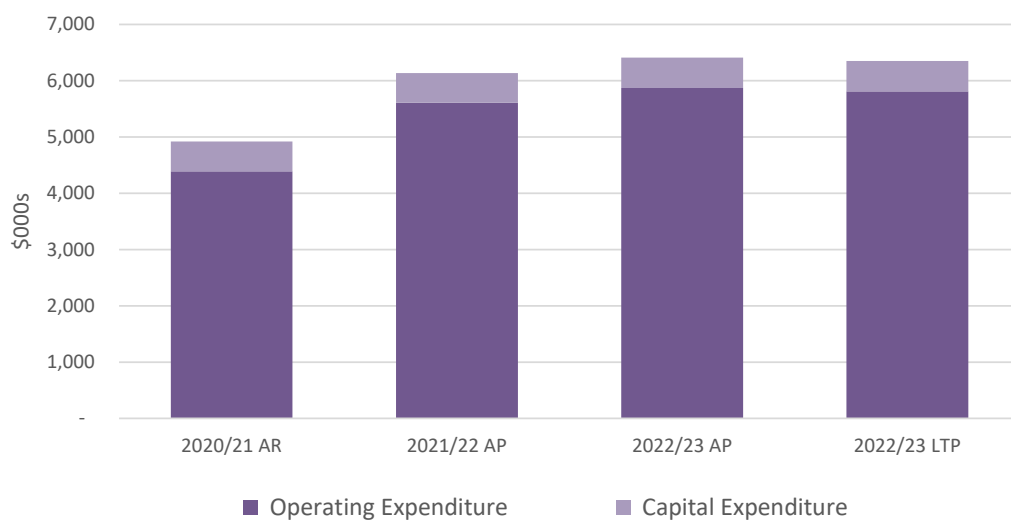




### How is Governance and Corporate Services es paid for?



### How much does Governance and Corporate Services cost?







### What you can expect from us – Governance and Corporate Services

Community outcome	Our objective level of service	How we measure success	2020/21 Results	Our Aim Years 1-3
A Thriving Economy	Satisfaction with the leadership, representation and decision-making by elected members	Satisfaction with the performance of elected members of local community boards	65%	>85%
A Sustainable Environment				
A Safe and Healthy Community		Satisfaction with the performance of elected members	68%	>85%
A Safe and Healthy Community	Satisfaction with the overall effectiveness of Council communications	Customer survey – overall effectiveness of communications	73%	>80%







# Significant Forecasting Assumptions and Risks

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The forecasting assumptions detailed on pages 354-362 of the 2021-2031 Long-term Plan (LTP) have been reviewed to assess whether or not the assumptions and risks have changed since the adoption of the Long-term Plan.

There are no significant changes to the assumptions and risks in the 2022-23 Annual Plan.

## Accounting Policies

### 1. Reporting Entity

The Central Otago District Council (the Council) is a territorial local authority governed by the Local Government Act 2002 and is domiciled within New Zealand.

The primary objective of the Council is to provide goods or services for the community or social benefit rather than making a financial return. Accordingly, the Central Otago District Council has designated itself as a tier 1 Public Benefit Entity (PBE) for the purposes of the new PBE International Public Sector Authority Standards (IPSAS).

The prospective financial statements comprise the activities of the Council. The Council does not have a significant interest in any other entities.

The prospective financial statements were authorised for issue by the Council on 1 June 2022. Council does not have the power to amend the prospective financial statements after issue. Council is responsible for the prospective financial statements presented, including the appropriateness of the assumptions underlying the prospective financial statements and all other required disclosures.

### 2. Basis of Financial Statement Preparation

The prospective financial statements of the Council have been prepared in accordance with the requirements of the Local Government Act 2002 and in accordance with New Zealand Generally Accepted Accounting Practice (NZ GAAP). The prospective financial statements have been prepared in accordance with the Tier 1 PBE accounting standards. These prospective financial statements comply with FRS 42 and use opening balances from the period ending 30 June 2021, estimates have been restated accordingly if required.

Some rounding variances may occur in the prospective financial statements due to the use of decimal places in the underlying financial data.

The following accounting policies have been applied consistently to all periods presented in these prospective financial statements.



The prospective financial statements are prepared on a historical cost basis, as modified by the revaluation of:

- Available for sale financial assets
- Forestry assets
- Certain classes of property, plant and equipment
- Investment property

The prospective financial statements are presented in New Zealand dollars and all values are rounded to the nearest thousand dollars (\$000).

No actual results have been included in the prospective financial statements. The actual results achieved for any particular financial year is also likely to vary from the information presented and may vary materially depending on the circumstances that arise during the period.

### **3. Revenue Recognition**

Revenue is measured at a fair value of consideration received or receivable. Revenue has been classified as prescribed in PBE IPSAS 1 which requires revenue to be categorised as arising from either non-exchange transactions or exchange transactions.

#### **Revenue from non-exchange transactions:**

Includes revenue from subsidised services and goods whereby the Council has received cash or assets that do not give approximately equal value to the other party in the exchange.

##### **i. Rates**

Rates are set annually by resolution of Council and relate to a financial year. All ratepayers are invoiced within the financial year to which the rates have been set. Rates revenue is recognised upon rates strike.

##### **ii. Goods Sold and Services Rendered**

Revenue from the sale of goods is recognised when the significant risks and rewards of ownership have been transferred to the buyer.

##### **iii. Government Grants**

Government grants are received from the Waka Kotahi New Zealand Transport Agency, which subsidises part of the costs of maintaining the local roading infrastructure. The subsidies are recognised as revenue upon entitlement, as conditions pertaining to eligible expenditure have been fulfilled.

##### **iv. Water Billing Revenue**

Water billing revenue is recognised on an accrual basis. Unbilled usage, as a result of unread meters at year end, is accrued on an average usage basis.

##### **v. Vested Assets**

Where a physical asset is acquired for nil or nominal consideration the fair value of the asset received is recognised as revenue. Vested assets are recognised at the point when Council has issued the certificate prescribed under the Resource Management Act 1991 S224(c), relating to the respective subdivisions.



vi. Development Contributions

Development and financial contributions revenue are recognised at the point where Council has issued an invoice in respect of the development demand notice.

**Revenue from exchange transactions:**

Includes revenue where the Council has received cash or assets and directly gives approximately equal value to the other party in the exchange.

vii. User fees

The council charges users for the use of some council services, such as libraries, swimming pools and visitor services. The council also sets reasonable charges for regulatory services, such as waste collection and disposal, parks and reserves, property and land usage. All user fees are invoiced in the accounting period when the service was provided.

viii. Direct Charges at Fair Value

Revenue from direct charges sold at a fair value are recognised when the significant risk and rewards of ownership have been transferred to the buyer. Direct charges include revenue from dog registration, dog control and recreational reserves.

ix. Rental Revenue

Rental revenue from investment property is recognised on a straight-line basis over the term of the lease. Lease incentives granted are recognised as an integral part of the total rental revenue.

x. Interest Revenue

Interest revenue is recognised as it accrues, using the effective interest method.

xi. Dividend Revenue

Dividends are recognised when the right to receive payment has been established.

**4. Operating Leases**

An operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset. Payments made under operating leases are recognised as an expense on a straight-line basis over the term of the lease.

**5. Grant Expenditure**

Non-discretionary grants are those grants that are awarded if the grant application meets the specified criteria and are recognised as expenditure when an application that meets the specified criteria for the grant has been received.

Discretionary grants are those grants where Council has no obligation to award on receipt of the grant application and are recognised as expenditure when a successful applicant has been notified of Council's decision due to no substantive conditions attached.



## **6. Income Tax**

Income tax expense is the aggregate of current period movements in relation to both current and deferred tax. Current tax is the amount of income tax payable based on the taxable surplus for the current year, plus any adjustments to income tax payable in respect of prior years. Current tax is calculated using tax rates (and tax laws) that have been enacted or substantively enacted at balance date.

Deferred tax is the amount of income tax payable or recoverable in future periods in respect of temporary differences and unused tax losses. Temporary differences are differences between the carrying amount of assets and liabilities in the prospective financial statements and the corresponding tax bases used in the computation of taxable surplus.

Deferred tax is measured at the tax rates that are expected to apply when the asset is realised or the liability is settled, based on tax rates (and tax laws) that have been enacted or substantively enacted at balance date. The measurement of deferred tax reflects the tax consequences that would follow from the manner in which Council expects to recover or settle the carrying amount of its assets and liabilities.

Deferred tax liabilities are generally recognised for all taxable temporary differences. Deferred tax assets are recognised to the extent that it is probable that taxable surpluses will be available against which the deductible temporary differences or tax losses can be utilised. Deferred tax is not recognised if the temporary difference arises from the initial recognition of goodwill or from the initial recognition of an asset and liability in a transaction that is not a business combination and, at the time of the transaction, affects neither accounting surplus nor taxable surplus.

Current and deferred tax is recognised against the surplus or deficit for the period, except to the extent that it relates to a business combination or to transactions recognised in other comprehensive revenue and expense or directly in equity.

## **7. Equity**

Equity is the community's interest in Council and is measured as the difference between total assets and total liabilities. Public equity is disaggregated and classified into the following components:

- accumulated funds
- restricted reserves
- property revaluation reserve
- fair value through other comprehensive revenue and expense reserve

Restricted and Council created reserves are a component of equity representing a particular use to which various parts of equity have been assigned. Reserves may be legally restricted or created by Council.

Restricted reserves are those subject to specific conditions accepted as binding by Council and which may not be revised by Council without reference to the Courts or a third party. Transfers from these reserves may be made for certain specified purposes or when certain specified conditions are met.



Also included in restricted reserves are reserves created by Council decision. Council may alter them without reference to any third party or the Courts. Transfers to and from these reserves are at Council's discretion.

Property revaluation reserves relate to the revaluation of property, plant and equipment to fair value.

Fair value through other comprehensive revenue and expense reserves comprises the cumulative net change in the fair value of financial assets through other comprehensive revenue and expense.

#### **8. Cash and Cash Equivalents**

Cash and cash equivalents include cash balances deposits held at call with banks and other short-term highly liquid investments with original maturities of three months or less.

#### **9. Debtors and Other Receivables**

Debtors and other receivables are stated at their cost less any provision for impairment (see Impairment Policy 18).

#### **10. Inventories**

Inventories represent land purchased or held being developed for resale and are stated at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business, less the estimated costs of completion and selling expenses.

#### **11. Financial Assets**

Council classifies its financial assets as available-for-sale financial assets, and loans and receivables.

##### **Available-For-Sale Financial Assets**

Available-for-sale financial assets are non-derivatives that are either designated in this category or not classified in any of the other categories.

Other financial instruments held by Council are classified as being available-for-sale and are stated at fair value, with any resultant gain or loss recognised in other comprehensive revenue and expenditure, except for impairment losses which are recognised on the surplus or deficit.

Financial instruments classified as available for sale investments are recognised / derecognised by Council on the date it commits to purchase / sell the investments. Available-for-sale financial assets are derecognised when they mature. On de-recognition, the cumulative gain or loss previously recognised in other comprehensive revenue and expense is recognised on the surplus or deficit.



### Loans and Receivables

Loans and receivables are non-derivative financial assets. They are measured at initial recognition at fair value, and subsequently carried at amortised cost using the effective interest method, subject to a test for impairment. Gains or losses when the asset is impaired or derecognised are recognised in the surplus or deficit.

Loans to community organisations made by Council at nil or below-market interest rates are initially recognised at the present value of their expected future cash flows, discounted at the current market rate of return for a similar asset/ investment. They are subsequently measured at amortised cost using the effective interest method. The difference between the face value and present value of expected future cash flows of the loan is recognised in the surplus or deficit.

## **12. Property, Plant and Equipment**

The following infrastructural assets are shown at fair value, based on annual valuations by external independent valuers:

- Water
- Wastewater
- Stormwater
- Transportation

All of the above were revalued on an optimised depreciation replacement cost basis.

Revaluations of land and buildings are completed every 3 years and parks and reserves are completed every 5 years by external independent valuers.

Revaluations will be undertaken by independent valuers, suitably qualified in the category and location of the assets. The valuation process shall include verification of asset registers, application of rates representing current replacement cost or market value (if any), asset optimisation and adjustments for asset condition and performance.

Valuations are performed with sufficient regularity to ensure revalued assets are carried at a value that is not materially different from fair value.

Where Council has elected to account for revaluations of property, plant and equipment on a class of asset basis, increases or decreases in the carrying amounts arising on revaluation of a class of assets are credited or debited to other comprehensive revenue and expenditure and are accumulated to an asset revaluation reserve in equity for that class of asset. However, the net revaluation result is recognised in the surplus or deficit to the extent it reverses a net revaluation decrease of the same class of assets previously recognised in the surplus or deficit.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.



All other property, plant and equipment is stated at historical cost less depreciation. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Subsequent costs are included in the assets carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the surplus or deficit during the financial period in which they are incurred.

Land is not depreciated. Depreciation on other assets is calculated using the straight-line method to allocate their cost or revalued amounts, net of their residual values, over their estimated useful lives.

Assets to be depreciated include:

OPERATIONAL ASSETS		INFRASTRUCTURE ASSETS	
Buildings		Bridges	30-125 years
- structures	5-100 years	Footpaths and cycle ways	30-100 years
- external fabric	5-100 years	Kerb and channel	70-100 years
- services	5-80 years	Roads – sealed	8-100 years
- internal fit out	5-80 years	Roads – unsealed	10-100 years
Equipment, furniture and fittings	3-10 years	Roads – land and formation	Not depreciated
Motor vehicles and plant	4-20 years	Sewerage plant and equipment	15-35 years
Library books	10 years	Sewerage reticulation	60-80 years
Parks and reserves	2-100 years	Stormwater networks	70 years
Other assets	5-100 years	Water plant and	10-35 years
Parks, reserves and other assets – passive areas and land formation	Not depreciated	Water reticulation networks	60-100 years

An asset's carrying amount is written down to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the surplus or deficit. When revalued assets are sold, the amounts included in asset revaluation reserves in respect of those assets are transferred to accumulated funds.

Assets under construction are not depreciated. The total cost of the project is transferred to the relevant asset when it is available for use, and then depreciated.

### 13. Non-current Assets (or Disposal Groups) Held for Sale

Non-current assets (or disposal groups) are classified as held for sale and stated at the lower of their carrying amount and fair value less costs to sell if their carrying amount will be recovered principally through a sale transaction rather than through continuing use.



An impairment loss is recognised for any initial or subsequent write down of the asset (or disposal group) to fair value less costs to sell. A gain is recognised for any subsequent increases in fair value less costs to sell of an asset (or disposal group), but not in excess of any cumulative impairment loss previously recognised. A gain or loss not previously recognised by the date of the sale of the non-current asset (or disposal group) is recognised at the date of de-recognition.

Non-current assets (including those that are part of a disposal group) are not depreciated or amortised while they are classified as held for sale. Interest and other expenses attributable to the liabilities of a disposal group classified as held for sale continue to be recognised.

Non-current assets classified as held for sale and the assets of a disposal group classified as held for sale are presented separately from the other assets in the statement of financial position. Further, the liabilities of a disposal group classified as held for sale are presented separately from other liabilities in the statement of financial position. Those assets and liabilities shall not be offset and presented as a single amount.

#### **14. Intangible Assets**

##### **i. Computer Software**

Acquired computer software licenses are capitalised on the basis of costs incurred to acquire and bring to use the specific software. These costs are amortised over their estimated useful lives of 3-10 years using the straight-line method. Costs associated with developing or maintaining computer software programmes are recognised as an expense as incurred.

##### **ii. Other Intangible Assets**

Other intangible assets that are acquired by Council are stated at cost less accumulated amortisation (see below) and impairment losses (see Impairment Policy 19).

Easements are not amortised.

##### **iii. Subsequent Expenditure**

Subsequent expenditure on capitalised intangible assets is capitalised only when it increases the future economic benefits embodied in the specific asset to which it relates, and it meets the definition of, and recognition criteria for, an intangible asset. All other expenditure is expensed as incurred.

##### **iv. Amortisation**

An intangible asset with a finite useful life is amortised over the period of that life. The asset is reviewed annually for indicators of impairment and tested for impairment if these indicators exist. The asset is carried at cost less accumulated amortisation and accumulated impairment losses.

An intangible asset with an indefinite useful life is not amortised, but is tested for impairment annually, and is carried at cost less accumulated impairment losses.



**15. Forestry Assets**

Forestry assets are predominantly standing trees which are managed on a sustainable yield basis. These are shown in the statement of financial position at fair value less estimated point of sale costs at harvest. The costs to establish and maintain the forest assets are included in the surplus or deficit together with the change in fair value for each accounting period.

The valuation of forests is based on discounted cash flow models where the fair value is calculated using cash flows from continued operations; that is, based on sustainable forest management plans taking into account growth potential. The yearly harvest from forecast tree growth is multiplied by expected wood prices and the costs associated with forest management, harvesting and distribution are then deducted to derive annual cash flows.

The fair value of the forest assets is measured as the present value of cash flows from one growth cycle based on the productive forest land, taking into consideration environmental, operational and market restrictions. Forest assets are valued separately from the underlying freehold land.

The forestry assets are revalued annually as at 30 June.

Gains or losses arising on initial recognition of forestry assets at fair value less estimated costs to sell, and from a change in fair value less estimated costs to sell are recognised in the surplus or deficit.

**16. Emissions Trading Scheme**

New Zealand Units (NZUs) allocated as a result of council's participation in the Emissions Trading Scheme (ETS) will be treated as intangible assets and recorded at fair value upon recognition.

Liabilities for surrender of the NZUs (or cash) are accrued at the time the forests are harvested, or removed in any other way, in accordance with the terms of the ETS legislation.

**17. Investment Property**

Investment properties are properties which are held either to earn rental revenue or for capital appreciation or for both. Investment properties generate cash flow largely independent of other assets held by the entity.

Investment properties are stated at fair value. The portfolio is valued annually by an external, independent valuer, having an appropriate recognised professional qualification and recent experience in the location and category of property being valued. The fair values are based on market values, being the estimated amount for which a property could be exchanged on the date of valuation between a willing buyer and a willing seller in an arm's length transaction.

Any gain or loss arising from a change in fair value is recognised in the surplus or deficit.

Rental revenue from investment property is accounted for as described in the Revenue Policy (see Revenue Policy 3), above.



## 18. Impairment of Financial Assets

Financial assets are assessed for evidence of impairment at each balance date. Impairment losses are recognised in the surplus or deficit.

### Loans and receivables, and held-to-maturity investments

Impairment is established when there is evidence that the Council will not be able to collect amounts due according to the original terms of the receivable. Significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, receivership, or liquidation and default in payments are indicators that the asset is impaired. The amount of the impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted using the original effective interest rate. For debtors and other receivables, the carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the surplus or deficit. When the receivable is uncollectible, it is written-off against the allowance account. Overdue receivables that have been renegotiated are reclassified as current (that is, not past due).

Impairment in term deposits, local authority stock, government bonds, and community loans, are recognised directly against the instrument's carrying amount.

### Financial assets at fair value through other comprehensive revenue and expense

For equity investments, a significant or prolonged decline in the fair value of the investment below its cost is considered objective evidence of impairment.

For debt investments, significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, and default in payments are objective indicators that the asset is impaired.

If impairment evidence exists for investments at fair value through other comprehensive revenue and expense, the cumulative loss (measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in the surplus or deficit) recognised in other comprehensive revenue and expense is reclassified from equity to the surplus or deficit.

Equity instrument impairment losses recognised in the surplus or deficit are not reversed through the surplus or deficit. If in a subsequent period the fair value of a debt instrument increases and the increase can be objectively related to an event occurring after the impairment loss was recognised, the impairment loss is reversed in the surplus or deficit.

## 19. Impairment of Non-Financial Assets

The carrying amounts of Council's assets, other than inventories (see Inventories Policy 10), forestry assets (see Forestry Assets Policy 15), and Investment Property (see Investment Property Policy 17) are reviewed at each balance date to determine whether there is any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated.

Non-financial assets that have an indefinite useful life are not subject to amortisation and are tested annually for impairment. Assets that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount



may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is depreciated replacement cost for an asset where the future economic benefits or service potential of the asset are not primarily dependent on the asset's ability to generate net cash inflows and where the entity would, if deprived of the asset, replace its remaining future economic benefits or service potential.

The value in use for cash-generating assets is the present value of expected future cash flows.

If an asset's carrying amount exceeds its recoverable amount the asset is impaired and the carrying amount is written down to the recoverable amount. For revalued assets the impairment loss is recognised against the revaluation reserve for that class of asset. Where that results in a debit balance in the revaluation reserve, the balance is recognised in the surplus or deficit.

For assets not carried at a revalued amount, the total impairment loss is recognised in the surplus or deficit. The reversal of an impairment loss on a revalued asset is credited to the revaluation reserve. However, to the extent that an impairment loss for that class of asset was previously recognised in the surplus or deficit, a reversal of the impairment loss is also recognised in the surplus or deficit.

For assets not carried at a revalued amount (other than goodwill) the reversal of an impairment loss is recognised in the surplus or deficit.

## **20. Third Party Transfer Payment Agencies**

Council collects and distributes monies for other organisations. Where collections are processed through Council's books, any monies held are shown as accounts payable in the statement of financial position. Amounts collected on behalf of third parties are not recognised as revenue, but commissions earned from acting as agent are recognised in revenue.

## **21. Creditors and Other Payables**

Creditors and other payables are initially measured at fair value and subsequently measured at amortised cost using the effective interest method.

## **22. Employee Entitlements**

Provision is made in respect of Council's liability for the following short and long-term employee entitlements.

### **i. Short-Term Entitlements**

Employee benefits that Council expects to be settled within 12 months of balance date are measured at nominal values based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned to date, but not yet taken, at balance date, retiring and long service leave entitlements expected to be settled within 12 months.



Liabilities for annual leave are accrued at the full amount owing at the pay period ending immediately prior to the statement of financial position date.

ii. Long-Term Entitlements

Where (for historical reasons) a retirement gratuity entitlement exists, where material, liability is assessed on an actual entitlement basis using current rates of pay taking into account years of service. All remaining staff with this provision in their contracts have completed the qualifying conditions.

Where (for historical reasons) a long service leave entitlement exists in an individual's employment agreement, the value of the entitlement will be recognised on an actual basis for staff who have completed the service entitlement, but not yet taken the leave, and on a discounted basis for the staff members who have not yet completed the qualifying service.

iii. Superannuation Schemes

Defined contribution schemes – Obligations for contributions to defined contribution superannuation schemes are recognised as an expense in the surplus or deficit as incurred.

## 23. Borrowings

Borrowings are recognised at their fair value. After initial recognition, all borrowings are measured at amortised cost using the effective interest method.

Council has capitalised borrowing costs that are directly attributable to the acquisition, construction or production of a qualifying asset, in line with PBE IPSAS 5.

Consequently, all borrowing costs are recognised as an expense in the period in which they are incurred.

## 24. Provisions

A provision is recognised in the statement of financial position when Council has a present legal or constructive obligation as a result of a past event, and it is probable that an outflow of economic benefits, the amount of which can be reliably estimated, will be required to settle the obligation. If the effect is material, provisions are determined by discounting the expected future cash flows at a pre-tax rate that reflects current market assessments of the time value of money and, where appropriate, the risks specific to the liability.

## 25. Landfill Post Closure Costs

Council has a number of closed landfills. The resource consents for these include a legal obligation to provide ongoing maintenance and monitoring services throughout the life of the consent. The provision is measured on the present value of future cash flows expected, taking into account future events, including new legal requirements and known improvements in technology. The provision includes all costs associated with landfill post closure.

The discount rate used is a rate that reflects the current market assessments of the time value of money and the risks specific to Council.

The estimated future costs of meeting this obligation have been accrued and charged. The calculations assume no change in the legislative requirements for post-closure treatment.



**26. Goods and Services Tax**

The prospective financial statements are prepared exclusive of GST with the exception of debtors and other receivables and creditors and other payables that are shown inclusive of GST. Where GST is not recoverable as an input tax it is recognised as part of the related asset or expense.

**27. Cost Allocations**

The costs of all internal service activities are allocated or charged directly to external service type activities. External service activities refer to activities which provide a service direct to the public. Internal service activities provide support for the external service activities.

Where the user of a service can be identified, the cost recovery is made by way of a direct charge. Where this has not been possible, the costs are allocated by way of general overhead, on the basis of expenditure incurred within the activity.

**28. Critical Accounting Estimates and Assumptions**

Significant assumptions and risks (critical judgements) relating to the Long-term Plan are identified at various points within the Annual Plan document. Estimates are underlying assumptions are regularly reviewed. Any change to estimates is recognised in the period if the change affects only that period, or into future periods if it also affects future periods.

**Standards issued and not yet effective, and not early adopted**

There has been no early adoption of any new accounting standards and amendments issued but not yet effective in the financial year.

**Reporting of Financial Instruments**

Financial instruments are currently reported under PBE IPSAS 29 until PBE IPSAS 41 becomes compulsory on periods beginning on or after 1 January 2022.

The Council plans to apply this standard in preparing its 30 June 2023 Financial statements.

While the Council has not assessed the effects of the new standard, due to the nature of the Councils financial assets, investments and liabilities Council do not see this as a material change in our financial statements.

**Amendment to PBE IPSAS 2 Cash Flow Statement**

An amendment to PBE IPSAS 2 requires entities to provide disclosures that enable users of financial statements to evaluate changes in liabilities arising from financing activities, including both changes arising from cash flows and non-cash changes. The amendment is effective for the year ending 30 June 2022, with early application permitted. This amendment will result in additional disclosures. The Council will not early adopt this amendment.



**PBE FRS 48 Service Performance Reporting**

PBE FRS 48 replaces the service performance reporting requirements of PBE IPSAS 1 Presentation of Financial Statements and is effective for the year ending 30 June 2023, with early application permitted. The Council has not yet determined how application of PBE FRS 48 will affect its statement of service performance. It does not plan to adopt the standard early.

**29. Impacts of COVID-19**

COVID-19 continues to remain an unknown. Central Otago has experienced an outbreak of the Omicron variant, and there is no certainty that Central Otago District will not face further lockdowns over the next 12-months. However, based on the 2020/21 and 2021/22 financial year, Council has not seen a significant impact on our revenue streams or our activities. Delays have been experienced with the Capital programme with availability of both contractors and materials, however the Capital Works Programme remains on target. The Capital Works Programme remains on target. Council is still assuming land sales and relevant development and financial contributions as a result of development will continue and does not believe that there is any material risk to Council's ongoing operations.



## FINANCIAL PRUDENCE BENCHMARKS

### Disclosure Statement

#### What is the purpose of this statement?

The purpose of this statement is to disclose the Council's planned financial performance in relation to various benchmarks to enable the assessment of whether the Council is prudently managing its revenues, expenses, assets, liabilities, and general financial dealings.

The Council is required to include this statement in its Annual Plan in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014 (the regulations). Refer to the regulations for more information, including definitions of some of the terms used in this statement.

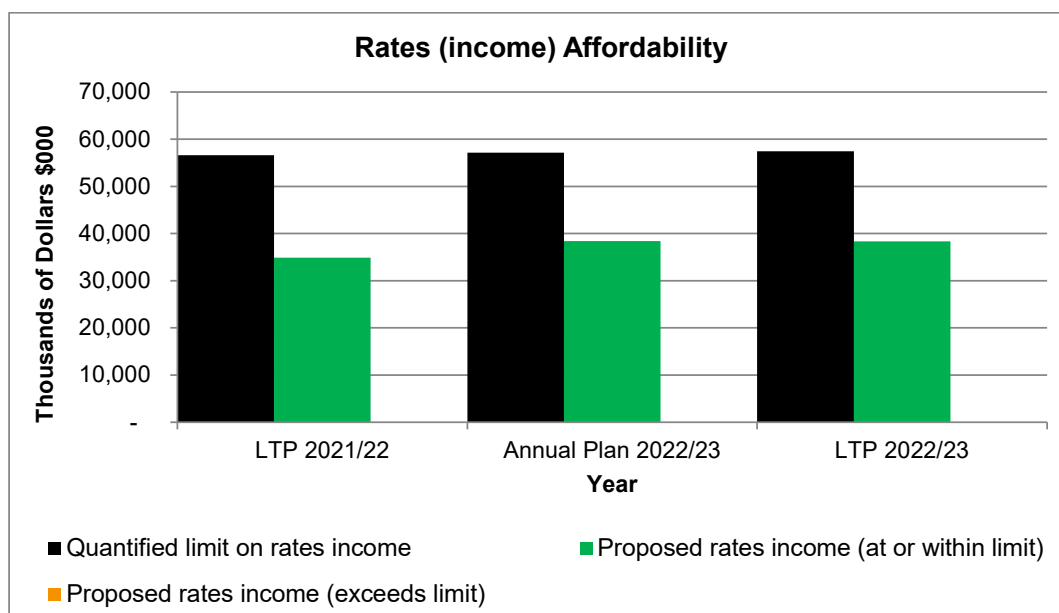
	Benchmark	Planned	Met
Rates (income) affordability	Does not exceed 80% of total revenue	55%	Yes
Rates (increase) affordability	Does not exceed more than 5% of previous year's average rates	7.5%	No
Debt affordability	Does not exceed 10% of total assets	5%	Yes
Balanced budget benchmark	100%	111%	Yes
Essential services benchmark	100%	425%	Yes
Debt servicing benchmark	10%	0.8%	Yes

### Rates Affordability

For this benchmark,-

- the Council's planned rates income for the year is compared with 80% of total revenue on rates contained in the financial strategy included in the Council's Long-term plan; and
- the Council's planned rates increases for the year are compared with 5% on rates increases for the year contained in the financial strategy included in the council's Long-term Plan.
- The Council meets the rates affordability benchmark if -
- its planned rates income for the year equals or is less than each quantified limit on rates; and
- its planned rates increase for the year equal or are less than each quantified limit on rates increases.

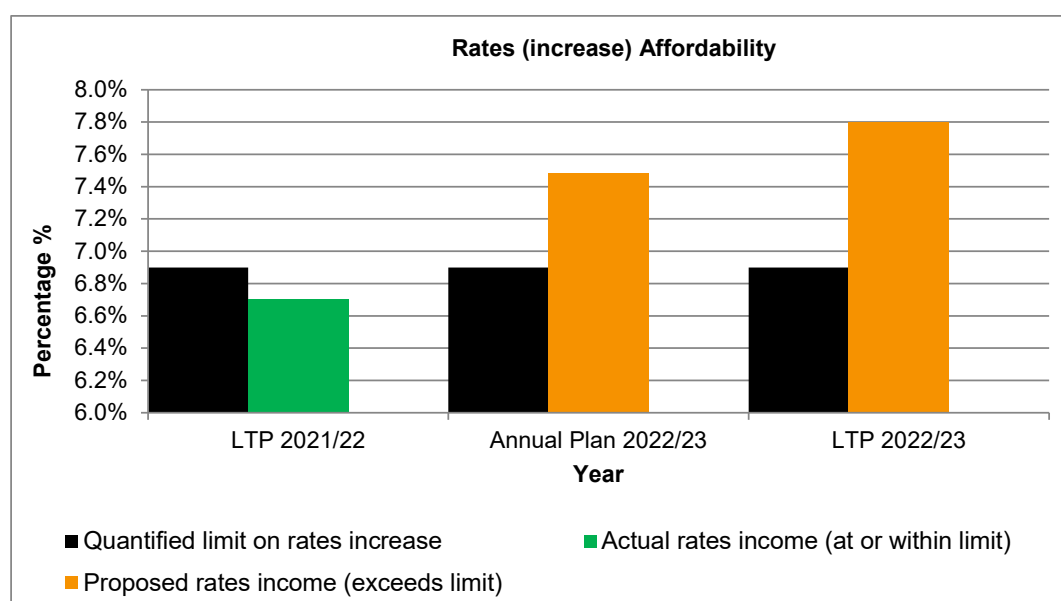




### Rates (increase) Affordability

Council has worked towards maintaining a limit on rate increases of 5% per annum for *existing* ratepayers. This does not include the provision for growth currently projected at an average of 1.9% for growth for the first five years of the Long-term Plan.

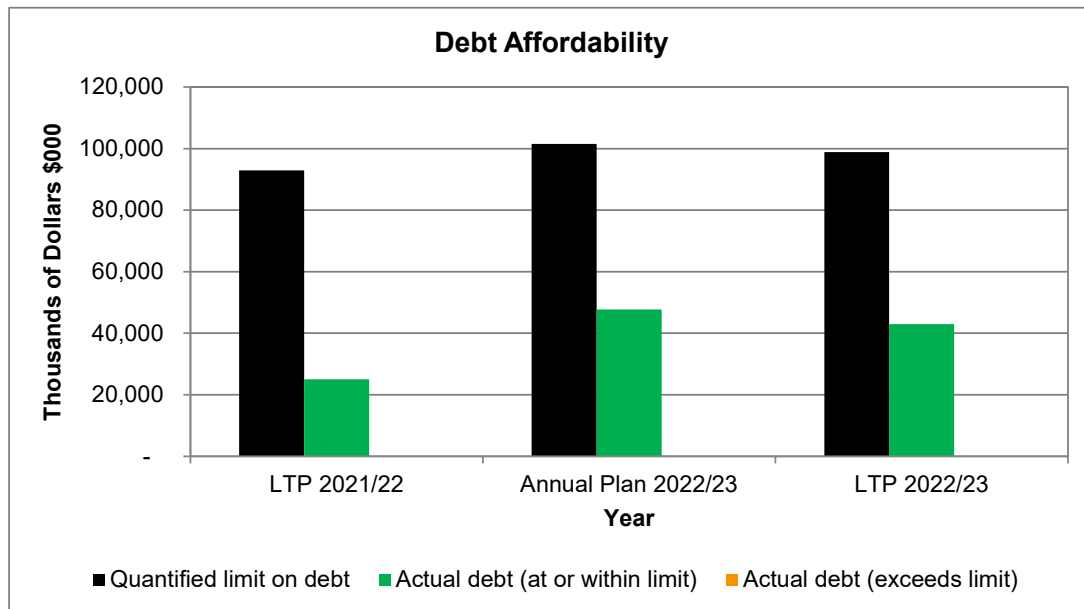
In the 2021-2031 Long-term Plan, Council anticipated the increase would exceed the 6.9% cap in year 2 and 3 of the Long-term Plan (7.8% and 7.6% respectively). The 2022-23 Annual Plan has reduced the breach from 7.8% to 7.5%.



### Debt Affordability



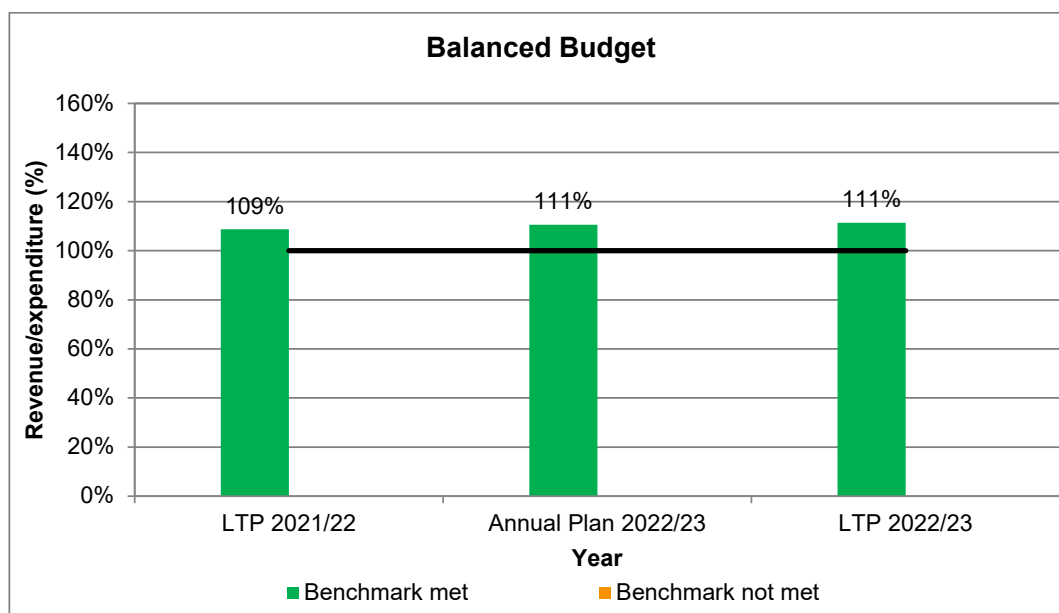
- For this benchmark, the council's planned borrowing is compared with 10% of the total value of Council assets on borrowing contained in the financial strategy included in the Council's Long-term Plan.
- The Council meets the debt affordability benchmark if its planned borrowing is within each quantified limit on borrowing.



### Balanced Budget

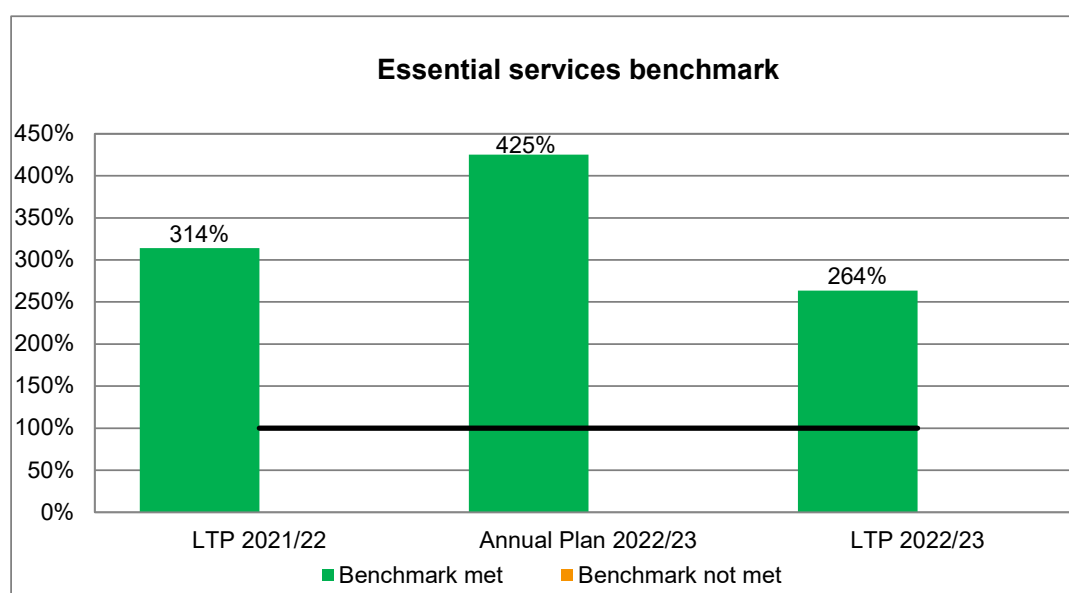
- For this benchmark, the Council's planned revenue (excluding development contributions, vested assets, financial contributions, gains on derivative financial instruments, and revaluations of property, plant, or equipment) is presented as a proportion of its planned operating expenses (excluding losses on derivative financial instruments and revaluations of property, plant, or equipment).
- The Council meets the balanced budget benchmark if its revenue equals or is greater than its operating expenses.





### Essential Services

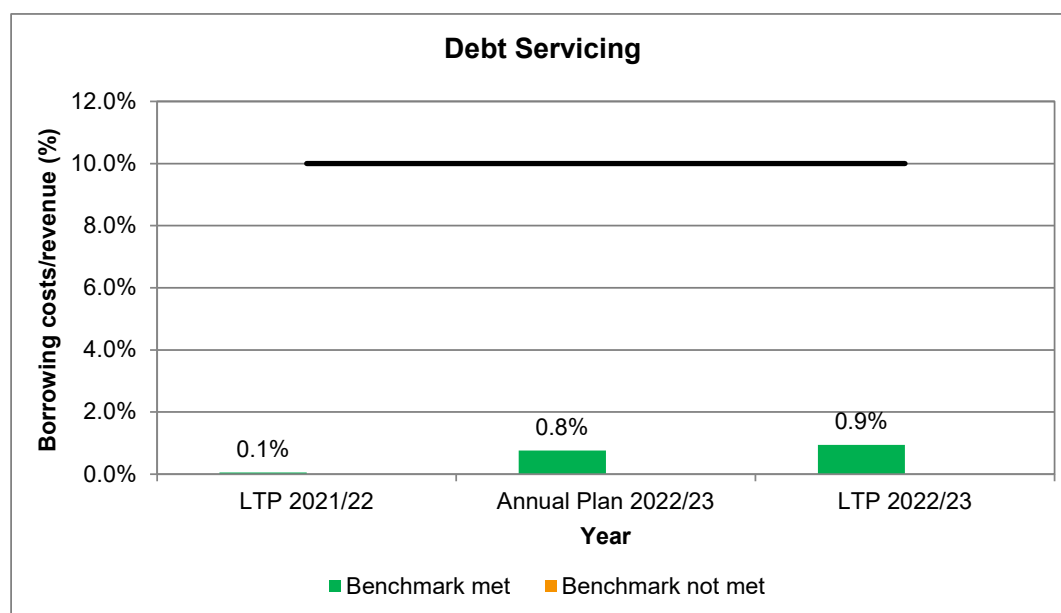
- For this benchmark, the Council's planned capital expenditure on network services is presented as a proportion of expected depreciation on network services.
- The Council meets the essential services benchmark if its planned capital expenditure on network services equals or is greater than expected depreciation on network service.





### Debt Servicing

- For this benchmark, the Council's planned borrowing costs are presented as a proportion of planned revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment).
- Because Statistics New Zealand projects that the Council's population will grow as fast as the national population growth rate, it meets the debt servicing benchmark if its planned borrowing costs equal or are less than 10% of its planned revenue.





2021/22	Prospective Funding Impact Statement	2022/23	2022/23
AP	Whole of Council	AP	LTP
\$000		\$000	\$000
<b>OPERATING</b>			
7,659	General rates, uniform annual general charges, rates penalties	8,519	8,401
27,241	Targeted rates	29,889	29,950
3,721	Subsidies and grants for operating purposes	2,415	2,724
5,180	Fees and charges	5,529	5,543
389	Interest and dividend from investments	500	401
2,666	Local authorities fuel tax, fines, infringement fees, and other receipts	2,693	2,693
17,286	Land Sales	14,930	14,930
<b>64,142</b>	<b>Total operating funding</b>	<b>64,475</b>	<b>64,642</b>
<b>Applications of operating funding</b>			
36,634	Payments to staff and suppliers	37,395	37,263
13,926	Cost of Sales	11,232	11,232
74	Finance costs	600	708
1,555	Other operating funding applications	1,474	1,470
<b>52,189</b>	<b>Total applications of operating funding</b>	<b>50,700</b>	<b>50,673</b>
<b>11,953</b>	<b>Surplus (deficit) of operating funding</b>	<b>13,775</b>	<b>13,969</b>
<b>CAPITAL</b>			
Sources of capital funding			
3,584	Subsidies and grants for capital expenditure	3,689	3,282
2,104	Development and financial contributions	2,192	2,192
13,000	Increase (decrease) in debt	22,700	18,000
-	Gross proceeds from sale of assets	-	-
-	Lump sum contributions	-	717
-	Other dedicated capital funding	-	-
<b>18,688</b>	<b>Total sources of capital funding</b>	<b>28,581</b>	<b>24,191</b>
Applications of capital funding			
<b>Capital expenditure</b>			
2,305	- to meet additional demand	21,450	2,137
8,075	- to improve the level of service	17,851	7,305
20,453	- to replace existing assets	10,978	28,357
(634)	Increase(decrease) in reserves	(8,280)	(81)
442	Increase (decrease) in investments	357	442
<b>30,641</b>	<b>Total applications of capital funding</b>	<b>42,356</b>	<b>38,159</b>
<b>(12,942)</b>	<b>Surplus (deficit) of capital funding</b>	<b>(13,775)</b>	<b>(13,958)</b>
-	<b>Funding Balance</b>	-	-
<b>9,997</b>	<b>Depreciation (not included in above FIS)</b>	<b>10,857</b>	<b>10,827</b>
<b>PUBLIC EQUITY</b>			
11,953	Surplus (deficit) of operating funding from funding impact statement	13,775	13,968
(9,997)	Depreciation	(10,857)	(10,827)
3,584	Subsidies and grants for capital purposes	3,689	3,999
2,104	Development and financial contributions	2,192	2,192
-	Gain (loss) on sales of assets	-	-
<b>7,644</b>	<b>Net surplus (deficit) before tax in statement of financial performance</b>	<b>8,798</b>	<b>9,332</b>



2021/22 AP \$000	Prospective Statement of Comprehensive Revenue and Expense		2022/23 AP \$000	2022/23 LTP \$000
REVENUE		NOTES		
<b>Revenue from non-exchange transactions</b>				
34,765	Rates		38,273	38,216
135	Penalties and Remissions		135	135
7,303	Subsidies and Grants	1	6,102	6,722
1,937	Regulatory fees	2	2,007	2,225
5,095	User fees and other income		5,262	5,275
2,104	Development and financial contributions		2,192	2,192
-	Lump sum contributions		-	-
-	Vested and previously unrecognized assets		-	-
-	Gains (losses) on revaluation of forestry assets		-	-
<b>Revenue from exchange transactions</b>				
383	Direct charges revenue – full cost recovery	2	518	300
432	Rental revenue		437	437
388	Interest	3	500	400
-	Dividends		-	-
-	Profit on sale of assets		-	-
17,286	Land Sales		14,930	14,930
-	Gains (losses) on revaluation of investment properties		-	-
<b>69,828</b>	<b>TOTAL REVENUE</b>		<b>70,356</b>	<b>70,832</b>
<b>EXPENDITURE</b>				
12,891	Employee benefit expenses		13,305	13,249
9,997	Depreciation and amortisation		10,857	10,827
74	Finance costs		600	708
-	Valuation losses		-	-
-	Loss on disposal of assets		-	-
13,926	Cost of Sales		11,232	11,232
25,296	Other expenses		25,564	25,483
<b>62,184</b>	<b>TOTAL EXPENDITURE</b>		<b>61,558</b>	<b>61,499</b>
<b>7,644</b>	<b>SURPLUS/(DEFICIT) before tax</b>		<b>8,798</b>	<b>9,333</b>
-	Income tax expense		-	-
<b>7,644</b>	<b>SURPLUS/(DEFICIT) after tax</b>		<b>8,798</b>	<b>9,333</b>
<b>Gain on asset revaluations</b>				
(2,118)	Gains (loss) on revaluation of wastewater assets		3,843	3,950
(2,946)	Gains (loss) on revaluation of water assets	4	5,241	4,880
(953)	Gains (loss) on revaluation of stormwater assets		1,350	1,386
4,065	Gains (loss) on revaluation of roading assets	4	18,615	17,305
1,180	Gains (loss) on revaluation of property and park assets		3,674	4,086
-	Gains (loss) on revaluations of land assets		7	7
36	Gains (loss) on revaluation of building assets		772	785
<b>(736)</b>	<b>Total gain on asset revaluations</b>		<b>33,502</b>	<b>32,399</b>
-	Gain on available for sale financial assets		-	-
-	Gains (loss) on revaluation of investment bonds		-	-
-	Gains (loss) on revaluation of share equities		-	-
-	<b>Total gain on available for sale financial assets</b>		<b>-</b>	<b>-</b>
<b>(736)</b>	<b>Total other comprehensive income</b>		<b>33,502</b>	<b>32,399</b>
<b>6,908</b>	<b>Total comprehensive income</b>		<b>42,300</b>	<b>41,732</b>



Notes	Annual Plan 2022/23 variance to LTP 2022/2023	\$ Variance	% Variance
1	Subsidies and Grants, reduction in waste water improvement connection fees	(620)	7%
2	Regulatory Fees - reclassification of dog fees now included in direct charges full cost recovery	(218)	10%
3	Interest increase from term deposits due to surplus reserves	100	20%
4	Higher revaluation gains are the result of higher expectations around growth across the district and increased construction costs which are main drivers for increase ins asset values.	1,103	8%

2021/22 AP \$000	Prospective Statement of Changes in Equity	2022/23 AP \$000	2022/23 LTP \$000
<b>PUBLIC EQUITY</b>			
891,344	Public equity balance at 1 July	919,324	898,253
<b>Accumulated funds</b>			
393,920	Balance at 1 July	420,841	401,564
7,644	Surplus/(Deficit)	8,798	9,333
-	- Transfer to restricted reserves	-	-
-	- Transfer from Revaluation Reserves as intended for sale	-	-
-	- Transfer from property revaluation reserve on disposal	-	-
<b>401,564</b>	<b>BALANCE AT 30 JUNE</b>	<b>429,639</b>	<b>410,897</b>
<b>OTHER RESERVES</b>			
<b>Property revaluation reserve</b>			
497,365	Balance 1 July	498,424	496,628
(736)	Revaluation gains/(loss)	33,502	32,399
	Transfer from property revaluation reserve as intended for sales	-	-
	Transfer to accumulated funds on disposal on property	-	-
<b>496,629</b>	<b>Balance at 30 June</b>	<b>531,926</b>	<b>529,027</b>
<b>Fair value through other comprehensive revenue reserve</b>			
(20)	Balance at 1 July	(20)	(20)
-	- Revaluation gains/(loss)	-	-
-	- Reclassification to surplus or deficit on disposal	-	-
<b>(20)</b>	<b>Balance at 30 June</b>	<b>(20)</b>	<b>(20)</b>
	Restricted Reserves (trust and bequest funds)		
80	Balance at 1 July	80	80
-	- Transfer from accumulated funds	-	-
<b>80</b>	<b>Balance at 30 June</b>	<b>80</b>	<b>80</b>
<b>496,689</b>	<b>Total other reserves</b>	<b>531,986</b>	<b>529,087</b>
<b>898,253</b>	<b>Public Equity 30 June</b>	<b>961,624</b>	<b>939,984</b>



2021/22 AP \$000	Prospective Statement of Financial Position	2022/23 AP \$000	2022/23 LTP \$000
<b>EQUITY</b>			
401,564	Accumulated funds	429,639	410,897
496,629	Property revaluation reserve	531,926	529,027
(20)	Fair value through other comprehensive income revenue reserve	(20)	(20)
80	Restricted reserves	80	80
<b>898,253</b>	<b>Total equity</b>	<b>961,624</b>	<b>939,984</b>
<b>REPRESENTED BY:</b>			
<b>Current assets</b>			
19,896	Cash and cash equivalents	11,972	19,807
8,000	Other financial assets	8,000	8,000
625	Investment Bond	625	1,075
3,171	Receivables	3,171	3,171
-	Non Current assets held for sale	-	-
1,509	Inventories <sup>21450</sup>	1,509	1,509
<b>33,201</b>	<b>Total current assets</b>	<b>25,277</b>	<b>33,562</b>
<b>Less current liabilities</b>			
273	Agency and deposits	273	273
4,706	Payables and deferred revenue	4,705	4,705
1,010	Employee entitlements	1,010	1,010
-	Borrowings and other financial liabilities	-	-
<b>5,990</b>	<b>Total current liabilities</b>	<b>5,988</b>	<b>5,988</b>
<b>27,211</b>	<b>Working capital</b>	<b>19,289</b>	<b>27,574</b>
<b>Non-current assets</b>			
109	Available for sale financial assets	109	109
333	Loans and receivables	333	333
2,271	Intangible assets	937	2,286
357	Forestry assets	469	366
1,683	Investment property	6,452	1,729
891,292	Property, Plant and Equipment	981,740	950,592
<b>896,046</b>	<b>Total non-current assets</b>	<b>990,040</b>	<b>955,415</b>
<b>Less non-current liabilities</b>			
5	Provisions	5	5
25,000	Borrowings and other financial liabilities	47,700	43,000
<b>25,005</b>	<b>Total non-current liabilities</b>	<b>47,705</b>	<b>43,005</b>
<b>898,252</b>	<b>Net assets (assets minus liabilities)</b>	<b>961,624</b>	<b>939,984</b>



2021/22 AP \$000	Prospective Statement of Cash Flows	2022/23 AP \$000	2022/23 LTP \$000
<b>CASHFLOWS FROM OPERATING ACTIVITIES</b>			
52,160	Receipts from rates, fees and other revenue	54,930	55,506
388	Interest received	500	400
-	Dividends received	-	-
-	Net GST (paid)/received	-	-
(38,175)	Payments to suppliers and employees	(50,106)	(38,791)
-	Interest paid	(600)	-
<b>14,373</b>	<b>Net cashflow from operating activities</b>	<b>4,724</b>	<b>17,115</b>
<b>CASHFLOWS FROM INVESTING ACTIVITIES</b>			
17,286	Receipts from sale of property, plant and equipment (land)	14,930	14,930
(13,926)	Receipts from sale of property, plant and equipment	-	(11,232)
-	Receipts from sale of investments (term deposits)	-	-
-	Receipts from the repayment of loans and receivables	-	-
(30,834)	Purchase of property, plant and equipment	(50,278)	(37,798)
-	Purchase of investment property	-	-
-	Purchase of intangibles	-	-
-	Purchase of forestry	-	-
-	Investment in loans and receivables	-	-
<b>(27,474)</b>	<b>Net cash flow from investing activities</b>	<b>(35,348)</b>	<b>(34,100)</b>
<b>CASHFLOWS FROM FINANCING ACTIVITIES</b>			
24,375	Proceeds of borrowing	22,700	17,550
(40)	Repayment of borrowing	-	(654)
<b>24,335</b>	<b>Net cashflow from financing activities</b>	<b>22,700</b>	<b>16,896</b>
<b>11,234</b>	<b>Net increase/(decrease) in cash held</b>	<b>(7,923)</b>	<b>(89)</b>
<b>8,662</b>	<b>Cash at the beginning of the year</b>	<b>19,896</b>	<b>19,896</b>
<b>19,896</b>	<b>Closing cash held 30 June</b>	<b>11,972</b>	<b>19,807</b>



<b>Prospective Statement of Reserve Movements</b>	<b>Opening Balance 2022/23 \$000</b>	<b>Transfers In 2022/23 \$000</b>	<b>Transfers Out 2022/23 \$000</b>	<b>Closing Balance 2022/23 \$000</b>
<b>GENERAL RESERVES</b>				
General Reserves	(2,240)	218	(1,654)	(3,676)
Uniform Annual General Charge Reserves	186	65	-	251
<b>Total General Reserves</b>	<b>(2,054)</b>	<b>283</b>	<b>(1,654)</b>	<b>(3,425)</b>
<b>TARGETED RESERVES</b>				
Planning and Environment Rate	1,916	37	(281)	1,672
Economic Development Rate	-	-	-	-
Tracks and Waterways Charge	487	6	(965)	(472)
Tourism Rate	214	22	-	236
Waste Management and Collection Charge	(2,897)	2	(316)	(3,211)
District Library Charge	(592)	-	(1,262)	(1,854)
Molyneux Park Charge	(330)	-	(35)	(365)
District Works and Public Toilets Rate	2,833	94	(118)	2,809
District Water Supply	(17,864)	-	(13,548)	(31,412)
District Wastewater	(21,785)	-	(5,954)	(27,739)
<b>Total Targeted Reserves</b>	<b>(38,018)</b>	<b>161</b>	<b>(22,479)</b>	<b>(60,336)</b>
Specific and Other Reserves	5,369	103	(113)	5,359
<b>Total Specific and Other Reserves</b>	<b>5,369</b>	<b>103</b>	<b>(113)</b>	<b>5,359</b>
<b>WARD TARGETED RESERVES</b>				
<b>Vincent Community Board Reserves</b>				
Vincent Promotion Rate	-	-	-	-
Vincent Recreation and Culture Charge	(2,525)	7	(270)	(2,788)
Vincent Ward Services Rate	9,630	1,729	-	11,359
Vincent Ward Services Charge	(47)	1	-	(46)
Vincent Ward Specific Reserves	-	-	-	-
Vincent Ward Development Fund	-	-	-	-
Alex Town Centre Upgrade	(181)	1	-	(180)
<b>Total Vincent Community Board Reserves</b>	<b>6,877</b>	<b>1,738</b>	<b>(270)</b>	<b>8,345</b>
<b>Cromwell Community Board Reserves</b>				
Cromwell Promotion Rate	-	-	-	-
Cromwell Recreation and Culture Charge	(2,009)	5	(7,668)	(9,672)
Cromwell Ward Services Rate	16,436	333	(3,680)	13,089
Cromwell Ward Services Charge	3	-	-	3
Cromwell Ward Specific Reserves	-	-	-	-
Cromwell Ward Development Fund	-	-	-	-
<b>Total Cromwell Community Board Reserves</b>	<b>14,430</b>	<b>338</b>	<b>(11,348)</b>	<b>3,420</b>
<b>Mānīatoto Community Board Reserves</b>				
Mānīatoto Promotion Rate	-	-	-	-
Mānīatoto Recreation and Culture Charge	1,027	23	(44)	1,006
Mānīatoto Ward Services Rate	(152)	155	-	3
Mānīatoto Ward Services Charge	(7)	1	-	(6)
Mānīatoto Ward Specific Reserves	-	-	-	-
Mānīatoto Ward Development Fund	-	-	-	-
<b>Total Mānīatoto Community Board Reserves</b>	<b>868</b>	<b>179</b>	<b>(44)</b>	<b>1,003</b>



<b>Prospective Statement of Reserve Movements</b>	<b>Opening Balance 2022/23 \$000</b>	<b>Transfers In 2022/23 \$000</b>	<b>Transfers Out 2022/23 \$000</b>	<b>Closing Balance 2022/23 \$000</b>
<b>Teviot Valley Community Board Reserves</b>				
Teviot Valley Promotion	15	-	-	15
Teviot Valley Recreation and Culture	(18)	1	(588)	(605)
Teviot Ward Services Rate	942	49	-	991
Teviot Ward Services Charge	-	-	-	-
Teviot Ward Specific Reserves	-	-	-	-
Teviot Ward Development Fund	-	-	-	-
<b>Total Teviot Valley Community Board Reserves</b>	<b>939</b>	<b>50</b>	<b>(588)</b>	<b>401</b>
<b>Total Reserves</b>	<b>(11,589)</b>	<b>2,852</b>	<b>(36,496)</b>	<b>(45,233)</b>



Annual Plan 2021/22 \$000	Capital Expenditure	Annual Plan 2022/23 \$000	LTP Year 2 2022/23 \$000
<b>WATER</b>			
-	Council Vehicle purchases	32,175	32,175
200,000	Cromwell Rising Main	-	-
30,000	Water Supply Alexandra Network Upgrades with Developments	30,000	30,000
250,000	Water Supply Backflow Prevention	500,000	500,000
75,000	Water Supply Bannockburn Reservoir Power Supply	-	-
45,000	Water Supply Cromwell Network Upgrades with Developments	45,000	45,000
100,000	Water Supply Cromwell Pisa Reservoir and Rising Main	-	-
800,000	Water Supply Cromwell WTP Upgrade	4,700,000	4,700,000
150,000	Water Supply Demand Management	-	-
342,033	Water Supply Fixture Renewals	513,865	513,865
4,300,000	Water Supply Lake Dunstan Water Supply	7,282,000	-
-	Water Supply Other	900,000	900,000
820,721	Water Supply Pipe Renewals	820,721	820,721
496,974	Water Supply Plant Renewals	496,974	496,974
<b>7,609,728</b>	<b>Total Water</b>	<b>15,320,735</b>	<b>8,038,735</b>
<b>WASTEWATER</b>			
300,000	Dunorling Pumpstation Upgrade	-	-
10,000	Wastewater Alexandra Network Upgrades with Developments	10,000	10,000
500,000	Wastewater Alexandra Wastewater Treatment Plan Upgrades	500,000	500,000
3,700,000	Wastewater Clyde Wastewater	4,700,000	-
20,000	Wastewater Cromwell Network Upgrades with Developments	20,000	20,000
250,000	Wastewater Cromwell Wastewater Treatment Plan Nitrogen Removal	-	-
135,785	Wastewater Fixture Renewals	135,785	135,785
100,000	Wastewater Lake Roxburgh Village Wastewater Treatment Plan Treatment Improvements	800,000	800,000
300,000	Wastewater Omakau Wastewater Treatment Plan Upgrades	-	-
-	Wastewater Other	1,140,000	1,140,000
787,027	Wastewater Pipe Renewals	820,624	820,624
150,674	Wastewater Plant Renewals	191,696	191,696
<b>6,253,486</b>	<b>Total Wastewater</b>	<b>8,318,105</b>	<b>3,618,105</b>
<b>STORMWATER RENEWALS PIPED NETWORK RENEWALS</b>			
380,000	Stormwater Pipe Renewals	380,000	380,000
<b>380,000</b>	<b>Total Stormwater Renewals Piped Network Renewals</b>	<b>380,000</b>	<b>380,000</b>
<b>ROADING</b>			
50,000	Carpark Renewals	50,000	50,000
-	Council Vehicle purchases	84,150	84,150
442,000	Drainage Renewals Roothing	440,000	440,000
450,000	Footpath Renewals	400,000	300,000
1,836,776	Gravel Road Renewals	1,830,000	1,830,000
2,365,000	Minor improvements	2,230,000	2,137,000



Annual Plan 2021/22 \$000	Capital Expenditure	Annual Plan 2022/23 \$000	LTP Year 2 2022/23 \$000
1,566,300	Sealed Road Renewals	1,560,000	1,320,000
510,000	Structures Renewal	510,000	510,000
200,000	Traffic Services Renewals	185,000	120,000
<b>7,420,076</b>	<b>Total Roading</b>	<b>7,289,150</b>	<b>6,791,150</b>
<b>ENVIRONMENTAL SERVICES</b>			
382,000	Waste Disposal	400,000	400,000
8,200	Litter Bins	8,200	8,200
<b>390,200</b>	<b>Total Environmental Services</b>	<b>408,200</b>	<b>408,200</b>
<b>PLANNING AND REGULATORY</b>			
-	Council Vehicle purchases	133,925	133,925
248,250	Planning	58,250	58,250
<b>248,250</b>	<b>Total Planning and Regulatory</b>	<b>192,175</b>	<b>192,175</b>
<b>PROPERTY AND COMMUNITY FACILITIES</b>			
15,000	Admin Building Cromwell 1312	5,000	5,000
264,241	Admin Building Ranfurly 1313	13,000	13,000
5,000	Admin Building Roxburgh 1314	-	-
3,900	Alexandra Aerodrome 1811	1,424,000	1,424,000
258,500	Alexandra Community Centre 2411	-	-
360,000	Alexandra Public Toilets 2861	-	-
6,500	Centennial Milkbar 5039	-	-
-	Clyde Hall 4411	10,000	10,000
-	Clyde Museum 4415	71,500	71,500
11,830	Community Halls Mānīatoto 5417	10,000	10,000
-	Community Halls Teviot 7411	55,000	55,000
3,000	Cromwell Memorial Hall 3414	-	-
36,500	Cromwell Public Toilets 3861	5,000	5,000
3,103,330	Cromwell Town Centre 3757	12,659,525	12,659,525
305,250	Elderly Persons Housing 1331	153,500	153,500
17,600	Mānīatoto Arts Centre 5414	4,750	4,750
39,945	Mānīatoto Park Stadium Ranfurly 5412	97,000	97,000
14,944	Mānīatoto Public Toilets 5861	1,200	1,200
4,165	Naseby Public Hall 5421	12,500	12,500
-	Ophir Hall 4413	12,000	12,000
22,000	Other Reserves Alexandra	-	-
-	Property General Vincent 2351	-	-
15,000	Poolburn Hall 4414	-	-
5,000	Property General Cromwell 3351	5,000	5,000
80,050	Property General District 1351	30,000	30,000
10,000	Property General Mānīatoto 5355	15,000	15,000
5,000	Property General Vincent 2351	5,000	5,000
6,300	Ranfurly Public Hall 5415	-	-
-	Roxburgh Entertainment Centre 7414	494,000	494,000
-	Roxburgh Public Toilets 7861	4,000	4,000
220,000	Tarbert Street Building 2353	-	-
140,000	Tarras Community Centre 3417	-	-
807,500	William Fraser Building 1311	3,500	3,500
<b>5,760,555</b>	<b>Total Property and Community Facilities</b>	<b>15,090,475</b>	<b>15,090,475</b>
<b>POOLS PARKS AND CEMETERIES</b>			



Annual Plan 2021/22 \$000	Capital Expenditure	Annual Plan 2022/23 \$000	LTP Year 2 2022/23 \$000
50,000	Alexandra Cemetery	50,000	50,000
96,500	Alexandra Town Centre	335,500	335,500
66,800	Anderson Park	24,800	24,800
21,500	Clyde Fraser Domain	49,523	49,523
54,500	Clyde Recreation Reserve	47,900	47,900
15,000	Cromwell Cemetery	-	-
41,498	Cromwell Pool	38,935	38,935
166,450	Cromwell Reserves	210,800	210,800
143,200	Mānīatoto Reserves	154,000	154,000
3,000	Millers Flat Recreation Reserve	1,500	1,500
208,400	Molyneux Park	48,800	48,800
91,720	Molyneux Pool	145,613	145,613
4,000	Naseby Cemetery	-	-
7,000	Naseby Swimming Dam	7,000	7,000
5,000	Omakau Cemetery	-	-
53,000	Omakau Recreation Reserve	214,000	214,000
51,925	Other Reserves Alexandra	33,050	33,050
6,000	Oturehua Domain	2,000	2,000
5,000	Parks and Recreation Clyde	5,000	5,000
28,315	Pioneer Park	49,470	49,470
5,000	Ranfurly Cemetery	-	-
24,660	Ranfurly Pool	2,500	2,500
500,000	Roxburgh Pool	-	-
16,550	Roxburgh Reserves	30,500	30,500
-	Taieri Lake Recreation Reserves	5,000	5,000
1,500	Teviot Valley Walkways	1,500	1,500
16,000	Trails Maintenance	16,000	16,000
<b>1,682,518</b>	<b>Total Pools Parks and Cemeteries</b>	<b>1,473,391</b>	<b>1,473,391</b>
<b>SERVICE CENTRES AND LIBRARIES</b>			
319,000	Cromwell Town Centre 3757	1,100,000	1,100,000
159,035	Libraries	159,035	159,035
1,800	Library Alexandra	1,800	1,800
2,652	Library Cromwell	3,350	3,350
200	Library Mānīatoto	200	200
-	Library Roxburgh	1,000	1,000
<b>482,687</b>	<b>Total Service Centre and Libraries</b>	<b>1,265,385</b>	<b>1,265,385</b>
<b>GOVERNANCE AND CORPORATE SERVICES</b>			
50,000	Administration Building	50,000	50,000
85,000	Business Analyst/Application Support	85,000	85,000
-	Central Otago Urban Aerial Renewal	37,500	37,500
204,215	Council Vehicle purchases	230,864	230,864
-	Digital Display and Kiosk Renewal	65,000	65,000
4,000	Door Counter Renewal	4,000	4,000
25,000	MAGIQ Enterprise Annual Upgrade	-	-
54,520	MAGIQ Infringements	-	-
	MAGIQ Online Timesheets Project Account Resource		
16,500	Consent	-	-
15,000	Online Services – My CODC digital customer portal	5,000	5,000
25,000	Projector/Screen/Displays Renewal	10,000	10,000
5,000	Strategy and Development Cyber Security	5,000	5,000
10,000	Strategy and Development ERP	10,000	10,000



<b>Annual Plan 2021/22 \$000</b>	<b>Capital Expenditure</b>	<b>Annual Plan 2022/23 \$000</b>	<b>LTP Year 2 2022/23 \$000</b>
2,500	Strategy and Development GIS	2,500	2,500
3,000	Strategy and Development Internet and Network	3,000	3,000
10,000	Strategy and Development IRM	10,000	10,000
2,500	Strategy and Development ISSM	2,500	2,500
5,000	Strategy and Development Server, Storage and Back-up	5,000	5,000
5,000	Strategy and Development User ICT	5,000	5,000
50,000	Systems Accountant/External Support	-	-
10,000	Telephone System Renewal	-	-
14,000	WAN Optimisation	-	-
10,000	Website	10,000	10,000
<b>606,235</b>	<b>Total Governance and Corporate Services</b>	<b>540,364</b>	<b>540,364</b>
<b>30,833,735</b>	<b>TOTAL CAPITAL EXPENDITURE</b>	<b>50,277,980</b>	<b>37,797,980</b>



2021/22	Prospective Funding Impact Statement	2022/23	2022/23
AP	Water	AP	LTP
\$000		\$000	\$000
<b>OPERATING</b>			
-	General rates, uniform annual general charges, rates penalties	-	-
4,851	Targeted rates	5,486	5,329
499	Subsidies and grants for operating purposes	-	514
30	Fees and charges	31	30
-	Interest & dividends from investments	-	-
1,507	Internal charges and overheads recovered	2,081	1,542
-	Local authorities fuel tax, fines, infringement fees, and other receipts	-	-
-	Land sales	-	-
<b>6,887</b>	<b>Total operating funding</b>	<b>7,599</b>	<b>7,415</b>
	Applications of operating funding		
3,251	Payments to staff and suppliers	3,287	3,275
-	Cost of sales	-	-
-	Finance costs	270	325
2,006	Internal charges and overheads applied	2,306	1,955
3	Other operating funding applications	5	5
<b>5,260</b>	<b>Total applications of operating funding</b>	<b>5,869</b>	<b>5,560</b>
<b>1,627</b>	<b>Surplus (deficit) of operating funding</b>	<b>1,730</b>	<b>1,855</b>
<b>CAPITAL</b>			
	Sources of capital funding		
-	Subsidies and grants for capital expenditure	-	-
1,030	Development and financial contributions	1,070	1,070
7,192	Increase (decrease) in debt	7,000	5,000
-	Gross proceeds from sale of assets	-	-
-	Lump sum contributions	-	-
-	Other dedicated capital funding	-	-
<b>8,222</b>	<b>Total sources of capital funding</b>	<b>8,070</b>	<b>6,070</b>
	Applications of capital funding		
	Capital expenditure		
1,520	- to meet additional demand	7,357	1,424
4,331	- to improve the level of service	5,600	4,251
1,760	- to replace existing assets	2,364	2,364
2,238	Increase(decrease) in reserves	(5,521)	(114)
-	Increase (decrease) in investments	-	-
<b>9,849</b>	<b>Total applications of capital funding</b>	<b>9,800</b>	<b>7,925</b>
<b>(1,627)</b>	<b>Surplus (deficit) of capital funding</b>	<b>(1,730)</b>	<b>(1,855)</b>
-	Funding balance	-	-
<b>1,644</b>	<b>Depreciation (not included in above FIS)</b>	<b>1,571</b>	<b>1,734</b>
1,630	*Volumetric Charges for water (included in Targeted Rates)	1,683	1,656



2021/22	Prospective Funding Impact Statement	2022/23	2022/23
AP	Wastewater	AP	LTP
\$000		\$000	\$000
<b>OPERATING</b>			
-	General rates, uniform annual general charges, rates penalties	-	-
3,780	Targeted rates	4,687	4,297
-	Subsidies and grants for operating purposes	-	-
61	Fees and charges	26	61
-	Interest & dividends from investments	-	-
46	Internal charges and overheads recovered	55	51
-	Local authorities fuel tax, fines, infringement fees, and other receipts	-	-
750	Land sales	-	-
<b>4,637</b>	<b>Total operating funding</b>	<b>4,768</b>	<b>4,409</b>
	Applications of operating funding		
1,393	Payments to staff and suppliers	1,443	1,443
100	Cost of sales	-	-
-	Finance costs	256	308
994	Internal charges and overheads applied	1,250	939
263	Other operating funding applications	265	265
<b>2,750</b>	<b>Total applications of operating funding</b>	<b>3,214</b>	<b>2,955</b>
<b>1,887</b>	<b>Surplus (deficit) of operating funding</b>	<b>1,554</b>	<b>1,454</b>
<b>CAPITAL</b>			
	Sources of capital funding		
-	Subsidies and grants for capital expenditure	-	-
678	Development and financial contributions	709	709
5,808	Increase (decrease) in debt	4,700	2,000
-	Gross proceeds from sale of assets	-	-
-	Lump sum contributions	-	717
-	Other dedicated capital funding	-	-
<b>6,486</b>	<b>Total sources of capital funding</b>	<b>5,409</b>	<b>3,426</b>
	Applications of capital funding		
	Capital expenditure		
811	- to meet additional demand	-	279
4,097	- to improve the level of service	7,170	2,161
1,346	- to replace existing assets	1,148	1,178
2,118	Increase(decrease) in reserves	(1,356)	1,260
-	Increase (decrease) in investments	-	-
<b>8,372</b>	<b>Total applications of capital funding</b>	<b>6,962</b>	<b>4,879</b>
<b>(1,886)</b>	<b>Surplus (deficit) of capital funding</b>	<b>(1,554)</b>	<b>(1,453)</b>
-	Funding balance	-	-
<b>1,203</b>	<b>Depreciation (not included in above FIS)</b>	<b>1,304</b>	<b>1,258</b>



2021/22	Prospective Funding Impact Statement	2022/23	2022/23
AP	Stormwater	AP	LTP
\$000		\$000	\$000
<b>OPERATING</b>			
-	General rates, uniform annual general charges, rates penalties	-	-
544	Targeted rates	590	531
-	Subsidies and grants for operating purposes	-	-
-	Fees and charges	-	-
1	Interest & dividends from investments	-	1
55	Internal charges and overheads recovered	23	56
-	Local authorities fuel tax, fines, infringement fees, and other receipts	-	-
-	Land sales	-	-
<b>600</b>	<b>Total operating funding</b>	<b>613</b>	<b>588</b>
	Applications of operating funding		
77	Payments to staff and suppliers	77	77
-	Cost of sales	-	-
-	Finance costs	-	-
75	Internal charges and overheads applied	113	76
13	Other operating funding applications	13	13
<b>165</b>	<b>Total applications of operating funding</b>	<b>203</b>	<b>166</b>
<b>435</b>	<b>Surplus (deficit) of operating funding</b>	<b>409</b>	<b>422</b>
<b>CAPITAL</b>			
	Sources of capital funding		
-	Subsidies and grants for capital expenditure	-	-
-	Development and financial contributions	-	-
-	Increase (decrease) in debt	-	-
-	Gross proceeds from sale of assets	-	-
-	Lump sum contributions	-	-
-	Other dedicated capital funding	-	-
-	<b>Total sources of capital funding</b>	<b>-</b>	<b>-</b>
	Applications of capital funding		
	<b>Capital expenditure</b>		
-	- to meet additional demand	-	-
-	- to improve the level of service	-	-
380	- to replace existing assets	380	380
56	Increase(decrease) in reserves	29	42
-	Increase (decrease) in investments	-	-
<b>436</b>	<b>Total applications of capital funding</b>	<b>409</b>	<b>422</b>
<b>(436)</b>	<b>Surplus (deficit) of capital funding</b>	<b>(409)</b>	<b>(422)</b>
-	<b>Funding balance</b>	<b>-</b>	<b>-</b>
<b>380</b>	<b>Depreciation (not included in above FIS)</b>	<b>390</b>	<b>380</b>



2021/22	Prospective Funding Impact Statement	2022/23	2022/23
AP	Roading	AP	LTP
\$000		\$000	\$000
<b>OPERATING</b>			
4,465	General rates, uniform annual general charges, rates penalties	5,058	4,780
226	Targeted rates	235	554
2,670	Subsidies and grants for operating purposes	2,167	2,233
22	Fees and charges	22	22
-	Interest & dividends from investments	-	-
1,443	Internal charges and overheads recovered	1,557	1,488
241	Local authorities fuel tax, fines, infringement fees, and other receipts	241	241
-	Land sales	-	-
<b>9,067</b>	<b>Total operating funding</b>	<b>9,279</b>	<b>9,318</b>
	Applications of operating funding		
4,697	Payments to staff and suppliers	4,493	4,512
-	Cost of sales	-	-
-	Finance costs	-	-
2,182	Internal charges and overheads applied	2,355	2,276
6	Other operating funding applications	6	6
<b>6,885</b>	<b>Total applications of operating funding</b>	<b>6,854</b>	<b>6,794</b>
<b>2,182</b>	<b>Surplus (deficit) of operating funding</b>	<b>2,425</b>	<b>2,524</b>
<b>CAPITAL</b>			
	Sources of capital funding		
3,529	Subsidies and grants for capital expenditure	3,649	3,242
397	Development and financial contributions	413	413
-	Increase (decrease) in debt	-	-
-	Gross proceeds from sale of assets	-	-
-	Lump sum contributions	-	-
-	Other dedicated capital funding	-	-
<b>3,926</b>	<b>Total sources of capital funding</b>	<b>4,062</b>	<b>3,655</b>
	Applications of capital funding		
	Capital expenditure		
443	- to meet additional demand	-	349
1,327	- to improve the level of service	2,630	1,527
5,650	- to replace existing assets	4,659	4,666
(1,312)	Increase(decrease) in reserves	(802)	(362)
-	Increase (decrease) in investments	-	-
<b>6,108</b>	<b>Total applications of capital funding</b>	<b>6,487</b>	<b>6,180</b>
<b>(2,182)</b>	<b>Surplus (deficit) of capital funding</b>	<b>(2,425)</b>	<b>(2,525)</b>
-	Funding balance	-	-
<b>3,681</b>	<b>Depreciation (not included in above FIS)</b>	<b>3,879</b>	<b>3,998</b>



2021/22	Prospective Funding Impact Statement	2022/23	2022/23
AP	Environmental Services	AP	LTP
\$000		\$000	\$000
<b>OPERATING</b>			
-	General rates, uniform annual general charges, rates penalties	-	-
4,126	Targeted rates	4,510	4,426
-	Subsidies and grants for operating purposes	-	-
290	Fees and charges	390	390
-	Interest & dividends from investments	-	-
-	Internal charges and overheads recovered	-	(1)
1,214	Local authorities fuel tax, fines, infringement fees, and other receipts	1,230	1,230
-	Land sales	-	-
<b>5,630</b>	<b>Total operating funding</b>	<b>6,130</b>	<b>6,045</b>
	Applications of operating funding		
5,147	Payments to staff and suppliers	5,518	5,484
-	Cost of sales	-	-
-	Finance costs	-	-
509	Internal charges and overheads applied	537	521
14	Other operating funding applications	15	15
<b>5,670</b>	<b>Total applications of operating funding</b>	<b>6,070</b>	<b>6,020</b>
<b>(40)</b>	<b>Surplus (deficit) of operating funding</b>	<b>60</b>	<b>25</b>
<b>CAPITAL</b>			
	Sources of capital funding		
-	Subsidies and grants for capital expenditure	-	-
-	Development and financial contributions	-	-
-	Increase (decrease) in debt	-	-
-	Gross proceeds from sale of assets	-	-
-	Lump sum contributions	-	-
-	Other dedicated capital funding	-	-
-	<b>Total sources of capital funding</b>	-	-
	Applications of capital funding		
	<b>Capital expenditure</b>		
-	- to meet additional demand	-	-
-	- to improve the level of service	200	40
390	- to replace existing assets	208	368
(430)	Increase(decrease) in reserves	(348)	(383)
-	Increase (decrease) in investments	-	-
<b>(40)</b>	<b>Total applications of capital funding</b>	<b>60</b>	<b>25</b>
<b>40</b>	<b>Surplus (deficit) of capital funding</b>	<b>(60)</b>	<b>(25)</b>
-	<b>Funding balance</b>	-	-
<b>64</b>	<b>Depreciation (not included in above FIS)</b>	<b>109</b>	<b>76</b>



2021/22	Prospective Funding Impact Statement	2022/23	2022/23
AP	Planning and Regulatory	AP	LTP
\$000		\$000	\$000
<b>OPERATING</b>			
-	General rates, uniform annual general charges, rates penalties	-	-
2,343	Targeted rates	2,656	2,617
-	Subsidies and grants for operating purposes	-	-
2,167	Fees and charges	2,244	2,244
-	Interest & dividends from investments	-	-
15	Internal charges and overheads recovered	38	12
776	Local authorities fuel tax, fines, infringement fees, and other receipts	776	776
-	Land sales	-	-
<b>5,301</b>	<b>Total operating funding</b>	<b>5,714</b>	<b>5,649</b>
	Applications of operating funding		
4,377	Payments to staff and suppliers	4,680	4,636
-	Cost of sales	-	-
-	Finance costs	-	-
1,200	Internal charges and overheads applied	1,262	1,235
3	Other operating funding applications	3	3
<b>5,580</b>	<b>Total applications of operating funding</b>	<b>5,945</b>	<b>5,874</b>
<b>(279)</b>	<b>Surplus (deficit) of operating funding</b>	<b>(231)</b>	<b>(225)</b>
<b>CAPITAL</b>			
	Sources of capital funding		
-	Subsidies and grants for capital expenditure	-	-
-	Development and financial contributions	-	-
-	Increase (decrease) in debt	-	-
-	Gross proceeds from sale of assets	-	-
-	Lump sum contributions	-	-
-	Other dedicated capital funding	-	-
-	<b>Total sources of capital funding</b>	-	-
	Applications of capital funding		
	<b>Capital expenditure</b>		
15	- to meet additional demand	-	-
87	- to improve the level of service	-	-
187	- to replace existing assets	192	192
(568)	Increase(decrease) in reserves	(423)	(418)
-	Increase (decrease) in investments	-	-
<b>(279)</b>	<b>Total applications of capital funding</b>	<b>(231)</b>	<b>(226)</b>
<b>279</b>	<b>Surplus (deficit) of capital funding</b>	<b>231</b>	<b>226</b>
-	<b>Funding balance</b>	-	-
<b>82</b>	<b>Depreciation (not included in above FIS)</b>	<b>104</b>	<b>116</b>



