



AGENDA

Vincent Community Board Meeting Tuesday, 26 July 2022

Date: Tuesday, 26 July 2022

Time: 2.00 pm

**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 meeting of the Vincent Community Board will be held in Ngā Hau e Whā, William Fraser Building, 1 Dunorling Street, Alexandra and live streamed via Microsoft Teams on Tuesday, 26 July 2022 at 2.00 pm. The link to the live stream will be available on the Central Otago District Council's website.

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Members Cr M McPherson (Chairperson), Dr R Browne, Cr L Claridge, Cr I Cooney, Ms A Robinson, Ms S Stirling-Lindsay

In Attendance T Cadogan (Mayor), S Jacobs (Chief Executive Officer), L Macdonald (Executive Manager - Corporate Services), J Muir (Executive Manager - Infrastructure Services), L van der Voort (Executive Manager - Planning and Environment), S Righarts (Chief Advisor), W McEnteer (Governance Manager), J Harris (Governance Support Officer)

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Vincent Community Board meeting - 13 June 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 MONDAY, 13 JUNE 2022 COMMENCING AT 2.01 PM**

PRESENT: Cr M McPherson (Chairperson), Dr R Browne, Cr L Claridge, Cr I Cooney,
Ms A Robinson

IN ATTENDANCE: T Cadogan (Mayor), S Jacobs (Chief Executive Officer), L Macdonald
(Executive Manager - Corporate Services), L van der Voort (Executive
Manager - Planning and Environment), S Righarts (Chief Advisor), G Bailey
(Parks and Recreation Manager), C Martin (Property and Facilities Officer –
Vincent and Teviot Valley), R Williams (Community Development Advisor),
D McKewen (Accountant), W McEnteer (Governance Manager) and J Harris
(Governance Support Officer)

1 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Claridge

That the apology received from Ms Stirling-Lindsay be accepted.

CARRIED

2 PUBLIC FORUM

Hugh McIntyre – Icelnline

Mr McIntyre spoke to the agenda item regarding a roof for the Icelnline facility in Alexandra. He then responded to questions.

Malcolm McPherson – Alexandra and Districts Museum Incorporated

Dr McPherson spoke in support of the grant application for Alexandra and Districts Incorporated before responding to questions.

Ken Churchill – Survey on the trees at the Half Mile

Mr Churchill spoke against the survey that was currently being conducted regarding the pines at the Half Mile. He then responded to questions.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cooney
Seconded: Browne

That the public minutes of the Vincent Community Board Meeting held on 3 May 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. Dr Browne noted that his membership of the Central Otago District Arts Trust was missing from the declarations of interest.

5 REPORTS

Note: With the permission of the meeting, items 22.4.12 and 22.4.3 were moved forward.

Note: In accordance with Standing Order 9.12, item 22.4.12 was added to the agenda as an item that could not be delayed until the next meeting.

22.4.12 VINCENT COMMUNITY BOARD EXTRAORDINARY VACANCY

To consider whether to fill the extraordinary vacancy created by the resignation of Russell Garbutt.

COMMITTEE RESOLUTION

Moved: Browne
Seconded: Robinson

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees that the extraordinary vacancy for the Vincent Community Board will not be filled.

CARRIED

22.4.3 ICEINLINE ICE RINK ROOF FUNDING APPLICATION

To consider an application from IceinLine Central Incorporated for a funding grant towards the construction of a roof over their existing ice rink at Molyneux Park.

After discussion it was agreed that in order for IceInline to apply for grants the Board should agree in principle. It was noted, however, that it would be subject to consultation as part of the 2023/24 Annual Plan.

COMMITTEE RESOLUTION

Moved: Claridge
Seconded: Browne

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees in principle to fund IceinLine Central Incorporated's request for \$400,000 towards the construction of a roof over the existing ice rink at Molyneux Park, subject to consultation in the 2023/24 Annual Plan.

CARRIED

22.4.2 ALEXANDRA LIBRARY RENOVATION PROJECT

To consider the concept plan and recommend to Council that the additional budget required to proceed with the Alexandra Library Renovation Project is funded externally by the Three Waters Better Off Support Package.

COMMITTEE RESOLUTION

Moved: Cooney
Seconded: Browne

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council to approve the Alexandra Library Renovation Project concept plan on the condition that Council is successful in the application to cover the \$611,500 budget shortfall from the Three Waters Better Off Support Package.
- C. Recommends to Council that if the funding application to the Three Waters Better Off Support Package is not successful, the concept plan is not approved. Council staff to progress with a cosmetic upgrade budgeted for.

CARRIED

22.4.4 ALEXANDRA DISTRICT MUSEUM INC. 2022/23 GRANT APPLICATION

To consider a funding application from the Alexandra District Museum Incorporated.

After discussion it was agreed that the Alexandra and Districts Museum Incorporated should get the full amount they had applied for. It was also agreed that the money for the one-off adjustment should come from the general reserves.

COMMITTEE RESOLUTION

Moved: Claridge
Seconded: Browne

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to accept the grant application from the Alexandra District Museum Incorporated outside of the formal grant round funding, due to exceptional circumstances.
- C. Agrees to fund a one-off adjustment to the Alexandra District Museum Incorporated of \$26,667 to ensure existing levels of funding to the organisation until 1 November 2022.
- D. Agrees that the one-off adjustment to the Alexandra District Museum Incorporated is paid for from the Vincent Community Board general reserve fund (2111).
- E. Allocates \$82,000 to the Alexandra District Museum Incorporated for Central Stories Museum and Art Gallery annual operating costs in the 2022/23 financial year.

CARRIED

Note: Cr Claridge left the meeting at 2.58 pm.

22.4.5 VINCENT FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2022

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

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Cooney

That the report be received.

CARRIED

Note: Cr Claridge returned to the meeting at 3.02 pm.

6 MAYOR'S REPORT**22.4.6 MAYOR'S REPORT**

His Worship the Mayor gave an apology to Mr Garbutt in regards to the recent Code of Conduct complaint. He also discussed his recent activities in the Vincent ward.

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Robinson

That the Vincent Community Board receives the report.

CARRIED

7 CHAIR'S REPORT

22.4.7 CHAIR'S REPORT

The Chair gave an update on activities and issues since the last meeting:

- Attended the June Council meeting and updated members on issues discussed at the meeting.
 - Updated members on recent Hearings panel meetings.
 - Noted the recent building projects in Alexandra.
-

COMMITTEE RESOLUTION

Moved: McPherson

Seconded: Cooney

That the report be received.

CARRIED

8 MEMBERS' REPORTS

22.4.8 MEMBERS' REPORTS

Members gave an update on activities and issues since the last meeting:

Dr Browne reported on the following:

- Attended a number of meetings, including the Creative Writing Circle, the Central Otago REAP board meeting and the meeting of the Alexandra and Districts Museums Incorporated.
- Attended the Groundswell meeting in Alexandra. Noted there was no comment about rural water schemes at the meeting.
- Attended a meeting with Ms Robinson and staff to discuss how community groups may be able to work together to cover administration tasks.
- Noted Aurora's scheduled outages and the current work that has been carried out.

Ms Robinson reported on the following:

- Attended a Vallance Cottage Working Group meeting and noted the Perspex panels that had been installed.
 - Attended a meeting of Alexandra Community House.
 - Noted the meeting with Dr Browne and staff regarding possible joint roles for the administration of community groups.
 - Noted a recent visit of the Catchment Group to the Lindis River. The group had received money for removing problem Willow trees in the area.
-

Councillor Claridge reported on the following:

- Noted the recent burial of unknown gold miner.
- Attended the June Council meeting and updated members on some of the topics discussed.

Councillor Cooney reported on the following:

- Attended the Planning and Regulatory pre-agenda meeting for Council.
- Attended the June Council meeting.
- Noted an outbreak of Covid-19 at the Castlewood rest home.

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Claridge

That the report be received.

CARRIED

9 STATUS REPORTS

22.4.9 JUNE 2022 GOVERNANCE REPORT

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

Cr McPherson queried the status of the proposed hockey turf at Molyneux Park. It was noted that staff would follow up with the committee.

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Robinson

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 26 July 2022.

Note: The Vincent Community Board wished to thank Russell Garbutt for his contribution to the Board over the past six years.

11 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: **McPherson**
Seconded: **Cooney**

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Board Meeting	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
22.4.10 - Clyde Holiday Park Financial Report	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
22.4.11 - June 2022 Confidential Governance Report	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

The public were excluded at 3.16 pm and the meeting closed at 3.26 pm.