2021/22	Prospective Funding Impact Statement	2022/23	2022/23
AP	Pools Parks and Cemeteries	AP	LTP
\$000		\$000	\$000
<b>OPERATING</b>			
(3)	General rates, uniform annual general charges, rates penalties	(2)	(2)
6,044	Targeted rates	6,300	6,219
2	Subsidies and grants for operating purposes	2	2
891	Fees and charges	1,045	1,045
-	Interest & dividends from investments	-	-
562	Internal charges and overheads recovered	585	568
197	Local authorities fuel tax, fines, infringement fees, and other receipts	176	176
-	Land sales	-	-
<b>7,693</b>	<b>Total operating funding</b>	<b>8,106</b>	<b>8,008</b>
	Applications of operating funding		
4,370	Payments to staff and suppliers	4,381	4,381
-	Cost of sales	-	-
1	Finance costs	1	1
1,445	Internal charges and overheads applied	1,512	1,484
242	Other operating funding applications	268	268
<b>6,058</b>	<b>Total applications of operating funding</b>	<b>6,163</b>	<b>6,134</b>
<b>1,635</b>	<b>Surplus (deficit) of operating funding</b>	<b>1,944</b>	<b>1,874</b>
<b>CAPITAL</b>			
	Sources of capital funding		
-	Subsidies and grants for capital expenditure	-	-
-	Development and financial contributions	-	-
-	Increase (decrease) in debt	-	-
-	Gross proceeds from sale of assets	-	-
-	Lump sum contributions	-	-
-	Other dedicated capital funding	-	-
-	<b>Total sources of capital funding</b>	<b>-</b>	<b>-</b>
	Applications of capital funding		
	<b>Capital expenditure</b>		
18	- to meet additional demand	330	8
46	- to improve the level of service	221	1
1,619	- to replace existing assets	922	1,464
(49)	Increase(decrease) in reserves	469	400
1	Increase (decrease) in investments	1	1
<b>1,635</b>	<b>Total applications of capital funding</b>	<b>1,944</b>	<b>1,874</b>
<b>(1,635)</b>	<b>Surplus (deficit) of capital funding</b>	<b>(1,944)</b>	<b>(1,874)</b>
-	<b>Funding balance</b>	<b>-</b>	<b>-</b>
<b>1,607</b>	<b>Depreciation (not included in above FIS)</b>	<b>1,848</b>	<b>1,785</b>



2021/22	Prospective Funding Impact Statement	2022/23	2022/23
AP	Property and Community Facilities	AP	LTP
\$000		\$000	\$000
<b>OPERATING</b>			
349	General rates, uniform annual general charges, rates penalties	335	344
1,991	Targeted rates	2,257	2,164
-	- Subsidies and grants for operating purposes	-	-
1,595	Fees and charges	1,655	1,634
-	- Interest & dividends from investments	-	-
1,366	Internal charges and overheads recovered	1,430	1,385
65	Local authorities fuel tax, fines, infringement fees, and other receipts	65	65
16,536	Land sales	14,930	14,930
<b>21,902</b>	<b>Total operating funding</b>	<b>20,672</b>	<b>20,522</b>
	Applications of operating funding		
2,835	Payments to staff and suppliers	2,781	2,754
13,826	Cost of sales	11,232	11,232
-	- Finance costs	-	-
1,513	Internal charges and overheads applied	1,569	1,549
328	Other operating funding applications	336	336
<b>18,502</b>	<b>Total applications of operating funding</b>	<b>15,918</b>	<b>15,871</b>
<b>3,400</b>	<b>Surplus (deficit) of operating funding</b>	<b>4,755</b>	<b>4,651</b>
<b>CAPITAL</b>			
	Sources of capital funding		
55	Subsidies and grants for capital expenditure	40	40
-	- Development and financial contributions	-	-
-	- Increase (decrease) in debt	11,000	11,000
-	- Gross proceeds from sale of assets	-	-
-	- Lump sum contributions	-	-
-	- Other dedicated capital funding	-	-
<b>55</b>	<b>Total sources of capital funding</b>	<b>11,040</b>	<b>11,040</b>
	Applications of capital funding		
	Capital expenditure		
-	- to meet additional demand	12,660	-
40	- to improve the level of service	1,674	116
5,762	- to replace existing assets	757	14,974
(2,391)	Increase(decrease) in reserves	659	557
45	Increase (decrease) in investments	45	45
<b>3,456</b>	<b>Total applications of capital funding</b>	<b>15,795</b>	<b>15,692</b>
<b>(3,401)</b>	<b>Surplus (deficit) of capital funding</b>	<b>(4,755)</b>	<b>(4,652)</b>
-	- Funding balance	-	-
<b>942</b>	<b>Depreciation (not included in above FIS)</b>	<b>1,120</b>	<b>1,025</b>



2021/22	Prospective Funding Impact Statement	2022/23	2022/23
AP	Service Centres and Libraries	AP	LTP
\$000		\$000	\$000
<b>OPERATING</b>			
324	General rates, uniform annual general charges, rates penalties	333	327
1,140	Targeted rates	1,213	1,166
147	Subsidies and grants for operating purposes	-	-
18	Fees and charges	18	18
-	Interest & dividends from investments	-	-
(22)	Internal charges and overheads recovered	(23)	(21)
9	Local authorities fuel tax, fines, infringement fees, and other receipts	9	9
-	Land sales	-	-
<b>1,616</b>	<b>Total operating funding</b>	<b>1,549</b>	<b>1,499</b>
	Applications of operating funding		
1,073	Payments to staff and suppliers	951	941
-	Cost of sales	-	-
-	Finance costs	-	-
458	Internal charges and overheads applied	492	472
1	Other operating funding applications	1	1
<b>1,532</b>	<b>Total applications of operating funding</b>	<b>1,445</b>	<b>1,414</b>
<b>84</b>	<b>Surplus (deficit) of operating funding</b>	<b>105</b>	<b>85</b>
<b>CAPITAL</b>			
	Sources of capital funding		
-	Subsidies and grants for capital expenditure	-	-
-	Development and financial contributions	-	-
-	Increase (decrease) in debt	-	-
-	Gross proceeds from sale of assets	-	-
-	Lump sum contributions	-	-
-	Other dedicated capital funding	-	-
-	<b>Total sources of capital funding</b>	<b>-</b>	<b>-</b>
	Applications of capital funding		
	<b>Capital expenditure</b>		
-	- to meet additional demand	1,100	-
-	- to improve the level of service	165	-
483	- to replace existing assets	-	1,265
(398)	Increase(decrease) in reserves	(1,161)	(1,181)
-	Increase (decrease) in investments	-	-
<b>85</b>	<b>Total applications of capital funding</b>	<b>105</b>	<b>84</b>
<b>(85)</b>	<b>Surplus (deficit) of capital funding</b>	<b>(105)</b>	<b>(84)</b>
-	<b>Funding balance</b>	<b>-</b>	<b>-</b>
<b>84</b>	<b>Depreciation (not included in above FIS)</b>	<b>105</b>	<b>82</b>



2021/22	Prospective Funding Impact Statement	2022/23	2022/23
AP	Regional Identity, Tourism and Economic Development	AP	LTP
\$000		\$000	\$000
<b>OPERATING</b>			
1,600	General rates, uniform annual general charges, rates penalties	1,823	1,817
1,608	Targeted rates	1,670	2,038
404	Subsidies and grants for operating purposes	246	(24)
72	Fees and charges	64	64
-	Interest & dividends from investments	-	-
11	Internal charges and overheads recovered	18	12
80	Local authorities fuel tax, fines, infringement fees, and other receipts	53	53
-	Land sales	-	-
<b>3,775</b>	<b>Total operating funding</b>	<b>3,873</b>	<b>3,960</b>
	Applications of operating funding		
2,324	Payments to staff and suppliers	2,398	2,429
-	Cost of sales	-	-
2	Finance costs	2	2
812	Internal charges and overheads applied	849	827
574	Other operating funding applications	558	638
<b>3,712</b>	<b>Total applications of operating funding</b>	<b>3,807</b>	<b>3,896</b>
<b>63</b>	<b>Surplus (deficit) of operating funding</b>	<b>66</b>	<b>64</b>
<b>CAPITAL</b>			
	Sources of capital funding		
-	Subsidies and grants for capital expenditure	-	-
-	Development and financial contributions	-	-
-	Increase (decrease) in debt	-	-
-	Gross proceeds from sale of assets	-	-
-	Lump sum contributions	-	-
-	Other dedicated capital funding	-	-
-	<b>Total sources of capital funding</b>	-	-
	Applications of capital funding		
	<b>Capital expenditure</b>		
-	- to meet additional demand	-	-
-	- to improve the level of service	-	-
-	- to replace existing assets	-	-
60	Increase(decrease) in reserves	64	61
3	Increase (decrease) in investments	3	3
<b>63</b>	<b>Total applications of capital funding</b>	<b>66</b>	<b>64</b>
<b>(63)</b>	<b>Surplus (deficit) of capital funding</b>	<b>(66)</b>	<b>(64)</b>
-	<b>Funding balance</b>	-	-
<b>26</b>	<b>Depreciation (not included in above FIS)</b>	<b>25</b>	<b>25</b>



2021/22	Prospective Funding Impact Statement	2022/23	2022/23
AP	Governance and Corporate Services	AP	LTP
\$000		\$000	\$000
<b>OPERATING</b>			
1,248	General rates, uniform annual general charges, rates penalties	974	1,462
266	Targeted rates	285	282
-	- Subsidies and grants for operating purposes	-	-
36	Fees and charges	36	36
388	Interest & dividends from investments	500	400
6,439	Internal charges and overheads recovered	7,033	6,663
83	Local authorities fuel tax, fines, infringement fees, and other receipts	143	143
-	- Land sales	-	-
<b>8,460</b>	<b>Total operating funding</b>	<b>8,970</b>	<b>8,986</b>
	Applications of operating funding		
7,090	Payments to staff and suppliers	7,384	7,332
-	- Cost of sales	-	-
72	Finance costs	72	72
314	Internal charges and overheads applied	549	336
23	Other operating funding applications	3	3
<b>7,499</b>	<b>Total applications of operating funding</b>	<b>8,009</b>	<b>7,743</b>
<b>960</b>	<b>Surplus (deficit) of operating funding</b>	<b>961</b>	<b>1,243</b>
<b>CAPITAL</b>			
	Sources of capital funding		
-	- Subsidies and grants for capital expenditure	-	-
-	- Development and financial contributions	-	-
-	- Increase (decrease) in debt	-	-
-	- Gross proceeds from sale of assets	-	-
-	- Lump sum contributions	-	-
-	- Other dedicated capital funding	-	-
-	<b>Total sources of capital funding</b>	-	-
	Applications of capital funding		
	<b>Capital expenditure</b>		
77	- to meet additional demand	3	77
9	- to improve the level of service	190	13
439	- to replace existing assets	347	450
128	Increase(decrease) in reserves	112	393
309	Increase (decrease) in investments	309	309
<b>960</b>	<b>Total applications of capital funding</b>	<b>961</b>	<b>1,242</b>
<b>(960)</b>	<b>Surplus (deficit) of capital funding</b>	<b>(961)</b>	<b>(1,242)</b>
-	- Funding balance	-	-
<b>284</b>	<b>Depreciation (not included in above FIS)</b>	<b>404</b>	<b>347</b>



# Rating Policy

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## Extract from Local Government (Rating) Act 2002

### Schedule 2 – Matters that may be used to define categories of Rateable Land

1. The use to which the land is put.
2. The activities that are permitted, controlled, or discretionary for the area in which the land is situated, and the rules to which the land is subject under an operative district plan or regional plan under the Resource Management Act 1991.
3. The activities that are proposed to be permitted, controlled, or discretionary activities, and the proposed rules for the area in which the land is situated under a proposed district plan or proposed regional plan under the Resource Management Act 1991, but only if –
  - a. no submissions in opposition have been made under clause 6 of Schedule 1 of that Act on those proposed activities or rules, and the time for making submissions has expired; or
  - b. all submissions in opposition, and any appeals, have been determined, withdrawn, or dismissed.
4. The area of land within each rating unit.
5. The provision or availability to the land of a service provided by, or on behalf of, the local authority.
6. Where the land is situated.
7. The annual value of the land.
8. The capital value of the land.
9. The land value of the land.

### Schedule of rates (Funding Impact Statement – rates)

#### General

Uneconomic Rates: Rates levied on any one rating unit of less than \$10 for the year are deemed by the Council to be uneconomic to collect.

Allocation: Where a payment made by a ratepayer is less than the amount now payable, the Council will apply the payment firstly to any arrears from previous years, and then proportionately across all current year rates due.

Invoice Rounding: Where an invoice owing is under \$1, this will be written-off.



## Due Dates for Payment of Rates

All rates other than metered water charges will be payable in four instalments due on:

- 22 August 2022
- 21 November 2022
- 21 February 2023
- 22 May 2023

## Charges for Metered Water will be Due On

Bannockburn, Ranfurly, Naseby, Patearoa, Omakau, Clyde and Roxburgh:

- 20 October 2022, reading taken in September 2022
- 20 April 2023, reading taken in March 2023

Cromwell and Pisa Moorings:

- 22 December 2022, reading taken in November 2022
- 22 June 2023, reading taken in May 2023

Alexandra:

- 24 November 2022, reading taken in October 2022
- 25 May 2023, reading taken in April 2023

Read dates are an approximation depending on property numbers.

## Penalties

The Council will apply penalties under section 57 and 58 of the Local Government (Rating) Act 2002 on unpaid rates (other than metered water rates) as follows:

- 10% on any outstanding amount of any instalment not paid by the due date.
- The penalty will be applied on 29 August 2022, 28 November 2022, 28 February 2023 and 29 May 2023 respectively for each instalment;
- 10% on amounts outstanding from earlier years, such penalty being applied on 1 October and 1 April.
- Requests for waiver of penalties should be sent, in writing, to the Rates Officer as per Council Remission of Penalties Policy.

The Council will apply penalties under section 57 and 58 of the Local Government (Rating) Act 2002 on unpaid metered water rates as follows:

- 10% on any metered water rates unpaid after the due date. The penalty will be applied on the date below for the respective instalments:
  - Bannockburn, Ranfurly, Naseby, Patearoa, Omakau, Clyde and Roxburgh – 27 October 2022 and 27 April 2023
  - Cromwell and Pisa Moorings – 20 January 2023 and 29 June 2023
  - Alexandra – 1 December 2022 and 1 June 2023
- Requests for waiver of penalties on water accounts should be sent, in writing, to the Water Billing Officer, in accordance with the Council's Remission of Penalties Policy.



## Differentials based on Land Use

The Council proposes to use this matter to differentiate the general rate, tourism rate, promotion rate, wastewater rate (2<sup>nd</sup> and Subsequent pan/ urinal).

The differential categories are:

### General Rate

The General Rate differentials exist to ensure that the overall increase in rates liability for the Dams remain closely aligned with the overall average increase in rates.

Large Dams: Clyde Dam – Earnscluegh and Roxburgh Dam – Roxburgh. Paerau Dam – Mānīatoto Teviot Dams – Roxburgh. All other properties.

### Tourism and Promotion

Residential – all rating units categorised as residential by Council's valuations service provider.

Rural – all rating units used categorised as dairy, horticulture, forestry, mining, lifestyle or specialist agricultural use by Council's valuation service provider.

Commercial and industrial – all rating units categorised as commercial or industrial by Council's valuation service provider.

Dams, Utilities and Other - the Clyde Dam, Roxburgh Dam, Paerau Dam, Teviot Dam and all rating units categorised as utilities by Council's valuation service provider, sports groups and other non-commercial community groups.

### Wastewater Additional Pan/Urinal

Commercial properties providing accommodation including motels, camping grounds and commercial rest homes for the elderly.

## Differentials based on Location

### Molyneux Park Rate

- The Council uses this matter to assess rates for the Molyneux Park Rate
- Vincent - all rating units within the area covered by Vincent Community Board
- District - all other rating units in the district located outside of the area covered by Vincent Community Board

*Refer to the Molyneux Park map on the Council website under Property & Rates quick links.*

### Ward Services, Work and Services Charge, Recreation & Culture Charge and Promotions Rate

These rates are assessed differentially on the following locations:

- Vincent – the area covered by the Vincent Community Board
- Cromwell – the area covered by the Cromwell Community Board
- Teviot Valley – the area covered by the Teviot Valley Community Board
- Mānīatoto – the area covered by the Mānīatoto Community Board

*Refer to the ward map on the Council website under Property & Rates quick links*



## Differentials based on Availability of Service

### Water Supply

The categories for the proposed water supply rates are:

- Connected – any rating unit (including vacant sections) that is connected to (lateral/s provided) a council operated water supply
- Serviceable – any rating unit (including vacant sections) that is not connected to (no lateral provided) a council operated wastewater system but is within 100 metres of a wastewater network

### Wastewater

The categories for the proposed wastewater rates are:

- Connected – any rating unit (including vacant sections) that is connected to (lateral/s provided) a council operated wastewater system
- Serviceable – any rating unit (including vacant sections) that is not connected to (no lateral provided) a council operated wastewater system but is within 30 metres of a wastewater network

### Environmental Services - Waste Management

The categories for waste management rates are:

- Waste management with collection – wheelie bins are provided by the Council and a kerb-side collection service is available to the rating unit
- Waste management without collection – no wheelie bins are provided, and no weekly collection service is available to the rating unit
- Additional rubbish bin – additional rubbish bins supplied over and above the initial supply of service
- Additional mixed recycle bin – additional mixed recycle bins supplied over and above the initial supply of service
- Additional glass recycle bin – additional glass recycle bins supplied over and above the initial supply of service

## Water Rates and Charges

These targeted rates are assessed differentially, per connection to any rating unit (including vacant sections) within the district which is either connected to (lateral provided) at 100% charge, or serviceable, any rating unit (including vacant sections) that is not connected (no lateral provided) to a council operated water supply but is within 100 metres of a water supply reticulation system, at 50% charge. Rating units which are not connected to a scheme, and which are not serviceable will not be liable for this rate. The rates for the water supply are shown below:

CONNECTED (LATERAL PROVIDED) \$	SERVICEABLE (NO LATERAL PROVIDED) \$
361.69 per connection	180.71



The Council sets targeted rates for water charges that are based on volume of water supplied to consumers who will be metered and billed under the Council Water Supply Bylaw 2008. The charge will be \$0.60 per cubic metre for all users on a Council supply with either a water meter, or an unmetered restricted flow.

The Council sets a targeted rate for the Ripponvale Water Scheme Upgrade as a fixed charge per rating unit within the Ripponvale community.

The targeted rate is based as a uniform charge for each rating unit for a finite ten-year period as follows:

WATER RATES		\$
Ripponvale Water Management (targeted rate payment per year)		\$602.57

*(Refer to the Ripponvale Water Upgrade Scheme map on the Council website under Property & Rates quick links and page 183 of the 22-23 Annual Plan).*

## Waste Management and Waste Collection Charges

Where the Council waste collection service is available the charge is set on the basis of the number of containers of waste that the Council collects as part of its standard waste collection service, which is one household rubbish bin, one mixed recycling bin and one glass recycling bin. Household rubbish will be collected fortnightly and each recycling bin will be collected four-weekly. Where a household rubbish bin, mixed recycling bin or glass recycling bin is provided in addition to the standard service Council will charge additional rates per additional bin. Standard waste collection service is compulsory for all improved residential rating units that are situated within a collection area.

*Refer to the Ward map on the Council website under Property & Rates quick links.*

WASTE MANAGEMENT AND COLLECTION RATES AND CHARGES			\$
Waste collection with collection 3 bins (availability of service)	Per rating unit		475.30
Waste collection additional household rubbish bin (red)	Per additional bin		282.80
Waste collection additional mixed recycling bin (yellow)	Per additional bin		59.41
Waste collection additional glass recycling bin (blue)	Per additional bin		59.41

The Council sets a waste management charge which contributes to Environmental education and districtwide waste collection activities such as public bins. All residential land in the district is liable for this charge which is a uniform amount per rating unit.

WASTE MANAGEMENT AND COLLECTION RATES AND CHARGES			\$
Waste management charge (no collection from rating unit)	Per rating unit		73.98

## Wastewater Rates and Charges

The Council sets a targeted rate for wastewater as a uniform charge assessed differentially per connection to any rating unit (including vacant sections) within the district which are connected to (lateral/s provided) a council operated wastewater system at 100% or serviceable, any rating unit (including vacant sections) that is not connected to (no lateral provided) a council operated



wastewater scheme, but is within 30 metres of a wastewater drain at 50%. Rating units which are not connected to a scheme, and which are not serviceable will not be liable for this rate. The Council sets a targeted rate as a uniform charge for each additional pan or urinal in excess of one for those rating units providing commercial accommodation or commercial rest homes for the elderly. The rates for this service are shown below:

CONNECTED (LATERAL PROVIDED) \$	SERVICEABLE (NO LATERAL PROVIDED) \$	ADDITIONAL PAN ACCOMMODATION \$
601.94	300.83	150.42

The Council sets a targeted rate for wastewater management as a fixed charge per rating unit within Clyde (identified by Valuation Roll 28461).

	\$
Clyde Wastewater Management	85.02

The wastewater management charges will be applied for ground water monitoring and preliminary costs for a Clyde wastewater scheme.

## Works and Services

The Council sets a targeted rate for each ward for ward services calculated on the basis of capital value for each rating unit for housing and property, grants, recreation reserve committees and other works.

WARD/COMMUNITY BOARD	RATE IN \$
Cromwell	0.00004
Mānīatoto	0.00004
Teviot Valley	0.00005
Vincent	0.0001

*Refer to the Ward map on the Council website under Property & Rates quick links.*

The Council sets a targeted rate for unsubsidised roading, stormwater and public toilets calculated on the basis of capital value on all rateable land in the District.

	RATE IN \$
District Works and Public Toilets	0.0001606

The Council sets targeted rates for ward services within each ward on the basis of a uniform charge for each rating unit. The rates are shown in the table below:



WARD/COMMUNITY BOARD	PER RATING UNIT \$
Cromwell	33.71
Mānīatoto	84.33
Teviot Valley	96.40
Vincent	39.30

*Refer to the Ward map on the Council website under Property & Rates quick links.*

Ward services charges are used to fund Community Board elected members costs and other works for each respective ward.

## Recreation and Culture

The Council sets a targeted rate for recreation and culture within each ward. The targeted rates will be based on a uniform charge per rating unit as shown in the table below:

*Refer to the Ward map on the Council website under Property & Rates quick links.*

WARD/COMMUNITY BOARD	PER RATING UNIT \$
Cromwell	592.34
Mānīatoto	613.93
Teviot Valley	394.66
Vincent	497.19

Recreation and culture charges fund the operations and maintenance of parks and reserves, swimming pools, museums, sports club loan assistance, community halls and other recreation facilities and amenities.

The Council sets a targeted rate for Molyneux Park differentially across the District. This is set as a fixed charge per rating unit where rating units outside the Vincent Community Board area pay one third of the charge payable by those rating units situated within this area as shown in the table below:

CATEGORY	PER UNIT \$
Molyneux Park Vincent	41.03
Molyneux Park District	13.67

*Refer to the Molyneux Park map on the Council website under Property & Rates quick links.*

The Council sets a targeted rate for library services as a uniform charge per rating unit. The targeted rates will be based as a uniform charge for each rating unit as shown in the table below:

CATEGORY	PER RATING UNIT \$
District Library	100.65



Library charges are applied to operations and maintenance of libraries.

The Council sets a targeted rate for Tracks and Waterways as a uniform charge per rating unit, across the District. The targeted rate is based as a uniform charge for each rating unit as follows:

CATEGORY	PER RATING UNIT \$
Tracks and Waterways	17.19

Tracks and Waterways charges are applied to operations and maintenance of facilities associated with Lake Dunstan, the Clutha River and other tracks and waterways throughout the District.

## Promotion

The Council sets a targeted rate for promotion within each community board. For each community board the rate will be on a differential basis, based on the use to which the rating unit is placed (as defined in the General Rate category). The targeted rates are based on the capital value of all rating units as shown in the table as follows:

RATES IN \$	
<b>Cromwell Community Board</b>	
Commercial and Industrial	0.0000881
Residential	0.0000164
Rural	0.0000126
Dams and Utilities	0.0000113
<b>Vincent Community Board</b>	
Commercial and Industrial	0.000047
Residential	0.0000087
Rural	0.0000067
Dams and Utilities	0.000006
<b>Teviot Community Board</b>	
Commercial and Industrial	0.0000131
Residential	0.0000024
Rural	0.0000019
Dams and Utilities	0.0000017
<b>Mānīatoto Community Board</b>	
Commercial and Industrial	0.0000244
Residential	0.0000045



RATES IN \$	
Rural	0.0000035
Dams and Utilities	0.0000031

The rate revenue is used to provide grants to promote local areas within the District.

## Planning and Environment

The Council sets a planning and environment rate on all rating units. The rate is based on the capital value of all rating units in the District according to the table below:

RATES IN \$	
Planning and Environment	0.0002438

Planning and Environment rates are used to fund functions including Resource Management, Environmental Health and Building, Civil Defence and Rural Fire.

## Economic Development

The Council sets an economic development rate on all rating units. The rate is based on the capital value of all rating units in the District according to the table below:

RATES IN \$	
Economic Development	0.0000208

## Tourism

The Council sets a tourism rate on a differential basis based on use (with the differential categories being “Residential”, “Rural”, “Commercial and Industrial”, “Dams and Utilities”) on all rating units (as defined in the General Rate category). The rate is based on the capital value of all rating units in the District except “Sport and Recreation” in accordance with the table below:

RATES IN \$	
Residential	0.0000721
Rural	0.0000555
Commercial and Industrial	0.0003871
Dams, Utilities	0.0000497

The tourism rate will be used to fund visitor information centres and tourism development within the district.



## General Rate

The Council sets a general rate on a differential basis based on use (with the differential categories being “Large Dams”, “Paerau Dam - Mānīatoto”, “Teviot Power Scheme - Roxburgh” and “All areas excluding Large Dams, Paerau Dam - Mānīatoto, Teviot Dam - Roxburgh”) on all rating units (as defined in the General Rate category). The rate is based on the land value of all rating units in the District according to the table below:

RATES IN \$	
All areas excluding Large Dams, Paerau Dam - Mānīatoto, and Teviot Dam - Roxburgh	0.00111
Large Dams	0.1628
Paerau Dam – Mānīatoto	0.0832
Teviot Power Scheme – Roxburgh	0.12096

General rates are used to fund the costs of functions not delegated to a Community Board and not covered by any other rate or charge. Included are housing, district grants, regional identity, roading (other than the uniform charge contribution), noxious plant control, airports and other infrastructure.

## Uniform Annual General Charge

The Council sets a uniform annual charge on every rating unit.

PER RATING UNIT \$	
All areas	101.38

The uniform annual general charge is used to fund democracy, and other amenities controlled by the Council.



## Funding Impact Statement: Total Rates to be collected

The revenue and financing mechanisms to be used by the Council, including the amount to be produced by each mechanism, are as follows (all GST inclusive):

REVENUE AND FINANCING MECHANISMS	2022/23 \$000s	2021/22 \$000s
<b>GENERAL RATES</b>		
General Rate	8,167	7,769
Uniform Annual General Charge	1,404	1,194
<b>TARGETED RATES</b>		
Planning and Environment Rate	3,096	2,741
Economic Development Rate	264	215
Tracks and Waterways Charge	267	135
Tourism Rate	1,138	1,114
Waste Management and Collection Charge	5,186	4,744
District Library Charge	1,394	1,311
Molyneux Park Charge	349	316
District Works and Public Toilets Rate	2,040	1,805
District Water Supply	3,814	3,704
District Wastewater	5,390	4,276
<b>WARD TARGETED RATES</b>		
<b>Vincent Community Board</b>		
Vincent Promotion Rate	48	48
Vincent Recreation and Culture Charge	2,899	2,794
Vincent Ward Services Charge	229	222
Vincent Ward Services Rate	468	435
Clyde Wastewater Management	72	72
<b>Cromwell Community Board</b>		
Cromwell Promotion Rate	129	129
Cromwell Recreation and Culture Charge	3,197	3,101
Cromwell Ward Services Charge	182	178
Cromwell Ward Services Rate	193	146
<b>Mānīatoto Community Board</b>		
Mānīatoto Promotion Rate	6	6
Mānīatoto Recreation and Culture Charge	900	905
Mānīatoto Ward Services Charge	123	120
Mānīatoto Ward Services Rate	53	60
<b>Teviot Valley Community Board</b>		
Teviot Valley Promotion	2	2
Teviot Valley Recreation and Culture	447	420



REVENUE AND FINANCING MECHANISMS	2022/23 \$000s	2021/22 \$000s
Teviot Valley Ward Services Charge	109	105
Teviot Ward Services Rate	50	52

Note: These figures are GST inclusive whereas the Activity Funding Impact Statements are GST exclusive. These rates to be collected do not include volumetric water charges.



**Rating Examples**

Property Description	2021 Capital Value	2021 Land Value	2021/22 Rates	2022/23 Rates	Change \$	Change %
Alexandra Commercial	485,000	160,000	4,059.48	4,386.01	326.53	8%
Alexandra Hotel	960,000	630,000	5,694.76	6,320.99	626.23	11%
Alexandra Lifestyle Block	860,000	520,000	1,849.39	1,951.29	101.90	6%
Alexandra Major Motel	4,810,000	1,070,000	13,961.84	15,487.62	1,525.78	11%
Alexandra Motel	750,000	335,000	3,720.70	4,078.15	357.45	10%
Alexandra Residential	440,000	245,000	2,568.29	2,774.44	206.15	8%
Bannockburn Vineyard	2,720,000	1,290,000	3,602.94	3,805.63	202.69	6%
Clyde Commercial	1,290,000	400,000	3,942.35	4,101.64	159.29	4%
Clyde Motel	1,270,000	620,000	4,195.40	4,345.46	150.06	4%
Clyde Residence	530,000	255,000	2,221.16	2,322.90	101.74	5%
Cromwell Commercial	900,000	760,000	3,758.65	3,984.92	226.27	6%
Cromwell Farm	2,490,000	1,940,000	4,187.11	4,402.99	215.88	5%
Cromwell Large Farm	9,500,000	5,380,000	11,261.44	11,928.94	667.50	6%
Cromwell Lifestyle Block	1,090,000	580,000	2,433.14	2,556.47	123.33	5%
Cromwell Major Hotel	9,040,000	3,160,000	22,512.87	25,053.52	2,540.65	11%
Cromwell Motel	2,690,000	1,740,000	9,692.55	10,561.13	868.58	9%
Cromwell Residence	540,000	340,000	2,772.97	2,973.71	200.74	7%
Cromwell Storage	4,130,000	1,560,000	7,517.46	7,898.77	381.31	5%
Earnscleugh Lifestyle Block	680,000	355,000	1,576.07	1,663.40	87.33	6%
Earnscleugh Orchard	1,670,000	510,000	2,274.24	2,413.97	139.73	6%
Mānīatoto Farm	1,750,000	1,430,000	3,383.36	3,508.77	125.41	4%
Mānīatoto Large Farm	18,660,000	16,050,000	27,385.35	28,568.79	1,183.44	4%
Mānīatoto Lifestyle Block	305,000	140,000	1,288.79	1,322.30	33.51	3%
Mānīatoto Rural - Hotel	420,000	200,000	1,428.50	1,495.98	67.48	5%
Manuherikia Farm	4,630,000	4,080,000	7,685.74	8,096.25	410.51	5%
Manuherikia Large Farm	12,800,000	11,200,000	19,697.14	20,754.65	1,057.51	5%
Manuherikia Lifestyle Block	280,000	160,000	1,152.34	1,213.64	61.30	5%
Naseby Residence	305,000	102,000	2,484.28	2,650.58	166.30	7%
Omakau Residence	380,000	107,000	2,387.23	2,585.50	198.27	8%
Patearoa Residence	210,000	70,000	1,529.51	1,560.34	30.83	2%
Ranfurly - Hotel	360,000	144,000	3,294.67	3,599.56	304.89	9%
Ranfurly Commercial Property	190,000	32,000	2,414.84	2,574.33	159.49	7%
Ranfurly Residence	255,000	86,000	2,441.55	2,605.74	164.19	7%
Roxburgh - Commercial	230,000	104,000	2,279.97	2,480.86	200.89	9%
Roxburgh - Hotel	280,000	114,000	2,332.64	2,535.58	202.94	9%
Roxburgh Orchard	305,000	146,000	1,789.20	1,886.31	97.11	5%
Roxburgh Farm	3,280,000	2,690,000	5,239.25	5,516.16	276.91	5%
Roxburgh Large Farm	14,000,000	12,300,000	20,803.69	21,835.57	1,031.88	5%
Roxburgh Residence	305,000	78,000	2,214.63	2,418.22	203.59	9%
Roxburgh Rural Industry	1,410,000	195,000	2,516.07	2,648.17	132.10	5%
Omakau Hotel	1,190,000	330,000	6,209.73	7,050.66	840.93	14%
Ophir Residence	410,000	122,000	1,927.06	2,018.26	91.20	5%
Ophir Commercial	1,520,000	160,000	3,662.72	3,832.76	170.04	5%
Pisa Moorings Residential	740,000	315,000	2,488.32	2,694.53	206.21	8%
Bannockburn Hotel	1,200,000	680,000	3,942.66	4,177.66	235.00	6%
Millers Flat Residence	280,000	49,000	1,319.09	1,408.81	89.72	7%

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Property Description	2021 Capital Value	2021 Land Value	2021/22 Rates	2022/23 Rates	Change \$	Change %
Earnsclough Vineyard	2,330,000	790,000	2,928.73	3,109.88	181.15	6%
Bannockburn Residential	960,000	760,000	2,921.63	3,048.40	126.77	4%
Omakau Residential	500,000	184,000	3,673.30	3,948.02	274.72	7%



## Operational Rating Principles

### Payment Options

Rates may be paid by:

- Cash
- EFTPOS (excluding from a credit card account)
- Direct debit (Council's preferred method of payment)
- Internet transfer or telephone initiated direct credit
- Or by prior arrangement with the Rates Department on (03) 440 0617
- Credit card via [www.codc.govt.nz](http://www.codc.govt.nz). There will be a service charge payable direct to Council's bankers by ratepayers who use this option.

During the hours of 8.30am to 5pm, Monday to Friday at any of the following:

- Council Offices, William Fraser Building, 1 Dunorling Street, Alexandra
- Cromwell Service Centre, 42 The Mall, Cromwell
- Mānīatoto Service Centre, 15 Pery Street, Ranfurly
- Roxburgh Service Centre, 120 Scotland Street, Roxburgh (9am to 4.30pm)

### Inspection of and Objection to Rating Information and Records

The Complete Rating Information Database (CRID) and the Rating Information Database and related rates records are available for inspection between 8.30am to 4.30pm, Monday to Friday, at any of the following:

- Council Offices, William Fraser Building, Dunorling Street, Alexandra
- Cromwell Service Centre, 42 The Mall, Cromwell
- Mānīatoto Service Centre, 15 Pery Street, Ranfurly
- Roxburgh Service Centre, 120 Scotland Street, Roxburgh (9am to 4pm)

Any interested person may inspect the CRID. Inspection is free but there may be a fee payable for the supply of particulars from the CRID.

- The following persons may inspect the rates records for a rating unit in accordance with the Local Government (Rating) Act 2002:
- The ratepayer
- Anyone authorised, in writing, by the ratepayer to do so
- Any person who has become liable to pay the rates under the recovery provisions of the Local Government (Rating) Act 2002
- A solicitor, landbroker or real estate agent
- Any member of the public with respect to rates assessed, but not including arrears, remissions or postponed rates

Any ratepayer named in the Rating Information Database (RID) can object to the information in the RID on the following grounds:

- Rating unit listed in the District Valuation Roll (DVR) has been omitted from the RID
- Information from the DVR has been omitted or incorrectly entered in the RID
- Information entered in the RID (other than information from the DVR) is incorrect
- A lawful amendment to the DVR has not been entered in the RID



Objections to the rates records of a rating unit may only be made by:

- The ratepayer, or
- Someone who has become liable to pay the rates on the unit under the recovery provisions

Objections to rates records may only be made on the following grounds:

- The rates have been incorrectly calculated, or
- The balance shown as owing on the rating unit is incorrect

The Council will notify objectors in writing of its decision regarding an objection.

## Delegation

Section 132 of the Local Government (Rating) Act 2002 allows Council to delegate the exercise of functions, powers or duties conferred by this Act on the local authority to:

- its chief executive officer; or
- any other specified officer of the local authority.

Council has put in place the following delegations:

1. The decision whether disclosure of a name is necessary to identify a rating unit (s28 (2) of the Act) – to the Chief Executive Officer (CEO) and Executive Manager – Corporate Services, acting alone.
2. Authority to determine the fee payable for supplying a copy of the Rates Information Database (RID) (Section 28 (3) of the Act) – to the Executive Manager – Corporate Services.
3. Authority to determine objections to the RID (Section 29 of the Act) – to the CEO, Executive Manager – Corporate Services and Finance Manager, any two acting jointly.
4. Authority to remove names from the RID (Section 35 (b) of the Act) – to the Executive Manager – Corporate Services, Finance Manager, and Rates Officer acting alone.
5. Authority to determine objections to rates records (Section 39 of the Act) – to the CEO, Executive Manager – Corporate Services and Finance Manager, any two acting jointly.
6. Authority to correct errors in RIDs and Rate Records (Section 40 of the Act) – to the Executive Manager – Corporate Services, Finance Manager and Rates Officer, acting alone.
7. Authority to fix the interest rate to be charged on reassessed rates (Section 42 (3) of the Act) – to the Executive Manager – Corporate Services.
8. Authority to issue invoices based on previous year's rates (Section 50 of the Act) – to the Executive Manager – Corporate Services and Finance Manager, acting alone.
9. Determine agreeable method of rates payments (Section 52 (2) of the Act) – to the Executive Manager – Corporate Services.
10. Authority to recover unpaid rates from owner (Section 61 (1) of the Act) – to the Executive Manager – Corporate Services, Finance Manager and Rates Officer, any two acting jointly.



11. Authority to recover unpaid rates from persons other than owners (Section 62 of the Act) – to the Executive Manager – Corporate Services, Finance Manager and Rates Officer, acting alone.
12. Authority to commence proceedings for unpaid rates (Section 63 of the Act) – to the CEO and Executive Manager – Corporate Services, acting jointly.
13. Commencement of rating sale or lease provisions (Section 67 of the Act) – to the CEO and Executive Manager – Corporate Services, acting jointly.
14. Authority to sell by private treaty (Section 72 of the Act) – to the CEO and Executive Manager – Corporate Services, acting jointly.
15. Authority to sell abandoned land (Section 77 to 83 of the Act) – to the Executive Manager – Corporate Services and Property Officer, acting alone.
16. Authority to administer remission and postponement policies (Sections 85/87 of the Act) – to the Executive Manager – Corporate Services.
17. Authority to impose penalties on unpaid rates (Section 57 and 58 of the Act) - to the Executive Manager – Corporate Services.
18. Authority to remit rates penalties as applied in accordance with section 57 and 58 of the Act to the Executive Manager – Corporate Services, Finance Manager or Rates Officer acting alone.
19. Authority to remit water rates penalties as applied in accordance with section 57 and 58 of the Act to the Executive Manager – Corporate Services, Finance Manager, Rates Officer or Water Billing Officer, acting alone.



## Operational Rating Policies

### Māori Freehold Land

Central Otago District Council has no Māori freehold land and therefore has no policy relating to rates relief thereon.

### Postponement of Rates

The objective of the Council's policy on postponement of rates is to assist ratepayers experiencing extreme financial circumstances which affect their ability to pay rates.

Only rating units used solely for residential purposes (as defined by the Council) will be eligible for consideration for rates postponement for extreme financial circumstances.

Only the ratepayer, or his/her authorised agent, may make application for rates postponement. Such application must be in writing.

The ratepayer must have owned the rating unit for at least five years.

When considering whether extreme financial circumstances exist, all of the ratepayer's circumstances will be relevant, including:

- Age
- Physical and/or mental disability
- Injury or illness
- Family circumstances
- Eligibility for DIA Rate Rebate

Additionally, Council must be satisfied that the ratepayer is unlikely to have sufficient funds left over, after the payment of rates, for:

- Normal health care
- Proper provision for maintenance of his/her home and chattels at an adequate standard
- Normal day to day living expenses

Any postponed rates will be postponed until the earlier of:

- The death of the ratepayer; or
- The sale of the rating unit

Postponed rates will be registered as a statutory land charge on the rating unit title. This means that the Council will have first call on the proceeds of any revenue from the sale or lease of the rating unit.

Postponement of rates will apply from the beginning of the rating year in which the application is made.

Postponed rates will incur a postponement fee, equivalent to interest calculated on the total amount postponed at 30 June each year, plus an administrative charge. The interest will be calculated at Council's internal investment rate, as used for internal loans.



## Remission of Rates

The general objectives of the Council's policy on remission of rates are to:

- Mitigate the effects of anomalies and inequities in its rating system, i.e. fairness and equity, i.e. economic well-being
- Assist new and existing businesses to increase their contribution to district employment, i.e. social and economic well-being
- Assist conservation of natural, historic and cultural resources, i.e. environmental and cultural well-being specific objectives are set out in each element of the policy

## Remission of Penalties

The objective is to enable Council to act fairly and reasonably in its consideration of rates which have not been received by the due date due to circumstances outside a ratepayer's control.

A good payment history will be taken into account when considering any remission of penalty. Remission of penalty will be considered in the case of death, illness or accident of a close family member (as defined by Council) as at the due date.

Remission of penalty will be considered when a payment plan for arrears is agreed and operational.

Remission of penalty will be considered where it facilitates the future payment of rates by direct debit within a specified timeframe.

Remission of penalty will be considered where remission will facilitate the collection of overdue rates and results in full payment of arrears and saving on debt recovery costs.

Remission of penalty will be considered if the ratepayer is able to provide evidence that payment has gone astray in the post or by failure to act by a bank in the case of direct debits or credits.

Remission of penalty will be considered where the penalty has been incurred during the processing of settlements following changes in ownership of rating units.

Application for remission of penalty must be in writing to the Rates Officer, or in the case of volumetric water charges, the Water Billing Officer.

Penalties will not be applied to rates accounts with an outstanding balance where an agreed payment arrangement is in place.

## Remission of Uniform Annual Charges and Fixed Charge Targeted Rates on Rural Rating Units

The objective is to prevent a ratepayer paying several uniform annual charges and fixed charge targeted rates on rural land where land is contiguous, farmed as a single entity but is owned by more than one family member, including a family trust (but excluding a limited liability company).

Application for remission of uniform annual charges must be in writing to the Council. It will not be necessary to reapply each year unless circumstances change.



Remission will include any targeted rate set on the basis of a fixed dollar charge per rating unit, as well as any uniform annual charges, with the exception of water and wastewater.

The ratepayer will remain liable for at least one set of each charge.

Remission of uniform annual charges and fixed charge targeted rates, where granted, will take effect from the commencement of the next rating year.

Remissions will not be granted where the Council views the contiguous properties as held for investment purposes; for example, where a new deposited plan has been approved. [Refer also to the Council's policy on remission for development land.]

Where a remission of uniform annual charges and fixed charge targeted rates has been granted to a rating unit, and that remission ceases to be applicable through change in ownership or usage, the rating unit will be charged a proportion of the targeted rates and uniform annual charges applicable for the remainder of the year, commencing from the beginning of the next rating instalment period.

### Remission for Extreme Financial Hardship

The objective is to assist ratepayers who experience temporary extreme financial circumstances which affect their ability to pay rates.

To enable Council to verify extreme financial circumstances exist, an application must be in writing, on the prescribed form (available at Council offices or website). This form contains a statutory declaration which must be completed in front of a Justice of the Peace, solicitor or another person authorised to take a statutory declaration. This statutory declaration is a legal document and should be treated as such. Ensure information is true and correct to the best of your knowledge and belief. You may face criminal charges if you knowingly make a false oath or affirmation.

This form must also be completed by the registered owner and occupier of the property and must relate to a residential property in the Central Otago District. This form is for residential ratepayers only. This application is not for commercial ratepayers.

This application is valid for 12 months, although a consecutive application may be considered but to a maximum of 2 years in totality.

Water, wastewater and refuse charges will be excluded and not subject to remission under the Remission of Rates for Extreme Financial Hardship policy.

If the ratepayer would not qualify for the DIA rates rebate, Council may remit some of the rates due, based on its assessment of the situation.

Eligible ratepayers will receive a 50% remission of rates for two years commencing 1 July on the year following application.

Water, wastewater and refuse charges will be excluded and not subject to remission under this policy.

Applications must be in writing, on the prescribed form (available on our website). This is to enable Council to verify that extreme financial circumstances exist.



## Remission for Anomalous Rates and/or Inequitable Rates Increases

The objective is to allow Council to mitigate any unforeseen effects of:

- Changes in funding policies
- Changes arising from general revaluation of the district's rating units
- Changes in legislation
- Changes arising from unforeseen and/or unusual circumstances

Council will each year receive a report, as part of its Annual Plan process, detailing properties which, unless remissions were granted, would suffer an anomalous or inequitable rates increase in the year to which the Annual Plan relates.

Council may remit such part of the potential increase as it sees fit, subject to such remission not being so great that the rating unit pays a lesser increase than the average for the ward or district.

Ratepayers eligible for such remission will be notified in writing before the first instalment falls due. However, ratepayers not so notified may make application in writing for such remission. Remission of Rates on Rural Land (with a Capital Value less than \$1,000).

The objective is to recognise that undeveloped rural land with a capital value below \$1,000 should only pay minimum rates.

To qualify, ratepayers must hold other land in the district on which full rates are payable.

The minimum rate may vary, but is currently deemed to be \$10.

Ratepayers eligible for such remission will be notified in writing before the first instalment falls due.

Eligible ratepayers will receive a 50% remission of rates for two years commencing 1 July on the year following application.

Water, wastewater and refuse charges will be excluded and not subject to remission under this policy.

## Remission of Rates on Land Protected for Natural, Historic or Cultural Conservation Purposes

The objective is to preserve and promote natural resources and heritage by encouraging the protection of land held for natural, historical or cultural purposes.

Ratepayers who own rating units that have some feature of cultural, natural or historical heritage that is voluntarily protected may qualify for remission of rates under this policy.

Applications must be made in writing to the Rates Officer and be supported by documented evidence of the protected status of the rating unit, for example a copy of the covenant or other legal mechanism.

In considering any application for remission of rates under this part of the policy, the Council will consider the following criteria:

- The extent to which the preservation of natural, cultural or historic heritage will be promoted by granting remission on rates on the rating unit



- The degree to which features of natural, cultural or historic heritage are present on the land
- The degree to which features of natural, cultural or historic heritage inhibit the economic use of the land
- The use of the property

In granting remissions under this policy, the Council may specify certain conditions before remission will be granted.

Applicants will be required to agree in writing to these conditions and to pay any remitted rates if the conditions are violated.

Council reserves discretion in the awarding of all remissions, with the value and duration being relative to scale of the maintenance or restoration project.

Ratepayers are only eligible to apply for this remission if they voluntarily protect any features of cultural, natural or historic heritage.

Water, wastewater and refuse charges will be excluded and not subject to remission under this policy.

Land that is non-rateable under section 8 of the Local Government (Rating) Act 2002 and is liable only for rates for water supply, sewage disposal or refuse collection will not qualify for remission under this part of the policy.

### **Remission of Rates for Heritage Buildings**

The objective is to provide for the preservation of Central Otago's heritage by encouraging the maintenance and restoration of historic buildings. Provision of a rates remission recognises that there are private costs incurred for public benefit.

Applications must be made in writing to the Rates Officer and be supported by documented evidence.

Ratepayers who have buildings with a heritage classification may apply for a rates remission providing the following conditions are met:

- Buildings date pre-1900 or are listed on the Central Otago District Plan Schedule 19.4: Register of Heritage Buildings, Places, Sites and Objects and Notable Trees
- The property must not be owned by the Council or the Crown, or their agencies
- Building owners will need to make a commitment to the ongoing maintenance of their building; or
- Provide details of the restoration project

Eligible ratepayers will receive a 50% remission of rates for two years commencing 1 July on the year following application.

Water, wastewater and refuse charges will be excluded and not subject to remission under this policy.

### **Remissions for Community, Sporting and Other Organisations**

The objective is to facilitate the ongoing provision of non-commercial community services and non-commercial recreational opportunities.

The purpose of granting rates remission to an organisation is to:



- Recognise the public good contribution to community well-being made by such organisations
- Assist the organisation's survival
- Make membership of the organisation more accessible to the general public, particularly disadvantaged groups including children, youth, young families, aged people and economically disadvantaged people

Council supports applications for financial assistance by any organisation not conducted for private profit.

The principal object of the organisation should be to promote the development of Central Otago and provide for at least one of the following: the public, recreation, health, enjoyment, instruction, sport or any form of culture, or for the improving or developing of amenities, where the provisions of any one of these areas is to the benefit of the area.

An organisation making an application should include the following information in support of its application:

- Evidence that other areas of assistance have been investigated if available
- That there is a need for assistance
- That there has been a reasonable effort made to meet the need by the organisation itself
- The organisation's most recent financial accounts

Applications must be made in writing to the Rates Officer and be supported by documented evidence.

Each application will be considered by Council in its merits, and provision of a remission in any year does not set a precedent for similar remissions in any future year.

Remissions to any qualifying organisation shall be on a case-by-case basis of reduction in rates and charges, except that no remission will be granted on targeted rates / charges for water supply, sewage disposal or refuse collection, or areas used for bars.

Eligible ratepayers will receive a 50% remission of rates for two years commencing 1 July on the year following application.

Water, wastewater and refuse charges will be excluded and not subject to remission under this policy.

### **Remission for Crown or Council Land used for Private or Commercial Purposes**

The objective is to ensure lessees using Crown or Council land for private or commercial use do not pay unreasonable levels of rates. Such land is subject to the remissions supporting contiguous land.

Part 1 of Schedule 1 of the Local Government (Rating) Act 2002 states that Crown land is non-rateable, but excludes land used primarily or exclusively for private or commercial purposes under a lease, licence or other agreement.

Application for remission of uniform annual charges must be in writing to the Council. It will not be necessary to reapply each year unless circumstances change.



Remission will include any targeted rate set on the basis of a fixed dollar charge per rating unit, with the exception of water and wastewater.

Applications for remission under this part of the policy must be in writing to the Rates Officer. Applications should give evidence as to why it is unreasonable for the ratepayer to be assessed for rates on the land.

### **Remission for Land Affected by Natural Disasters**

The objective is to provide relief to ratepayers whose land or property has been seriously adversely affected by a natural disaster. A natural disaster is considered as including, but not necessarily limited to, flooding, earthquake damage, wildfire or storm.

Applications for remission under this part of the policy must be in writing to the Council. Applications should give evidence as to why the ratepayer's enjoyment of the land or property has been seriously adversely affected by the natural disaster.

This part of the policy will only be relevant if the natural disaster had a widespread effect in the district.

### **Remission for Development Land**

The objective is to ensure that unsold development land which is in one parcel, but has separate valuation assessment numbers, does not pay more than one set of uniform annual charges and fixed charge targeted rates, excluding volumetric water charges.

Council reserves discretion to consider other requests for remission for Development Land, which vary from that outlined above.

Applications under this part of the policy must be in writing to the Rates Officer.

Any remission granted shall be for four years, effective 1 July on the year following the application.

For each development (defined as one deposited plan):

- In Years 1 and 2 the ratepayer shall pay uniform annual charges and fixed charge targeted rates on one allotment and receive 100% remission on second and subsequent allotments
- In Years 3 and 4 the ratepayer shall pay uniform annual charges and fixed charge targeted rates on one allotment and receive 50% remission on second and subsequent allotments
- Remission shall cease for any allotment if:
  - any interest in the land is passed by the developer to another party, or
  - an application for a building consent is granted, or
  - the land is developed in some other way

Remission ceases from the end of the quarter in which any of these events occur.

Eligible ratepayers will receive a 50% remission of rates for two years commencing 1 July on the year following application.



## Remission for Business Development

The objective is to promote employment and economic development within the district by assisting new businesses (i.e. not in competition with existing businesses) and/or the expansion of existing businesses.

This part of the policy applies to:

- Commercial and / or industrial development that involves the construction, erection or alteration of any building, fixed plant and machinery, or other works intended to be used for industrial, commercial or administrative purposes
- Investment in capital improvements (excluding the cost of the land) must be in excess of \$1,000,000 and significant new employment opportunities created
- Residential developments are specifically excluded from consideration for remission under this part of the policy

Applications must be made in writing to the Rates Officer and must be supported by:

- A description of the development
- A plan of the development (where possible)
- An estimate of costs
- An estimate of the likely number of new jobs to be created by the development

Any rates remission granted will apply during the course of the development for a period of up to three years, with the first year being 1 July on the year following the application.

The amount of remission to be granted will be on a case-by-case basis, subject to a maximum of 50% of rates assessed. Water, wastewater and refuse charges will be excluded and not subject to remission under this policy.

In granting any remission under this part of the policy the Council may specify certain conditions before the remission will be granted. Applicants will be required to agree in writing to such conditions and to pay any remitted rates if the conditions are violated.

## Remission of Water Rates Attributable to Leakage

### Background

From time to time water consumers experience a loss as a result of leaks or damage to their water supply system. It is the normal practice for the consumer to be responsible for the maintenance of the reticulation from the water meter to the property, and to account for any consumption of water supplied through the meter. This is currently enforced through the Water Supply Bylaw 2008.

Council has taken the view that some consumers may experience an occasional water leak without them being aware of the problem. They have therefore decided that it would be reasonable to allow for a reduction in charges to these consumers in certain circumstances. This policy statement addresses that decision.

### Objective of the Policy

To standardise procedures to assist ratepayers who have excessive water rates due to a fault (leak) in the internal reticulation serving their rating unit.

Whilst at the same time ensuring that consumers retain responsibility for the maintenance of their private reticulation, as required by the Water Supply Bylaw 9.15.



**Conditions and Criteria**

The Council may remit the excess water rates where the application meets the following criteria:

- The policy will apply to applications from ratepayers who have excess water rates due to a fault(s) in the internal reticulation
- That all applicants are requested to submit their application in writing before the due date of an invoice
- That a report from a registered plumber be supplied stating that the property has experienced a water loss as a result of a leak
- That proof of the repairs to the internal reticulation be submitted for verification (i.e. plumber's repair account) within 60 days of the due date of an invoice
- That the ratepayer be charged the full charge for normal consumption
- The maximum relief that will be provided will be 50% of the difference between the normal consumption and the actual water consumption for that period any remission under this policy will be limited to one application within any two-year period for any particular rating unit
- The Executive Manager – Corporate Services be delegated authority to consider applications for remission of excess water rates and, if appropriate, approve or decline them.

**Notes:**

- "Internal reticulation" refers to the underground and indoor pipe work and specifically excludes irrigation and leaking toilets, taps etc
- The "normal consumption" will be calculated at Council's discretion from the information available
- No adjustment shall be backdated beyond the current period invoiced
- This is a financial remission only based on the volumetric charge.

**General**

In certain cases, particularly requests for remission for:

- Business development
- Land protected for natural, historic or cultural conservation purposes
- Land affected by natural disaster
- Remission for anomalous rates increases
- Heritage buildings
- Community sporting and other organisations

The application will be referred to Council for a decision.

All applications considered by Council will be discussed in open session, or the results of its deliberations in closed session will be disclosed in open session at its next meeting.

All other applications for remissions will be decided by the Executive Manager – Corporate Services or duly delegated officer.



# Clyde Wastewater Reticulation Scheme – Capital Funding Plan

*The Clyde Wastewater Reticulation Scheme Capital Project Funding Plan in accordance with Section 117B(3) of Local Government (Rating) Act 2002.*

## Scheme Purpose

The Clyde Wastewater Reticulation Scheme covers all properties located in the Clyde township. All residential and commercial properties in Clyde are currently served by privately owned septic tanks and disposal fields. To meet increasing environmental expectations, regulation, and accommodate growth, a reticulated wastewater system is required.

Council has determined that a reticulated wastewater system with wastewater piped from Clyde to the Alexandra treatment facility will provide the best value for money. The construction costs are less as the pipeline can be built in conjunction with construction of a water pipeline between Clyde and Alexandra, and the costs of operating one treatment plant for both towns are significantly lower than operating two separate plants.

As part of Council's 10 Year Plan 2018-28 consultation, Council proposed to implement the project in three stages.



## Funding Breakdown

The total estimated cost of Stage 1 is \$23,115,000 including GST, and the total cost for all Stages 1-3 is \$48,760,000 including GST and inflation.



Council believes that the financial burden of Clyde ratepayers paying the full amount of the wastewater reticulation would be unsustainable for a community of that size. So, following consultation on the 2018-28 Long-term Plan it was agreed that the project will be funded by:

- Clyde Ratepayers in Stage 1 to pay a contribution of \$10,000 for each connection to the new network. Clyde Ratepayers in Stages 2 and 3 will pay an inflation adjusted contribution on completion of the relevant Stage for their property.
- An increase to the district wastewater rates and charges of \$56 per annum per property in 2018 across the whole district. The district wastewater rate will contribute toward the balance of the project cost and the ongoing operation and maintenance costs of the scheme. Clyde properties who will benefit from the scheme when they are connected in stages 1, 2 and 3 also pay this annual charge of \$56.

This Funding Plan relates to property owners who will be connected in Stage 1 only. Connected properties are defined as: any rating unit (including vacant sections) that is connected (or able to be connected because a lateral is provided) to a Council operated wastewater system. So, a property is considered connected when Council has provided a lateral connection to the property boundary. This is consistent with Council's district-wide approach for wastewater connections.

See Key Dates section for the project timeline for Stages 2 and 3. Property owners in Stage 2 and 3 will be contacted separately to make their contribution toward these stages when construction starts on these.

## Estimated Scheme Cost

The current total estimated cost for Stage 1 of the Clyde Wastewater Reticulation Scheme and sources of funding is:

	Cost per Household Unit Equivalent (HUE)	Estimated Cost
Clyde Stage 1 (est. 212 HUEs)	\$10,000	\$2,120,000
District Funded		\$20,995,000
<b>Total incl. GST</b>		<b>\$23,115,000</b>

The estimated cost of Stages 2 and 3, not included in this Plan, are:

	2021 Estimated Cost (incl. GST)	Estimated Inflated Cost (incl. GST)
Stage 1 (2018-2022)	\$23,115,000	\$23,115,000
Stage 2 (2029-2033)	\$14,145,000	\$18,285,000
Stage 3 (2038-2040)	\$4,945,000	\$7,360,000
<b>Total Stage 1-3</b>	<b>\$42,205,000</b>	<b>\$48,760,000</b>



The estimated cost includes:

- Wastewater pipeline to carry wastewater to Alexandra Wastewater Treatment Station
- Clyde Main Pump Station
- Reticulation within Clyde

## Capital Contributions

The cost per existing property (Household Unit Equivalent) is \$10,000 (incl. GST) for the capital contribution to the network.

No recalculation of the capital contribution from Stage 1 Clyde Ratepayers will be made. If project costs differ from the above estimates these changes will impact the district wide contribution.

## Payment Options

Clyde Ratepayers in Stage 1 will have the option of paying the \$10,000 capital contribution by the following options:

Single lump sum payment of \$10,000 in Year 1 (July 2023-June 2024).

Four lump sum payments of \$2,500 paid quarterly in Year 1 (July 2023-June 2024).

Targeted rate payments of \$1,277 each year for ten-year period, invoiced as part of the total rates annual invoice starting in the 2023/24 financial year. This has been calculated with 5% interest and amounts to a total of \$12,770 over ten years.

The default option is to pay via a targeted rate over ten years. Stage One ratepayers will be invited to opt-in to pay by lump sum (single or quarterly) in February 2023 and must respond to Council by 31 March 2023 if they would like to pay by lump sum.

This is the only opportunity to pay by lump sum for stage one. If ratepayers do not want to pay by lump sum they do not need to reply and will automatically pay the targeted rate over 10 years.

The proposed due dates for lump sum payments are yet to be finalised but expected to be:

Option	Proposed payment due dates			
One-off	18/08/2023			
Quarterly	18/08/2023	17/11/2023	16/02/2024	17/05/2024

Ratepayers who opt to pay by lump sum contribution will not be liable for a targeted rate for the capital project improvements.

In addition to the contribution to the capital project costs, once connected all Clyde ratepayers will pay the district wide wastewater rate for operation and maintenance of the network. This rate is updated annually as part of Council's annual planning process.



Should payment of the agreed capital contribution not be met, Council reserves the right to cancel the capital contribution election and transfer the ratepayer over to the targeted rate payments of \$1,277 per annum for the ten-year period, invoiced as part of the total rates annual invoice. Any capital contribution that has been received will be credited against the outstanding targeted rates until no rates remain unpaid.

## Subdivision and Development

If property owners sell their property, then:

If they have chosen to make their capital contribution via lump sum, any future ratepayers will be liable for any outstanding payments.

If they have chosen to make their capital contribution via targeted rate, any future ratepayers will continue to pay the targeted rate.

Properties subdivided after the date of this capital project funding plan will not pay their contribution as described in this Plan. Instead, they will fund their contribution through the relevant Development Contributions applicable to the property at the time of subdivision, and through the district wastewater rate.

## Key Dates

### Invitation to make a lump sum contribution:

- |   |                 |
|---|-----------------|
| – Invitation from CODC to make lump sum contribution  | 1 February 2023 |
| – Ratepayers to agree to make a lump sum contribution | 31 March 2023   |

### Expected Payment date for Ratepayers making a one-off lump sum contribution:

- |  |                |
|--|----------------|
| – Final payment for one-off lump sum payment | 18 August 2023 |
|--|----------------|

### Expected Payment dates for Ratepayers making quarterly lump sum contributions:

- |                               |                  |
|-------------------------------|------------------|
| – First instalment            | 18 August 2023   |
| – Second instalment           | 17 November 2023 |
| – Third instalment            | 16 February 2024 |
| – Fourth and final instalment | 17 May 2024      |

### Construction dates:

- |           |             |
|-----------|-------------|
| – Stage 1 | 2019 – 2022 |
|-----------|-------------|

Stage 1 is expected to be commissioned by 30 October 2022.

Future project stages, not part of this Plan:

- |           |             |
|-----------|-------------|
| – Stage 2 | 2028 – 2033 |
| – Stage 3 | 2038 – 2042 |



## Funding Plan Expiry Date

This funding plan will expire once the 10-year period of targeted rate contributions has ended, expected to be 1 July 2033.

If commissioning of Stage 1 is delayed the timeline for payments may be altered, this will be communicated to affected Ratepayers.

## Consultation Process

The Clyde Wastewater Project was consulted on during 2018-28 Long Term Plan consultation (28 March 2018 – 30 April 2018).

Council consulted with the community on two issues:

Timing of the wastewater reticulation project, and

Funding of the project.

346 submissions were made on this issue, and following strong support Council adopted the following options into the 2018-28 Long Term Plan:

- Staging the Clyde wastewater project over three stages.
- Funding the project through:
  - Clyde ratepayers pay a \$10,000 capital contribution.
  - District wastewater rate increase of \$56 per property (in 2018).
- Payment options for Clyde ratepayers:
  - A one-off (lump sum) contribution of \$10,000.
  - Payment via a targeted rate over a 10-year period at \$1,277 per annum (calculated with a 5% interest rate).



# Ripponvale Water Upgrade Scheme - Capital Funding Plan

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*The Ripponvale Water Upgrade Scheme Capital Funding Plan in accordance with Section 117B(3) of Local Government (Rating) Act 2002.*

## Scheme Purpose

The Ripponvale Community Water Scheme provides drinking water to more than 100 people and is required to meet the New Zealand Drinking Water Standards for a small supply. The Scheme was registered as only supplying a population of 30 people and has not been complying with the legal requirements.

Council took over responsibility for the Ripponvale Community Water supply on the basis that the properties on the supply pay for half of the estimated costs to upgrade the network to comply with New Zealand Drinking Water Standard requirements. The estimated cost including GST was \$690,000. The amount to be paid by properties on the scheme is therefore \$345,000 (plus interest, if applicable).

## Funding Breakdown

The total estimated cost of the project is \$690,000 including GST.

Council believes that the financial burden on the 73 **Ripponvale Community Water Scheme** ratepayers paying the full amount of the Ripponvale Water Upgrade Scheme would be unsustainable for a community of that size. In November 2020 Council resolved to fund 50% of the scheme through the Stimulus Funding Scheme from the government funded three waters programme of funding.

- 50% funded by Council stimulus funding at \$345,000 including GST.
- 50% funded by the properties within the Ripponvale Community Water Scheme supply at \$345,000 including GST.

This Funding Plan relates to *existing* properties on the Ripponvale Community Water Scheme within the Cromwell Water Supply Area.

Members of this scheme have been charged the standard rates for a Council water connection since 01 July 2021.

*Connected properties are defined as: any rating unit (including vacant sections) that is connected (or able to be connected because a lateral is provided) to a Council operated wastewater system. So, a property is considered connected when Council has provided a lateral connection to the property boundary. This is consistent with Council's district-wide approach for water connections.*



**Key dates**

<b>1 July 2021</b>	Members of this scheme commenced being charged the standard rates for a Council water connection.
<b>9 July 2021</b>	Letter sent to properties advising of the connection and that further consultation was to happen.
<b>1 July 2022</b>	Scheme holders commence paying the balance of the upgrade costs of \$345,000 including GST.

**Estimated Scheme Cost**

The current total estimated cost for the Ripponvale Water Upgrade is \$690,000 including GST. Funding for the upgrade will be shared 50% council funding and 50% by the properties within the Ripponvale Community Water Scheme supply.

	<b>Cost per Household Unit Equivalent (HUE)</b>	<b>Estimated Cost</b>
<b>Ratepayer funded (either lump sum or a targeted rate)</b>	\$4,726	\$345,000
<b>Council Funded</b>		\$345,000
<b>Total incl. GST</b>		<b>\$690,000</b>

The estimated cost includes:

<b>Component</b>	<b>Cost (incl. GST)</b>
Upgrade Kawarau Gorge Road	\$274,808
Critical spares	\$6,739
Telemetry upgrade	\$15,140
Reticulation upgrades across Ripponvale Network	\$393,313
<b>Total</b>	<b>\$690,000</b>

**Capital Contributions**

The cost per existing property (Household Unit Equivalent) is \$4,726 (incl. GST) for the capital contribution to the network. This is based on 73 properties, included in the Ripponvale Water Upgrade Scheme map as detailed on page 183 of the 2022-23 Annual Plan, and also on the Council website under Property and Rates quick links.

No recalculation of the capital contribution will be made. If project costs differ from the above estimates these changes will not be imposed on the ratepayer.



## Payment Options

The Ripponvale Community Water Scheme ratepayers will have the choice of paying the \$4,726 contribution by the following options:

1. Single lump sum payment of \$4,726 in the 2022-23 year (July 2023-June 2024), invoiced separately to the rates invoice, with payment due in August 2022.
2. Four payments of the lump sum contribution of \$1,181.50 paid quarterly, commencing July 2023 and ending 30 June 2024, also invoiced separately to the rates invoice.
3. Targeted rate payments of \$602.57 each year for either a ten-year period **or** \$1,087 each year for a five-year period, depending on Council's decision once they have considered the Ripponvale Community Water Scheme ratepayers feedback from the March 2022 consultation.

The targeted rate will be invoiced as part of the total rates annual invoice starting in the 2022/23 financial year.

The term of the targeted rate will depend on the outcome of the March 2022 consultation process. The ten-year and five-year individual annual payment has been calculated with 5% interest and amounts to a total of \$6,025.70 over ten years or \$5,435 over five years per ratepayer. Those that elect to pay either option 1 or option 2 will only pay \$4,726 in total and will not incur any interest costs.

The default option is to pay via a targeted rate over whichever term is agreed by Council once they have considered the Ripponvale Community Water Scheme ratepayer's feedback.

As part of the consultation process, the 73 impacted ratepayers will be formally invited to opt-in to pay by lump sum (single or quarterly) in early June 2022 and must respond to Council's consultation and formal invite by **20 June 2022** if they would like to pay by lump sum.

This is the only opportunity to pay by lump sum. If ratepayers do not want to pay by lump sum, they do not have to accept the offer and will automatically pay the Council imposed targeted rate over the five or ten year period.

The proposed due dates for lump sum payments are yet to be finalised but are expected to be:

Option	Proposed payment due dates			
<b>One-off</b>	18/08/2022			
<b>Quarterly</b>	18/08/2022	17/11/2022	16/02/2023	17/05/2023

Ratepayers who opt to pay by lump sum contribution will not be liable for a targeted rate for the water scheme upgrade.



## Subdivision and Development

If property owners sell their property, then:

- If they have chosen to make pay their contribution via lump sum, any future ratepayers will be liable for any outstanding payments.
- If they have chosen to make their capital contribution via targeted rate, any future ratepayers will continue to pay the targeted rate.

Properties subdivided after the date of this capital project funding plan will not pay their contribution as described in this Plan. Instead, they will fund their contribution through the relevant Development Contributions applicable to the property at the time of subdivision, and through the District wastewater rate.

## Key Dates

### Invitation to make a lump sum contribution:

- |   |              |
|---|--------------|
| – Invitation from CODC to make lump sum contribution  | 05 June 2022 |
| – Ratepayers to agree to make a lump sum contribution | 20 June 2022 |

### Expected payment date for ratepayers making a one-off lump sum contribution:

- |  |                |
|--|----------------|
| – Final payment for one-off lump sum payment | 22 August 2022 |
|--|----------------|

### Expected payment dates for ratepayers making quarterly lump sum contributions:

- |                               |                  |
|-------------------------------|------------------|
| – First instalment            | 22 August 2022   |
| – Second instalment           | 21 November 2022 |
| – Third instalment            | 21 February 2023 |
| – Fourth and final instalment | 22 May 2023      |

### Construction dates:

- |  |               |
|--|---------------|
| – Construction commenced                 | November 2021 |
| – Construction scheduled to be completed | 30 June 2022  |

## Funding Plan Expiry Date

This funding plan will expire once the 10-year or five-year period of targeted rate contributions has ended, expected to be no later than 30 June 2032.

## Consultation Process

The costs for this project were included in the 2021-31 Long-term Plan, which was consulted on from 26 March – 25 April 2021.

The Ripponvale Community Water Scheme ratepayers received notification in a letter dated 9 July 2021 that the upgrade would commence and that they would be contributing to the upgrade.



Consultation on how they elect to pay for the Ripponvale Community Water Scheme upgrade began on 15 March 2022 and ended on 2 April 2022.

The affected ratepayers will be notified no later than 30 June 2022 of Council's decision regarding the term of the targeted rate.



# Liability Management Policy

## 1. Purpose

- 1.1 Sections 102(2)(b) and 104 of the Local Government Act 2002 (the Act) require local authorities to adopt a liability management policy. Sub Part 4 of Part 6 of the Act (Sections 112 to 122) sets out the statutory framework for local authority borrowing.
- 1.2 The statutory definition of borrowing is:
- 'Borrowing'-*
- a) *Means the incurring by any means of debt to raise money; and*
  - b) *Includes the incurring of debt-*
    - (i) Under any contract or arrangement for hire purchase, deferred payment, instalment payment, sale and lease back or buy back, financial lease, loan, overdraft, or other arrangement for obtaining debt finance; or
    - (ii) By the drawing, acceptance, making, endorsement, issue, or sale of bills of exchange, promissory notes and other negotiable instruments and debt securities; or
    - (iii) by the use, for any purpose, of funds received or invested by the local authority for any other purpose if the local authority has resolved to repay, with or without interest, the funds used; but
  - c) Does not include debt incurred in connection with the hire purchase of goods, the deferred purchase of goods or services, or the giving of credit for the purchase of goods or services, if-
    - (i) The period for which the indebtedness is outstanding is less than 91 days and the indebtedness is not incurred again promptly after payment; or
    - (ii) The goods or services are obtained in the ordinary course of the local authority's performance of its lawful responsibilities, on terms and conditions available generally to parties of equivalent credit worthiness, for amounts not exceeding in aggregate an amount—
      - (A) Determined by resolution of the local authority as not being so significant as to require specific authorisation; or
      - (B) Recorded for the purposes of this subparagraph of this paragraph of this definition in the then current borrowing management policy of the local authority; and "borrow" has a corresponding meaning:
- 1.3 This policy will be reviewed by Council every three years or as required.
- 1.4 The policy recognises that Council has a strong preference for certainty in relation to debt repayment, is averse to risk and wishes to avoid administrative complexity.



1.5 Legal requirements and their cross references are:

Requirement	Reference
General policy	Entire policy
Interest rate exposure	3.1.4
Liquidity	3.1.7
Credit exposure	3.2
Debt repayment	3.3

## 2. Objectives

2.1 The objectives of this policy are:

- To ensure Council has appropriate working capital funds available to carry out its strategic plans as outlined in the Annual Plan and Long-term Plan
- To ensure that the costs of any expenditure can be recovered at the time that the benefits of that expenditure accrue in accordance with Council's Revenue and Financing policies. In particular, debt will normally be used to fund capital expenditure that provides future service benefits
- Ensure that Council has an ongoing ability to meet its debts in an orderly manner as and when they fall due in both the short term and long term, through appropriate liquidity and funding risk management
- Arrange appropriate funding facilities for Council ensuring they are at market related margins utilising bank debt facilities and/or capital markets including the Local Government Funding Authority (LGFA) as appropriate
- Maintain lender relationships with Council's general borrowing profile in the local debt and, if applicable, capital markets (including LGFA), so that Council is able to fund itself appropriately at all times
- Control Council's cost of borrowing through the effective management of its interest rate risks, within the interest risk management limits established by the Liability Management Policy
- Ensure compliance with any financing/borrowing covenants and ratios
- Maintain adequate internal controls to mitigate operational risks
- Produce accurate and timely reports that can be relied upon by senior management and Council for control and exposure monitoring purposes in relation to the debt raising activities of Council.



### 3. Policies

#### 3.1 General

3.1.1 The Council should only raise debt in relation to its Long-term Plan, Annual Plan, specific council resolutions or the Financial Strategy, and core objectives after having first ascertained that there are no readily available uncommitted funds as outlined below:

- Cash investments under the control of the community board or committee responsible for the particular activity (repay by funded depreciation or internal loan methods).
- Cash investments under the control of the Council (repay by funded depreciation or internal loan methods).

3.1.2 Council maintains external borrowings in order to:

- Raise specific debt associated with projects and capital expenditures;
- Fund the balance sheet as a whole, including working capital requirements; and
- Fund assets whose useful lives extend over several generations of ratepayers.

3.1.3 External loans will normally be repaid as soon as possible from funds generated by operations and depreciation rated for and not otherwise committed, in accordance with revenue and financing policies.

Borrowing provides a basis to achieve intergenerational equity by aligning long-term assets with long-term funding sources and ensure that the costs are met by those ratepayers benefiting from the investment.

3.1.4 The interest rate exposures of Council shall be managed according to the parameters detailed in the following table and shall apply to the core debt of Council. Core debt is defined as the level of debt determined by the Executive Manager – Corporate Services (EM-CS), but shall exclude any debt that is associated with Three Waters assets which will be managed outside of the interest rate risk management parameters

Fixed Rate Hedging Percentages		
Term	Minimum Fixed Rate Amount	Maximum Fixed Rate Amount
0 - 2 Years	40%	100%
2 - 4 Years	25%	80%
4 - 8 years	0%	60%

To manage the interest rate risk associated with its debt, Council may use the following interest rate risk management instruments:

- Interest rate swaps
- Swaptions
- Interest rate options
- Interest rate collar structures but only in a ratio of 1:1
- Forward rate agreements.

Definitions of these can be found in Schedule One.



- 3.1.5 For funding risk management purposes, to ensure that all of the Council's debt is not exposed to excessive refinancing risk at any one time, where practicable no more than 40% of all debt facilities should mature within a rolling twelve-month period. Compliance with this provision is not required if total external debt is less than \$20 million. Debt that is associated with Three Waters assets shall be excluded from this requirement.
- 3.1.6 These risk controls in Sections 3.1.4 and 3.1.5 will only be activated once external core debt is forecast to exceed \$20M.
- 3.1.7 For liquidity purposes, Council shall aim to maintain liquidity of not less than 10% above projected core debt over the ensuing 12-month period. Liquidity includes committed bank facilities and liquidity assets such as cash, term deposits, Commercial Paper, Fixed Rate Bonds and Floating Rate Notes. For the purpose of the liquidity calculation core debt will include debt that is associated with Three Waters assets.
- 3.2 Counterparty Exposure
- 3.2.1 Counterparty credit risk is the risk of losses (realised or unrealised) arising from counterparty defaulting on a financial instrument where the Council is a party.
- 3.2.2 Credit exposure or credit risk will be regularly reviewed by the Executive Manager – Corporate Services at least six-monthly. Treasury related transactions will be entered into with approved counterparties.
- 3.2.3 Interest rate derivative transactions and foreign exchange contracts must be transacted with NZ registered banks that have a minimum S&P Global Ratings (S&P) (or Moody's Investors Services (Moody's) or Fitch Ratings (Fitch) equivalents) long term credit rating of A or better.
- 3.2.4 New Zealand Local Government Funding Authority (LGFA)
- Despite anything earlier in this policy, the Council may borrow from the LGFA and, in conjunction with that borrowing, may enter into the following related transactions to the extent it considers it necessary or desirable:
- Contribute a portion of its borrowing back to the LGFA as an equity contribution to the LGFA;
  - Provide guarantees of indebtedness of other local authorities to the LGFA and of the indebtedness to the LGFA itself;
  - Commit to contributing additional equity (or subordinated debt) to the LGFA if required; and
  - Secure its borrowings from the LGFA and the performance of other obligations to the LGFA or its creditors with a charge over the Council's rates and rates revenue.
- 3.3 Debt Repayment
- Borrowings are to be repaid from:
- Sale of assets;
  - Realisation of investments;
  - General funds and/or specific function revenues including rates and depreciation covered by revenue or rates; or Raising of other loans.



## 4. Internal Loans

- 4.1 General Council (including ward, community board or committee) investments may be used as a source for internal loans in relation to expenditure of a capital (or one-off) nature related to any activity that would normally be funded by external loan.
- 4.2 The interest to be applied to internal loans will be determined at the commencement of each financial year based on, and not exceeding, the interest offered on a 12-month investment by the Council's bank at 1 July. It is permitted to apply rates of interest below that or zero in specific cases, after taking into account fairness and equity.
- 4.3 The term for any internal loan shall be not more than 50 years and will be set taking into account the ability to pay off the ratepayers affected, alternative uses of the funds, and the life of the assets to be funded; all terms of internal loans will be subject to review during the course of the loan.

## 5. Borrowing Limits

- 5.1 Borrowing will be managed within the following limits

Item	Borrowing Limit / LGFA Lending Covenant
Net external debt as a percentage of total revenue*	<175%
Net external debt as a percentage of total value of assets	<10%
Net external interest as a percentage of total revenue*	<20%
Net external interest as a percentage of annual rates revenue (debt secured under debenture)	<25%
Liquidity (term debt + committed loan facilities + available cash or cash equivalent) over existing external debt	>10% above projected peak borrowing over ensuing 12-month period

For the purpose of calculating the above ratios:

- Revenue is defined as revenue from rates, government grants and subsidies, user charges, interest, dividends, financial and other revenue. It excludes government capital contributions (eg. developer contributions and vested assets).
- Annual rates revenue is defined as the amount equal to the total revenue from any funding mechanism authorised by the Local Government (Rating) Act 2002 together with any revenue received from other local authorities for services provided (and for which the other local authorities rate).

Cash/cash equivalents are defined as:

- Overnight bank cash and term deposits;
- Commercial Paper
- Fixed Rate Bonds
- Floating Rate Notes
- Net external debt is defined as total external debt less cash/cash equivalents that would be available to repay debt.



## 6. Repayment of Borrowings

### 6.1 Repayment of Debt

- 6.1.1 Subject to Council resolution or a stated intention in the Annual Plan, it is permitted to use existing funds to repay debt, providing suitable internal arrangements are put into place to prevent any change in rates distribution among particular groups of ratepayers.

Council may also elect to use:

- Rating revenues established for that purpose;
- Proceeds from the disposition of surplus assets or investments;
- Regular instalments of principal and interest, especially with internal scheme capital works loans; and/or
- Refinancing with new debt.

Total debt levels are determined through the Long-term Plan, annual plans and asset management plans.

## 7. Authorised External Borrowing Sources

- 7.1 The following external borrowing sources will be utilised:

### **Bank Sourced Debt**

Council may borrow from any New Zealand registered bank with a minimum S&P (or equivalent) short term rating of A-1 and a minimum long term rating of A. There will be no limit set on the amount of funds which any of the authorised banks may lend to the Council. When borrowing, Council will go out to tender in order to obtain the best rate possible.

Where debt is sourced from New Zealand registered banks, the following borrowing facilities may be used:

- Overdraft facilities;
- Committed term loan/cash advance facilities; and
- Standby term loan/cash advance facilities

Borrowings will be secured by either a general charge over rates or over a specific asset of the Council.

### **Local Authority Bonds**

Council may authorise the issuance of local authority bonds (medium term notes), fixed rate bonds and floating rate notes.

The bonds will be secured by either a general charge over rates or over a specific asset of the Council.



This method of borrowing will be authorised by specific Council resolution in each instance.

#### **Local Government Funding Agency (LGFA)**

There is no limit set on the amount of funds that are allowed to be borrowed from this agency. LGFA funding will be secured by a general charge over rates.

## **8. Benchmarking**

- 8.1 For performance measurement purposes, the actual borrowing performance of Council shall be compared with the following external benchmark, which is predicted off the midpoints of the risk control bands contained in the fixed rate hedging percentages table contained in Section 3 of this policy.

## **9. Treasury Responsibilities, Compliance and Controls**

### **9.1 Council**

- Approves overall borrowing limits each year through the Annual Plan process
- Approves for charging assets a security over borrowing
- Approves any risk management strategy outside the delegated authorities outlined in this policy document
- Monitor treasury performance through the receipt of appropriate reporting, as per Schedule Two
- Approve new borrowing facilities from the banking sector and capital markets, including the Local Government Funding Agency (LGFA), upon recommendation from the Chief Executive (CE)
- Approve on an individual basis investment in Building Societies
- Approve Liability Management and Investment Policy
- Approve any hedging outside the parameters of this policy.

### **9.2 Chief Executive**

- In the absence of the Executive Manager – Corporate Services (EM-CS), oversee the funding, interest rate risk management and financial market investment activities of Council
- Approves any amendments to the Liability Policy recommended by EM-CS, prior to submission to Council for approval
- In the absence of the EM-CS undertakes the duties as detailed in this document as appropriate, including checking external confirmations against internal records
- Approve authorised electronic signatory positions
- Signs the documents relating to the financial market activities of Council.

### **9.3 Executive Manager - Corporate Services**

- Makes decisions regarding all funding and interest rate risk management activities of Council prior to implementation/execution
- Makes decisions regarding all financial market investment activities of Council prior to execution
- Refinancing of existing debt



- Manages the bank lender and capital markets relationships, providing financial information to lenders and negotiates new/amended borrowing facilities or methods for approval by Council
- Approves opening and closing of bank accounts and new banking facilities
- Approves authorised electronic signatory positions
- Provides policy advice as needed and reports to the CE and Council on overall treasury risk management issues regularly
- Conducts a review of the Liability Management and Investment Policy every three years or as required basis and submits any recommended changes to Council for approval once the CE has approved them and the necessary statutory processes have been followed
- Signs documents relating to the borrowing and financial market investment activities of Council
- Executes treasury transactions in the absence of the Finance Manager
- Checks external confirmations against internal records.

#### 9.4 Finance Manager

- In the absence of the EM-CS undertakes all his/her duties under a delegated authority authorised by the CE
- Approves authorised electronic signatory positions
- Executes treasury transactions
- Prepares regular reports to Council
- Checks external confirmations against internal records.

## 10. Internal Controls

### 10.1 Introduction

Arranging and agreeing transactions with external counterparties are required to occur in a framework of control and accuracy. It is vital to the internal control of Council that all transactions are captured, recorded, reconciled and reported in a timely fashion within a process that has necessary checks and balances, so that unintentional errors and/or fraud are identified early and clearly. Movements in financial market variables can be rapid, and exposures to such movements that are not known about due to inadequate transaction recording and reporting systems should not be allowed to occur.

### 10.2 Transaction Origination

The following authorities shall apply in respect to the execution of transactions with bank dealers and brokers on behalf of Council that can commit Council to all related contractual obligations under these transactions. All such transactions are generally originated and agreed either verbally by telephone or by email. Therefore, it is important that procedures are in place to control the activity.

### 10.3 Funding from bank facilities, issuing Council debt, undertaking financial market investment transactions, including LGFA and entering into interest rate derivative transactions



- Funding from bank facilities, issuing council debt, undertaking Financial Market Investment Transactions, including LGFA and entering into Interest Rate Derivative Transactions with an approved banker broking counterparty entails the personnel of Council, who are approved to undertake these activities, verbally or by email agreeing with the bank or broker amount, term selection, rate accepted and the type of instrument being issued (in the case of borrowing), or transacted (in the case of a derivative transaction).
- Once the deal is agreed, details of the transaction shall be entered on the internal system
- Once the bank or broker confirmation of the transaction is received, the details should then be checked to ensure that the bank or broker confirmation is in accordance with the details on the Council's internal system.

Any discrepancies noted in the above procedures should immediately be communicated to the bank or broker so that the correct details of the deal can be agreed on. Where the EM-CS has transacted the deal in the first place, the deal shall be ratified and signed off by either the CE or the Finance Manager, and where the CE has transacted the deal in the first place, the deal shall be ratified and signed off by the EM-CS or Finance Manager. In this way, there is a clear division of responsibility and a self-checking system.

#### 10.4 Settlement Procedure

All transactions are to be confirmed and reconciled to external confirmations and internal documentation before settlement.



## Schedule 1

### Definitions of interest rate risk management instruments

#### **Forward Rate Agreement (FRA)**

An agreement between Central Otago District Council (CODC) and a counterparty (usually a bank) protecting CODC against a future adverse interest rate movement. CODC and the counterparty agree to a notional principal amount, the future interest rate, the date and the benchmark rate, which is usually as detailed on the daily bank bill reference (BKBM) page, on the Reuters' financial market information system.

#### *Objective*

To provide CODC with certainty as to its interest rate cost on an agreed principal amount for an agreed period. An FRA typically applies to a three-month period, starting at some point within the next 12 months.

#### **Interest Rate Swap (IRS)**

An interest rate swap is an agreement between CODC and a counterparty (usually a bank) to manage Council's exposure to interest rate movements. CODC pays (or receives) a fixed interest rate and receives (or pays) a floating interest rate. The parties agree to a notional principal amount, the fixed interest rate, the settlement dates and the benchmark floating rate, which is usually BKBM off the Reuters' page containing the daily rate sets for various market reference rates.

#### *Objective*

To provide CODC with certainty as to its interest rate cost on an agreed principal amount for an agreed period. Floating rate periods are typically quarterly or semi-annual.

#### **Forward Start Interest Rate Swap**

#### *Objective*

To provide CODC with certainty as to its interest rate cost on an agreed principal amount for an agreed period which commences at a future point in time. All other conditions are as with an interest rate swap.

#### **Option on a Swap Agreement – Swap Option**

#### *Objective*

To provide CODC with the right but not the obligation to enter into a fixed rate swap at a future point in time on an agreed principal amount for an agreed period. A swap option is an option on a swap and typically requires a premium to be paid.

#### **Interest Rate Options**

The purchase of an interest rate option gives the holder (in return for the payment of a premium) the right but not the obligation to borrow (described as a cap) or invest (described as a floor) at a future date. CODC and the counterparty agree to a notional future principal amount, the future interest rate, the benchmark dates and the benchmark floating rate (usually BKBM on Reuters).



*Objective*

To provide CODC with worst case cover on its interest rate cost on an agreed principal amount for an agreed period. As for an interest rate swap, rate sets are typically quarterly or semi-annual for the life of the option.

**Interest Rate Collar**

The combined purchase (or sale) of a cap and the sale (or purchase) of a floor.

*Objective*

To provide CODC with certainty as to its interest rate cost on an agreed principal amount for an agreed period, but by limiting CODC's downside participation, typically avoiding the payment of a premium.

**Limits on Selling Options**

CODC will only sell an option if at the same time it purchases an option for a similar term with the same notional value.

The reasons for the use of any incidental arrangements will be explained within a specific resolution of Council, enabling such arrangements to be entered into.

## Schedule 2

### Quarterly Reporting Requirements

A quarterly report should contain the following:

- Total debt utilisation, including sources of debt
- Interest rate hedging profile against hedging percentage limits
- New interest rate hedging transactions completed
- Weighted average cost of funds
- Performance measurement
- A statement of policy compliance
- Details of any exception reports including remedial action taken or intended to be taken.



# Fees and Charges 2022-23

While Council has aimed to provide an exhaustive and accurate schedule of charges, if any errors or omissions are identified, charges will be calculated by reference to the appropriate underlying authority/resolution. Council reserves the right to vary and introduce fees and charges at its discretion.

All fees and charges referred to are inclusive of goods and services tax (GST) at 15%.

		2022/23 Includes GST	2021/22 Includes GST
	<b>THREE WATERS</b>		
<i>Where a service connection for water and/or wastewater, or a wheelie bin is provided to a rating unit in the course of a rating year, the rating unit will be charged a proportion of the full year cost the service as scheduled in the rating section of the 10 year Plan, based on the number of complete months remaining in the financial year.</i>	<b>DESIGNATED WASTEWATER TREATMENT PLANT</b>		
	Disposal of septage tank load less than 3,000 litres	130	130
	Every additional 1,000 litres discharges (or part thereof)	40	40
	Designated Septage station disposal cost/litre	0.04	0.04
	<b>TRADE WASTE</b>		
	Application fee deposit (invoiced at actual cost)	240	240
	Application to transfer trade waste discharge consent	80	80
	Annual fee	160	160
	<b>THREE WATERS - PER APPLICATION</b>		
	Approved contractors (per application)	80	80
	Non-approved contractors (per application)	160	160
	Non-approved contractors (per application)	At cost	At cost
	<b>BULK TANKER WATER FROM FIRE HYDRANTS</b>		
	Bulk water application fee	No charge	No charge
	Tanker / Standpipe Inspection (at least annual)	100	100
	Hydrant Standpipe Hire / month (excluding water usage)	30	30
	Water Usage Per m <sup>3</sup>	1.80	1.80
	<b>BULK WATER SUPPLY</b>		
	Network connected bulk water rate (per m <sup>3</sup> )	0.86	0.86
	<b>REMOVAL OF WATER RESTRICTOR</b>		
	Temporary restrictor removal fee	At cost	At cost
	<b>WATER METER ACCURACY TESTS</b>		
	House visit and assessment	55	55
	Meter removal and calibration	525	525
	Meter validated as accurate	80	80
	Meter validated as inaccurate	No charge	No charge
	Final meter read	40	40
			155



	2022/23 Includes GST	2021/22 Includes GST
<b>OTHER</b>		
Unauthorised and other activities	At cost	At cost
<b>CAPITAL CONTRIBUTIONS – NEW CONNECTIONS (SEE DISTRICT PLAN ALSO)</b>		
<b>Financial Contributions - Reserves</b>		
Urban	2380	2380
Rural	1190	1190
<b>Note:</b> Financial Contributions are inflated annually based on Statistics NZ Construction Index. They are indexed from the December 2019 quarter in the table above.		
<b>DEVELOPMENT CONTRIBUTIONS - NEW CONNECTIONS</b>		
<b>Water Supply</b>		
Lake Dunstan Water Supply (Alexandra / Clyde)	7131	7131
Cromwell	3877	3877
Naseby	4044	4044
Omakau / Ophir	10917	10917
Patearoa	3267	3267
Ranfurly	2492	2492
Roxburgh	3321	3321
<b>Wastewater</b>		
Alexandra / Clyde	7536	7536
Cromwell	3139	3139
Naseby	3399	3399
Omakau / Ophir	4992	4992
Ranfurly	796	796
Roxburgh	4670	4670
<b>THREE WATERS AND WASTE MANAGEMENT PART CHARGES IN LIEU OF RATES</b>		
The Local Government (Rating) Act 2002 requires that properties be rated based on their status as at 1 <sup>st</sup> July each year. Certain rates are based on level of service provided. These are Water Supply rates, Wastewater rates and Waste Management rates. To enable these services to be provided part way through the rating year Council will invoice the rate payer upon provision of the laterals for Water Supply and Wastewater and upon commencement of service in the case of Waste Management collections. The following charges will be invoiced for each complete month of the rating year remaining.		
<b>Water Supply – per month</b>		
If already rated as serviceable	23.12	23.12
If not rated as serviceable before	37.91	37.91
		156



	2022/23 Includes GST	2021/22 Includes GST
<b>Wastewater – per month</b>		
If already rated as serviceable	27.20	27.20
If not rated as serviceable before	54.40	54.40
<b>Waste Management – per month</b>		
Additional household rubbish bin	23.57	22.24
Additional mixed recycling bin	4.95	4.67
Additional glass recycling bin	4.95	4.67



	2022/23 Includes GST	2021/22 Includes GST
<b>ENVIRONMENTAL SERVICES</b>		
<b>TRANSFER STATION CHARGES</b>		
Standard size refuse bag (60 litres)	8	8
Prepaid Council approved 60 litre refuse bag (for Tarras and Patearoa use only)	8	8
Child car seat recycling (Alexandra and Cromwell only)	10	10
Car body (all tanks pierced and drained)	20	20
Whiteware and separated metal (excl. fridges)	No charge	No charge
Fridges (degassing charge)	16.5	-
Gas bottle disposal (any size)	11	-
<b>Transfer Station with Weigh Facility</b>		
General waste charge by weight per tonne	345	334.61
Tyres by weight by tonne (excludes tractor and other similar large tyres)	455	444.72
<b>Transfer Station without Weigh Facility</b>		
General waste charge by volume per cubic metre (assessed by operator)	70	67
Car tyres (per tyre)	5	5
Truck tyres (per tyre)	22	21
Tractor / Loader tyres	-	86
<i>Note: Tractor tyres and other similar large tyres will no longer be accepted for disposal.</i>		
<b>GREENWASTE DEPOSITED IN GREENWASTE AREA</b>		
Car load	No charge	No charge
Trailer or Ute load	5	5
Trailer-load charge by volume per cubic metre	5	5
<b>CLEANFILL DEPOSITED IN CLEANFILL AREA</b>		
Charge by volume per cubic metre	15	15
<b>HAZARDOUS WASTE</b>		
Up to 20kg or 20 litres	10	10
Greater than 20kg or 20 litres (charge per kg over 20kg or 20 litres up to a maximum of 100kg or 100 litre).	10	10
<b>WHEELIE BIN CHARGES</b>		
Replacement of bin due to damage (not wear and tear)	50	50
Initial change of bin size	No charge	No charge
All subsequent changes to bin size	N/A	N/A
Additional mixed recycling bin (per annum)	59.41	56.06
Additional glass recycling bin (per annum)	59.41	56.06
Additional rubbish (red) bin (per annum)	282.80	266.85
Administration fee	50	50



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



	2022/23 Includes GST	2021/22 Includes GST
<b>PLANNING AND REGULATORY</b>		
<i>Estimated value of work, includes Project Check Fee. The cost of any peer review of professional documents is at the applicant's cost. All Building Control Fees are based on the average time taken to complete administration, processing and inspections based on the value of the building consent or other building work. Work in excess of this time may be charged for at time and disbursements. Any other charge for information, certification or inspection, or recording of safe and sanitary certificates not specifically provided for to be charged at time and disbursements (\$140 minimum).</i>	<b>BUILDING CONTROL CHARGES</b>	
<b>Residential alterations and new</b>		
Up to and including \$5,000	450	316
Over \$5,000 and not exceeding \$10,000	691	691
Over \$10,000 and not exceeding \$20,000	1141	1141
Over \$20,000 and not exceeding \$40,000	1671	1671
Over \$40,000 and not exceeding \$80,000	1971	1971
Over \$80,000 and not exceeding \$200,000	2651	2651
Over \$200,000 and not exceeding \$350,000	3556	3556
Over \$350,000 and not exceeding \$500,000	3712	3712
Over \$500,000 and not exceeding \$750,000	4017	4017
Over \$750,000 and not exceeding \$1,000,000	4467	4467
Exceeding \$1 million (minimum deposit plus additional time if necessary)	4852	4852
Rural farm shed with engineers PS1, conservatories, new swimming pools, other consents with <3 inspections (no amenities)	953	953
<b>Commercial alterations and new</b>		
Up to \$10,000	841	841
\$10,000 - \$20,000	1441	1441
\$20,000 - \$40,000	1971	1971
\$40,000 - \$80,000	2121	2121
\$80,000 - \$200,000	3251	3251
\$200,000 - \$350,000	3406	3406
\$350,000 - \$500,000	3636	3636
\$500,000 - \$750,000	4167	4167
Exceeding \$750,000 (minimum deposit plus additional time if necessary)	4242	4242
BRANZ Levy - (exempt from GST) (projects under \$20,000 are exempt)	\$1 for every \$1000.00 or part thereof	\$1 for every \$1000.00 or part thereof
MBIE Levy - (projects under \$20,444 are exempt)	\$1.75 for every \$1000.00	\$1.75 for every \$1000.00
<b>OTHER BUILDING CONSENT CHARGES</b>		
Multi-proof building consents actual cost of work to be recovered (value of work less processing apportionment)	As required	As required
Amendments to Building Consents actual cost of work to be recovered at time and disbursements	\$150 deposit + \$150 / hour	\$150 deposit + \$150 / hour
Erection of marquee	316	316
Heating / fire appliances - free standing	241	241
Heating / fire appliances - inbuilt and second-hand	391	391
Wetback fire / diesel boilers	391	391
Wind machines (horticultural)	N/A	N/A
Inspection cancellation (same day) no fee if cancelled the previous day	150	-



	2022/23 Includes GST	2021/22 Includes GST
<b>Other building charges</b>		
<b>Certificate of Acceptance</b>		
Minor work up to \$5,000	1103	1103
Residential \$5,000 to \$20,000	1478	1478
Residential \$20,000+	2453	2453
Commercial – \$615 deposit plus hourly rate	\$675.00 + hourly rate	\$675.00 + hourly rate
Change of Use (initial fee)	252	252
Relocation report within the district	\$150 (report) plus \$150 per hour of inspection	\$150 / hour
New compliance schedule	\$150 / hour	\$150 / hour
Amended compliance schedule	110	110
Warrant of Fitness monitoring features and renewal	\$150 / hour	\$150 / hour
Certificate for Public Use	504	504
Notice to Fix	225	225
Fire Service assessment of building consents (plus costs)	150	150
Demolition	300	300
Inspection of unsatisfactory work (per visit or inspections not already provided for)	150	150
Swimming pool exemption (referred to Council)	N/A	N/A
Swimming pool inspection barriers and compliance (each inspection)	\$150 / hour	\$150 / hour
Swimming pool registration	55	55
Water test fee (fee plus actual test cost)	120	120
Assessment of building consent exemption application (deposit) + \$150.00 / hour processing or inspection	\$150 / hour	\$150 / hour
Title search	27	27
Minor variations (to building consents)	\$150 / hour	\$150 / hour
Building Consent Report (annual fee)	69	69
<b>Project Information Memorandum – Residential</b>	412	412
<b>Project information memorandum – Commercial</b>	525	525
<b>Time and disbursements</b>		
Hourly rates for processing all applications	150	150
Mileage (dollar(s) per km)	1	1
Hourly rates for processing all applications	105	105
<b>ENVIRONMENTAL HEALTH</b>		
<b>Annual inspection</b>		
Camping grounds	336	336
Hairdresser shops	225	168
Offensive trades	225	168
Funeral directors	225	168
Follow up inspection fee (hourly rate)	150	168
Change of ownership	150	168

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	2022/23 Includes GST	2021/22 Includes GST
<b>ANNUAL REGISTRATION</b>		
Camping grounds	168	168
Hairdresser shops	168	168
Offensive trades	168	168
Funeral directors	168	168
Miscellaneous Bylaw and general licence fees	N/A	N/A
Late payment fee	N/A	N/A
<b>FOOD CONTROL PLANS / NATIONAL PROGRAMMES</b>		
Initial registration	403	403
Annual registration	201	201
<b>Audit fee</b>		
Food control plan (single-site)	504	504
Food control plan (multi-site)	804	804
National Programme 1	336	336
National Programme 2	420	420
National Programme 3	504	504
Subsequent verifications and enforcement (hourly rate)	168	168
Site rental fee	N/A	N/A
<b>BYLAW AND POLICY</b>		
<b>Trading in Public Place General Bylaw</b>		
<b>Application fee</b>		
Fee per annum	420	420
Class 4 Gambling and Board Venue application fee (deposit)	336	336
Hourly rates for processing all applications	168	168
Additional sandwich board	N/A	N/A
<b>ALCOHOL LICENSING</b>		
<b>Local Authority Compliance Certificate</b>		
Building	150	150
Planning	150	150
Public notification fee	125	125
<b>ANIMAL CONTROL</b>		
<b>Dog Registration Fees</b>		
Non-working dogs	55	55
Working dogs	12	12
Late penalty fee (percentage of base fee)	150% of annual registration fee	150% of annual registration fee
<b>Dog Impounding Charges</b>		
First impounding (for each 12 months)	100	100
Second impounding (for each 12 months)	150	150
Third and subsequent impounding (for each 12 months)	200	200
Sustenance	22	22
Destruction of dog	At cost	At cost
Notification	N/A	N/A
		162

*Any dog classified as dangerous under the Dog Control Act shall pay 150% of the registration fee prescribed in this.*



	2022/23 Includes GST	2021/22 Includes GST
Microchipping	32	32
<b>Licence to keep more than 3 dogs</b>		
Application	75	75
Inspection fee	\$150 / hour	\$150 / hour
Annual permit fee	150	150
<b>REFUNDS</b>		
Refund administration fee	Refer to Governance and Corporate Services section	Refer to Governance and Corporate Services section
<b>NOISE CONTROL</b>		
<b>Return of Seized Equipment</b>		
Administration charge	84	84
Storage fee	5 (per day)	5 (per day)
Non-compliance with Excessive Noise Direction	500	-
Non-compliance with Abatement Notice regarding unreasonable noise	750	-
<b>Contractor charge (add to administration charge)</b>		
Alexandra / Clyde	60	60
Cromwell	70	70
Ranfurly	100	100
Roxburgh / Naseby	80	80
<b>ENFORCEMENT</b>		
Monitoring and enforcement - hourly rate	150	150
<b>PLANNING (all deposits non-refundable)</b>		
<b>Subdivision Charges</b>		
<b>Land Subdivision Consent</b>		
Consent application deposit (notified to formal hearing)	2000	2000
Consent application deposit (non-notified to formal hearing)	1500	1500
Consent application deposit (under delegated authority)	900	900
Minor boundary adjustment	430	430
Plan Certification - 223	150	150
Plan Certification - 224(c) (deposit)	260	260
Minor amendment to cross lease / unit title plan (deposit)	510	510
<b>Other Charges</b>		
Completion certificates	80	80
Overseas Investment Regulations Certificates (deposit)	150	150
Compliance certificates / Certificate of Compliance (S139) (deposit)	550	550
Certified copy of Council resolution	80	80
Registered bond	At cost	At cost
		163

All applications for resource and subdivision consent and changes to the District Plan will be charged on a time charge, plus disbursements basis although a minimum payment is required as set out below. Applications will not be processed unless accompanied by the appropriate application or deposit fee. In accordance with Section 36 of the Resource Management Act where a charge is payable, the Council will not perform the action



		2022/23 Includes GST	2021/22 Includes GST
<i>to which the charge relates until the charge has been paid in full. Note: This applies to all fees and charges in relation to Resource Management functions. Applications which are incomplete or require the applicant to undergo remedial works will incur further costs on a time and disbursement basis.</i>	Release from registered bond	At cost	At cost
	Right of way consents (deposit) (Section 348 LGA)	225	225
	Certificate of approval of survey plans (s.226(1)(e)(ii))	150	150
	Change or cancellation of amalgamation condition (deposit) (Section 241)	160	160
	Cancellation of easement (Section 243)	160	160
	Cancellation or amendment of consent notice (Section 221)	180	180
	<b>Land Use Consent</b>		
	Consent application deposit (notified to formal hearing)	2000	2000
	Consent application deposit (non-notified to formal hearing)	1500	1500
	Consent application deposit (under delegated authority)	600	600
	Non-compliance with bulk and location requirements - deposit (under delegated authority)	N/A	N/A
	Minor breach of standards (deposit)	350	350
	Application for extension of lapse date (deposit) (section 125)	300	300
	Minor Change or Cancellation of Consent Condition (delegated section 127) (deposit)	400	400
	Complex Change or Cancellation of Consent Condition (delegated section 127) (deposit)	600	600
	Change or Cancellation of Consent Condition to Formal Hearing (section 127) (deposit)	1000	1000
	Monitoring Consent Holders (per hour + mileage)	\$150 / hour + mileage	\$150 / hour + mileage
	Hearing of Objection to Resource Consent (deposit)	800	800
	Resource consent exemption (section 87BB) (fixed fee)	225	225
	Boundary activity (section 87BA) (fixed fee)	300	300
	<b>Application for Heritage Orders and Designations (deposit)</b>		
	Outline plan approval (deposit)	390	390
	Minor, no research (plus public notification)	1000	1000
	Moderate, standard research requirements (plus public notification)	5000	5000
	Major, affects large area of district (plus public notification)	10500	10500
<i>Because such procedures are lengthy and involved, it is appropriate that provision be made for ongoing fee charging, for the processing, report</i>	<b>APPLICATION FOR DISTRICT PLAN CHANGE (DEPOSIT)</b>		
	Minor effect – not requiring research (plus public notification and disbursements and all costs associated with conducting a hearing, including Councillors' fees. Applicant to provide all documentation to Council's satisfaction).	2500	2500



	2022/23 Includes GST	2021/22 Includes GST
<i>preparation, briefing of Chairperson, attendance of planning consultant and / or staff at hearing or in preparation of application to the Chief Executive Officer in the event of an application under delegated authority and for the preparation and drafting of the decision and release to all parties. DBH and BRANZ levies apply to work over \$20,000.</i>	<i>Moderate effect</i> – requiring limited research (plus public notification and disbursements and all costs associated with conducting a hearing, including Councillors fees. Applicant to provide all documentation to Council's satisfaction).	7500
	<i>Major effect</i> – affects significant part of District Plan / major land use effects (plus public notification and disbursements and all costs associated with conducting a hearing, including Councillors' fees. Applicant to provide all documentation to Council's satisfaction).	15000
	<b>Information Charges</b>	
	Resource Management Act information	At cost
	All other information requested in writing (time charge + disbursements basis min)	80
	NES record search	150
<b>LAND INFORMATION MEMORANDUM (LIM)</b>		
	<b>Residential Search</b>	
	Provided in 10 working days (electronic)	185 (non-refundable)
	Provided in 5 working days (electronic)	263 (non-refundable)
	Provided in 10 working days (paper)	315 (non-refundable)
	Provided in 5 working days (paper)	420 (non-refundable)
	<b>Commercial Search</b>	
	Provided in 10 working days (electronic)	263 (non-refundable)
	Provided in 5 working days (electronic)	368 (non-refundable)
	Provided in 10 working days (paper)	368 (non-refundable)
	Provided in 5 working days (paper)	420 (non-refundable)
	Other charges (engineering, technical consultancy and valuation fees) – to be in addition to all fees where additional information may be required or a report commissioned, or where attendance at a meeting is requested and for administration, inspection and / or supervision.	At cost

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	2022/23 Includes GST	2021/22 Includes GST
<b>POOLS, PARKS AND CEMETERIES</b>		
<b>DISTRICT CEMETERIES</b>		
<b>Plot Charge (Standard) - all cemeteries in the district</b>		
Standard plot fees - including memorial structures plot, Cromwell Cemetery	900	900
Memorial Structures Plot - Cromwell Cemetery	N/A	N/A
Ashes plot	400	400
Memorial wall (plinth which allows for 32 plaques) - Alexandra Cemetery	100	100
Memorial wall (which allows for 88 plaques double-sided) - Cromwell Cemetery	100	100
RSA Plot - Cromwell Cemetery	No charge	No charge
Stillborn babies	No charge	No charge
<b>Burial Fees District</b>		
<i>Monday to Friday and Saturday mornings only and excluding Saturday afternoon's. No burials Sundays, statutory public holidays.</i>		
Standard re-opening and burial - Double Depth Standard	950	950
Casket larger than standard (213cm x 76.2cm x 50.8cm) – additional to above fee	120	120
Burial of ashes	400	400
Out of District Fee (6 months or more)	95	95
Burial of infants (up to 10 years / re-opening)	300	300
Disinterment costs / re-interment	At Cost	At Cost
Breaking concrete	At Cost	At Cost
Memorial Permit processing fee	10	10
<b>NASEBY CEMETERY</b>		
<b>Plot Fees</b>		
Standard plot fees	300	300
Ashes plot	156	156
<i>Burial fees invoiced directly by Sexton</i>	N/A	N/A
<b>RANFURLY CEMETERY</b>		
<b>Plot Fees</b>		
Standard plot fees	300	300
Ashes plot	156	156
<i>Burial fees invoiced directly by Sexton</i>		
<b>PARKS</b>		
<i>Cricket rates are variable depending on level of pitch preparation; seasonal rates available on application and by negotiation.</i>		
<b>Sports Grounds (Alexandra and Clyde)</b>		
First class cricket wicket per ground (per day - wickets 1 & 2)	250	250
Casual (per ground per day)	123	123
Cricket wickets (per day - wickets 3 & 4) per wicket	135	135
Changing rooms (per room) including showers	15	15
Athletics (per day)	135	135
Litter collection (per litter bin per day) - Additional fee	30	30
Schools and school aged children exempt from charges	No charge	No charge
		166



	2022/23 Includes GST	2021/22 Includes GST
<b>Club Seasonal Rates (Including club training, regular season fixtures)</b>		
Rugby - Senior teams only	850	850
Football - Senior teams only	1500	1500
Softball - Senior teams only	500	500
Athletics - Senior teams only	500	500
Club Cricket only (excludes first class cricket) - Senior teams only	1600	1600
Touch Rugby – per season	500	500
Use of showers per day	5	-
End of season cleaning fee	200	-
<b>Other Parks and Reserves Alexandra and Clyde – including Pioneer Park – per day</b>		
Commercial activity or event including circus, gypsy fair, Blossom Festival	400	400
Non-Profit Community Groups	No charge	No charge
Commercial market days	\$55.00 including power	\$55.00 including power
Commercial – car displays, advertising, vendors	146	146
Basic space hire – no preparation / services required	No charge	No charge
Non Commercial – community group activity includes rubbish and area preparation, e.g. school fairs	No charge	No charge
Amusement devices (activity or device)	\$11.50 application fee for one device and \$2.30 per extra device For longer periods \$1.15per week per device Engineering fee at cost	\$11.50 application fee for one device and \$2.30 per extra device. For longer periods \$1.15per week per device. Engineering fee at cost
Council power box (power already connected per hour)	5	5
Electricity boxes (if available) (power and connection)	At cost	At cost
Bond to cover potential damage - refundable upon inspection grounds are in good condition	400	N/A
<b>CROMWELL SPORTS PAVILIONS</b>		
<b>Alpha Street Pavilion</b>		
Football Club per annum	573	573
Casual day hire	58	58
<b>Anderson Park Pavilion</b>		
Club per season	574	574
Casual day hire	58	58



	2022/23 Includes GST	2021/22 Includes GST
<b>ANDERSON PARK (junior sport free) - school and school age children exempt</b>		
<b>Sports Club Rentals (per player per season)</b>		
Anderson Park grounds	51	51
Netball / tennis courts	20	20
<b>Club Seasonal Rates (Including club training, regular season fixtures)</b>		
Rugby - Senior teams only	1500	1500
Football - Senior teams only	1500	1500
Softball - Senior teams only	500	500
Athletics - Senior teams only	500	500
Club Cricket only (excludes first class cricket) - Senior teams only	1200	1200
Touch Rugby – per season	500	500
<b>Casual Users (per day)</b>		
Non-sporting activities (per ground plus electricity)	75	75
Touch (per field)	45	45
Rugby (per field)	69	69
<b>ALPHA STREET RESERVE (per day) - school and school age children exempt</b>		
Commercial activity or event including circus and gypsy fair, circus	400	400
<b>Club Seasonal Rates (Including club training, regular season fixtures)</b>		
Football - Senior teams only	1500	1500
Touch Rugby – per season	500	500
<b>Sports Club Rentals (per player per season) (junior sports free)</b>		
Alpha Street grounds	51	51
Alpha Street ground lights - per hour	N/A	N/A
<b>Other Parks and Reserves – Cromwell per day</b>		
Basic space hire – space only no preparation required	No charge	No charge
Non-Profit – community group activity including rubbish and area preparation e.g. school fairs	No charge	No charge
Commercial – Market days	55	55
Commercial – Car displays / advertising, vendors	145	145
Amusement devices (activity or device)	\$11.50	\$11.50
	application fee for one device and \$2.30 per extra device.	application fee for one device and \$2.30 per extra device.
	For longer periods \$1.15 per week per device	For longer periods \$1.15 per week per device.
	Engineering fee at cost.	Engineering fee at cost.
		168

A \$400 bond is required for circuses and fairs, amusement device operators are also required to pay the appropriate inspection licensing fees to operate devices in the district.



	2022/23 Includes GST	2021/22 Includes GST
<b>MANIATOTO PARK</b>		
Sports clubs (per annum)	907	907
Sports ground (per day)	117	117
Outdoor netball / tennis courts	150	150
Basic space hire – no preparation required	No charge	No charge
Non-Profit Community activity (general use including rubbish and ground preparation)	No charge	No charge
Commercial activity	122	122
Athletics (per day) - Schools	No charge	No charge
Athletics (per half day)	No charge	No charge
<b>Other Parks and Reserves – Māniatoto per day</b>		
Basic space hire – space only no preparation required	No charge	No charge
Non-commercial – community group activity including rubbish and area preparation e.g.; school fairs	38	38
Junior Cricket – Naseby	No charge	No charge
Commercial – Market days, Vendors	55	55
Commercial – Car displays / advertising	145	145
<b>Rugby Clubrooms</b>		
Rugby clubrooms (per day)	86	86
<b>TEVIOT VALLEY</b>		
King George Park - Community activity	No charge	No charge
King George Park - Commercial activity	80	80
Basic space hire – no preparation required	No charge	No charge
Commercial Market, Vendor	55	55
<b>ALEXANDRA POOL AND CROMWELL POOL</b>		
<b>Single Admission</b>		
Adult (18 years old)	6.5	6.5
Child (School Age)	3.5	3.5
Pre-schooler (with maximum of 2 per 1 paying parent / caregiver)	No charge	No charge
Gold Card and tertiary student 17% off entry	5.5	5.5
Community Services Card holder 17% off entry	5.5	5.5
Shower	5	5
		169



	2022/23 Includes GST	2021/22 Includes GST
Family - maximum 2 adults and 4 children	17	17
Family - 1 Adult and 4 children	16.4	16.4
Replacement swim card if lost	2	2
BBQ Hire - per event	N/A	N/A
Gym/Swim Pass 30% off adult entry only		
<b>Membership Card and Yearly Pass</b>		
Adult - 10 swims	58.5	58.5
Adult - 25 swims	138	138
Adult - 50 Swims	260	260
Adult yearly pass (includes Aqua Fit classes)	480	480
Child - 10 swims	30	30
Child - 25 swims	74.5	74.5
Child - 50 Swims	140	140
Child yearly pass	240	240
<b>Prepaid Swim Membership Prices</b>		
Family - 6 Months	429	429
Family - 12 Months	709	709
<b>Direct Debit Swim Membership Prices</b>		
Child - 6 Months	5.00 / week	5.00 / week
Child - 12 Months	4.00 / week	4.00 / week
Adult - 6 Months	12.00 / week	12.00 / week
Adult - 12 Months	10.00 / week	10.00 / week
Family - 6 Months	19.00 / week	19.00 / week
Family - 12 Months	16.00 / week	16.00 / week
<b>Gold Card, Community Services Card and Tertiary Students Card Holders</b>	17% off the above adult prices	17% off the above adult prices
10 swims	17% off the above adult prices	17% off the above adult prices
25 swims	17% off the above adult prices	17% off the above adult prices
Yearly pass	17% off the above adult prices	17% off the above adult prices
<b>Aquarobics and Aqua Fit</b>		
Casual Adult entry and class	11	11
Adult - 11 class membership concession (includes pool entry)	110	110
Aqua class only when used with 10/25/50 swim concession card	4.5	4.5
Gold Card, Community Services Card, tertiary student entry and class	17% off the above adult prices	17% off the above adult prices
Gold Card, Community Services Card, tertiary student - 11 class membership concession (includes pool entry)	17% off the above adult prices	17% off the above adult prices
Aqua Fit Class only excluding pool entry	No charge	No charge
		170



	2022/23 Includes GST	2021/22 Includes GST
<b>School Hire</b>		
District primary schools per lane / block per hour – min charge 1 hour (excludes pool entry)	9	9
District high schools per lane / block per hour – min charge 1 hour (excludes pool entry)	9	9
Non-district schools –Min charge 1 hour (excludes pool entry)	13	13
Therapeutic pool per hour	36	36
<b>Central Otago Swimming Clubs / Non-Commercial (as per definition)</b>		
Tues, Thurs non-competitive club nights per lane, excludes entry (does not include development or squad coaching sessions)	9	9
Lane hire per lane per hour excludes pool entry minimum 1 hour (including development or squad coaching sessions)	9	9
Swim meets / competition nights full 25 metre pool hire includes pool entry min 1 hour (or by agreement with Aquatics Manager), includes staff time	150	150
Kayak Polo	Pool entry plus staff time	Pool entry plus staff time
<b>Commercial Operators</b>		
Lane hire per lane per hour excludes pool entry min 1 hour (or by agreement with Aquatics Manager)	30	30
Students - 10 swim pool entry concession card	10	10
<b>Additional Charges</b>		
Additional staff after hours	\$50 per hour per staff member	\$50 per hour per staff member
<b>Meeting Room Charges (where available)</b>		
Kitchen surcharge per half day	45	45
Kitchen surcharge per hour	15	15
Meeting room hire per half day	45	45
Meeting room hire per hour	15	15
<b>SWIMMING LESSONS – CENTRAL SWIM SCHOOL (includes pool entry) Payment in advance or by direct debit</b>		
10 x toddler / preschool lesson - Starfish, Turtles, Seals, Dolphin, Goldfish, Clownfish, Pufferfish and Rainbowfish	111	111
- 10 swim pool entry concession card	10	10
<b>TOTAL</b>	<b>121</b>	<b>121</b>
10 x school age lessons - Seahorse, Otter, Snapper, Crocodile, Barracuda, Piranha, Stingray, Marlin	111	111
- 10 swim pool entry concession card	10	10
<b>TOTAL</b>	<b>121</b>	<b>121</b>
		171



	2022/23 Includes GST	2021/22 Includes GST
10 x 45 minute stroke development - Sharks Squad	118	118
- 10 swim pool entry concession card	10	10
<b>TOTAL</b>	<b>128</b>	<b>128</b>
<b>Weekday private lesson</b>		
15 minutes	19	19
30 minutes	39	39
5 day block holiday classes	55	55
- 5 swim pool entry concession card	5	5
<b>Family Discount:</b>		
<i>If you have 3 or more members of your family learning to swim, only the first two members will pay standard price, then all additional children will receive 30% off standard price.</i>		
<b>Multi-Lesson Discount:</b>		
<i>Students attending more than one lesson per week are eligible for a 20% discount off their second lesson that week.</i>		
<b>Direct Debit fees for payment of lessons above will incur these additional charges</b>	<b>0.6</b>	0.6
Direct Debit Transaction Fee - successful transaction from bank account, credit union or building society	2.35%	2.35%
Direct Debit Transaction Fee - successful transaction from Visa / Mastercard	4.22%	4.22%
Direct Debit Transaction Fee - successful transaction from Amex / Diners Card	0.6	0.6
Failed Transaction Fee	11.5	11.5
Dishonour Fee by customer	44	44
Investigation Fee - charged back to customer		
<b>RANFURLY SWIM CENTRE</b>		
<b>Admission</b>		
Child	2.5	2.5
Adult	5	5
Child - 11 x swims (swim card)	25	25
Adult - 11 x swims (swim card)	50	50
Season pass (single)	95	95
Season pass (family) plus \$10 per child	118	118
Mānīatoto Area School	522	522
St John's School	154	154
Aquabelles (per season)	412	412
Other groups (per season)	412	412
Professional coaching per hour	27	27



	2022/23 Includes GST	2021/22 Includes GST
<b>PROPERTY AND COMMUNITY FACILITIES</b>		
<i>A \$25 booking fee is applicable for non-payment on landing</i>	<b>AIRPORT LANDING FEES (PER LANDING)</b>	
Private aircraft	10	10
Commercial light aircraft / twin engine	20	20
Passenger planes < 18 passenger capacity	30	30
Passenger planes >18 passenger capacity	60	60
Emergency services (Police, Rural Fire, Air Ambulance)	No charge	No charge
New Zealand Armed Forces	No charge	No charge
<b>APPLICATION FOR EASEMENT OR LEASE FOR ACCESS OR INFRASTRUCTURE PURPOSES (ROADING, SERVICES, TELECOMMUNICATIONS, POWER ETC)</b>		
Time plus legal, survey and advertisement costs	At cost	At cost
Deposit - no reserve status	500	500
Deposit - reserve land	1000	1000
<b>COMMUNITY FACILITIES</b>		
<i>A \$200 bond is required for social functions; a whole day is more than 6 hours, half day is less than 6 hours. Bookings for the Jordan Lounge are made with the Senior Citizens on (03) 448 7007.</i>	<b>ALEXANDRA COMMUNITY CENTRE</b>	
<b>Hall and Bar</b>		
Commercial whole day	275	275
Commercial half day	170	170
Commercial hourly rate	35	35
Non-commercial whole day	160	160
Non-commercial half day	100	100
Non-commercial hourly rate	20	20
<b>Hall, Kitchen and Bar</b>		
Commercial whole day	300	300
Commercial half day	200	200
Non-commercial whole day	180	180
Non-commercial half day	125	125
<b>Hall, Reading Room, Kitchen and Bar</b>		
Commercial whole day	345	345
Commercial half day	225	225
Non-commercial whole day	225	225
Non-commercial half day	135	135
<b>Whole Complex</b>		
Commercial whole day	455	455
Commercial half day	300	300
Non-commercial whole day	280	280
Non-commercial half day	170	170
<b>Hire of equipment (away from hall, daily rate)</b>		
Trestles (each)	5	5
Chairs (each)	2	2
Portable stage pieces (each)	5	5
		173



	2022/23 Includes GST	2021/22 Includes GST
<b>ALEXANDRA MEMORIAL THEATRE</b>		
<b>Commercial / non-local or by agreement with Chief Executive Officer</b>		
Evening performance	670	670
Matinee performance (afternoon)	505	505
Rehearsal (includes heating)	225	225
Hourly rate (includes heating)	105	105
Hourly rate (no heating)	50	50
<b>Amateur local non-profit making incorporated societies and educational institutes</b>		
Evening performance	235	235
Matinee performance (afternoon)	180	180
Rehearsal (no heating)	60	60
Rehearsal (with heating)	125	125
Hourly rate (includes heating)	60	60
Hourly rate (no heating)	30	30
<b>CENTRAL STORIES BUILDING</b>		
<b>Meeting room and theatre</b>		
Commercial hire	\$40 / hour	\$40 / hour
Non-commercial hire	\$20 / hour	\$20 / hour
<b>CROMWELL MEMORIAL HALL</b>		
<i>A \$200 bond is required for social functions; a whole day is more than 6 hours, half day is less than 6 hours.</i>	<b>Whole complex (auditorium, supper room, west wing, kitchen)</b>	
	Commercial whole day	470
	Commercial half day	315
	Non-commercial whole day	190
	Non-commercial half day	140
	Sporting events - tournaments whole day	145
	Sporting events - club nights / half day tournaments	115
	Sporting events - schools	115
	Hourly rate (only available on application to the Cromwell Community Board)	25
	After 1am charge per hour	25
	<b>Auditorium (not including kitchen)</b>	
	Commercial whole day	300
	Commercial half day	185
	Non-commercial whole day	160
	Non-commercial half day	105
	Sporting events - tournaments whole day	115
	Sporting events - club nights / half day tournaments	85
	Sporting events - schools	85
	Sporting events - tournaments whole day	115
		174



	2022/23 Includes GST	2021/22 Includes GST
Hourly rate (only available on application to the Cromwell Community Board)	20	20
After 1am charge per hour	20	20
<b>Supper Room or West Wing (not including kitchen)</b>		
Commercial whole-day	155	155
Commercial half day	115	115
Non-commercial whole day	90	90
Non-commercial half day	75	75
<b>Supper Room and Kitchen</b>		
Commercial whole day	180	180
Commercial half day	125	125
Non-commercial whole day	115	115
Non-commercial half day	90	90
Commercial whole day	180	180
Hourly rate (only available on application to the Cromwell Community Board)	90	90
After 1am charge per hour	25	25
Kitchen per hour	25	25
Stage per hour	25	25
<b>Hire of trestles and chairs (away from hall)</b>		
Trestles (each)	5	5
Chairs (each)	5	5
Refundable deposit for 1-20 chairs	85	85
Refundable deposit for more than 20 chairs	115	115
Crockery breakages (at hall)	At cost	At cost
<b>MOLYNEUX PARK</b>		
<b>Stadium</b>		
<i>A whole day is more than 6 hours, half day is less than 6 hours. The stadium has a wooden gymnasium floor and is therefore not suitable for events requiring seating or furniture unless provision is made to protect the floor.</i>		
Commercial - hourly rate	35	35
Non-commercial - hourly rate	25	25
Gas heating token (20 mins)	2	2
Electric heating token (15 mins)	0.5	0.5
Commercial - whole day	305	305
Commercial - half day	205	205
Commercial - whole day	170	170
Commercial - half day	125	125
Kitchen - whole day (includes foyer toilets)	55	55
Kitchen - half day (includes foyer toilets)	30	30
Changing rooms (per room)	15	15
<b>NASEBY HALL</b>		
Whole day hire (not exceeding 24 hours)	105	105
Half day hire (not exceeding 4 hours)	40	40
Hourly rate if less than half day	20	20
<b>NASEBY PAVILION</b>		
Whole day hire (not exceeding 24 hours)	35	35
Half day hire (not exceeding 4 hours)	20	20
		175



	2022/23 Includes GST	2021/22 Includes GST
<b>WAIPIATA HALL</b>		
24 hour period	105	105
Hourly rate	8	8
Waipiata Darts Club per annum	405	405
<b>WALLACE MEMORIAL HALL</b>		
Whole day hire (not exceeding 24 hours)	35	35
Half day hire (not exceeding 4 hours)	20	20
A \$200 bond is required for social functions.	<b>RANFURLY HALL</b>	
	Meetings	55
	Meetings in supper room (hourly rate)	20
	Furniture auctions	55
	Local concerts	90
	Visiting artists and concerts	120
	Weddings and cabarets etc	180
	Local schools: sports day / events (subject to conditions)	No charge
	<b>PATEAROA HALL</b>	
	Whole day hire and funerals	105
	Half day hire	35
	Meeting room (locals)	20
	Meeting room (non-locals)	30
	Discretionary bond	260
	<b>Hire of tables and chairs (away from hall)</b>	
	Tables	10
	Padded chairs	2
	Plastic chairs	1
This hall is now under Council management. Fees last set by community hall committee in 2007. Fees in line with other provincial halls but with a discount as hall is in poor condition.	<b>OMAKAU HALL</b>	
	Whole day hire (not exceeding 24 hours)	60
	Half day hire (not exceeding 6 hours)	25
	Hourly rate	7
	<b>Hire of trestles and chairs (away from hall)</b>	
	Trestles (each)	5
	Chairs (each)	1
	<b>ROXBURGH ENTERTAINMENT CENTRE</b>	
	<b>Theatre</b>	
A \$200 bond is required for social functions.	Evenings	310
	Conferences	310
	Matinees, meetings and rehearsals	150
	Hourly rate for non-profits groups only	20
	<b>Dance Hall</b>	
	Commercial whole day (social functions, weddings, funerals)	310
		176



		2022/23 Includes GST	2021/22 Includes GST
<i>Track lighting is additional to all other fees.</i>	Commercial half day (social functions, weddings, funerals)	150	150
	Hourly rate for non-profit groups only	20	20
	Track lighting (per day) room (per day)	55	55
	Track lighting - supper	30	30
	Track lighting - dance hall (per day)	30	30
	<b>Kitchen</b>		
	Commercial hire whole day (social functions, weddings, funerals)	150	150
	Commercial half day (social functions, weddings, funerals)	105	105
	Hourly rate for non-profit groups only	20	20
	Whole complex (non-discountable)	570	570
	<b>ROXBURGH MEMORIAL HALL</b>		
	<b>Whole Hall</b>		
	Whole day hire (not exceeding 24 hours)	105	105
	Half day hire (not exceeding 6 hours)	40	40
	Hourly rate	20	20
<i>A \$200 bond is required for social functions in the Stadium</i>	<b>MĀNIATOTO STADIUM</b>		
	Stadium sports session (not exceeding 2 hours)	20	20
	Stadium sports session (not exceeding 4 hours)	35	35
	Stadium only (day rate – not exceeding 24 hours)	115	115
	Stadium / kitchen / bar (day rate) weddings, cabarets	170	170
	Stadium frost cloth canopy	300	300
	Local schools sports day / events (subject to conditions)	No charge	No charge
	<b>Rugby Clubrooms</b>		
	Rugby clubrooms (day rate – not exceeding 8 hours)	85	85
	Rugby clubrooms (half day rate – not exceeding 4 hours)	45	45
	Rugby clubroom / kitchen / bar (day rate not exceeding 24 hours)	145	145
	Rugby clubroom / kitchen / bar (half day rate not exceeding 4 hours)	70	70
	Local schools sports day / events (subject to conditions)	No charge	No charge
	<b>Kitchen</b>		
	Kitchen whole day (not exceeding 24 hours)	55	55
	Kitchen half day (not exceeding 4 hours)	27	27
	<b>Hire of trestles away from the Stadium</b>		
	Hire of trestles away from the stadium (per trestle)	3	3
	Hire of chairs away from the stadium (per chair)	1	1
	<b>Charges per annum</b>		
	Māniatoto Squash Club	1550	1550
	A&P Association (per show)	825	825
			177



	2022/23 Includes GST	2021/22 Includes GST
<b>Mānīatoto seasonal toilets</b>		
Mānīatoto Summer seasonal toilets (Nov-May) - open toilets outside of the season	30	30
Service toilets outside of season - daily fixed charge	15	15
<b>COUNCIL OFFICE HIRE</b>		
<b>William Fraser Building</b>		
Council Chambers whole day	115	115
Council Chambers half day	55	55
Tea making facilities (per person per tea break)	2	2
<b>Cromwell Service Centre</b>		
Council Chambers whole day	115	115
Council Chambers half day	55	55
Tea making facilities (per person per tea break)	2	2
<b>Ranfurly Service Centre</b>		
Council Chambers whole day	55	55
Council Chambers half day	35	35
Meeting room whole day	35	35
Meeting room half day	25	25
<b>Roxburgh Service Centre</b>		
Council Chambers whole day	55	55
Council Chambers half day	35	35



	2022/23 Includes GST	2021/22 Includes GST
<b>SERVICE CENTRES, i-SITES AND LIBRARIES</b>		
<b>VISITOR INFORMATION CENTRES</b>		
Booking commission (on operator bookings)	10-20%	10-20%
Cancellation fee (payable by customer)	10-20%	10-20%
Event tickets	Up to 20%	Up to 20%
Booking fee	6	6
<b>DISPLAY</b>		
Wall / poster (6 months) A1	310	310
Wall / poster (full year) A1	520	520
Local operators (per brochure per centre per annum)	115	115
Outside region operators (per brochure per centre per annum)	200	200
Commercial series publications per centre	562	562
Commercial series publications all four centres	1405	1405
Commercial individual publications (per centre per annum)	172	172
<b>BIG FRUIT EVENT SIGNS (Includes install / removal costs)</b>		
6 signs available (maximum 2 signs per event booking)		
Commercial event per event, per sign frame	350	350
Non-commercial event per event, per sign frame	50	50
<b>EVENT BANNERS</b>		
Banner install / removal and fixings per sign - Big Fruit Reserve	50	50
Banner install / removal and fixings per sign on FlagTrax system	10	10
<b>PLASMA TV OPERATOR ADVERTISING</b>		
Per month	42	42
Per 6 months (summer / winter)	187	187
Per year	338	338
One-off projects carried out during the year where operators who participate contribute to the costs on a case-by-case basis	As Required	As Required
<b>FAX CHARGES</b>		
All locations up to 3 pages (per fax)	3	3
Additional pages per page	N/A	N/A
<b>LIBRARIES</b>		
Interloan books from outside district (plus and externally imposed charges per book)	Up to \$15	Up to \$15
Replacement cards	5	5
<b>OVERDUE BOOKS (per book per day)</b>		
Adults	0.2	0.2
DVDs (per week)	3	3
Lost / Damaged books	Replacement cost & \$10.00 processing fee	Replacement cost & \$10.00 processing fee
<b>COMPUTER USE</b>		
Half-hour	2	2

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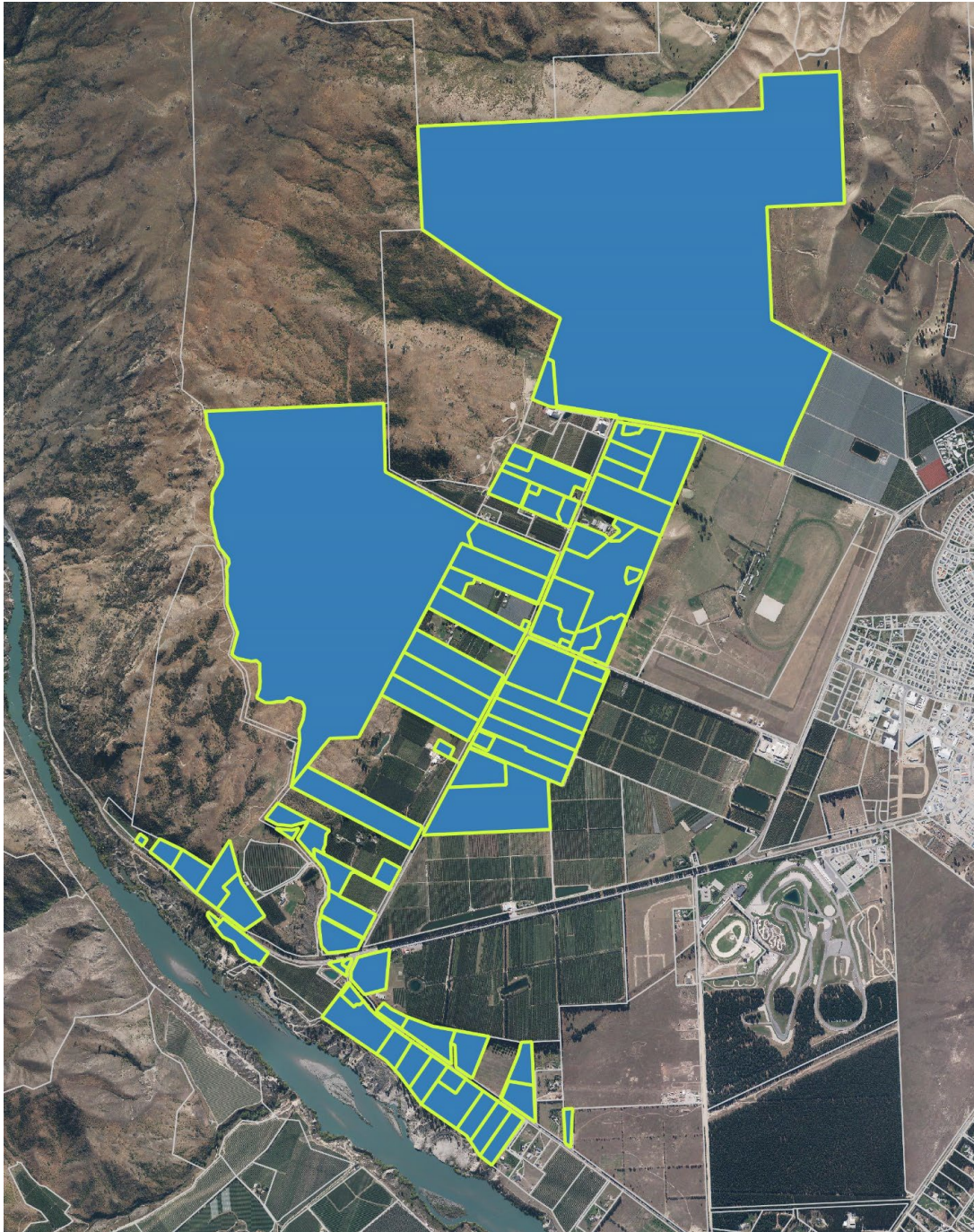
	2022/23 Includes GST	2021/22 Includes GST
<b>PHOTOCOPYING AND PRINTING</b>		
A4 per sheet up to 20 sheets (black and white)	0.2	0.2
A4 per sheet up to 20 sheets (colour)	1.3	1.3
A4 per sheet more than 20 sheets (black and white)	0.1	0.1
A4 per sheet more than 20 sheets (colour)	0.6	0.6
A3 per sheet up to 20 sheets (black and white)	0.4	0.4
A3 per sheet up to 20 sheets (colour)	2	2
A3 per sheet more than 20 sheets (black and white)	0.2	0.2
A3 per sheet more than 20 sheets (colour)	1	1
A4 double sided (black and white)	0.3	0.4
A4 double sided (colour)	2	2
A3 double sided (black and white)	0.8	0.8
A3 double sided (colour)	4	4
A2, A1 & A0 per sheet (black & white)	N/A	N/A
A2, A1 & A0 per sheet (colour)	N/A	N/A
Own paper per sheet (black and white)	0.10	0.10
Own paper per sheet (colour)	0.60	0.60
Own paper double sided per sheet (black and white)	0.10	0.20
Own paper double sided per sheet (colour)	0.60	1.00
Providing of regular meeting agenda (per agenda)	36	36
<b>SCANNING</b>		
A4 per sheet	0.20	0.20
A4 per sheet more than 20 sheets	N/A	0.20
A3 per sheet	0.50	0.50
A2, A1 & A0	N/A	N/A

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



	2022/23 Includes GST	2021/22 Includes GST
<b>GOVERNANCE AND CORPORATE SERVICES</b>		
<b>PHOTOCOPYING AND PRINTING</b>		
A4 per sheet up to 20 sheets (black and white)	Refer to Service Centres and Libraries	Refer to Service Centres and Libraries
A4 per sheet up to 20 sheets (colour)	Refer to Service Centres and Libraries	Refer to Service Centres and Libraries
A4 per sheet more than 20 sheets (black and white)	Refer to Service Centres and Libraries	Refer to Service Centres and Libraries
A4 per sheet more than 20 sheets (colour)	Refer to Service Centres and Libraries	Refer to Service Centres and Libraries
Additional pages per page	Refer to Service Centres and Libraries	Refer to Service Centres and Libraries
<b>WORD PROCESSING</b>		
Per hour	Refer to Service Centres and Libraries	Refer to Service Centres and Libraries
<b>REFUNDS</b>		
Administration fee	25	25
<b>RATING SERVICES</b>		
Water rates final read	40	40
Water rates final self-read	No charge	No charge
Printed copy of complete Rating Information Database	460	460
<b>MAPS / AERIAL PHOTOGRAPHY</b>		
<b>Printing as per the above photocopying charges</b>		
Custom maps (per hour cost)	102	102
Electronic copies of aerials	POA	POA
<b>PROJECTOR</b>		
Projector hire (per day)	51	51
<b>RECORDS, ARCHIVES AND LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT</b>		
<i>Records, archives and official information request time spent by staff searching for relevant material, abstracting and collating, copying, transcribing and supervising access where the total time involved is in excess of one hour should be charged out as follows, after the first hour. This is at the discretion of Council and will be discussed at time of engagement.</i>		
First 1 hour	No charge	No charge
Every half hour <b>after</b> the first 1 hour	38	38
For additional half hour or part thereof	N/A	N/A
<i>Council's preferred method for delivery of the requested information is digitally for sustainability purposes. If you require the information to be printed or posted, please refer to Service Centres and Libraries section.</i>		



**Appendix 1: Ripponvale Water Upgrade Scheme map**



# OUR COUNCIL





# Mayor And Councillors



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**His Worship the Mayor**  
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# Community Boards

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The Council has four community boards covering the entire district. Community boards provide a link between Council and the community. Our Council is one of the few in the country that maintains a comprehensive community board structure with significant delegated powers.

## Cromwell Community Board

42 The Mall, Cromwell Phone: 03 445 0211



Anna Harrison (Chair)



Werner Murray (Deputy Chair)



Tony Buchanan



Neil Gillespie



Cheryl Laws



Nigel McKinlay



Bob Scott



**Mānīatoto Community Board**

15 Pery Street, Ranfurly, Phone: 03 444 9170



Robert Hazlett (Chair)



Mark Harris (Deputy Chair)



Stu Duncan



Duncan Helm



Sue Umbers

**Teviot Valley Community Board**

120 Scotland Street, Roxburgh, Phone: 03 446 8105



Raymond Gunn (Chair)



Sally Feinerman (Deputy Chair)



Cushla Aitchison



Norman Dalley



Stephen Jeffery



### Vincent Community Board

1 Dunorling Street, Alexandra, Phone: 03 440 0056



Martin McPherson (Chair)



Russell Garbutt (Deputy Chair)



Dr Roger Browne



Lynley Claridge



Ian Cooney



Anna Robinson



Sharleen Stirling-Lindsay



# Executive Team

<b>Sanchia Jacobs</b> Chief Executive Officer		
	<ul style="list-style-type: none"> <li>– Governance</li> <li>– Strategy and Policy</li> <li>– Regional Identity</li> <li>– Community Development</li> </ul>	<ul style="list-style-type: none"> <li>– Economic Development</li> <li>– Tourism and Visitor Centres</li> <li>– Communications</li> <li>– Emergency Management</li> </ul>
<b>Leanne Macdonald</b> Executive Manager – Corporate Services		
	<ul style="list-style-type: none"> <li>– Accounting</li> <li>– Financial Planning and Reporting</li> <li>– Rating / Policy</li> <li>– Information Services</li> <li>– Business Risk and Procurement</li> </ul>	
<b>Louise Fleck</b> Executive Manager – People and Culture		
	<ul style="list-style-type: none"> <li>– Customer Services</li> <li>– Libraries</li> <li>– Health and Safety</li> <li>– People and Culture</li> </ul>	
<b>Julie Muir</b> Executive Manager – Infrastructure Services		
	<ul style="list-style-type: none"> <li>– Roading</li> <li>– Water Services</li> <li>– Environmental Engineering</li> </ul>	
<b>Louise van der Voort</b> Executive Manager – Planning and Environment		
	<ul style="list-style-type: none"> <li>– Planning</li> <li>– Building Control</li> <li>– Alcohol Licensing</li> <li>– Environmental Health</li> <li>– Dog Control and Registration</li> <li>– Parks and Recreation</li> </ul>	<ul style="list-style-type: none"> <li>– Cemeteries</li> <li>– Swimming Pools</li> <li>– Property and Community Facilities</li> <li>– Elderly Persons' Housing</li> <li>– Airports</li> </ul>





03 440 0056

[info@codc.govt.nz](mailto:info@codc.govt.nz) [www.codc.govt.nz](http://www.codc.govt.nz)

1 Dunorling Street, PO Box 122, Alexandra



# Fees and Charges 2022-23

While Council has aimed to provide an exhaustive and accurate schedule of charges, if any errors or omissions are identified, charges will be calculated by reference to the appropriate underlying authority/resolution. Council reserves the right to vary and introduce fees and charges at its discretion.

All fees and charges referred to are inclusive of goods and services tax (GST) at 15%.

		2022/23 Includes GST	2021/22 Includes GST
	<b>THREE WATERS</b>		
<i>Where a service connection for water and/or wastewater, or a wheelie bin is provided to a rating unit in the course of a rating year, the rating unit will be charged a proportion of the full year cost the service as scheduled in the rating section of the 10 year Plan, based on the number of complete months remaining in the financial year.</i>	<b>DESIGNATED WASTEWATER TREATMENT PLANT</b>		
	Disposal of septage tank load less than 3,000 litres	130	130
	Every additional 1,000 litres discharges (or part thereof)	40	40
	Designated Septage station disposal cost/litre	0.04	0.04
	<b>TRADE WASTE</b>		
	Application fee deposit (invoiced at actual cost)	240	240
	Application to transfer trade waste discharge consent	80	80
	Annual fee	160	160
	<b>THREE WATERS - PER APPLICATION</b>		
	Approved contractors (per application)	80	80
	Non-approved contractors (per application)	160	160
	Non-approved contractors (per application)	At cost	At cost
	<b>BULK TANKER WATER FROM FIRE HYDRANTS</b>		
	Bulk water application fee	No charge	No charge
	Tanker / Standpipe Inspection (at least annual)	100	100
	Hydrant Standpipe Hire / month (excluding water usage)	30	30
	Water Usage Per m <sup>3</sup>	1.80	1.80
	<b>BULK WATER SUPPLY</b>		
	Network connected bulk water rate (per m <sup>3</sup> )	0.86	0.86
	<b>REMOVAL OF WATER RESTRICTOR</b>		
	Temporary restrictor removal fee	At cost	At cost
	<b>WATER METER ACCURACY TESTS</b>		
	House visit and assessment	55	55
	Meter removal and calibration	525	525
	Meter validated as accurate	80	80
	Meter validated as inaccurate	No charge	No charge
	Final meter read	40	40
	<b>OTHER</b>		



	2022/23 Includes GST	2021/22 Includes GST
Unauthorised and other activities	At cost	At cost
<b>CAPITAL CONTRIBUTIONS – NEW CONNECTIONS (SEE DISTRICT PLAN ALSO)</b>		
<b>Financial Contributions - Reserves</b>		
Urban	2380	2380
Rural	1190	1190
<b>Note:</b> Financial Contributions are inflated annually based on Statistics NZ Construction Index. They are indexed from the December 2019 quarter in the table above.		
<b>DEVELOPMENT CONTRIBUTIONS - NEW CONNECTIONS</b>		
<b>Water Supply</b>		
Lake Dunstan Water Supply (Alexandra / Clyde)	7131	7131
Cromwell	3877	3877
Naseby	4044	4044
Omakau / Ophir	10917	10917
Patearoa	3267	3267
Ranfurly	2492	2492
Roxburgh	3321	3321
<b>Wastewater</b>		
Alexandra / Clyde	7536	7536
Cromwell	3139	3139
Naseby	3399	3399
Omakau / Ophir	4992	4992
Ranfurly	796	796
Roxburgh	4670	4670
<b>THREE WATERS AND WASTE MANAGEMENT PART CHARGES IN LIEU OF RATES</b>		
The Local Government (Rating) Act 2002 requires that properties be rated based on their status as at 1 <sup>st</sup> July each year. Certain rates are based on level of service provided. These are Water Supply rates, Wastewater rates and Waste Management rates. To enable these services to be provided part way through the rating year Council will invoice the rate payer upon provision of the laterals for Water Supply and Wastewater and upon commencement of service in the case of Waste Management collections. The following charges will be invoiced for each complete month of the rating year remaining.		
<b>Water Supply – per month</b>		
If already rated as serviceable	23.12	23.12
If not rated as serviceable before	37.91	37.91
<b>Wastewater – per month</b>		
If already rated as serviceable	27.20	27.20



	2022/23 Includes GST	2021/22 Includes GST
If not rated as serviceable before	54.40	54.40
<b>Waste Management – per month</b>		
Additional household rubbish bin	23.57	22.24
Additional mixed recycling bin	4.95	4.67
Additional glass recycling bin	4.95	4.67



	2022/23 Includes GST	2021/22 Includes GST
<b>ENVIRONMENTAL SERVICES</b>		
<b>TRANSFER STATION CHARGES</b>		
Standard size refuse bag (60 litres)	8	8
Prepaid Council approved 60 litre refuse bag (for Tarras and Patearoa use only)	8	8
Child car seat recycling (Alexandra and Cromwell only)	10	10
Car body (all tanks pierced and drained)	20	20
Whiteware and separated metal (excl. fridges)	No charge	No charge
Fridges (degassing charge)	16.5	-
Gas bottle disposal (any size)	11	-
<b>Transfer Station with Weigh Facility</b>		
General waste charge by weight per tonne	345	334.61
Tyres by weight by tonne (excludes tractor and other similar large tyres)	455	444.72
<b>Transfer Station without Weigh Facility</b>		
General waste charge by volume per cubic metre (assessed by operator)	70	67
Car tyres (per tyre)	5	5
Truck tyres (per tyre)	22	21
Tractor / Loader tyres	-	86
<i>Note: Tractor tyres and other similar large tyres will no longer be accepted for disposal.</i>		
<b>GREENWASTE DEPOSITED IN GREENWASTE AREA</b>		
Car load	No charge	No charge
Trailer or Ute load	5	5
Trailer-load charge by volume per cubic metre	5	5
<b>CLEANFILL DEPOSITED IN CLEANFILL AREA</b>		
Charge by volume per cubic metre	15	15
<b>HAZARDOUS WASTE</b>		
Up to 20kg or 20 litres	10	10
Greater than 20kg or 20 litres (charge per kg over 20kg or 20 litres up to a maximum of 100kg or 100 litre).	10	10
<b>WHEELIE BIN CHARGES</b>		
Replacement of bin due to damage (not wear and tear)	50	50
Initial change of bin size	No charge	No charge
All subsequent changes to bin size	N/A	N/A
Additional mixed recycling bin (per annum)	59.41	56.06
Additional glass recycling bin (per annum)	59.41	56.06
Additional rubbish (red) bin (per annum)	282.80	266.85
Administration fee	50	50



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



	2022/23 Includes GST	2021/22 Includes GST
<b>PLANNING AND REGULATORY</b>		
<i>Estimated value of work, includes Project Check Fee. The cost of any peer review of professional documents is at the applicant's cost. All Building Control Fees are based on the average time taken to complete administration, processing and inspections based on the value of the building consent or other building work. Work in excess of this time may be charged for at time and disbursements. Any other charge for information, certification or inspection, or recording of safe and sanitary certificates not specifically provided for to be charged at time and disbursements (\$140 minimum).</i>	<b>BUILDING CONTROL CHARGES</b>	
<b>Residential alterations and new</b>		
Up to and including \$5,000	450	316
Over \$5,000 and not exceeding \$10,000	691	691
Over \$10,000 and not exceeding \$20,000	1141	1141
Over \$20,000 and not exceeding \$40,000	1671	1671
Over \$40,000 and not exceeding \$80,000	1971	1971
Over \$80,000 and not exceeding \$200,000	2651	2651
Over \$200,000 and not exceeding \$350,000	3556	3556
Over \$350,000 and not exceeding \$500,000	3712	3712
Over \$500,000 and not exceeding \$750,000	4017	4017
Over \$750,000 and not exceeding \$1,000,000	4467	4467
Exceeding \$1 million (minimum deposit plus additional time if necessary)	4852	4852
Rural farm shed with engineers PS1, conservatories, new swimming pools, other consents with <3 inspections (no amenities)	953	953
<b>Commercial alterations and new</b>		
Up to \$10,000	841	841
\$10,000 - \$20,000	1441	1441
\$20,000 - \$40,000	1971	1971
\$40,000 - \$80,000	2121	2121
\$80,000 - \$200,000	3251	3251
\$200,000 - \$350,000	3406	3406
\$350,000 - \$500,000	3636	3636
\$500,000 - \$750,000	4167	4167
Exceeding \$750,000 (minimum deposit plus additional time if necessary)	4242	4242
BRANZ Levy - (exempt from GST) (projects under \$20,000 are exempt)	\$1 for every \$1000.00 or part thereof	\$1 for every \$1000.00 or part thereof
MBIE Levy - (projects under \$20,444 are exempt)	\$1.75 for every \$1000.00	\$1.75 for every \$1000.00
<b>OTHER BUILDING CONSENT CHARGES</b>		
Multi-proof building consents actual cost of work to be recovered (value of work less processing apportionment)	As required	As required
Amendments to Building Consents actual cost of work to be recovered at time and disbursements	\$150 deposit + \$150 / hour	\$150 deposit + \$150 / hour
Erection of marquee	316	316
Heating / fire appliances - free standing	241	241
Heating / fire appliances - inbuilt and second-hand	391	391
Wetback fire / diesel boilers	391	391
Wind machines (horticultural)	N/A	N/A
Inspection cancellation (same day) no fee if cancelled the previous day	150	-
<b>Other building charges</b>		
<b>Certificate of Acceptance</b>		



	2022/23 Includes GST	2021/22 Includes GST
Minor work up to \$5,000	1103	1103
Residential \$5,000 to \$20,000	1478	1478
Residential \$20,000+	2453	2453
Commercial – \$615 deposit plus hourly rate	\$675.00 + hourly rate	\$675.00 + hourly rate
Change of Use (initial fee)	252	252
Relocation report within the district	\$150 (report) plus \$150 per hour of inspection	\$150 / hour
New compliance schedule	\$150 / hour	\$150 / hour
Amended compliance schedule	110	110
Warrant of Fitness monitoring features and renewal	\$150 / hour	\$150 / hour
Certificate for Public Use	504	504
Notice to Fix	225	225
Fire Service assessment of building consents (plus costs)	150	150
Demolition	300	300
Inspection of unsatisfactory work (per visit or inspections not already provided for)	150	150
Swimming pool exemption (referred to Council)	N/A	N/A
Swimming pool inspection barriers and compliance (each inspection)	\$150 / hour	\$150 / hour
Swimming pool registration	55	55
Water test fee (fee plus actual test cost)	120	120
Assessment of building consent exemption application (deposit) + \$150.00 / hour processing or inspection	\$150 / hour	\$150 / hour
Title search	27	27
Minor variations (to building consents)	\$150 / hour	\$150 / hour
Building Consent Report (annual fee)	69	69
<b>Project Information Memorandum – Residential</b>	<b>412</b>	<b>412</b>
<b>Project information memorandum – Commercial</b>	<b>525</b>	<b>525</b>
<b>Time and disbursements</b>		
Hourly rates for processing all applications	150	150
Mileage (dollar(s) per km)	1	1
Hourly rates for processing all applications	105	105
<b>ENVIRONMENTAL HEALTH</b>		
<b>Annual inspection</b>		
Camping grounds	336	336
Hairdresser shops	225	168
Offensive trades	225	168
Funeral directors	225	168
Follow up inspection fee (hourly rate)	150	168
Change of ownership	150	168
<b>ANNUAL REGISTRATION</b>		
Camping grounds	168	168
Hairdresser shops	168	168



	2022/23 Includes GST	2021/22 Includes GST
Offensive trades	168	168
Funeral directors	168	168
Miscellaneous Bylaw and general licence fees	N/A	N/A
Late payment fee	N/A	N/A
<b>FOOD CONTROL PLANS / NATIONAL PROGRAMMES</b>		
Initial registration	403	403
Annual registration	201	201
<b>Audit fee</b>		
Food control plan (single-site)	504	504
Food control plan (multi-site)	804	804
National Programme 1	336	336
National Programme 2	420	420
National Programme 3	504	504
Subsequent verifications and enforcement (hourly rate)	168	168
Site rental fee	N/A	N/A
<b>BYLAW AND POLICY</b>		
<b>Trading in Public Place General Bylaw</b>		
<b>Application fee</b>		
Fee per annum	420	420
Class 4 Gambling and Board Venue application fee (deposit)	336	336
Hourly rates for processing all applications	168	168
Additional sandwich board	N/A	N/A
<b>ALCOHOL LICENSING</b>		
<b>Local Authority Compliance Certificate</b>		
Building	150	150
Planning	150	150
Public notification fee	125	125
<b>ANIMAL CONTROL</b>		
<b>Dog Registration Fees</b>		
Non-working dogs	55	55
Working dogs	12	12
Late penalty fee (percentage of base fee)	150% of annual registration fee	150% of annual registration fee
<b>Dog Impounding Charges</b>		
First impounding (for each 12 months)	100	100
Second impounding (for each 12 months)	150	150
Third and subsequent impounding (for each 12 months)	200	200
Sustenance	22	22
Destruction of dog	At cost	At cost
Notification	N/A	N/A
Microchipping	32	32
<b>Licence to keep more than 3 dogs</b>		
Application	75	75

*Any dog classified as dangerous under the Dog Control Act shall pay 150% of the registration fee prescribed in this.*



	2022/23 Includes GST	2021/22 Includes GST
Inspection fee	\$150 / hour	\$150 / hour
Annual permit fee	150	150
<b>REFUNDS</b>		
Refund administration fee	Refer to Governance and Corporate Services section	Refer to Governance and Corporate Services section
<b>NOISE CONTROL</b>		
<b>Return of Seized Equipment</b>		
Administration charge	84	84
Storage fee	5 (per day)	5 (per day)
Non-compliance with Excessive Noise Direction	500	-
Non-compliance with Abatement Notice regarding unreasonable noise	750	-
<b>Contractor charge (add to administration charge)</b>		
Alexandra / Clyde	60	60
Cromwell	70	70
Ranfurly	100	100
Roxburgh / Naseby	80	80
<b>ENFORCEMENT</b>		
Monitoring and enforcement - hourly rate	150	150
<i>All applications for resource and subdivision consent and changes to the District Plan will be charged on a time charge, plus disbursements basis although a minimum payment is required as set out below. Applications will not be processed unless accompanied by the appropriate application or deposit fee. In accordance with Section 36 of the Resource Management Act where a charge is payable, the Council will not perform the action to which the charge relates until the charge has been paid in full. Note: This applies to all fees and charges in relation to Resource</i>	<b>PLANNING (all deposits non-refundable)</b>	
	<b>Subdivision Charges</b>	
	<b>Land Subdivision Consent</b>	
	Consent application deposit (notified to formal hearing)	2000
	Consent application deposit (non-notified to formal hearing)	1500
	Consent application deposit (under delegated authority)	900
	Minor boundary adjustment	430
	Plan Certification - 223	150
	Plan Certification - 224(c) (deposit)	260
	Minor amendment to cross lease / unit title plan (deposit)	510
	<b>Other Charges</b>	
	Completion certificates	80
	Overseas Investment Regulations Certificates (deposit)	150
	Compliance certificates / Certificate of Compliance (S139) (deposit)	550
	Certified copy of Council resolution	80
	Registered bond	At cost
	Release from registered bond	At cost
	Right of way consents (deposit) (Section 348 LGA)	225
	Certificate of approval of survey plans (s.226(1)(e)(ii))	150
	Change or cancellation of amalgamation condition (deposit) (Section 241)	160



		2022/23 Includes GST	2021/22 Includes GST
<i>Management functions. Applications which are incomplete or require the applicant to undergo remedial works will incur further costs on a time and disbursement basis.</i>	Cancellation of easement (Section 243)	160	160
	Cancellation or amendment of consent notice (Section 221)	180	180
	<b>Land Use Consent</b>		
	Consent application deposit (notified to formal hearing)	2000	2000
	Consent application deposit (non-notified to formal hearing)	1500	1500
	Consent application deposit (under delegated authority)	600	600
	Non-compliance with bulk and location requirements - deposit (under delegated authority)	N/A	N/A
	Minor breach of standards (deposit)	350	350
	Application for extension of lapse date (deposit (section 125)	300	300
	Minor Change or Cancellation of Consent Condition (delegated section 127) (deposit)	400	400
	Complex Change or Cancellation of Consent Condition (delegated section 127) (deposit)	600	600
	Change or Cancellation of Consent Condition to Formal Hearing (section 127) (deposit)	1000	1000
	Monitoring Consent Holders (per hour + mileage)	\$150 / hour + mileage	\$150 / hour + mileage
	Hearing of Objection to Resource Consent (deposit)	800	800
	Resource consent exemption (section 87BB) (fixed fee)	225	225
	Boundary activity (section 87BA) (fixed fee)	300	300
	<b>Application for Heritage Orders and Designations (deposit)</b>		
	Outline plan approval (deposit)	390	390
	Minor, no research (plus public notification)	1000	1000
	Moderate, standard research requirements (plus public notification)	5000	5000
	Major, affects large area of district (plus public notification)	10500	10500
<i>Because such procedures are lengthy and involved, it is appropriate that provision be made for ongoing fee charging, for the processing, report preparation, briefing of Chairperson, attendance of planning consultant and / or staff at hearing or in preparation of</i>	<b>APPLICATION FOR DISTRICT PLAN CHANGE (DEPOSIT)</b>		
	<i>Minor effect</i> – not requiring research (plus public notification and disbursements and all costs associated with conducting a hearing, including Councillors' fees. Applicant to provide all documentation to Council's satisfaction).	2500	2500
	<i>Moderate effect</i> – requiring limited research (plus public notification and disbursements and all costs associated with conducting a hearing, including Councillors fees. Applicant to provide all documentation to Council's satisfaction).	7500	7500



		2022/23 Includes GST	2021/22 Includes GST
<i>application to the Chief Executive Officer in the event of an application under delegated authority and for the preparation and drafting of the decision and release to all parties. DBH and BRANZ levies apply to work over \$20,000.</i>	<b>Major effect</b> – affects significant part of District Plan / major land use effects (plus public notification and disbursements and all costs associated with conducting a hearing, including Councillors' fees. Applicant to provide all documentation to Council's satisfaction).	<b>15000</b>	15000
	<b>Information Charges</b>		
	Resource Management Act information	<b>At cost</b>	At cost
	All other information requested in writing (time charge + disbursements basis min)	<b>80</b>	80
	NES record search	<b>150</b>	150
	<b>LAND INFORMATION MEMORANDUM (LIM)</b>		
	<b>Residential Search</b>		
	Provided in 10 working days (electronic)	<b>185</b> (non-refundable)	185 (non-refundable)
	Provided in 5 working days (electronic)	<b>263</b> (non-refundable)	263 (non-refundable)
	Provided in 10 working days (paper)	<b>315</b> (non-refundable)	315 (non-refundable)
	Provided in 5 working days (paper)	<b>420</b> (non-refundable)	420 (non-refundable)
	<b>Commercial Search</b>		
	Provided in 10 working days (electronic)	<b>263</b> (non-refundable)	263 (non-refundable)
	Provided in 5 working days (electronic)	<b>368</b> (non-refundable)	368 (non-refundable)
	Provided in 10 working days (paper)	<b>368</b> (non-refundable)	368 (non-refundable)
	Provided in 5 working days (paper)	<b>420</b> (non-refundable)	420 (non-refundable)
	Other charges (engineering, technical consultancy and valuation fees) – to be in addition to all fees where additional information may be required or a report commissioned, or where attendance at a meeting is requested and for administration, inspection and / or supervision.	<b>At cost</b>	At cost



	2022/23 Includes GST	2021/22 Includes GST
<b>POOLS, PARKS AND CEMETERIES</b>		
<b>DISTRICT CEMETERIES</b>		
<b>Plot Charge (Standard) - all cemeteries in the district</b>		
Standard plot fees - including memorial structures plot, Cromwell Cemetery	900	900
Memorial Structures Plot - Cromwell Cemetery	N/A	N/A
Ashes plot	400	400
Memorial wall (plinth which allows for 32 plaques) - Alexandra Cemetery	100	100
Memorial wall (which allows for 88 plaques double-sided) - Cromwell Cemetery	100	100
RSA Plot - Cromwell Cemetery	No charge	No charge
Stillborn babies	No charge	No charge
<b>Burial Fees District</b>		
<i>Monday to Friday and Saturday mornings only and excluding Saturday afternoon's. No burials Sundays, statutory public holidays.</i>		
Standard re-opening and burial - Double Depth Standard	950	950
Casket larger than standard (213cm x 76.2cm x 50.8cm) – additional to above fee	120	120
Burial of ashes	400	400
Out of District Fee (6 months or more)	95	95
Burial of infants (up to 10 years / re-opening)	300	300
Disinterment costs / re-interment	At Cost	At Cost
Breaking concrete	At Cost	At Cost
Memorial Permit processing fee	10	10
<b>NASEBY CEMETERY</b>		
<b>Plot Fees</b>		
Standard plot fees	300	300
Ashes plot	156	156
<i>Burial fees invoiced directly by Sexton</i>	N/A	N/A
<b>RANFURLY CEMETERY</b>		
<b>Plot Fees</b>		
Standard plot fees	300	300
Ashes plot	156	156
<i>Burial fees invoiced directly by Sexton</i>		
<b>PARKS</b>		
<b>Sports Grounds (Alexandra and Clyde)</b>		
First class cricket wicket per ground (per day - wickets 1 & 2)	250	250
Casual (per ground per day)	123	123
Cricket wickets (per day - wickets 3 & 4) per wicket	135	135
Changing rooms (per room) including showers	15	15
Athletics (per day)	135	135
Litter collection (per litter bin per day) - Additional fee	30	30
Schools and school aged children exempt from charges	No charge	No charge

Cricket rates are variable depending on level of pitch preparation; seasonal rates available on application and by negotiation.