4 DECLARATION OF INTEREST

22.5.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 586395

1. Purpose

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

2. Attachments

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

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Roger Browne	Central Otago REAP (Chair) Creative Writers Circle (Chair) Dunstan Friendship Club (member) University of the Third Age (U3A) (member) Central Cinema Incorporated Central Otago Regional Orchestra (member) Last Chance Irrigation Co (shareholder) Alexandra Clyde and Districts Business Group (member)	Dunstan Friendship Club (member) University of the Third Age (U3A) (member) Central Cinema Incorporated Central Otago Regional Orchestra (member) Last Chance Irrigation Co (shareholder)	Manorburn Recreation Reserve Committee Alexandra District Museum Inc. (Central Stories) Keep Alexandra Clyde Beautiful Society
Lynley Claridge	Affinity Funerals (Director) Central Otago Chamber of Commerce (Advisory Panel)	Affinity Funerals (Shareholder)	Alexandra Council for Social Services
Ian Cooney			Omakau Recreation Reserve Committee Promote Alexandra
Martin McPherson	Alexandra Blossom Festival	CODC (employee) CODC (employee) (Daughter)	

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

5 REPORTS

22.5.2 POLICE UPDATE

Doc ID: 585291

1. Purpose

Senior Sergeant Clinton Wright will give an update on policing in the district.

2. Attachments

Nil

22.5.3 ELECTION OF A DEPUTY CHAIR

Doc ID: 586186

1. Purpose of Report

To consider the election of a deputy chair.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
 - B. Decides if a deputy chair is needed.
 - C. Selects a system for the appointment of a deputy chair (if applicable).
 - D. Appoints a member as deputy chair (if applicable).
-

2. Background

The resignation of Russell Garbutt from the Board has left the position of deputy chair vacant. Should the Board decide that they would like to elect a new deputy chair then they can do so by choosing a voting method and voting on potential appointees (using method A or B detailed below).

The Local Government Act 2002, Schedule 7 cl26 states that a deputy chair may be appointed to preside in cases where the chair is absent from the meeting.

Cl25 of Schedule 7 outlines the procedure for the election of a deputy chair, whereby members can choose either option A or option B.

(3) System A -

- (a) *requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and*
- (b) *has the following characteristics:*
 - (i) *there is a first round of voting for all candidates; and*
 - (ii) *if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and*
 - (iii) *if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and*
 - (iv) *in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.*

(4) System B -

- (a) *requires that a person is elected or appointed if he or she receives more votes than any other candidate; and*
- (b) *has the following characteristics:*
 - (i) *there is only 1 round of voting; and*
 - (ii) *if 2 or more candidates tie for the most votes, the tie is resolved by lot.*

3. Discussion

Factors for the Board to consider in making this decision include that there is just one meeting left in this triennium, and if required under the Standing Orders the Board could informally elect a chair for this meeting on the day should it be needed.

4. Financial Considerations

There are no financial implications as a result of this decision.

5. Options

Option 1

Appoint a deputy chair.

Advantages:

- In the event the chair is an apology for the final meeting of the triennium, it will be known in advance who will be the deputy chair presiding over the meeting.

Disadvantages:

- There are no disadvantages

Option 2

Do not appoint a deputy chair.

Advantages:

- There is only one meeting left in the triennium so the need for a deputy chair is likely low.
- There is a provision for electing a chair for one meeting, should it be needed.

Disadvantages:

- If the chair was absent another member will need to be chosen to chair the meeting.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by enabling the Board to consider whether or not a new deputy chair needs to be elected.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes

Considerations as to sustainability, the environment and climate change impacts	There are no issues of sustainability or environmental impacts to be considered in this decision.
Risks Analysis	There are no risks associated with this decision.
Significance, Consultation and Engagement (internal and external)	This decision does not trigger the Significance and Engagement Policy

7. Next Steps

The outcome will be noted in future meeting minutes.

8. Attachments

Nil

Report author:



Wayne McEnteer
Governance Manager
11/07/2022

Reviewed and authorised by:



Sanchia Jacobs
Chief Executive Officer
18/07/2022

22.5.4 NOTICE OF INTENTION TO PREPARE A RESERVE MANAGEMENT PLAN - OMAKAU RECREATION RESERVE

Doc ID: 583079

1. Purpose of Report

To request that the Board resolves to notify a Draft Reserve Management Plan for the Omakau Recreation Reserve.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
 - B. Agrees in accordance with the Reserves Act 1977 to prepare and notify for submission a Draft Reserve Management Plan for the Omakau Recreation Reserve
-

2. Background

The Omakau Recreation Reserve is situated on Leask Street (Stage Highway 85) and Alton Street, Omakau. The reserve comprises 71.30993 hectares and is legally described as Section 2 SO 462989; Part Section 44 Block VIII Town of Manuherikia, SO 423705, and Section 45 Block VIII Town of Manuherikia, SO 21299, 29.

The reserve does not currently have a reserve management plan. A reserve management plan will provide for future development of the reserve and reflect any pressures, constraints, conflicts, and opportunities for the management and development of the reserve and will accommodate growth experienced in the Omakau community .

Section 41 of the Reserves Act 1977 describes that all recreation reserves shall have a Reserve Management Plan prepared by its administering body. The administering body of any reserve shall keep its management plan under continuous review, so that the plan is adapted to changing circumstances or in accordance with increased knowledge. The Reserves Act 1977 (the Act) requires Council to consider the following when preparing a management plan for a recreation reserve:

“provide for and ensure the use, enjoyment, maintenance, protection and preservation as the case may require and, to the extent that the administering body’s resources permit the development, as appropriate, of the reserve for the purposes of which it is classified.”

The essential features of the management planning process are:

- A deliberate assessment of the resource and other planning considerations such as pressures, constraints, conflicts, and opportunities.
- An assessment of the reserve in the overall land use pattern.
- The determination of management policies supported by criteria.
- The incorporation of regular monitoring and review to ensure that the plan remains relevant under changing circumstances and demands.

Section 41 of the Act outlines the following consultation process when preparing a reserve management plan:

“(5) Before preparing a management plan for any 1 or more reserves under its control, the administering body shall—

(a) give public notice of its intention to do so; and

(b) in that notice, invite persons and organisations interested to send to the administering body at its office written suggestions on the proposed plan within a time specified in the notice; and

(c) in preparing that management plan, give full consideration to any such comments received.

(5A) Nothing in subsection (5) shall apply in any case where the administering body has, by resolution, determined that written suggestions on the proposed plan would not materially assist in its preparation.”

3. Discussion

In December 2019 the Vincent Community board (the Board) considered a report on the establishment of a new multi-purpose community facility on the Omakau Recreation Reserve. The Board received a report from Global Leisure Group (funded by Central Lakes Trust) on a needs analysis for the facility and a feasibility study. The report is attached as Appendix I.

The Board resolved as follows:

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

A report from the Community and Engagement Manager to review the report by Global Leisure Group on the needs analysis and feasibility study for a new multi-purpose community facility in Omakau had been circulated.

Moved (Browne/Cooney):

That the Board:

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

Funding for the community hub was included in the 2021-2031 Long-term Plan (LTP).

The Board approved funding of the new facility in the LTP up to \$ 1million by way of loan/reserve fund contribution/general reserve (1/3 each way).

Public consultation is required under the Reserves Act 1977 to establish the community hub on the reserve. If, however, a reserve management plan is developed for the reserve, consultation will be undertaken on the reserve management plan and will not be required specifically and separately for the community hub.

There are a number of groups who use and actively participate in the management of the reserve. Omakau Recreation Reserve Committee is a sub-committee of the Board who run the camping ground and maintain some of the reserve. The reserve has enthusiastic and committed volunteers who assist in managing the space on behalf of the Council and the community

The Omakau Golf Club Incorporated lease part of the reserve for their golf course.

The Omakau community have already engaged widely in conversation around the proposed community hub facility, so it is not considered necessary to notify the public of its intention to prepare a reserve management plan (as set out in Section 41(5) of the Act), but rather to notify a draft plan for submission.

It is important that all sporting and community groups who might use the facility provide input into the draft plan. Therefore prior to notification of the draft reserve management plan, direct consultation with user groups will be undertaken to seek their views on their vision for the reserve.

The relevant groups are:

- Omakau Recreation Reserve Committee
- Manuherekia Valleys Hub Group¹
- Matakanui Combined Rugby Football Club
- Omakau Golf Club
- Omakau Squash Club
- Omakau Hockey Club
- Fire and Emergency New Zealand

This information received will be considered in development of the draft plan that will be publicly notified for two months seeking public submissions.

All submissions received will be considered by the Board. Recommendations from the submission process will then be included into the final plan before adoption and becoming operative.

Reserves Act 1977 process is set out below:

Relevant Sections of the Reserves Act	Public Consultation	Description of Activity	Phase
Section 41(5)	Optional	Council notifies the public that it is preparing a management	Management Planning

¹ The Manuherekia Valleys Hub Group has been set up to lead the project, and is in the process of becoming a formal entity. The group is comprised of a cross section of community members, with a focus on representatives from potential hub users (e.g. rugby, Toy Library, Omakau Recreation Reserve Committee, etc.)