	2022/23 Includes GST	2021/22 Includes GST
<b>Club Seasonal Rates (Including club training, regular season fixtures)</b>		
Rugby - Senior teams only	850	850
Football - Senior teams only	1500	1500
Softball - Senior teams only	500	500
Athletics - Senior teams only	500	500
Club Cricket only (excludes first class cricket) - Senior teams only	1600	1600
Touch Rugby – per season	500	500
Use of showers per day	5	-
End of season cleaning fee	200	-
<b>Other Parks and Reserves Alexandra and Clyde – including Pioneer Park – per day</b>		
Commercial activity or event including circus, gypsy fair, Blossom Festival	400	400
Non-Profit Community Groups	No charge	No charge
Commercial market days	\$55.00 including power	\$55.00 including power
Commercial – car displays, advertising, vendors	146	146
Basic space hire – no preparation / services required	No charge	No charge
Non Commercial – community group activity includes rubbish and area preparation, e.g. school fairs	No charge	No charge
Amusement devices (activity or device)	\$11.50 application fee for one device and \$2.30 per extra device For longer periods \$1.15per week per device Engineering fee at cost	\$11.50 application fee for one device and \$2.30 per extra device. For longer periods \$1.15per week per device. Engineering fee at cost
Council power box (power already connected per hour)	5	5
Electricity boxes (if available) (power and connection)	At cost	At cost
Bond to cover potential damage - refundable upon inspection grounds are in good condition	400	N/A
<b>CROMWELL SPORTS PAVILIONS</b>		
<b>Alpha Street Pavilion</b>		
Football Club per annum	573	573
Casual day hire	58	58
<b>Anderson Park Pavilion</b>		
Club per season	574	574
Casual day hire	58	58
<b>ANDERSON PARK (junior sport free) - school and school age children exempt</b>		
<b>Sports Club Rentals (per player per season)</b>		
Anderson Park grounds	51	51



	2022/23 Includes GST	2021/22 Includes GST
Netball / tennis courts	20	20
<b>Club Seasonal Rates (Including club training, regular season fixtures)</b>		
Rugby - Senior teams only	1500	1500
Football - Senior teams only	1500	1500
Softball - Senior teams only	500	500
Athletics - Senior teams only	500	500
Club Cricket only (excludes first class cricket) - Senior teams only	1200	1200
Touch Rugby – per season	500	500
<b>Casual Users (per day)</b>		
Non-sporting activities (per ground plus electricity)	75	75
Touch (per field)	45	45
Rugby (per field)	69	69
<b>ALPHA STREET RESERVE (per day) - school and school age children exempt</b>		
Commercial activity or event including circus and gypsy fair, circus	400	400
<b>Club Seasonal Rates (Including club training, regular season fixtures)</b>		
Football - Senior teams only	1500	1500
Touch Rugby – per season	500	500
<b>Sports Club Rentals (per player per season) (junior sports free)</b>		
Alpha Street grounds	51	51
Alpha Street ground lights - per hour	N/A	N/A
<b>Other Parks and Reserves – Cromwell per day</b>		
Basic space hire – space only no preparation required	No charge	No charge
Non-Profit – community group activity including rubbish and area preparation e.g. school fairs	No charge	No charge
Commercial – Market days	55	55
Commercial – Car displays / advertising, vendors	145	145
Amusement devices (activity or device)	\$11.50	\$11.50
	application fee for one device and \$2.30 per extra device. For longer periods \$1.15 per week per device	application fee for one device and \$2.30 per extra device. For longer periods \$1.15 per week per device.
	Engineering fee at cost.	Engineering fee at cost.
<b>MĀNIATOTO PARK</b>		
Sports clubs (per annum)	907	907
Sports ground (per day)	117	117
Outdoor netball / tennis courts	150	150
Basic space hire – no preparation required	No charge	No charge

A \$400 bond is required for circuses and fairs, amusement device operators are also required to pay the appropriate inspection licensing fees to operate devices in the district.



	2022/23 Includes GST	2021/22 Includes GST
Non-Profit Community activity (general use including rubbish and ground preparation)	No charge	No charge
Commercial activity	122	122
Athletics (per day) - Schools	No charge	No charge
Athletics (per half day)	No charge	No charge
<b>Other Parks and Reserves – Mānīatoto per day</b>		
Basic space hire – space only no preparation required	No charge	No charge
Non-commercial – community group activity including rubbish and area preparation e.g.; school fairs	38	38
Junior Cricket – Naseby	No charge	No charge
Commercial – Market days, Vendors	55	55
Commercial – Car displays / advertising	145	145
<b>Rugby Clubrooms</b>		
Rugby clubrooms (per day)	86	86
<b>TEVIOT VALLEY</b>		
King George Park - Community activity	No charge	No charge
King George Park - Commercial activity	80	80
Basic space hire – no preparation required	No charge	No charge
Commercial Market, Vendor	55	55
<b>ALEXANDRA POOL AND CROMWELL POOL</b>		
<b>Single Admission</b>		
Adult (18 years old)	6.5	6.5
Child (School Age)	3.5	3.5
Pre-schooler (with maximum of 2 per 1 paying parent / caregiver)	No charge	No charge
Gold Card and tertiary student 17% off entry	5.5	5.5
Community Services Card holder 17% off entry	5.5	5.5
Shower	5	5
Family - maximum 2 adults and 4 children	17	17
Family - 1 Adult and 4 children	16.4	16.4
Replacement swim card if lost	2	2
BBQ Hire - per event	N/A	N/A
Gym/Swim Pass 30% off adult entry only		
<b>Membership Card and Yearly Pass</b>		



	2022/23 Includes GST	2021/22 Includes GST
Adult - 10 swims	58.5	58.5
Adult - 25 swims	138	138
Adult - 50 Swims	260	260
Adult yearly pass (includes Aqua Fit classes)	480	480
Child - 10 swims	30	30
Child - 25 swims	74.5	74.5
Child - 50 Swims	140	140
Child yearly pass	240	240
<b>Prepaid Swim Membership Prices</b>		
Family - 6 Months	429	429
Family - 12 Months	709	709
<b>Direct Debit Swim Membership Prices</b>		
Child - 6 Months	5.00 / week	5.00 / week
Child - 12 Months	4.00 / week	4.00 / week
Adult - 6 Months	12.00 / week	12.00 / week
Adult - 12 Months	10.00 / week	10.00 / week
Family - 6 Months	19.00 / week	19.00 / week
Family - 12 Months	16.00 / week	16.00 / week
<b>Gold Card, Community Services Card and Tertiary Students Card Holders</b>		
10 swims	17% off the above adult prices	17% off the above adult prices
25 swims	17% off the above adult prices	17% off the above adult prices
Yearly pass	17% off the above adult prices	17% off the above adult prices
<b>Aquarobics and Aqua Fit</b>		
Casual Adult entry and class	11	11
Adult - 11 class membership concession (includes pool entry)	110	110
Aqua class only when used with 10/25/50 swim concession card	4.5	4.5
Gold Card, Community Services Card, tertiary student entry and class	17% off the above adult prices	17% off the above adult prices
Gold Card, Community Services Card, tertiary student - 11 class membership concession (includes pool entry)	17% off the above adult prices	17% off the above adult prices
Aqua Fit Class only excluding pool entry	No charge	No charge
<b>School Hire</b>		
District primary schools per lane / block per hour – min charge 1 hour (excludes pool entry)	9	9
District high schools per lane / block per hour – min charge 1 hour (excludes pool entry)	9	9
Non-district schools –Min charge 1 hour (excludes pool entry)	13	13
Therapeutic pool per hour	36	36



	2022/23 Includes GST	2021/22 Includes GST
<b>Central Otago Swimming Clubs / Non-Commercial (as per definition)</b>		
Tues, Thurs non-competitive club nights per lane, excludes entry (does not include development or squad coaching sessions)	9	9
Lane hire per lane per hour excludes pool entry minimum 1 hour (including development or squad coaching sessions)	9	9
Swim meets / competition nights full 25 metre pool hire includes pool entry min 1 hour (or by agreement with Aquatics Manager), includes staff time	150	150
Kayak Polo	Pool entry plus staff time	Pool entry plus staff time
<b>Commercial Operators</b>		
Lane hire per lane per hour excludes pool entry min 1 hour (or by agreement with Aquatics Manager)	30	30
Students - 10 swim pool entry concession card	10	10
<b>Additional Charges</b>		
Additional staff after hours	\$50 per hour per staff member	\$50 per hour per staff member
<b>Meeting Room Charges (where available)</b>		
Kitchen surcharge per half day	45	45
Kitchen surcharge per hour	15	15
Meeting room hire per half day	45	45
Meeting room hire per hour	15	15
<b>SWIMMING LESSONS – CENTRAL SWIM SCHOOL (includes pool entry) Payment in advance or by direct debit</b>		
10 x toddler / preschool lesson - Starfish, Turtles, Seals, Dolphin, Goldfish, Clownfish, Pufferfish and Rainbowfish	111	111
- 10 swim pool entry concession card	10	10
<b>TOTAL</b>	<b>121</b>	<b>121</b>
10 x school age lessons - Seahorse, Otter, Snapper, Crocodile, Barracuda, Piranha, Stingray, Marlin	111	111
- 10 swim pool entry concession card	10	10
<b>TOTAL</b>	<b>121</b>	<b>121</b>
10 x 45 minute stroke development - Sharks Squad	118	118
- 10 swim pool entry concession card	10	10
<b>TOTAL</b>	<b>128</b>	<b>128</b>
<b>Weekday private lesson</b>		
15 minutes	19	19
30 minutes	39	39
5 day block holiday classes	55	55
- 5 swim pool entry concession card	5	5



	2022/23 Includes GST	2021/22 Includes GST
<b>Family Discount:</b>		
<i>If you have 3 or more members of your family learning to swim, only the first two members will pay standard price, then all additional children will receive 30% off standard price.</i>		
<b>Multi-Lesson Discount:</b>		
<i>Students attending more than one lesson per week are eligible for a 20% discount off their second lesson that week.</i>		
<b>Direct Debit fees for payment of lessons above will incur these additional charges</b>	<b>0.6</b>	0.6
Direct Debit Transaction Fee - successful transaction from bank account, credit union or building society	<b>2.35%</b>	2.35%
Direct Debit Transaction Fee - successful transaction from Visa / Mastercard	<b>4.22%</b>	4.22%
Direct Debit Transaction Fee - successful transaction from Amex / Diners Card	<b>0.6</b>	0.6
Failed Transaction Fee	<b>11.5</b>	11.5
Dishonour Fee by customer	<b>44</b>	44
Investigation Fee - charged back to customer		
<b>RANFURLY SWIM CENTRE</b>		
<b>Admission</b>		
Child	<b>2.5</b>	2.5
Adult	<b>5</b>	5
Child - 11 x swims (swim card)	<b>25</b>	25
Adult - 11 x swims (swim card)	<b>50</b>	50
Season pass (single)	<b>95</b>	95
Season pass (family) plus \$10 per child	<b>118</b>	118
Mānīatoto Area School	<b>522</b>	522
St John's School	<b>154</b>	154
Aquabelles (per season)	<b>412</b>	412
Other groups (per season)	<b>412</b>	412
Professional coaching per hour	<b>27</b>	27



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



	2022/23 Includes GST	2021/22 Includes GST
<b>Commercial / non-local or by agreement with Chief Executive Officer</b>		
Evening performance	670	670
Matinee performance (afternoon)	505	505
Rehearsal (includes heating)	225	225
Hourly rate (includes heating)	105	105
Hourly rate (no heating)	50	50
<b>Amateur local non-profit making incorporated societies and educational institutes</b>		
Evening performance	235	235
Matinee performance (afternoon)	180	180
Rehearsal (no heating)	60	60
Rehearsal (with heating)	125	125
Hourly rate (includes heating)	60	60
Hourly rate (no heating)	30	30
<b>CENTRAL STORIES BUILDING</b>		
<b>Meeting room and theatre</b>		
Commercial hire	\$40 / hour	\$40 / hour
Non-commercial hire	\$20 / hour	\$20 / hour
<b>CROMWELL MEMORIAL HALL</b>		
<b>Whole complex (auditorium, supper room, west wing, kitchen)</b>		
Commercial whole day	470	470
Commercial half day	315	315
Non-commercial whole day	190	190
Non-commercial half day	140	140
Sporting events - tournaments whole day	145	145
Sporting events - club nights / half day tournaments	115	115
Sporting events - schools	115	115
Hourly rate (only available on application to the Cromwell Community Board)	25	25
After 1am charge per hour	25	25
<b>Auditorium (not including kitchen)</b>		
Commercial whole day	300	300
Commercial half day	185	185
Non-commercial whole day	160	160
Non-commercial half day	105	105
Sporting events - tournaments whole day	115	115
Sporting events - club nights / half day tournaments	85	85
Sporting events - schools	85	85
Sporting events - tournaments whole day	115	115
Hourly rate (only available on application to the Cromwell Community Board)	20	20
After 1am charge per hour	20	20

A \$200 bond is  
required for  
social functions;  
a whole day is  
more than 6  
hours, half day  
is less than 6  
hours.



	2022/23 Includes GST	2021/22 Includes GST
<b>Supper Room or West Wing (not including kitchen)</b>		
Commercial whole-day	155	155
Commercial half day	115	115
Non-commercial whole day	90	90
Non-commercial half day	75	75
<b>Supper Room and Kitchen</b>		
Commercial whole day	180	180
Commercial half day	125	125
Non-commercial whole day	115	115
Non-commercial half day	90	90
Commercial whole day	180	180
Hourly rate (only available on application to the Cromwell Community Board)	90	90
After 1am charge per hour	25	25
Kitchen per hour	25	25
Stage per hour	25	25
<b>Hire of trestles and chairs (away from hall)</b>		
Trestles (each)	5	5
Chairs (each)	5	5
Refundable deposit for 1-20 chairs	85	85
Refundable deposit for more than 20 chairs	115	115
Crockery breakages (at hall)	At cost	At cost
<b>MOLYNEUX PARK</b>		
<b>Stadium</b>		
Commercial - hourly rate	35	35
Non-commercial - hourly rate	25	25
Gas heating token (20 mins)	2	2
Electric heating token (15 mins)	0.5	0.5
Commercial - whole day	305	305
Commercial - half day	205	205
Commercial - whole day	170	170
Commercial - half day	125	125
Kitchen - whole day (includes foyer toilets)	55	55
Kitchen - half day (includes foyer toilets)	30	30
Changing rooms (per room)	15	15
<b>NASEBY HALL</b>		
Whole day hire (not exceeding 24 hours)	105	105
Half day hire (not exceeding 4 hours)	40	40
Hourly rate if less than half day	20	20
<b>NASEBY PAVILION</b>		
Whole day hire (not exceeding 24 hours)	35	35
Half day hire (not exceeding 4 hours)	20	20
<b>WAIPIATA HALL</b>		
24 hour period	105	105
Hourly rate	8	8
Waipiata Darts Club per annum	405	405

*A whole day is more than 6 hours, half day is less than 6 hours. The stadium has a wooden gymnasium floor and is therefore not suitable for events requiring seating or furniture unless provision is made to protect the floor.*



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



	2022/23 Includes GST	2021/22 Includes GST
Commercial hire whole day (social functions, weddings, funerals)	150	150
Commercial half day (social functions, weddings, funerals)	105	105
Hourly rate for non-profit groups only	20	20
Whole complex (non-discountable)	570	570
<b>ROXBURGH MEMORIAL HALL</b>		
<b>Whole Hall</b>		
Whole day hire (not exceeding 24 hours)	105	105
Half day hire (not exceeding 6 hours)	40	40
Hourly rate	20	20
<b>MĀNIATOTO STADIUM</b>		
A \$200 bond is required for social functions in the Stadium		
Stadium sports session (not exceeding 2 hours)	20	20
Stadium sports session (not exceeding 4 hours)	35	35
Stadium only (day rate – not exceeding 24 hours)	115	115
Stadium / kitchen / bar (day rate) weddings, cabarets	170	170
Stadium frost cloth canopy	300	300
Local schools sports day / events (subject to conditions)	No charge	No charge
<b>Rugby Clubrooms</b>		
Rugby clubrooms (day rate – not exceeding 8 hours)	85	85
Rugby clubrooms (half day rate – not exceeding 4 hours)	45	45
Rugby clubroom / kitchen / bar (day rate not exceeding 24 hours)	145	145
Rugby clubroom / kitchen / bar (half day rate not exceeding 4 hours)	70	70
Local schools sports day / events (subject to conditions)	No charge	No charge
<b>Kitchen</b>		
Kitchen whole day (not exceeding 24 hours)	55	55
Kitchen half day (not exceeding 4 hours)	27	27
<b>Hire of trestles away from the Stadium</b>		
Hire of trestles away from the stadium (per trestle)	3	3
Hire of chairs away from the stadium (per chair)	1	1
<b>Charges per annum</b>		
Māniatoto Squash Club	1550	1550
A&P Association (per show)	825	825
<b>Māniatoto seasonal toilets</b>		
Māniatoto Summer seasonal toilets (Nov-May) - open toilets outside of the season	30	30
Service toilets outside of season - daily fixed charge	15	15
<b>COUNCIL OFFICE HIRE</b>		
<b>William Fraser Building</b>		



	2022/23 Includes GST	2021/22 Includes GST
Council Chambers whole day	115	115
Council Chambers half day	55	55
Tea making facilities (per person per tea break)	2	2
<b>Cromwell Service Centre</b>		
Council Chambers whole day	115	115
Council Chambers half day	55	55
Tea making facilities (per person per tea break)	2	2
<b>Ranfurly Service Centre</b>		
Council Chambers whole day	55	55
Council Chambers half day	35	35
Meeting room whole day	35	35
Meeting room half day	25	25
<b>Roxburgh Service Centre</b>		
Council Chambers whole day	55	55
Council Chambers half day	35	35



	2022/23 Includes GST	2021/22 Includes GST
<b>SERVICE CENTRES, i-SITES AND LIBRARIES</b>		
<b>VISITOR INFORMATION CENTRES</b>		
Booking commission (on operator bookings)	10-20%	10-20%
Cancellation fee (payable by customer)	10-20%	10-20%
Event tickets	Up to 20%	Up to 20%
Booking fee	6	6
<b>DISPLAY</b>		
Wall / poster (6 months) A1	310	310
Wall / poster (full year) A1	520	520
Local operators (per brochure per centre per annum)	115	115
Outside region operators (per brochure per centre per annum)	200	200
Commercial series publications per centre	562	562
Commercial series publications all four centres	1405	1405
Commercial individual publications (per centre per annum)	172	172
<b>BIG FRUIT EVENT SIGNS (Includes install / removal costs)</b>		
6 signs available (maximum 2 signs per event booking)		
Commercial event per event, per sign frame	350	350
Non-commercial event per event, per sign frame	50	50
<b>EVENT BANNERS</b>		
Banner install / removal and fixings per sign - Big Fruit Reserve	50	50
Banner install / removal and fixings per sign on FlagTrax system	10	10
<b>PLASMA TV OPERATOR ADVERTISING</b>		
Per month	42	42
Per 6 months (summer / winter)	187	187
Per year	338	338
One-off projects carried out during the year where operators who participate contribute to the costs on a case-by-case basis	As Required	As Required
<b>FAX CHARGES</b>		
All locations up to 3 pages (per fax)	3	3
Additional pages per page	N/A	N/A
<b>LIBRARIES</b>		
Interloan books from outside district (plus and externally imposed charges per book)	Up to \$15	Up to \$15
Replacement cards	5	5
<b>OVERDUE BOOKS (per book per day)</b>		
Adults	0.2	0.2
DVDs (per week)	3	3
Lost / Damaged books	Replacement cost & \$10.00 processing fee	Replacement cost & \$10.00 processing fee
<b>COMPUTER USE</b>		
Half-hour	2	2
<b>PHOTOCOPYING AND PRINTING</b>		
A4 per sheet up to 20 sheets (black and white)	0.2	0.2



	2022/23 Includes GST	2021/22 Includes GST
A4 per sheet up to 20 sheets (colour)	1.3	1.3
A4 per sheet more than 20 sheets (black and white)	0.1	0.1
A4 per sheet more than 20 sheets (colour)	0.6	0.6
A3 per sheet up to 20 sheets (black and white)	0.4	0.4
A3 per sheet up to 20 sheets (colour)	2	2
A3 per sheet more than 20 sheets (black and white)	0.2	0.2
A3 per sheet more than 20 sheets (colour)	1	1
A4 double sided (black and white)	0.3	0.4
A4 double sided (colour)	2	2
A3 double sided (black and white)	0.8	0.8
A3 double sided (colour)	4	4
A2, A1 & A0 per sheet (black & white)	N/A	N/A
A2, A1 & A0 per sheet (colour)	N/A	N/A
Own paper per sheet (black and white)	0.10	0.10
Own paper per sheet (colour)	0.60	0.60
Own paper double sided per sheet (black and white)	0.10	0.20
Own paper double sided per sheet (colour)	0.60	1.00
Providing of regular meeting agenda (per agenda)	36	36
<b>SCANNING</b>		
A4 per sheet	0.20	0.20
A4 per sheet more than 20 sheets	N/A	0.20
A3 per sheet	0.50	0.50
A2, A1 & A0	N/A	N/A

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



	2022/23 Includes GST	2021/22 Includes GST
<b>GOVERNANCE AND CORPORATE SERVICES</b>		
<b>PHOTOCOPYING AND PRINTING</b>		
A4 per sheet up to 20 sheets (black and white)	Refer to Service Centres and Libraries	Refer to Service Centres and Libraries
A4 per sheet up to 20 sheets (colour)	Refer to Service Centres and Libraries	Refer to Service Centres and Libraries
A4 per sheet more than 20 sheets (black and white)	Refer to Service Centres and Libraries	Refer to Service Centres and Libraries
A4 per sheet more than 20 sheets (colour)	Refer to Service Centres and Libraries	Refer to Service Centres and Libraries
Additional pages per page	Refer to Service Centres and Libraries	Refer to Service Centres and Libraries
<b>WORD PROCESSING</b>		
Per hour	Refer to Service Centres and Libraries	Refer to Service Centres and Libraries
<b>REFUNDS</b>		
Administration fee	25	25
<b>RATING SERVICES</b>		
Water rates final read	40	40
Water rates final self-read	No charge	No charge
Printed copy of complete Rating Information Database	460	460
<b>MAPS / AERIAL PHOTOGRAPHY</b>		
<b>Printing as per the above photocopying charges</b>		
Custom maps (per hour cost)	102	102
Electronic copies of aerials	POA	POA
<b>PROJECTOR</b>		
Projector hire (per day)	51	51
<b>RECORDS, ARCHIVES AND LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT</b>		
<i>Records, archives and official information request time spent by staff searching for relevant material, abstracting and collating, copying, transcribing and supervising access where the total time involved is in excess of one hour should be charged out as follows, after the first hour. This is at the discretion of Council and will be discussed at time of engagement.</i>		
First 1 hour	No charge	No charge
Every half hour <b>after</b> the first 1 hour	38	38
For additional half hour or part thereof	N/A	N/A
<i>Council's preferred method for delivery of the requested information is digitally for sustainability purposes. If you require the information to be printed or posted, please refer to Service Centres and Libraries section.</i>		







# Liability Management Policy

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## 1. Purpose

- 1.1 Sections 102(2)(b) and 104 of the Local Government Act 2002 (the Act) require local authorities to adopt a liability management policy. Sub Part 4 of Part 6 of the Act (Sections 112 to 122) sets out the statutory framework for local authority borrowing.
- 1.2 The statutory definition of borrowing is:
- 'Borrowing'-*
- a) *Means the incurring by any means of debt to raise money; and*
  - b) *Includes the incurring of debt-*
    - (i) Under any contract or arrangement for hire purchase, deferred payment, instalment payment, sale and lease back or buy back, financial lease, loan, overdraft, or other arrangement for obtaining debt finance; or
    - (ii) By the drawing, acceptance, making, endorsement, issue, or sale of bills of exchange, promissory notes and other negotiable instruments and debt securities; or
    - (iii) by the use, for any purpose, of funds received or invested by the local authority for any other purpose if the local authority has resolved to repay, with or without interest, the funds used; but
  - c) Does not include debt incurred in connection with the hire purchase of goods, the deferred purchase of goods or services, or the giving of credit for the purchase of goods or services, if-
    - (i) The period for which the indebtedness is outstanding is less than 91 days and the indebtedness is not incurred again promptly after payment; or
    - (ii) The goods or services are obtained in the ordinary course of the local authority's performance of its lawful responsibilities, on terms and conditions available generally to parties of equivalent credit worthiness, for amounts not exceeding in aggregate an amount—
      - (A) Determined by resolution of the local authority as not being so significant as to require specific authorisation; or
      - (B) Recorded for the purposes of this subparagraph of this paragraph of this definition in the then current borrowing management policy of the local authority; and "borrow" has a corresponding meaning:
- 1.3 This policy will be reviewed by Council every three years or as required.
- 1.4 The policy recognises that Council has a strong preference for certainty in relation to debt repayment, is averse to risk and wishes to avoid administrative complexity.



## 1.5 Legal requirements and their cross references are:

Requirement	Reference
General policy	Entire policy
Interest rate exposure	3.1.4
Liquidity	3.1.7
Credit exposure	3.2
Debt repayment	3.3

## 2. Objectives

## 2.1 The objectives of this policy are:

- To ensure Council has appropriate working capital funds available to carry out its strategic plans as outlined in the Annual Plan and Long-term Plan
- To ensure that the costs of any expenditure can be recovered at the time that the benefits of that expenditure accrue in accordance with Council's Revenue and Financing policies. In particular, debt will normally be used to fund capital expenditure that provides future service benefits
- Ensure that Council has an ongoing ability to meet its debts in an orderly manner as and when they fall due in both the short term and long term, through appropriate liquidity and funding risk management
- Arrange appropriate funding facilities for Council ensuring they are at market related margins utilising bank debt facilities and/or capital markets including the Local Government Funding Authority (LGFA) as appropriate
- Maintain lender relationships with Council's general borrowing profile in the local debt and, if applicable, capital markets (including LGFA), so that Council is able to fund itself appropriately at all times
- Control Council's cost of borrowing through the effective management of its interest rate risks, within the interest risk management limits established by the Liability Management Policy
- Ensure compliance with any financing/borrowing covenants and ratios
- Maintain adequate internal controls to mitigate operational risks
- Produce accurate and timely reports that can be relied upon by senior management and Council for control and exposure monitoring purposes in relation to the debt raising activities of Council.



### 3. Policies

#### 3.1 General

3.1.1 The Council should only raise debt in relation to its Long-term Plan, Annual Plan, specific council resolutions or the Financial Strategy, and core objectives after having first ascertained that there are no readily available uncommitted funds as outlined below:

- Cash investments under the control of the community board or committee responsible for the particular activity (repay by funded depreciation or internal loan methods).
- Cash investments under the control of the Council (repay by funded depreciation or internal loan methods).

3.1.2 Council maintains external borrowings in order to:

- Raise specific debt associated with projects and capital expenditures;
- Fund the balance sheet as a whole, including working capital requirements; and
- Fund assets whose useful lives extend over several generations of ratepayers.

3.1.3 External loans will normally be repaid as soon as possible from funds generated by operations and depreciation rated for and not otherwise committed, in accordance with revenue and financing policies.

Borrowing provides a basis to achieve intergenerational equity by aligning long-term assets with long-term funding sources and ensure that the costs are met by those ratepayers benefiting from the investment.

3.1.4 The interest rate exposures of Council shall be managed according to the parameters detailed in the following table and shall apply to the core debt of Council. Core debt is defined as the level of debt determined by the Executive Manager – Corporate Services (EM-CS), but shall exclude any debt that is associated with Three Waters assets which will be managed outside of the interest rate risk management parameters

Fixed Rate Hedging Percentages		
Term	Minimum Fixed Rate Amount	Maximum Fixed Rate Amount
<b>0 - 2 Years</b>	40%	100%
<b>2 - 4 Years</b>	25%	80%
<b>4 - 8 years</b>	0%	60%

To manage the interest rate risk associated with its debt, Council may use the following interest rate risk management instruments:

- Interest rate swaps
- Swaptions
- Interest rate options
- Interest rate collar structures but only in a ratio of 1:1
- Forward rate agreements.

Definitions of these can be found in Schedule One.



- 3.1.5 For funding risk management purposes, to ensure that all of the Council's debt is not exposed to excessive refinancing risk at any one time, where practicable no more than 40% of all debt facilities should mature within a rolling twelve-month period. Compliance with this provision is not required if total external debt is less than \$20 million. Debt that is associated with Three Waters assets shall be excluded from this requirement.
- 3.1.6 These risk controls in Sections 3.1.4 and 3.1.5 will only be activated once external core debt is forecast to exceed \$20M.
- 3.1.7 For liquidity purposes, Council shall aim to maintain liquidity of not less than 10% above projected core debt over the ensuing 12-month period. Liquidity includes committed bank facilities and liquidity assets such as cash, term deposits, Commercial Paper, Fixed Rate Bonds and Floating Rate Notes. For the purpose of the liquidity calculation core debt will include debt that is associated with Three Waters assets.

### 3.2 Counterparty Exposure

- 3.2.1 Counterparty credit risk is the risk of losses (realised or unrealised) arising from counterparty defaulting on a financial instrument where the Council is a party.
- 3.2.2 Credit exposure or credit risk will be regularly reviewed by the Executive Manager – Corporate Services at least six-monthly. Treasury related transactions will be entered into with approved counterparties.
- 3.2.3 Interest rate derivative transactions and foreign exchange contracts must be transacted with NZ registered banks that have a minimum S&P Global Ratings (S&P) (or Moody's Investors Services (Moody's) or Fitch Ratings (Fitch) equivalents) long term credit rating of A or better.

### 3.2.4 New Zealand Local Government Funding Authority (LGFA)

Despite anything earlier in this policy, the Council may borrow from the LGFA and, in conjunction with that borrowing, may enter into the following related transactions to the extent it considers it necessary or desirable:

- Contribute a portion of its borrowing back to the LGFA as an equity contribution to the LGFA;
- Provide guarantees of indebtedness of other local authorities to the LGFA and of the indebtedness to the LGFA itself;
- Commit to contributing additional equity (or subordinated debt) to the LGFA if required; and
- Secure its borrowings from the LGFA and the performance of other obligations to the LGFA or its creditors with a charge over the Council's rates and rates revenue.

### 3.3 Debt Repayment

Borrowings are to be repaid from:

- Sale of assets;
- Realisation of investments;
- General funds and/or specific function revenues including rates and depreciation covered by revenue or rates; or Raising of other loans.



## 4. Internal Loans

- 4.1 General Council (including ward, community board or committee) investments may be used as a source for internal loans in relation to expenditure of a capital (or one-off) nature related to any activity that would normally be funded by external loan.
- 4.2 The interest to be applied to internal loans will be determined at the commencement of each financial year based on, and not exceeding, the interest offered on a 12-month investment by the Council's bank at 1 July. It is permitted to apply rates of interest below that or zero in specific cases, after taking into account fairness and equity.
- 4.3 The term for any internal loan shall be not more than 50 years and will be set taking into account the ability to pay off the ratepayers affected, alternative uses of the funds, and the life of the assets to be funded; all terms of internal loans will be subject to review during the course of the loan.

## 5. Borrowing Limits

- 5.1 Borrowing will be managed within the following limits

Item	Borrowing Limit / LGFA Lending Covenant
Net external debt as a percentage of total revenue*	<175%
Net external debt as a percentage of total value of assets	<10%
Net external interest as a percentage of total revenue*	<20%
Net external interest as a percentage of annual rates revenue (debt secured under debenture)	<25%
Liquidity (term debt + committed loan facilities + available cash or cash equivalent) over existing external debt	>10% above projected peak borrowing over ensuing 12-month period

For the purpose of calculating the above ratios:

- Revenue is defined as revenue from rates, government grants and subsidies, user charges, interest, dividends, financial and other revenue. It excludes government capital contributions (eg. developer contributions and vested assets).
- Annual rates revenue is defined as the amount equal to the total revenue from any funding mechanism authorised by the Local Government (Rating) Act 2002 together with any revenue received from other local authorities for services provided (and for which the other local authorities rate).

Cash/cash equivalents are defined as:

- Overnight bank cash and term deposits;
- Commercial Paper
- Fixed Rate Bonds
- Floating Rate Notes
- Net external debt is defined as total external debt less cash/cash equivalents that would be available to repay debt.



## 6. Repayment of Borrowings

### 6.1 Repayment of Debt

- 6.1.1 Subject to Council resolution or a stated intention in the Annual Plan, it is permitted to use existing funds to repay debt, providing suitable internal arrangements are put into place to prevent any change in rates distribution among particular groups of ratepayers.

Council may also elect to use:

- Rating revenues established for that purpose;
- Proceeds from the disposition of surplus assets or investments;
- Regular instalments of principal and interest, especially with internal scheme capital works loans; and/or
- Refinancing with new debt.

Total debt levels are determined through the Long-term Plan, annual plans and asset management plans.

## 7. Authorised External Borrowing Sources

- 7.1 The following external borrowing sources will be utilised:

### **Bank Sourced Debt**

Council may borrow from any New Zealand registered bank with a minimum S&P (or equivalent) short term rating of A-1 and a minimum long term rating of A. There will be no limit set on the amount of funds which any of the authorised banks may lend to the Council. When borrowing, Council will go out to tender in order to obtain the best rate possible.

Where debt is sourced from New Zealand registered banks, the following borrowing facilities may be used:

- Overdraft facilities;
- Committed term loan/cash advance facilities; and
- Standby term loan/cash advance facilities

Borrowings will be secured by either a general charge over rates or over a specific asset of the Council.

### **Local Authority Bonds**

Council may authorise the issuance of local authority bonds (medium term notes), fixed rate bonds and floating rate notes.

The bonds will be secured by either a general charge over rates or over a specific asset of the Council.



This method of borrowing will be authorised by specific Council resolution in each instance.

#### **Local Government Funding Agency (LGFA)**

There is no limit set on the amount of funds that are allowed to be borrowed from this agency. LGFA funding will be secured by a general charge over rates.

## **8. Benchmarking**

- 8.1 For performance measurement purposes, the actual borrowing performance of Council shall be compared with the following external benchmark, which is predicted off the midpoints of the risk control bands contained in the fixed rate hedging percentages table contained in Section 3 of this policy.

## **9. Treasury Responsibilities, Compliance and Controls**

### **9.1 Council**

- Approves overall borrowing limits each year through the Annual Plan process
- Approves for charging assets a security over borrowing
- Approves any risk management strategy outside the delegated authorities outlined in this policy document
- Monitor treasury performance through the receipt of appropriate reporting, as per Schedule Two
- Approve new borrowing facilities from the banking sector and capital markets, including the Local Government Funding Agency (LGFA), upon recommendation from the Chief Executive (CE)
- Approve on an individual basis investment in Building Societies
- Approve Liability Management and Investment Policy
- Approve any hedging outside the parameters of this policy.

### **9.2 Chief Executive**

- In the absence of the Executive Manager – Corporate Services (EM-CS), oversee the funding, interest rate risk management and financial market investment activities of Council
- Approves any amendments to the Liability Policy recommended by EM-CS, prior to submission to Council for approval
- In the absence of the EM-CS undertakes the duties as detailed in this document as appropriate, including checking external confirmations against internal records
- Approve authorised electronic signatory positions
- Signs the documents relating to the financial market activities of Council.

### **9.3 Executive Manager - Corporate Services**

- Makes decisions regarding all funding and interest rate risk management activities of Council prior to implementation/execution
- Makes decisions regarding all financial market investment activities of Council prior to execution
- Refinancing of existing debt



- Manages the bank lender and capital markets relationships, providing financial information to lenders and negotiates new/amended borrowing facilities or methods for approval by Council
- Approves opening and closing of bank accounts and new banking facilities
- Approves authorised electronic signatory positions
- Provides policy advice as needed and reports to the CE and Council on overall treasury risk management issues regularly
- Conducts a review of the Liability Management and Investment Policy every three years or as required basis and submits any recommended changes to Council for approval once the CE has approved them and the necessary statutory processes have been followed
- Signs documents relating to the borrowing and financial market investment activities of Council
- Executes treasury transactions in the absence of the Finance Manager
- Checks external confirmations against internal records.

#### 9.4 Finance Manager

- In the absence of the EM-CS undertakes all his/her duties under a delegated authority authorised by the CE
- Approves authorised electronic signatory positions
- Executes treasury transactions
- Prepares regular reports to Council
- Checks external confirmations against internal records.

## 10. Internal Controls

### 10.1 Introduction

Arranging and agreeing transactions with external counterparties are required to occur in a framework of control and accuracy. It is vital to the internal control of Council that all transactions are captured, recorded, reconciled and reported in a timely fashion within a process that has necessary checks and balances, so that unintentional errors and/or fraud are identified early and clearly. Movements in financial market variables can be rapid, and exposures to such movements that are not known about due to inadequate transaction recording and reporting systems should not be allowed to occur.

### 10.2 Transaction Origination

The following authorities shall apply in respect to the execution of transactions with bank dealers and brokers on behalf of Council that can commit Council to all related contractual obligations under these transactions. All such transactions are generally originated and agreed either verbally by telephone or by email. Therefore, it is important that procedures are in place to control the activity.

### 10.3 Funding from bank facilities, issuing Council debt, undertaking financial market investment transactions, including LGFA and entering into interest rate derivative transactions



- Funding from bank facilities, issuing council debt, undertaking Financial Market Investment Transactions, including LGFA and entering into Interest Rate Derivative Transactions with an approved banker broking counterparty entails the personnel of Council, who are approved to undertake these activities, verbally or by email agreeing with the bank or broker amount, term selection, rate accepted and the type of instrument being issued (in the case of borrowing), or transacted (in the case of a derivative transaction).
- Once the deal is agreed, details of the transaction shall be entered on the internal system
- Once the bank or broker confirmation of the transaction is received, the details should then be checked to ensure that the bank or broker confirmation is in accordance with the details on the Council's internal system.

Any discrepancies noted in the above procedures should immediately be communicated to the bank or broker so that the correct details of the deal can be agreed on. Where the EM-CS has transacted the deal in the first place, the deal shall be ratified and signed off by either the CE or the Finance Manager, and where the CE has transacted the deal in the first place, the deal shall be ratified and signed off by the EM-CS or Finance Manager. In this way, there is a clear division of responsibility and a self-checking system.

#### 10.4 Settlement Procedure

All transactions are to be confirmed and reconciled to external confirmations and internal documentation before settlement.



## Schedule 1

### Definitions of interest rate risk management instruments

#### **Forward Rate Agreement (FRA)**

An agreement between Central Otago District Council (CODC) and a counterparty (usually a bank) protecting CODC against a future adverse interest rate movement. CODC and the counterparty agree to a notional principal amount, the future interest rate, the date and the benchmark rate, which is usually as detailed on the daily bank bill reference (BKBM) page, on the Reuters' financial market information system.

##### *Objective*

To provide CODC with certainty as to its interest rate cost on an agreed principal amount for an agreed period. An FRA typically applies to a three-month period, starting at some point within the next 12 months.

#### **Interest Rate Swap (IRS)**

An interest rate swap is an agreement between CODC and a counterparty (usually a bank) to manage Council's exposure to interest rate movements. CODC pays (or receives) a fixed interest rate and receives (or pays) a floating interest rate. The parties agree to a notional principal amount, the fixed interest rate, the settlement dates and the benchmark floating rate, which is usually BKBM off the Reuters' page containing the daily rate sets for various market reference rates.

##### *Objective*

To provide CODC with certainty as to its interest rate cost on an agreed principal amount for an agreed period. Floating rate periods are typically quarterly or semi-annual.

#### **Forward Start Interest Rate Swap**

##### *Objective*

To provide CODC with certainty as to its interest rate cost on an agreed principal amount for an agreed period which commences at a future point in time. All other conditions are as with an interest rate swap.

#### **Option on a Swap Agreement – Swap Option**

##### *Objective*

To provide CODC with the right but not the obligation to enter into a fixed rate swap at a future point in time on an agreed principal amount for an agreed period. A swap option is an option on a swap and typically requires a premium to be paid.

#### **Interest Rate Options**

The purchase of an interest rate option gives the holder (in return for the payment of a premium) the right but not the obligation to borrow (described as a cap) or invest (described as a floor) at a future date. CODC and the counterparty agree to a notional future principal amount, the future interest rate, the benchmark dates and the benchmark floating rate (usually BKBM on Reuters).



*Objective*

To provide CODC with worst case cover on its interest rate cost on an agreed principal amount for an agreed period. As for an interest rate swap, rate sets are typically quarterly or semi-annual for the life of the option.

**Interest Rate Collar**

The combined purchase (or sale) of a cap and the sale (or purchase) of a floor.

*Objective*

To provide CODC with certainty as to its interest rate cost on an agreed principal amount for an agreed period, but by limiting CODC's downside participation, typically avoiding the payment of a premium.

**Limits on Selling Options**

CODC will only sell an option if at the same time it purchases an option for a similar term with the same notional value.

The reasons for the use of any incidental arrangements will be explained within a specific resolution of Council, enabling such arrangements to be entered into.

## Schedule 2

### Quarterly Reporting Requirements

A quarterly report should contain the following:

- Total debt utilisation, including sources of debt
- Interest rate hedging profile against hedging percentage limits
- New interest rate hedging transactions completed
- Weighted average cost of funds
- Performance measurement
- A statement of policy compliance
- Details of any exception reports including remedial action taken or intended to be taken.



# Rating Policy



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<b>Department:</b>	Corporate Services
<b>Document ID:</b>	571169
<b>Approved by:</b>	Council meeting – 3 June 2022
<b>Effective date:</b>	July 2022
<b>Next review:</b>	June 2023

## Purpose:

To assist with the setting of the rates on an annual basis as specified within the Local Government Act 2002 and the Local Government (Rating) Act 2002.

## Principles and objectives:

To ensure ratepayers have an understanding of how their rates are set out, payment due dates and collections charges.

## Scope:

This policy is for all residential and commercial ratepayers.





## Extract from Local Government (Rating) Act 2002

### Schedule 2 – Matters that may be used to define categories of Rateable Land

1. The use to which the land is put.
2. The activities that are permitted, controlled, or discretionary for the area in which the land is situated, and the rules to which the land is subject under an operative district plan or regional plan under the Resource Management Act 1991.
3. The activities that are proposed to be permitted, controlled, or discretionary activities, and the proposed rules for the area in which the land is situated under a proposed district plan or proposed regional plan under the Resource Management Act 1991, but only if –
  - a. no submissions in opposition have been made under clause 6 of Schedule 1 of that Act on those proposed activities or rules, and the time for making submissions has expired; or
  - b. all submissions in opposition, and any appeals, have been determined, withdrawn, or dismissed.
4. The area of land within each rating unit.
5. The provision or availability to the land of a service provided by, or on behalf of, the local authority.
6. Where the land is situated.
7. The annual value of the land.
8. The capital value of the land.
9. The land value of the land.

### Schedule of rates (Funding Impact Statement – rates)

#### General

Uneconomic Rates: Rates levied on any one rating unit of less than \$10 for the year are deemed by the Council to be uneconomic to collect.

Allocation: Where a payment made by a ratepayer is less than the amount now payable, the Council will apply the payment firstly to any arrears from previous years, and then proportionately across all current year rates due.

Invoice Rounding: Where an invoice owing is under \$1, this will be written-off.





## Due Dates for Payment of Rates

All rates other than metered water charges will be payable in four instalments due on:

- 22 August 2022
- 21 November 2022
- 21 February 2023
- 22 May 2023

## Charges for Metered Water will be Due On

Bannockburn, Ranfurly, Naseby, Patearoa, Omakau, Clyde and Roxburgh:

- 20 October 2022, reading taken in September 2022
- 20 April 2023, reading taken in March 2023

Cromwell and Pisa Moorings:

- 22 December 2022, reading taken in November 2022
- 22 June 2023, reading taken in May 2023

Alexandra:

- 24 November 2022, reading taken in October 2022
- 25 May 2023, reading taken in April 2023

Read dates are an approximation depending on property numbers.

## Penalties

The Council will apply penalties under section 57 and 58 of the Local Government (Rating) Act 2002 on unpaid rates (other than metered water rates) as follows:

- 10% on any outstanding amount of any instalment not paid by the due date.
- The penalty will be applied on 29 August 2022, 28 November 2022, 28 February 2023 and 29 May 2023 respectively for each instalment;
- 10% on amounts outstanding from earlier years, such penalty being applied on 1 October and 1 April.
- Requests for waiver of penalties should be sent, in writing, to the Rates Officer as per Council Remission of Penalties Policy.

The Council will apply penalties under section 57 and 58 of the Local Government (Rating) Act 2002 on unpaid metered water rates as follows:

- 10% on any metered water rates unpaid after the due date. The penalty will be applied on the date below for the respective instalments:
  - Bannockburn, Ranfurly, Naseby, Patearoa, Omakau, Clyde and Roxburgh – 27 October 2022 and 27 April 2023
  - Cromwell and Pisa Moorings – 20 January 2023 and 29 June 2023
  - Alexandra – 1 December 2022 and 1 June 2023
- Requests for waiver of penalties on water accounts should be sent, in writing, to the Water Billing Officer, in accordance with the Council's Remission of Penalties Policy.





## Differentials based on Land Use

The Council proposes to use this matter to differentiate the general rate, tourism rate, promotion rate, wastewater rate (2<sup>nd</sup> and Subsequent pan/ urinal).

The differential categories are:

### General Rate

The General Rate differentials exist to ensure that the overall increase in rates liability for the Dams remain closely aligned with the overall average increase in rates.

Large Dams: Clyde Dam – Earnscluegh and Roxburgh Dam – Roxburgh. Paerau Dam – Mānīatoto Teviot Dams – Roxburgh. All other properties.

### Tourism and Promotion

Residential – all rating units categorised as residential by Council's valuations service provider.

Rural – all rating units used categorised as dairy, horticulture, forestry, mining, lifestyle or specialist agricultural use by Council's valuation service provider.

Commercial and industrial – all rating units categorised as commercial or industrial by Council's valuation service provider.

Dams, Utilities and Other - the Clyde Dam, Roxburgh Dam, Paerau Dam, Teviot Dam and all rating units categorised as utilities by Council's valuation service provider, sports groups and other non-commercial community groups.

### Wastewater Additional Pan/Urinal

Commercial properties providing accommodation including motels, camping grounds and commercial rest homes for the elderly.

## Differentials based on Location

### Molyneux Park Rate

- The Council uses this matter to assess rates for the Molyneux Park Rate
- Vincent - all rating units within the area covered by Vincent Community Board
- District - all other rating units in the district located outside of the area covered by Vincent Community Board

*Refer to the Molyneux Park map on the Council website under Property & Rates quick links.*

### Ward Services, Work and Services Charge, Recreation & Culture Charge and Promotions Rate

These rates are assessed differentially on the following locations:

- Vincent – the area covered by the Vincent Community Board
- Cromwell – the area covered by the Cromwell Community Board
- Teviot Valley – the area covered by the Teviot Valley Community Board
- Mānīatoto – the area covered by the Mānīatoto Community Board

*Refer to the ward map on the Council website under Property & Rates quick links*



## Differentials based on Availability of Service

### Water Supply

The categories for the proposed water supply rates are:

- Connected – any rating unit (including vacant sections) that is connected to (lateral/s provided) a council operated water supply
- Serviceable – any rating unit (including vacant sections) that is not connected to (no lateral provided) a council operated wastewater system but is within 100 metres of a wastewater network

### Wastewater

The categories for the proposed wastewater rates are:

- Connected – any rating unit (including vacant sections) that is connected to (lateral/s provided) a council operated wastewater system
- Serviceable – any rating unit (including vacant sections) that is not connected to (no lateral provided) a council operated wastewater system but is within 30 metres of a wastewater network

### Environmental Services - Waste Management

The categories for waste management rates are:

- Waste management with collection – wheelie bins are provided by the Council and a kerb-side collection service is available to the rating unit
- Waste management without collection – no wheelie bins are provided, and no weekly collection service is available to the rating unit
- Additional rubbish bin – additional rubbish bins supplied over and above the initial supply of service
- Additional mixed recycle bin – additional mixed recycle bins supplied over and above the initial supply of service
- Additional glass recycle bin – additional glass recycle bins supplied over and above the initial supply of service

## Water Rates and Charges

These targeted rates are assessed differentially, per connection to any rating unit (including vacant sections) within the district which is either connected to (lateral provided) at 100% charge, or serviceable, any rating unit (including vacant sections) that is not connected (no lateral provided) to a council operated water supply but is within 100 metres of a water supply reticulation system, at 50% charge. Rating units which are not connected to a scheme, and which are not serviceable will not be liable for this rate. The rates for the water supply are shown below:

CONNECTED (LATERAL PROVIDED) \$	SERVICEABLE (NO LATERAL PROVIDED) \$
361.69 per connection	180.71



The Council sets targeted rates for water charges that are based on volume of water supplied to consumers who will be metered and billed under the Council Water Supply Bylaw 2008. The charge will be \$0.60 per cubic metre for all users on a Council supply with either a water meter, or an unmetered restricted flow.

The Council sets a targeted rate for the Ripponvale Water Scheme Upgrade as a fixed charge per rating unit within the Ripponvale community.

The targeted rate is based as a uniform charge for each rating unit for a finite ten-year period as follows:

WATER RATES		\$
Ripponvale Water Management (targeted rate payment per year)		\$602.57

(Refer to the Ripponvale Water Upgrade Scheme map on the Council website under Property & Rates quick links and page 183 of the 2022-23 Annual Plan).

## Waste Management and Waste Collection Charges

Where the Council waste collection service is available the charge is set on the basis of the number of containers of waste that the Council collects as part of its standard waste collection service, which is one household rubbish bin, one mixed recycling bin and one glass recycling bin. Household rubbish will be collected fortnightly and each recycling bin will be collected four-weekly. Where a household rubbish bin, mixed recycling bin or glass recycling bin is provided in addition to the standard service Council will charge additional rates per additional bin. Standard waste collection service is compulsory for all improved residential rating units that are situated within a collection area.

Refer to the Ward map on the Council website under Property & Rates quick links.

WASTE MANAGEMENT AND COLLECTION RATES AND CHARGES			\$
Waste collection with collection 3 bins (availability of service)	Per rating unit		475.30
Waste collection additional household rubbish bin (red)	Per additional bin		282.80
Waste collection additional mixed recycling bin (yellow)	Per additional bin		59.41
Waste collection additional glass recycling bin (blue)	Per additional bin		59.41

The Council sets a waste management charge which contributes to Environmental education and districtwide waste collection activities such as public bins. All residential land in the district is liable for this charge which is a uniform amount per rating unit.

WASTE MANAGEMENT AND COLLECTION RATES AND CHARGES			\$
Waste management charge (no collection from rating unit)	Per rating unit		73.98

## Wastewater Rates and Charges

The Council sets a targeted rate for wastewater as a uniform charge assessed differentially per connection to any rating unit (including vacant sections) within the district which are connected to (lateral/s provided) a council operated wastewater system at 100% or serviceable, any rating unit (including vacant sections) that is not connected to (no lateral provided) a council operated



wastewater scheme, but is within 30 metres of a wastewater drain at 50%. Rating units which are not connected to a scheme, and which are not serviceable will not be liable for this rate. The Council sets a targeted rate as a uniform charge for each additional pan or urinal in excess of one for those rating units providing commercial accommodation or commercial rest homes for the elderly. The rates for this service are shown below:

CONNECTED (LATERAL PROVIDED) \$	SERVICEABLE (NO LATERAL PROVIDED) \$	ADDITIONAL PAN ACCOMMODATION \$
601.94	300.83	150.42

The Council sets a targeted rate for wastewater management as a fixed charge per rating unit within Clyde (identified by Valuation Roll 28461).

	\$
Clyde Wastewater Management	85.02

The wastewater management charges will be applied for ground water monitoring and preliminary costs for a Clyde wastewater scheme.

## Works and Services

The Council sets a targeted rate for each ward for ward services calculated on the basis of capital value for each rating unit for housing and property, grants, recreation reserve committees and other works.

WARD/COMMUNITY BOARD	RATE IN \$
Cromwell	0.00004
Mānīatoto	0.00004
Teviot Valley	0.00005
Vincent	0.0001


*Refer to the Ward map on the Council website under Property & Rates quick links.*

The Council sets a targeted rate for unsubsidised roading, stormwater and public toilets calculated on the basis of capital value on all rateable land in the District.

	RATE IN \$
District Works and Public Toilets	0.0001606

The Council sets targeted rates for ward services within each ward on the basis of a uniform charge for each rating unit. The rates are shown in the table below:





WARD/COMMUNITY BOARD	PER RATING UNIT \$
Cromwell	33.71
Mānīatoto	84.33
Teviot Valley	96.40
Vincent	39.30

*Refer to the Ward map on the Council website under Property & Rates quick links.*

Ward services charges are used to fund Community Board elected members costs and other works for each respective ward.

## Recreation and Culture

The Council sets a targeted rate for recreation and culture within each ward. The targeted rates will be based on a uniform charge per rating unit as shown in the table below:

*Refer to the Ward map on the Council website under Property & Rates quick links.*

WARD/COMMUNITY BOARD	PER RATING UNIT \$
Cromwell	592.34
Mānīatoto	613.93
Teviot Valley	394.66
Vincent	497.19

Recreation and culture charges fund the operations and maintenance of parks and reserves, swimming pools, museums, sports club loan assistance, community halls and other recreation facilities and amenities.

The Council sets a targeted rate for Molyneux Park differentially across the District. This is set as a fixed charge per rating unit where rating units outside the Vincent Community Board area pay one third of the charge payable by those rating units situated within this area as shown in the table below:

CATEGORY	PER UNIT \$
Molyneux Park Vincent	41.03
Molyneux Park District	13.67

*Refer to the Molyneux Park map on the Council website under Property & Rates quick links.*

The Council sets a targeted rate for library services as a uniform charge per rating unit. The targeted rates will be based as a uniform charge for each rating unit as shown in the table below:



CATEGORY	PER RATING UNIT \$
District Library	100.65

Library charges are applied to operations and maintenance of libraries.

The Council sets a targeted rate for Tracks and Waterways as a uniform charge per rating unit, across the District. The targeted rate is based as a uniform charge for each rating unit as follows:

CATEGORY	PER RATING UNIT \$
Tracks and Waterways	17.19

Tracks and Waterways charges are applied to operations and maintenance of facilities associated with Lake Dunstan, the Clutha River and other tracks and waterways throughout the District.

## Promotion

The Council sets a targeted rate for promotion within each community board. For each community board the rate will be on a differential basis, based on the use to which the rating unit is placed (as defined in the General Rate category). The targeted rates are based on the capital value of all rating units as shown in the table as follows:

RATES IN \$	
<b>Cromwell Community Board</b>	
Commercial and Industrial	0.0000881
Residential	0.0000164
Rural	0.0000126
Dams and Utilities	0.0000113
<b>Vincent Community Board</b>	
Commercial and Industrial	0.000047
Residential	0.0000087
Rural	0.0000067
Dams and Utilities	0.000006
<b>Teviot Community Board</b>	
Commercial and Industrial	0.0000131
Residential	0.0000024
Rural	0.0000019
Dams and Utilities	0.0000017





RATES IN \$	
<b>Mānīatoto Community Board</b>	
Commercial and Industrial	0.0000244
Residential	0.0000045
Rural	0.0000035
Dams and Utilities	0.0000031

The rate revenue is used to provide grants to promote local areas within the District.

## Planning and Environment

The Council sets a planning and environment rate on all rating units. The rate is based on the capital value of all rating units in the District according to the table below:

RATES IN \$	
Planning and Environment	0.0002438

Planning and Environment rates are used to fund functions including Resource Management, Environmental Health and Building, Civil Defence and Rural Fire.

## Economic Development

The Council sets an economic development rate on all rating units. The rate is based on the capital value of all rating units in the District according to the table below:

RATES IN \$	
Economic Development	0.0000208

## Tourism

The Council sets a tourism rate on a differential basis based on use (with the differential categories being “Residential”, “Rural”, “Commercial and Industrial”, “Dams and Utilities”) on all rating units (as defined in the General Rate category). The rate is based on the capital value of all rating units in the District except “Sport and Recreation” in accordance with the table below:

RATES IN \$	
Residential	0.0000721
Rural	0.0000555
Commercial and Industrial	0.0003871
Dams, Utilities	0.0000497

The tourism rate will be used to fund visitor information centres and tourism development within the district.



## General Rate

The Council sets a general rate on a differential basis based on use (with the differential categories being “Large Dams”, “Paerau Dam - Mānīatoto”, “Teviot Power Scheme - Roxburgh” and “All areas excluding Large Dams, Paerau Dam - Mānīatoto, Teviot Dam - Roxburgh”) on all rating units (as defined in the General Rate category). The rate is based on the land value of all rating units in the District according to the table below:

RATES IN \$	
All areas excluding Large Dams, Paerau Dam - Mānīatoto, and Teviot Dam - Roxburgh	0.00111
Large Dams	0.1628
Paerau Dam – Mānīatoto	0.0832
Teviot Power Scheme – Roxburgh	0.12096

General rates are used to fund the costs of functions not delegated to a Community Board and not covered by any other rate or charge. Included are housing, district grants, regional identity, roading (other than the uniform charge contribution), noxious plant control, airports and other infrastructure.

## Uniform Annual General Charge

The Council sets a uniform annual charge on every rating unit.

PER RATING UNIT \$	
All areas	101.38

The uniform annual general charge is used to fund democracy, and other amenities controlled by the Council.



## Funding Impact Statement: Total Rates to be collected

The revenue and financing mechanisms to be used by the Council, including the amount to be produced by each mechanism, are as follows (all GST inclusive):

REVENUE AND FINANCING MECHANISMS	2022/23 \$000s	2021/22 \$000s
<b>GENERAL RATES</b>		
General Rate	8,167	7,769
Uniform Annual General Charge	1,404	1,194
<b>TARGETED RATES</b>		
Planning and Environment Rate	3,096	2,741
Economic Development Rate	264	215
Tracks and Waterways Charge	267	135
Tourism Rate	1,138	1,114
Waste Management and Collection Charge	5,186	4,744
District Library Charge	1,394	1,311
Molyneux Park Charge	349	316
District Works and Public Toilets Rate	2,040	1,805
District Water Supply	3,814	3,704
District Wastewater	5,390	4,276
<b>WARD TARGETED RATES</b>		
<b>Vincent Community Board</b>		
Vincent Promotion Rate	48	48
Vincent Recreation and Culture Charge	2,899	2,794
Vincent Ward Services Charge	229	222
Vincent Ward Services Rate	468	435
Clyde Wastewater Management	72	72
<b>Cromwell Community Board</b>		
Cromwell Promotion Rate	129	129
Cromwell Recreation and Culture Charge	3,197	3,101
Cromwell Ward Services Charge	182	178
Cromwell Ward Services Rate	193	146
<b>Māniatoto Community Board</b>		
Māniatoto Promotion Rate	6	6
Māniatoto Recreation and Culture Charge	900	905
Māniatoto Ward Services Charge	123	120
Māniatoto Ward Services Rate	53	60
<b>Teviot Valley Community Board</b>		
Teviot Valley Promotion	2	2
Teviot Valley Recreation and Culture	447	420





REVENUE AND FINANCING MECHANISMS	2022/23 \$000s	2021/22 \$000s
Teviot Valley Ward Services Charge	109	105
Teviot Ward Services Rate	50	52

Note: These figures are GST inclusive whereas the Activity Funding Impact Statements are GST exclusive. These rates to be collected do not include volumetric water charges.





### Rating Examples

Property Description	2021 Capital Value	2021 Land Value	2021/22 Rates	2022/23 Rates	Change \$	Change %
Alexandra Commercial	485,000	160,000	4,059.48	4,386.01	326.53	8%
Alexandra Hotel	960,000	630,000	5,694.76	6,320.99	626.23	11%
Alexandra Lifestyle Block	860,000	520,000	1,849.39	1,951.29	101.90	6%
Alexandra Major Motel	4,810,000	1,070,000	13,961.84	15,487.62	1,525.78	11%
Alexandra Motel	750,000	335,000	3,720.70	4,078.15	357.45	10%
Alexandra Residential	440,000	245,000	2,568.29	2,774.44	206.15	8%
Bannockburn Vineyard	2,720,000	1,290,000	3,602.94	3,805.63	202.69	6%
Clyde Commercial	1,290,000	400,000	3,942.35	4,101.64	159.29	4%
Clyde Motel	1,270,000	620,000	4,195.40	4,345.46	150.06	4%
Clyde Residence	530,000	255,000	2,221.16	2,322.90	101.74	5%
Cromwell Commercial	900,000	760,000	3,758.65	3,984.92	226.27	6%
Cromwell Farm	2,490,000	1,940,000	4,187.11	4,402.99	215.88	5%
Cromwell Large Farm	9,500,000	5,380,000	11,261.44	11,928.94	667.50	6%
Cromwell Lifestyle Block	1,090,000	580,000	2,433.14	2,556.47	123.33	5%
Cromwell Major Hotel	9,040,000	3,160,000	22,512.87	25,053.52	2,540.65	11%
Cromwell Motel	2,690,000	1,740,000	9,692.55	10,561.13	868.58	9%
Cromwell Residence	540,000	340,000	2,772.97	2,973.71	200.74	7%
Cromwell Storage	4,130,000	1,560,000	7,517.46	7,898.77	381.31	5%
Earnsclough Lifestyle Block	680,000	355,000	1,576.07	1,663.40	87.33	6%
Earnsclough Orchard	1,670,000	510,000	2,274.24	2,413.97	139.73	6%
Mānīatoto Farm	1,750,000	1,430,000	3,383.36	3,508.77	125.41	4%
Mānīatoto Large Farm	18,660,000	16,050,000	27,385.35	28,568.79	1,183.44	4%
Mānīatoto Lifestyle Block	305,000	140,000	1,288.79	1,322.30	33.51	3%
Mānīatoto Rural - Hotel	420,000	200,000	1,428.50	1,495.98	67.48	5%
Manuherikia Farm	4,630,000	4,080,000	7,685.74	8,096.25	410.51	5%
Manuherikia Large Farm	12,800,000	11,200,000	19,697.14	20,754.65	1,057.51	5%
Manuherikia Lifestyle Block	280,000	160,000	1,152.34	1,213.64	61.30	5%
Naseby Residence	305,000	102,000	2,484.28	2,650.58	166.30	7%
Omakau Residence	380,000	107,000	2,387.23	2,585.50	198.27	8%
Patearoa Residence	210,000	70,000	1,529.51	1,560.34	30.83	2%
Ranfurly - Hotel	360,000	144,000	3,294.67	3,599.56	304.89	9%
Ranfurly Commercial Property	190,000	32,000	2,414.84	2,574.33	159.49	7%
Ranfurly Residence	255,000	86,000	2,441.55	2,605.74	164.19	7%
Roxburgh - Commercial	230,000	104,000	2,279.97	2,480.86	200.89	9%
Roxburgh - Hotel	280,000	114,000	2,332.64	2,535.58	202.94	9%
Roxburgh Orchard	305,000	146,000	1,789.20	1,886.31	97.11	5%
Roxburgh Farm	3,280,000	2,690,000	5,239.25	5,516.16	276.91	5%
Roxburgh Large Farm	14,000,000	12,300,000	20,803.69	21,835.57	1,031.88	5%
Roxburgh Residence	305,000	78,000	2,214.63	2,418.22	203.59	9%
Roxburgh Rural Industry	1,410,000	195,000	2,516.07	2,648.17	132.10	5%
Omakau Hotel	1,190,000	330,000	6,209.73	7,050.66	840.93	14%
Ophir Residence	410,000	122,000	1,927.06	2,018.26	91.20	5%
Ophir Commercial	1,520,000	160,000	3,662.72	3,832.76	170.04	5%
Pisa Moorings Residential	740,000	315,000	2,488.32	2,694.53	206.21	8%
Bannockburn Hotel	1,200,000	680,000	3,942.66	4,177.66	235.00	6%
Millers Flat Residence	280,000	49,000	1,319.09	1,408.81	89.72	7%





Property Description	2021 Capital Value	2021 Land Value	2021/22 Rates	2022/23 Rates	Change \$	Change %
Earnsclough Vineyard	2,330,000	790,000	2,928.73	3,109.88	181.15	6%
Bannockburn Residential	960,000	760,000	2,921.63	3,048.40	126.77	4%
Omakau Residential	500,000	184,000	3,673.30	3,948.02	274.72	7%





## Operational Rating Principles

### Payment Options

Rates may be paid by:

- Cash
- EFTPOS (excluding from a credit card account)
- Direct debit (Council's preferred method of payment)
- Internet transfer or telephone initiated direct credit
- Or by prior arrangement with the Rates Department on (03) 440 0617
- Credit card via [www.codc.govt.nz](http://www.codc.govt.nz). There will be a service charge payable direct to Council's bankers by ratepayers who use this option.

During the hours of 8.30am to 5pm, Monday to Friday at any of the following:

- Council Offices, William Fraser Building, 1 Dunorling Street, Alexandra
- Cromwell Service Centre, 42 The Mall, Cromwell
- Mānīatoto Service Centre, 15 Pery Street, Ranfurly
- Roxburgh Service Centre, 120 Scotland Street, Roxburgh (9am to 4.30pm)

### Inspection of and Objection to Rating Information and Records

The Complete Rating Information Database (CRID) and the Rating Information Database and related rates records are available for inspection between 8.30am to 4.30pm, Monday to Friday, at any of the following:

- Council Offices, William Fraser Building, Dunorling Street, Alexandra
- Cromwell Service Centre, 42 The Mall, Cromwell
- Mānīatoto Service Centre, 15 Pery Street, Ranfurly
- Roxburgh Service Centre, 120 Scotland Street, Roxburgh (9am to 4pm)


Any interested person may inspect the CRID. Inspection is free but there may be a fee payable for the supply of particulars from the CRID.

- The following persons may inspect the rates records for a rating unit in accordance with the Local Government (Rating) Act 2002:
- The ratepayer
- Anyone authorised, in writing, by the ratepayer to do so
- Any person who has become liable to pay the rates under the recovery provisions of the Local Government (Rating) Act 2002
- A solicitor, landbroker or real estate agent
- Any member of the public with respect to rates assessed, but not including arrears, remissions or postponed rates

Any ratepayer named in the Rating Information Database (RID) can object to the information in the RID on the following grounds:

- Rating unit listed in the District Valuation Roll (DVR) has been omitted from the RID
- Information from the DVR has been omitted or incorrectly entered in the RID
- Information entered in the RID (other than information from the DVR) is incorrect
- A lawful amendment to the DVR has not been entered in the RID





Objections to the rates records of a rating unit may only be made by:

- The ratepayer, or
- Someone who has become liable to pay the rates on the unit under the recovery provisions

Objections to rates records may only be made on the following grounds:

- The rates have been incorrectly calculated, or
- The balance shown as owing on the rating unit is incorrect

The Council will notify objectors in writing of its decision regarding an objection.

## Delegation

Section 132 of the Local Government (Rating) Act 2002 allows Council to delegate the exercise of functions, powers or duties conferred by this Act on the local authority to:

- its chief executive officer; or
- any other specified officer of the local authority.

Council has put in place the following delegations:

1. The decision whether disclosure of a name is necessary to identify a rating unit (s28 (2) of the Act) – to the Chief Executive Officer (CEO) and Executive Manager – Corporate Services, acting alone.
2. Authority to determine the fee payable for supplying a copy of the Rates Information Database (RID) (Section 28 (3) of the Act) – to the Executive Manager – Corporate Services.
3. Authority to determine objections to the RID (Section 29 of the Act) – to the CEO, Executive Manager – Corporate Services and Finance Manager, any two acting jointly.
4. Authority to remove names from the RID (Section 35 (b) of the Act) – to the Executive Manager – Corporate Services, Finance Manager, and Rates Officer acting alone.
5. Authority to determine objections to rates records (Section 39 of the Act) – to the CEO, Executive Manager – Corporate Services and Finance Manager, any two acting jointly.
6. Authority to correct errors in RIDs and Rate Records (Section 40 of the Act) – to the Executive Manager – Corporate Services, Finance Manager and Rates Officer, acting alone.
7. Authority to fix the interest rate to be charged on reassessed rates (Section 42 (3) of the Act) – to the Executive Manager – Corporate Services.
8. Authority to issue invoices based on previous year's rates (Section 50 of the Act) – to the Executive Manager – Corporate Services and Finance Manager, acting alone.
9. Determine agreeable method of rates payments (Section 52 (2) of the Act) – to the Executive Manager – Corporate Services.
10. Authority to recover unpaid rates from owner (Section 61 (1) of the Act) – to the Executive Manager – Corporate Services, Finance Manager and Rates Officer, any two acting jointly.
11. Authority to recover unpaid rates from persons other than owners (Section 62 of the Act) – to the Executive Manager – Corporate Services, Finance Manager and Rates Officer, acting alone.
12. Authority to commence proceedings for unpaid rates (Section 63 of the Act) – to the CEO and Executive Manager – Corporate Services, acting jointly.





13. Commencement of rating sale or lease provisions (Section 67 of the Act) – to the CEO and Executive Manager – Corporate Services, acting jointly.
14. Authority to sell by private treaty (Section 72 of the Act) – to the CEO and Executive Manager – Corporate Services, acting jointly.
15. Authority to sell abandoned land (Section 77 to 83 of the Act) – to the Executive Manager – Corporate Services and Property Officer, acting alone.
16. Authority to administer remission and postponement policies (Sections 85/87 of the Act) – to the Executive Manager – Corporate Services.
17. Authority to impose penalties on unpaid rates (Section 57 and 58 of the Act) - to the Executive Manager – Corporate Services.
18. Authority to remit rates penalties as applied in accordance with section 57 and 58 of the Act to the Executive Manager – Corporate Services, Finance Manager or Rates Officer acting alone.
19. Authority to remit water rates penalties as applied in accordance with section 57 and 58 of the Act to the Executive Manager – Corporate Services, Finance Manager, Rates Officer or Water Billing Officer, acting alone.





## Operational Rating Policies

### Māori Freehold Land

Central Otago District Council has no Māori freehold land and therefore has no policy relating to rates relief thereon.

### Postponement of Rates

The objective of the Council's policy on postponement of rates is to assist ratepayers experiencing extreme financial circumstances which affect their ability to pay rates.

Only rating units used solely for residential purposes (as defined by the Council) will be eligible for consideration for rates postponement for extreme financial circumstances.

Only the ratepayer, or his/her authorised agent, may make application for rates postponement. Such application must be in writing.

The ratepayer must have owned the rating unit for at least five years.

When considering whether extreme financial circumstances exist, all of the ratepayer's circumstances will be relevant, including:

- Age
- Physical and/or mental disability
- Injury or illness
- Family circumstances
- Eligibility for DIA Rate Rebate

Additionally, Council must be satisfied that the ratepayer is unlikely to have sufficient funds left over, after the payment of rates, for:

- Normal health care
- Proper provision for maintenance of his/her home and chattels at an adequate standard
- Normal day to day living expenses

Any postponed rates will be postponed until the earlier of:

- The death of the ratepayer; or
- The sale of the rating unit

Postponed rates will be registered as a statutory land charge on the rating unit title. This means that the Council will have first call on the proceeds of any revenue from the sale or lease of the rating unit.

Postponement of rates will apply from the beginning of the rating year in which the application is made.

Postponed rates will incur a postponement fee, equivalent to interest calculated on the total amount postponed at 30 June each year, plus an administrative charge. The interest will be calculated at Council's internal investment rate, as used for internal loans.





## Remission of Rates

The general objectives of the Council's policy on remission of rates are to:

- Mitigate the effects of anomalies and inequities in its rating system, i.e. fairness and equity, i.e. economic well-being
- Assist new and existing businesses to increase their contribution to district employment, i.e. social and economic well-being
- Assist conservation of natural, historic and cultural resources, i.e. environmental and cultural well-being specific objectives are set out in each element of the policy

## Remission of Penalties

The objective is to enable Council to act fairly and reasonably in its consideration of rates which have not been received by the due date due to circumstances outside a ratepayer's control.

A good payment history will be taken into account when considering any remission of penalty. Remission of penalty will be considered in the case of death, illness or accident of a close family member (as defined by Council) as at the due date.

Remission of penalty will be considered when a payment plan for arrears is agreed and operational.

Remission of penalty will be considered where it facilitates the future payment of rates by direct debit within a specified timeframe.

Remission of penalty will be considered where remission will facilitate the collection of overdue rates and results in full payment of arrears and saving on debt recovery costs.

Remission of penalty will be considered if the ratepayer is able to provide evidence that payment has gone astray in the post or by failure to act by a bank in the case of direct debits or credits.

Remission of penalty will be considered where the penalty has been incurred during the processing of settlements following changes in ownership of rating units.

Application for remission of penalty must be in writing to the Rates Officer, or in the case of volumetric water charges, the Water Billing Officer.


Penalties will not be applied to rates accounts with an outstanding balance where an agreed payment arrangement is in place.

## Remission of Uniform Annual Charges and Fixed Charge Targeted Rates on Rural Rating Units

The objective is to prevent a ratepayer paying several uniform annual charges and fixed charge targeted rates on rural land where land is contiguous, farmed as a single entity but is owned by more than one family member, including a family trust (but excluding a limited liability company).

Application for remission of uniform annual charges must be in writing to the Council. It will not be necessary to reapply each year unless circumstances change.





Remission will include any targeted rate set on the basis of a fixed dollar charge per rating unit, as well as any uniform annual charges, with the exception of water and wastewater.

The ratepayer will remain liable for at least one set of each charge.

Remission of uniform annual charges and fixed charge targeted rates, where granted, will take effect from the commencement of the next rating year.

Remissions will not be granted where the Council views the contiguous properties as held for investment purposes; for example, where a new deposited plan has been approved. [Refer also to the Council's policy on remission for development land.]

Where a remission of uniform annual charges and fixed charge targeted rates has been granted to a rating unit, and that remission ceases to be applicable through change in ownership or usage, the rating unit will be charged a proportion of the targeted rates and uniform annual charges applicable for the remainder of the year, commencing from the beginning of the next rating instalment period.

### Remission for Extreme Financial Hardship

The objective is to assist ratepayers who experience temporary extreme financial circumstances which affect their ability to pay rates.

To enable Council to verify extreme financial circumstances exist, an application must be in writing, on the prescribed form (available at Council offices or website). This form contains a statutory declaration which must be completed in front of a Justice of the Peace, solicitor or another person authorised to take a statutory declaration. This statutory declaration is a legal document and should be treated as such. Ensure information is true and correct to the best of your knowledge and belief. You may face criminal charges if you knowingly make a false oath or affirmation.

This form must also be completed by the registered owner and occupier of the property and must relate to a residential property in the Central Otago District. This form is for residential ratepayers only. This application is not for commercial ratepayers.

This application is valid for 12 months, although a consecutive application may be considered but to a maximum of 2 years in totality.

Water, wastewater and refuse charges will be excluded and not subject to remission under the Remission of Rates for Extreme Financial Hardship policy.

If the ratepayer would not qualify for the DIA rates rebate, Council may remit some of the rates due, based on its assessment of the situation.

Eligible ratepayers will receive a 50% remission of rates for two years commencing 1 July on the year following application.

Water, wastewater and refuse charges will be excluded and not subject to remission under this policy.

Applications must be in writing, on the prescribed form (available on our website). This is to enable Council to verify that extreme financial circumstances exist.





## Remission for Anomalous Rates and/or Inequitable Rates Increases

The objective is to allow Council to mitigate any unforeseen effects of:

- Changes in funding policies
- Changes arising from general revaluation of the district's rating units
- Changes in legislation
- Changes arising from unforeseen and/or unusual circumstances

Council will each year receive a report, as part of its Annual Plan process, detailing properties which, unless remissions were granted, would suffer an anomalous or inequitable rates increase in the year to which the Annual Plan relates.

Council may remit such part of the potential increase as it sees fit, subject to such remission not being so great that the rating unit pays a lesser increase than the average for the ward or district.

Ratepayers eligible for such remission will be notified in writing before the first instalment falls due. However, ratepayers not so notified may make application in writing for such remission. Remission of Rates on Rural Land (with a Capital Value less than \$1,000).

The objective is to recognise that undeveloped rural land with a capital value below \$1,000 should only pay minimum rates.

To qualify, ratepayers must hold other land in the district on which full rates are payable.

The minimum rate may vary, but is currently deemed to be \$10.

Ratepayers eligible for such remission will be notified in writing before the first instalment falls due.

Eligible ratepayers will receive a 50% remission of rates for two years commencing 1 July on the year following application.

Water, wastewater and refuse charges will be excluded and not subject to remission under this policy.

## Remission of Rates on Land Protected for Natural, Historic or Cultural Conservation Purposes

The objective is to preserve and promote natural resources and heritage by encouraging the protection of land held for natural, historical or cultural purposes.


Ratepayers who own rating units that have some feature of cultural, natural or historical heritage that is voluntarily protected may qualify for remission of rates under this policy.

Applications must be made in writing to the Rates Officer and be supported by documented evidence of the protected status of the rating unit, for example a copy of the covenant or other legal mechanism.

In considering any application for remission of rates under this part of the policy, the Council will consider the following criteria:

- The extent to which the preservation of natural, cultural or historic heritage will be promoted by granting remission on rates on the rating unit



- 
- The degree to which features of natural, cultural or historic heritage are present on the land
  - The degree to which features of natural, cultural or historic heritage inhibit the economic use of the land
  - The use of the property

In granting remissions under this policy, the Council may specify certain conditions before remission will be granted.

Applicants will be required to agree in writing to these conditions and to pay any remitted rates if the conditions are violated.

Council reserves discretion in the awarding of all remissions, with the value and duration being relative to scale of the maintenance or restoration project.

Ratepayers are only eligible to apply for this remission if they voluntarily protect any features of cultural, natural or historic heritage.

Water, wastewater and refuse charges will be excluded and not subject to remission under this policy.

Land that is non-rateable under section 8 of the Local Government (Rating) Act 2002 and is liable only for rates for water supply, sewage disposal or refuse collection will not qualify for remission under this part of the policy.

### **Remission of Rates for Heritage Buildings**

The objective is to provide for the preservation of Central Otago's heritage by encouraging the maintenance and restoration of historic buildings. Provision of a rates remission recognises that there are private costs incurred for public benefit.

Applications must be made in writing to the Rates Officer and be supported by documented evidence.

Ratepayers who have buildings with a heritage classification may apply for a rates remission providing the following conditions are met:

- Buildings date pre-1900 or are listed on the Central Otago District Plan Schedule 19.4: Register of Heritage Buildings, Places, Sites and Objects and Notable Trees
- The property must not be owned by the Council or the Crown, or their agencies
- Building owners will need to make a commitment to the ongoing maintenance of their building; or
- Provide details of the restoration project

Eligible ratepayers will receive a 50% remission of rates for two years commencing 1 July on the year following application.


Water, wastewater and refuse charges will be excluded and not subject to remission under this policy.

### **Remissions for Community, Sporting and Other Organisations**

The objective is to facilitate the ongoing provision of non-commercial community services and non-commercial recreational opportunities.

The purpose of granting rates remission to an organisation is to:



- 
- Recognise the public good contribution to community well-being made by such organisations
  - Assist the organisation's survival
  - Make membership of the organisation more accessible to the general public, particularly disadvantaged groups including children, youth, young families, aged people and economically disadvantaged people

Council supports applications for financial assistance by any organisation not conducted for private profit.

The principal object of the organisation should be to promote the development of Central Otago and provide for at least one of the following: the public, recreation, health, enjoyment, instruction, sport or any form of culture, or for the improving or developing of amenities, where the provisions of any one of these areas is to the benefit of the area.

An organisation making an application should include the following information in support of its application:

- Evidence that other areas of assistance have been investigated if available
- That there is a need for assistance
- That there has been a reasonable effort made to meet the need by the organisation itself
- The organisation's most recent financial accounts

Applications must be made in writing to the Rates Officer and be supported by documented evidence.

Each application will be considered by Council in its merits, and provision of a remission in any year does not set a precedent for similar remissions in any future year.

Remissions to any qualifying organisation shall be on a case-by-case basis of reduction in rates and charges, except that no remission will be granted on targeted rates / charges for water supply, sewage disposal or refuse collection, or areas used for bars.

Eligible ratepayers will receive a 50% remission of rates for two years commencing 1 July on the year following application.

Water, wastewater and refuse charges will be excluded and not subject to remission under this policy.


### **Remission for Crown or Council Land used for Private or Commercial Purposes**

The objective is to ensure lessees using Crown or Council land for private or commercial use do not pay unreasonable levels of rates. Such land is subject to the remissions supporting contiguous land.

Part 1 of Schedule 1 of the Local Government (Rating) Act 2002 states that Crown land is non-rateable, but excludes land used primarily or exclusively for private or commercial purposes under a lease, licence or other agreement.

Application for remission of uniform annual charges must be in writing to the Council. It will not be necessary to reapply each year unless circumstances change.





Remission will include any targeted rate set on the basis of a fixed dollar charge per rating unit, with the exception of water and wastewater.

Applications for remission under this part of the policy must be in writing to the Rates Officer. Applications should give evidence as to why it is unreasonable for the ratepayer to be assessed for rates on the land.

### **Remission for Land Affected by Natural Disasters**

The objective is to provide relief to ratepayers whose land or property has been seriously adversely affected by a natural disaster. A natural disaster is considered as including, but not necessarily limited to, flooding, earthquake damage, wildfire or storm.

Applications for remission under this part of the policy must be in writing to the Council. Applications should give evidence as to why the ratepayer's enjoyment of the land or property has been seriously adversely affected by the natural disaster.

This part of the policy will only be relevant if the natural disaster had a widespread effect in the district.

### **Remission for Development Land**

The objective is to ensure that unsold development land which is in one parcel, but has separate valuation assessment numbers, does not pay more than one set of uniform annual charges and fixed charge targeted rates, excluding volumetric water charges.

Council reserves discretion to consider other requests for remission for Development Land, which vary from that outlined above.

Applications under this part of the policy must be in writing to the Rates Officer.

Any remission granted shall be for four years, effective 1 July on the year following the application.

For each development (defined as one deposited plan):

- In Years 1 and 2 the ratepayer shall pay uniform annual charges and fixed charge targeted rates on one allotment and receive 100% remission on second and subsequent allotments
- In Years 3 and 4 the ratepayer shall pay uniform annual charges and fixed charge targeted rates on one allotment and receive 50% remission on second and subsequent allotments
- Remission shall cease for any allotment if:
  - any interest in the land is passed by the developer to another party, or
  - an application for a building consent is granted, or
  - the land is developed in some other way

Remission ceases from the end of the quarter in which any of these events occur.

Eligible ratepayers will receive a 50% remission of rates for two years commencing 1 July on the year following application.





## Remission for Business Development

The objective is to promote employment and economic development within the district by assisting new businesses (i.e. not in competition with existing businesses) and/or the expansion of existing businesses.

This part of the policy applies to:

- Commercial and / or industrial development that involves the construction, erection or alteration of any building, fixed plant and machinery, or other works intended to be used for industrial, commercial or administrative purposes
- Investment in capital improvements (excluding the cost of the land) must be in excess of \$1,000,000 and significant new employment opportunities created
- Residential developments are specifically excluded from consideration for remission under this part of the policy

Applications must be made in writing to the Rates Officer and must be supported by:

- A description of the development
- A plan of the development (where possible)
- An estimate of costs
- An estimate of the likely number of new jobs to be created by the development

Any rates remission granted will apply during the course of the development for a period of up to three years, with the first year being 1 July on the year following the application.

The amount of remission to be granted will be on a case-by-case basis, subject to a maximum of 50% of rates assessed. Water, wastewater and refuse charges will be excluded and not subject to remission under this policy.

In granting any remission under this part of the policy the Council may specify certain conditions before the remission will be granted. Applicants will be required to agree in writing to such conditions and to pay any remitted rates if the conditions are violated.

## Remission of Water Rates Attributable to Leakage

### Background

From time to time water consumers experience a loss as a result of leaks or damage to their water supply system. It is the normal practice for the consumer to be responsible for the maintenance of the reticulation from the water meter to the property, and to account for any consumption of water supplied through the meter. This is currently enforced through the Water Supply Bylaw 2008.

Council has taken the view that some consumers may experience an occasional water leak without them being aware of the problem. They have therefore decided that it would be reasonable to allow for a reduction in charges to these consumers in certain circumstances. This policy statement addresses that decision.

### Objective of the Policy

To standardise procedures to assist ratepayers who have excessive water rates due to a fault (leak) in the internal reticulation serving their rating unit.

Whilst at the same time ensuring that consumers retain responsibility for the maintenance of their private reticulation, as required by the Water Supply Bylaw 9.15.





### Conditions and Criteria

The Council may remit the excess water rates where the application meets the following criteria:

The policy will apply to applications from ratepayers who have excess water rates due to a fault(s) in the internal reticulation

That all applicants are requested to submit their application in writing before the due date of an invoice

That a report from a registered plumber be supplied stating that the property has experienced a water loss as a result of a leak

That proof of the repairs to the internal reticulation be submitted for verification (i.e. plumber's repair account) within 60 days of the due date of an invoice

That the ratepayer be charged the full charge for normal consumption

The maximum relief that will be provided will be 50% of the difference between the normal consumption and the actual water consumption for that period any remission under this policy will be limited to one application within any two-year period for any particular rating unit

The Executive Manager – Corporate Services be delegated authority to consider applications for remission of excess water rates and, if appropriate, approve or decline them.

### Notes:

"Internal reticulation" refers to the underground and indoor pipe work and specifically excludes irrigation and leaking toilets, taps etc

The "normal consumption" will be calculated at Council's discretion from the information available

No adjustment shall be backdated beyond the current period invoiced

This is a financial remission only based on the volumetric charge.

### General

In certain cases, particularly requests for remission for:

Business development

Land protected for natural, historic or cultural conservation purposes

Land affected by natural disaster

Remission for anomalous rates increases

Heritage buildings

Community sporting and other organisations

The application will be referred to Council for a decision.

All applications considered by Council will be discussed in open session, or the results of its deliberations in closed session will be disclosed in open session at its next meeting.

All other applications for remissions will be decided by the Executive Manager – Corporate Services or duly delegated officer.

### Relevant legislation:

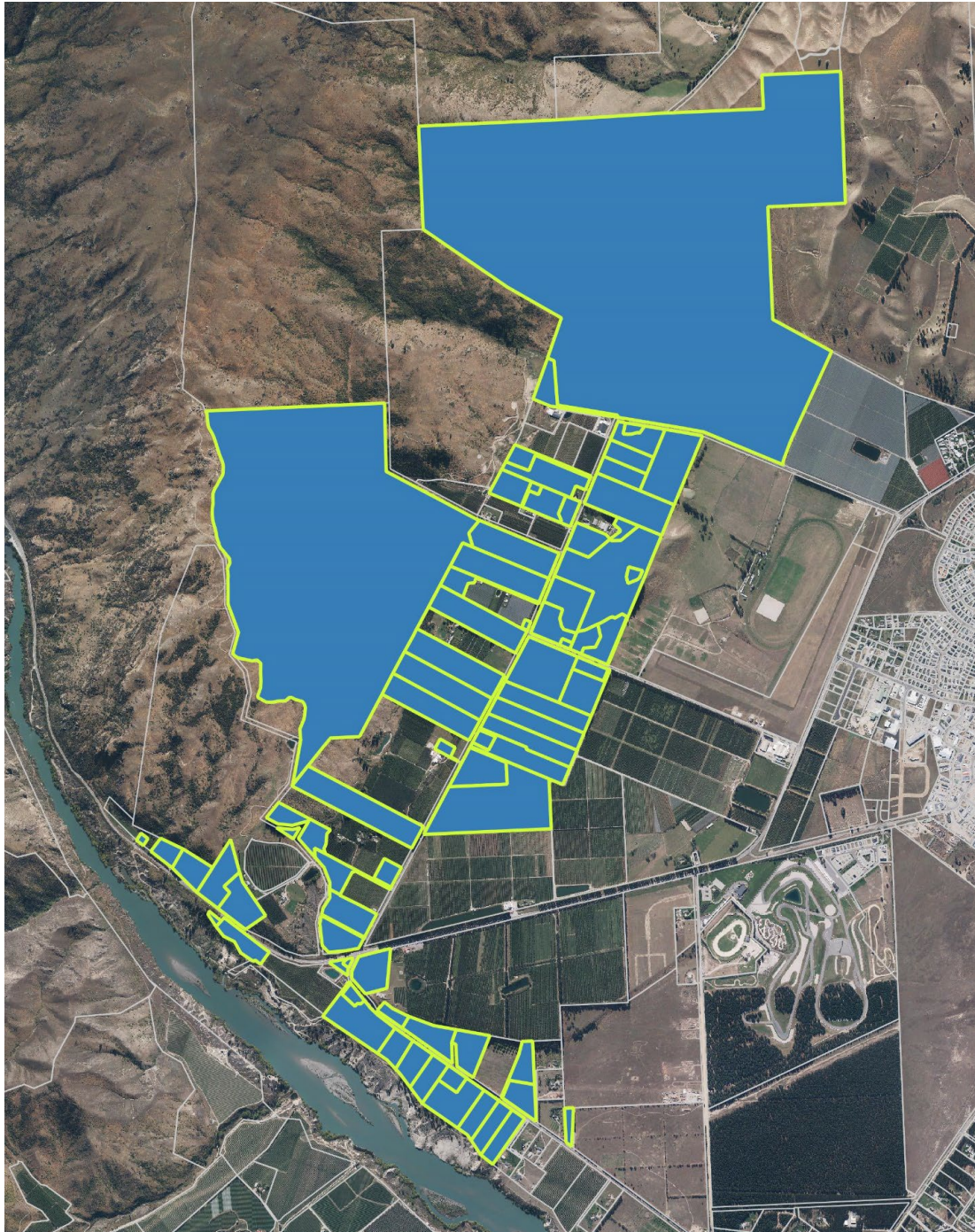
- Local Government Act 2002
- Local Government (Rating) Act 2002

### Related documents:

This Policy should be read in conjunction with the Revenue and Financing Policy.



## Ripponvale Water Upgrade Scheme map





## **22.4.8 FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2022**

**Doc ID: 580290**

### **1. Purpose**

To consider the financial performance for the period ending 31 March 2022.

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### **Recommendations**

That the report be received.

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### **2. Discussion**

The presentation of the financials includes two variance analysis reports against both the financial statement and against the activities. This ensures Council can sight the variances against the ledger, and against the activities at a surplus/(deficit) value. The reason for the second variance analysis is to demonstrate the overall relationship between the income and expenditure at an activity level.

The third report details the expenditure of the capital works programme across activities. This helps track key capital projects across the year and ensures the progress of these projects remains transparent to Council.

The fourth report is the Statement of Financial Position, this is new to this report. This shows the movements in assets, liabilities, and equity. It allows the Council to measure the year-to-date movements by comparing prior year actuals and budget, along with the current year annual plan and revised budgets.

The fifth and sixth reports detail the internal and external loans balances. The internal loans report forecasts the balance as at 30 June 2022, whereas the external loans show the year-to-date current balances due to payments throughout the year.



**I. Statement of Financial Performance for the period ending 31 March 2022**

2021/22		9 MONTHS ENDING 31 MARCH 2022				2021/22
Annual Plan \$000		YTD	YTD	YTD		Revised Budget \$000
		Actual \$000	Revised Budget \$000	Variance \$000		
	<b>Income</b>					
33,270	Rates	25,215	25,180	35	●	33,270
7,248	Govt Grants & Subsidies	12,084	12,190	(106)	●	16,890
7,323	User Fees & Other	5,003	5,353	(350)	●	7,737
17,286	Land Sales	4,769	4,767	2	●	14,739
2,155	Regulatory Fees	2,033	1,893	140	●	2,157
2,104	Development Contributions	2,505	1,538	967	●	2,114
388	Interest & Dividends	57	186	(129)	●	392
-	Reserves Contributions	293	196	97	●	196
-	Profit on Sale of Assets	14	-	14	●	-
55	Other Capital Contributions	95	117	(22)	●	150
<b>69,829</b>	<b>Total Income</b>	<b>52,068</b>	<b>51,420</b>	<b>648</b>	●	<b>77,645</b>
	<b>Expenditure</b>					
13,565	Staff	9,317	9,620	303	●	13,482
587	Members Remuneration	378	413	35	●	587
8,904	Contracts	6,532	6,888	356	●	9,811
2,902	Professional Fees	2,279	2,570	291	●	3,869
9,997	Depreciation	7,881	7,806	(75)	●	10,383
13,926	Costs of Sales	1,964	860	(1,104)	●	7,229
3,920	Refuse & Recycling Costs	2,971	3,037	66	●	4,029
-	Cost Allocations	(9)	(2)	7	●	(2)
1,723	Repairs & Maintenance	1,149	1,266	117	●	1,940
1,410	Electricity & Fuel	1,031	1,042	11	●	1,419
-	Loss on Sale of Asset	262	262	0	●	262
652	Grants	461	496	35	●	631
1,115	Technology Costs	704	760	56	●	1,100
303	Projects	704	851	147	●	1,231
639	Rates Expense	555	605	50	●	712
423	Insurance	451	450	(1)	●	455
2,037	Other Costs	1,056	1,388	332	●	2,087
<b>62,103</b>	<b>Total Expenses</b>	<b>37,686</b>	<b>38,312</b>	<b>626</b>	●	<b>59,225</b>
<b>7,726</b>	<b>Operating Surplus / (Deficit)</b>	<b>14,382</b>	<b>13,108</b>	<b>1,274</b>		<b>18,420</b>

This table has rounding (+/- 1)

The financials for March 2022 show an overall favourable variance of \$1.274M. Development contributions are higher than budget by \$967k. Offsetting this are unfavourable variances in grants and subsidies, interest and dividends, and user fees and charges. Cost of sales of \$1.964M have come through for stage one of the Dunstan Park subdivision. The budgets for subdivision cost of sales are recognised in June.



**Income of \$52.068M against the year-to-date budget of \$51,420M**

Overall income has a favourable variance against the revised budget by \$648k. This is being driven by the timing of development contributions with a favourable variance of \$967k. This variance is offset by the timing of water meter readings and Waka Kotahi subsidies.

The main variances are:

- Government grants and subsidies revenue has an unfavourable variance of (\$106k). This is mainly due to the timing of the Waka Kotahi New Zealand Transport Agency (Waka Kotahi) roading subsidy contributing an unfavourable variance of (\$264k). Subsidies are claimed for both the operational and capital roading work programmes and fluctuate based on the work programme. This unfavourable variance is offset by Tourism Infrastructure funding (TIF) of \$165k for the Clyde Historic Precinct toilet upgrades. The budget for this is recognised in other income, however this funding has been correctly recognised in grants and subsidies.
- User fees and other has an unfavourable variance of (\$350k). This is being driven by the timing of the water meter reading, with a variance of (\$286k). There is another water meter read due before the end of the financial year. Other income has a variance of (\$56k). This is due to the grants budget being included in 'other income' rather than the correct place of grants and subsidies. This budget includes the TIF funding for the new Clyde toilet and Miners Lane carparks.
- Regulatory fees has a favourable variance of \$140k. This variance continues to be driven by building consent revenue received, which year-to-date is \$158k ahead of budget.
- Development Contributions has a favourable variance of \$967k. This variance relates to the timing of development contributions which are dependent on the resource consent process and developer timeframes. Cromwell development contributions in wastewater, water and roading are higher than budgeted.
- Interest and dividends revenue is unfavourable against budget by (\$129k). Interest rates received on term deposit investments are continuing to remain low, due to low market interest rates. Large project costs are also being managed with current cashflows while waiting for income to be received. This includes subdivision development costs. This results in less cash available to be invested and reduces the length of time term deposits can be locked in for. The current investment with Kiwibank is only returning 0.7% interest.

**Expenditure of \$37.686M against the year-to-date budget of \$38.312M**

Expenditure has a favourable variance of \$626k. The main drivers behind the favourable variance are contracts, staff, professional fees, and other costs. Offsetting this favourable variance is the cost of sales from stage 1 of the Dunstan Park subdivision, along with depreciation.

The main variances are:

- Staff costs have a favourable variance of \$303k. This is due in part to the lag between staff movement and the replacement of new staff, plus the relevant recruitment costs. It also includes staff training, made up of conferences and planned attendance at workshops, travel and accommodation. Attendance and travel plans have been delayed due to the on-going impact of COVID-19.
- Contracts has a favourable variance of \$356k. Contract expenditure is determined by workflow and the time of the contract. The outcome of this is that the phased budgets will not necessarily align with actual expenditure, meaning some work appears favourable, and some



contracts spend year-to-date appear unfavourable. Planned maintenance \$147k; contracts \$187k; and roading contracts \$31k are the key timing variances year-to-date. The contracts variance of \$187k is being driven by the timing of the Three Waters Stimulus operational improvements projects.

- Professional fees has a favourable variance of \$291k. This is similar to contract expenditure where budget and actuals do not align throughout the year but typically align by the end of year. Major variances include, engineers' fees \$76k; management consultants \$178k; planning consultants \$112k and recoverable professional fees (\$178k).
- Depreciation has an unfavourable variance of (\$75k). This is mainly due to a difference between the actual and budgeted wastewater depreciation. Wastewater assets reflect the updated valuations which occurred after the 2021-31 Long-term Plan was approved. The depreciation budget has been brought into alignment for the 2022-23 Annual Plan. Areas with major variances include parks and reserves recreation \$213k; roading \$64k; and wastewater (\$234k).
- Costs of sales has an unfavourable variance of (\$1.104M). This is due to the costs incurred for stage 1 of the Dunstan Park subdivision and is offset by land sales revenue of \$3.7M received for the first stage of this development. The costs of sales budget have had 50% expenditure in April and 50% in June. Development costs from Cemetery Road for stage 1 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.
- Repairs and maintenance has a favourable variance of \$117k, mainly due to the timing of various projects as well as building maintenance requirements. Weed control of \$33k, buildings repairs and maintenance \$44k and equipment hire \$27k are the key timing variances.
- Projects has a favourable variance of \$147k, due to the phasing schedule of Tourism Central Otago projects.
- Other costs has a favourable variance of \$332k. A detailed breakdown for other costs is tabled below.

#### Other costs breakdown:

2021/22 Annual Plan \$000	Other Costs breakdown	YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		2021/22 Revised Budget \$000
535	Administrative Costs	232	344	112	●	562
690	Office Expenses	371	448	77	●	655
234	Operating Expenses	154	178	24	●	234
327	Advertising	135	229	94	●	374
175	Valuation Services	123	134	11	●	175
76	Retail	41	55	14	●	87
<b>2,037</b>	<b>Total Other Costs</b>	<b>1,056</b>	<b>1,388</b>	<b>332</b>		<b>2,087</b>

*This table has rounding (+/- 1)*

- Other costs have been configured to include only need based costs which will fluctuate against budget from time to time. There are no significant variances of note to report at present.



## II. Profit and Loss by Activity for the period ending 31 March 2022

ACTIVITY	INCOME			EXPENDITURE			SURPLUS/(DEFICIT)			
	Actuals \$000	Revised \$000	Variance \$000	Actuals \$000	Revised \$000	Variance \$000	Actuals \$000	Revised \$000	Variance \$000	
Infrastructure	2,505	1,538	967	64	(49)	(113)	2,441	1,587	854	●
Roading	7,342	7,658	(316)	6,534	6,683	149	808	975	(167)	●
Waste Management	3,905	3,908	(3)	4,372	4,463	91	(467)	(555)	88	●
Parks Reserves Recreation	5,570	5,613	(43)	4,733	5,154	421	837	459	378	●
Corporate Services	193	192	1	167	281	114	26	(89)	115	●
People and Culture	1,216	1,243	(27)	1,157	1,271	114	59	(28)	87	●
CEO	632	639	(7)	305	547	242	327	92	235	●
Property	8,198	8,202	(4)	5,037	4,222	(815)	3,161	3,980	(819)	●
Governance and Community	4,458	4,416	42	3,255	3,652	397	1,203	764	439	●
Planning (Regulatory)	4,411	4,141	270	4,299	4,494	195	112	(353)	465	●
Three Waters	13,134	13,430	(296)	7,755	7,588	(167)	5,379	5,842	(463)	●
<b>Total*</b>	<b>52,068</b>	<b>51,420</b>	<b>648</b>	<b>37,686</b>	<b>38,312</b>	<b>626</b>	<b>14,382</b>	<b>13,108</b>	<b>1,274</b>	●

This table has rounding (+/- 1)

\* The funding activity has been removed as this is not an operational activity.

- **Infrastructure** – income has a favourable variance of \$967k. This is due to the timing of development contribution revenue. Cromwell development contributions in wastewater, water and roading are higher than budgeted. Expenditure has an unfavourable variance of (\$113k). This department is fully on-charged as an overhead. This variance is due to the timing of staff salaries being charged out to capital projects and will correct by the end of the year.
- **Roading** – income has an unfavourable variance of (\$316k). This is predominately due to the Waka Kotahi subsidy. This subsidy moves in conjunction with the subsidised roading operating and capital work programmes. Operating expenditure is on schedule with the budget, with a favourable variance of \$149k. The capital work programme is currently ahead of budget with a year-to-date variance of (\$1.6M).
- **Waste Management** - income has an unfavourable variance of (\$3k). Expenditure has a favourable variance of \$91k. This is due to the waste and recycling costs, which fluctuate based on the volume of waste being processed.
- **Parks and Recreation** – income has an unfavourable variance of (\$43k). This is mainly due to user fees and other income being (\$33k) lower than revised. This is made up of admissions (\$17k), other sales (\$11k) and other income (\$8k). Expenditure has a favourable variance of \$421k. A large portion of this is due to depreciation being \$314k lower than budget. The remaining favourable variance is due to the timing of workplans and staffing requirements with underspends in contracts \$43k and other costs \$18k.
- **Corporate Services** – income has a small favourable variance of \$1k. Expenditure has a favourable variance of \$114k. This is mainly due to underspends in computer maintenance and support \$27k, other expenses \$27k, and office expenses \$17k.
- **People and Culture** – income has an unfavourable variance of (\$27k). Impacting this variance, is the loss of the shared services arrangement with the Otago Regional Council by (\$12k) and the timing of grant funding received for New Zealand Libraries Partnership Programme (\$14k). Expenditure has a favourable variance of \$114k. Driving these variances are underspends in human resources \$29k, health and safety \$14k and libraries \$59k.



- **CEO** – income has an unfavourable variance of (\$7k). Expenditure has a favourable variance of \$242k. This is mainly due to the timing and need for, consultants \$127k; staff costs \$90k and other costs \$25k.
- **Property** – income has an unfavourable variance of (\$4k). Expenditure has an unfavourable variance of (\$815k). This is mainly due to the costs of sales from stage one of the Dunstan Park subdivision of \$1.9M. As discussed above, the budget for the costs of sales will come through in June. This is offset by underspends in community buildings \$134k, commercial and other property \$139k, airports \$37k and elderly person housing \$19k.
- **Governance and Community Engagement** – income has a favourable variance of \$42k. This continues to be driven by the budget phasing of tourism grants. Expenditure has a favourable variance of \$397k. This is due to underspends in promotions and tourism \$152k, governance \$61k, community development \$76k, visitor centres \$25k and regional identity \$66k. The promotions and tourism variance relates to the phasing schedule for the Tourism Central Otago projects.
- **Planning (Regulatory)** – has a favourable income variance of \$270k. This is mainly due to an increase in building permit revenue of \$157k and professional fee recoveries \$107k. Expenditure has a favourable variance of \$195k. This is due to the timing and need of training and compliance costs \$36k, staff costs \$76k and contracts \$53k.
- **Three Waters** – income has an unfavourable variance of (\$296k). This is mainly due the timing of metered water sales (\$286k), with water meters being read in April and May 2022. Expenditure has an unfavourable variance of (\$167k). Driving this unfavourable variance is depreciation costs (\$290k). This is offset by underspends in contracts by \$55k; professional fees \$48k and other costs \$42k. The depreciation variance of (\$290k) is being driven by wastewater (\$235k), stormwater (\$31k) and water (\$24k).

### III. Capital Expenditure

Year-to-date, 41% of the total capital spend against the full year's revised capital budget, has been expensed. Due to supply chain and resource issues related to COVID-19, the capital works programme is behind the revised annual plan schedule.

2021/22 Annual Plan	CAPITAL EXPENDITURE	YTD Actual	YTD Revised Budget	YTD Variance		2021/22 Revised Budget	Progress to date against revised budget
\$000		\$000	\$000	\$000		\$000	
6,058	Council Property and Facilities	1,088	3,464	2,376	●	9,305	12%
382	Waste Management	384	571	187	●	913	42%
-	i-SITEs	-	1	1	●	4	0%
50	Customer Services and Administration	15	33	18	●	62	24%
204	Vehicle Fleet	139	167	28	●	256	54%
248	Planning	-	139	139	●	348	0%
352	Information Services	193	354	161	●	1,369	14%
164	Libraries	98	248	150	●	512	19%
1,713	Parks and Recreation	729	1,801	1,072	●	3,755	19%
7,420	Roading	5,289	3,650	(1,639)	●	8,129	65%
14,243	Three Waters	18,444	20,546	2,102	●	40,295	46%
<b>30,834</b>	<b>Grand Total</b>	<b>26,379</b>	<b>30,974</b>	<b>4,595</b>		<b>64,948</b>	<b>41%</b>



**Council Property and Facilities \$2.376M favourable against budget:**

This is mainly due to the timing of the Cromwell Town Centre Projects currently underspent by \$1.954M. This includes the Memorial Hall project, Cromwell Administration Buildings projects and grounds, paths and fences around the Town Centre. Other areas behind budget include community buildings \$379k, council offices \$162k and elderly person housing \$17k.

**1 Waste Management \$187k favourable against budget:**

The transfer station reconfiguration projects are contributing to \$192k of the underspend. Some of this work is underway but not all work will be completed this year.

**Vehicle Fleet \$28k favourable against budget:**

Vehicle renewals and purchases are under budget with 54% of the \$256k total revised budget being spent.

**Information Services \$161k favourable against budget:**

Information Services projects are behind budget. Projects include enhanced customer experience digital services \$22k, enterprise resource planning information services \$16k, financial performance improvement \$89k and information and records management \$24k.

**Libraries \$150k favourable against budget:**

This favourable variance is due to the timing of the Alexandra Library building upgrade. Currently this project is in the design phase.

**Parks and Recreation \$1.072M favourable against budget:**

This favourable variance is driven by a mixture of the timing of project budgets and contractor's availability to perform the work. Projects include landscaping, signage and irrigation. The Cromwell pool replacement heat pump accounts for half of the capital budget variance. The work on installing the heat pump is well underway and is expected to be completed in late June.

**Roading (\$1.639) unfavourable against budget:**

This unfavourable variance is due to the timing of the budget and work programme. Year-to-date \$1.226M of the \$1.365M annual revised budget has been spent. There is currently no budget allocated year-to-date March 2022, with the budget being allocated out over April, May and June. Other roading projects include footpath renewals \$127k, carpark renewals \$161k, structures renewals \$173k, sealed road renewals (\$584k), gravel road renewals (\$206k) and drainage renewals (\$50k). These variances are due to the timing of budgets and the work programme.

**Three Waters is \$2.1M favourable against budget:**

The favourable variance is due to the timing of construction projects. The main drivers include the Lake Dunstan water supply \$1.062M, water treatment plant and capacity upgrades \$2.3M, wastewater improvements \$135k and water stimulus fund projects \$383k.

**IV. Statement of Financial Position**

The Statement of Financial Position (Balance Sheet) is to show the comparisons between actual and budget for control accounts. Comparing the assets, liabilities and equity to the prior financial year actuals and the current year-to-date actuals, along with the full year revised budget and Annual Plan.



2020/21 Full Year Actual	2020/21 YTD March Actual	STATEMENT OF FINANCIAL POSITION	2021/22 YTD March Actual	2021/22 Full Year Revised Budget	2021/22 Full Year Annual Plan
\$000	\$000	for the period ended 31 March 2022	\$000	\$000	\$000
<b>EQUITY</b>					
392,499	382,751	Ratepayers equity	404,031	410,719	389,661
12,318	10,009	Surplus/(Deficit)	14,382	18,420	7,726
7,035	14,638	Council Reserves	7,905	4,176	4,177
487,476	483,506	Property revaluation reserve	487,404	496,640	496,629
(17)	(20)	Investment shares fair value revaluation reserve	(17)	(20)	(20)
80	80	Restricted reserves	80	80	80
<b>899,391</b>	<b>890,964</b>	<b>Total equity</b>	<b>913,785</b>	<b>930,015</b>	<b>898,253</b>
REPRESENTED BY:					
<b>Current assets</b>					
6,514	15,051	Cash and cash equivalents	3,594	19,896	19,896
10,000	5,000	Other financial assets	5,000	8,000	8,000
4,852	1,054	Receivables	3,078	3,171	3,171
-	-	Non Current assets held for sale	-	-	-
5,394	2,342	Inventories	6,988	(815)	1,509
-	-	Investment Bond	-	625	625
<b>26,760</b>	<b>23,447</b>	<b>Total current assets</b>	<b>18,660</b>	<b>30,877</b>	<b>33,201</b>
<b>Less current liabilities</b>					
256	495	Agency and deposits	259	273	273
13,254	4,078	Payables and deferred revenue	8,900	4,705	4,705
673	581	Employee entitlements	697	1,010	1,010
-	-	Borrowings and other financial liabilities	-	-	-
<b>14,183</b>	<b>5,154</b>	<b>Total current liabilities</b>	<b>9,856</b>	<b>5,988</b>	<b>5,988</b>
<b>12,577</b>	<b>18,293</b>	<b>Working capital</b>	<b>8,804</b>	<b>24,889</b>	<b>27,213</b>
<b>Non-current assets</b>					
111	109	Available for sale financial assets	111	109	109
282	295	Loans and receivables	241	333	333
26,030	22,830	Work in Progress	47,424	60,961	26,929
852,766	846,563	Property, plant and equipment	849,599	864,417	864,363
1,272	845	Intangible assets	1,250	2,271	
431	355	Forestry assets	431	357	357
5,925	1,675	Investment property	5,925	1,683	1,683
<b>886,817</b>	<b>872,672</b>	<b>Total non-current assets</b>	<b>904,981</b>	<b>930,131</b>	<b>896,045</b>
<b>Less non-current liabilities</b>					
-	1	Provisions	-	5	5
-	-	Borrowings and other financial liabilities	-	25,000	25,000
<b>-</b>	<b>1</b>	<b>Total non-current liabilities</b>	<b>-</b>	<b>25,005</b>	<b>25,005</b>
<b>899,394</b>	<b>890,964</b>	<b>Net assets (assets minus liabilities)</b>	<b>913,785</b>	<b>930,015</b>	<b>898,253</b>

## V. Internal Loans

Forecast closing balance for 30 June 2022 is \$4.075M.



OWED BY	Original Loan	1 July 2021	30 June 2022 Forecast
		Opening Balance	Closing Balance
Public Toilets	670,000	491,239	468,048
Tarbert St Bldg	25,868	13,067	11,574
Alex Town Centre	94,420	49,759	44,545
Alex Town Centre	186,398	91,041	79,921
Alex Town Centre	290,600	155,412	139,137
Centennial Milkbar	47,821	21,284	18,192
Vincent Grants	95,000	19,000	9,500
Pioneer Store Naseby	21,589	10,949	9,609
Water	867,000	717,829	691,212
ANZ Bank Seismic Strengthening	180,000	149,030	143,504
Molyneux Pool	650,000	571,900	539,400
Māniōtoto Hospital	1,873,000	1,775,142	1,723,630
Alexandra Airport	218,000	204,485	197,216
<b>Total</b>	<b>5,219,695</b>	<b>4,270,138</b>	<b>4,075,488</b>

This table has rounding (+/- 1)

## VI. External Loans

The total amount of external loans at the beginning of the financial year 2021-22 was \$189k. As at 31 March 2022, the outstanding balance was \$148k. Council has received \$40.9k in principal payments and \$7.1k in interest payments.

Owed By	Original Loan	1 July 2021 Actual Opening Balance	Principal	Interest	31 March 2022 Actual Closing Balance
Cromwell College	400,000	130,770	26,369	5,218	104,400
Māniōtoto Curling	160,000	35,662	10,248	1,167	25,413
Oturehua Water	46,471	22,623	4,307	795	18,316
	<b>606,471</b>	<b>189,055</b>	<b>40,924</b>	<b>7,180</b>	<b>148,129</b>

This table has rounding (+/- 1)

## Reserve Funds table

- As at 30 June 2021 the Council has an audited closing reserve funds balance of \$7.035M. This reflects the whole district's reserves and factors in the district-wide reserves which are in deficit at (\$16.7M). Refer to Appendix 1.
- Taking the 2020-21 audited Annual Report closing balance and adding 2021-22 income and expenditure, carry forwards and resolutions, the whole district is projected to end the 2021-22 financial year with a closing deficit of (\$12.825M).

## 3. Attachments

**Appendix 1 - Council Wide Reserve Funds 2021-2022.pdf** [↓](#)



Report author:



Ann McDowall  
Finance Manager  
16/05/2022

Reviewed and authorised by:



Leanne Macdonald  
Executive Manager - Corporate Services  
17/05/2022



## CODC RESERVE FUNDS

AUDITED - 2020/21 Annual Report

RESERVES BY RATE TYPE	Opening Balance	Transfers In	Transfers Out	Closing Balance	2021/22 AP Net Transfers In and Out	Adjusted 2021/22 AP Closing*	Approved By Council forecast includes carry forwards	2021/22 Revised Closing Balance
	A	B	C	D = (A + B - C)	E	F = (D + E)	H	I = (F + G + H)
General Reserves	5,140,942	1,461,175	(5,790,676)	811,442	(3,256,179)	(2,444,737)	(552,456)	(2,997,193)
Uniform Annual General Charge Reserves	186,374	9,717	(22,829)	173,261	(43,347)	129,914	(37,967)	91,947
	<b>5,327,316</b>	<b>1,470,892</b>	<b>(5,813,505)</b>	<b>984,703</b>	<b>(3,299,526)</b>	<b>(2,314,824)</b>	<b>(590,422)</b>	<b>(2,905,246)</b>
<b>TARGETED RESERVES</b>								
Planning and Environment Rate	1,949,635	424,331	-	2,373,966	31,214	2,405,180	(822,674)	1,582,506
Economic Development Rate	-	-	-	-	-	-	(8,541)	(8,541)
Tracks and Waterways Charge	442,590	43,362	(9,107)	476,845	14,952	491,797	10	491,807
Tourism Rate	238,245	54,424	(41,898)	250,771	18,528	269,299	279,734	549,033
Waste Management and Collection Charge	(1,344,674)	7,738	(866,131)	(2,203,067)	(341,821)	(2,544,888)	(826,398)	(3,371,286)
District Library Charge	99,517	38,009	(71,831)	65,694	(161,236)	(95,542)	(439,965)	(535,507)
Molyneux Park Charge	(22,805)	-	(55,941)	(78,746)	(204,243)	(282,989)	(84,569)	(367,557)
District Works and Public Toilets Rate	4,079,979	664,517	(317,935)	4,426,561	(212,876)	4,213,685	(988,086)	3,225,600
District Water Supply	(12,273,932)	1,495,595	(783,526)	(11,561,863)	2,230,636	(9,331,227)	(8,077,833)	(17,409,060)
District Wastewater	(10,340,895)	1,714,354	(3,141,747)	(11,768,288)	2,317,851	(9,450,437)	(10,397,812)	(19,848,250)
	<b>(17,172,340)</b>	<b>4,442,330</b>	<b>(5,288,116)</b>	<b>(18,018,126)</b>	<b>3,693,004</b>	<b>(14,325,122)</b>	<b>(21,366,134)</b>	<b>(35,691,255)</b>
Specific Reserves	315,692	4,694	-	320,386	6,303	326,688	-	326,688
Other Reserves	518,608	20,004	(515,342)	23,270	(22,524)	746	(1,440,513)	(1,439,767)
	<b>834,300</b>	<b>24,698</b>	<b>(515,342)</b>	<b>343,655</b>	<b>(16,221)</b>	<b>327,434</b>	<b>(1,440,513)</b>	<b>(1,113,079)</b>
<b>WARD TARGETED RATES</b>								
<b>Vincent Community Board Reserves</b>								
Vincent Promotion Rate	-	-	-	-	-	-	-	-
Vincent Recreation and Culture Charge	(1,706,400)	320,321	-	(1,386,080)	(333,560)	(1,719,640)	(635,373)	(2,355,013)
Vincent Ward Services Rate	2,906,503	139,599	(542,563)	2,503,538	3,109,890	5,613,429	3,924,771	9,538,200
Vincent Ward Services Charge	1,133	15	(11,398)	(10,251)	(3,243)	(13,493)	(31,526)	(45,019)
Vincent Ward Specific Reserves	1,165,253	24,458	(2,823)	1,186,888	35,415	1,222,303	2,582	1,224,885
Vincent Ward Development Fund	455,132	54,842	(1,910)	508,064	9,080	517,144	103,988	621,132
Alex Town Centre Upgrade 1991	(60,558)	283	(49,540)	(109,815)	380	(109,435)	-	(109,435)
	<b>2,761,062</b>	<b>539,516</b>	<b>(608,234)</b>	<b>2,692,345</b>	<b>2,817,962</b>	<b>5,510,307</b>	<b>3,364,442</b>	<b>8,874,749</b>
<b>Cromwell Community Board Reserves</b>								
Cromwell Promotion Rate	-	-	-	-	-	-	-	-
Cromwell Recreation and Culture Charge	(785,036)	122,790	(19,707)	(681,953)	(159,891)	(841,844)	(1,602,230)	(2,444,074)
Cromwell Ward Services Rate	19,596,874	2,813,940	(4,268,599)	18,142,215	557,468	18,699,682	(1,698,481)	17,001,202
Cromwell Ward Services Charge	1,899	28	(402)	1,525	(7,550)	(6,024)	1,550	(4,474)
Cromwell Ward Specific Reserves	(296,409)	9,319	(42,404)	(329,494)	8,776	(320,718)	(240)	(320,958)
Cromwell Ward Development Fund	1,555,686	222,649	(7,640)	1,770,695	30,992	1,801,687	64,304	1,865,991
	<b>20,073,014</b>	<b>3,168,727</b>	<b>(4,338,753)</b>	<b>18,902,988</b>	<b>429,795</b>	<b>19,332,783</b>	<b>(3,235,096)</b>	<b>16,097,686</b>
<b>Maniototo Community Board Reserves</b>								
Maniototo Promotion Rate	-	-	-	-	-	-	-	-
Maniototo Recreation and Culture Charge	(995,980)	1,883,384	(48,250)	839,154	11,474	850,629	(42,828)	807,801
Maniototo Ward Services Rate	1,418,766	188,340	(1,880,899)	(273,793)	133,178	(140,615)	(13,999)	(154,614)
Maniototo Ward Services Charge	3,104	8,260	-	11,363	(8,459)	2,904	(9,993)	(7,089)
Maniototo Ward Specific Reserves	212,789	23,274	-	236,063	4,246	240,309	12,331	252,640
Maniototo Ward Development Fund	-	-	-	-	-	-	-	-
	<b>638,679</b>	<b>2,103,258</b>	<b>(1,929,149)</b>	<b>812,788</b>	<b>140,439</b>	<b>953,227</b>	<b>(54,489)</b>	<b>898,738</b>
<b>Teviot Valley Community Board Reserves</b>								
Teviot Valley Promotion	14,683	213	-	14,897	234	15,130	(500)	14,630
Teviot Valley Recreation and Culture	285,234	19,851	(1,447)	303,639	(232,588)	71,051	(94,408)	(23,358)
Teviot Ward Services Rate	900,620	37,447	(29,457)	908,610	35,264	943,874	(14,466)	929,408
Teviot Ward Services Charge	-	-	-	-	-	-	-	-
Teviot Ward Specific Reserves	1,557	116	(1,839)	(165)	13	(152)	-	(152)
Teviot Ward Development Fund	77,962	12,667	(903)	89,726	1,554	91,280	955	92,235
	<b>1,280,057</b>	<b>70,293</b>	<b>(33,644)</b>	<b>1,316,706</b>	<b>(195,523)</b>	<b>1,121,183</b>	<b>(108,419)</b>	<b>1,012,763</b>
<b>Grand Total Surplus/(Deficit)</b>	<b>13,742,087</b>	<b>11,819,714</b>	<b>(18,526,743)</b>	<b>7,035,058</b>	<b>3,569,929</b>	<b>10,604,988</b>	<b>(23,430,631)</b>	<b>(12,825,644)</b>

\* 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 Council Reserves balance.



## 22.4.9 RECOMMENDATION TO ADOPT THE OTAGO CIVIL DEFENCE EMERGENCY MANAGEMENT AGREEMENT

Doc ID: 577816

### 1. Purpose of Report

To seek approval of the partnership arrangement between Otago Regional Council and the five territorial authorities of Otago for the delivery of Civil Defence and Emergency Management responsibilities.

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### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Notes that the proposed agreement has been endorsed by the Otago Civil Defence and Emergency Management Coordinating Executive Group.
- C. Endorses the proposed Otago Civil Defence and Emergency Management Partnership Agreement
- D. Agrees that the Mayor should sign the document on behalf of the Central Otago District Council.

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### 2. Background

Emergency Management Otago, as it exists in its current form, was created in 2016 following a review in 2015. The purpose of this review was to assess Civil Defence and Emergency Management (CDEM) arrangements and to investigate options for ensuring appropriate readiness and the delivery of an effective response in the Otago region.

CDEM operates as a collaborative arrangement by the councils within the Otago region to manage the responsibilities under the Civil Defence and Emergency Management Act 2002.

Although the formation of Emergency Management Otago (EMO) was supported at the time by a resolution of the Joint Committee, this was not ratified with the signing of a formal agreement that outlined the roles and responsibilities of each party.

In 2019 the Coordinating Executive Group (CEG) again sought an independent review of CDEM arrangements in Otago. Bruce Robertson was engaged and submitted a formal review document in January 2020.

Three of the eight core findings directly spoke to problems arising out of a lack of clarity around roles and responsibilities.

The following excerpts were contained within his report:

*The role of ORC as the administering authority needs to be better defined. It is either assuming, or expected to assume, a role that is more than supporting the work of the Joint Committee and the CEG. This is compounded by a lack of clarity about the funding arrangements through the regionally collected CDEM targeted rate and how it is*



*determined. The uncertainty around the role of the administering authority diverts focus from the primacy of Joint Committee and CEG working with the EMO to provide effective CDEM services.*

*Associated with defining the role of the administering authority, it would be beneficial to also define what ORC does to meet its own CDEM responsibilities. This would assist the relationship – professionally and administratively – between ORC and EMO and, also, between ORC and its fellow group partners.*

*A corollary to better definition of ORC's roles (as an administering authority and as a regional council) is also greater clarity on the individual territorial authorities' responsibilities, their activities and level of funding.*

Bruce Robertson went on to recommend the following

*The review recommends that C.E.G.:*

*Notes the current structural arrangements are fit for purpose; however, those arrangements would be enhanced by:*

- Developing a detailed description of roles of EMO, ORC as the administering authority, ORC as an authority in its right and in terms of its regional responsibilities and the constituent territorial authorities*

Otago's arrangement is also supported by an August 2018 parliamentary report in response to a 2017 CDEM sector Technical Advisory Groups (TAG) review commissioned by Rt Hon Gerry Brownlee – CDEM Minister.

***'Delivering better responses to natural disasters and other emergencies – Government response to the Technical Advisory Group's recommendations.'***

*Require Groups to take a regional approach consistent with the intent of the CDEM Act (2.1).*

*We support a strengthened regional approach to emergency management while still providing flexibility for local delivery to suit local needs and characteristics.*

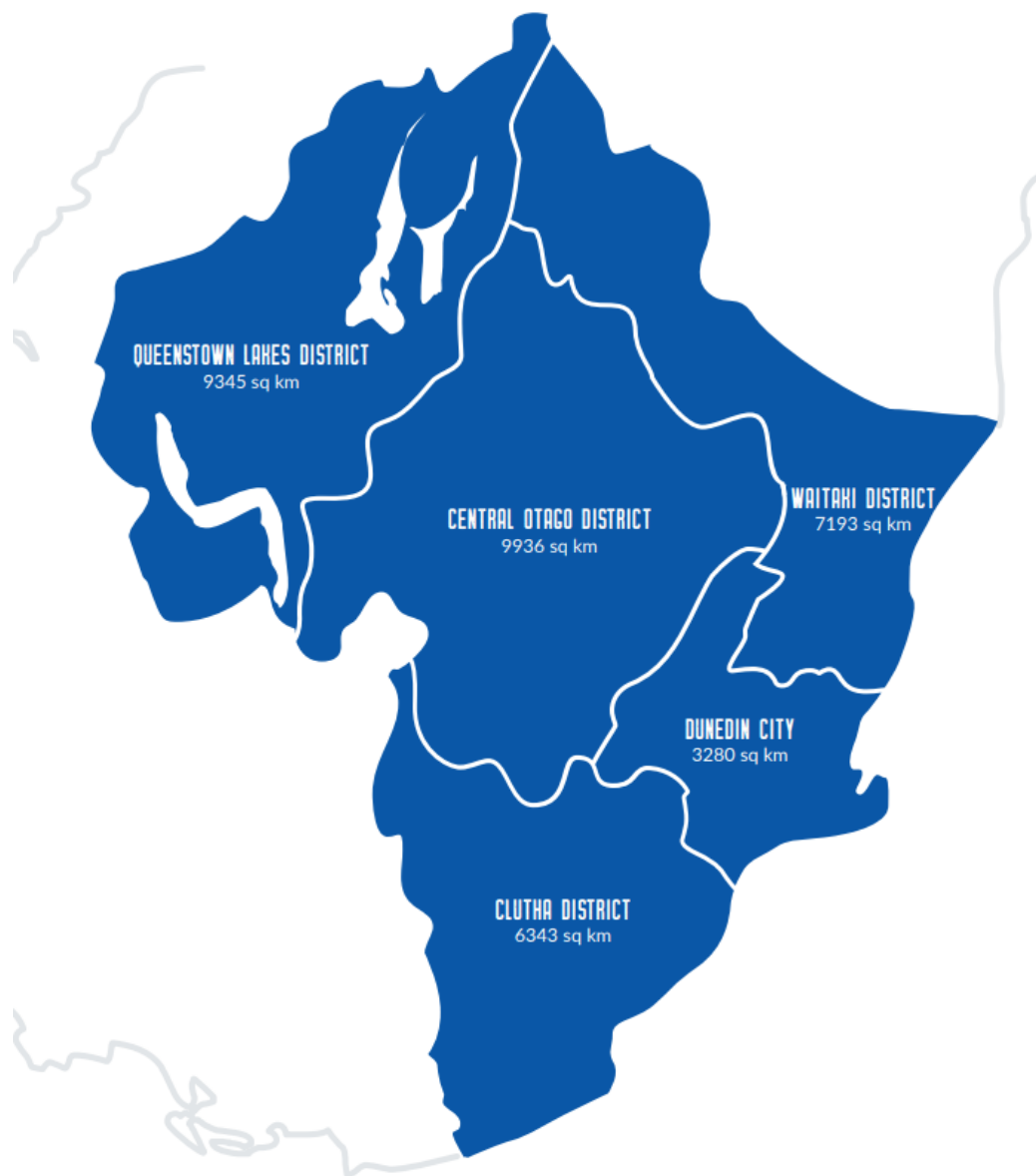
*We intend to amend the CDEM Act so that the CDEM Group and member local authorities have clear and separate responsibilities for emergency management. Groups (local authorities collectively) would continue to be responsible for planning and providing for emergency management. Groups would have an explicit function to coordinate emergency management activity across the region through the Group Plan, work programme, and shared emergency management service agreement. Local authority members would be required to give effect to the decisions of the Group, including to resource the decisions of the Group.*

*We intend to also provide more flexibility for Joint Committee Groups to agree which member local authority will act as the Group's statutory administering authority. The regional council remains as a default unless the Group agrees otherwise. This reinforces the current intent of the CDEM Act that the regional council does not have any greater governance role than any other member. We intend to also enable Group members, in an emergency when an urgent decision is required, to attend a Group (Joint Committee) meeting by audio/audio-visual link, rather than having to be physically present, in order to achieve a quorum. This has been an issue in the past for Group leadership in an emergency.*



*From this, we expect increased economies of scale, capability, capacity, and interoperability between regions to deliver better emergency management services across the 4Rs. There is still flexibility to tailor activities to suit local needs and characteristics. Emergency management personnel can be embedded in local authorities to take account of the needs of, and maintain connections with, local communities.*

The attached agreement (Appendix 1) is a representation of roles and responsibilities as they currently exist in Otago. It is not envisaged that any of the material contained in the document will add additional burden to parties in excess of activity that should have been occurring to date.



**Figure 1, The Otago CDEM Group area**



### 3. Discussion

The 2016 reorganisation of CDEM arrangements in Otago has achieved its intent. However, clarity of roles and responsibilities that are prescribed in a manner to remove doubt from all parties is advantageous.

The National Emergency Management Agency (NEMA) are actively consulting on sector reform (TRIFECTA). This reform is in response to a National Technical Advisory Groups (TAG) review into CDEM arrangements in New Zealand.

The government's response to this review has been referenced earlier in this document confirming that the joint approach to CDEM activities in Otago is seen as an exemplar.

This agreement clearly defines roles and responsibilities as defined in Section 17 and 64 of the CDEM Act 2002.

### 4. Financial Considerations

As defined in Schedule B of the Partnership Agreement, there is an integrated planning cycle that fits with the Regional Council's annual and long-term planning calendars.

### 5. Options

#### Option 1 – (Recommended)

Endorse the proposed agreement accepting the roles and responsibilities as documented.

Advantages:

- A consistent regional approach rationalised and strengthened
- Roles and responsibilities of all parties clearly defined
- Better interoperability between and across councils and boundaries
- Clarity around funding and funding cycles
- Better alignment with council operational activities

Disadvantages:

- The duration of the agreement should the council wish to withdraw (due to Group Plan and annual planning cycles)
- Ambiguity around funding and funding cycles
- Inconsistent response from councils, possibly to the same event

#### Option 2

Status Quo. Continue to deliver in absence of a formal agreement

Advantages:

- Council not being committed to a formal, region-wide agreement

Disadvantages:

- A haphazard approach across the Otago region
- Lack of definition and clarity around roles and responsibilities of any parties



- Less clarification around funding in both the short and long terms
- A disconnect within council operating functions
- Potential exposure to adverse events

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	<p>This decision enables democratic local decision making and action by, and on behalf of communities by giving a clear pathway for future interaction between Emergency Management Otago and the Central Otago District Council.</p> <p><b>AND/OR</b></p> <p>This decision promotes the (social/cultural/economic) wellbeing of communities, in the present and for the future by outlining the roles and responsibilities of all the parties for the benefit of the wider community.</p>
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	This agreement is purported to be entirely consistent with the planning and strategy of the Central Otago District Council.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There is no negative impact on these aspects from this proposal.
<b>Risks Analysis</b>	The relevant legislation allows the arrangement. There is no legislative requirement to have a written agreement however an agreement is good practice and reduces risk for all parties by ensuring responsibilities etc are clear.
<b>Significance, Consultation and Engagement (internal and external)</b>	This is formalising a current arrangement, no further engagement other than the consultation completed to date is required.

## 7. Next Steps

That Joint Committee ratify the partnership agreement by having all mayors sign it as representatives of the Otago Emergency Management Group.

## 8. Attachments

**Appendix 1 - Otago CDEM Partnership Agreement** [↓](#)



Report author:



Derek Shaw  
Emergency Manager - Central Otago  
20/05/2022

Reviewed and authorised by:



Sanchia Jacobs  
Chief Executive Officer  
24/05/2022





**OTAGO CIVIL DEFENCE AND EMERGENCY MANAGEMENT**

**AGREEMENT**

AGREEMENT dated this @@ day of @@@@

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**Otago Regional Council ("ORC")**

**Central Otago District Council ("CODC")**

**Clutha District Council ("CDC")**

**Queenstown Lakes District Council ("QLDC")**

**Dunedin City Council ("DCC")**

**Waitaki District Council ("WDC")**



## 1. DEFINITIONS

Terms used in this Agreement (including Schedules) which are defined in the CDEM Act have the same meaning.

- 1.1 **Administering authority** means the Otago Regional Council<sup>1</sup>.
- 1.2 **Agreement** means this Otago CDEM Agreement signed by all Parties; and includes Schedules A, B and C that may be amended from time to time.
- 1.3 **CDEM** means Civil Defence Emergency Management
- 1.4 **CDEM Act** means the Civil Defence Emergency Management Act 2002.
- 1.5 **Otago Civil Defence Emergency Management Group region** means the area covered by Otago CDEM Group. This is based on the boundaries of the territorial authority members of the Otago CDEM Group.
- 1.6 **Otago Civil Defence Emergency Management Group ('Group')** means the joint standing committee<sup>2</sup> of representatives of local authorities within the Otago CDEM Group.
- 1.7 **CEG** means the Civil Defence Coordinating Executive Group established in accordance with the CDEM Act.<sup>3</sup>
- 1.8 **EMO or Emergency Management Otago** are CDEM career professionals employed by the ORC, responsible for delivering a range of services on behalf of the Group that enables the Group to fulfil its role.
- 1.9 **Local Authority** means both regional council and territorial authorities that are members of the Group, hereafter also referred to as **Parties**.
- 1.10 **ORC** means the Otago Regional Council
- 1.11 **ORC Executive Manager** means the direct supervisor to the Manager Emergency Management Otago.
- 1.12 **TA or Territorial Authority** means a city council or a district council.
- 1.13 **Lead** means to be accountable for, organise, direct deliver and fund CDEM activity.
- 1.14 **Support** means to give direct or indirect assistance in the development and delivery of CDEM activity.
- 1.15 **Coordinate** means to bring different elements (resources, activities or organisation) together, for development of efficient and effective delivery of CDEM activity.

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<sup>1</sup> Civil Defence Emergency Management Act, Section 23

<sup>2</sup> Local Government Act 2002, Schedule 7, Clause 30 (1) (b)

<sup>3</sup> CDEM Act, Section 20 (1)



## 2. BACKGROUND

- 2.1. On the 31<sup>st</sup> May 2003 the Local Authorities established the Otago Civil Defence Emergency Management Group ('Group') as a joint standing committee of the Local Authorities as required by the CDEM Act'.<sup>4</sup>
- 2.2. The Local Authorities and the Group have functions, powers and duties under the CDEM Act.
- 2.3. Following a comprehensive review of CDEM in the Otago region in 2016, the Group resolved that it's operational responsibilities for CDEM under the CDEM Act be combined and delivered through one team to be known as EMO, with the intention that each Council is to be an active equal participant in the establishment, development and control of EMO.
- 2.4. This new Agreement signed by all Parties, supersedes all previous agreements associated with Group arrangements for the delivery of joint CDEM services.

## 3. PURPOSE OF CIVIL DEFENCE EMERGENCY MANAGEMENT

The purpose of CDEM is to:

- Improve and promote the sustainable management of hazards in a way that contributes to the social, economic, cultural and environmental well-being and safety of the public and also to the protection of property.
- Encourage and enable communities to achieve acceptable levels of risk including, without limitation, identifying, assessing, and managing risks; consulting and communicating about risks; identifying and implementing cost-effective risk reduction; and monitoring and reviewing the process.
- Provide for planning and preparation for emergencies and for response and recovery in the event of an emergency.
- Coordinate through regional groups, planning, programmes and activities related to CDEM across the areas of reduction, readiness, response and recovery and encourage co-operation and joint action within those regional groups.
- Provide a basis for the integration of national and local CDEM planning and activity through the alignment of local planning, with a national strategy and national plan.
- Encourage the coordination of emergency management, planning, and activities related to CDEM across the wide range of agencies and organisations preventing or managing emergencies.

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<sup>4</sup> CDEM Act 2002, Section 12



#### 4. PURPOSE

- 4.1. The purpose of this Agreement is to define the roles and responsibilities between the Group, CEG, the ORC and TA's to deliver CDEM for the Group's area under the CDEM Act.
- 4.2. ORC is the Administering Authority for the Civil Defence Emergency Management Group and employs EMO personnel). This agreement sets out the lines of command and control for EMO in respect of the relationship between Group, CEG and ORC.

#### 5. VISION AND PRINCIPLES

Otago CDEM Vision:

**Otago is a stronger, more connected, and adaptable region**

- 5.1 This Agreement is intended to reflect and give effect to the guiding principles in the Group Plan.

#### 6. FUNCTION, GOVERNANCE, AND OBLIGATIONS

##### Governance

- 6.1. The Group oversees the delivery of the functions, duties and power of the Group, under the CDEM Act.
- 6.2. The CEG is established under the CDEM Act to provide management oversight to Otago CDEM.
- 6.3. The CEG is statutorily responsible for providing advice to the Group and implementing as appropriate, the decisions of the Group.
- 6.4. The CEG is statutorily responsible for overseeing the implementation, development, maintenance, monitoring and evaluation of the Otago CDEM Group Plan.

##### Otago Regional Council's Role In relation to CDEM

- 6.5. There are three roles of ORC in respect to CDEM. The first is the statutory role as the administering authority for the Group as required by the CDEM Act. The second is the role as employer of the Emergency Management Otago staff. The third is a member of the Group and CEG (The role of ORC on the CEG and Group is as for all members).
- 6.6. In its role as the Administering Authority, the ORC is responsible for the provision of administrative and related services that may from time to time be required by the Group..
- 6.7. In its role as the employer and facilitator of Emergency Management Otago, the ORC shall provide the following services in support of the entire Group:
  - The administration of Group finances and budgets, entering into contracts with service providers and procurement on behalf of the Group.



- Staff management of EMO staff, including oversight of Emergency Management Otago's work programme, performance management, health and safety policy and systems, equipment and fleet vehicles.
  - For the avoidance of any doubt, all ORC policies including but not limited to staff conduct, performance, health and safety, procurement, financial management and ORC delegations apply to all EMO staff and Group activities at all times.
- 6.8. In its role as a member of the Group and CEG, the ORC shall provide the following services in support of the entire Group:
- a) An area adequate for the Group Emergency Coordination Centre (building to meet appropriate standard – IL4), and to a scale to meet its role in a major regional level response<sup>5</sup>. This facility must have capacity, workspace and adequate trained staffing to support 24-hour extended operations where required.
  - b) Expertise in hazard knowledge in the region.

#### **Recruitment**

- 6.9. In terms of the position of Manager Emergency Management Otago, the interview panel must include a member of CEG independent of the ORC.

#### **Parties Specific Obligations**

- 6.10. The functions, roles and responsibilities for Parties and EMO are set out in full in Schedule A to this Agreement. The mandate for these roles and responsibilities are in line with the CDEM Act or as agreed by all Parties.
- 6.11. Schedule B to this Agreement sets out the roles and responsibilities with reference to CDEM revenue and finances.
- 6.12. The Group commits to the prudent management of its annual operating budget (i.e. within a variance of no more than 5% at year-end). This commitment is subject to resource demands from civil defence emergencies. For the avoidance of doubt the Group budget process is via the Otago Regional Council Long Term or Annual Planning Process and ORC policies for sensitive expenditure, contract management, procurement, travel and all other relevant policies apply.
- 6.13. All Parties must use their best endeavours to implement and perform the duties outlined in Schedules to this Agreement.

#### **General Obligations**

- 6.14. Each Party must act in accordance with the purpose and principles of this Agreement.
- 6.15. Each Party must do all things necessary to give effect to this Agreement.
- 6.16. Each Party must make all necessary delegations to enable this Agreement to be implemented in full.

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<sup>5</sup> Major regional level response as per CIMS 3<sup>rd</sup> edition



**Indemnity**

- 6.17. Each member is protected from liability as covered in section 110 CDEM Act 2002. As the Otago CDEM Group is not recognised as an independent legal entity no right of reprisal is available to any party against any other party of this agreement.

**CDEM Staff Management**

- 6.18. Emergency Management Otago staff are CDEM career staff. All EMO staff are the employees of ORC. Otago TAs under this agreement, will not employ any career CDEM staff outside of this Agreement.
- 6.19. The ORC Executive Manager will liaise with the CEG chair when conducting an annual and half year performance review of the Manager Emergency Management Otago so that the operational performance can be fairly assessed and reported on.

**7. FINANCE MATTERS**

- 7.1. From the date of signing of this Agreement, the methodology for funding for the Otago CDEM service to deliver CDEM functions outlined in this Agreement, specifically Schedule A, will be through:
- Group CDEM service delivery: CDEM Regional Targeted Rate<sup>6</sup>.
  - TA CDEM service delivery: Respective Territorial Authority budget.
- 7.2. A revenue and financial statement is detailed in Schedule B of this Agreement.
- 7.3. A review of the financial methodology for funding CDEM services in the Otago should be undertaken consistent with the duration and review under section 9 of this Agreement.

**8. DURATION AND REVIEW OF AGREEMENT**

The duration of the Agreement is 10 years from @@@@ (expiration date), provided that the provisions of this Agreement shall continue to apply if the Parties agree that it shall continue for a specified period. This Agreement shall bind successors.

- 8.2. Any of the Parties may terminate their partnership in this Agreement at the first specified expiration date of this Agreement, by sending to all other Parties, one year's notice of termination in writing. At the date of the coming into effect of the notice that Local Authorities right to participate in this Agreement and the negotiations for the renewal or extension of this Agreement shall cease, but without prejudice to any liabilities and responsibilities up to the date of the coming into effect of the notice.

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<sup>6</sup> CDEM Regional Targeted Rate means the annual rate set by Otago Regional Council under the Local Government (Rating) Act 2002 to fund the budget approved by the Group for CDEM services.



- 8.3. Review of this Agreement shall commence eighteen months prior to the expiration date, or as agreed otherwise by the Parties; the Group shall meet in good faith to negotiate the renewal or extension with or without amendments.
- 8.4. Review and amendments to the Schedules in this Agreement are to occur on changes to legislation impacting CDEM, or further policy guidance and procedures stemming from the National Emergency Management Systems Reform, CDEM Reviews, emergency event reviews or as a result of all Parties agreeing amendments for enhanced CDEM service delivery.
- 8.5. The Parties acknowledge review and amendment to the Schedules in this Agreement will be instigated, considered and recommended by CEG. Amendments to the Agreement can only be authorised by the Parties in writing.

## **9. DISPUTES**

The primary object of this section is to ensure that any dispute between Parties will be resolved as quickly and as informally as possible. Particular regard is to be had to that primary object in the interpretation or implementation of this section.

- 9.1 The purpose and principles of this Agreement must be applied by all Parties to try and resolve disputes.
- 9.2 Parties to any dispute must try in good faith to resolve that dispute by direct negotiation.
- 9.3 One Party must give written notice of a dispute on the other Parties(s).
- 9.4 If the dispute is not resolved within 10 working days of receipt of the notice of dispute, or such longer time as the Parties may agree, then the dispute must be referred to the Chairperson of CEG.
- 9.5 The Chairperson of the CEG will attempt to facilitate agreement. If no agreement is reached within a further 10 working days, then the dispute must be referred to mediation.
- 9.6 If referred to mediation, then such mediation will be conducted by a mediator jointly appointed by the Parties. If the Parties fail to agree on a mediator within 10 working days of the expiry of the date in clause 10.7, then the mediator shall be appointed by the President of the New Zealand Law Society or his or her nominee.
- 9.7 The costs of mediation must be paid equally by the Parties to the mediation.
- 9.8 Nothing in this section precludes any party seeking interim relief from any Court or initiating legal proceedings. However, Parties must utilise the dispute procedures in clauses 10.1 to 10.9 before taking legal action(s).

## **10. DISSOLUTION**

In the event that EMO is dissolved for any purpose other than as a result of a Local Government reorganisation then:



- 10.1 Any lease or arrangement between the Parties for the purpose of EMO shall be deemed to be at an end as at the date of dissolution.

#### **11. NOTICES**

Any notice under this Agreement is to be in writing and may be made by email, personal delivery or post to the address of each Local Authority.

11.2. No communication shall be effective until received. A communication shall be deemed to be received by the addressee, unless the contrary is proved:

- In the case of a transmission by email on receipt of confirmation of receipt by the sender of the email,
- In the case of personal delivery, when delivered, and
- In the case of post on the third working day following posting.

#### **12. COUNTERPARTS**

This Agreement may be signed in any number of identical counterpart copies and transmitted in hard copy or electronically, all of which taken together shall make up one agreement.



## Agreement signed by...



Andrew Noone  
Chair  
Otago Regional Council

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*Signature*

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*Date*



Aaron Hawkins  
Mayor  
Dunedin City Council

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*Signature*

-----  
*Date*



Tim Cadogan  
Mayor  
Central Otago District Council

-----  
*Signature*

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*Date*





**Clutha**  
District Council

**Bryan Cadogan**  
Mayor  
Clutha District Council

-----  
*Signature*

-----  
*Date*



**Waitaki**  
DISTRICT COUNCIL  
TE KAUNIHERA Ā ROHE O WAITAKI

**Gary Kircher**  
Mayor  
Waitaki District Council

-----  
*Signature*

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*Date*



**QUEENSTOWN  
LAKES DISTRICT  
COUNCIL**

**Jim Boulton**  
Mayor  
Queenstown Lakes District Council

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*Signature*

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*Date*



Schedule A Otago CDEM Roles and Responsibilities

The functions, roles and responsibilities by function for Otago CDEM Group member Councils and Emergency Management Otago (EMO) are set out in full in this Schedule. The mandate for these roles and responsibilities are in line with the CDEM Act and supporting statutory requirements or as agreed by all Parties (Councils and EMO).