Relevant Sections of the Reserves Act	Public Consultation	Description of Activity	Phase
Section 41(5)c	Mandatory	plan and calls for submissions (1 month) ↓	
Section 41(6)a-c		Public submissions are received and incorporated into a draft management plan ↓	
Section 41(6)d		A draft management plan is made available to the public for further comment (2 months) ↓	
Section 41(6)d		The draft management plan is edited to incorporate input from public submissions ↓ The final document is presented to Council for adoption	

4. Options

Option 1 – (Recommended)

Resolve to prepare and notify for submission a Draft Reserve Management Plan for the Omakau Recreation Reserve.

Advantages:

- This will provide clear policy and objectives for managing the reserve into the future.

Disadvantages:

- No disadvantages have been identified.

Option 2

Do not resolve to prepare and notify for submission a Draft Reserve Management Plan for the Omakau Recreation Reserve.

Advantages:

- No advantages have been identified.

Disadvantages:

- Decision making for the reserve will happen on a case-by-case basis rather than in line with clear policy and objectives.

- Separate consultation will be required for the establishment of the Omakau community hub facility.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities. The preparation of this management plan is a public process that will contribute to improved community outcomes and enhanced community wellbeing through proactive planning for the future utilisation of the Omakau Recreation Reserve.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Cost for preparing this Reserve Management Plan will be accommodated within existing budgets.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, it is consistent with the Central Otago District Council Long Term Plan 2021 – 2031.
Considerations as to sustainability, the environment and climate change impacts	A well-planned and functional recreational area will contribute to ongoing environmental sustainability.
Risks Analysis	Council has an obligation under the Reserves Act 1977 to continually review its reserve management plans.
Significance, Consultation and Engagement (internal and external)	An appropriate media release and public consultation will be undertaken following the recommendation being adopted. The public consultation notices will be in accordance with section 119 of the Reserves Act 1977.

6. Next Steps

Targeted consultation will take place with the Committee, the Manuherekia Valleys Hub Group, and other user groups, as part of the draft plan's preparation.

Once the draft plan is prepared it will be presented to the Board for approval to publicly notify for two months, seeking public submissions in accordance with the Reserves Act 1977.

The Board will consider all submissions before approving a final draft plan and recommending that Council adopt the Plan under its delegated authority on behalf of the Minister of Conservation.

7. Attachments

Appendix 1 - Omakau Feasibility Study [↓](#)

Report author:



Nikki Aaron
Parks Officer - Planning and Strategy
12/07/2022

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and Environment
14/07/2022



**Vincent Community Board
3 December 2019**

Report for Decision

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

1. Purpose of Report

For the Vincent Community Board to review the report by Global Leisure Group on the needs analysis and feasibility study for a new multi-purpose community facility in Omakau. The Board is also requested to consider providing support in principle for the report recommendations, the rough concept design, the management structure for the facility and the recommended site location.

Recommendations

That the Community Board:

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

2. Background

An objective within the Omakau Community Plan is to make good use of and support existing community facilities¹. Built as a war memorial hall in the 1950's, the Council-owned

¹ Omakau Community Plan 2014 – Facilities & Resources

Report author: Community and Engagement Manager

facility has been a central venue for larger sized community events over the years. However, usage has declined over time: people's socialising behaviours have changed, the building is uninsulated and needs to be updated, and it is not conducive to many users' needs. The building also requires earthquake strengthening. An initial earthquake assessment commissioned by Central Otago District Council in 2013 estimated the building to be at 22% of the New Building Standard (NBS), and predicted structural strengthening to cost in the vicinity of \$230,000 to reach the minimum 34% NBS requirements. This expenditure would only strengthen the framing and tie the bricks to the building – additional expenditure would be required to insulate and modify the building.

The Vincent Community Board verbally indicated that it did not want to make a decision on the future of the hall until the community had confirmed what they wanted to do.

The Matakanui Combined Rugby Club also has an aging rugby clubroom, located at the Omakau Domain, which needs either a major renovation or full replacement. An earthquake assessment has not yet been undertaken on this building. The rugby club and Omakau's community plan group decided to work together to investigate options for the development of one or more larger-sized public-use facilities in their region.

With support from Council's community development manager, the community groups applied for and secured a grant of \$25,000 from Central Lakes Trust to undertake a feasibility study and assessment of current and future needs for community space(s) in the Omakau and surrounding areas. Global Leisure Group were contracted to undertake the feasibility study.

The development of the report included an audit of existing facilities throughout the wider Manuherikia and Ida Valleys, demographic trends and projections, a cross comparison with community-run facilities in other regions, funding options for construction and ongoing maintenance, and community feedback on needs and opportunities.

Community feedback was gathered through a resident survey (circulated via the rural delivery runs and receiving 97 responses), a survey of user groups (7 responses), and a community drop-in session (frequented by a 20-30 residents).

Key recommendations from the community were:

1. Build a new multi-purpose community 'hub' facility that can cater for larger scale gatherings and will supersede the hall and rugby club;
2. Locate the facility at the Omakau recreation reserve, as this is where the bulk of recreational gatherings occur, and there are complementary facilities to support and enhance the facility (e.g., car parking, playground, sporting facilities, a campground, etc.);
3. Install public toilets in Omakau's retail area to meet local and visitor needs.

The feasibility study report (attached as Appendix 1) concluded:

1. To build a new community hub facility on the Omakau Recreation Reserve, with an estimated total build cost of \$3 million;
2. To close the Omakau Hall and sell the land and building;
3. Develop a suitable location for the Omakau and Districts RSA plaques and memorabilia at the new community hub facility;
4. Relocate the toy library function to the community hub facility;

Report author: Community and Engagement Manager

5. Demolish the rugby clubrooms once the new facility is operational and a separate campground kitchen facility is established.

In order for the project to proceed, the Omakau community requires support in principle for the report findings from the Vincent Community Board. It should be noted that the recommendations include potential rates contributions towards both the initial build and ongoing operating costs.

3. Discussion

Since completion of the feasibility study, the Omakau Recreation Reserve Committee has pushed forward with scoping the report recommendations, where possible.

A. Rough concept designs

The recreation reserve committee has visited community facilities in other areas to gather ideas on how best to develop a collaborative space where a broad spectrum of interest groups from the wider Manuhirikia and Ida Valley communities can share the facility.

The committee has commissioned the development of rough concept designs, which have been tested with the community at a drop-in session and through a community survey (refer to Appendix 3). The needs of existing groups, such as the toy library and potentially the bowling club, have been included in the building's design and site location.

B. Site location

The Omakau Recreation Reserve is a Council-owned reserve that is managed by the recreation reserve committee as a delegated sub-committee of the community board². The purpose for recreation reserves, as defined in the Reserves Act 1977, is to provide "areas for the recreation and sporting activities and the physical welfare and enjoyment of the public" (section 17(1)). A multi-use community facility is consistent with the purpose of this reserve.

Through careful consideration and consultation with the wider community, the committee recommends the building be located adjacent to Leask St (refer to Appendix 2). This site is different to what is recommended in the feasibility study, but was chosen because it allows for:

- Close proximity to existing sports grounds and playground
- A separate entranceway and activity positioning for the campground and community facility users
- Close access to services (water supply, electricity, etc.)
- Could provide additional ablutions for campers, should peak demand require
- Sufficient flat ground alongside the building platform to allow for a bowling green or similar facility, should the need require.

C. Development and management of the facility

The feasibility study recommends that Central Otago District Council owns the facility and that it be managed by a representative community organisation. The Omakau Recreation

² Central Otago District Council Register of Delegations to Community Boards, Committees and Chief Executive Officer, October 2016

Report author: Community and Engagement Manager

Reserve Committee has volunteered to take on this management role. The committee has a proven track record in managing the domain – including ongoing maintenance of the playground, rugby and cricket fields; stock grazing to subsidise costs; construction of a community-funded sand-based ½ hockey turf; connecting with the golf course and squash club; and running a well-patronised camp ground.

The committee proposes to run the community ‘hub’ as a separate but complementary entity beside the campground. Council staff will work with the committee over the upcoming months to help develop appropriate management agreements and financial systems that will incorporate the extra responsibilities of the facility.

D. Financing the project

Proposed funding for the capital build is to come from community fundraising, funding agency grants, and a Vincent Community Board ratepayer contribution of up to \$1 million. Ongoing operating expenses will potentially be covered by facility hire, other income from the reserve, and a ward rate contribution towards operating and maintenance costs.

Council’s property and finance teams are reviewing this proposal in line with other projected capital and operational budgets for the Vincent Ward. Detailed budgets will be prepared alongside the developed designs, and these will be presented to the Board for further review and consideration. Subject to the Board’s approval, any projected ratepayer contributions will then be included alongside other Council projects for review through Council’s long term plan consultation process.

The region’s major funding bodies have been approached and have provided in principle support for the project.

Community fundraising has commenced in earnest. This year’s winter feed competition in Omakau generated \$31,000 for the project. The committee has confirmed that these funds can be used to cover the costs of the rough and developed building designs. This will enable the project to proceed to detailed costing stage in time for Council’s long term plan consultation process.

4. Options

Option 1 – (recommended)

The Board provides in-principle support to Global Leisure Group’s feasibility study recommendation to construct a multi-use community facility on the Omakau Recreation Reserve, adjacent to Leask Street; and that the community proceed with developing detailed designs for the structure. (recommended)

Advantages:

- Supporting the project will allow the Omakau community to proceed with developing detailed costings and building designs that can be tested with the community
- In principle support means that the Board is agreeing to the concept only and will have future opportunities to review and consider financial viability
- The community representatives for this project have demonstrated their ability to gather community opinion on what they want for their place

Report author: Community and Engagement Manager

- The community can progress with community fundraising initiatives and discussions with external funding agencies.

Disadvantages:

The construction and ongoing running costs of this facility are not yet fully determined and there is a risk that the project may be too expensive for this community (and the Vincent Ward in general). However, the recommendations in this report are not requiring the Board to commit to any financial obligation and are merely allowing an opportunity for more financial information to be gathered for future consideration.

Option 2

The Board chooses not to support the construction of a new community facility on the Omakau recreation reserve.

Advantages:

Future expenditure pressures on Ward rates will be reduced

Disadvantages:

- Vincent Community Board will need to consider what investment will be needed for bringing the Omakau community hall up to public-use standard. In addition, there are other community facilities in Omakau that are nearing their end-of-life and Council may be asked to provide support in the future.

5. Compliance

Local Government Act 2002 Purpose Provisions	This project promotes the social and cultural wellbeing of the community, in the present and for the future by: <ul style="list-style-type: none"> - developing a multi-use facility that will bring interest groups together and better utilise an existing community space (the reserve), and rationalise separate exclusive-use facilities into one - the development of this concept has been community-led, and the proposed management structure provides opportunity for the community to scope and invigorate use.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	No financial contribution from the Board is required at this stage. However, further reports and discussions will be had with the Board about potential financial implications to ratepayers.
Decision consistent with other Council plans and policies, such as	Yes. This project is consistent with the

Report author: Community and Engagement Manager

the District Plan, Economic Development Strategy, etc?	Reserves Act 1977; Sustainability Strategy (ensuring our community facilities are fit for purpose and cost effective); Community Outcomes; and the 2014 Omakau Community Plan.
Considerations as to sustainability, the environment and climate change impacts	<ul style="list-style-type: none"> - Collaboration of individual community facilities saves on the duplication of both structures and volunteer load. - A newly constructed building will be better insulated and designed to maximize efficient resource use and energy-efficient systems. - This community has grown in recent years and a multi-use facility in their own town will enable the development of locally-focused events and initiatives.
Risk Analysis	This project will require significant funding through community, grants, local fundraising, plus Vincent Community Board rate contributions. The Recreation Reserve Committee is in discussion with community funders and will work through their application processes. The committee will also work with their community to determine sponsorship and fundraising opportunities, plus appropriate hire fees.
Significance, Consultation and Engagement (internal and external)	<p>This project overlaps with Council's property and parks and recreation teams, and Council staff are taking a 'team approach' in their support of the Recreation Reserve Committee. Council's finance team is supporting the project with financial modelling for the project, as well as advice to the committee on how best to set up their own financial structures into the future.</p> <p>Community engagement is a vital element to this project. The community was involved in the development of the feasibility study, in reviewing the details presented in this report, and will be involved in future conversations about potential funding models.</p>

Report author: Community and Engagement Manager

6. Next Steps

The next stages in this project are as follows:

1. Council staff to support the Omakau Recreation reserve committee with their organisational and financial structures (including staff employment processes)
2. The Committee will commission developed building designs that can be costed to greater detail
3. Conversations will continue with funding agencies to ensure alignment with their funding objectives
4. Developed building design and refined budget will be presented to the community board for consideration and approval
5. Subject to the Board's approval, Council staff will prepare project information for inclusion onto the long term plan consultation process
6. Council staff will explore options for repurposing the Omakau hall property.

Attachments

- Appendix 1: Omakau & Manuherikia Community Spaces: Needs Assessment and Feasibility Study, Global Leisure Group
Appendix 2: Proposed site location on Omakau Recreation Reserve
Appendix 3: Rough concept design

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OMAKAU & MANUHERIKIA COMMUNITY SPACES

Needs Assessment & Feasibility Study

Prepared for the Omakau Community



21 December 2018

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Report Disclaimer

In preparing this report it has been necessary to make a number of assumptions on the basis of the information supplied to Global Leisure Group Limited in the course of investigations for this study. The recommended actions contained in this report are subject to uncertainty and variation depending on evolving events but have been conscientiously prepared based on consultation feedback and an understanding of trends in facility provision.

The authors did not carry out an audit or verification of the information supplied during the preparation of this report, unless otherwise stated in the report. Whilst due care was taken during enquiries, Global Leisure Group Limited does not take any responsibility for any errors nor mis-statements in the report arising from information supplied to the authors during the preparation of this report.

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GST

All dollar amounts in report are GST exclusive unless stated otherwise.

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1 Executive Summary

The Central Otago District Council (Council), on behalf of the Matakanui Rugby Club and the Manuherikia Future Group and wider Omakau community, commissioned GLG to undertake a needs assessment and feasibility study for the Omakau and Manuherikia communities for the development of community space(s) to meet the community's current and future needs.

The community consultation and other analysis of sector trends has identified the need for a single multi-purpose, multi-use 'Hub' facility with the capacity to cater for larger scale gatherings, located at the 'Domain' (Recreation Reserve). Developing a single new community hub facility has the following benefits:

- Reduces duplication (not maintaining and operating two old buildings)
- Provides a main focal point for community activities
- Brings together the sport, recreation, cultural and performance arts enabling cross-over rather than the current fragmented approach
- Reduces ongoing operating and maintenance costs (newer buildings are known to cost less)
- Whole of life return on investment is better

The Omakau Hall was not seen as a practical or financially viable solution given the significant earthquake strengthening work required, its current deteriorated condition, its geographic land locked location on the main road raising safety concerns for families with young children, its limited potential for future development, its limited vehicle parking, and its lack of connection to other community spaces.

The community views the 'Domain' (Recreation Reserve) site as the most suitable location for the proposed 'Hub' for the following reasons:

- It is already becoming a community 'Hub' with hockey, rugby, touch, cricket, squash, tennis, netball, the campground, a playground, plus the golf course nearby.
- It enables greater connection to existing community spaces and activities
- It makes sense to consolidate all community activities in one location to facilitate greater sharing of resources, and add to what is already at the 'Domain' (Recreation Reserve)
- It is easy and safe to get to for everyone in the community, with two vehicle entrance options (side road and Highway)
- It has ample space for car parking
- It has ample space for future development
- There is the potential for good indoor/outdoor flow
- It would further enhance the sense of community through the interactions between the various 'Domain' (Recreation Reserve) users

Options were considered for locating the hub building on the Domain (Recreation Reserve) and Option C is the preferred location. It provides:

- The best integration with other recreation and sport facilities (multi-use artificial turf, playground and family space).
- The site has the highest visibility from the Highway (Leask Street).
- It also will provide good proximity of toilets and showers for camp ground sites, particularly those close to Leask Street.

■ Figure 1: Site Options



The specification of the proposed Community Hub facility will meet the critical need to provide a gathering space for the community and support sport and active recreation activity and community events at the Domain. The building footprint of about 600m² in a single level layout has been targeted at meeting the core needs of the community. A notional layout of the spaces is shown in the figure below:

Figure 2: Notional conceptual sketch of Hub building



The above concept is consistent with best practice in sustainable facility provision in New Zealand.

Omakau is centrally located in the eastern Vincent Ward in terms of the geography and roading network. It can be argued that the new Community Hub facility will serve residents well beyond the immediate Omakau community and will be an important hub within the wider network of community facilities in the Vincent Ward.

The financial modelling projects:

- Annual expenses of \$106,000
- Annual income of \$73,000 including an annual contribution of \$25,000 from the campground based on new charges closer to market rates.
- The projected net operating shortfall of about \$30,000 per annum and will necessitate the current annual contribution from the Vincent Ward Community Board rate of \$0.71 to the Hall costs to increase to between \$5.00 and \$6.00 per ratepayer for the new Community Hub facility.
- There is the opportunity to further reduce this amount in the future by increasing camp ground charges to full market rates generating stronger surpluses and enabling further cross subsidisation of the Community Hub facility.