This Schedule details the following functions and respective roles and responsibilities for each of these functions:

Emergency Management Otago	Otago Regional Council	Territorial Authorities
<b>Business Continuity Management</b>  Disruptions are an expected part of business, so it’s important to be prepared for when they occur. Disruptions can be internal events that impact on organisation alone (eg: IT system failure), or external events that could impact across several organisations and locations (e.g., earthquake).		
<ul style="list-style-type: none"><li>Undertake business continuity planning for Emergency Management Otago to be capable of delivering essential services and a functioning GECC during a crisis / emergency event and through the recovery.</li></ul>	<ul style="list-style-type: none"><li>Undertake business continuity planning for Otago Regional Council to be capable of delivering essential services and a functioning GECC during a crisis / emergency event and through the recovery</li></ul>	<ul style="list-style-type: none"><li>Undertake business continuity planning for the territorial authority to be capable of delivering essential services and a functioning EOC during a crisis / emergency event and through the recovery</li></ul>
<b>Capability Development, Training and Exercises</b>  Training and exercising progressively enhances individuals, local authorities and the Otago CDEM Group’s capability to prepare for and manage emergencies and resources, using lessons learnt. The CDEM Group and each member of the Group are to take all steps necessary on an ongoing basis to maintain and provide, or to arrange the provision of, or to otherwise make available suitably trained and competent personnel, including volunteers, and an appropriate organisational structure for those personnel, for effective civil defence emergency management.		
<ul style="list-style-type: none"><li>Develop, deliver and report on training and exercise programmes for all local authority staff with a CDEM role.</li><li>Coordinate professional development of all CDEM career staff.</li></ul>	<ul style="list-style-type: none"><li>Agree sufficient access to all ORC staff identified in CDEM roles with supervisors to ensure they’re available for, attend and complete all competencies associated with training and exercises in accordance with the agreed training schedule.</li></ul>	<ul style="list-style-type: none"><li>Make all staff identified in CDEM roles available for, attend and complete all competencies associated with training and exercises in accordance with the agreed training schedule.</li><li>Support community training and exercises</li></ul>
<b>Community Resilience and Partnership</b>  Community resilience in the Civil Defence and Emergency Management context, can best be described as the community’s ability to cope with, bounce back and learn from adversity encountered during and after disasters. There are activities to support in building community resilience. These activities are community engagement, community planning, public education, monitoring and evaluation to measure community resilience. The integration and inclusion of iwi in community resilience activities cements the Otago CDEM principles of Māori partnership.		
<b>Community Resilience</b> <ul style="list-style-type: none"><li>Development and implementation of community planning guidance documents and templates to support local CDEM Community Resilience activities and planning processes.</li><li>Support regional and local level Community Resilience activities and planning.</li><li>Support the development of Community Response Plans for local communities with relevant Territorial Authority as required.</li><li>Ensure that the CDEM component of iwi and hapū management plans are coordinated at Group and local level (as required).</li></ul> <b>Public Education</b>	<b>Community Resilience</b> <ul style="list-style-type: none"><li>Support EMO and local level Community Resilience activities by commitment of staff resources and technical information to assist in local Community Resilience activities (hazard specific) as required.</li><li>Ensure whole-of-council approach to Regional Council Community Resilience activities.</li></ul>	<b>Community Resilience</b> <ul style="list-style-type: none"><li>Partner with EMO planning for all Community Resilience activities at the local level.</li><li>Commitment of local council staff / resources to conduct Community Resilience activities.</li><li>Support CDEM engagement with local communities.</li><li>Support the development of Community Response Plans.</li><li>Ensure whole-of-council approach to local level Community Resilience activities.</li><li>Consider the CDEM component of iwi and hapū management plans and coordination at local level (as required).</li></ul>



Emergency Management Otago	Otago Regional Council	Territorial Authorities
<ul style="list-style-type: none"> <li>Lead the planning for and coordination of Public Education activities at the Group level.</li> <li>Support local level Public Education activities.</li> <li>Fund and maintain Group resources for Public Education.</li> <li>Develop and maintain an Otago CDEM Group website and social media presence.</li> </ul>		<b>Public Education</b> <ul style="list-style-type: none"> <li>Support Public Education activities at the local level.</li> <li>Fund and maintain local resources for Public Education.</li> </ul>
<b>Equipment</b> Includes all equipment to support readiness, response and recovery activities.		
<ul style="list-style-type: none"> <li>Provide and implement guidance and set policy on minimum specifications and standards, and functionality of CDEM equipment required for EOCs/ GECC across the region.</li> <li>Ensure procurement and maintenance of equipment, software and Information Communications and Technology (ICT) systems owned by Otago Regional Council in accordance with Otago Regional Council policies.</li> <li>Coordinate all CDEM Group responsibilities for effective interoperability with National CDEM systems</li> </ul>	<ul style="list-style-type: none"> <li>Fit out and provide associated Information Technology (IT) equipment and infrastructure for EMO staff and GECC facilities (and alternate sites).</li> <li>Implement minimum equipment standards required for GECC in line with CDEM Group policy.</li> <li>Own equipment and associated infrastructure, to cover costs to maintain it to an operational standard and to manage and conduct maintenance programme.</li> <li>Provide EMO with furniture and equipment for staff located at Otago Regional Council offices.</li> <li>Undertake fleet management of all Emergency Management Otago vehicles.</li> <li>Procure any priority equipment required by the activated GECC to ensure effective operational capability of the GECC.</li> </ul> <p>For the avoidance of doubt equipment and fleet will be managed under the relevant policies of the Otago Regional Council, including procurement, replacement and asset management.</p>	<ul style="list-style-type: none"> <li>Fit out and provide associated Information Technology (IT) equipment and infrastructure for EOC facilities (and alternate sites).</li> <li>Implement minimum equipment standards required for EOC, ICPs and CDCs as required in line with CDEM Group policy.</li> <li>Own equipment and associated infrastructure, to cover costs to maintain it to an operational standard and to manage and conduct maintenance programme.</li> <li>Provide EMO with furniture and equipment for Emergency Management Officer staff embedded within districts.</li> <li>Provide ICT and property support, procure any priority equipment required to the EOC or Recovery Office in activation to ensure effective operational capability of the EOC equipment.</li> </ul>
<b>Facilities</b> Includes any facility to support readiness, response and recovery activities.		
<ul style="list-style-type: none"> <li>Serve as custodians of the GECC to ensure operational readiness, in consultation with ORC Support Services who are responsible for building management, maintenance, changes to building layout or function and cleaning of the GECC.</li> <li>Provide guidance on functionality and safety of EOC and GECC facilities.</li> <li>Activation of GECC facility as required for response.</li> </ul>	<ul style="list-style-type: none"> <li>Provide and maintain GECC facilities (and alternate facilities) for operational response.</li> <li>Provide EMO with fit for purpose office space.</li> <li>Support the activation of the GECC facility if required for response if requested by the Group Controller.</li> </ul>	<ul style="list-style-type: none"> <li>Provide council-based EMO staff with fit for purpose office space.</li> <li>Provide and maintain EOC (and alternate) facilities for operational response.</li> <li>Provide facilities or enter into agreements for the provision of facilities to serve as Civil Defence Centres (CDCs).</li> <li>Activation of EOC facility as required for response.</li> <li>Activation of CDCs as required in response.</li> </ul>



Emergency Management Otago	Otago Regional Council	Territorial Authorities
<b>Financial Management</b> The CDEM Group is to ensure allocation of financial budget to ensure effective delivery of the of CDEM services as outlined in the Group Plan.		
<b>Emergency Management Budgets</b> <ul style="list-style-type: none"> <li>Lead, develop, manage and administer CDEM Group budgets, including Capital Expenditure (CAPEX) and operational expenditure (OPEX), for the endorsement of CEG and approval by Joint Committee. However, the decision regarding the budget rated for annually ultimately sits with the Otago Regional Council.</li> <li>Manage costs in line with budget.</li> <li>Manage and administer specific contractual arrangements for services delivered by EMO.</li> <li>Coordinate and provide reporting on the CDEM Group budget and resourcing.</li> </ul>	<b>Emergency Management Budgets</b> <ul style="list-style-type: none"> <li>Provide financial management and accounting services for CDEM Group budget.</li> <li>Manage, administer and submit reporting to the CDEM Group of Regional Council budgets for regional CDEM delivery</li> <li>Provide staff time and travel and accommodation costs associated with attendance at training and exercises.</li> </ul>	<b>Emergency Management Budgets</b> <ul style="list-style-type: none"> <li>Manage, administer and submit reporting to the CDEM Group of Territorial Authority CDEM budgets.</li> <li>Fund any operating costs for Territorial Authority EOCs (including catering, stationery and contractors).</li> <li>Provide staff time and travel and accommodation costs associated with attendance at training and exercises.</li> <li>Fund community training and exercises.</li> <li>Submit reporting to the CDEM Group on Territorial Authority CDEM budget and resourcing.</li> </ul>
<b>Governance and Management</b>		
<b>Joint Committee</b> <ul style="list-style-type: none"> <li>Implements the CDEM Group Plan on behalf of the Joint Committee.</li> <li>Coordination, management and preparation of all agendas, reports, supporting papers and presentations on Group matters to the Joint Committee.</li> </ul> <b>Coordinating Executive Group (CEG)</b> <ul style="list-style-type: none"> <li>Supports the CEG in carrying out its directions from the Joint Committee and its obligations under the CDEM Act.</li> <li>Coordination, management and preparation of all agendas, reports, supporting papers and presentations to CEG.</li> </ul> <b>CEG Operations Sub-committee</b> <ul style="list-style-type: none"> <li>Coordinates those activities arising from the CEG Sub-Committees and reports to them on a regular basis.</li> <li>Coordination, management and preparation of all agendas, reports, supporting papers and presentations to CEG Operations Sub-committee.</li> </ul>	<b>Joint Committee</b> <ul style="list-style-type: none"> <li>Active participation through appointed designates.</li> <li>As Adminstrating Authority provide governance and secretarial support to the Joint Committee.</li> <li>Provide reports and recommendations on Regional Council matters to the Joint Committee.</li> <li>Provide reports, decisions and recommendations back to Regional Council on CDEM Group matters</li> </ul> <b>Coordinating Executive Group (CEG)</b> <ul style="list-style-type: none"> <li>Active participation through appointed designates and provide support as agreed to lead delivery of the regional CDEM work programme.</li> <li>Develop and implement specific Regional Council Annual Plan tasking in a Regional Council CDEM work programme with alignment to CDEM Group Annual Plan.</li> </ul> <b>CEG Operations Sub-committee</b> <ul style="list-style-type: none"> <li>Active participation through appointed designates and support the CEG Sub-committees.</li> </ul>	<b>Joint Committee</b> <ul style="list-style-type: none"> <li>Active participation through appointed designates.</li> <li>Provide reports and recommendations on Territorial Authority matters to the Joint Committee.</li> <li>Provide reports, decisions and recommendations back to Territorial Authorities on CDEM Group matters.</li> </ul> <b>Coordinating Executive Group (CEG)</b> <ul style="list-style-type: none"> <li>Active participation through appointed designates and provide support as agreed to lead delivery of local CDEM work programme.</li> <li>Develop and implement specific Territorial Authority Annual Plan tasking in a local level CDEM work programme with alignment to CDEM Group Annual Plan.</li> </ul> <b>CEG Operations Sub-committee</b> <ul style="list-style-type: none"> <li>Active participation appointed designates and support the CEG Sub-committees.</li> <li>Ensure the alignment of CDEM Group Annual Plan and local CDEM work programmes.</li> </ul>



Emergency Management Otago	Otago Regional Council	Territorial Authorities
	<ul style="list-style-type: none"> <li>Ensure the alignment of CDEM Group Annual Plan and Regional CDEM work programmes.</li> </ul>	
<b>Hazard and Risk Management</b>  In relation to relevant hazards and risks: identify, assess, and manage those hazards and risks; consult and communicate about risks; identify and implement cost-effective risk reduction. Identification of the hazards and risks in a Group area that may result in an emergency that requires national-level support and co-ordination.		
<ul style="list-style-type: none"> <li>Ensure effective planning and response to all hazards and risks in line with legislated responsibilities.</li> <li>Develop and monitor the hazard profile for the Otago CDEM Group as per the hazardscape detailed in the Otago CDEM Group Plan.</li> <li>Lead effective planning for response through collaboration on hazard risk management for hazards with cross regional and national impacts.</li> <li>This activity is undertaken in concert with the expertise of the ORC Natural Hazards Team.</li> </ul>	<ul style="list-style-type: none"> <li>Lead identification of hazards (as required) in accordance with the hazard scape outlined in the CDEM Group Plan at the regional level.</li> <li>Own and manage the hazards (as required) and risk within the appropriate area of responsibility as mandated through the Regional Policy Statement in alignment with the hazardscape detailed in the Otago CDEM Group Plan.</li> <li>Fund and manage hazard investigation within the appropriate area of responsibility as mandated through the Regional Policy Statement in alignment with the hazardscape detailed in the Otago CDEM Group Plan</li> <li>Support effective planning for response through collaboration on hazard risk management for hazards with cross regional and national impacts.</li> </ul>	<ul style="list-style-type: none"> <li>Own and manage the hazards and risk (as required) within the appropriate area of responsibility as mandated through the Regional Policy Statement in alignment with the hazardscape detailed in the Otago CDEM Group Plan.</li> <li>Fund and manage hazard research within the appropriate area of responsibility as mandated through the Regional Policy Statement in alignment with the hazardscape detailed in the Otago CDEM Group Plan</li> <li>Support communicating hazards and risks to respective communities.</li> </ul>
<b>Lifeline Utilities</b>  Lifeline's failures can disrupt and endanger the wellbeing of local and regional communities. Effective relationships, priority of response protocols and lead agency role definition can reduce the risk such failures may pose. Lifeline utility means an entity named or described in the CDEM Act 2002 in Part A of Schedule 1, or that carries on a business described in the CDEM Act, Part B of Schedule 1		
<ul style="list-style-type: none"> <li>Support Lifelines Utilities in the hazard risk assessment and planning for hazard risk reduction activities on lifelines utilities infrastructure in alignment with the hazardscape detailed in the Otago CDEM Group Plan.</li> <li>Provide administrative and project management support, networking, development opportunities and exercising for to the Otago Lifelines Group.</li> <li>Represent the Otago Lifelines Group and Otago CDEM Group at National forums.</li> </ul>	<ul style="list-style-type: none"> <li>Lead hazard risk assessment and planning for hazard risk reduction and response activities on key Regional Council services and infrastructure.</li> <li>Support lifelines projects and activities.</li> </ul>	<ul style="list-style-type: none"> <li>Lead hazard risk assessment and planning for hazard risk reduction and response activities on key Territorial Authority services and infrastructure defined as Lifeline Utilities under Schedule 1 of the CDEM Act.</li> <li>Support lifelines projects and activities through appointing a lifelines representative to the Otago Lifelines Group and active participation of its key lifelines managers.</li> <li>Provide LUCs for services defined under the CDEM Act.</li> <li>Activate staff to lead, coordinate and support the delivery of Lifeline Utilities (Territorial Authority) functions in response and recovery at the local level.</li> </ul>
<b>Planning</b>		



Emergency Management Otago	Otago Regional Council	Territorial Authorities
<p>Fundamental to any successful undertaking is attention to planning and preparation. Whilst we pay attention to the plans that are produced, the process of planning is important to ensure that the plans developed meet the needs of the people affected.</p> <p>CDEM Groups and agencies are expected to routinely incorporate CDEM arrangements into their business planning and risk management processes, and to regularly monitor and report on their progress as appropriate. This is an important role to play in making progress towards the vision of a 'Resilient New Zealand'.</p>		
<p><b>Otago CDEM Group Plan</b></p> <ul style="list-style-type: none"> <li>Lead the development, implementation, maintenance, monitoring and evaluation of the Otago CDEM Group Plan using approved processes.</li> </ul> <p><b>Otago CDEM Business Plan</b></p> <ul style="list-style-type: none"> <li>Lead the development, implementation, maintenance, monitoring and evaluation of the Otago CDEM Business Plan.</li> <li>Provide advice and guidance on the development of regional and local level CDEM work programmes in alignment to the Otago CDEM Business Plan.</li> </ul> <p><b>Pre-event response action planning</b></p> <ul style="list-style-type: none"> <li>Lead CDEM Group response planning.</li> <li>Support the development, implementation, maintenance of regional and local level response plans.</li> </ul> <p><b>Standard Operating Procedures</b></p> <ul style="list-style-type: none"> <li>Lead the development, implementation, maintenance of CDEM Group Standard Operating Procedures as required.</li> </ul> <p><b>Recovery planning</b></p> <ul style="list-style-type: none"> <li>Lead the development, implementation, maintenance of the Otago CDEM Group Recovery Plan.</li> <li>Provide advice and guidance on the development of the Local Recovery Plan.</li> </ul> <p><b>Financial planning</b></p> <ul style="list-style-type: none"> <li>Lead the development, implementation, maintenance of a CDEM Group policy on the management of response and recovery claims.</li> </ul>	<p><b>Otago CDEM Group Plan</b></p> <ul style="list-style-type: none"> <li>Support, the development, implementation, maintenance, monitoring and evaluation of the Otago CDEM Group Plan.</li> <li>Ensure alignment between the Otago CDEM Group Plan and Regional Council Long Term Plans.</li> </ul> <p><b>Pre-event response action planning</b></p> <ul style="list-style-type: none"> <li>Support development, implementation, maintenance of CDEM response planning for Regional Council.</li> </ul> <p><b>Standard Operating Procedures</b></p> <ul style="list-style-type: none"> <li>Support the development, implementation, maintenance of CDEM Standard Operating Procedures as required</li> </ul> <p><b>Recovery planning</b></p> <ul style="list-style-type: none"> <li>Support the development, implementation, maintenance of Regional Council Recovery Plan for key council infrastructure and assets.</li> </ul> <p><b>Financial planning</b></p> <ul style="list-style-type: none"> <li>Support the development, implementation, maintenance of CDEM Group policy on the management of response and recovery claims.</li> </ul>	<p><b>Otago CDEM Group Plan</b></p> <ul style="list-style-type: none"> <li>Support, the development, implementation, maintenance, monitoring and evaluation of the Otago CDEM Group Plan.</li> <li>Ensure alignment between the Otago CDEM Group Plan and Territorial Authority Long Term Plans.</li> </ul> <p><b>Pre-event response action planning</b></p> <ul style="list-style-type: none"> <li>Support development, implementation, maintenance of CDEM response planning for Territorial Authorities.</li> </ul> <p><b>Standard Operating Procedures</b></p> <ul style="list-style-type: none"> <li>Support the development, implementation, maintenance of CDEM Standard Operating Procedures as required.</li> </ul> <p><b>Recovery planning</b></p> <ul style="list-style-type: none"> <li>Support the development, implementation, maintenance of Local Recovery Plan with alignment to Group Recovery Plan.</li> </ul> <p><b>Financial planning</b></p> <ul style="list-style-type: none"> <li>Support the development, implementation, maintenance of CDEM Group policy on the management of response and recovery claims.</li> </ul>
<p><b>Public Information Management</b></p> <p>Public information management (PIM) enables people affected by an emergency to understand what is happening and take the appropriate actions to protect themselves. This is achieved by making sure that timely, accurate, and clear information is shared with the public in an emergency.<sup>15</sup> Strategic communications<sup>16</sup> is a core component of Public Information Management activities.</p>		



Emergency Management Otago	Otago Regional Council	Territorial Authorities
<b>Public Information Management (PIM) staff</b> <ul style="list-style-type: none"> <li>Group Public Information Manager provided by EMO.</li> <li>Coordinate the provision of a 24/7 duty Group PIM function.</li> </ul> <b>Public Information Management planning</b> <ul style="list-style-type: none"> <li>Lead and manage all Group level PIM activities.</li> <li>Develop and implement consistent messages in line with national messaging and where required develop SOPs for the Group and provide coordination and advice for Group and Local PIMs.</li> <li>Administer and maintain Group level PIM forums and meetings.</li> <li>Conduct PIM for CDEM Group and support local PIMs (if established) during response and recovery.</li> </ul>	<b>Public Information Management staff</b> <ul style="list-style-type: none"> <li>Alternate Group Public Information Managers provided by Regional Council.</li> <li>Provide staff to support a 24/7 duty Group PIM function.</li> <li>Provide communications/ media staff to receive training and support the Group and local PIM functions, including strategic communications.</li> </ul> <b>Public Information Management planning</b> <ul style="list-style-type: none"> <li>Support all CDEM Communications and Social Media activities at the Group and local level as required.</li> <li>Support consistent CDEM messaging across all Regional Council social media platforms and websites.</li> <li>Provide communications/ media staff to support the Group and Local PIM function during response and recovery if required.</li> </ul>	<b>Public Information Management staff</b> <ul style="list-style-type: none"> <li>Local Public Information Manager and alternates provided by Territorial Authorities.</li> <li>Provide the agreed number of PIM staff to receive training and assist with the dissemination of CDEM information via any platform as required.</li> </ul> <b>Public Information Management planning</b> <ul style="list-style-type: none"> <li>Lead and manage all local level PIM activities.</li> <li>Support all CDEM Communications and Social Media activities at the Group and local level as required.</li> <li>Support consistent CDEM messaging across all Territorial Authority social media platforms and websites.</li> <li>Ensure effective delivery of PIM in response and recovery at the local level.</li> </ul>
<b>Reporting, Monitoring and Evaluation</b> <p>All members of the CDEM Group must provide reports that may be required by the Group. Monitoring and evaluation provide a method for learning from experience, analysing capability, planning and allocating resources, and demonstrating results as part of accountability to stakeholders.</p>		
<b>Reporting</b> <ul style="list-style-type: none"> <li>Facilitate agreed reporting to Joint Committee, CEG and CEG Operations Subcommittee.</li> <li>Coordinate and publish annual report against the Otago CDEM Group Annual Plan and the Otago CDEM Group Plan to CEG, Joint Committee and ORC Council</li> <li>Provide reporting to Territorial Authorities and Regional Council on staff training registration, attendance and completion of competencies associated with training.</li> </ul> <b>Monitoring and Evaluation</b> <ul style="list-style-type: none"> <li>Lead and implement Monitoring and Evaluation process for CDEM Group.</li> <li>Monitor progress against the goals, objectives and outcomes of the CDEM Group Plan on behalf of the Joint Committee.</li> <li>Develop and implement a framework for conducting post-event reviews and corrective action plans for the CDEM Group.</li> </ul>	<b>Reporting</b> <ul style="list-style-type: none"> <li>Ensure Elected Officials and Leadership Team are informed of Joint Committee and CEG resolutions, directions and decisions.</li> <li>Provide reporting to Joint Committee, CEG and CEG Sub-Committee on specific Regional Council Annual Plan tasks related to CDEM.</li> </ul> <b>Monitoring and Evaluation</b> <ul style="list-style-type: none"> <li>Support, contribute and implement a lessons learned/ knowledge management process for CDEM Group.</li> <li>Support Monitoring and Evaluation process for CDEM Group.</li> </ul>	<b>Reporting</b> <ul style="list-style-type: none"> <li>Ensure Elected Officials and Leadership Team are informed of Joint Committee and CEG resolutions, directions and decisions.</li> <li>Provide reporting to Joint Committee, CEG and CEG Sub-Committee on specific territorial authority Annual Plan tasks related to CDEM.</li> </ul> <b>Monitoring and Evaluation</b> <ul style="list-style-type: none"> <li>Support, contribute and implement a lessons learned/ knowledge management process for CDEM Group.</li> <li>Support Monitoring and Evaluation process for CDEM Group.</li> </ul>



Emergency Management Otago	Otago Regional Council	Territorial Authorities
<b>Staff</b> <p>All staff with CDEM responsibilities including CDEM career staff, CDEM appointed staff, Regional Council and Territorial Authority staff fulfilling CIMS functions as part of an Emergency Coordination Centre (ECC) or Emergency Operations Centre (EOC) and any CDEM volunteers providing support to any CDEM function.</p> <p>The CDEM Group and each member of the Group are to take all steps necessary on an ongoing basis to maintain and provide, or to arrange the provision of, or to otherwise make available suitably trained and competent personnel, including volunteers, and an appropriate organisational structure for those personnel, for effective civil defence emergency management.</p>		
<b>CDEM career staff</b> <ul style="list-style-type: none"> <li>Manager EMO to appoint CDEM career staff to deliver CDEM outlined in the CDEM Group Plan and this Agreement.</li> </ul> <b>24/7 Duty staff</b> <ul style="list-style-type: none"> <li>Provide adequate 24/7 staff cover for duty roster for the Otago CDEM Group.</li> <li>Ensure support to 24/7 Local Duty Controller capability.</li> </ul> <b>CDEM Forums</b> <ul style="list-style-type: none"> <li>Appoint staff to represent the Otago CDEM Group at national, regional and local CDEM forums as required.</li> </ul> <b>Staff for CIMS functions</b> <ul style="list-style-type: none"> <li>Lead the development and implementation of the competency, capability and capacity criteria for EOC/GECC staff in CIMS functions.</li> <li>Make recommendations on staff to fulfil GECC CIMS functions.</li> <li>Provide CDEM career staff to support Group and Local Controllers.</li> <li>Management and coordination of a database of all CDEM personnel at the Group and local level.</li> </ul> <b>Activation in response / recovery</b> <ul style="list-style-type: none"> <li>Activate CDEM career staff to support delivery of response.</li> <li>Activate GECC staff for delivery of response as required.</li> </ul>	<b>CEG Operations Sub-committee</b> <ul style="list-style-type: none"> <li>Appoint a Senior Manager as CDEM designate to represent Regional Council.</li> </ul> <b>CDEM career staff</b> <ul style="list-style-type: none"> <li>The Otago Regional Council is the employer of CDEM career staff (EMO) to deliver CDEM outlined in the CDEM Group Plan and this Agreement.</li> </ul> <b>24/7 Duty staff</b> <ul style="list-style-type: none"> <li>Provide staff to support a 24/7 duty Group Controller capability.</li> </ul> <b>Staff for CIMS functions</b> <ul style="list-style-type: none"> <li>Group Emergency Coordination Centre Incident Management Team and alternates provided by Regional Council.</li> <li>Provide staff to CIMS functions within the GECC.</li> <li>Consult with EMO on appointments of staff to CIMS functions for the GECC.</li> <li>Ensure all CDEM GECC staff have respective CDEM role included in Job Description, KPI in annual performance plan, required training and exercising in annual professional development plan and be allocated the time for active participation.</li> </ul> <b>Activation in response / recovery</b> <ul style="list-style-type: none"> <li>Ensure availability and prioritisation of staff to conduct GECC operations and deliver 24/7 response.</li> <li>Support the provision and deployments of surge regional council CDEM staffing to support Group and Local level response and recovery within the Otago or across New Zealand.</li> </ul>	<b>CEG Operations Sub-committee</b> <ul style="list-style-type: none"> <li>Appoint a Senior Manager as CDEM designate to represent Territorial Authority.</li> </ul> <b>24/7 Duty staff</b> <ul style="list-style-type: none"> <li>Provide a 24/7 Duty Local Controller capability.</li> </ul> <b>Staff for CIMS functions</b> <ul style="list-style-type: none"> <li>Local Incident Management Team and alternates provided by Territorial Authorities.</li> <li>Provide staff to all CIMS functions within the EOC. Consult with EMO on key appointments to their EOCs.</li> <li>Ensure all CDEM EOC staff have respective CDEM role included in Job Description, KPI in annual performance plan, required training and exercising in annual professional development plan and be allocated the time for active participation.</li> </ul> <b>Activation in response / recovery</b> <ul style="list-style-type: none"> <li>Ensure availability and prioritisation of staff to conduct EOC operations and deliver 24/7 response.</li> <li>Support the provision and deployments of surge territorial authority CDEM staffing to support Group and Local level response and recovery within the Otago or across New Zealand</li> </ul>
<b>Warning Systems</b>		



Emergency Management Otago	Otago Regional Council	Territorial Authorities
When there is an imminent threat to life, health or property from hazard events the issue of official warnings is the responsibility of CDEM agencies.		
<ul style="list-style-type: none"> <li>Develop, implement and maintain CDEM Group warning systems and protocols.</li> <li>Procure, maintain, promote, test and activate CDEM Group public alerting systems.</li> <li>Ensure the functioning of an effective GECC/ EOC staff activation system.</li> <li>Monitor and respond to emergencies 24/7 on behalf of the CDEM Group including the dissemination of warnings and coordinating response in accordance with CDEM Group warning systems and protocols.</li> </ul>	<ul style="list-style-type: none"> <li>Ensure an effective flood event monitoring and information system.</li> <li>Promote the flood warning system to partners, emergency services and communities.</li> <li>Support the dissemination of warnings from the CDEM Group to communities.</li> </ul>	<ul style="list-style-type: none"> <li>Support Otago CDEM Group in promoting the public alerting systems.</li> <li>Maintain, test and activate local public alerting systems.</li> <li>Support the dissemination of warnings from the CDEM Group to communities.</li> </ul>
<b>Welfare Management</b> Management of welfare across all welfare services and clusters: Registration, Needs Assessment, Inquiry, Care and protection services for children and young people, Psychosocial support, Household goods and services, Shelter and accommodation, Financial Assistance and Animal welfare. The objective of the welfare services function is to carry out activities across the 4Rs to provide for the needs of people affected by an emergency and to minimise the consequences of the emergency for individuals, families and whānau, and communities.		
<ul style="list-style-type: none"> <li>Lead planning for the delivery of welfare services for the Otago CDEM Group. in accordance with Director's Guidelines.</li> <li>Appoint Group Welfare Manager to deliver and coordinate Group welfare functions across the '4Rs'.</li> <li>Lead the development, implementation, maintenance of an Otago CDEM Group Welfare Plan.</li> <li>Support local welfare planning.</li> <li>Provide relevant reporting and recommendations at Group level on Welfare to CEG and Joint Committee.</li> </ul>	<ul style="list-style-type: none"> <li>Support Group (GECC) and local (EOC) welfare activities in response.</li> </ul>	<ul style="list-style-type: none"> <li>Lead planning and delivery of local welfare arrangements in accordance with Director's Guidelines.</li> <li>Appoint Local Welfare Managers (Primary and Alternates) to deliver and coordinate welfare functions to local communities across the '4Rs'.</li> <li>Support, contribute and implement the Otago CDEM Group Welfare Plan.</li> <li>Ensure coordination for the delivery of welfare at the local level in accordance with the National CDEM Plan Order and Group Welfare Plan.</li> <li>Ensure coordination and delivery of welfare at the local level in response and recovery.</li> </ul>



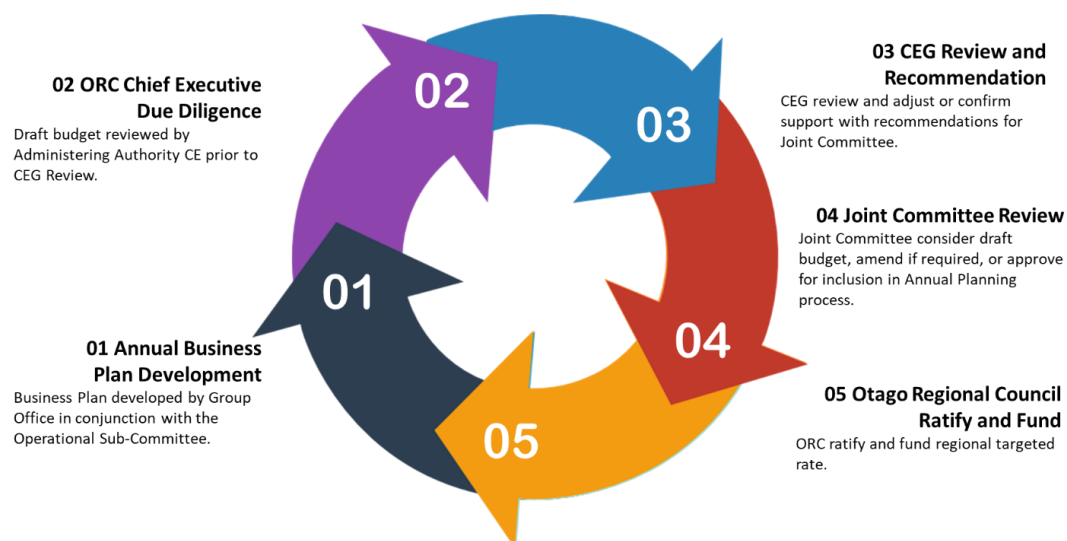
## Schedule B

## Otago CDEM Financial Arrangements

The financial revenue and management of CDEM budgets for the Otago CDEM Group and the members is provided for as stated below:

ENTITY	Otago CDEM Group	Otago Regional Council	Territorial Authorities
<b>Revenue</b>	CDEM Regional Targeted Rate. <sup>1</sup>	To be determined during the Annual Plan or Long-Term Plan process by Regional Council.	To be determined during the Annual Plan and Long-Term Plan process by City and District Councils.
<b>Budget Development</b>	Emergency Management Otago	Regional Council.	City and District Councils
<b>Budget Approval</b>	Otago CDEM Group	Regional Council.	City and District Councils.
<b>Operating Variance</b>	Transferred to Otago CDEM Group Reserve Account. Note: Surplus funds from previous years (in the form of reserves) may be used to fund expenditure.	At discretion of Otago Regional Council.	At discretion of City and District Councils.

## Emergency Management Otago Group Budget Development Process



<sup>1</sup>

A targeted rate may be set on a uniform or differential basis in accordance with Sections 16,17 and 18 of the Local Government (Rating) Act 2002.



## 22.4.10 WAKA KOTAHI PROPOSED CLOSURE OF MUTTONTOWN ROAD/STATE HIGHWAY 8 INTERSECTION

Doc ID: 581546

### 1. Purpose of Report

To consider Waka Kotahi's proposed closure of Mutton Town Road / State Highway 8 intersection.

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### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Approves to submit to Waka Kotahi supporting the proposal to close Mutton Town Road, but request a 'left turn in' option be investigated.
- 

### 2. Background

Mutton Town Road (the Road) adjoins the western side of the Clyde-Alexandra Road, about 5.5 kilometres north of the Alexandra township. The Road is a sealed road being approximately 1.3 kilometres long. At its northern end the Road intersects Hospital Street then joins Sunderland Street. An overview of the Road is shown below in figure 1.



Figure 1 - Overview of Mutton Town Road.

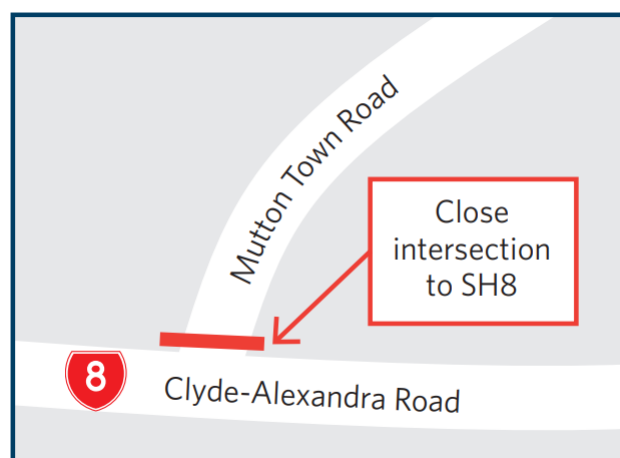


### 3. Discussion

Council officers have been notified by Waka Kotahi that they will be consulting with the public (and adjoining affected landowners) on the proposed closure of the Muttontown Road / SH8 Clyde-Alexandra Road intersection.

Waka Kotahi have signalled that safety is the main driver of this proposal to permanently close the intersection. Safety deficiencies make this intersection unsuitable to manage anticipated traffic increases from known (and possible future) land development changes that will impact this intersection.

The permanent closure of the SH8 Clyde-Alexandra Road/Muttontown Road Intersection is the preferred option of Waka Kotahi. The consultation is an opportunity for the community to provide feedback to Waka Kotahi on the proposal.



*Figure 2 - Location of the proposed closure.*

Although Muttontown Road is a local road, this intersection is within road corridor that is controlled by Waka Kotahi and not Council. Therefore, the decision and consultation process related to a potential closure is the responsibility of Waka Kotahi.

Although Council do not have delegated authority to make this decision, it is important that Council provide feedback to this proposal. The Vincent Community Board were informally updated on this proposal at their last meeting by Council roading officers (which was before a final public notice was provided by Waka Kotahi).

Council officers understand the Waka Kotahi approach to a full closure but believe there could be merit for a 'left in' alternative approach to managing this intersection.

The 'left in' approach would close the intersection to all users except traffic turning left into Muttontown Road, when travelling along State Highway 8 toward Clyde from the Alexandra township.

This option may address the safety concern, whilst maintaining connectivity for residents and reducing pressure on alternative routes. The ability of being able to provide the alternative 'left in' would need to be investigated by Waka Kotahi to ensure it could be provided safely.

Waka Kotahi will be out for public consultation on the proposed closure between 1 June to 1 July 2022.

A copy of Waka Kotahi's consultation public notice is attached for reference.



#### 4. Financial Considerations

There are no costs associated with providing feedback on the proposal.

#### 5. Options

##### Option 1 – (Recommended)

Submit to Waka Kotahi on the proposal to close the Mutton Town Road / State Highway 8 in support of the proposal but requesting a 'left turn in' option be investigated.

The submission would support full closure if the outcome of the investigation of the 'left turn in' option revealed safety risks.

Advantages:

- Addresses safety concerns with the current intersection layout.
- Maintains a point of access on Mutton Town Road for users travelling from Alexandra to Clyde.

Disadvantages:

- Requires investigation by Waka Kotahi and may not be a viable option.

##### Option 2

Submit to Waka Kotahi on the proposal to close the Mutton Town Road / State Highway 8 in support of the proposal.

The submission would not request a 'left turn in' option be investigated.

Advantages:

- Addresses safety concerns with the current intersection layout.

Disadvantages:

- Potential to increase travel time users of Mutton Town Road and reduce connectivity.

##### Option 3

Submit to Waka Kotahi on the proposal to close the Mutton Town Road / State Highway 8 intersection against the proposal.

Advantages:

- No change to intersection layouts.
- No reduction to current travel time for users of Mutton Town Road.

Disadvantages:

- There are safety concerns with the current intersection layout.



Option 4

Do not submit to Waka Kotahi on the proposal to close the Mutton Town Road / State Highway 8 intersection.

Advantages:

- No advantages.

Disadvantages:

- Council's view on the closure of the Mutton Town Road / State Highway 8 intersection would not be considered.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision promotes the wellbeing of communities, in the present and for the future by ensuring safe transportation networks are provided for the community.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Yes
<b>Considerations as to sustainability, the environment and climate change impacts</b>	Yes
<b>Risks Analysis</b>	There is no risk to Council. This intersection is the responsibility of Waka Kotahi. Council are providing feedback, however, do not make the final decision.
<b>Significance, Consultation and Engagement (internal and external)</b>	This does not meet the significance, consultation, and engagement threshold.

## 7. Next Steps

Following the meeting feedback will be provided to Waka Kotahi.

## 8. Attachments

**Appendix 1 - 22-157 SH8 Intersection Public notice Ad 200x137 v5** [↓](#)



Report author:



Quinton Penniall  
Infrastructure Manager  
20/05/2022

Reviewed and authorised by:



Sanchia Jacobs  
Chief Executive Officer  
24/05/2022



## SH8 Clyde - Alexandra Road/ Mutton Town Road Intersection

### Proposed permanent closure

Road safety is a high priority for the government and a major focus for Waka Kotahi NZ Transport Agency. Everyone should be able to get to where they're going safely – whether they're driving, walking, cycling, or riding a motor bike. New Zealand's Road to Zero strategy sets us on a path to achieve Vision Zero, an Aotearoa New Zealand where no one is killed or seriously injured on our roads.

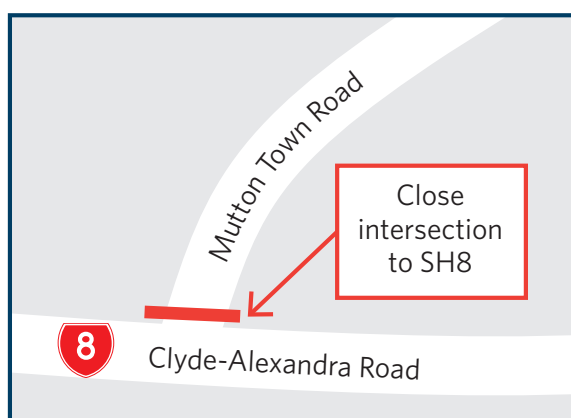
Safety is the main driver of this proposal to permanently close this intersection. It's in response to work by both the Central Otago District Council and Waka Kotahi on Clyde Plan Change 15. Safety deficiencies make this intersection unsuitable to manage anticipated traffic increases from land development changes agreed to as part of this plan change.

Find out more about this plan change at [www.codc.govt.nz/publications/plans/district-plan-under-plan-changes](http://www.codc.govt.nz/publications/plans/district-plan-under-plan-changes).



Safety improvements are planned to the nearby SH8 Cromwell-Clyde Road/Sunderland Street intersection, to cater for higher traffic volumes resulting from Clyde Plan Change 15.

The permanent closure of the SH8 Clyde-Alexandra Road/Mutton Town Road Intersection is the preferred option of Waka Kotahi (see the map below). However, this consultation is an opportunity for us to see what the community thinks of this proposal. All submissions will be carefully considered before a final decision is made on permanently closing this intersection, or whether other options need to be considered.



### Feedback on this proposal can be made in writing to:

Senior Safety Engineer,  
Waka Kotahi NZ Transport Agency,  
PO Box 5245, Dunedin 9058

Or emailed to [muttontown@nzta.govt.nz](mailto:muttontown@nzta.govt.nz)  
by **1 July 2022**.

Please let us know what you think of this proposal on or before this date.



## 22.4.11 2021-24 NLTP ROADING IMPROVEMENTS PROGRAMME

Doc ID: 556917

### 1. Purpose of Report

To consider approving an unsubsidised roading improvement programme from Long Term Plan projects Waka Kotahi did not approve as part of the subsidised programme.

### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves construction of the following road improvement projects for 2021-24:
- C. Approves the following unsubsidised improvement projects identified for the 2021-24 period:
  - \$400,000 for the Cornish Point Road seal extension
  - \$500,000 for the Bendigo Loop Road seal extension
  - \$134,390 to begin Māori Point Road design and investigation phase

### 2. Background

Council approved a \$6,452,000 roading improvement programme in the 2021-24 Long Term Plan to be subsidised from the Waka Kotahi low cost low risk work category. The expectation was that Waka Kotahi would provide a subsidy of 51% (\$3,290,520) with Council funding the remaining 49% (\$3,162,480).

Projects under this work category are required to meet the criteria for funding and be approved by Waka Kotahi before proceeding.

On 7 September 2021 Waka Kotahi advised that they had approved a roading improvements programme with total value of \$4,341,000 for the 2021-24 period. This is \$2,111,000 less than included in the 2021 Long Term Plan.

The projects that were approved for funding by Waka Kotahi are as follows:

Project	Phase	Value
Clyde Heritage Precinct (stage 2 + 3)	Construction	\$2,965,000
Alexandra Bridge cycle clip on	Investigation/design	\$220,000
Clyde Bridge Traffic Lights	Construction	\$400,000
Sargood Road/Murray Terrace Roundabout	Investigation/design	\$100,000
Realignment of Murray Terrace investigation/design	Investigation/design	\$85,000
Barry Avenue/Waenga Drive Roundabout	Investigation/design	\$75,000
Development of Link Lane and other lane improvements	Investigation/design	\$50,000
Speed Limit Signs	Construction	\$250,000
Small Safety Improvements (Muttontown Road/Shortcut Road)	Construction	\$195,000
<b>Total</b>		<b>\$4,340,000</b>



Projects that were included in the Long Term Plan for the 2021-24 period, but were not approved by Waka Kotahi are as follows:

Project	Phase	Value Requested
Barry Avenue/Murray Terrace Intersection Improvements	Investigation/design	\$20,000
Waenga Drive/Murray Terrace Intersection Improvements	Investigation/design	\$20,000
Kerb Cutdown/Crossing Improvements (\$50K/year)	Construction	\$150,000
Seal extensions at Intersections (\$100K/year)	Construction	\$300,000
Small Safety Projects	Construction	\$105,000
Cycle Trail River/Lake crossing at Clyde	Investigation/design	\$100,000
New Footpaths/Cycleways (\$100K/year)	Construction	\$300,000
Neplusultra Street Path Improvements	Construction	\$900,000
Māori Point Road Seal Extension	Investigation/design	\$217,000
<b>Total</b>		<b>\$2,112,000</b>

If Council were to proceed with the work programme included in the 2021-31 Long Term Plan then it would need to fully fund the work that was declined for Waka Kotahi funding. The shortfall in subsidy funding is \$1,076,610. If Council did not proceed with the work then there would be \$1,034,390 of local share funding not spent.

Work is now proceeding with the projects that were included in the 2021-31 Long Term Plan and have been approved for subsidy by Waka Kotahi.

A decision is required as to what to do with the remaining local share funding and work programme.

### 3. Discussion

Investigation and design of the Barry Avenue and Waenga Drive intersections with Murray Terrace is required to progress the Cromwell Masterplan work programme. Construction work for the upgrades is currently programmed in the 2024- 2027 period. Staff believe that the \$40,000 cost of the investigation and design work for these two intersections may be able to be accommodated within a \$310,000 package of design work that has been approved for other Cromwell intersections.

The kerb cutdown/footpath crossing project and seal extensions at intersections project were added to the program following the Waka Kotahi technical audit. This work was recommended in the audit report, but has subsequently not been approved for subsidy. This may be approved in future funding applications.

Council requested \$300,000 for small safety projects. The intention was to use this to address small safety deficiencies that arise as a consequence of growth or change in network use. Two projects were specifically identified, traffic calming on Shortcut Road, and Muttontown Road/State Highway 8 intersection, with the remaining funding to be used for issues that arise over the three year period. The two identified projects have been funded with the additional funding allocation not approved.

Funding of \$400,000 was approved to install traffic lights on the Clyde Bridge. This was intended as a temporary measure to manage vehicle and cycle traffic across the bridge until a more permanent separate cycle bridge or crossing point was investigated, designed, and constructed.



The remaining projects which have no subsidy allocated are:

New Footpaths/Cycleways (\$100K/year)	Construction	\$300,000
Neplusultra Street Path Improvements	Construction	\$900,000
Māori Point Road Seal Extension	Investigation/design	\$217,000

As Waka Kotahi did not approve all of the requested programme, this leaves a local share (49%) that could be used for unsubsidised improvements to a total value of \$1,034,880.

Four projects have been put forward below as options for consideration that could be accommodated within the local share value available.

The following projects were put forward in Council's requested allocation from Waka Kotahi but were declined:

- Māori Point Road – Design works for Future Seal Extension
- Walking and Cycling Improvements

The following projects have been put forward subsequent to changes on the network and/or circumstances since the original improvements programme was developed:

- Cornish Point Road – Seal Extension
- Bendigo Loop Road – Seal Extension

The option to bring forward construction of the Alexandra bridge clip on is also included for consideration.

There are considerations highlighted below for each of the five projects to consider progressing with the unsubsidised projects.

#### ***Māori Point Road – Design works for Future Seal Extension***

Māori Point Road is currently unsealed, except for some short lengths of existing dust suppression treatment, for its full length of 5.9km.

Over a number of years this road has seen a significant increase in traffic from its historical status due to the obvious growth of nearby Wanaka and the greater Central Otago region.

Māori Point Road is a well-known (and used) shortcut for users of State Highway 8, where users can take a slightly shorter route to join up with State Highway 8A heading towards Wanaka.

A formal seal extension project was identified during the LTP process and the corresponding improvements programme submitted to Waka Kotahi, however the subsidised funding for this project has been declined by Waka Kotahi for the 2021-24 NLTP period as noted above.

The design phase of the seal extension was proposed in year 2 (2022/23) and the construction phase was proposed in year 4 (2024/25).

Traffic count summary of Māori Point Road:



Month	Year	ADT	% Heavies
June	2021	126	11
December	2020	178	16
May	2019	140	20
October	2016	150	10
April	2014	114	11

(ADT = Average Daily Travel Movements)

Due to the increased usage of Māori Point Road and its geographical location (located at the physical extent of the grading programme), this road is expensive to maintain, and an appropriate level of service has not typically been achieved. Sourcing suitable gravels for remetalling purposes has also proved a challenge and has been expensive compared to what is typically achieved elsewhere in the district.

For these reasons the design and investigation phase of this project has been put forward for consideration.

It is anticipated that the cost to maintain (grading and remetalling frequency) will continue to increase going forward and its likely Council will continue to only be able to deliver a marginally appropriate level of service.

On average, Council spends approximately \$45,000 per annum solely on grading and periodically metalling to maintain Māori Point Road to its current standard.

The design and investigation phase of this project is anticipated to cost in the order of \$217,000.

An advantage of considering this project now (even though the design and investigation phase would be unsubsidised), is that when the next NLTP request for the 2024-27 period is submitted, having the design and investigation phase completed may give this a better chance of being approved by Waka Kotahi.

### ***Walking and Cycling Improvements***

Council requested \$100,000 per year as part of the NLTP request to Waka Kotahi as a means to address walking and cycling improvements across the district. The request for a total of \$300,000 for the 2021-24 period was declined by Waka Kotahi.

The Central Otago region is flourishing with cycling and walking activities, with both existing and new and exciting trails luring locals and visitors alike to get out and explore the region.

As such, this is now starting to develop trends where trail tie ins to existing infrastructure are inadequate or non-existent, as examples:

- The red bridge at Clyde
- Steep and non-conforming pram crossings near trails that link into townships
- Inadequate signage or pavement markings

The popularity and growth of walking and cycling within the region is significant enough to consider using the unapproved local share to fund or partially fund these types of improvements.

It is likely improvement projects relating to walking and cycling will be qualify for subsidised funding in the future.



**Cornish Point Road - Seal Extension**

Cornish Point Road is currently sealed for its first 1.5km where it becomes an unsealed road for its remaining 1.2km. Cornish Point Road has seen a significant increase in traffic with the recent opening of the Lake Dunstan Trail, where many users are choosing to drive to the end of this road and park or get dropped off to start their walk/ride.

The boost in popularity has occurred after the original improvements programme was developed, and due to current and known future maintenance requirements this project has been put forward for consideration.

Recent traffic count data (May 2021 *which being a late autumn month is quieter than the recent peak summer months*) shows average daily movements at 120 (7% heavies). By comparison, a count from September 2016 had average daily movements of 45 (6% heavies).

It is anticipated that the cost to maintain (grading and remetalling frequency) Cornish Point Road will increase significantly and its unlikely Council will be unable to deliver an appropriate level of service over the busy summer months at a minimum.

To upgrade and complete a seal extension to the remaining unsealed section of Cornish Point Road would be in the order of \$400,000.

On average, Council spends approximately \$25,000 per annum solely on grading and periodically metalling to maintain Cornish Point Road to its current standard. This is however expected to increase significantly with the popularity of the new trail and the volume of vehicles using this road.

**Bendigo Loop Road - Seal Extension**

Council have been approached by several affected parties (businesses/vineyards) along Bendigo Loop Road with a request to address dust issues generated from a 3km section of the unsealed road. Four of these affected parties are prepared to contribute a combined total of \$200,000 towards a longer term solution in terms of dust on first 3km (the southern end) of Bendigo Loop Road.

This request does not meet the existing Council dust suppression policy as it is not relating to dust issues for residential dwellings. The request is to reduce/remove dust for commercial reasons that fall outside the policy, where it's primarily affecting the vineyard trees and areas that staff are working through the day.

The cost to prepare and lay an Eco Star dust suppression treatment to the 3km length is in the order of \$200,000, and the neighbouring affected parties are prepared to cover this cost privately to address the dust and corrugation issues.

Council could consider funding the difference to undertake a formal seal extension on the first 3km of Bendigo Loop Road. The first 3km (on the Southern end) is the most well used section and typically requires a higher level of service than the remainder of the road. This road was remetalled within the last 4 years and could be considered in a favourable condition for either an Eco Star dust suppression treatment or a formal seal extension.

An Eco Star dust suppression treatment will have an expected life of 8-10 years at which time a renewal would be expected. Council would typically take over (vest) the dust suppression treatment once initially applied (after a 12-month defects period) by the private party. Longer term, it would be more sensible to manage a seal extension than a large eco-star treatment that needs replaced every 8-10 years.



To upgrade and complete a seal extension to the unsealed 3km section of Bendigo Loop Road would be in the order of \$700,000. Factoring off the \$200,000 contribution from the neighbouring parties, this would leave a Council with a contribution of \$500,000 to undertake the works.

On average, Council spends approximately \$40,000 per annum solely on grading and periodically metalling to maintain Bendigo Loop Road to its current standard.

The main advantage of surfacing this section of Bendigo Loop Road would be the increase in level of service to those that use it, but it also creates an opportunity to improve the level of service on other roads in the district. This would be an advantage as it would effectively be removing one of Council's high cost (and demand) unsealed roads to free up metalling and grading capacity to address other roads on a more regular basis.

### **Alexandra Bridge Clip-On**

A linkage is required between Roxburgh Gorge NZ cycle trail and the Otago Rail Trail to complete the New Zealand Cycle Trail Linkages. Funding of \$220,000 was approved by Waka Kotahi to undertake investigations and detailed design in the 2022/23 financial year.

Construction of this path is programmed for 2024/25 with a budget of \$2.04 million in the 2021-31 Long Term Plan. This is subject to Waka Kotahi approval.

Council officers met with Waka Kotahi representatives who confirmed that all funding for walking and cycling projects has been allocated. There is currently no other funding available to progress construction in 2023/24.

Investigation and detailed design will begin in July 2022 to ensure the project is gate-ready by July 2023, when funding applications for the 2024-27 Land Transport are required to be submitted.

There is a high likelihood that subsidised funding will be available from Waka Kotahi for the construction in 2024/25.

## **4. Financial Considerations**

All improvement projects were approved thorough the 2021-31 Long Term Plan process by Council. No further approval is required for the projects that now have an approved status from Waka Kotahi.

The projects that were declined by Waka Kotahi leave a potential unsubsidised local share component of \$1,034,390 that could be used to undertake an unsubsidised work programme. This could proceed (subject to Council approval) within existing approved budgets.

Funding to undertake any unsubsidised work would be programmed for year 3 (2023-24) as this is when the unsubsidised projects were originally forecast to occur.

## **5. Options**

Option 1 – Approve an alternative program of unsubsidised work with the remaining unallocated local funding of \$1,034,390. (Recommended)



To approve the following unsubsidised improvement projects in priority order, up to the available budget for the 2023-24 period:

- \$400,000 for the Cornish Point Road seal extension
- \$500,000 for the Bendigo Loop Road seal extension
- Remaining \$134,390 to begin Māori Point Road design and investigation phase

Advantages:

- Utilises the \$200,000 from affected parties on Bendigo Loop Road to offset construction costs, formal seal extension would be a better result for all parties including Council.
- Opportunity to reduce maintenance costs on some of the higher demand unsealed roads within the district and create capacity to focus those savings (both cost and time in regards to the grading programme) into other roads across the district.
- Uses unsubsidised funding for projects that are unlikely to receive subsidy in the future due to alignment with Government priorities.

Disadvantages:

- Completing works unsubsidised results in Council incurring 100% of the cost..

#### Option 2

To progress projects that were included in the funding application to Waka Kotahi that were not approved for subsidy, up to the available budget for the 2023-24 period:

- \$300,000 for new footpaths/cycleways
- \$217,000 for Māori Point Road seal extension design and investigation.
- \$900,000 for Neplusultra Street Path Improvements

Advantages:

- These projects are aligned with Government priorities, and may receive subsidy in the next NLTP. If these are progressed Council could ultimately achieve less work in the next four years for its available funding.

Disadvantages:

- Completing works unsubsidised results in Council incurring 100% of the cost..

#### Option 3 – Do not spend the remaining local share funding

Do Nothing

To continue with the currently approved Waka Kotahi improvement projects list and not utilise the available local share for projects that were declined or other opportunities as detailed.

Advantages:

- Funding may be able to be utilised for other initiatives.

Disadvantages:



- Lost opportunity to address improvement issues that Waka Kotahi have not funded/subsidised for this NLTP period (or where they most likely never would).
- Lost opportunity to reduce maintenance costs on some of the higher demand unsealed roads within the district and create capacity to focus those savings (both cost and time in regards to the grading programme) into other roads across the district.
- Known safety and accessibility deficiencies in regard to walking and cycling activities cannot be addressed.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision enables democratic local decision making and action by, and on behalf of communities through Council allocating unsubsidised funding for priority roading projects.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Yes
<b>Considerations as to sustainability, the environment and climate change impacts</b>	Projects recommended for funding support Council's sustainability and environmental outcomes through responsible use of resources.
<b>Risks Analysis</b>	There are no substantial risks associated with this decision. Risks with regards to progressing the roading programme will be managed within each individual project.
<b>Significance, Consultation and Engagement (internal and external)</b>	Public consultation on the approved projects by Waka Kotahi was undertaken during the Long Term Plan process. Public engagement will be undertaken with the relevant communities as stakeholders during design and construction of each project.

## 7. Next Steps

The proposed timeline for the projects recommended for approval are as follows:

<b>Project</b>	<b>Design</b>	<b>Construction Year</b>
*Māori Point Seal Extension – design/investigation	2023-24	Not yet programmed.
*Cornish Point Road Seal Extension	2023-24	Summer 2023/24
*Bendigo Loop Road Seal Extension	2023-24	Summer 2023/24

*\*Subject to Council approval*

## 8. Attachments

Nil



Report author:

Reviewed and authorised by:



James McCallum  
Roding Manager  
6/05/2022



Quinton Penniall  
Infrastructure Manager  
24/05/2022



**22.4.12 2021-24 BRIDGE STRATEGY PROPOSAL****Doc ID: 581501****1. Purpose of Report**

To consider the extent of bridge work required, and prioritisation of available funding for the 2022-24 period. To consider the development of a bridge strategy to support the funding application for the 2024 National Land Transport Fund, and the 2024 Long Term Plan.

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**Recommendations**

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Notes that extent of high priority bridge work required, and replacements of existing bridges which are either closed, or at risk of closure will significantly exceed the budget available in the 2021-24 period.
  - C. Agrees to the appointment of a dedicated project manager to manage all bridge investigation, customer liaison, physical works, work programme development, and strategy delivery.
  - D. Approves funding the project management costs from the existing bridge structural renewals budget.
  - E. Directs staff to investigate and report back at the July 2022 meeting on options and costs for a temporary Bailey bridge to be installed at the location Mānīatoto Road/Taeiri River (Bridge 145), including opportunities for cost share with the adjacent affected landowner.
  - F. Directs staff to report back to Council with a prioritised list of renewal work to be undertaken in 2022/23 from remaining budgets on 9 November 2022.
  - G. Approves the engagement of specialist bridge engineering expertise to complete the remaining inspections, and prepare work methodologies for renewals, options for bridge replacements, and supporting cost estimates, to be completed by February 2023.
  - H. Approves funding the specialist bridge engineer from the remaining bridge inspection budget and then from the bridge structural renewals budget.
  - I. Approves the engagement of Fulton Hogan (as the incumbent roading physical works contractor) to provide early contractor involvement in the development of work methodologies and cost estimates with the specialist bridge engineer.
  - J. Directs staff to consider a range of options for replacement of bridges, including replacement with lower cost structures which provide different levels of service.
  - K. Directs staff to consider a range of options for funding future bridge capital work, with associated rating implications.
  - L. Agrees that no further bridge replacement be undertaken until a prioritised list of work, with implications of deferral for each structure is available for Council consideration in February 2023.
- 

**2. Executive Summary**

Council has had 187 structural inspections undertaken on bridge structures in the past 15 months. The first round of inspections of 17 structures was undertaken in January 2021



following extensive flooding in the Mānīatoto area. A second round of inspections of 32 structures was undertaken in June 2021, and a third round of 136 structures in November 2021.

These inspections have resulted in four bridges being closed:

- Scott Lane/Kyeburn River (Bridge 121)
- Mānīatoto Road/ Taieri River (Bridge 145) (sections of bridge missing following floods)
- Adjacent to McCunn Road (Bridge 171)
- Craigroy Road (Bridge 2)

Two bridges have been restricted to light vehicles, with another requiring a weight restriction assessment to be undertaken. These are:

- Linnburn Runs Road (Bridge 160) was initially closed but has subsequently being re-opened to light traffic only.
- Nevis Road Bridge/Stewarts Creek (Bridge 1) has been restricted to light vehicles, and will require repairs in the near future, or closure.
- Danseys Pass Road/Kyeburn River (Bridge 117) requires a weight restriction assessment to be undertaken.

Eight bridges have been identified as needing replacement, or will require closure in the next few years. These bridges currently remain open, but are typically restricted to light vehicles, will need to be monitored, and may require closing in the foreseeable future.

- Linnburn Runs Road (Bridge 160)
- Brown Road East (Bridge 90)
- Patearoa Road box culvert
- Becks School Road (Bridge 91)
- St Bathans Downs Road/Manuherekia River (Bridge 92)
- Auripo Road (Bridge 96)
- Hills Creek Road (Bridge 105)
- Channel Road/Enterprise Creek (Bridge 111)

High priority repairs are required on 17 bridges. Further design work will be required to enable most of this work to be able to be priced, however for some of these bridges this cost will be significant. For example, initial estimates ranging between \$900,000 to \$1.8million have been provided replacing the deck on the Little Valley/Manuherekia River Bridge (191).

- Nevis Road Bridge/Stewarts Creek (Bridge 1)
- Bannockburn Road/Kawarau River (Bridge 7)
- Cairnmuir Road/Bannockburn (Bridge 9)
- Earnsclough Road/Fraser River (Bridge 35)
- McNally Road/Poolburn (Bridge 63) (completed)
- Danseys Pass Road (Bridge 114) Culvert
- Danseys Pass Road/German Creek (Bridge 116)
- Oughter Street/Hogburn (Bridge 109)
- Patearoa Road/Taieri River (Bridge 140) Green Bridge
- Ranfurly Patearoa Road/ Taieri River (Bridge 143)
- Patearoa Road/Sowburn (Bridge 148) Patearoa Township
- Mcskimming Road/Sowburn (Bridge 151) Patearoa Township.
- Puketoi Runs Road/Linnburn (Bridge 161)
- Timaburn Bridge (Bridge 182)
- Craig Road/Coal Creek (Bridge 188).
- Knobby Range Rd/Cave Creek (Bridge 189)



- Little Valley Bridge/Manuherekia River (Bridge 191)

Council has the following budgets available for bridge work in the 2021-24 period:

Activity	Budget Type	Per Annum	Total for 3 years	Spent to date 2021/22
Inspections	Operating	\$65,000	\$195,000	\$117,000
Maintenance	Operating	\$150,000	\$450,000	\$120,000
Component Renewals and Bridge Replacements	Capital	\$484,000	\$1,450,000	\$96,000

The objective of the first three rounds of inspections was to undertake “Principle Inspections” which involves a close examination of each bridge component. In some cases only general inspections were able to be achieved on foot or using a ladder.

Special access is required to complete the inspections of 37 bridges and two footbridges as parts of these could not safely be closely inspected on foot. These require rope, boat, cage access, or drones in some cases. A number of these bridges are on important routes, and in some cases have high priority repairs that were identified as part of the initial inspections. It is possible that further high priority work will be identified when these are able to be viewed close-up.

A complete list of high priority repairs or replacements cannot be prepared until the special access inspections are complete. Structural engineers will also need to be engaged to provide detail and specifications for the repairs. Replacement options need to be considered for each of the bridges which have significant deterioration in them. Estimates will need to be prepared for all of the work required.

Once a robust understanding of the extent of work, and estimated cost is available, then consideration of funding options can occur. Various scenarios of different work programs, and different funding options is likely to be required. For example, an alternative approach if Waka Kotahi were to only approve funding for part of the programme needs to be considered.

A complete and detailed programme of work with cost estimates needs to be available by February 2023. Elected members will need to consider the programme and funding options prior to submitting the Waka Kotahi funding application for the 2024-2027 period. This will also be required for the 2024 Long Term Plan budget.

### 3. Background

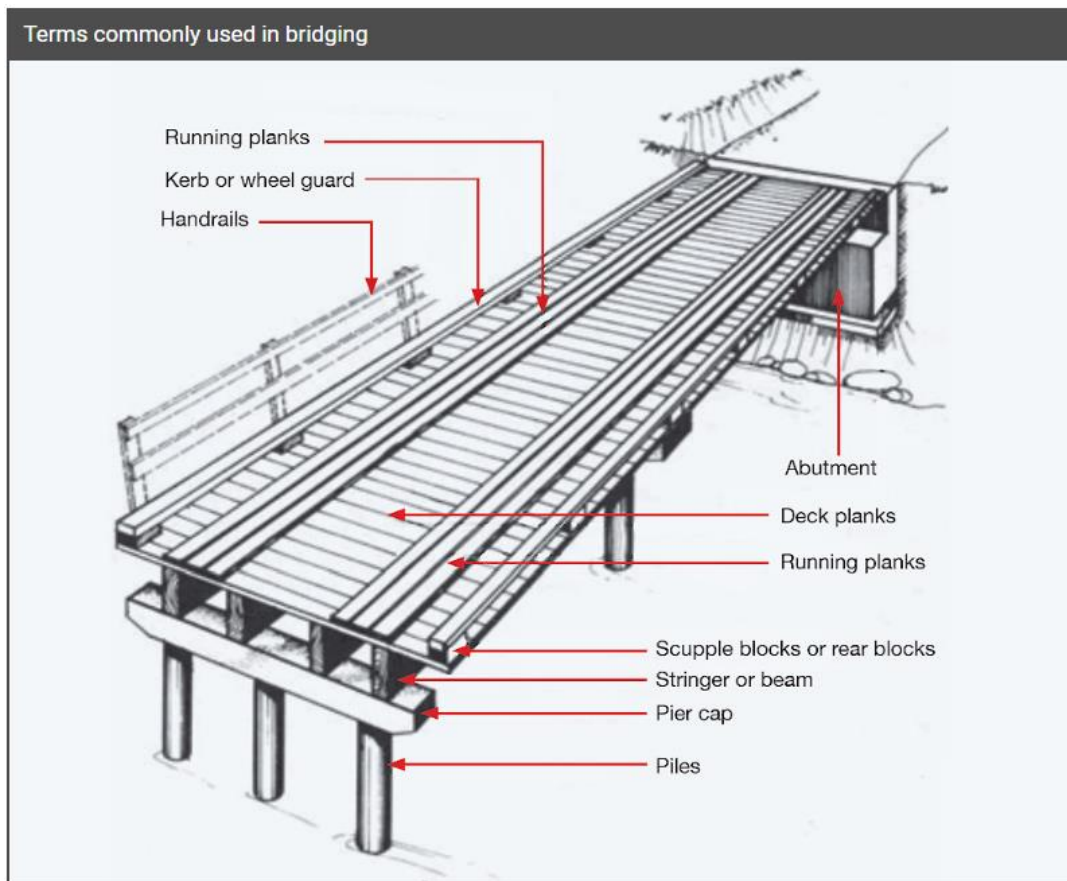
Council has 176 bridges, and five footbridges. Large culverts with a waterway area of at least 3.5m<sup>2</sup> are also classed as bridges.

The location of bridges across the district is:

- Cromwell 18
- Earnscliffe/Alexandra 16
- Manuherekia 57
- Mānīatoto 58
- Roxburgh 30

Central Otago bridges are grouped based on the characteristics of the structural components. The following two diagrams show the typical terms used in this report.





A single span bridge sits on abutments at either end but has no piers or piles. A multiple span bridge is supported between the abutments by piers and piles. Multiple span bridges are typically longer than single span bridges.

Each of the components can be made of different materials, which influences the life of the structure.

Standard lives for different bridge groups were assigned to Central Otago bridges in 2017 based on the actual lives of the existing bridges, their condition, and expected remaining life. This was an approximation, and actual lives will vary between individual bridges based on many other factors, such as waterway characteristics, underlying geology, floods, use, and preventative maintenance regimes.

Assigning a life to the whole structure is simplistic and does not reflect the way in which bridges are typically managed. Many of the structural components will have a different life, and some components may be replaced multiple times over the expected life of the bridge.

Some large bridges may not be replaced in their entirety at one time, but components will be replaced at different times. A more accurate way to manage the lives of these structures would be to assign a life to each component. This is more complex, and council's management systems do not currently support this approach.

When programming replacement work on one component the condition and remaining life in the other components also needs to be considered to ensure that work is undertaken in the most efficient and cost-effective way, rather than what is just immediately required. For example, if the deck is being replaced, then the structure below the deck needs to be reviewed for remaining life as it would be inefficient to replace the deck and then come back



a few years later and remove the deck again to replace the beams. This is known as programme optimisation.

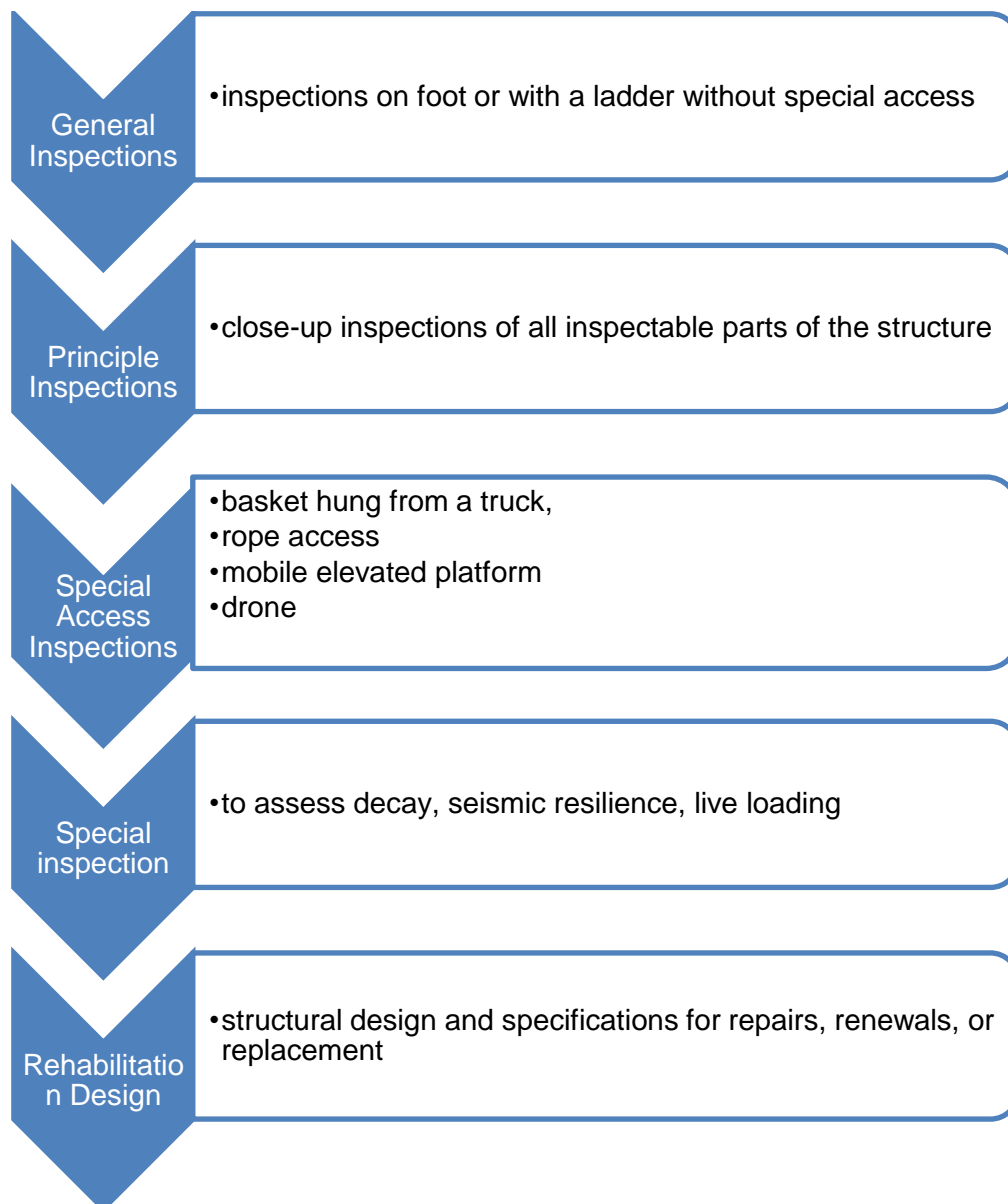
### Structural Inspections

A total of 187 structural inspections have been undertaken in the past 15 months. These inspections identify where there are issues with 67 bridges or culverts. There are 109 bridges which require no work, or only minor maintenance.

The objective of the inspections has been to provide a principal inspection (as defined on the diagram below). In some cases, only a general inspection was able to be achieved, as parts of the bridge were not able to be inspected at close quarters without the use of specialist equipment. In these cases, additional special access inspections are then required.

Where there are concerns of decay in timber structures, then further special inspections may need to be undertaken. Timber typically rots from the inside out, so visual inspections alone are not able to assess the extent of the issue. In these inspections the timber is drilled to identify if the timber is rotting from the inside out. There may also be special inspections required where bridges are loaded and deflection measurements taken to understand the ability to carry heavier loads than the design loading, or on-site assessment of seismic resilience.





The following is an overview of the structural inspections undertaken to date and the findings of these.

- Round 1 – 17 bridges were inspected in late January 2021, following the January flood event in the Mānīatoto and Manuherekia catchments. The report for these inspections was provided in April 2021. This identified that three bridges should be closed, one assessed for weight restrictions, and high priority repairs are required on a further 7 bridges. Special access inspections were identified as being required on 8 of the 17 bridges to fully understand condition and remedial requirements. Two of the special access inspections have been undertaken on Halls Ford Bridge on Mānīatoto Road, and Bridge 160 on the Linnburn Runs Road.

The cost for the round 1 inspections and two special access inspections was \$52,000.

- Round 2 – 32 structures, (22 bridges and 10 culverts) were inspected in June 2021 and the report regarding these provided to Council in August 2021. This identified that another bridge should be closed, one weight restricted, and high priority repairs are required on five bridges. Further special access inspections are required on eight of the 32 bridges inspected to fully understand condition and remedial requirements.



- Round 3 – 136 structures (95 bridges and 41 culverts) were inspected in November 2021 and the report regarding these provided to Council in January 2022. This identified that a further bridge should be closed, and high priority repairs are required on another eight bridges. Further special access inspections are required on 26 of the 136 bridges.
- The Millers Flat and Jedburgh Street Bridges were inspected separately in October 2021, with the report provided in November 2021. These inspections identified that in addition to minor maintenance, the Millers Flat Bridge requires repairs to damage that has occurred to the concrete deck, and the rubber needs to be replaced in abutment expansion joints. Dive inspections are also required on the piers of the Millers Flat Bridge.
- Scaffolding was required to be installed on the underside of the Jedburgh Street Bridge to enable access for inspections. As part of this work, ten survey points were installed on the abutments to measure movement. Deterioration of the holding down bolts on the Roxburgh side of the bridge is beginning to appear, similar to that which previously occurred on the Roxburgh East side of the bridge. This needs to be monitored regularly, and if the condition deteriorates further then work similar to that undertaken on the Roxburgh East side will be required. The cost of the work on the Roxburgh East abutment was approximately \$700,000.

The cost of the round 2, 3 and Millers Flat and Jedburgh Street bridge inspections was \$116,000. The total costs to date of inspections referenced in this report is \$168,000.

Council has a budget of approximately \$65,000 per annum for structural engineers to undertake inspections, funded from the network management budget.

#### Recommendations to Close, or Reduce Level of Service through Weight Restrictions

The following recommendations to close or implement weight restrictions to address immediate concerns identified during the inspections.

Nevis Road Bridge/Stewarts Creek (Bridge 1) – install posting limit of light vehicles only, requiring heavy vehicles to use an adjacent ford. This bridge has a significant crack in one of the concrete abutments. This is likely due to scour induced settlement and rotation. This requires strengthening and scour protection to return to full service. There is no alternative route, however there are many fords on this road.

Craigroy Road (Bridge 2) – Remove from service. The riveted I beams are in poor condition. Defects include cracks in primary structural members, loose stiffener connections, bent flanges, and missing rivets and bolts. This bridge is located on an unmaintained road in the Nevis Valley which turns off the Nevis Road prior to the Nevis crossing. Following discussions with the affected landowner, this bridge has been locked with gates on both ends. The landowner has access to the bridge for stock and is using the adjacent ford for vehicle access. There is no practical alternative route for this bridge.

Scott Lane/Kyebrum River (Bridge 121) - This is a single lane, 11 span timber deck, beams and timber piles. Extensive timber structural component deterioration has occurred over over time, with significant flood damage occurring in January 2021. Repair is not economic due to the overall condition of structure, and a replacement strategy required. The bridge is not currently useable due to missing spans and has been closed. The added journey length of the alternative route is approximately 14km.

Mānīatoto Road/ Taieri River (Bridge 145) - This is a single lane, four span bridge with timber deck and timber beams. There is a large longitudinal crack in beam, beams rotated and warped, transverse beams bowed. Multiple deck planks have failed and fractured, moderate



decay in others. There are large cracks in abutment piles., and beam hold down bolts have typically corroded. All piles have cracks ranging in mild to severe. Bracing has failed or detached. There is severe decay in the kerbs. The bridge was deemed unsafe for use and closed in January 2021. The added journey length of the alternative route is approximately 16km.

Adjacent to McCunn Road (Bridge 171) - This was a single lane single span, timber deck on five steel I beams. This bridge was located on an unmaintained road, which provided access to State Highway 8 prior to this being realigned. This property has alternative access available off McCunn Road, and following discussions with the affected landowner the bridge has been removed. The added journey length of the alternative route is approximately 100m.

Danseys Pass Road/Kyeburn River (Bridge 117) – This is a single lane four span reinforced concrete deck and beams. Repair of spalled concrete is required; Structural monitoring of settlement is required. Further assessment is required to determine if heavy vehicle restrictions should be imposed.

#### Bridges Requiring Replacement.

Eight bridges have been identified as having multiple components deteriorated to the point where replacement needs to be undertaken. These bridges currently remain open but will need to be monitored and may require closing in the foreseeable future. The detour lengths below are an approximation only, and further work will be needed to more accurately define these.

Brown Road East (Bridge 90) – Temporary speed restrictions and posting limit are required while options are considered within the next 12 months. The recommendation is to review the whole of life cost effectiveness of repair versus replacement. A hole larger than 200mm in diameter has formed to the end of one of the beams at the abutment, and this is compromising the beam seating on the abutment. There are large checks and splits in the timber beams throughout the structure, especially to the outer beams.

Patearoa Road box culvert – severe deterioration to the base of the culvert resulting in exposed reinforcing through the base. Multiple large cracks and hollow sounding concrete at the top of the culvert wall under the top slab. A replacement culvert is required. Assessment is required to determine if heavy vehicle restrictions should be imposed.

Becks School Road (Bridge 91) - Wooden stave culverts, three barrels. Repair is not economic due to overall condition of structure, and replacement strategy required. A ford structure may be an option at this location. Assessment is required to determine if the structure should be closed to heavy vehicles. The added journey length of the alternative route is approximately 6.4km.

St Bathans Downs Road/Manuherekia River (Bridge 92) - Four span concrete tee beams, concrete deck, on concrete piers and piles. Bridge deteriorating due to pile subsidence. Repair is not economic due to overall condition of structure, and replacement strategy required. Currently restricted to light vehicles. The added journey length of the alternative route is approximately 20km

Auripo Road (Bridge 96) - Single span timber bridge on masonry and concrete abutments. There is a ford adjacent to this bridge. This bridge is used to access parts of the rail trail, and for land access. A ford structure may be an option at this location.

Hills Creek (Bridge 105) - Two span single lane timber deck and two timber beams, and two steel beams. New steel piles 2000, new deck 2004. Deterioration and decay in timber beams, severe deterioration of abutments. Pitting and corrosion present on piles, seating for



bridge beams is inadequate, scouring of abutments and pier. Repair is not economic due to the extent of the structural components that are in poor condition and a replacement strategy required. A ford structure may be an option at this location. Currently restricted to light vehicles, with suspected high levels of non-compliance. The added journey length of the alternative route is approximately 18km.

Channel Road/Enterprise Creek (Bridge 111) - Single lane, single span timber deck, beams and abutments. A pile under one of the abutments is on a significant lean and may have fractured below ground level. There is a large split to the front face of the pile and decay at the ground. The pile has around 60% of its cross section remaining, some of which is quite soft. The piles require replacing but this may not be economically prudent. Review the whole of life cost effectiveness of repair versus replacement. The added journey length of the alternative route is approximately 14km.

Linnburn Runs Road/ Taieri River (Bridge 160) - This is a single lane, four span timber bridge on steel piles. This bridge is showing significant signs of deterioration and decay in structural components and has only been accessible to light vehicles for a number of years. The bridge has been closed following structural inspections in April 2021. The added journey length of the alternative route is approximately 19km. This bridge was closed following inspection in January 2021. A subsequent special access inspection by boat has enabled the bridge to be temporarily re-opened to light vehicles. Repairs are required to enable this to remain open in the short term.

#### High Priority Defects Requiring Remedial Work

High priority defects that require remedial work were also identified during the inspections. These are listed below.

Nevis Road Bridge/Stewarts Creek (Bridge 1) – This bridge has a significant crack in one of the concrete abutments. This is likely due to scour induced settlement and rotation. This requires strengthening and scour protection to return to full service and protect the bridge from further damage.

Bannockburn Road/Kawarau River (Bridge 7) – Connection bolts have failed in damping device connection between superstructure and abutment. Install new bolts in damper device connection to abutment.

Cairnmuir Road/Bannockburn (Bridge 9) - Two lane twin barrel armco culvert. Inward bulge in arch requires investigation of root-cause, and strengthening to remediate.

Earnsclough Road/Fraser River (Bridge 35) - Two lane three span steel beam with composite deck. Bridge connections require new washers to be installed.

McNally Road/Poolburn (Bridge 63) - Single lane precast concrete U deck beams (ex Ministry of Works and Development, Roxburgh) seated on reinforced concrete abutments. Large scour hole behind one of the abutments and wingwalls will cause significant damage if not addressed. Void requires filling with rock, and rock protection required to prevent additional scour. (This work has been completed).

Danseys Pass Road (Bridge 114) Culvert - Railway iron arch ribs supported on masonry footings with shotcrete infills. Shotcrete lined and timber infills replaced in 1999. This construction has a relatively short life, and this structure will require annual inspections to monitor deterioration. The structure is currently showing some signs of deterioration. This has a heritage listing.

Danseys Pass Road/German Creek (Bridge 116) - Single lane, single span reinforced concrete deck on steel beams. Large crack in wingwall on abutment requires repair.



Oughter Street/Hogburn (Bridge 109) - Single lane single span timber deck, steel I beams, concrete abutments. Significant corrosion and section loss to steel beams and holding down bolts at supports. Soil removal is required to further assess corrosion. Repair of steel beams, and painting of steelwork likely to be required.

Patearoa Road/Taieri River (Bridge 140) - Green Bridge, heritage listed. Single lane, single span timber deck on steel arch and masonry abutments. New reinforced concrete and masonry abutments constructed in 1995 and 2004. Minor to severe corrosion and buckling of cross bracing. Boards that decking is nailed to are soft and decaying. Decking needs replaced.

Ranfurly Patearoa Road/ Taieri River (Bridge 143) - Numerous areas of concrete spalling require repair. Abutment bearing pads require replacement. Abrasion of concrete with exposed aggregate typical to all piers. Concrete railing posts significantly damaged, with reinforcing exposed and need to be replaced.

Patearoa Road/Sowburn (Bridge 148) - Patearoa township. Single lane, two span concrete deck on steel beams. Action required to address scour and exposed reinforcement at the bridge piers.

Mcskimming Road/Sowburn (Bridge 151) - Patearoa township. Single lane, single span timber deck on steel beams. Large cracks in concrete abutment wingwalls require remedial work, deck planks require replacing, barriers require replacing where damaged or split. Weight restriction sign is missing on one approach and requires replacing.

Puketoi Runs Road/Linnburn (Bridge 161) - Twin barrel concrete pipe culvert. The outlet apron has washed away, and scour is occurring under the wingwalls, resulting in these not being supported from the ground and cantilevering from the headwall. Tension cracks are forming in the wingwalls at the outlet. The apron requires replacing and cracks in the wingwalls need repaired to reduce further damage to the bridge.

Timaburn Bridge (Bridge 182) - One lane single span concrete arch culvert. Headwall has tilted away from the culvert, and there is hollow sounding concrete along the base of the headwall and culvert sides and walls. Barriers are required to be placed to prevent vehicles driving within 2m of the headwall until investigation options for remedial work or replacement of the headwall is completed.

Craig Road/Coal Creek (Bridge 188) - Large diagonal crack extending full height through one abutment and wingwall. Steel beam flush to bridge deck providing appearance of wider deck surface poses a significant hazard. Abutment and wingwall require strengthening, scour protection required, obsolete steel beam requires removal.

Knobby Range Rd/Cave Creek (Bridge 189) - One lane single span reinforced concrete bridge on skewed alignment. High abutment walls, no alternative access, ford not an option. Wingwalls have rotated significantly and require installation of monitoring device to monitor rotation and movement.

Little Valley Bridge/Manuherekia River (Bridge 191) - Single lane timber deck on combination of steel and timber beams designed for a railway. Deterioration and decay is occurring in multiple structural members. This bridge is unlikely to meet seismic design requirements for critical lifeline structures. The timber railings that the decking is screwed into are decaying and soft, resulting in loose planks. The timber deck requires replacing, and cost estimates that have been received for this are between \$900,000 and \$1.9 million for the decking only. Significant component replacement may not be economically prudent. Review the whole of life cost effectiveness of repair versus replacement. Assessment is required to determine if heavy vehicle restrictions should be imposed.



### Special Access Inspections

As part of the initial inspections, there were 37 bridges and two footbridges that were identified as requiring special access to undertake a full assessment, as parts of the bridge could not safely be inspected from the ground. These require rope, boat, cage access, or drones in some cases. The cost of these inspections is typically high and varies depending on the amount of specialist equipment required. Further information regarding typical cost for these inspections will be tabled in the meeting.

An understanding of total work requirements on the bridge network cannot be made until all of the inspections are completed. Some of the bridges on the special access inspection list are significant bridges that provide critical access. If high priority work is required on these then this would need to be prioritised over the work already identified on some of the bridges that have completed inspections.

Structures requiring special access inspections are listed in Appendix 1.

## **4. Discussion**

Like many other councils, Central Otago has an aging bridge network, and many bridges will require replacement or significant work to be undertaken on them over the next 10 years. Some of the bridges may not meet Waka Kotahi requirements for receiving subsidy. The level of investment required to replace all of the bridges with similar structures may create affordability issues for the community.

Climate change is causing increased severity and frequency of flooding, and the increased likelihood of an earthquake on the Alpine Fault also creates resilience issues which require consideration in the renewal and replacement of bridges.

The number and weight of trucks on the bridges is also increasing, as a result of regulatory changes and improvements in land productivity. There are risks of non-compliance of weight restrictions that are placed on bridges, which could result in faster deterioration, or require closure of the bridge.

A large number of the bridges are on low volume roads where alternative routes exist and the economic viability of their replacement with similar structures needs to be considered.

Council is required to submit the work programme, and funding application for the next 3 year (2024-2027) National Land Transport period in July 2023. This will need to provide evidence that Council has considered the above issues to support the funding application.

It is proposed that a Bridge Strategy be developed to consider the issues outlined in this report, and to support an application to Waka Kotahi for increased investment in the Central Otago Bridge network for 2024-2027. This will also provide context for consultation on bridge options and funding in the 2024 Long Term Plan. A draft outline of the tasks required to develop the strategy is shown in Appendix 4. This work will be required to be completed by March 2023 to meet the 2023 submission timeline.

In the interim Council has \$1.35 million of remaining capital funding available for the 2021-24 period.



## 5. Financial Considerations

Roading activities are funded 49% by ratepayers and receive a 51% subsidy from Waka Kotahi. Waka Kotahi funding is allocated for a three year period, with funding applications due for the next three year period in mid-2023, for funding provided from 1 July 2024. The timeline for submission of funding applications for the 2024 National Land Transport Fund is attached in Appendix 3. Council officers have met with Waka Kotahi who have confirmed that there is no opportunity to apply for additional funding for bridge replacement between 2021 and 2024.

Waka Kotahi funding for physical work on bridges is provided in four different funding categories. These are:

1. Work Category 114 Structures Maintenance – this provides for the routine work necessary to maintain the function, structural integrity and appearance of road bridges, retaining structures, guardrails, and cattlestops.

Waka Kotahi have allocated funding of \$150,000 per annum to Central Otago District for the 2021-24 period for structures maintenance. This funding can be redirected to inspections, but not capital work.

2. Work Category 215 Structures Component Replacement – this provides for the renewal of components of bridges, retaining structures, guardrails, cattlestops. Qualifying work includes replacement of bridge decks, handrails, guardrail components, deteriorated structural members, and damaged components. It excludes the complete replacement of a structure. Waka Kotahi have allocated funding to Central Otago District of \$217,000 per annum, or \$650,000 in total for the 2021-24 period. Funding in this work category can be re-allocated to work category 216 if required. There has been \$95,000 of this funding committed in 2021/22 on essential work.
3. Work Category 216 Bridge and Structures Renewals - this provides for the like-for-like replacement of bridges and structures which, because of their condition, are at the end of their serviceable life.

Like-for-like is defined as a modern replacement built to current design standards, generally to class 1 loading. The work must be the long-term, least-cost option, calculated in terms of present value end-of-life analysis. Council must provide the evaluations to Waka Kotahi. The Waka Kotahi decision process for replacement of bridges is attached in Appendix 2.

Council has funding of \$267,000 per annum, or \$800,000 in total for the 2021-24 period. Funding in this work category can be re-allocated to work category 215 if required.

4. Work Category 322 – this provides for the upgrade or replacement of existing bridges and other road structures. This work category would be used for replacing significant bridges, such as Scotts Lane, the Omakau bridge, and the Little Valley bridge in Alexandra. A level of service improvement is typically undertaken at the time of replacing these. Bridges funded through this work category have a higher level of economic analysis undertaken. Council currently has no funding for work of this nature. Only existing bridges which are at their end of their serviceable life are being replaced, and these are funded under work category 216.



## 6. Options

### Option 1 – (Recommended)

Defer permanent replacement of Mānīatoto Road/ Taieri River (Bridge 145), and investigate options and costs for installation of a temporary bailey bridge until a permanent structure and can be considered as part of the 2024 Long Term Plan.

Prioritise existing funding and resources on providing a robust long term programme of bridge renewals and replacements, and funding options for the 2024 Waka Kotahi funding application and Long Term Plan.