The ballpark estimate of the capital cost of the new Community Hub facility is \$3M with a further \$300,000 for a replacement campground dining and kitchen facility (currently an extension on the old Clubrooms). There are indications that the consolidation of two existing facilities (Hall and Clubrooms) into a single multi-purpose and multi-use facility should mean good support from funders as this is consistent with their policies. However, if a loan of \$1M is needed, this would require Vincent Ward ratepayers to fund a further \$12 per ratepayer per annum for 25 years.

Suggested Actions

The following are the suggested actions to implement the development strategy.

1. Build a new Community Hub facility at the 'Domain' (Recreation Reserve) to replace the existing Clubrooms and Omakau Hall.
2. The new Hub building to be located at the northern end of the rugby field close to the multi-use sports surface and playground (site option C).
3. Seek the views of the Omakau & Districts RSA regarding how best the memorial plaques are relocated, conserved and honoured in a prominent location on the Recreation Reserve possibly at or as part of a new entrance structure fronting onto the Highway (Leask Street). This relocation to enable the retention and enhancement of the annual ANZAC service at the 'Domain' (Recreation Reserve).
4. Close the Omakau Hall, replace its function with the new community hub facility and sell the Hall building and land with net proceeds of sale used to help fund the new hub facility.
5. Demolish the Clubrooms once the new hub facility is operational.
6. Relocate the Toy Library function to the community hub facility, demolish the building and possibly redevelop the land as public green space or a site for public toilets or possibly sell the land (with net proceeds of sale used to help fund the new hub facility).

7. Retain a single owner entity being the Central Otago District Council and managed by the Omakau Recreation Reserve Committee with revised terms of reference.
8. A modified governance and management structure are established reflecting the wider community hub role of the new facility on the Domain.
9. Access rights of key Clubroom users and the Central Otago A & P Society should be assured through long-term agreement with the Omakau Recreation Reserve Committee.

2 Introduction

The Central Otago District Council (Council), on behalf of the Matakanui Rugby Club and the Manuherikia Future Group and wider Omakau community, commissioned Global Leisure Group to undertake a needs assessment and feasibility study for the Omakau and Manuherikia communities for the development of community space(s) to meet the community's current and future needs.

It was specified that the space(s) would need to accommodate both small and large groups and be able to be used by more than one group at a time, if required, and that the development and ongoing maintenance of the space(s) must be affordable, and sustainable for the community.

2.1 Study Objectives & Deliverables

The objectives and deliverables of the study are to:

1. Identify current and potential community demand for public event/activity space(s) – including venue size requirements
2. Identify community groups/facilities that could utilise and benefit from a combined-use facility
3. Determine ways to manage conflicting/multiple demands for the same facility
4. Undertake a cost-benefit analysis of the range of options available for the hall, the rugby clubrooms and a combined facility (i.e. from demolition through to full refurbishment)
5. Identify potential funding providers and the likely level of funding that could be obtained under each option
6. Determine the financial viability for the development and ongoing maintenance and operations of the facility (including the likely impact on rates for each option)
7. Determine the most preferred organisation structure to oversee the development and ongoing running of the facility/facilities
8. Identify additional options for the community that will add significant value to the purpose of this project'

2.2 Project Background

Omakau Recreation Reserve (the "Domain")

Council supplied the following background on the Domain:

- The 'Domain' land is Crown derived reserve, all buildings on site could be removed, sold or demolished.
- The clubrooms are owned by the Rugby Club and the kitchen/ablution block is owned by the Omakau Recreation Reserve Committee.
- The Squash Club owns the squash building and leases the land from Council.
- The campground and buildings (kitchen/ablution blocks, camp huts etc.) are managed by the Reserve Committee which is a delegated committee of Council, there is no lease as they are considered a part of Council, the land is Crown derived.

The Omakau Recreation Reserve Committee operates under delegated authority of CODC and has responsibility for governance and management of the Reserve and all improvements on the land. Advice from the CODC Property Manager states:

- There are buildings built by the Recreation Reserve Committee from funds generated from the campground. All Recreation Reserve Committees are sub committees of Council as per Councils delegations register. Therefore, they act for Council and all of their assets are in fact Council owned.
- Additionally, the Rugby Club is essentially a lessee as it pays a ground rental (although no actual lease is in place). The Club owns it's building. Under the Reserves Act all improvements are abandoned to Council as reserves manager should the club cease (this is irrespective of what is in their incorporated society rules).
- The Rural Fire Depot building is Council-owned but in the process of transfer to the Otago Rural Fire Authority. The site is a Crown derived Local Purpose (Fire Depot) Reserve. The intention is for Council to issue a ground lease to Fire Service for the site. .

Omakau District Memorial Community Centre

The Omakau District Memorial Community Centre (the Omakau Hall) is freehold owned by Central Otago District Council with the land reserved for community hall under the Reserves Act 1977. A community hall committee used to manage the day-to-day operations of the hall through this group has since disbanded. The facility is currently under-utilised receiving only a handful of bookings each year. It is an unattractive venue to hire due to minimal money being spent on the hall over in recent years, other than essential external maintenance for weather tightness.

The Omakau Hall also requires earthquake strengthening: An initial engineering assessment in 2013 estimated the building at 22% of the New Building Standard (NBS). The high-level cost estimate for structural strengthening the facility to 34% of NBS is in the vicinity of \$230,000; 67% of NBS was estimated at \$300,000+. No engineering design has been undertaken so there is a low level of confidence with regard to accuracy of this estimate. But it is considered a very conservative estimate based on experience elsewhere in New Zealand of remedial strengthening works. This expense would only strengthen the building but would provide no improvements (such as installing insulation and upgrades of heating, toilets and kitchen) or renewals such as roof claddings. After strengthening, it would still be an old building and not fit-for-purpose.

The community has a strong emotional connection with the Omakau Hall. It was built in honour of the servicemen who lost their lives at war and the RSA hold very well attended annual ANZAC Day celebrations at the venue. The Omakau Hall is also located in the centre of the town's retail areas and there is concern from some over the potential loss of a prominent facility in the main street.

Public Toilets

Another issue in the retail area is the current lack of public toilet facilities. Options for addressing this has included renovating the toilet facilities in the Omakau Hall, utilising the Council-owned property on the opposite side of the road to the Omakau Hall (land currently used as a Toy Library), or exploring possible relationships with business owners in the immediate vicinity to provide public toilets on their property.

The Matakanui Combined Rugby Clubrooms

The Matakanui Combined Rugby Club owns its clubrooms that are located on the Omakau 'Domain' (Recreation Reserve). The clubrooms are also in need of repair or replacement. The clubrooms are in regular use by a range of sports groups and are also used for occasional events such as meetings, funerals and the A&P Show. It is also used at times by school class groups who stay overnight at the campground on their Rail Trail outdoor recreation experience.

The clubrooms started out as an equipment shed but was converted into a clubroom. It has gone through several refurbishments and extensions over its life, the latest being the addition of the campground kitchen and dining space on the north end. The clubroom facility needs to be upgraded to make it an attractive option for potential users. Money has been spent on plumbing, the showers, and the camp ground kitchen facilities in recent years, but significant structural and cladding work is still required (e.g. the roof leaks). The earthquake status for this building has yet to be assessed but it is likely that the building is also earthquake prone.

The Rugby Club and the Reserve Committee have delayed any further property expenditure until the community has given consideration to the potential of developing a combined multi-use facility that would incorporate the community, plus other public use spaces, if desired.

A Community Perspective

The Omakau Community Plan (developed in 2015) identifies a community objective to make good use of and support its existing facilities and services. An action within the Plan is to determine the ongoing maintenance and development of the Omakau Hall, with a view of revamping the facility to encourage usage, if this is economically viable. The Plan also discusses the possibility of reviewing other community buildings within the township to see if there is another venue that, with some redevelopment, could be used as a town community centre.

The Vincent Community Board does not intend to take any action in relation to the Omakau Hall until the community has indicated what they want. While the Omakau Hall is highly regarded by many, it is also considered that the community is not big enough to justify two large capacity community spaces.

2.3 'Community Spaces' Defined

Given the purpose of this study is to undertake a 'Community Space' needs assessment and feasibility study, it's important to clarify what is meant by the term 'Community Space', and to highlight the fundamentals of effective community spaces.

Community spaces are any space (inside or outside, public or privately owned) that is available for community use. Community spaces are a focal point for residents (and visitors) and can include libraries, community centres, halls and meeting rooms, parks and reserves, church grounds and more recently commercially owned spaces such as café's and markets which are becoming increasingly popular community spaces for gatherings. The 'space' can also be a cluster of distinct spaces, which when considered together form one 'community space', such as the Omakau 'Domain' (Recreation Reserve) although there are obvious enhancements that could be made, it does embody the basic 'community space' concept.

Community Space Fundamentals

The following fundamentals are considered essential elements of effective community spaces. In summary community spaces need to:

- Enhance the network of Community Spaces in the surrounding area
- Reflect their community and the cultures within it (visually and operationally)
- Connect well to surrounding spaces and amenities
- Be designed for flexibility and adaptability, with good indoor/outdoor flow
- Be fit for purpose and well equipped for a broad range of community users and uses
- Be accessible for all to get to, move within and use
- Be activated through programmes, festivals and events to foster vibrancy and shared ownership
- Be social spaces, ideally with comfortable seating, good heating/ventilation and kitchen/catering facilities

2.4 Agreed Methodology

The following methodology was agreed upon in discussion with the Project Working Group comprising representatives from the Reserve Management Committee, the sports clubs and CODC officers.

Literature Review

Relevant known documents were reviewed to gain a clear understanding of the history and background to the project with key findings compiled to inform following project phases. The following documents were reviewed and have informed this study.

- Omakau Community Plan 2014
- Ophir Community Plan 2015
- Central Otago Long Term Plan 2015 - 2025
- Central Outdoor Recreation Strategy 2012 - 2022
- Central Otago District Council's Residents Opinion Survey 2016
- Central Otago Districts Annual Economic Profile 2016
- Cycle Trail User track counts

Demographic review

An interpretation of relevant supplied demographic data was completed for use in the demand analysis and future use projections.

Supply Analysis

Data from CODC and other sources including similar hub type facilities was reviewed to create base supply data. This was supplemented by other data from the consultation.

Community Consultation

A multi-faceted community consultation approach was adopted involving;

- **Community Survey** (online and hard copy) A survey was developed to ascertain the community spaces people currently used, whether those spaces met their needs and what (if any) community space developments people thought were

required in the area to meet current and future needs. The survey was made available online via the Central Otago website, hard copies were mail boxed dropped to all Omakau and Manuhierikia residents, and hard copies were also placed in key destinations in the area (local schools and café's). 98 Surveys were received.

- **Community User Group Survey** (online and hard copy) A survey was e-mailed out to all known community groups to ascertain their community space current and expected demands. 7 Surveys were received.
- **Omakau and Poolburn Primary Schools Direct Engagement** Direct input was sought from both local primary schools, with information being obtained from Omakau Primary Schools' Principal via a phone interview and Poolburn School's Principal via e-mail.
- **Omakau Primary School Senior Student Focus Group** A discussion about community space needs was held with three senior students, and written feedback was received from a fourth senior student unable to attend on the day.
- **Omakau/Ophir Playcentre Parents Focus Group** A discussion about community space needs was held with five playcentre parents.
- **Community 'Drop In' Session** An evening session was held at The Commercial Hotel in Omakau where community members could stop in anytime between 4-6pm to understand what the key community consultation findings to date were, and to state whether they agreed or disagreed, and/or wanted to provide further information. Attendance was steady, and the session was extended to 6.30pm, with approximately 20-30 people attending at various times.

3 Environment Scan

3.1 Population and Demographic Indicators

Indicators have been drawn from several sources and further data is in the Appendix. Key findings are:

- The 'community of interest', as identified by CODC Property Services for funding purposes has 269 residential rateable properties. Assuming each residential rateable property has a single occupied dwelling and the CODC average of about 2.4 residents per dwelling¹ this would equate to nearly 650 residents in the community of interest of the Omakau Hall.
- The Dunstan rural area, which includes Omakau, experienced significant population growth from 2006 to 2013 of 19.7%,
- The 2016 Economic Profile data shows strong growth has continued in the region across all economic indicators, including population growth. Growth is also forecast in transient horticultural workers.
- There has been a noticeable increase in the number of new dwellings in Omakau, many of which are holiday/rental type accommodation properties often servicing Otago Central Rail Trail users as well as owners holiday needs. There is also community feedback of a marked in-flow of families settling in the town. It is reasonable to assume additional dwellings will increase the number of people present in the community and therefore increase the demand on community space infrastructure.

¹ Based on Statistics NZ 2013 Census of 17,875 resident population and 7,557 occupied dwellings = 2.37 residents per dwelling

- The Central Otago Region is experiencing continued tourism growth, and there is a stable to increasing number of people riding the Otago Central Rail Trail. Plus, the proposed development of a self-drive Touring Route through the Central Otago District should increase independent traveller visitor numbers. These are positive indicators that the area will continue to be well frequented by both domestic and international tourists.
- These findings indicate the areas recent population and tourism growth will continue, which is likely to result in increased utilisation of and demand for appropriate community spaces in the area, particularly over the warmer more cycling friendly, months of the year.
- In 2013 over half the Dunstan area population were aged between 30-64 years of age, which when combined with the over 65 cohort made up nearly 70% of the total population. The 2016 Economic Profile Data shows the District has a higher percentage of older adults than other areas of NZ, the majority of which are non-working on fixed incomes.
- These findings indicate that Central Otago community spaces will need to service an increasingly older non-working population, highlighting the importance of providing appropriate community space provisions that are accessible, warm in winter, cool in summer, affordable and socially orientated.

3.2 Strategic Planning Context

Those considered key reference documents are summarised below.

3.2.1 Omakau Community Plan 2014

Developed through a robust community consultation process the plan outlines a clear vision and set of values for the area, with clear objectives that guide a detailed action plan of prioritised recommendations, as summarised below;

Vision

'A thriving (and welcoming) community, with a peaceful rural character and excellent amenities, that provides a safe, sustainable and exciting destination for visitors and residents alike'.

We value:

- Our Facilities - Omakau Primary School (utilising our community hub) - sports clubs & facilities - the diverse recreational activities available

Objectives:

Of the plans 15 objectives the following and their respective projects were considered the most relevant to highlight for this study.

Objective 3: To make good use of and support our existing facilities and services

Recommendation:

- Determine the ongoing maintenance and development of the Omakau Hall

3.2.2 Ophir Community Plan 2015

This plan following on from the Omakau Community Plan and was developed in a similar style.

Vision:

To have a vibrant, self-sufficient and safe community, in an historic village with successful businesses, modern services and a healthy natural environment.

We Value...

Our wide range of facilities and amenities:

Community hall and the activities held there...

3.2.3 Community Facility Outcomes in LTP 2015-2025

The 2015-2025 Long Term Plan states on page 64:

"We aim to provide you with accessible and affordable community buildings..."

Figure 3: 2015-25 LTP- Community Facilities

COMMUNITY FACILITIES, LIBRARIES AND SWIMMING POOLS					
Community Outcome	Our Objective Level of Service	How we Measure Success	2013/14 Result	Our Aim Years 1-3	Our Aim Years 4-10
A Thriving Economy and A Safe and Healthy Community	Community buildings are accessible and affordable to communities based on existing provision	Percentage of residents satisfied with commercial buildings	91%	> 85% satisfied	> 85% satisfied
		A charging policy is in place that demonstrates fees that reflect the level of benefit provided	Not achieved	Charging policy in place	Charging policy in place

4 Current Supply

It is important to understand the current community space supply issues, to appropriately determine current and expected future community space needs for the Omakau and Manuherikia communities.

4.1 Current Supply

The following community spaces are the main spaces utilised by the community for a range of activities, based on community consultation findings and CODC bookings data. For ease of review they have been grouped by use as well as listed in the table below which gives an overview of each space. Natural community spaces such as rivers and lakes which the area is well supplied with, have not been included. The Omakau Toy Library has been included though it is currently in recess, as the community use it did cater for needs to be considered.

Main Community Meeting Spaces

- Omakau Hall (when operational)
- Omakau Primary School (Multi-purpose building)
- Matakanui Rugby Clubrooms
- Golf Clubhouse
- Muddy Creek Café
- The Commercial Hotel
- Ophir Hotel
- Ophir Hall
- Blacks Hotel
- Becks Hotel
- Becks Hall
- Lauder Hotel/Café
- St Bathans Hall

Main 'Whole of Community' Spaces – (social gatherings/ fundraising/ performance/ cultural activities)

- Omakau Hall
- Matakanui Rugby Clubrooms (has 20% less clear floor area of main space than in the Omakau Hall)

Main Outdoor Sport and Recreation Spaces

- Omakau 'Domain' (Recreation Reserve) includes: playground, rugby & cricket fields, multi-use ½ size hockey turf catering for netball/tennis/hockey, squash courts, 24/7 public toilets, camp ground). The Matakanui Rugby Clubroom provides vital support facilities for activities on the Reserve including rugby, cricket and the A&P Show
- Omakau Golf Club (golf course and clubhouse)
- Omakau Bowling Club (single green and pavilion)
- Omakau Primary School (playground, fields, hard court area, covered swimming pool)
- Otago Central Rail Trail
- Ophir Community Swimming Pool

Indoor Community Sport & Recreation Spaces

- Omakau Squash Courts – currently mostly used by Squash Club
- Omakau Hall (was catering for gymnastics, yoga, Pilates, and could cater for badminton)
- Omakau Toy Library

Provision in the wider catchment is listed in the appendix.