Complete inspections, undertake options analysis, design and cost estimates of high priority work, and for replacement structures for all of the bridges identified as needing imminent replacement (funded from bridge replacement budget).

Prepare design and consents for bridges requiring imminent replacement in 2024/25. Prioritise work within the remaining budgets to keep the existing bridges accessible in the short term.

#### Advantages:

- A temporary bridge may be able to be installed to enable the Mānīatoto Road/ Taieri River (Bridge 145) route to be re-opened.
- Higher priority work can be prioritised and undertaken in the 2022-23 period, resulting in less bridges being restricted in the short term.
- Detailed information regarding costs and options for retaining access across the wider network will be available to support a robust funding application to Waka Kotahi for 2024-27, and for consultation in the 2024 Long Term Plan.
- Analysis of different funding options to retain existing access across the network can be undertaken for consultation in the 2024 Long Term Plan.
- Funding will be available to enable design and consents for replacements to proceed in 2023-24 to enable construction to commence in 2024/25.

#### Disadvantages:

- Bridge replacement funding (Work Category 216) will need to be used to remove the existing Bridge 145 structure to enable installation of a bailey bridge.
- Lease costs of approximately \$2,300/month for the Bailey Bridge will need to be funded from existing bridge maintenance funding (Work Category 114).
- Scott Lane/Kyeburn River (Bridge 121) will remain closed until at least 2025.

### Option 2

Complete special access inspections (funded from existing maintenance and renewal budgets).

Obtain structural design, specifications and estimates for all high priority work (funded from structural renewal budgets).



Undertake options analysis, design and cost estimates of replacement structures for all of the bridges identified as needing imminent replacement (funded from bridge replacement budget). Prioritise high priority component renewals from remaining budget. Defer replacement of Mānīatoto Road/ Taieri River (Bridge 145), and prioritise funding and resources on providing a robust long term program of bridge renewals and replacements, and funding options for the 2024 funding application and Long Term Plan.

Complete inspections, undertake options analysis, design and cost estimates of high priority work, and for replacement structures for all of the bridges identified as needing imminent replacement (funded from bridge replacement budget).

Prepare design and consents for bridges requiring imminent replacement in 2024/25. Prioritise work within the remaining budgets to keep the existing bridges accessible in the short term.

Advantages:

- High priority work can be prioritised and undertaken in the 2022-23 period, resulting in less bridges being restricted in the short term.
- Detailed information regarding costs and options for retaining access across the wider network will be available to support a robust funding application to Waka Kotahi for 2024-27, and for consultation in the 2024 Long Term Plan.
- Analysis of different funding options to retain existing access across the network can be undertaken for consultation in the 2024 Long Term Plan.
- Funding will be available to enable design and consents for replacements to proceed in 2023-24 to enable construction to commence in 2024/25.

Disadvantages:

- Mānīatoto Road/ Taieri River (Bridge 145) and Scott Lane/Kyeburn River (Bridge 121) will remain closed until at least 2025.

Option 3

Replace Mānīatoto Road/ Taieri River (Bridge 145) at an estimated cost of \$550,000. Provide an annual budget of \$100,000 for essential urgent renewals (\$300,000 total). The remaining budget of \$500,000 be prioritised across the remaining inspections and list of high priority repairs and bridges requiring replacement.

Advantages:

- Mānīatoto Road/ Taieri River (Bridge 145) would be replaced, and this route re-opened.

Disadvantages:

- Only one bridge is likely to be able to be replaced within the available budgets.
- There is potential that significant bridges may require restrictions to be placed on them as a consequence of being unable to proceed with high priority work due to insufficient remaining budget.
- A precedent will be set for replacement of bridges on low volume roads. This could have on-going affordability impacts on ratepayers when other bridges also require replacing.
- There may be insufficient funding to complete the inspections and options considerations for other bridges on the network. This would result in inadequate information to prepare a robust funding application to Waka Kotahi for 2024-27. This



could have a detrimental impact on the funding available to deal with ongoing issues on bridges beyond 2024.

- Scott Lane/Kyeburn River (Bridge 121) will remain closed.

## 7. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	<p>This decision enables democratic local decision making and action by, and on behalf of communities by ensuring that robust information regarding future bridge investment requirements is prepared to inform community consultation on the 2024 Long Term Plan.</p> <p><b>AND</b></p> <p>This decision promotes the social, cultural, and economic wellbeing of communities, in the present and for the future by enabling consideration of the option which is likely to enable work to be undertaken on the most bridges. This is likely to result in the least amount of restrictions being required.</p>
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	<p>The expenditure proposed within the existing three year period is consistent with the 2021 Long Term Plan.</p>
<b>Considerations as to sustainability, the environment and climate change impacts</b>	<p>The removal of bridges from service, and implementation of more severe weight restrictions will result in higher fuel use. These implications will be higher on bridges which have higher traffic volumes, or longer detour routes.</p> <p>Replacement structures need to consider the implications on waterway health, and fish passage.</p> <p>Climate change is resulting in increased frequency and severity of storms. Replacement options for bridges needs to consider this.</p>
<b>Risks Analysis</b>	<p>There could be further bridge closures or restrictions if high priority work is not undertaken. There is a risk that more significant bridges that still require special access inspections may require high priority work.</p> <p>In addition to the four bridges that have been closed, there are another eight bridges identified at risk of imminent closure.</p> <p>Use of bridges that have been closed could result in injury.</p> <p>Use of unsafe bridges by restricted vehicles could result in further damage and closure of the existing structures.</p> <p>There is reputational risk to Council as a consequence of bridge closure affecting</p>



	residents. This risk will increase if more critical bridges are restricted or closed.
<b>Significance, Consultation and Engagement (internal and external)</b>	<p>The closure of Scott Lane (Bridge 212) and Mānīatoto Road (Bridge 145) is affecting a small number of people to a large extent. The affected residents want access at these two locations re-instated. There are eight other bridges that are in imminent need of replacement, 17 which require high priority repairs, and a further 37 which require further inspections.</p> <p>Decisions relating to the future of these bridges will impact on levels of service and increase in rates, and/or council debt. This will require consultation with the community. The proposal presented in this report will enable the collection of information to support informed consultation with the community. It also supports the least level of service reduction in the period between 2021 and 2024.</p>

## 8. Next Steps

- Appoint project manager.
- Communicate with affected residents for closed bridges.
- Investigate bailey bridge options and costs.
- Report to council 15 July 2022.
- Engage structural engineer.
- Complete special access inspections.
- Prepare component renewal & maintenance work programme.
- Report to council 26 October 2022.
- Weight restriction review.
- Prepare bridge replacement programme.
- Prepare funding options.
- Report to council February 2023.

## 9. Attachments

**Appendix 1 - Special Access Inspections** [↓](#)

**Appendix 2 - Waka Kotahi Decision Chart for bridge replacement** [↓](#)

**Appendix 3 - 2024 Long Term Plan and National Land Transport Fund Process.pdf** [↓](#)

**Appendix 4 - Draft Task List for Project Plan to develop a Bridge Strategy** [↓](#)

Report author:

Reviewed and authorised by:



Julie Muir  
Executive Manager - Infrastructure Services  
23/05/2022



Sanchia Jacobs  
Chief Executive Officer  
24/05/2022

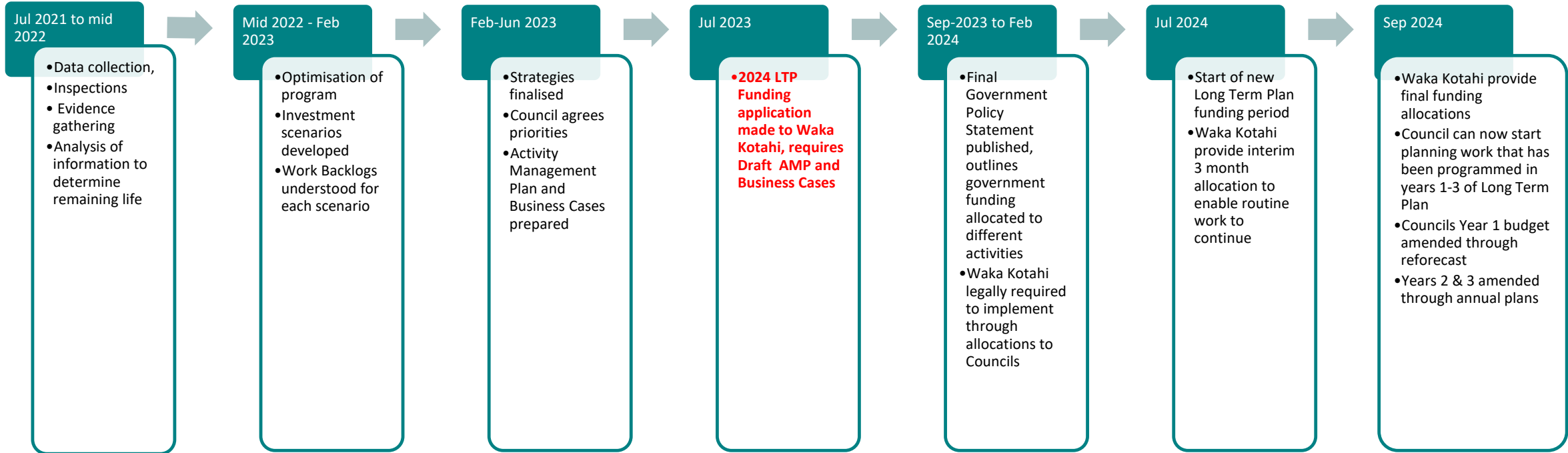


There are known likely issues on some of the bridges on the list below.

Nevis Road/Nevis River (Bridge 6)  
Bannockburn Road/Kawarau River/Nine Mile Creek (Bridge 7)  
Phillips Road (Bridge 21)  
Matau Street Clyde/Clutha River (bridge 25) Clyde Bridge  
Lye Bow Road (bridge 31)  
Galloway Road/ Manuherekia River (Bridge 39)  
Rutherford Lane/Poolburn (Bridge 57)  
Noones Road/Poolburn (Bridge 61)  
Ida Valley Omakau Road/ Manuherekia River (Bridge 64) Omakau Bridge – visible cracking deck, pile, and cross beams. Bridge previously identified for longer term replacement.  
Ophir Bridge Road/ Manuherekia River (Bridge 65)  
Mawhinney Road/Thompsons Creek (Bridge 72)  
St Bathans Loop Road/Dunstan Creek (Bridge 82)  
St Bathans Loop Road (Culvert)  
Ida Valley Omakau Road/Idaburn (Bridge 102)  
Oughter Street/Hogburn (Bridge 109)  
Danseys Pass Road/Kyeburn River (Bridge 115)  
Danseys Pass Road/German Creek (Bridge 116) – large cracks in wingwalls  
Danseys Pass Road/Kyeburn River (Bridge 118)  
Swinburn Back Road/Boundary Creek (Bridge 122)  
Patearoa Road/Taieri River (Bridge 140) Green Bridge  
Ranfurly Patearoa Road/ Taieri River (Bridge 143)  
Puketoi Road/Taieri River (Bridge 150)  
McSkimming Road/Sowburn (Bridge 151)  
Paerau Road/Taieri River (Bridge 152)  
Puketoi Runs Road/Totara Creek(Bridge 153)/  
Loganburn Ford Road (Bridge 158)  
Upper Taieri Paerau Road/Taieri River(Bridge 155)  
Upper Taieri Paerau Road/Loganburn (Bridge 157)  
Craig Flat Road/Little Minzion (Bridge 173)  
Craig Flat Road/Minzion Burn (Bridge 174)  
Roxburgh East Road/Teviot River (Bridge 187)  
Knobby Range Road/Cave Creek (Bridge 189)  
Little Valley Road/ Manuherekia River (Bridge 191)  
Craig Flat Road/Tallaburn (Bridge 196)  
Craig Flat Road/ Beaumont River (Bridge 197)  
Wright Road/Irrigation Race (Bridge 209)  
Horseshoe Bend Footbridge/Clutha River  
Shaky Bridge/Manuherekia River

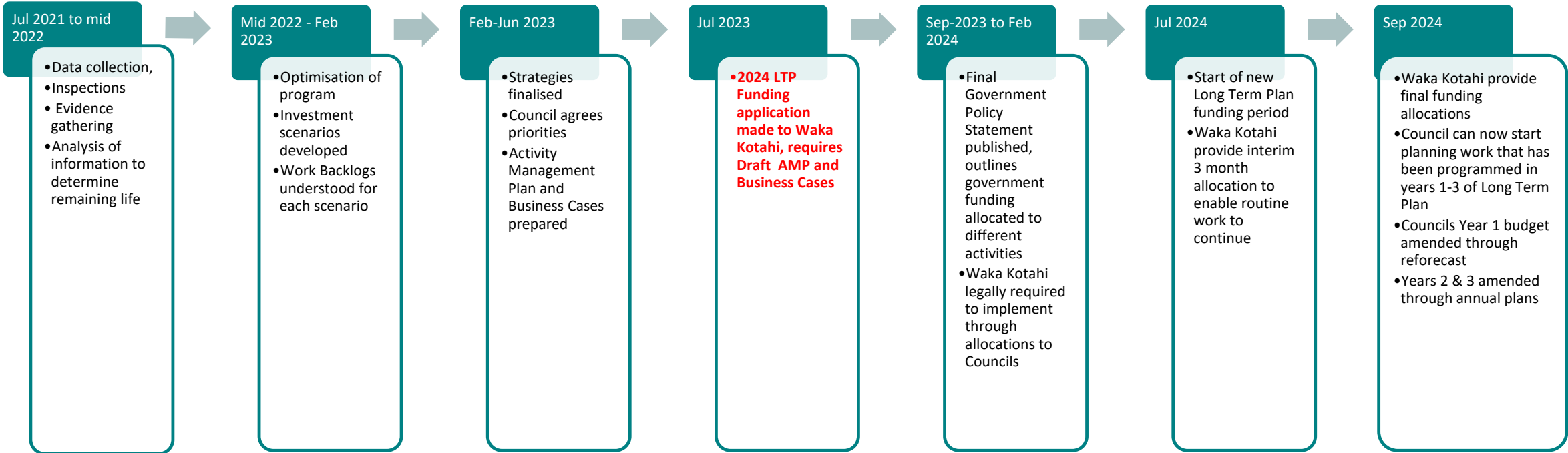


2024 Long Term Plan and National Land Transport Fund Process





2024 Long Term Plan and National Land Transport Fund Process





**Draft Task List for Project Plan to develop a Bridge Strategy**

Appoint Project Manager

Investigate options for Bailey Bridge for bridge 145, discuss funding with affected landowner.

Report to Council 15 July 2022.

Engage Structural Engineer

Complete Special Access Inspections

Prepare Component Renewal & Maintenance Work Programme

Format structural inspection information into work program

Split into Component Renewal and Maintenance work

Optimise work program

Prepare work specifications

Prepare cost estimates

Prioritise work within 2021-24 budget

Report to Council 26 October 2022

Identify investment needs post 2024

Weight Restriction Review

Review limits on existing posted bridges

Undertake posting assessments on other deficient bridges

Undertake analysis to identify upgrade requirements to remove posting where no practical alternative route

Cross reference with component and bridge renewal lists

Prepare Bridge Replacement Programme

Undertake Bridge Criticality Assessment

Undertake Resilience Assessment

Desktop Seismic Analysis on all bridges

Detailed Seismic analysis on critical seismic deficient bridges

Define Remaining Life of Overall structure

Cross reference with component renewals to optimise program

Collate traffic count data

Collate alternative route data

Identify Social, Cultural and Economic implications

Identify bridges where a lower cost alternative structure may be appropriate

Prepare replacement options, and cost estimates

Prepare present value end-of-life analysis

Prepare investment options for consultation

Define minimum, ambitious, and mid investment scenarios

Articulate level of service implications for each scenario

Articulate social, cultural, and economic implications of options

Prepare Funding Options

Identify funding (rating/loan/subsidy) options for each scenario

Identify rates cost implication for different properties for each funding scenario

Report to Council February 2023



## 22.4.13 UPDATED 2022 MEETING SCHEDULE

Doc ID: 581524

### 1. Purpose of Report

To approve an updated schedule of meetings for 2022.

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### Recommendations

That the Council

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

### 2. Background

At its meeting held on the 3 November 2022, Council adopted the 2022 meeting schedule. A further change to the schedule is being suggested for approval.

### 3. Discussion

The July 2022 Council meeting had been scheduled to take place on Wednesday 13 July 2022. The pre-election period starts on Friday 8 July. According to Local Government New Zealand's best practice guidelines for the pre-election period, decisions that could or have potential to be politicised should be avoided during the three months before triennial elections. It is suggested that the July meeting be brought a week forward to 6 July 2022 to enable decisions on several papers that would otherwise be deferred until after the election period.

### 4. Financial Considerations

There are no financial considerations for this decision.

### 5. Options

#### Option 1 – (Recommended)

Adopt the amended 2022 meeting schedule.

Advantages:

- Elected members, the public and staff have certainty of dates for meetings in 2022.
- The amended date would avoid the pre-election period.

Disadvantages:

- There would be a shorter turnaround between the June and July meetings by one week. Likewise, there would be a longer time between the July and August meetings.



Option 2

Do not change the meeting schedule.

Advantages:

- The July Council meeting will continue as originally planned.

Disadvantages:

- A number of items would need to be deferred until after the election in October.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision enables democratic local decision making and action by, and on behalf of communities by having a known schedule of meetings.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	This is a procedural decision and therefore has no impact on other plans and policies and is consistent with them.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There are no implications arising from this decision.
<b>Risks Analysis</b>	There are no risks arising from the recommended option.
<b>Significance, Consultation and Engagement (internal and external)</b>	The proposed meeting schedule was discussed with the Executive Team to ensure that the proposed dates accommodated different work plans.

## 7. Next Steps

Once the meeting schedule has been amended, it will be updated on the Central Otago District Council's website and meetings will be publicly notified according to the Local Government Act and the Local Government Official Information and Meetings Act 1987.

## 8. Attachments

### Appendix 1 - Updated 2022 Meeting Schedule List [↓](#)

Report author:

Reviewed and authorised by:



Wayne McEnteer  
Governance Manager  
19/05/2022



Sanchia Jacobs  
Chief Executive Officer  
24/05/2022



### Meeting Schedule 2022

Month	Day	Date	Time	Meeting
<b>January</b>	Wednesday	26	10.30am	Council
<b>February</b>	Tuesday	1	2.00pm	Vincent Community Board
	Thursday	3	2.00pm	Teviot Valley Community Board
	Tuesday	8	9.30am	Hearings Panel
	Tuesday	15	2.00pm	Cromwell Community Board
	Thursday	17	2.00pm	Maniototo Community Board
	Friday	25	9.30am	Audit and Risk Committee
<b>March</b>	Tuesday	8	9.30am	Hearings Panel
	Wednesday	9	10.30am	Council
	Tuesday	22	10.00am	Creative Communities Assessment Committee
	Tuesday	22	2.00pm	Vincent Community Board
	Thursday	24	2.00pm	Teviot Valley Community Board
	Tuesday	29	2.00pm	Cromwell Community Board
	Thursday	31	2.00pm	Maniototo Community Board
<b>April</b>	Tuesday	12	9.30am	Hearings Panel
	Wednesday	27	10.30am	Council
<b>May</b>	Tuesday	3	2.00pm	Vincent Community Board
	Thursday	5	2.00pm	Teviot Valley Community Board
	Monday	9	2.00pm	Cromwell Community Board
	Tuesday	10	9.30am	Hearings Panel
	Thursday	12	2.00pm	Maniototo Community Board
<b>June</b>	Monday	1	10.30am	Council
	Friday	3	9.30am	Audit and Risk Committee
	Monday	13	2.00pm	Vincent Community Board
	Tuesday	14	9.30am	Hearings Panel
	Thursday	16	2.00pm	Teviot Valley Community Board
	Tuesday	21	2.00pm	Cromwell Community Board



	Thursday	23	2.00pm	Maniototo Community Board
<b>July</b>	<b>Wednesday</b>	<b>6</b>	<b>10.30am</b>	<b>Council</b>
	Tuesday	12	9.30am	Hearings Panel
	Tuesday	26	2.00pm	Vincent Community Board
	Thursday	28	2.00pm	Teviot Valley Community Board
<b>August</b>	Tuesday	2	2.00pm	Cromwell Community Board
	Thursday	4	2.00pm	Maniototo Community Board
	Tuesday	9	9.30am	Hearings Panel
	Wednesday	24	10.30am	Council
<b>September</b>	Tuesday	6	2.00pm	Vincent Community Board
	Thursday	8	2.00pm	Teviot Valley Community Board
	Monday	12	2.00pm	Cromwell Community Board
	Tuesday	13	9.30am	Hearings Panel
	Thursday	15	2.00pm	Maniototo Community Board
	Tuesday	20	10.00am	Creative Communities Assessment Committee
	Wednesday	28	10.30am	Council
	Friday	30	9.30am	Audit and Risk
<b>October</b>	Saturday	8		ELECTION DAY
	Tuesday	11	9.30am	Hearings Panel
	Wednesday	19	9.00am	Induction Day
	Wednesday	26	2.00pm	Inaugural Council Meeting
	Monday	31	2.00pm	Inaugural Vincent Community Board
<b>November</b>	Tuesday	1	2.00pm	Inaugural Cromwell Community Board
	Wednesday	2	2.00pm	Inaugural Teviot Valley Community Board
	Thursday	3	2.00pm	Inaugural Maniototo Community Board
	Tuesday	8	9.30am	Hearings Panel



	Wednesday	9	10.30am	Council
	Wednesday	16	9.00am	Council Workshop
	Tuesday	22	2.00pm	Vincent Community Board
	Tuesday	22	10.00am	Sport NZ Assessment Committee
	Thursday	24	2.00pm	Teviot Valley Community Board
	Tuesday	29	2.00pm	Cromwell Community Board
<b>December</b>	Thursday	1	2.00pm	Maniototo Community Board
	Friday	2	9.30am	Audit and Risk Committee
	Tuesday	13	9.30am	Hearings Panel
	Wednesday	14	10.30am	Council

Holiday Dates 2022		
New Year's Day Observance	Monday	3 January
Day After New Year's Holiday Observance	Tuesday	4 January
Waitangi Day Observance	Monday	7 February
Otago Anniversary Day	Monday	21 March
Good Friday	Friday	15 April
Easter Monday	Monday	18 April
ANZAC Day	Monday	25 April
Queen's Birthday	Monday	6 June
Matariki	Friday	24 June
Labour Day	Monday	24 October
Christmas Day Observance	Monday	26 December
Boxing Day Observance	Tuesday	27 December

*Executive Committees are on an as required basis.*



## **6 MAYOR'S REPORT**

### **22.4.14 MAYOR'S REPORT**

**Doc ID: 582120**

#### **1. Purpose**

To consider an update from His Worship the Mayor.

---

#### **Recommendations**

That the Council receives the report.

---

I look back on my last Mayoral report where I started off by saying I was looking forward to seeing everyone in person, only to have tempted fate and be stuck at home as a close contact. So far, I have avoided the bug and hope to stay that way (am I tempting fate again just saying that?).

It is good to see numbers dropping into the mid-teens for new daily cases in Central as I write this report, which is much better than 600 cases we were hitting in mid-April. I hope this is truly the effects of the pandemic easing rather than people not reporting but recognise that there will be an element of non-reporting in the drop. People failing to report really impacts on the ability of services to respond and plan, so I encourage us all to keep that in people minds moving forward.

I attended the Otago Federated Farmers AGM in late May in Lawrence. This was a good opportunity to hear from that sector not just in Central but across the whole region. I noted some of the most challenging things that farmers are faced with were shared by us at Council, being too many changes coming from Government too fast, and the pressure that creates in trying to effectively respond. I also noted in the speech by the national President Andrew Hoggard the significant success that had been gained by working alongside government on the intensive winter grazing regime which has left only the 10% slope rule as a major source of contention. It has to be noted though the worry and stress that the totally unworkable rules that were initially put forward placed on farmers could have been avoided had these discussions occurred at the front end.

I attended alongside Deputy Mayor Neil and Councillor Cheryl as well as key staff a meeting with the committee of the Rippon Water Scheme. This was a very productive meeting on a tricky subject, and it was really pleasing to come away from it with both sides clearer on each other's point of view and a constructive path forward mapped out.

I was fortunate enough to travel to Victoria last month for a family wedding and it was interesting to view the pandemic from a place that has been consistently a couple of months ahead of New Zealand. At first glance, Melbourne was like I remember it being the last time I was there four years ago. Masks were not a common sight at all unless you were on the public transport; then people did seem to take them seriously. I couldn't tell whether that was from common sense given how we were packed in or if it was enforced. Shops, bars etc were just like they used to be, without masks being worn by shoppers or servers alike. This surprised me a bit given the death rate in Victoria which, at 319/m is not quite double New Zealand's at 185. Melbourne also went through far longer periods of lockdown than we did so I had thought there may have been a bit more precautionary behaviour, but it appears not. I had one night out in Melbourne where things seemed a bit quieter than I remembered them from previous visits but the next morning was where I did get quite a shock. I love getting up early in big cities and watching them wake up and on past visits to Melbourne, the place was humming by 6.30-7 am. I hit the laneways looking for good coffee around



that time to find most of the cafes near empty or in some places, totally empty. The difference couldn't have been starker than previous experiences. I asked my niece who has lived there for twenty years why she thought this was and she reckons it's down to people still working from home; avoiding the cost and hassle of commutes now they have got used to the alternative.

While this change may not affect us directly in Central, it is an indication perhaps of how work life has changed and may result in more folk looking to our place as a viable alternative to city madness. This will put even more pressure on our housing market.

I attended the Aurora drop in session held in Alexandra last month. These reports to the community are a requirement on Aurora under the Customised Price Path granted by the Commerce Commission last year. I was somewhat surprised at the low number of people in attendance although that may have picked up after 5 as I had to leave for another appointment. In fairness to Aurora, the information sharing and efforts to engage were very good and the benefit of having a drop in format as opposed to a public meeting was plainly obvious, with one-on-one discussions imparting much more information both ways than can occur at a traditional public meeting. I expressed to representatives of the company the continued concern I am hearing from our people regarding unplanned outages, particularly in Omakau and Clyde; something they appeared already very conscious of.

I note the passing of former Teviot Valley Community Board member Cliff Parker. Cliff gave a lifetime of service to the Teviot Valley, including three terms of the TVCB. Cliff was an extremely passionate and tireless advocate for the community who put his everything into his role. I well remember the day after I was elected Mayor when I sat down and rang every elected member. When I spoke to Cliff, having not met him before, I got the first of many very clear lectures on his view of the world and how the Mayor would fit into it. An interesting character who will be missed by many.

## 2. Attachments

Nil

Report author:



Tim Cadogan  
Mayor  
25/05/2022



## 7 STATUS REPORTS

### 22.4.15 JUNE 2022 GOVERNANCE REPORT

Doc ID: 581603

#### 1. Purpose

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

---

#### Recommendations

That the Council receives the report.

A.

---

#### 2. Discussion

##### Forward Work Programme

Council's forward work programme has been included for information (see appendix 1).

##### Report from Crankworx Summer Series

Crankworx have provided a round up of the recent Summer Series (see appendix 2) and detailed specific information from the Alexandra event (see appendix 3).

##### Submission to the Ministry for the Environment

A submission to the Ministry for the Environment for Transforming Recycling has been completed. It had previously been circulated to councillors for feedback (see appendix 4).

##### Status Reports

The status reports have been updated with any actions since the previous meeting (see appendix 5).

#### 3. Attachments

Appendix 1 - Council Forward Work Programme [↓](#)

Appendix 2 - Crankworx Summer Series [↓](#)

Appendix 3 - Crankworx - Alexandra Specific Information [↓](#)

Appendix 4 - Submission to Transforming Recycling [↓](#)

Appendix 5 - Council Status Update [↓](#)

Report author:

Reviewed and authorised by:



Wayne McEnteer  
Governance Manager  
20/05/2022



Sanchia Jacobs  
Chief Executive Officer  
24/05/2022



Updated 20 May 2022

**Council**  
**Forward Work Programme 2022**

Area of work and Lead Department	Reason for work	Council role (decision and/or direction)	Expected timeframes Highlight the month(s) this is expected to come to Council in 2022												
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Annual Plan and Annual Report 2022/23															
Annual Plan Executive Manager Corporate Services	Legislative requirement under the Local Government Act 2002.	Decisions required: Budget direction and decisions required on the Consultation Document (if required)/letters and key supporting documentation.	W						D			D	D		W
Cromwell Masterplan															
Cromwell Masterplan (Memorial Hall) Executive Manager: Planning & Environment	Cromwell Community Board and Council priority.	Decision required: Workshops and decisions required as the work progresses.				W & D				D					D
Cromwell Masterplan (Town Centre) Executive Manager: Planning & Environment	Cromwell Community Board and Council priority.	Decision required: Workshops and decisions required as the work progresses ( <i>Schedule to be confirmed</i> ).							W						
Three waters reform															
Water reform Water Services Manager/Executive Manager Infrastructure	Key central government legislative priority.	Decision required: Workshops and decisions required as the reform progresses ( <i>Schedule to be confirmed</i> ).								D					
Council’s role in housing															
Housing Chief Advisor	Key Council priority.	Decision required: Agree council’s role in the housing.			D	D				D					
District Plan review															
District Plan Review Planning Manager/Executive Manager Planning & Environment	Legislative requirement under the Resource Management Act 1991.	Decision required: Workshops and decisions required as this work progresses.	W & D		W	W			D		W	W & D		D	W



Updated 20 May 2022

Area of work and Lead Department	Reason for work	Council role (decision and/or direction)	Expected timeframes Highlight the month(s) this is expected to come to Council in 2022											
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Future for Local Government Review														
<b>Local government review</b> Capital Works Programme Manager; Executive Manager Infrastructure	Key central government priority	<b>Decision required:</b> Workshops and input into the review	W		W								U	
Sustainability Strategy Action Plan														
<b>Sustainability Strategy</b> Environmental Services Manager/Executive Manager Infrastructure	Key Council priority	<b>Decision required:</b> Updates and decisions required as this action plan is implemented.							U					

Key – W = workshop, D = decision, U = update







# A SPECIAL THANKS TO OUR PARTNERS

## CORE PARTNERS



## EVENT SPONSORS





Crankworx Summer Series New Zealand - 2021 Post-Event Report

# OVERVIEW





In November 2021, the Crankworx Summer Series NZ roadie began....

**3 WEEKS**

**5 EVENTS**

**4 DESTINATIONS**

**2 BROADCASTS**

**5 HIGHLIGHT SHOWS**

**3 CUSTOM DESTINATION PIECES**

**153 ATHLETES**

**35 MEDIA**

**A WHOLE LOT OF RIDING!**





# INTRODUCTION

The Crankworx Summer Series New Zealand was a concept created mid-pandemic to take the Crankworx brand further around New Zealand to showcase the incredible scenery and epic mountain biking locations the rest of the country has to offer. This created the ultimate road trip for adventurers.

The series brought together a bunch of international and national pro riders (including the King & Queen of the Crankworx World Tour 2021) along with a number of amateur athletes from around New Zealand. What went down was a whole lot of riding, racing and local amateur athletes showing the pros how it's done.

New Zealand's Delta outbreak did mean that the festival we had hoped to run, with a focus on mass participation and spectators couldn't go ahead. However, what we were able to achieve was still an epic festival that has created pathways for the limited number of amateurs in attendance to take their riding to the next level.

Moving from Alert Level 2 and into the Covid Protection Framework mid-festival allowed us to have a number of spectators at our Queenstown and Wānaka events which made Summer Series the first Crankworx festival since March 2020 to have spectators.

This post-event report outlines the objectives that were achieved and highlights the Summer Series outcomes for athletes, the destinations, content production, media & marketing and the economic impact.



**Vaea Verbeeck & Bas van Steenburgen**  
**Queen & King of Crankworx 2021**

*"It was an experience of a lifetime to be able to stay in New Zealand longer, partake in more events in new parts of the country and do so alongside top local rippers. We've always had our go-to places in New Zealand, but getting to drive through and discover new towns and riding destinations was super special. I would do it again in a heartbeat!" - Vaea Verbeeck*



# SUMMER SERIES OBJECTIVES

A range of objectives guided the event organisers in the planning of the Crankworx Summer Series NZ:

To showcase iconic New Zealand mountain bike locations against the backdrop of five Crankworx events spanning four destinations under one cohesive narrative.

**ACHIEVED**







To attract a world class field of Crankworx Athletes to bring a sense of scale and amplitude to the competition.

**ACHIEVED**



Verbeeck Blenkinsop Gill Hill-Wright BROWN Macfarlane  
Hines LUCAS Buchanan Stone Burbidge-Smith HADERER MacDonald  
Steenbergen PENE Meaclem NATION Winton Gale Voysey



## To produce and deliver:

One 26 minute recap of Crankworx Rotorua to set the scene for the Summer Series.

Two full 2-hour live broadcasts and a range of short form flanking content to tell a wider narrative of NZ as an International Mountain Biking mecca.

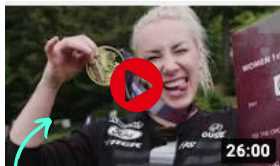
**ACHIEVED**



Pump Track Replay



Dual Slalom Replay



26 Minute Summer Series Recap

A 26 minute Summer Series post-event show was produced after the completion of the series.

The post event show was a slightly different outcome than the objective above, but provided more opportunities for story telling and an epic recap of all the events and destinations that were visited.

*"Thank you as a Central Otago local. It was fabulous to see such world class racing and entertainment on our door step."*

*Thank you as a volunteer. It was great to give a little back by volunteering. Your respect of the volunteers and attention to detail made it a privilege to be part of the event."*

*Thank you as a parent. The kids so enjoyed the opportunity to be part of Crankworx Summer Series. Not only the range of events but the quality of them and meeting all the other athletes."*

- Lucy Benson



## To foster community connections.

**ACHIEVED**



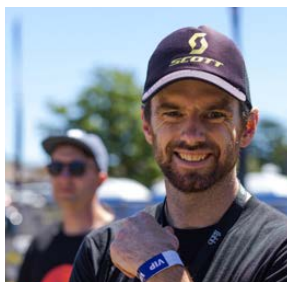


## To build local capability. **ACHIEVED**

Where possible, locals were employed and contracted to deliver the Summer Series:

- **Local Liaisons** - Local Liaisons were appointed for each of the 5 events.
- **Volunteer Managers** - Volunteer Managers were brought into resource and manage volunteer requirements for each of the 4 destinations. This meant we could tap into local networks and involve local volunteers.
- **Suppliers** - The total spend on local suppliers was \$248,207.
- **Onsite Commentators** - The onsite voice of the Crankworx Summer Series NZ was 100% delivered by locals, resulting in a tight connection between local athletes, suppliers, staff, liaisons, and spectators.
- **Volunteers** - the entire volunteer workforce were locals from the Southern Lakes Region (some even travelled to volunteer at each location!)
- **Event Support Role** - A part time role leading into festival time; filled by a well-connected Queenstown local and member of the Queenstown MTB Club.
- **Media** - 20+ media were from the Southern Lakes Region.

Employing and contracting locally resulted in each location feeling unique to their culture while remaining a Crankworx alibier event. Working alongside so many locals allowed the Crankworx World Tour & Crankworx Rotorua Management teams to educate locals about different dimensions of the delivery of a leading, international event.



## To inspire emerging talent and provide pathways to participation. **ACHIEVED**

Congrats to the local riders who gave the Pros a run for their money throughout the series: Eddie Adams, Kalani Muirhead, Rory Meek, Morgan Antone, Malik Boatwright, Daniel White, Nico Arnold, Dan Booker, Bradley Harris, Louise Ferguson & Jenna Hastings.





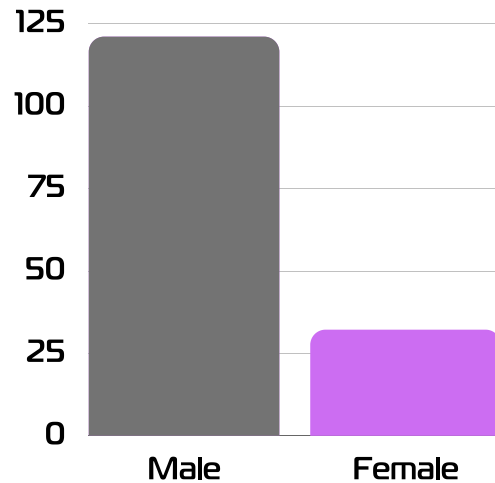
Crankworx Summer Series New Zealand - 2021 Post-Event Report

# ATHLETES

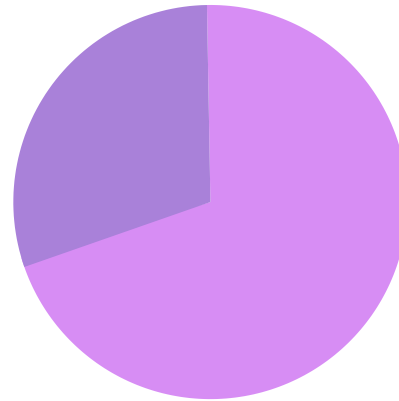




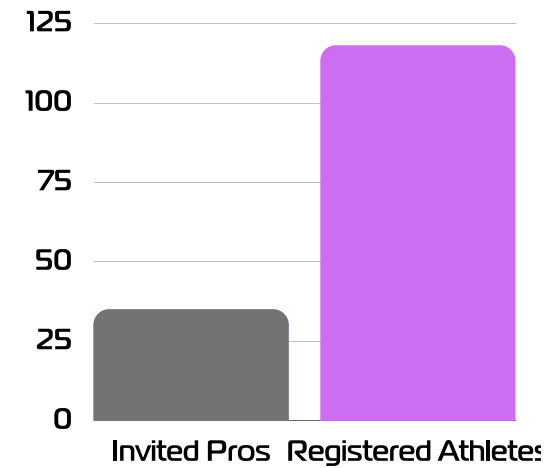
# TOTAL: 153 COMPETITORS



International  
30.1%



Domestic  
69.9%





# SUMMER SERIES OVERALL WINNERS

## Pro Women



1st Jenna Hastings (NZL)



2nd Louise-Anna Ferguson (GBR)



3rd Harriet Burbidge-Smith (AUS)

## Pro Men



1st Sam Blenkinsop (NZL)



2nd Tuhoto-Ariki Pene (NZL)



3rd Bas Van Steenburg (CAN)



## Amateur Women

1st Kalani Muirhead  
2nd Rachel Penfold  
3rd Brianna Lobb

## CWNEXT 13-16 Female

1st Morgan Antone  
2nd Hayley Harris  
3rd Amy Benson

## CWNEXT 17-18 Male

1st Nico Arnold  
2nd Ben Blewitt  
3rd Jaden Kaempfe

## Amateur Men

1st Daniel White  
2nd Nick Souter  
3rd Callum Robertson

## CWNEXT 13-14 Male

1st Malik Boatwright  
2nd = Rory Meek  
2nd = Cooper Arkell

## CWNEXT 15-16 Male

1st Thomas Benson  
2nd Josh Bonnar  
3rd Tyler Muirhead





Crankworx Summer Series New Zealand - 2021 Post-Event Report

# DESTINATIONS





# ALEXANDRA

Super D  
27 & 28 November 2021

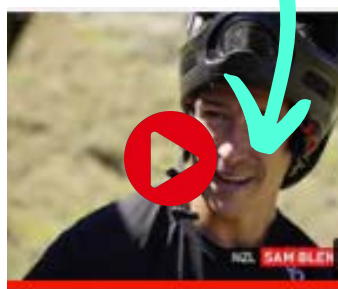
## Quick Stats:

80 Athletes

46 Volunteers

1 Highlight Video

1 Destination Video



**CENTRAL  
OTAGO**  
A WORLD OF DIFFERENCE



## Results:

### Pro Female:

1. Louise Ferguson
2. Casey Brown
3. Jenna Hastings

### Pro Male:

1. Bradley Harris
2. Dan Booker
3. Sam Blenkinsop

Crankworx Summer Series New Zealand - 2021 Post-Event Report







## Results:

### Pump Track

#### Pro Female:

1. Kialani Hines
2. Caroline Buchanan
3. Jenna Hastings

#### Pro Male:

1. Tuhoto-Ariki Pene
2. Billy Meaclem
3. Bas Van Steenberghe

### Downhill

#### Pro Female:

1. Louise Ferguson
2. Katy Winton
3. Casey Brown

#### Pro Male:

1. Sam Blenkinsop
2. Brook MacDonald
3. Sam Gale



# QUEENSTOWN

Pump Track & Downhill  
3 & 4 December 2021

### Quick Stats:

128 Athletes (total)

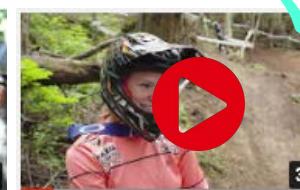
58 Volunteers

1 Destination Specific Video

2 Highlight Videos

1 Broadcast

300 Spectators





# CARDRONA

Air DH

8 & 9 December 2021

## Quick Stats:

73 Athletes

16 Volunteers

1 Highlight Video

1 Course Preview



## Results:

### Pro Female:

1. Vaea Verbeeck
2. Jenna Hastings
3. Casey Brown



### Pro Male:

1. Bas Van Steenburgen
2. Sam Blenkinsop
3. Tuhoto-Ariki Pene







# WĀNAKA

Dual Slalom  
11 & 12 December 2021

## Quick Stats:

85 Athletes  
17 Volunteers  
1 Destination Specific Video  
1 Highlight Video  
1 Broadcast  
353 Spectators



## Results:

### Pro Female:

1. Harriet Burbidge-Smith
2. Caroline Buchanan
3. Jenna Hastings

### Pro Male:

1. Tuhoto-Ariki Pene
2. Bas Van Steenburgen
3. Sam Blenkinsop

 **Wānaka**



Crankworx Summer Series New Zealand - 2021 Post-Event Report

# CONTENT PRODUCTION





# QUEENSTOWN

## Pump Track



IMG distributed the broadcast coverage of the Pump Track and Dual Slalom through action sports TV network EdgeSport, which distributed the content to 53 countries through its over-the-top platforms. It was also shared through Crankworx's owned channels, including YouTube.



# WĀNAKA

## Dual Slalom

**6939**  
Lifetime Views



**2521**  
Hours Watched



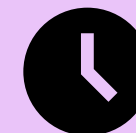
**94,307**  
Impressions



**6205**  
Lifetime Views



**1816**  
Hours Watched



**70,536**  
Impressions



### Top Viewing Countries

1. New Zealand
2. United States
3. Brazil

### Top Viewing Countries

1. New Zealand
2. United States
3. Australia





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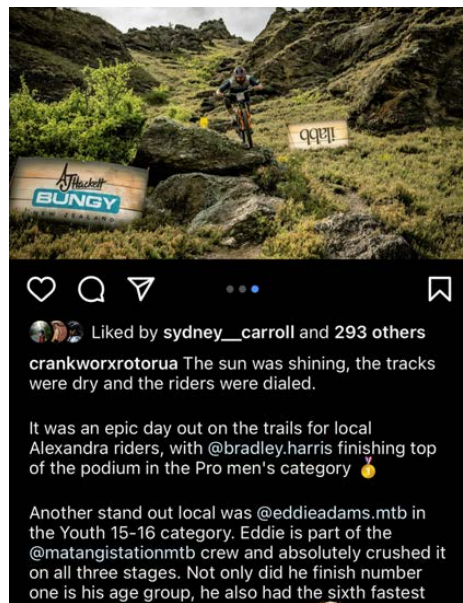
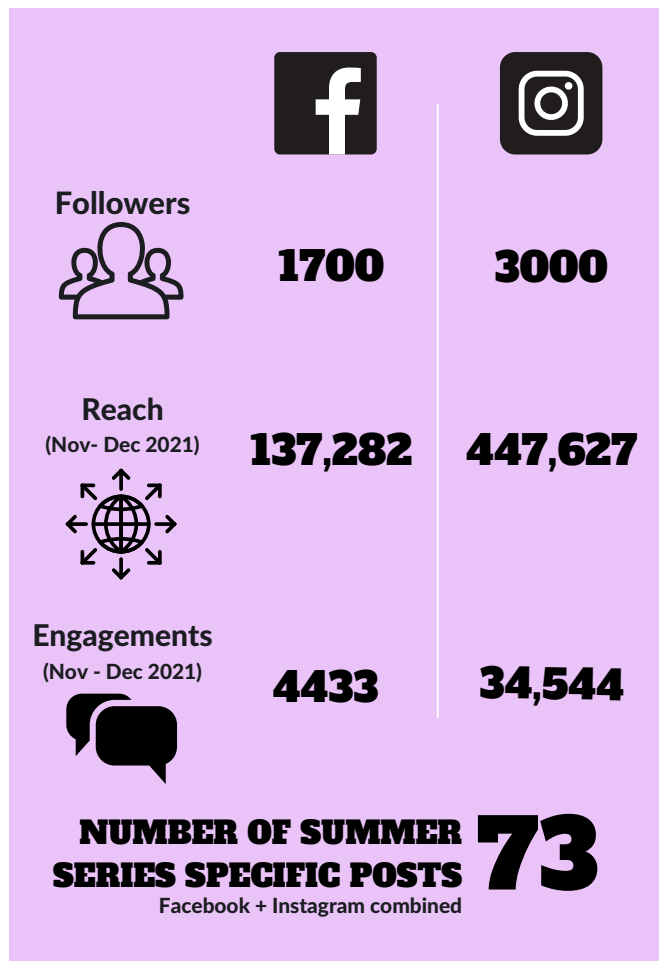
# MEDIA & MARKETING





# LOCAL CHANNELS

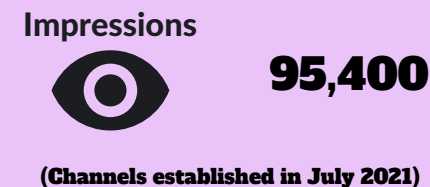
@crankworxrotorua



## Top Locations Following @crankworxrotorua

1. Auckland
2. Rotorua
3. Christchurch
4. Tauranga
5. Queenstown

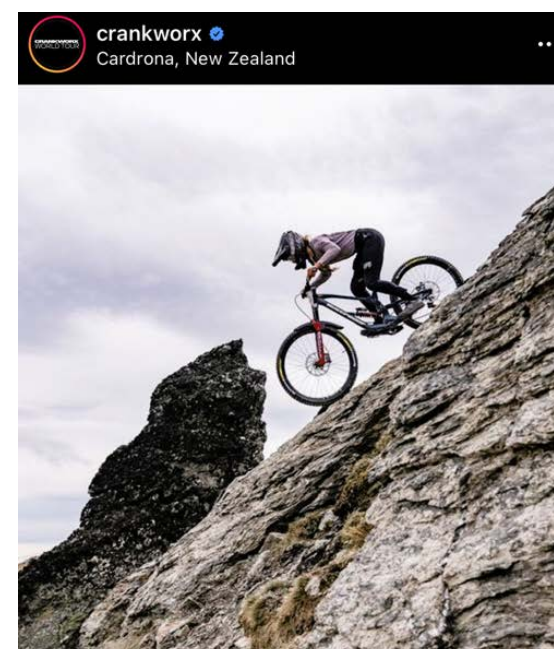
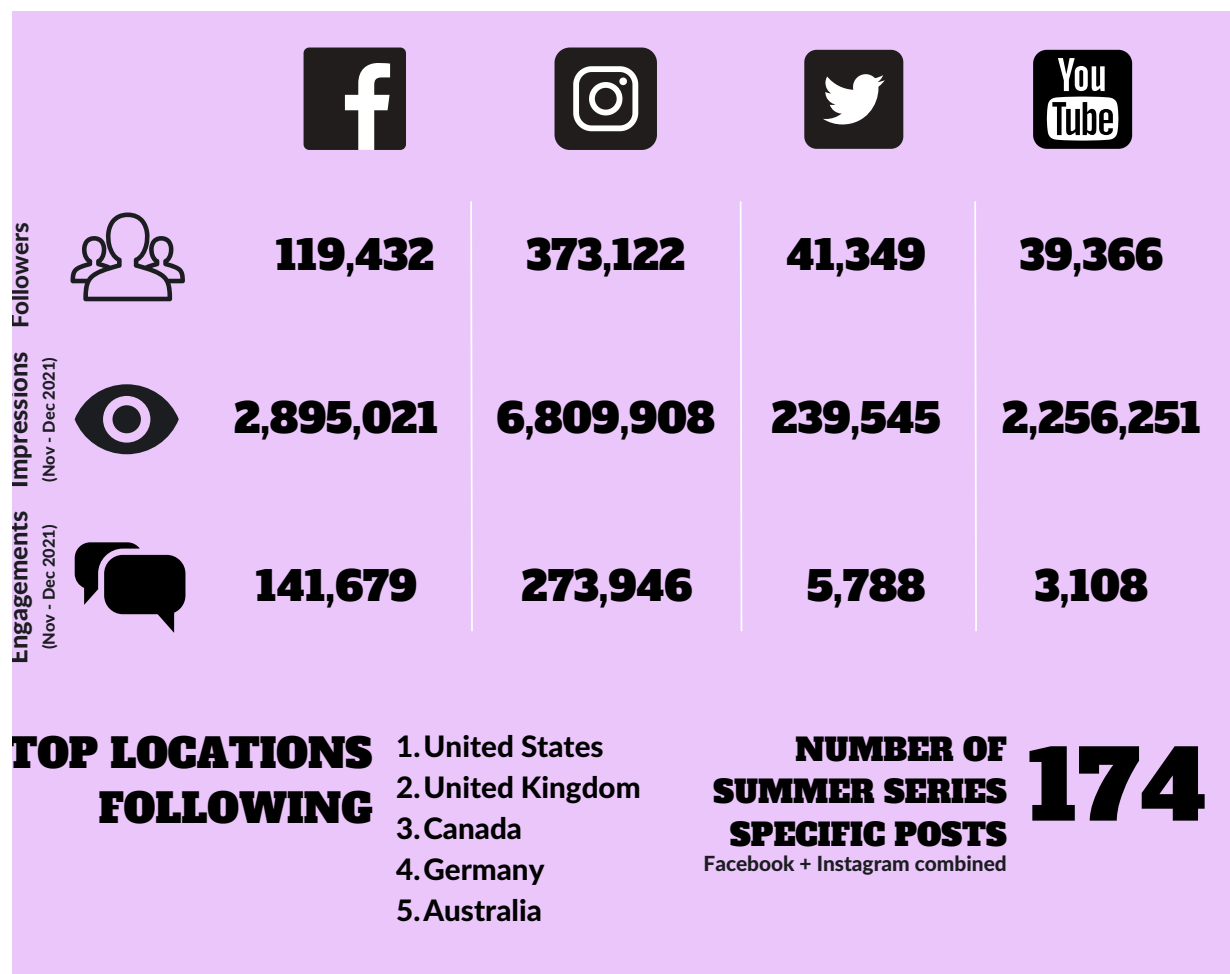
## Paid Ad Reach & Impressions November 2021 - December 2021





# INTERNATIONAL CHANNELS

@crankworx





# PRINT & MEDIA



## Online Articles (27)

- International: 17
- Local: 10
- Estimated Potential Reach: 7,860,000

Estimated potential reach is calculated as the total number of articles multiplied by the weekly viewership of each publication/platform (where information is available)



## TV Appearances (3)

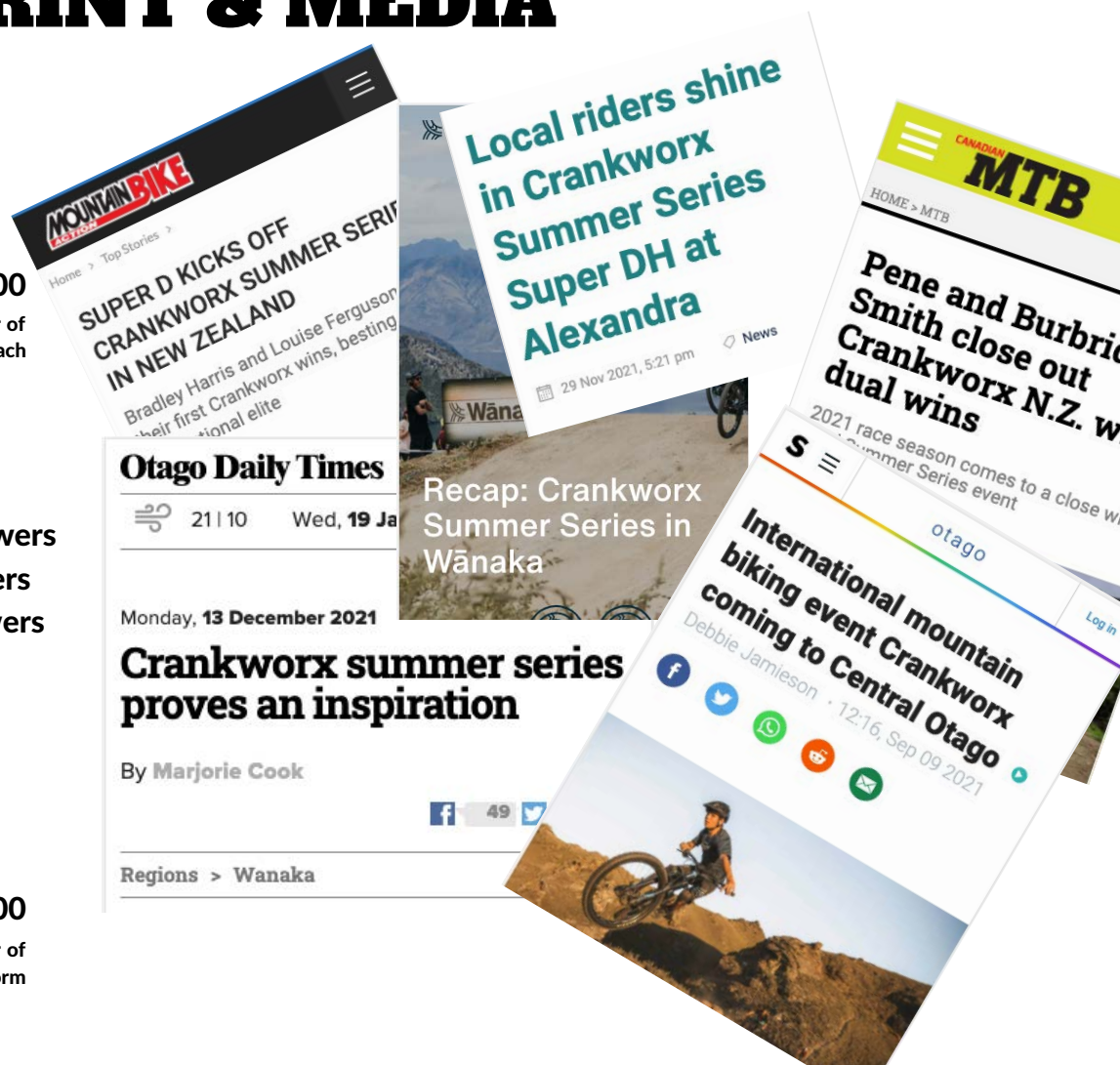
- Seven Sharp: 400,000 estimated viewers
- One News: 500,000 estimated viewers
- Three News 250,000 estimated viewers



## Radio Interviews (8)

- News Talk ZB
- Radio Central
- MoreFM
- Estimated Potential Reach: 2,500,000

Estimated potential reach is calculated as the total number of interviews multiplied by the daily listeners of each platform (where information is available)





# WEBSITE ANALYTICS

**414,348**  
Page Views



**181,199**  
Number of Sessions



**107,622**  
Users



**From September 2021 to December 2021**





Crankworx Summer Series New Zealand - 2021 Post-Event Report

# LOOKING FORWARD





# LOOKING FORWARD

With the support of all our partners, and against significant odds, the all-new Crankworx Summer Series New Zealand was delivered across five locations in the Southern Lakes Region for the first time in 2021.

As a result of these efforts, the Crankworx Management Team now has established connections with key suppliers and delivery partners in each of the Southern Lakes locations paving the way for future iterations of the event.

At present, the Crankworx Management Team are coordinating a new five-year plan which will include plans for future Crankworx Summer Series NZ events, with the next due to take place in January/February 2023.

We look forward to providing further details in the weeks to come.





# THANK YOU

To everyone who made the Crankworx Summer Series New Zealand 2021 happen...

**Sponsors & Host Locations:**

Southern Lakes Investment Pannel, Lake Wānaka Tourism, Queenstown Lakes District Council, Destination Queenstown, Central Otago District Council, Ilabb, AJ Hacket Bungy NZ, Matangi Station MTB, Skyline Queenstown, Bike Glendhu, Cardrona Alpine Resort, Queenstown Mountain Bike Club.

**Suppliers:**

Boombox Productions, Outhouse, Raw Motion, Sport Split, Tomtom, Audio Visual People, Peak Safety, Power Onsite, SJ Allen Holdings Ltd, CRS Ltd, Certified Scaffolding, Cougar Security, Wanaka Scaffold, Southern Safety Services Ltd, Allied Security, Elevate, Lightspeed, CRS Ltd, Oak Ridge Resort, Smart Environmental, Quartz Reef, CRS Ltd, Apple Works I.T, Functionality Events, Direen Fencing, Conductive Solutions Ltd, Humanitix, Hertz, Alpine Physiotherapy Wanaka, Remarkable Physios, and our Announcers Fraser Gordon, Josh Clark, Tony Moore, Melissa Newell, Jess Blewitt.

**Event Crew:**

Ariki Tibble, Sophie Gimblett, Aiyana Grigsby, Sydney Carroll, Rama Chadwick, Rich Lumsden, Libby Hughes, Deb Gee, Emmerson Wilken, Darren Kinnaird, Julia Montague, Lauren Hulme, James Mackintosh, Nicole Freeman, Jen Bower, Steve Donohoe, Madison Lever, Patrick Gregorowicz, Api Waititi, Josh Morris, Courtenay Jamieson, Clint Trahan, Phil Oliver, Tu Mutu, Tak Mutu, Jo Guest, Anthony Longman, Jimmi Ramsay, Meagan Wilken, Iona Bruce, Graham (Spy) Dunbar, James Mulcahy, Charlie Cochrane, Jeremy Christmas.

Plus all the incredible volunteers!







# ALEXANDRA, NZ

This slide demonstrates figures from Crankworx Summer Series NZ unique to Alexandra.

## CONTENT PRODUCTION:

	YOUTUBE			FACEBOOK @crankworx		INSTAGRAM @crankworx	
	Lifetime Views	Hours Watched	Impressions	Impressions	Engagements	Impressions	Views
 <b>SUPER D HIGHLIGHT VIDEO</b>	<b>5903</b>	<b>263</b>	<b>42,120</b>	<b>41,495</b>	<b>3248</b>		
 <b>CUSTOM DESTINATION PIECE</b>	<b>1730</b>	<b>54</b>	<b>21,632</b>	<b>14,062</b>	<b>935</b>	<b>19,767</b>	<b>4633</b>

## SOCIAL MEDIA:

**@crankworxrotorua**

 **148,802**  
Reach

 **11,178**  
Engagement

 **37**  
Alexandra Posts







## Te panoni i te hangarua | Transforming Recycling

Detailed submission to the Ministry for the Environment.

### Your details

Name	Abi Hawkins
Email address	abi.hawkins@codc.govt.nz
Which region are you in?	Otago   Ōtākou
What is your local council?	Central Otago District Council
What type of area do you live in?	Not applicable – I'm responding on behalf of an organisation
Are you submitting on behalf of an organisation?	Organisation
If on behalf of an organisation, what is its name?	Central Otago District Council
If on behalf of an organisation, what type is it?	Local Government

### Consent

1. Do you consent to your submission being published?

Yes

### Part 1: Container Return Scheme (NZ CRS)

1. Do you agree with the proposed definition of a beverage?

Yes

2. Do you agree with the proposed definition of an eligible beverage container?

Yes





**3. Do you support the proposed refund amount of 20 cents?**

Yes

**4. How would you like to receive your refunds for containers?**

CODC supports all the refund options, to make it convenient for consumers. Some of the refund options may depend on the return location, with cash not necessarily available at all locations.

**5. Do you support the inclusion of variable scheme fees to incentivise more recyclable packaging and, in the future, reusable packaging?**

CODC supports some increase in scheme fees for hard to recycle items, or those that are recycled into unproven products. This "eco-modulation" of the scheme fees reflects the actual costs and difficulties in recycling some of the container material types, which should be passed back the producers of the material type. Making some materials more expensive to use could be the key to encouraging producers to move to fully recyclable materials.

**6. Do you agree with the proposed scope of beverage container material types to be included in the NZ CRS?**

Yes

**7. If you do not agree with the proposed broad scope (refer to Question 6), please select all container material types that you think should be included in the scheme.**

CODC agrees with the list of included materials broadly but have some concerns about the long-term potential for those materials that are hard to recycle.

**8. Do you support a process where alternative beverage container packaging types could be considered on case by-case basis for inclusion within the NZ CRS?**

Yes.

Alternative materials would have to have a proven method of separation, transport, and recycling processing as well as a market for the final product. The scheme's managing agency must be independent and flexible to assess any new material on a case-by-case basis. The process should also be able to assess if material currently included in the scheme should be excluded if recycling markets are lost.





**9. Do you agree with the proposal to exempt fresh milk in all packaging types from the NZ CRS?**

Potentially.

CODC supports clear and easy to follow guidelines for consumers. We agree that milk is seen as a household staple for many and is consumed in a different way to many other beverages - for example it is often an ingredient rather than a drink, and it is not often consumed away from home. We see challenges and benefits from both including or excluding fresh milk in all packaging types.

**10. Do you support the Ministry investigating how to target the commercial recovery of fresh milk beverage containers through other means?**

Yes.

CODC support Central government to provide financial backing to investigate alternatives for supplying commercial/business volumes of milk, which does not need to be delivered in HDPE bottles; for example, providing milk in kegs for hospitality businesses.

This would be better than looking to improving recovery of standard milk bottles from those business types, which are often well captured in existing recycling systems.

**11. Do you support the Ministry investigating the option of declaring fresh milk beverage containers made out of plastic (eg, plastic milk bottles and liquid paperboard containers) a priority product and thereby including them within another product-stewardship scheme?**

No.

We feel this will create more confusion for consumers, as well as being less cost-effective.

**12. We are proposing that beverage containers that are intended for refilling and have an established return/refillables scheme would be exempt from the NZ CRS at this stage. Do you agree?**

No.

CODC agrees that little is known presently about how the existing refill schemes are operating. However, to exclude them from the Container Return Scheme would disincentivise consumers from existing refill schemes. These schemes could potentially also benefit from using Container Return Scheme infrastructure.

**13. Should there be a requirement for the proposed NZ CRS to support the New Zealand refillables market (eg, a refillable target)?**

Potentially.





CODC supports ways to encourage uptake of refillables by the beverage industry. Financial incentives is one such example, including higher scheme fees for producers using harder to recycle material – e.g. eco-modulation – which may push the beverage industry towards a future with refillables, which supports the vision of a circular economy for Aotearoa New Zealand .

**14. Do you have any suggestions on how the Government could promote and incentivise the uptake of refillable beverage containers and other refillable containers more broadly?**

Yes.

As above, financial levers for industry. Investment in regional refill infrastructure and job creation (for collection, washing & refilling) will be needed from central Government.

**15. Are there any other beverage packaging types or products that should be considered for exemption?**

No.

**16. Do you agree that the size of eligible beverages containers would be 3 litres and smaller?**

Potentially.

CODC understands a 3L size limit is beneficial from a practical perspective, including how containers would be collected and processed (particularly in Reverse Vending Machines). This larger size also covers a possible industry shift driven by Container Return Scheme costs to fewer, larger containers rather than 12-24 packs of small beverage containers.

It would be necessary to ensure container size limits were compatible with a standardised kerbside collection system.

**17. Do you think that consumers should be encouraged to put lids back on their containers (if possible) before they return them for recycling under the scheme?**

No.

CODC notes that best practice recycling evidence shows that "lids on" messaging encourages contamination by unfinished food/drink. We highlight concerns for kerbside recycling collections, where lids and contaminated containers will reduce the efficiency of MRFs.

Although understanding the main objective of the Container Return Scheme is to capture beverage containers consumed away from home – and rationale that lids left on may reduce odour issues at collection points - we feel beverage containers should be returned lids off.





**18. Do you agree that the scheme should provide alternative means to capture and recycle beverage container lids that cannot be put back on containers? If so, how should they be collected?**

Yes.

An extra slot on Reverse Vending Machines would perhaps be the best way to collect lids & prevent litter.

Messaging around lids on containers must be clear due to the impacts on kerbside recycling collections and the potential to contaminate that stream, thus increasing costs.

**19. Do you agree that a NZ CRS should use a 'mixed-return model' with a high degree of mandated retail participation to ensure consumers have easy access to container return/refund points, as well as the opportunity for voluntary participation in the network by interested parties?**

Yes.

CODC agrees with a mixed return model but would encourage a more equal mix of retail and depot locations, including resource recovery facilities, to take containers too.

We would like to see the management of Reverse Vending Machines being tendered locally or regionally to allow better access for community and small local resource recovery enterprises.

**20. Where would you find it easiest to return eligible beverage containers? Please select all that are relevant and rank these from most preferred to least preferred.**

CODC supports a convenient and widely accessible network of return points that can be easily accessed by our rural population who may only visit larger supermarkets monthly, or use online delivery.

**21. Retailers that sell beverages are proposed to be regulated as part of the network (mandatory return-to-retail requirements). Should a minimum store size threshold apply? And if yes, what size of retailer (shop floor) should be subject to mandatory return-to-retail requirements?**

No.

CODC supports an easily accessible network of return locations, to ensure coverage of rural areas. We feel that in some areas "Return to vendor" locations should not be limited by floor size, instead considering the accessibility of other return locations for consumers.





**22. Do you think the shop-floor-size requirements for retailers required to take back beverage containers (mandatory return-to-retail) should differ between rural and urban locations?**

Yes.

CODC supports an easily accessible network of return locations in rural areas. In some areas "Return to vendor" locations should not be limited by floor size but should consider what other return sites are available in the area to ensure a good coverage of return locations.

CODC operates a series of rural recycling containers for residents who do not have a kerbside recycling service and could see the potential for rural-based Reverse Vending Machines. Due to the security risk posed by a cash return option at isolated locations, an electronic transfer to bank card or bank account only may be preferred.

**23. Do you agree that there should be other exemptions for retailer participation? (For example, if there is another return site nearby or for health and safety or food safety reasons.)**

Yes.

CODC supports retailers being able to apply for an exemption and would like this to be a robust process. A deciding point would be to ensure there is a good coverage of convenient return points, particularly rurally.

We would prefer to see those smaller rural retailers being supported to enable this, rather than receive exemption, in order to maintain a convenient and accessible network.

**24. Do you agree with the proposed 'deposit financial model' for a NZ CRS?**

Yes.

The Container Return Scheme should incentivise the maximum return of beverage containers. By following the deposit model, beverage producers will be incentivised to promote container returns to their customers.

**25. Do you agree with a NZ CRS that would be a not-for-profit, industry-led scheme?**

Potentially.

It is fundamental that this a not-for-profit scheme, and that any profit identified is funnelled back to local levels to support waste minimisation actions. This could include investment in the development of refillable products and regional refillable infrastructure.

The governance of the scheme should have an even representation of all stakeholders in the scheme, including councils, community groups, social enterprises and mana whenua, as well as beverage producers and recyclers.





**26. Do you agree with the recovery targets for a NZ CRS of 85 per cent by year 3, and 90 per cent by year 5?**

Yes.

**27. If the scheme does not meet its recovery targets, do you agree that the scheme design (including the deposit level) should be reviewed and possibly increased?**

Yes.

CODC support the returnable deposit fee being used as lever to encourage behaviour change if return targets are not reached. We would not, however, want to see large increases in scheme costs which may be passed onto consumers, affecting at-risk household incomes.

**28. Do you support the implementation of a container return scheme for New Zealand?**

Yes.

CODC fully supports a well-designed Container Return Scheme that will not only increase recycling rates and achieve environmental objectives – including the recovery of materials, reducing litter, and emission reduction – but will create local jobs and support the move to a circular economy in Aotearoa New Zealand.

**29. If you do not support or are undecided about a CRS, would you support implementation of a scheme if any of the key scheme design criteria were different? (eg, the deposit amount, scope of containers, network design, governance model, scheme financial model, etc). Please explain.**

n/a

**30. If you have any other comments, please write them here.**

No further comments.

## Part 2: Improvements to household kerbside recycling

### [Proposal 1: Collecting a standard set of materials](#)

**31. Do you agree with the proposal that a standard set of materials should be collected for household recycling at kerbside?**

Yes.





**32. Do you agree that councils collecting different material types (in addition to a standard set) might continue to cause public confusion and contamination of recycling?**

Yes.

CODC feel that all household kerbside collections throughout the country should collect the same set of materials, which would include services offered by private collectors too. This is vital to reduce consumer confusion and unintentional contamination of the recycling stream.

**33. Do you think that national consistency can be achieved through voluntary measures, or is regulation required?**

No.

CODC consider that, to date, voluntary measures have not led to any change to the status quo.

**34. Please tick below all the items from the proposed list which you agree should be included in the standard set of materials that can be recycled in household kerbside collections.**

All.

CODC support the inclusion of glass bottles & jars, paper & cardboard inc. pizza boxes (there must be agreed acceptance standard for these), steel & aluminium cans, and all plastic bottles and containers made of PET(no. 1 plastic - polyethylene terephthalate), HDPE(no.2 plastic - high density polyethylene) & PP(no.5 plastic - polypropylene), with the proviso that all materials listed can be efficiently separated both mechanically and by hand and accepted from processing facilities across the country. Adequate, clear, and understandable labelling will be necessary to support householders to identify what can go into kerbside collections.

**35. If you think any of the materials above should be excluded, please explain which ones and why.**

CODC would have some concerns about materials that have historically been difficult to recycle, either due to issues with manually sorted material or no viable processing and/or end markets, e.g. coloured PET bottles, pizza boxes.

**36. If you think any additional materials should be included, please explain which ones and why.**

Yes.

CODC understands that currently only two councils collect Liquid Paper Board ("Tetrapak") products in their kerbside recycling. This packaging is a common contaminant seen in our kerbside recycling collection and we feel this will only increase as Liquid Paper Board ("Tetrapak") containers are to be accepted for recycling under the Container Return Scheme. There is a high probability some of these





products will end up in kerbside recycling collections; it would be worth including these as standard kerbside materials to reduce consumer confusion. Methods for separating out this type of packaging at MRFs may need further investigation.

**37. Do you agree that the standard set of materials should be regularly reviewed and, provided certain conditions are met, new materials added?**

Yes.

These reviews could also identify items that no longer have recycling markets and could be removed from the list. New packaging material may be developed that would be easy to collect via household kerbside recycling. Any changes in additional or removal of material types is a potential source of public confusion, so will need to be supported by a robust, national, communication campaign.

**38. What should be considered when determining whether a class of materials should be accepted at kerbside in the future? (Tick all that apply)**

All of the above. (Sustainable end markets; end markets solutions are circular and minimise environmental harm; viable processing technologies; processing by both automated and manual material recovery facilities; no adverse effects on local authorities, including financial; supply chains contribute appropriately to recovery and end-of-life solutions for their products)

**39. Who should decide how new materials are added to the list?**

CODC would support the creation of an independent board, to include commercial recyclers, packaging industry, community groups, processing reps and a range of territorial authorities representatives from both urban and rural locations.

**40. Do you agree that, in addition to these kerbside policies, New Zealand should have a network of convenient and easy places where people can recycle items that cannot easily be recycled kerbside? For example, some items are too large or too small to be collected in kerbside recycling.**

Yes.

CODC notes that under these proposals not all households will receive kerbside recycling collections. We operate a network of small rural recycling locations to cater for such households in the Central Otago District. These locations would need to collect the same standardised set of materials.

We support the addition of community recycling hubs, resource recovery centres or similar, which could collect other items for recycling, e.g. textiles, e-waste, batteries, and be collection sites for some of the product stewardship schemes, e.g. dental care products or larger AgRecovery agricultural products.

We note the value of having community resource recovery extends beyond the collection of recycling and can also have a vital community education and behaviour change role.





[Proposal 2: All urban populations should have kerbside food scraps collection](#)

**41. Do you agree that food and garden waste should be diverted from landfills?**

Yes

**42. Do you agree that all councils should offer a weekly kerbside food scraps collection to divert as many food scraps as possible from landfills?**

Yes.

CODC feel that this is a vital step in standardising a best-practice kerbside collection for households across the country. We recognise the capital cost of new organics processing infrastructure is significant and may require central Government support. We are supportive of a regional approach to providing facilities to manage the organics collected.

**43. Do you agree that these collections should be mandatory in urban areas (defined as towns with a population of 1000 plus) and in any smaller settlements where there are existing kerbside collections?**

Yes.

Within the Central Otago District, our current kerbside collections serve townships with less than 200 residents. Any newly introduced organics collection would align to these existing routes.

The definition of an urban area could be smaller as many councils with similar rural populations are also currently providing services to towns with fewer than 1000 residents.

**44. Do you think councils should play a role in increasing the diversion of household garden waste from landfills? If so, what are the most effective ways for councils to divert garden waste?**

Yes.

CODC feels that a kerbside organics collection would need to support both food and garden waste diversion.

**45. We propose a phased approach to the roll-out of kerbside food scraps collections. The timeframes will depend on whether new processing facilities are needed. Do you agree with a phased approach?**

Yes.





**46. Do you agree that councils with access to suitable existing infrastructure should have until 2025 to deliver food scraps collections?**

Yes.

**47. Do you agree that councils without existing infrastructure should have until 2030 to deliver food scraps collections?**

Yes.

**48. Are there any facilities, in addition to those listed below, that have current capacity and resource consent to take household food scraps?**

There are no organics process facilities of this scale in Central Otago District currently.

**49. Are there any additional materials that should be excluded from kerbside food and garden bins? Please explain which ones and why**

No.

CODC notes the benefits in standardising the material accepted in kerbside collections from a national messaging perspective but also notes that different solutions for processing organic waste may be used around the country, which may be able to deal with, or actually require, a different material composition.

**50. For non-food products or packaging to be accepted in a food scraps bin or a food and garden waste bin, what should be taken into consideration? Tick all that apply.**

All.

All of the above. (Products help divert food waste from landfills; products meet New Zealand standards for compostability; products are certified in their final form to ensure they do not pose a risk to soil or human health; products are clearly labelled so that they can be distinguished from non-compostable products; a technology or process is available to easily identify and sort compostable from non-compostable products; producers and users of the products and packaging contribute to the cost of collecting and processing.)

**51. If you think any of the materials listed above should be included in kerbside food and garden bins, please explain which ones and why**

Yes.

CODC notes that kitchen paper/hand towels/paper napkins and shredded paper have been assessed by the Ministry for the Environment (MfE) as being able to be accepted with an organic materials





collection with no adverse impact on the final product and would like to see these items, which would otherwise go to landfill, able to be included in a kerbside organic collection.

We also note that excluding teabags (due to the glue used in their manufacture) from a kerbside organic collection would likely cause confusion for householders. We would suggest that MfE work with the industry and regulate the market to encourage a move to fully compostable teabags.

CODC understand that compost made from kerbside collections is unable to be certified "Organic" as is likely to contain lawn clippings which can commonly be contaminated with chemical residues from non-organic garden sprays.

#### [Proposal 3: Reporting on household kerbside collections offered by the private sector](#)

**52. Do you agree that it is important to understand how well kerbside collections are working?**

Yes.

**53. Do you agree with the proposal that the private sector should also report on their household kerbside collections so that the overall performance of kerbside services in the region can be understood?**

Yes.

CODC would recommend that private sector reporting should be direct to MfE, rather than via their local territorial authority.

**54. Do you agree that the information should be published online for transparency?**

Yes.

**55. Apart from diversion and contamination rates, should any other information be published online?**

CODC supports the publication of information that helps maximise waste minimisation.

#### [Proposal 4: Setting targets/performance standards for councils](#)

**56. Should kerbside recycling services have to achieve a minimum performance standard (eg, collect at least a specified percentage of recyclable materials in the household waste stream)?**

Yes.





CODC support the focus for measurement of performance being on reducing waste generated, not just comparing percentages of waste collected versus recycling presented at kerbside. CODC also feels that any performance standard set for council kerbside recycling services should apply equally to private services.

**57. Should the minimum performance standard be set at 50 per cent for the diversion of dry recyclables and food scraps?**

Yes.

CODC supports ambitious targets alongside adequate support from central Government to enable councils to reach these targets.

**58. We propose that territorial authorities have until 2030 to achieve the minimum performance target, at which time the target will be reviewed. Do you agree?**

Yes.

**59. In addition to minimum standards, should a high-performance target be set for overall collection performance to encourage territorial authorities to achieve international best practice?**

Potentially.

CODC would support the setting of high-performance targets to encourage continued improvement in waste minimisation across the country, as long as this doesn't increase the gap in services provided by large and small territorial authorities.

**60. Some overseas jurisdictions aim for diversion rates of 70 per cent. Should New Zealand aspire to achieve a 70 per cent target?**

Potentially.

CODC supports ambitious targets alongside adequate support from central Government to enable councils to reach these targets.

**61. What should the consequences be for territorial authorities that do not meet minimum performance standards?**

CODC would be supportive of appropriate consequences for territorial authorities who do not meet minimum performance standards, as long as these are a final step after investment, advice and support are given. Financial penalties for under-resourced, poor performing councils will only make achieving targets harder.





[Proposal 5: Separate collection of glass and paper/cardboard](#)

**62. Should either glass or paper/cardboard be collected separately at kerbside in order to improve the quality of these materials and increase the amount recycled? - glass separate; paper/cardboard separate; separated, but councils choose which one to separate; status quo – they remain comingled for some councils.**

Yes – glass separate.

CODC has long collected glass separately and plans to continue this. We believe separating glass from comingled dry recycling offers the simplest solution for the best quality recycling.

**63. If glass or paper/cardboard is to be collected separately, should implementation: begin immediately; wait for any CRS scheme design to be finalised; wait until the impact of a CRS scheme has been observed.**

Wait to see impact of CRS.

For those councils, like CODC, who currently collect glass separately this service should be continued. For councils who do not already have a separate glass collection, CODC can see some value in allowing them to wait to see the impact of the Container Return Scheme on glass recycling streams before investigating or tendering for a “Glass out” kerbside recycling service.

[Proposal 6: All urban populations should have access to kerbside dry recycling](#)

**64. Should all councils offer household kerbside recycling services?**

Yes

**65. Should these services be offered at a minimum to all population centres of more than 1,000 people?**

Yes.

Within the Central Otago District our current kerbside collections serve townships with less than 200 residents with large distance between towns (and some rural properties along the main routes between towns). Many councils with similar rural populations are also currently providing services to towns with fewer than 1000 residents, so feel this definition of an urban area could be smaller.

There may be better options than kerbside collection for smaller communities however, in terms of cost to ratepayers and carbon emissions from collection vehicles. Community recycling hubs can easily be set up in smaller settlements; we have 10 of these throughout our District which are well utilised by residents.





**66. Do you agree that councils without any council-funded kerbside recycling collections should implement these collections within two years of their next Waste Management and Minimisation Plan?**

Yes

**67. What research, technical support or behaviour change initiatives are needed to support the implementation of this programme of work?**

CODC support all the ideas listed in the consultation document, pages 96-98, for research, technical support and behaviour change initiatives.

Common feedback from our ratepayers is that recycling is too difficult to understand. Whilst standardisation of kerbside services nationally will help with this, we note that recycling information on packaging is inconsistent and can be misleading. Work by central Government and the packaging industry to adopt standardised recycling labelling should formulate part of the national messaging campaign. The standardised labelling should make very clear whether packaging and containers can be accepted via the Container Return Scheme, kerbside recycling collections, special recycling collections (e.g. soft plastic recycling or other product stewardship schemes), or none of the above.

We also note the consideration of the distribution of the Waste Levy to territorial authorities under the revision of the Waste Minimisation Act. To offer waste services for a rural South Island district like Central Otago is to face significant barriers due to geographical area covered, distance from recycling infrastructure and seasonal high levels of visitors. We would welcome a renewed look at how the Waste Levy funding is apportioned that is not wholly reliant on resident population numbers.

### **Part 3: Separation of business food waste**

**68. Should commercial businesses be expected to divert food waste from landfills as part of reducing their emissions?**

Yes.

**69. Should all commercial businesses be diverting food waste from landfills by 2030?**

Yes.

**70. Should separation be phased in, depending on access to suitable processing facilities (e.g. composting or anaerobic digestion)?**





Yes.