Supply Summary

Generally, community owned spaces in the area consist of older more traditional stock, that is in most cases is tired with dated interiors and inefficient heating and ventilation systems. The majority were purpose built so have limited flexibility for multi-use, and they all appear to operate in isolation of each other, with no integrated booking or shared calendar system. The only modern space is the multi-purpose room at the

Primary School, but this has constraints (limited availability, no multi-day block bookings and no alcohol)

Utilisation of community spaces typically reflect the provision, with quite a scattered and mixed range of uses occurring throughout the area over a range of different spaces, resulting in inefficient utilisation of all existing spaces to varying degrees.

There is a noticeable increase in community use of commercial spaces such as café's and hotels for meetings and social gatherings which is a national trend that is expected to increase, as often commercial spaces can cater well for community use and are seen as a more convenient and cost-effective option.

Adequate

- There is an adequate supply of small to medium (10-80 person) size multi-purpose well heated, IT supported community spaces, if existing facilities were more accessible (through a shared booking system). These include the Omakau Primary School multi-purpose space. The commercial hospitality spaces could be better utilised and set up for community use with cost-effective charges for not-for-profit hirers).
- There appears to be adequate traditional outdoor sport and play opportunities via local schools and 'Domain' (Recreation Reserve) playgrounds for children
- There appears to be adequate aquatic provision via the local school and community pools.
- The Otago Central Rail Trail provides the community with an excellent resource that can be used for a range of activities (mountain biking, walking and running etc.).

Over supply

- There is an oversupply of traditional small to medium community halls in the wider area, especially given the increasing trend of using commercial spaces for small meetings and small to medium size community gatherings, which is likely to see further decline in use of more traditional spaces such as community halls and meeting rooms. These halls are generally standalone and disconnected from other community activities such as sport. Some are poorly located in relation to the distribution of current population in the wider area.
- The long-term sustainability of the less utilised community facilities needs to be considered, particularly if there is the potential for them to be rationalised with functions consolidated at the 'Domain' (Recreation Reserve). An example warranting further investigation would be the Omakau Bowling Club, when it is no longer fit-for-purpose or sustainable as a stand-alone facility. This could also aid in potential revitalisation of the sport from cross fertilisation and increased profile with other hub users.

Under supply

- **There is not one modern, well heated/ventilated, IT supported venue that is large enough to cater for a range of 'whole of community gatherings'** with the flexibility to enable a range of community activities and uses (sport, recreation, arts and culture, social service) under one roof to foster a sense of community. This is a significant gap.
- There appears to be a **limited supply of small, confidential, well heated/ventilated meeting spaces** for uses such as counselling or small group type sessions.

- There is limited IT capacity (high speed broadband, streaming and data projection capability) across most community spaces (except the Primary School), and potentially some commercial spaces.
- There is no integrated booking or shared calendar system between existing spaces.
- There is very limited provision for indoor sport and recreation, or arts and cultural performances, the Omakau Hall is marginal as a venue due to its poor condition and its limited suitability for indoor sport.
- There appears to be a lack of more adventurous outdoor play provision for older children, such as skateboarding/scooter and BMX track opportunities, local formalised technical track for MTB, etc.
- There is no outdoor basketball provision which has increasing demand elsewhere in the country.

4.2 Current Use of Community Spaces

Data regarding current use of community facilities is not well documented and there appears to be significant use without booking of the space. Therefore, the following data in the table below should only be treated as indicative.

Table 1: Current Use of Community Spaces

Facility	Main Uses in the past year
Omakau Hall	<p>Use in past years was reported as:</p> <ul style="list-style-type: none"> ▪ Pilates, number of sessions per summer ▪ Yoga ▪ Omakau Residents and Ratepayers Assn (monthly) ▪ Water Meetings (Irrigational Company AGM only – other meetings at the pub) ▪ Funerals (None) – not suitable venue ▪ Weddings (None) – not suitable venue ▪ School Production (5 weeks of rehearsals - annually) ▪ Gymnastics 10-12 times per year 50-60 students ▪ 'Stars in your Eyes' Community Event – every 2 years ▪ ANZAC Day Service - annual ▪ AGMs (need number) – Irrigation Company ▪ One-off public meetings – 1-2 per year, as required
Matakanui Combined Rugby Clubrooms	<p>Clubrooms had 41 days of hire in the year to 31 March 2018 for a range of sport activities including 8 home games of the MCRFC and 9 touch days plus funerals, parties, community and commercial meetings. About half of the booking paid no charge because they involved members of the Rugby Club.</p> <p>The Clubrooms were also used by 10 school groups, the largest being 123 students staying at the campground for 2 nights. Another 15 schools used the facility on an occasional basis. Most of the groups were about 30 persons.</p> <p>The Omakau School use the Clubrooms for an annual Disco night plus has used it for school fundraisers (last used 4-5 years ago).</p>
Omakau Primary School	<p>The multi-purpose room receives general community use outside of school hours.</p> <ul style="list-style-type: none"> ▪ Community Meetings (about 10 per annum) ▪ Hockey Prizegiving ▪ Anglican Church Group monthly meetings ▪ ITO Workshops (about 2 per annum)
Omakau Bowling Club	<ul style="list-style-type: none"> ▪ Bowls practises and games ▪ Pavilion mainly used by members use, available for public hire.

Facility	Main Uses in the past year
Commercial Community Space	<p>The Omakau area seems to be reflecting the national trend of commercial spaces such as caf��s and hotels becoming the 'meeting rooms' of choice, as they are well heated, onsite catering, and enable socialising after meetings. They usually have IT infrastructure, are often free (purchase of food & drinks expected). Common uses are:</p> <ul style="list-style-type: none"> ▪ Social gatherings ▪ Fundraisers/Quizzes

5 Financial Analysis (Current)

Analysis of the two financial years (2015/16 and 2016/17)² of the Omakau Recreation Reserve (including the Camp Ground) and the Omakau Hall³ was completed to better understand the current financial position and practices.

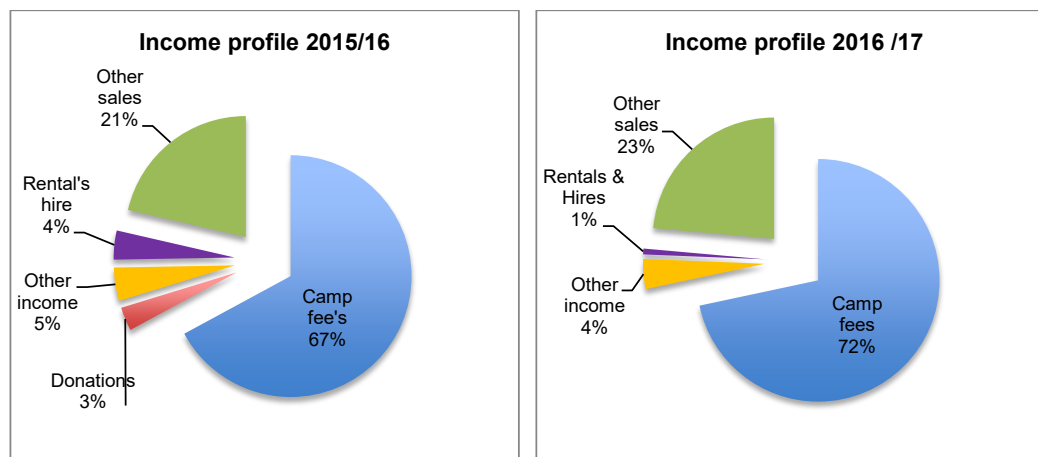
5.1 Omakau Recreation Reserve Current Financial Profile

The Omakau Recreation Reserve is managed by a sub-committee of CODC (the Reserve Committee) with delegated authority to operate and develop the Reserve for the benefit of the community. A key component is the Camp Ground located on the Reserve which is operated by the Reserve Committee.

5.1.1 Current Income

The chart below shows the main income streams based on analysis of Omakau Recreation Reserve profit and loss for 2015-16 and 2016-17. It shows the significant variation is rental income from clubs year to year. In 2015/16 this was approximately 4% of the total income or \$5,000, in 2016/17 it was only 1% of the income or \$900.