CODC agrees that business food waste separation should be phased in for those businesses 150km from existing suitable processing facilities by 2025 and by 2030 for those without current access to suitable facilities.

**71. Should businesses that produce food have a shorter lead-in time than businesses that do not?**

No.

CODC supports a timeframe based on the ability of businesses to access suitable organics processing facilities. We note that in our District those businesses that are higher producers of food waste, (e.g. supermarkets and cafes/restaurants), are more likely to already have some food waste diversion already in place, for example with an agreement with a pig farmer or other local small-scale options.

**72. Should any businesses be exempt? If so, which ones?**

Primary producers might be able to deal with harvested food waste on site or in some other way that minimises transportation to a centralise organics processing facility.

**73. What support should be provided to help businesses reduce their food waste?**

CODC supports food waste being minimised at all points along the supply chain by businesses. There could be an easier process for primary producers to gain consents to manage food waste on site, e.g. for orchards to mulch fruit waste back into rows.

We would also support central Government seeking innovative new business opportunities and gaining value from harvested food waste and organic waste in general.

## **Any general feedback on the consultation**

The transformation proposed is generally aligned with Central Otago's strategic approach to recycling and the move toward a circular economy.

We broadly support these initiatives as they will make recycling simpler and more accessible for consumers, whilst assisting territorial authorities in their management of litter and recycled products.

There are potential economic gains in the continued growth of the recycling industry in our district.

The priorities for Central Otago in the transformative process include ensuring the Container Return Scheme is accessible to our rural communities, ensuring product labelling clarifies the return options, and ensuring the affordability of staple products is not affected.





We welcome standardisation of the kerbside recycling process and ensuring there is an end destination for recycled items.

We note the difficulty in offering waste and recycling services in a geographically dispersed district with a low permanent population and high level of seasonal visitation. We would welcome a renewed look at how the Waste Levy funding is apportioned.

We appreciate the opportunity to submit.





Status Updates		Committee: Council			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
18/12/2019	Business Case for Central Stories Building	19.11.8	<p>That the Council:</p> <p>A. <b>Receives</b> the report and accepts the level of significance.</p> <p>B. <b>Agrees</b> that once Council has made decisions on the i-SITE review and draft Museum Strategy, the business case to then go to Vincent Community Board for comment and report back to Council.</p>	Community and Engagement Manager	<p><b>January-July 2020</b> Action memo sent to Community and Engagement Manager. Awaiting outcomes of the i-SITE review and museum strategy adoption before proceeding.</p> <p><b>September-October 2020</b> Council/Vincent Community Board discussions are underway through the LTP workshop programme.</p> <p><b>November 2020-June 2021</b> Allowing for the district museum strategy development process to occur before proceeding. The Central Stories project will not be included in the 2021 Long-term Plan consultation document.</p> <p><b>July-October 2021</b> In the next few months Council staff will be undertaking work on Council investment in the museum sector. This information will feed into future decision-making for the Central Stories building.</p> <p><b>November 2021-May 2022</b> 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.</p>
25/10/2017	Council Owned Land, Pines Plantation Area North of Molyneux Park Netball Courts, Alexandra – Consider Sale/Development by Joint Venture of Residential Land (PRO 61-	17.9.9	<p><b>Recommendations</b></p> <p>A. <u>RESOLVED</u> that the report be received and the level of significance accepted.</p> <p>B. <u>AGREED</u> to the sale of part of Lot 25 DP 3194 and part of Lot 6 DP 300663, located south of the Transpower corridor at the north end of Alexandra and adjacent to the Central Otago Rail trail.</p> <p>C. <u>APPROVED</u> the Vincent Community Board's recommendation for sale of the land by way of a joint</p>	Property and Facilities Manager	<p><b>November 2017</b> Action Memo sent to the Property Officer., November 2017 – Council solicitor has provided first draft of RFI document for staff review.</p> <p><b>December 2017</b> Request for Proposals was advertised in major New Zealand newspapers at the end of November 2017 with proposals due by 22 December. Three complying proposals received.</p> <p><b>February 2018</b> Requests received. Council staff have been</p>



	2079-00)		<p>venture development and sale of Lots, the minimum terms and conditions including:</p> <ul style="list-style-type: none"> <li>• The joint venture partner funding development with no security registered over the land.</li> <li>• Council receiving block value.</li> <li>• Council receiving 50% of the net profit, with a minimum guaranteed of \$500,000.</li> <li>• Priority order of call on sales income:</li> </ul> <p><b>First:</b> Payment of GST on the relevant sale.</p> <p><b>Second:</b> Payment of any commission and selling costs on the relevant sale.</p> <p><b>Third:</b> Payment to the Developer of a fixed portion of the estimated Project Development Costs per lot as specified in the Initial Budget Estimate and as updated by the Development Costs Estimate breakdown.</p> <p><b>Fourth:</b> Payment of all of the balance settlement monies to Council until it has received a sum equivalent to the agreed block value.</p> <p><b>Fifth:</b> Payment of all of the balance settlement monies to Council until it has received an amount equivalent to the agreed minimum profit share to Council.</p> <p><b>Sixth:</b> Payment of all of the balance to the Developer for actual Project Costs incurred in accordance with this Agreement.</p> <p><b>Seventh:</b> Payment of all of the balance amounts (being the Profit Share) to be divided 50 / 50 (after allowance for payment of the Minimum Profit to Council.</p>	<p>finalising the preferred terms of agreement to get the best outcome prior to selecting a party, including understanding tax implications.</p> <p><b>March – April 2018</b> Staff finalising the preferred terms of agreement.</p> <p><b>June 2018</b> Preferred developer approved. All interested parties being advised week of 11 June. Agreement still being finalised to enable negotiation to proceed.</p> <p><b>August 2018</b> Risk and Procurement Manager finalising development agreement to allow development to proceed.</p> <p><b>September 2018</b> The development agreement is under final review.</p> <p><b>October 2018</b> The development agreement is with the developer's accountant for information. Execution imminent.</p> <p><b>January 2019</b> Development agreement was signed by AC &amp; JV Holdings before Christmas. Subdivision plan now being developed for resource consent application and removal of trees expected to start mid to late January.</p> <p><b>March 2019</b> Concept plan is in final draft. Next step is for the surveyor to convert to a scheme plan and apply for resource consent. The fencer is booked in for March.</p> <p><b>April 2019</b> Security fencing has been completed. Felling of trees expected to commence in the next month. Concept plan is in final draft. Next step is for the surveyor to apply for resource consent.,</p> <p><b>May 2019</b> Tree felling commenced 20 May and is expected to take up to 6 weeks to complete. Subdivision scheme plan close to being</p>
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			<p>D. <u>AGREED</u> to delegate to the Chief Executive the authority to select the preferred joint venture offer and negotiate “without prejudice” a joint venture agreement.</p> <p>E. <u>AGREED</u> that the Chief Executive be authorised to do all necessary to achieve a joint venture agreement.</p>		<p>finalised before resource consent application.</p> <p><b>June 2019</b> Tree felling complete. Subdivision consent expected to be lodged in July or August.</p> <p><b>July 2019</b> Subdivision consent expected to be lodged in August.</p> <p><b>September – October 2019</b> The affected party consultation process with NZTA, Transpower and DOC for the application to connect Dunstan Road to the State Highway is almost complete. The developer is also close to finalising the subdivision plan to allow for the resource consent to be lodged. November 2019 – Subdivision consent was lodged on 22 November 2019.</p> <p><b>January 2020</b> Subdivision consent granted 18 December 2019.</p> <p><b>February 2020</b> The developer is working on engineering design for subdivision to be approved by Council. Work expected to start on site for subdivision in approximately 6 weeks.</p> <p><b>May – August 2020</b> Due to Covid 19, engineering design and construction start date delayed. As of May, engineering design mostly complete and work on site expected to start soon with a staged approach. Also awaiting outcome of Shovel Ready Projects application which may affect how this development progresses.</p> <p><b>September 2020</b> Work expected to start on site in October for Stage 1 and some sections will be marketed. Stage 1 completion scheduled for April 2021.</p> <p><b>November 2020</b> Due to one of the shareholders passing away in late June the developer AC/JV Holdings has been working on a succession</p>
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					<p>plan which should be finalised in early November. The need to agree succession has meant recent delays to the development but Staff are in regular contact with the contractor to ensure that works begin as soon as possible. Once succession arrangements are confirmed it will enable construction to progress and sections to be put on market as soon as possible. To further ensure this outcome a variation to the development agreement will be prepared which will confirm stages and tighten progress requirements.</p> <p><b>December 2020</b> Lawyer is drafting variation to agreement for discussion with developer.</p> <p><b>January 2021</b> Construction has commenced. Work programme to be fully finalised in coming weeks.</p> <p><b>February 2021</b> 3910 contract executed. Detailed update was emailed to the board separate to this Status Report.</p> <p><b>March–July 2021</b> Work progressing according to contract.</p> <p><b>September 2021</b> Construction work progressing, although slightly behind due to COVID-19 alert level restrictions.</p> <p><b>October 2021</b> Development work programme generally on track. Stage 1 is approximately 2 weeks behind schedule due to COVID-19, although Stage 2 is ahead and Stage 3 is on schedule. As of September 2021, sales figures were Stage 1 – 16 sold; Stage 2 – 13 sold, 3 unsold; Stage 3 – 10 sold, 9 unsold or under offer.</p> <p><b>November 2021</b> November: 224c has been issued for stage 1. Awaiting LINZ to issue Title. Stage 2 roading will be sealed week of 22nd November.</p>
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					<p><b>January 2022</b> Titles have now issued for the 16 sections in Stage 1 with settlement for all sections on 20 January. Stage 2 224C Application has been applied for and titles are expected late January 2022. Stage 3 progress is on track. Current sales are as follows: , Stage 1 - 16/16 lots under contract (settlement 20 January) Stage 2 - 15/16 lots under contract , Stage 3 - 11/19 lots under contract.</p> <p><b>February 2022</b> All 16 sections sold and settled in January 2022 in Stage 1, 15 out of 16 sections sold in Stage 2 and 12 sections sold, three under offer and four unsold in Stage 3.</p> <p><b>March 2022</b> Stage two 223c and 224c applications submitted. Awaiting approval.</p> <p><b>April 2022</b> No update. Awaiting approval.</p> <p><b>May 2022</b> Stage 2 Titles received and settled. Work is on track for Stage 3.</p>
12/12/2018	Lighting Policies to Reinforce Council's Position on Dark Skies Protection (COM 01 02-021)	18.13.7	<p><b>Recommendations</b></p> <p>A. <u>RESOLVED</u> that the report be received and the level of significance accepted</p> <p>B. <u>RESOLVED</u> that Council commits to the development of a Lighting Policy for the Central Otago District owned and managed or administered building facilities and infrastructure which promotes lighting standards that comply with current International Dark Sky Association requirements</p> <p>C. <u>RESOLVED</u> that Council commits to promoting lighting standards that comply with current International Dark Sky Association requirements, into the first draft of the new Central Otago District Plan.</p>	Community and Engagement Manager	<p><b>January 2019</b> Action Memo sent to the Community Development Manager.</p> <p><b>January 2019</b> Council staff are preparing a lighting policy on Council-owned infrastructure and this is scheduled for presentation to the February 2019 Council meeting. Naseby Vision has circulated a newsletter on IDA lighting standards to residents over the Christmas period and are collecting signatures from people who are willing to adhere to these standards on their own properties.</p> <p><b>April 2019</b> Council adopted a lighting policy for Council-owned assets in February 2019. Planning staff are reviewing recommended International Dark Skies lighting requirements and their potential fit into the Central Otago District Plan.</p>



					<p><b>May 2019</b> Further scoping work for Naseby is occurring with Council's Community Development Manager and Planning Team. Update to be provided in Spring 2019.</p> <p><b>October 2019</b> The Project Plan for the District Plan Review is being prepared and includes this, as well as other topics. There has been no prioritisation of any urgent topics at this stage.</p> <p><b>November 2019</b> Council staff are currently investigating how to include dark skies protection parameters within the District Plan.,</p> <p><b>January 2020</b> No further update available.</p> <p><b>February 2020</b> No further update available. An update will be provided once there is progress to report on.</p> <p><b>March 2020</b> Met with local planning consultant who is willing to assist Naseby community put together a plan change request. They will work with Naseby group to prepare this.</p> <p><b>May-June 2020</b> No update available.</p> <p><b>August 2020</b> The community is developing content (including the required community consultation) for a District Plan change application, and are in liaison with Council staff during the process.</p> <p><b>September-November 2020</b> The community are currently undertaking consultation with local residents in regard to the proposed plan change.</p> <p><b>January 2021</b> No update available.</p> <p><b>February-June 2021</b> The community is gathering public feedback on their dark skies initiative for input into their district plan change application.</p>
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					<p>Council staff are not involved in this process.</p> <p><b>February-June 2021</b> The community is gathering public feedback on their dark skies initiative for input into their district plan change application. Council staff are not involved in this process.</p> <p><b>July-October 2021</b> A draft plan change report has been prepared on behalf of Naseby Vision. This needs to be finalised and further documentation provided prior to this being presented to Council for adoption and plan change notification. It is expected that this will be in the latter half of this year.</p> <p><b>November 2021-April 2022</b> Council has received the final plan change report and staff will proceed on progressing this in the first quarter of 2022.</p> <p><b>19 May 2022</b> Resourcing has delayed the progress of the plan change to early in the third quarter of 2022.</p>
25/09/2019	Consideration of New Zealand Standard (NZS) 4404:2020 (Doc ID 422658)	19.8.10	<p><b>Recommendations</b></p> <p>A. <u>RESOLVED</u> that the report be received, and the level of significance accepted.</p> <p>B. <u>AGREED</u> to adopt NZS 4404:2010 as Council's subdivision standard subject to the development of an updated addendum for local conditions.</p>	Infrastructure Manager	<p><b>October 2019</b> Action memo sent to the Environmental Engineering Manager.</p> <p><b>November 2019</b> Drafting of an updated addendum is underway and expected to be included in report to Council in early 2020.</p> <p><b>December 2019</b> Workshops continuing for updating engineering standards. The Environmental Engineering team will be working with planning to ensure the design standards from the Cromwell masterplan are developed alongside the updated engineering standards.</p> <p><b>January 2020 - November 2020</b> No change.</p> <p><b>December 2020</b> The status of this work will be reviewed in February 2021 and a further update</p>



					<p>provided then.</p> <p><b>January 2021 – February 2022</b> No change.</p> <p><b>March 2022</b> Due to work programme commitments this item has been deferred. Looking to potentially add to the 2023 work schedule.</p> <p><b>April 2022</b> No change.</p> <p><b>19 May 2022</b> No change.</p>
15/07/2020	Lease of Kyeburn Reserve - Ratification	20.5.4	<p><b>Recommendations</b></p> <p>That the Council:</p> <p>A. <b>Receives</b> the report and accepts the level of significance.</p> <p>B. <b>Agrees</b> to grant the Kyeburn Committee a lease pursuant to Section 61(2A) of the Reserves Act 1977, on the following terms:</p> <ol style="list-style-type: none"> <li>1. Permitted use: Community Hall</li> <li>2. Term: 33 years</li> <li>3. Rights of Renewal: None</li> <li>4. Land Description    Sec    20    Blk    V11 Maniototo SD</li> <li>5. Area: 0.4837 hectares</li> <li>6. Rent: \$1.00 per annum if requested</li> </ol> <p><b>Subject to the Kyeburn Hall Committee</b></p> <ol style="list-style-type: none"> <li>1. Becoming an Incorporated Society</li> <li>2. Being responsible for all outgoings, including utilities, electricity, telephone, rubbish</li> </ol>	Property and Facilities Officer (Māniatoto)	<p><b>July 2020</b> Action memo sent to Property and Facilities Officer – Maniototo.</p> <p><b>August 2020</b> Advised Kyeburn Hall Committee of Council's resolution and waiting for confirmation of their status as an Incorporated Society before issuing the lease.</p> <p><b>September – December 2020</b> Kyeburn Hall Committee to follow up progress on getting their status as an Incorporated Society, in response to email sent to them September 2020.</p> <p><b>January 2021</b> Waiting for confirmation of their status as an Incorporated Society before issuing the lease.</p> <p><b>February – April 2021</b> Property and Facilities Officer - Ranfurly to meet Committee in May 2021 and discuss next steps.</p> <p><b>June 2021</b> May meeting was postponed until July 2021.</p> <p><b>July 2021</b> Meeting request to the Committee for July 2021 was declined by the Committee citing workloads and health issues of committee members. The Committee will make contact when their schedule allows.</p> <p><b>August 2021</b> ON HOLD until meeting able to take place.</p>



			collection, rates, insurance and ground maintenance		<b>18 May 2022</b> No change to the status of this item. Still on hold.
18/11/2020	Ripponvale Community Water Funding Options	20.9.4	<p><b>Recommendations</b></p> <p>That the Council:</p> <p>A. <b>Receives</b> the report and accepts the level of significance.</p> <p>B. <b>Agrees</b> that properties on the Ripponvale Community Water Scheme pay half the \$600,000 costs of upgrading the Ripponvale network to meet the New Zealand Drinking Water Standards, and minimum engineering standard requirements.</p> <p>C. <b>Agrees</b> that the Council share of \$300,000 be funded from the water stimulus fund allocation.</p> <p>D. <b>Agrees</b> that Ripponvale Community Water Scheme accumulated \$100,000 funds can be used to contribute to the \$300,000 to be funded by properties on the Ripponvale Community Water Scheme.</p> <p>E. <b>Agrees</b> that existing properties on the Ripponvale Community Water Scheme will have the option of paying their share of the \$300,000, less any contribution by the Ripponvale Community Water Scheme, by either a lump sum payment or as a targeted rate.</p> <p>F. <b>Agrees</b> that transfer of the scheme will occur on 30 March 2021, and that Council will not meet any costs accrued prior to 30 March 2021.</p> <p>G. <b>Agrees</b> that properties on the Ripponvale Community Water Scheme be charged the standard rates for a</p>	Water Services Manager	<p><b>November 2020</b> Action memo sent to the Water Services Manager.</p> <p><b>December 2020</b> Obtaining legal advice on rating options. Ripponvale Committee advised of decision. Information package being prepared for communicating with suppliers who wish to discuss transfer to council ownership.</p> <p><b>January 2021</b> Ripponvale Community Water have been asked to supply the customer database, we are still awaiting this information. Until we receive this data, we are unable to progress.</p> <p><b>February 2021</b> Site visit held between Fulton Hogan maintenance team, Stantec Water Engineer and Council Water Engineers prior to taking over the operation and maintenance of the scheme. Staff are currently getting a legal review on options for rates charging.</p> <p><b>March – April 2021</b> Council has taken over management of supply. Legal requirements for targeted rate being investigated. Fulton Hogan &amp; Switchbuild scoping and pricing work required.</p> <p><b>May - June 2021</b> A report on the Ripponvale Supply will be provided to the September Council meeting.</p> <p><b>September 2021</b> A report has been provided to the September Council meeting. Further information will be provided to the November meeting.</p> <p><b>October 2021</b> No change.</p> <p><b>November 2021</b> Work has commenced and due to be</p>



			<p>council water connection from 30 March 2021.</p> <p>H. <b>Agrees</b> that properties within the Ripponvale Community Water Scheme supply area be included within the Cromwell Water Supply Area, and that development contributions be applied to all properties that connect to this supply from 30 March 2021.</p>		<p>completed March 2022.</p> <p><b>December 2021 – January 2022</b> No change.</p> <p><b>February 2022 – March 2022</b> Work along the Kawarau Gorge road is now complete, telemetry has been installed in pump stations and critical spares ordered. Further options for additional work are being considered.</p> <p><b>April 2022</b> Staff from Council now evaluating options for the next stages of work to be delivered.</p> <p><b>17 May 2022</b> Pricing is currently being sought for water meters for all users on the scheme.</p>
24/03/2021	District Plan Review Programme	21.2.10	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approve the District Plan review programme as outlined in Appendix 1</p>	Principal Policy Planner	<p><b>30 Mar 2021</b> Action memo sent to report writer.</p> <p><b>21 Apr 2021</b> Review of Industrial Chapter underway; RFP for Residential section review being drafted; GIS mapping project progressing; e-Plan contract approved</p> <p><b>16 Jun 2021</b> Expert noise and transportation reports to support the Industrial Chapter review have been commissioned. RFP for the Residential section of the Plan closes 18 June.</p> <p><b>28 Jul 2021</b> RFP for Residential Chapter Review released and contract awarded - initial workshop with stakeholders completed and review underway; GIS mapping plan change notified; ePlan contract awarded and operative District Plan in ePlan and being tested by planners; Industrial zone plan change for Cromwell (reflecting Cromwell Spatial Plan) being finalised; Industrial Chapter Review underway</p> <p><b>08 Sep 2021</b> Issues and Options for review of Residential Chapter drafted; submissions on GIS mapping plan change closed - 3 in support</p>



					<p>so no hearing required; ePlan testing complete with mapping being updated and incorporated; engagement with affected landowners is upcoming as part of Industrial Chapter Review.</p> <p><b>18 Oct 2021</b> Residential chapter being drafted; ePlan mapping underway; Industrial Zone changes to be notified.</p> <p><b>15 Nov 2021</b> Cromwell Industrial zone plan changes publicly notified ; Residential chapter and new map zoning progressed and to be workshopped with Council in December; decision on Plan Change 17 (GIS Mapping) made by Council and to be advertised; ePlan mapping being worked on with Isovist who have completed the text.</p> <p><b>11 Jan 2022</b> Submissions on plan change closed on 18th December. Nine submissions were received. Residential chapter review and draft chapter workshop with Councillors at December Council workshop. Community engagement commenced on Naseby Dark Sky plan change.</p> <p><b>24 Feb 2022</b> Summary of submissions on Industrial Plan Change notified. Residential chapter review and mapping continuing. Work on Dark Sky plan change ongoing.</p> <p><b>06 Apr 2022</b> Notification of Summary of Submissions on Industrial Plan Change has closed and work will begin on evaluating submissions in preparation for drafting of Section 42A report; work on the new residential chapter (including medium density and heritage design guidelines) is being finalised for release to Schedule 1 parties; dark sky provisions being finalised; necessary changes to the Heritage Precinct chapter of the District Plan to bring in the heritage</p>
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					<p>guidelines is being drafted; project plan for Teviot Valley Spatial Plan is currently being drafted; ePlan currently being tested with a view to release as the official version of the operative District Plan</p> <p><b>20 May 2022</b></p> <p>Work is progressing.</p>
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	<p>E. Agrees to the recommendation from the Cromwell Community Board on the draft 2021-31 Long-term Plan that staff are requested to investigate the request for a toilet from the Cromwell Bike park further and provide a report for consideration in a future annual or long-term plan.</p>	Property and Facilities Officer (Cromwell)	<p><b>11 Jun 2021</b></p> <p>Action memo sent to Property and Facilities Officer Cromwell. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.</p> <p><b>06 Jul 2021</b></p> <p>Email sent to Cromwell Bike Park committee to request an extensive survey of usage be carried out to determine what toilet facility may be required in the future.</p> <p><b>08 Sep 2021</b></p> <p>Cromwell Bike Park committee to undertake a usage study of the toilet facilities at the site in summer to reflect peak usage.</p> <p><b>11 Nov 2021</b></p> <p>Committee are doing a survey of usage over the summer months to enable Council to determine type of toilet required., A reminder has been sent 11/11/2021 to ensure this is carried out and reported back to Council.</p> <p><b>07 Jan 2022</b></p> <p>The Bike Park committee are currently carrying out a survey (through survey monkey) to determine usage of the bike park - to end of Feb 22.</p> <p><b>09 Feb 2022</b></p> <p>Property Office awaiting survey results to determine toilet requirements. Results due end of February 2022.</p> <p><b>21 Feb 2022</b></p> <p>Survey received by P &amp; FO Cromwell - information being assessed to enable report to be prepared to CCB</p>



					<p><b>05 Apr 2022</b> The survey from the Club has been completed. Staff are preparing a report for Council for the September 2022 meeting requesting funding in the 2023/24 AP</p> <p><b>17 May 2022</b> A report is being prepared for Council to consider funding the project from the AP 23/24. The report will be presented on 28/9/2022</p>
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	P. Agrees to the recommendation from the Teviot Valley Community Board on the draft 2021-31 Long-term Plan to proceed with the preferred option in the consultation document for the Roxburgh Pool.	Parks and Recreation Manager	<p><b>11 Jun 2021</b> Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.</p> <p><b>28 Jul 2021</b> Funding allocated pending request from Pool Committee.</p> <p><b>08 Sep 2021</b> Funding not yet requested.</p> <p><b>18 Oct 2021</b> Roxburgh Pool funding request not yet received, and unable to progress until then. ON HOLD.</p> <p><b>11 Nov 2021</b> No further update at this stage.</p> <p><b>11 Jan 2022</b> No further update.</p> <p><b>09 Feb 2022</b> No further update available.</p> <p><b>05 Apr 2022</b> Council funding has not been requested.</p> <p><b>19 May 2022</b> No update at this time as there has been no change to this item.</p>
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	N. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan to proceed with the preferred option in the	Community and Engagement Manager	<p><b>11 Jun 2021</b> Action memo sent to Communication and Engagement Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action</p>



			consultation document for the Omakau Hub.		<p>following final adoption of the Long-term Plan on 30 June 2021.</p> <p><b>29 Jul 2021</b> A community collective is progressing the hub project. Financial input from Council is programmed for year three of the 2021-24 of the Long-term Plan.</p> <p><b>09 Sep 2021</b> No further update until July 2023, when funds are due to be released.</p>
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	<p>L. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff convene a meeting of Central Otago District Council, Central Otago Hockey Association, Central Lakes Trust and Molyneux Turf Incorporated to discuss a way forward on the proposed multi-use turf and facilities at Molyneux Park.</p>	Parks and Recreation Manager	<p><b>11 Jun 2021</b> Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.</p> <p><b>28 Jul 2021</b> Meeting convened on 5 July 2021. Molyneux Turf Incorporated (MTI) preparing additional information.</p> <p><b>08 Sep 2021</b> Additional information not yet received from MTI.</p> <p><b>18 Oct 2021</b> Additional information not yet received from MTI, and unable to progress until then. ON HOLD.</p> <p><b>11 Nov 2021</b> No further update at this stage.</p> <p><b>11 Jan 2022</b> No Further update.</p> <p><b>09 Feb 2022</b> No further update available.</p> <p><b>05 Apr 2022</b> No information has been received from the Hockey Assn to provide and update on.</p> <p><b>19 May 2022</b> No further update at this time as no changes to this item.</p>
1/06/2021	Submissions on the 2021-31	21.4.3	<p>K. Agrees to the recommendation from the Vincent</p>	Parks and Recreation	<p><b>11 Jun 2021</b> Action memo sent to Parks and Recreation</p>



	Long-term Plan Consultation Document		Community Board on the draft 2021-31 Long-term Plan that staff provide a report regarding a request Ice Inline for future consideration.	Manager	<p>Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.</p> <p><b>28 Jul 2021</b> Background data for report being collated.</p> <p><b>08 Sep 2021</b> No further progress.</p> <p><b>18 Oct 2021</b> No further progress on requested report considering IceInLine's Long-Term Plan (LTP) submission.</p> <p><b>11 Nov 2021</b> No further update at this stage.</p> <p><b>11 Jan 2022</b> No Further update</p> <p><b>09 Feb 2022</b> No further update</p> <p><b>05 Apr 2022</b> No information has been received from Ice in Line to provide and update on.</p>
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	J. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff are requested to investigate a request for an extension of the junior playground at Pioneer Park and provide a report for consideration in a future annual or long-term plan.	Parks and Recreation Manager	<p><b>11 Jun 2021</b> Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.</p> <p><b>28 Jul 2021</b> Preparatory work that will support further investigation and underpin a report for consideration is being undertaken. Funding to be considered for 2022-2023 Annual Plan.</p> <p><b>08 Sep 2021</b> No further progress.</p> <p><b>18 Oct 2021</b> Investigation of request for extension of junior playground at Pioneer Park and report for consideration on hold until closer to a future annual or long-term plan. ON HOLD.</p>



					<p><b>11 Nov 2021</b> No further update at this stage.</p> <p><b>11 Jan 2022</b> No further update.</p> <p><b>09 Feb 2022</b> No further update.</p> <p><b>05 Apr 2022</b> No update to report at this time.</p> <p><b>19 May 2022</b> No further update as no changes at this time.</p>
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	R. Agrees to the recommendation from the Maniototo Community Board on the draft 2021-31 Long-term Plan that Council request staff to consider the suggestion of filling in the ice rink with water, add planting and creating walkways and report back to the Board.	Parks and Recreation Manager	<p><b>11 Jun 2021</b> Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.</p> <p><b>28 Jul 2021</b> Request under consideration.</p> <p><b>08 Sep 2021</b> No further progress.</p> <p><b>18 Oct 2021</b> No further progress on requested report considering filling the ice rink in the Maniototo with water and adding planting and walkways nearby.</p> <p><b>11 Nov 2021</b> No further update at this stage.</p> <p><b>11 Jan 2022</b> No further update.</p> <p><b>09 Feb 2022</b> There is no LTP budget allocation for this. No further update available.</p> <p><b>05 Apr 2022</b> No further update to report at this time.</p> <p><b>19 May 2022</b> A report is being prepared for the Vincent Community Board consideration on potential funding request.</p>



30/06/2021	Cromwell Menz Shed - New Lease	21.5.12	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to lease the proposed area to the Cromwell Menz Shed</p> <p>C. Agrees to a lease over 1000m<sup>2</sup> (more or less) of land (shown in Figure 1) located on the Cromwell Transfer Station/Closed Landfill site, being part of Lot 3 DP526140.</p> <p>D. Authorise the Chief Executive to do all that is necessary to give effect to this resolution.</p>	Property and Facilities Officer (Cromwell)	<p><b>05 Jul 2021</b> Action memo sent to Property and Facilities Officer - Cromwell.</p> <p><b>06 Jul 2021</b> Cromwell Menz Shed updated on resolution., Meeting arranged between property and infrastructure for 9 July to discuss actions required.</p> <p><b>26 Jul 2021</b> Meeting scheduled with Menz Shed for 30 July to review and discuss Draft Lease.</p> <p><b>17 Aug 2021</b> Working alongside the Menz Shed to prepare an appropriate lease</p> <p><b>08 Sep 2021</b> Lease document being finalised.</p> <p><b>18 Oct 2021</b> Lease document still being finalised.</p> <p><b>11 Nov 2021</b> 11/11/2021 Lease document still a work in progress, as needed to identify the final lease area and water metering charges.</p> <p><b>07 Jan 2022</b> Lease document provided to Menz Shed in Dec 21. Reviewing currently</p> <p><b>09 Feb 2022</b> Final lease is available for Menz Shed to sign.</p> <p><b>06 Apr 2022</b> Staff are preparing another report to Cromwell Community Board for further clarification on the lease.</p> <p><b>18 May 2022</b> Property Statutory Officer is preparing a report for Cromwell Community Board for clarity on the lease</p>
11/08/2021	Naseby Water Supply	21.6.11	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to proceed with construction of a clarifier, pH correction, and flocculation tank to be funded</p>	Executive Manager - Infrastructure Services	<p><b>16 Aug 2021</b> Action Memo sent to report writer.</p> <p><b>09 Sep 2021</b> Clarifier being tendered. Investment Logic Map workshop for Maniototo water supplies scheduled for 18th October.</p>



			<p>from tranche 1 of the water stimulus funding.</p> <p>C. Directs staff to investigate options for an alternative water source for the Naseby water supply, including consideration of a single Maniototo water treatment site.</p>		<p><b>14 Oct 2021</b> No change.</p> <p><b>24 Nov 2021</b> Construction of new clarifier underway with delivery in January 2022. Concrete slab construction underway, second hand clarifier due to be delivered and installed prior to Christmas. Workshop to identify options for new source held on 24 November.</p> <p><b>13 Jan 2022</b> The second-hand clarifier was installed and commissioned the week before Christmas and has been operating successfully since. A second clarifier will be delivered late January with installation programmed for February/March.</p> <p><b>22 Feb 2022</b> Clarifiers have been installed and pH dosing design has been completed.</p> <p><b>28 Mar 2022</b> The pH dosing to begin installation April 2022.</p> <p><b>17 May 2022</b> Work is currently underway to modify the building to accommodate the dosing tanks and equipment.</p>
11/08/2021	Cromwell Aerodrome - Refueling Facility	21.6.6	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees in principle to approve the issuing of a licence to occupy to RD Petroleum for refuelling facility at Cromwell Aerodrome comprising two 10,000 litre tanks for avgas and Jet A1 fuel.</p> <p>C. Authorises the CEO to confirm approval of final location and design of refuelling facility to include safe and secure access for all potential users.</p> <p>D. Authorises the CEO to approve acceptable terms and conditions for the Licence to Occupy similar to the Licence for the refuelling facility at Alexandra Airport and do all that is necessary to give effect to</p>	Property Officer	<p><b>16 Aug 2021</b> Action Memo sent to report writer.</p> <p><b>08 Sep 2021</b> Applicant informed of decision. Site meeting upcoming to finalise fuel tank position. Licence to Occupy (LTO) being drafted.</p> <p><b>18 Oct 2021</b> Site meeting was held with applicant to discuss fuel tank location. Applicant will provide full proposal to inform drafting of LTO.</p> <p><b>11 Nov 2021</b> 11/11/2021 Council Property staff met representative from RD Petroleum on site at Cromwell Aerodrome at end of September</p>



			the resolutions.		<p>to discuss position of fuel facility. RD Petroleum confirmed they would create two separate access ways for truck to use for filling and maintenance and for other users vehicles. They will now proceed with further design and provide plans to Council in the New Year.</p> <p><b>10 Jan 2022</b> No change to status.</p> <p><b>22 Feb 2022</b> Staff reviewing proposed layout of the fuel facility provided by RD Petroleum.</p> <p><b>05 Apr 2022</b> No change at this time.</p> <p><b>19 May 2022</b> Layout reviewed and accepted. Lease document requested from RD Petroleum and information regarding power connection for Council.</p>
22/09/2021	Plan Change 18 Cromwell Industrial Resource Area Extension	21.7.12	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends that Plan Change 18 be notified and processed in accordance with the First Schedule to the Resource Management Act 1991.</p>	Principal Policy Planner	<p><b>27 Sep 2021</b> Action memo sent to the Principal Policy Planner</p> <p><b>18 Oct 2021</b> Plan Change prepared.</p> <p><b>15 Nov 2021</b> Plan Change notified 28 October, submissions close December 9.</p> <p><b>11 Jan 2022</b> Plan change notified October and submissions closed in December 2021.</p> <p><b>24 Feb 2022</b> Summary of submissions notified</p> <p><b>06 Apr 2022</b> Summary of submissions has closed and work will begin on evaluating the submissions and preparing the section 42A planners report.</p> <p><b>20 May 2022</b> Have commissioned technical reports and are awaiting their outcome.</p>
3/11/2021	i-SITE NZ Future Network	21.8.3	<p>That the Council</p> <p>A. Receives the report and accepts the level of</p>	Ranfury i- SITE Team	<p><b>08 Nov 2021</b> Action memo sent to report writer.</p>



	Proposal		<p>significance.</p> <p>B. Authorises staff to submit a non-binding expression of interest on behalf of Ranfurly and Roxburgh i-SITEs to become Tier Two centres.</p> <p>C. Authorises staff to submit a non-binding expression of interest on behalf of Alexandra and Cromwell information centres to become Tier One or Two centres.</p>	Leader	<p><b>23 Nov 2021</b> The Central Otago i-SITE's of Ranfurly and Roxburgh submitted a non-binding expression of interest to the i-SITE New Zealand board to become Tier Two Centres, as authorised by the Central Otago District Council Councillors, on the 4th November. The Central Otago i-SITEs submitted a non-binding expression of interest to the i-SITE New Zealand Board on the 4th November 2021, on behalf of the Alexandra Information Centre and the Forage Information Centre. The expression of interest submission was in favour of both centres becoming Tier Two Centres. The binding expression of interest time frame of end November, as indicated in the i-SITE report, has been extended by i-SITE New Zealand. Timeframes will be confirmed during i-SITE New Zealand's Board meeting in February 2022. The Central Otago i-SITEs are waiting on further details to be supplied by the i-SITE NZ Board.</p> <p><b>13 Jan 2022</b> The Central Otago I-SITE's are still waiting on more detailed information to come from the VIN Inc Board. Most recent indication is that this will be supplied in February 2022.</p> <p><b>24 Feb 2022</b> VIN Inc board awaiting formal response from MBIE before progressing conversation with I-SITE owners. It is expected an update will be given at the April council meeting.</p> <p><b>31 Mar 2022</b> MBIE have indicated their response will be provided mid-April, therefore an update will be provided at the next Council meeting, in June 2022.</p> <p><b>19 May 2022</b> No further update is available.</p>
3/11/2021	Proposal to Revoke Part of the Greenway	21.8.5	<p>That the Council</p> <p>A. Receives the report and accepts the level of</p>	Parks and Recreation Manager	<p><b>09 Nov 2021</b> Action memo sent to report writer.</p> <p><b>11 Nov 2021</b></p>



	Reserve off Waenga Drive, Cromwell		<p>significance.</p> <p>B. Agrees with the Hearings Panel recommendation to the revocation of the Local Purpose (Amenity) Reserve classification from the specified 619m2 (subject to survey) area from Lot 201 DP 359519.</p> <p>C. Agrees to notify the Minister of Conservation in writing of the resolution and request the revocation be approved and notified by <i>Gazette</i> notice.</p>		<p>Applicant has asked to hold off writing to the Minister of Conservation until they have secured a Resource Consent for the proposal.</p> <p><b>11 Jan 2022</b> Application reviewed seeking Resource Consent.</p> <p><b>15 Feb 2022</b> Application being processed by council's Planning team.</p> <p><b>05 Apr 2022</b> The revocation process is being prepared by Council property team.</p>
3/11/2021	Plan Change 17 - GIS Mapping	21.8.6	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves Plan Change 17 without modification in accordance with Clause 10 (1) of the First Schedule to the Resource Management Act 1991.</p> <p>C. Directs that the decision to approve Plan Change 17 be publicly notified, and the Central Otago District Plan be amended.</p>	Principal Policy Planner	<p><b>09 Nov 2021</b> Action memo sent to report writer.</p> <p><b>15 Nov 2021</b> No further update at this stage.</p> <p><b>11 Jan 2022</b> No further update.</p> <p><b>24 Feb 2022</b> No further update.</p> <p><b>06 Apr 2022</b> Awaiting ePlan map testing - currently underway</p> <p><b>20 May 2022</b> Work on this is still in progress.</p>
3/11/2021	Options for Disinfection of Community Water Supplies	21.8.8	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Notes that current chemical deliveries arrangements result in a lack of resilience in provision of service.</p> <p>C. Directs staff to provide a report outlining the work required to meet Hazardous Substances and New Organism Act requirements for the delivery of chlorine to existing treatment sites.</p> <p>D. Agrees to the phased transition of chlorine gas disinfection as community water supplies are upgraded</p>	Water Services Manager	<p><b>09 Nov 2021</b> Action memo sent to report writer.</p> <p><b>30 Nov 2021</b> Lake Dunstan water supply design has been altered to chlorine gas and this will also be undertaken at all Council supplies when they are due to be upgraded. A hazard assessment has also recently been completed at all sites and we are expecting a report on requirements prior to Christmas.</p> <p><b>10 Jan 2022</b> A hazard assessment report was received in December identifying a number of issues across Council water treatment supplies. Staff are now working on prioritising the issues to develop a programme of work to</p>



					<p>rectify these issues. None of the issues are preventing the production of safe drinking water.</p> <p><b>22 Feb 2022</b> Water supplies will be transitioned across to chlorine disinfection as they are upgraded. A report on Hazardous Substances and New Organisms Act requirements will be presented at a future meeting.</p> <p><b>28 Mar 2022</b> The report has been received and is currently being reviewed and actions prioritised.</p> <p><b>17 May 2022</b> Priority list is still being developed.</p>
8/12/2021	Water and Wastewater Operations and Maintenance contract	21.9.10	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Notes responsibility for the management of water, wastewater, and stormwater operations will move to a new entity on 1 July 2024.</p> <p>C. Notes that a new maintenance contract is required for two years for council to deliver the required physical works from 1 July 2022 to 30 June 2024.</p> <p>D. Notes that the new entity is likely to need the ability to extend existing contracts beyond 30 June 2024 until they are in a position to review and re-tender these.</p> <p>E. Agrees to directly negotiate with the incumbent contractor for an initial two year contract with the ability for three one year extensions subject to the agreement of the contractor and the new water entity.</p>	Water Services Manager	<p><b>14 Dec 2021</b> Action memo sent to the Water Services Manager.</p> <p><b>10 Jan 2022</b> Morrison Low have been engaged to help develop the new contract document. To date a number of workshops have been held with Council staff and separately with Fulton Hogan to get an understanding of any issues with the current contract that parties would like to see addressed within the new document. A further joint workshop will be held in January to further develop the contract.</p> <p><b>22 Feb 2022</b> No change.</p> <p><b>28 Mar 2022</b> No change.</p> <p><b>17 May 2022</b> Draft contract is with Fulton Hogan for commentary and pricing. Commitment from FH to have this reviewed and priced by 31 May.</p>
8/12/2021	Earthquake Prone Buildings	21.9.16	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p>	Regulatory Services Manager	<p><b>14 Dec 2021</b> Action memo sent to the Regulatory Services Manager.</p> <p><b>10 Jan 2022</b></p>



			<p>B. Approves the earthquake prone building statement of proposal of thoroughfares and strategic routes for public consultation.</p> <p>C. Notes the identification of potentially earthquake prone priority buildings is required by 1 July 2022.</p> <p>D. Appoints Crs Cooney, Alley and Paterson to hear submissions, if necessary.</p>		<p>Public consultation opened on 13 December 2021 and closes on the 21 January 2022.</p> <p><b>14 Feb 2022</b> One submission has been received; no hearing required. Report to Council on next stages of process to have potentially priority earthquake prone buildings identified by July 2022.</p> <p><b>30 Mar 2022</b> A further Council report will be presented at the June 2022 meeting.</p> <p><b>18 May 2022</b> Report is on the 1 June 2022 Agenda for discussion and resolution.</p>
8/12/2021	Eden Hore Central Otago Steering Group and Charitable Trust	21.9.3	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Authorises the continuation of the Eden Hore Central Otago Steering Group for a second term, through to the end of 2023.</p> <p>C. Approves the establishment of the Eden Hore Central Otago Charitable Trust for the purpose of holding and utilising community-raised funds towards projects and activities that benefit the collection and related experiences.</p>	Community and Engagement Manager	<p><b>14 Dec 2021</b> Action memo sent to the Community and Engagement Manager and to Finance</p> <p><b>14 Dec 2021</b> Steering group terms of reference has been forwarded to members for signing., Trustees to be appointed to the Eden Hore Central Otago Charitable Trust</p> <p><b>10 Jan 2022</b> Awaiting final signatures for steering group terms of reference document. , Staff are still approaching potential trustees for the Eden Hore Central Otago Charitable Trust</p> <p><b>14 Feb 2022</b> Next meeting for the steering group is scheduled for March 2022</p> <p><b>31 Mar 2022</b> The steering group continues to support the Eden Hore Central Otago programme. Appointment of EHCO trustees continues.</p> <p><b>19 May 2022</b> No further update available.</p>
26/01/2022	Approval of Vincent Spatial Plan	22.1.2	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>That the Council</p>	Principal Policy Planner	<p><b>03 Feb 2022</b> Action memo sent to report writer.</p> <p><b>24 Feb 2022</b> Vincent Spatial Plan being finalised for release.</p> <p><b>06 Apr 2022</b></p>



			B. Adopts the Vincent Spatial Plan.		Comms plan for release of final published document being prepared <b>20 May 2022</b> The plan has been released. MATTER CLOSED
26/01/2022	Alexandra Airport Masterplan	22.1.3	That the Council B. Adopts the proposed Alexandra Airport Masterplan. C. That a business and financial strategy be developed to support the implementation of the Airport Masterplan.	Property Officer	<b>03 Feb 2022</b> Action memo sent to report writer. <b>22 Feb 2022</b> Copy of adopted Masterplan will be uploaded to Council's website. Business and financial strategy planning has begun for the new hangar precinct budgeted in Year 2 of the LTP 2021-31. <b>05 Apr 2022</b> The Masterplan has been added to the CODC website. <b>19 May 2022</b> Masterplan included in Vincent Spatial Plan press release to inform public it has been adopted and is available on CODC website. Work progresses on planning for next stage of development and business plan.
26/01/2022	Grants Policy Review	22.1.5	That the Council A. Receives the report and accepts the level of significance. B. Approves the updated Grants Policy.	Senior Strategy Advisor	<b>03 Feb 2022</b> Forwarded to report writer for action - noted that typographical errors to be corrected and "within Council's allocated budgets" to be added to appendix four. <b>23 Feb 2022</b> Grants Policy updated on Council website. Guidance document in final stages of preparation with community groups. <b>05 Apr 2022</b> Policy is now operational and preparations underway for next funding round. <b>05 May 2022</b> Policy updated and in place until next scheduled review. MATTER CLOSED.
26/01/2022	CouncilMARK programme	22.1.9	That the Council A. Receives the report and accepts the level of significance. B. Notes the Mayor's report containing the feedback	Chief Advisor	<b>03 Feb 2022</b> Action memo sent to report writer. <b>23 Feb 2022</b> The CEO will engage with the 2022/2025 Council early in their term as per the agreed



			<p>received from a selection of mayors on their involvement in the programme.</p> <p>C. Notes the November 2021 advice from staff remains unchanged regarding timing of participation in CouncilMARK insofar as it relates to the demand the wider reform programme is placing on the organisation.</p> <p>D. Directs the Chief Executive Officer to have a discussion on participation in this programme with the 2022-25 Council at the first meeting of 2023.</p>		resolution. On hold until January 2023.
9/03/2022	Application to Lease site at the Cromwell Wastewater Treatment Plant	22.2.10	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to grant Climate Solutions Aotearoa Limited a lease over approximately one hectare of the Cromwell Wastewater Treatment Plant land, being part of Section 1 Survey Office Plan 20776 (as shown in figure 1), for the purpose of establishing and operating an environmental waste collection (worm farm and associated activities) and material recovery business, on the following terms and conditions:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Initial term: Five (5) Years</li> <li><input type="checkbox"/> Renewals: Three (3) Rights of Renewal of Five (5) Years each</li> <li><input type="checkbox"/> Rental: Market Rental (at valuation by independent valuer)</li> <li><input type="checkbox"/> Rent Reviews: On first renewal and two yearly thereafter</li> <li><input type="checkbox"/> Rent Review Methodology: Market Rental (at valuation by independent valuer)</li> <li><input type="checkbox"/> Area: Approximately 1 hectare</li> </ul> <p>Subject to the Climate Solutions Aotearoa:</p>	Team Leader - Statutory Property	<p><b>15 Mar 2022</b> Action memo sent to report writer.</p> <p><b>30 Mar 2022</b> Lease Agreement drafted and forwarded to the Lessee for execution.</p> <p><b>06 Apr 2022</b> Lessee has accepted the terms of the lease and is about to return the executed agreement.</p> <p><b>10 May 2022</b> Lease signed, lessee in possession of the property. MATTER CLOSED.</p>



			<ul style="list-style-type: none"> <li><input type="checkbox"/> Obtaining all consents and permits associated with the operation of the business.</li> <li><input type="checkbox"/> Erecting security (deer) fencing along the northern and eastern (internal) boundaries.</li> <li><input type="checkbox"/> Installing security (deer) gates to provide for access from Richards Beach Road and for exit via the unnamed road to the south of the lease area.</li> <li><input type="checkbox"/> Paying all costs associated with preparing the lease area for their purposes.</li> <li><input type="checkbox"/> Paying all costs associated with connecting the services and to utility networks.</li> <li><input type="checkbox"/> Not impacting on the day to day operation of the wastewater treatment plant.</li> </ul> <p>C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>		
9/03/2022	Appointments to External Bodies	22.2.12	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees that the delegations register is updated to remove the Alexandra District Museum Inc. from the list of external appointments.</p> <p>C. Work with the committees of Central Otago Wilding Conifer Control Group and the Maniototo Curling International to change its representative roles to liaison positions.</p>	Governance Manager	<p><b>15 Mar 2022</b> Action memo sent to report writer.</p> <p><b>05 Apr 2022</b> Currently working with the various groups to make the required changes.</p> <p><b>18 May 2022</b> Work continues on this.</p>
9/03/2022	Safer Speeds Bylaw	22.2.2	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees that a bylaw is the most appropriate way of addressing the perceived problem, and the proposed bylaw is the most appropriate form and does not give rise to any implications under the Bill of Rights Act 1990.</p> <p>C. Approves the Statement of Proposal for the</p>	Senior Strategy Advisor	<p><b>15 Mar 2022</b> Consultation opened Saturday 12 March 2022.</p> <p><b>06 Apr 2022</b> Consultation closes 12/4/22 after which a hearing will be arranged (if required)</p> <p><b>19 May 2022</b> Hearing is scheduled for 7 June 2022, after which an update will be provided.</p>



			<p>proposed Speed Limit Bylaw 2022 for public consultation.</p> <p>D. Appoints Crs Alley, Duncan and Paterson to hear submissions, if necessary.</p>		
9/03/2022	Council's role in affordable housing: Policy direction	22.2.8	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Notes the updated information on progressive home ownership (secure homes) and urban design innovation (promoting different housing typologies)</p> <p>C. Notes that both the progressive home ownership (secure homes) and urban design innovation (promoting different housing typologies) models will likely promote affordable housing in Central Otago.</p> <p>D. Agrees that council led developments should consider including provision for different housing typologies using the urban design innovation model, subject to market conditions.</p> <p>E. Directs staff to produce a policy document that reflects this position.</p> <p>F. Directs staff to apply for external funding to further explore opportunities to deliver affordable housing (such as the progressive home ownership model – secure homes).</p> <p>G. Directs staff to work with sector partners in the region to build a full picture of the housing model for Central Otago and look for opportunities to collaborate to achieve better housing outcomes for the district.</p> <p>The motion was carried on a division 8:3</p> <p><u>In Favour:</u> Crs T Cadogan, N Gillespie, T Alley, S Calvert, I Cooney, S Duncan, S Jeffery</p>	Chief Advisor	<p><b>15 Mar 2022</b> Action memo sent to report writer.</p> <p><b>06 Apr 2022</b> Report coming to April Council meeting with recommendations for next steps.</p> <p><b>19 May 2022</b> The development of the housing policy is on hold until the outcome of the affordable housing survey is known, and Council has provided further direction. ON HOLD</p>



			and C Laws <u>Against:</u> Crs N McKinlay, M McPherson and T Paterson <b>CARRIED 8/3</b>		
9/03/2022	William Fraser Office Renovation Project (Stage Six)	22.2.9	That the Council A. Receives the report and accepts the level of significance. B. Approves additional funding of \$177,000 towards the William Fraser Office Renovation Project (stage six) to upgrade the main bathroom facilities. This additional funding is to be drawn from District Reserves.	Property and Facilities Officer (Vincent and Teviot Valley)	<b>15 Mar 2022</b> Action memo sent to report writer and to Finance. <b>06 Apr 2022</b> Designer progressing plans to building consent/tender stage. <b>19 May 2022</b> Designer working with structural engineer to finalise plans.
27/04/2022	Otago Museum's Draft Annual Plan 2022-2023	22.3.10	That the Council A. Receives the report and accepts the level of significance. B. Agrees to fund the proposed levy increase of three percent in 2022/23 for the Otago Museum (an additional \$1,025, which will increase the payment from \$31,502 to \$32,527). C. Notes that the existing budget accommodates \$630 of the increase and the remaining \$395 will be funded from operational savings within the activity's budget.	Community Development Advisor	<b>05 May 2022</b> Action memo sent to the Community Development Advisor and to Finance. <b>18 May 2022</b> Approval noted. To be actioned upon receipt of a request for payment from Otago Museum.
27/04/2022	Central Otago District Council's Relationship with Aukaha	22.3.11	That the Council A. Receives the report and accepts the level of significance. B. Agrees to formalise its relationship with mana whenua through a partnership protocol agreement with Aukaha Ltd. C. Endorses the draft partnership protocol, as attached as appendix two to the report. D. Agrees to allocate \$70,000 towards the agreement	Community Development Advisor	<b>05 May 2022</b> Action memo sent to the Community Development Advisor, the Chief Executive Officer and to Finance. <b>18 May 2022</b> A preliminary conversation has taken place with Aukaha to formalise the agreement and agree on the workplan for the 2022/23 financial year.



			in the 2022-23 financial year, with \$35,000 coming from existing budgets and \$35,000 included as new expenditure.		
27/04/2022	Engaging with the community over the Central Otago Affordable Housing Trust's request for a gift of land to establish a 'secure homes' model	22.3.12	That the Council A. Receives the report and accepts the level of significance. B. Agrees on the engagement plan as amended to hear the views of the community about the request from the Central Otago Affordable Housing Trust for Council to gift land to enable the establishment of a 'secure homes' scheme.	Chief Advisor	<b>05 May 2022</b> Action memo sent to the Chief Advisor. <b>19 May 2022</b> A survey is currently being conducted to seek the communities' view on whether Council should gift land to the Central Otago Affordable Housing Trust. The survey is open until 5 June 2022.
27/04/2022	Recommendation of Appointment of Local Civil Defence Controller.	22.3.14	That the Council A. Receives the report and accepts the level of significance. B. Recommends to the Otago Civil Defence Emergency Group Manager that Dylan Rushbrook (General Manager Tourism Central Otago) be appointed as a Local Civil Defence Controller (statutory position).	Emergency Manager - Central Otago	<b>05 May 2022</b> Action memo sent to the Emergency Manager - Central Otago. <b>19 May 2022</b> The resolution will be signed off at the next CDEM Joint Committee meeting, scheduled for 30th June 2022.
27/04/2022	Second Revision of the 2021-22 Annual Budget	22.3.16	That the Council A. Receives the report and accepts the level of significance. B. Authorises the increased operational spend of \$377k (Appendix 1), noting: <input type="checkbox"/> Governance and Community Engagement \$26k additional election expenditure from district reserves for year one of the 2021-31 Long-term Plan. Year two's annual costs will reduce by the same value, replenishing the reserve (balanced budget). <input type="checkbox"/> People & Culture \$13k use of district reserves arising from COVID-19 related expenditure in Health and Safety along with a slight increase in depreciation and yellow	Management Accountant	<b>05 May 2022</b> Action memo sent to the Finance Team. <b>19 May 2022</b> The revised budget has been uploaded into the finance system and will be included in all financial reports and reported on for the remaining financial year – CLOSED.



			<p>pages costs.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Three-waters \$53k is a revision phasing error and will correct by the end of the financial year and not use reserves.</li> <li><input type="checkbox"/> \$293k increase in Waste Management, which has been approved in previous Council resolutions, and \$103k of the requested district reserves will be reimbursed upon the sale of carbon credits.</li> <li><input type="checkbox"/> \$46k use of Vincent general reserves for additional contract expenditure for the Clyde Museum as approved by the Vincent Community Board.</li> </ul> <p>C. Authorises the increased capital spend of \$1.89m (Appendix 2), noting:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Council Property activity of \$159k been authorised through the various community boards.</li> <li><input type="checkbox"/> Roading has been funded from Waka Kotahi funding.</li> <li><input type="checkbox"/> Three-waters net increase in expenditure of \$1.569M has been approved by Council during the year.</li> </ul>		
27/04/2022	Order of Candidate Names on Voting Papers for the 2022 Triennial Council Elections	22.3.17	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees that the candidate names on voting papers for the Central Otago District Council 2022 triennial elections and any subsequent by-elections within the triennium appear in random order.</p>	Governance Manager	<p><b>05 May 2022</b> Action memo sent to the Governance Manager.</p> <p><b>20 May 2022</b> Electoral Officer has been notified and will manage the arrangements for the election. MATTER CLOSED</p>
27/04/2022	Central Otago Health Incorporated Elections	22.3.18	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Note that Council has supported the running of and</p>	Governance Manager	<p><b>05 May 2022</b> Action memo sent to the Governance Manager and to Finance.</p> <p><b>18 May 2022</b> Electoral Officer has been notified and will</p>



			<p>funded the Central Otago District proportion of Central Otago Health Incorporated's elections since 2001.</p> <p>C. Recommended that Council conducts elections for the Central Otago Health Incorporated board in conjunction with its local authority elections in October 2022.</p> <p>D. Recommended that the Central Otago District Council be responsible for funding the Central Otago District proportion of Central Otago Health Incorporated's 2022 election costs.</p>		<p>manage the arrangements for the election. MATTER CLOSED</p>
27/04/2022	Local Government New Zealand Conference 2022 and Annual General Meeting	22.3.19	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the Mayor, Deputy Mayor and Councillor Alley to attend the 2022 Local Government New Zealand Conference in Palmerston North.</p> <p>C. Approves the Mayor as the presiding delegate, and the Deputy Mayor as the alternate delegate for the Annual General Meeting.</p>	Governance Manager	<p><b>05 May 2022</b> Action memo sent to the Governance Manager.</p> <p><b>18 May 2022</b> Registration and flight bookings have been completed. MATTER CLOSED</p>
27/04/2022	Proposed Road Stopping - Unnamed Unformed Road off Poole Road (previously known as/part of Boundary Road).	22.3.3	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the proposal to stop the unnamed unformed road off the northern end of Poole Road, subject to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The provisions of the Local Government Act 1974.</li> <li><input type="checkbox"/> The public notification process outlined in the same Act.</li> <li><input type="checkbox"/> No objections being received within the public notification period.</li> <li><input type="checkbox"/> The Road being surveyed into three parcels as shown in figure 11 (overview of</li> </ul>	Team Leader - Statutory Property	<p><b>05 May 2022</b> Action memo sent to the Team Leader - Statutory Property.</p> <p><b>10 May 2022</b> Applicants advised of outcome - contractors will manage works. MATTER CLOSED.</p>



			<p>proposed stopping).</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The area marked "A" in figure 11, being stopped, classified as recreation reserve, then amalgamated with Lot 24 DP 3194 in accordance with the provisions of the Reserves Act 1977.</li> <li><input type="checkbox"/> The areas marked "B" and "C" in figure 11, being stopped, classified as recreation reserve, then vested in the Central Otago District Council in accordance with the provisions of the Reserves Act 1977.</li> <li><input type="checkbox"/> An easement (in gross) in favour of (and as approved by) Aurora Energy Limited being registered over the areas marked "A", "B", and "C", as shown in figure 11 to protect the infrastructure identified in figure 13.</li> <li><input type="checkbox"/> The costs outlined in table 1 being paid from the Dunstan Park Development account.</li> </ul> <p>C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>		
27/04/2022	Request for Minister of Conservation's Consent to the Granting of an Easement over Local Purpose Reserve [PRO: 65-7027-E1]	22.3.4	<p>That the Council</p> <ul style="list-style-type: none"> <li>A. Receives the report and accepts the level of significance.</li> <li>B. Agrees grant the consent of the Minister of Conservation (under delegated authority) to the granting of an easement (in gross) over Part Section 142 Block I Teviot Survey District to Aurora Energy Limited.</li> </ul>	Team Leader - Statutory Property	<p><b>05 May 2022</b> Action memo sent to the Team Leader - Statutory Property.</p> <p><b>10 May 2022</b> Applicants advised of outcome. Contractors will manage associated works. MATTER CLOSED.</p>
27/04/2022	Request for Minister of Conservation's Consent to the Granting of an Easement over Scenic Reserve	22.3.5	<p>That the Council</p> <ul style="list-style-type: none"> <li>A. Receives the report and accepts the level of significance.</li> <li>B. Agrees grant the consent of the Minister of Conservation (under delegated authority) to the granting of the right to increase the footprint of an</li> </ul>	Team Leader - Statutory Property	<p><b>05 May 2022</b> Action memo sent to the Team Leader - Statutory Property.</p> <p><b>10 May 2022</b> Applicants advised of outcome. Contractors will manage associated works. MATTER</p>



	[PRO: 65-3000-E1]		existing easement (in gross), to legalise the existing infrastructure, and to provide for the installation of an additional electrical cable, over Lot 7 DP 433991, being part of the Sugarloaf Scenic Reserve, to Aurora Energy Limited.		CLOSED.
27/04/2022	Alexandra Rugby Football Club Power Account	22.3.6	That the Council A. Receives the report and accepts the level of significance. B. Approves the Alexandra Rugby Football Club's request for compensation for historical electricity invoices of \$10,000. C. Approves \$10,000 from the Molyneux Park charge account to action payment of recommendation B.	Parks and Recreation Manager	<b>05 May 2022</b> Action memo sent to the Parks and Recreation Manager and to Finance <b>19 May 2022</b> Agreed amount paid - CLOSED.
27/04/2022	Easter Sunday Local Shop Trading Policy	22.3.8	That the Council A. Receives the report and accepts the level of significance. B. Adopts the Easter Sunday Local Shop Trading Policy.	Senior Strategy Advisor	<b>05 May 2022</b> Action memo sent to the Senior Strategy Advisor. <b>05 May 2022</b> Policy updated and operational. To next be reviewed in five years. MATTER CLOSED
27/04/2022	Adoption of Central Otago Destination Management Plan	22.3.9	That the Council A. Receives the report and accepts the level of significance. B. Approves the Central Otago Destination Management Plan. C. Adopts the Central Otago Destination Management Plan.	General Manager Tourism Central Otago	<b>05 May 2022</b> Action memo sent to the General Manager - Tourism Central Otago. <b>20 May 2022</b> Draft document being tidied up and signoff from Kai Tāhu sought. Final version of the draft and subsequent summarised versions expected to be available end of June 2022.



## **8 COMMUNITY BOARD MINUTES**

### **22.4.16 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 3 MAY 2022**

**Doc ID: 580534**

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#### **Recommendations**

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 3 May 2022 be noted.

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#### **1. Attachments**

**Appendix 1 - Minutes of the Vincent Community Board Meeting held on 3 May 2022**



**MINUTES OF A MEETING OF THE VINCENT COMMUNITY BOARD  
HELD IN THE NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,  
ALEXANDRA AND LIVE STREAMED VIA MICROSOFT TEAMS ON TUESDAY, 3 MAY 2022  
COMMENCING AT 2.02 PM**

**PRESENT:** Cr M McPherson (Chairperson), Dr R Browne, Cr L Claridge, Ms A Robinson, Ms S Stirling-Lindsay

**IN ATTENDANCE:** T Cadogan (Mayor) (via Microsoft Teams), S Jacobs (Chief Executive Officer), L Macdonald (Executive Manager - Corporate Services), L van der Voort (Executive Manager - Planning and Environment), S Righarts (Chief Advisor), A Mason (Media Marketing Manager), R Williams (Community Development Advisor), W McEnteer (Governance Manager), J Harris (Governance Support Officer)

## **1 APOLOGIES**

### **APOLOGY**

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#### **COMMITTEE RESOLUTION**

**Moved:** Stirling-Lindsay  
**Seconded:** Browne

That the apologies received from Cr Cooney and Mr Garbutt be accepted.

----- **CARRIED**

## **2 PUBLIC FORUM**

### Danya Paterson – Central Otago A&P Show

Ms Paterson spoke to the Central Otago A&P Show application for a promotions grant before responding to questions.

### Neil and Katrina Gallately – Badlands

Mr Gallately spoke to the Badlands application for a promotions grant before responding to questions.

### John Cockroft – Historic Clyde

Mr Cockroft spoke to the Historic Clyde application for a promotions grant before responding to questions.

### Malcolm McPherson – Alexandra and Districts Museum Incorporated

Dr McPherson gave an update on recent ADMI issues and activities before responding to questions.

### Ken Churchill – Wilding Pines at Half Mile

Mr Churchill spoke in opposition to the proposal to remove pines trees from the Half Mile reserve in Alexandra before responding to questions.



### 3 CONFIRMATION OF MINUTES

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#### COMMITTEE RESOLUTION

**Moved:** Browne  
**Seconded:** Stirling-Lindsay

That the public minutes of the Vincent Community Board Meeting held on 22 March 2022 be confirmed as a true and correct record.

**CARRIED**

---

### 4 DECLARATION OF INTEREST

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

### 5 REPORTS

#### 22.3.2 2022-23 ANNUAL PLAN BUDGET AND FEES AND CHARGES SCHEDULE

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

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#### COMMITTEE RESOLUTION

**Moved:** McPherson  
**Seconded:** Stirling-Lindsay

That the Vincent Community Board

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

**CARRIED**

---

#### 22.3.3 MARCH 2022 COMMUNITY AND PROMOTIONS GRANTS APPLICATIONS

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

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#### COMMITTEE RESOLUTION

**Moved:** Stirling-Lindsay  
**Seconded:** McPherson

That the Vincent Community Board

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



	Applicant	Grant Amount
1	Galloway and Springvale Hall Inc for replacement of entrance doors, insulation upgrade and new bore pump	\$5,000
2	Central Otago A&P Association for children's entertainment – February 2023 event	\$3,000 from the 2022/23 financial year
3	Badlands for signage costs	\$3,130 from the 2021/22 financial year
4	Historic Clyde Inc for Karearea sculpture	\$20,000 from 2021/22 financial year

The Badlands grant is subject to any necessary resource consents. Should the project not progress to achieve the QEII covenants by December 2027 the grant is to be repaid.

**CARRIED**

## 6 MAYOR'S REPORT

### 22.3.4 MAYOR'S REPORT

His Worship the Mayor gave an update on his recent activities and issues of interest in the Vincent ward. In addition he noted the achievements of Ethan Drake, who was placed top of St Johns cadets.

### COMMITTEE RESOLUTION

**Moved:** McPherson  
**Seconded:** Stirling-Lindsay

That the Vincent Community Board receives the report.

**CARRIED**

## 7 CHAIR'S REPORT

### 22.3.5 CHAIR'S REPORT

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

- Noted the recent ANZAC commemorations.
- Attended a meeting of the Hearings Panel. Noted that there was no Hearings Panel meeting scheduled for May.
- Attended the Council meeting and gave members an update on items discussed there.



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**COMMITTEE RESOLUTION**

**Moved:** McPherson  
**Seconded:** Claridge

That the report be received.

**CARRIED**

---

**8 MEMBERS' REPORTS****22.3.6 MEMBERS' REPORTS**

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

Dr Browne reported on the following:

- Attended an ADMI meeting.
- Attended the Central Otago REAP AGM and noted their strong financial position.
- Attended the Alexandra business breakfast meeting.
- Took part in the Wakatipu Music Festival.
- Noted the recent Aurora Energy power outages.

Ms Robinson reported on the following:

- Attended the AGM for Keep Alexandra / Clyde Beautiful. Noted that the group had a new Chair.

Ms Stirling-Lindsay reported on the following:

- Attended the Blossom Festival AGM and noted the new subcommittee structure that has been set up.
- Noted the Youthline fundraising initiative - Walk and Talk. The Central Otago Youth Council have joined the initiative had encouraged others to join also.

Councillor Claridge reported on the following:

- Noted the funeral service that was going to take place for the unknown gold miner that was found during the construction of the Clyde Dam.
- 

**COMMITTEE RESOLUTION**

**Moved:** McPherson  
**Seconded:** Browne

That the report be received.

**CARRIED**

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## 9 STATUS REPORTS

### 22.3.7 MAY 2022 GOVERNANCE REPORT

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

#### COMMITTEE RESOLUTION

**Moved:** McPherson

**Seconded:** Browne

That the report be received.

**CARRIED**

## 10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 13 June 2022.

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

#### COMMITTEE RESOLUTION

**Moved:** McPherson

**Seconded:** Claridge

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>Confidential Minutes of Ordinary Board Meeting</b>	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
<b>22.3.8 - May 2022 Confidential Governance Report</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**



The public were excluded at 3.32 pm and the meeting closed at 3.35 pm.

Unconfirmed



**22.4.17 MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 5 MAY 2022**

**Doc ID: 581070**

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**Recommendations**

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 5 May 2022 be noted.

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**1. Attachments**

**Appendix 1 - Minutes of the Teviot Valley Community Board Meeting held on 5 May 2022**



**MINUTES OF A MEETING OF THE TEVIOT VALLEY COMMUNITY BOARD  
HELD IN THE ROXBURGH SERVICE CENTRE, 120 SCOTLAND STREET, ROXBURGH AND  
LIVE STREAMED VIA MICROSOFT TEAMS ON THURSDAY, 5 MAY 2022  
COMMENCING AT 2.04 PM**

**PRESENT:** Mr R Gunn (Chair), Ms S Feinerman (Deputy Chair), Ms C Aitchison,  
Mr N Dalley (via Microsoft Teams), Cr S Jeffery

**IN ATTENDANCE:** L Macdonald (Executive Manager - Corporate Services), S Righarts (Chief  
Advisor), K McCulloch (Corporate Accountant), G Bailey (Parks and  
Recreation Manager) (via Microsoft Teams), M Gordon (Parks Officer –  
Projects), W McEnteer (Governance Manager), J Harris (Governance Support  
Officer) (via Microsoft Teams)

**1 APOLOGIES**

There were no apologies.

**2 PUBLIC FORUM**

There was no public forum.

**3 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION**

**Moved:** Jeffery  
**Seconded:** Feinerman

That the public minutes of the Teviot Valley Community Board Meeting held on 24 March 2022 be confirmed as a true and correct record.

**CARRIED**

**4 DECLARATION OF INTEREST**

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

**5 REPORTS**

**22.3.2 2022-23 ANNUAL PLAN BUDGET AND FEES AND CHARGES SCHEDULE**

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

**COMMITTEE RESOLUTION**

**Moved:** Jeffery  
**Seconded:** Gunn

That the Teviot Valley Community Board

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



- B. Agrees to accept the Teviot Valley ward final 2022-23 Annual Plan budgets and recommend to Council for inclusion in the 2022-23 Annual Plan.
- C. Agrees to accept the Teviot Valley ward 2022-23 Fees and Charges schedule and recommend to Council for inclusion in the 2022-23 Annual Plan.

**CARRIED**

## **6 MAYOR'S REPORT**

### **22.3.3 MAYOR'S REPORT**

His Worship the Mayor was not present at this meeting.

## **7 CHAIR'S REPORT**

### **22.3.4 CHAIR'S REPORT**

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

- Attended the AGM for the Roxburgh Pool. Discussed an issue raised at that meeting with trees that need to be felled on the pool site. Staff are working with contractors for quotes and options for their removal.
- Attended several meetings of the Roxburgh Medical Services Trust.
- Laid wreaths on ANZAC Day.
- Attended a NZ Battery Technical Reference Group meeting. Noted questions on the social aspect of the feasibility work and noted the need for a group to investigate these issues.
- Received a letter from Teviot Districts Museum. Noted that the groups had missed this grants round, but were able to apply in the next round.
- Noted a site visit to Smith Street, Roxburgh. There was no curb or channel there and it was prone to potholes. He noted that residents would like a channel and grass verge for the road.

## **COMMITTEE RESOLUTION**

**Moved:** Feinerman

**Seconded:** Aitchison

That the report be received.

**CARRIED**

## **8 MEMBERS' REPORTS**

### **22.3.5 MEMBERS' REPORTS**

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

Councillor Jeffery reported on the following:

- Attended a council pre agenda meeting.
- Attended meetings of the RSE Regional Chairs.



- Attended a meeting of the Hearings Panel.
- Attended the April Council meeting. Updated members on issue discussed at the meeting.

Ms Aitchison reported on the following:

- Noted the meeting for the Entertainment Centre had been cancelled.
- Noted that the Teviot Valley Museum board was currently working on a sales and purchase agreement for the Masonic Lodge building.
- Received communication from Cliff Parker regarding the board of the Medical Services Trust. It was also noted there have been two doctors appointed at the medical centre.

Ms Feinerman reported on the following:

- Attended a Local Government New Zealand chairing course.
- Attended an MPI Fruitgrowers meeting.
- Attended a meeting of the Roxburgh Pool committee and attended the AGM.
- Attended a site meeting at the pool regarding demolition work.
- Attended a meeting of Teviot Prospects.
- Attended a meeting with Breen to discuss the pool build and demolition.
- Noted a fundraising campaign to raise money for the pool covers and mentioned that the pool committee was still waiting to hear about three other outcomes for funding of the pool.
- Attended a Walking Tracks Committee meeting. Discussed the signs at Grovers Hill and whether they could be put up now.
- Noted the street flags that are in Roxburgh and that the work to replace them needed to be progressed.

Mr Dalley reported on the following:

- Attended several meetings of the Teviot Valley Rest Home
- Noted work with Aurora regarding the power connection at the pool.

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## COMMITTEE RESOLUTION

Moved: Feinerman

Seconded: Aitchison

That the report be received.

CARRIED

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## 9 STATUS REPORTS

### 22.3.6 APRIL 2022 GOVERNANCE REPORT

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

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## COMMITTEE RESOLUTION

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**Moved:** Jeffery  
**Seconded:** Aitchison

That the report be received.

**CARRIED**

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## **10 DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 16 June 2022.

The meeting closed at 3.09 pm.

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**CHAIR** / /



**22.4.18 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 9 MAY 2022**

**Doc ID: 581105**

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**Recommendations**

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 9 May 2022 be noted.

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**1. Attachments**

**Appendix 1 - Minutes of the Cromwell Community Board Meeting held on 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.

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#### **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**

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#### **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.

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#### **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**

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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.

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## 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.

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### COMMITTEE RESOLUTION

**Moved:** Harrison

**Seconded:** Laws

That the report be received.

**CARRIED**

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## 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.

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#### COMMITTEE RESOLUTION

**Moved:**           **Laws**

**Seconded:**       **Scott**

That the report be received.

**CARRIED**

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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.

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#### 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**

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### 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.

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**COMMITTEE RESOLUTION**

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

That the report be received.

**CARRIED**

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**10           DATE OF THE NEXT MEETING**

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

**11           RESOLUTION TO EXCLUDE THE PUBLIC**

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**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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>Confidential Minutes of Ordinary Board Meeting</b>	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
<b>22.3.11 - May 2022 Confidential Governance Report</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

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



**22.4.19 MINUTES OF THE MANIOTOTO COMMUNITY BOARD MEETING HELD ON 12 MAY 2022**

**Doc ID: 581621**

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**Recommendations**

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 12 May 2022 be noted.

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**1. Attachments**

**Appendix 1 - Minutes of the Maniototo Community Board Meeting held on 12 May 2022**



**MINUTES OF A MEETING OF THE MANIOTOTO COMMUNITY BOARD  
HELD IN THE RANFURLY SERVICE CENTRE, 15 PERY STREET, RANFURLY AND LIVE  
STREAMED VIA MICROSOFT TEAMS  
ON THURSDAY, 12 MAY 2022 COMMENCING AT 2.01 PM**

**PRESENT:** Mr R Hazlett (Chair), Mr M Harris (Deputy Chair), Cr S Duncan, Mr D Helm, Ms S Umbers

**IN ATTENDANCE:** S Jacobs (Chief Executive Officer), J Muir (Executive Manager - Infrastructure Services), L van der Voort (Executive Manager - Planning and Environment), A McDowall (Finance Manager) (via Microsoft Teams), K McCulloch (Corporate Accountant) (via Microsoft Teams), A Mason (Media and Marketing Manager), M Potter (TCO Marketing and Event Support), J Remnant (Property and Facilities Officer – Māniatoto), W McEnteer (Governance Manager), J Harris (Governance Support Officer)

## **1 APOLOGIES**

There were no apologies.

## **2 CONDOLENCES**

The Chair referred to the death of Murray Simpson. Members stood for a moment's silence as a mark of respect.

## **3 PUBLIC FORUM**

Karen Munro – Rural Art Deco Maniototo Incorporated

Ms Munro spoke to the grant application for Rural Art Deco Maniototo Incorporated before responding to questions.

James Patterson – Halls Ford Bridge

Mr Patterson spoke to the current situation with the Halls Ford bridge in the Māniatoto. He enquired when a decision would be made on the future of the bridge. He then responded to questions from the Board.

## **4 CONFIRMATION OF MINUTES**

### **COMMITTEE RESOLUTION**

**Moved:** Umbers

**Seconded:** Duncan

That the public minutes of the Maniototo Community Board Meeting held on 31 March 2022 be confirmed as a true and correct record.

**CARRIED**

## **5 DECLARATION OF INTEREST**

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



## 6 REPORTS

### 22.3.2 2022-23 ANNUAL PLAN BUDGET AND FEES AND CHARGES SCHEDULE

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

#### COMMITTEE RESOLUTION

**Moved:** Helm  
**Seconded:** Umbers

That the Maniototo Community Board

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

**CARRIED**

### 22.3.3 MARCH 2022 PROMOTIONS GRANTS APPLICATIONS

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

#### COMMITTEE RESOLUTION

**Moved:** Duncan  
**Seconded:** Harris

That the Maniototo Community Board

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

	Applicant	Grant Amount
1	Rural Art Deco Maniototo Inc for brochures	\$711.57

**CARRIED**

## 7 MAYOR'S REPORT

### 22.3.4 MAYOR'S REPORT

His Worship the Mayor was not present at this meeting.



## **8 CHAIR'S REPORT**

### **22.3.5 CHAIR'S REPORT**

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

- Noted a meeting with Stuart Patterson regarding the demolition of the old hospital.
- Noted that the trees have been removed as planned from Patearoa.
- Received an email from Raylene Hanson regarding the repair of the tables and chairs in the hall. It was noted that staff would follow up this enquiry.
- Attended a Zoom seminar regarding current gun laws.
- Noted that the swimming pool had been shut towards to the end of the season due to a lack of staff.

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### **COMMITTEE RESOLUTION**

**Moved:** Hazlett  
**Seconded:** Umbers

That the report be received.

**CARRIED**

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## **9 MEMBERS' REPORTS**

### **22.3.6 MEMBERS' REPORTS**

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

Ms Umbers reported on the following:

- Attended the ANZAC Day dawn service and noted the turnout at the event.
- Noted that she was part of a group that placed poppies on the headstones of veterans at Ranfurly cemetery.
- Enquired about the library and the details of their move to a new building. It was clarified that the building that the new library would be housed in would belong to Maniototo Area School and that the move was scheduled for January 2023.
- Noted that the grass at the domain had been damaged by a car driving over it. She also noted that there were irrigation pods left in the long grass by the swimming dam. Staff would make enquiries about who owned them.

Mr Harris reported on the following:

- Noted that the trees on the way in to Naseby had been trimmed.

Mr Helm reported on the following:

- Reported that fire trucks had been hitting branches on the trees in the middle of John Street, Ranfurly. It was noted that a service request would be processed for the trees to be pruned.
  - Attended the ANZAC Day service.
-



Councillor Duncan reported on the following:

- Attended the April Council meeting
- Noted current issues in roading in the Mānīatoto. Noted the idea of private / public partnerships for bridge construction.
- Attended a Civil Defence Incident Management Level 4 session.
- Attended a catch up with the local police in Ranfurly.
- Noted a number of people coming through Wedderburn for duck shooting season.

#### COMMITTEE RESOLUTION

Moved: Helm  
Seconded: Umbers

That the report be received.

**CARRIED**

## 10 STATUS REPORTS

### 22.3.7 MARCH 2022 GOVERNANCE REPORT

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

#### COMMITTEE RESOLUTION

Moved: Umbers  
Seconded: Duncan

That the report be received.

**CARRIED**

## 11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 23 June 2022.

## 12 RESOLUTION TO EXCLUDE THE PUBLIC

#### COMMITTEE RESOLUTION

Moved: Duncan  
Seconded: Umbers

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
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<b>Confidential Minutes of Ordinary Board Meeting</b>	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
<b>22.3.8 - Appointment of Trustees to Community Trust of Maniototo</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>22.3.9 - March 2022 Confidential Governance Report</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

The public were excluded at 3.12 pm and the meeting closed at 3.17 pm.



**9            DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 13 July 2022.



## 10 RESOLUTION TO EXCLUDE THE PUBLIC

### Recommendations

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>Confidential Minutes of Ordinary Council Meeting</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>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)</p>	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
<b>22.4.20 - Water and Wastewater Operations and Maintenance contract</b>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>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)</p>	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
<b>22.4.21 - Award of Solid Waste Services Contract</b>	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



<b>22.4.22 - June 2022 Confidential Governance Report</b>	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
<b>22.4.23 - Confidential Minutes of the Vincent Community Board Meeting held on 3 May 2022</b>	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
<b>22.4.24 - Confidential Minutes of the Cromwell Community Board Meeting held on 9 May 2022</b>	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
<b>22.4.25 - Confidential Minutes of the Maniototo Community Board Meeting held on 12 May 2022</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons  s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7