Figure 4 Income profile for Omakau Recreation Reserve in 2016 /17



² Financial reports due to summer operational demands cover 1 January – 31 December

³ Omakau Recreation Reserve Financial Figures provided by CODC

5.1.2 Current expenditure profile

The charts below show the expenses for the 2015/16 and 2016/17 financial years. The largest single cost is the camping ground related staff costs. Staff is a full-time caretaker for 10 months of the year and a cleaner employed for approximately three hours per day over the summer period. Depreciation is the other major cost predominantly related to the Camp Ground accommodation and services buildings.

Figure 5: Expenditure for Omakau Recreation Reserve Committee in 2015/16 & 2016/17

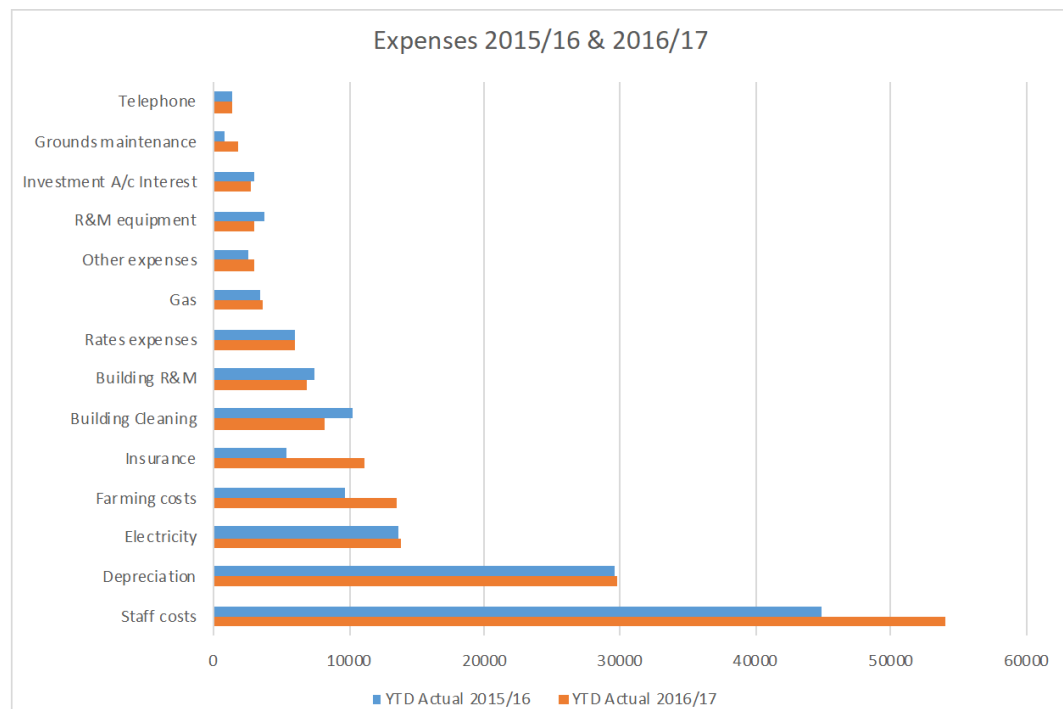
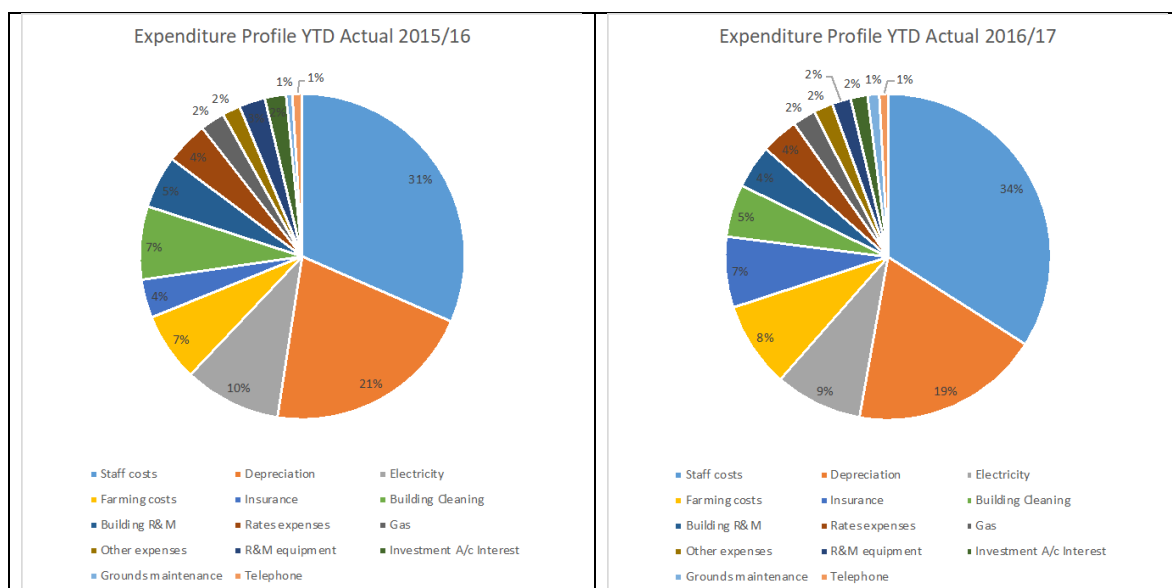


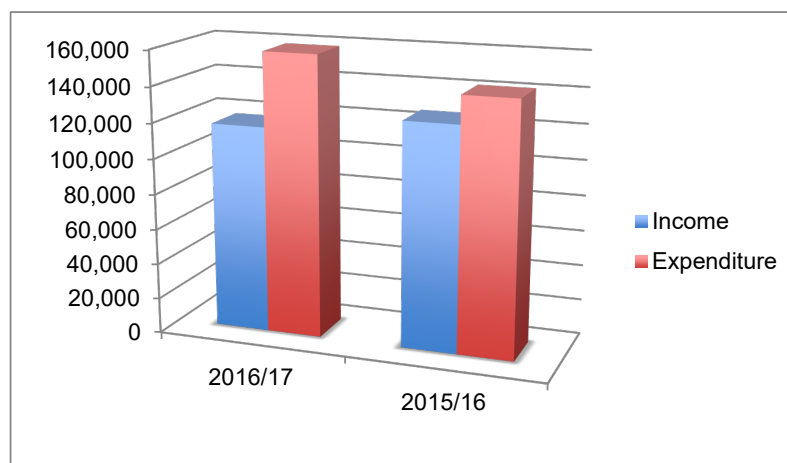
Figure 6 Expenditure profile for Omakau Recreation Reserve Committee in 2015/16 & 2016/17



5.1.3 Overall Income and Expenditure Situation

The chart below shows that over the last two years total income levels have declined, and expenditure has increased. Expenditure has increased by approximately \$17,000 or 12%. Income levels declined by \$9,280 or 8% between 2015/16 and 2016/17. The deficit has increased by \$25,968 or 60%.

Figure 7 Comparison of income and expenditure of 2015/16 and 2016/17



5.1.4 Matakanui Rugby Clubrooms Current Income

The Matakanui Rugby Club operates, repairs and maintains the clubroom facility and has traditionally provided the facility to Club members at no cost for some events such as funerals. The Rugby Club indicates that revenue of about \$8,500 GST inclusive would be possible if all hirers were charged for use.

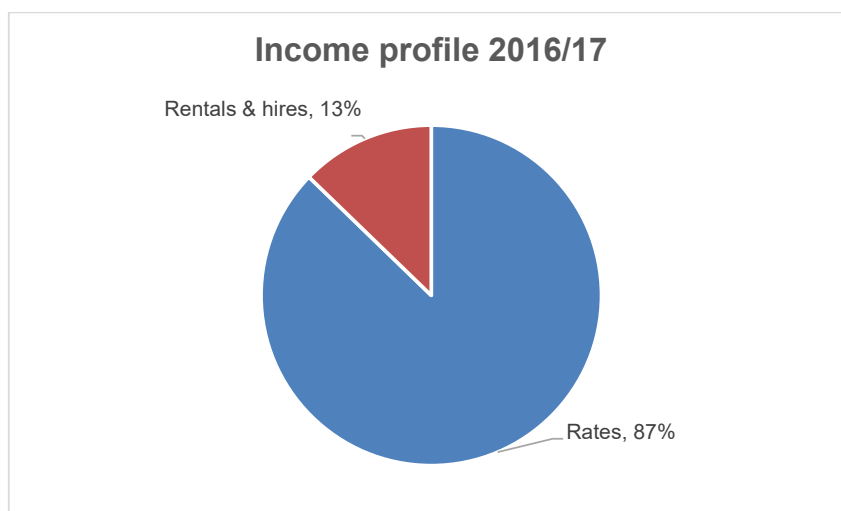
In addition, 10 schools use the Clubroom on a regular basis (at least annually) and another 15 use it occasionally for outdoor education related activities. This use is at no charge.

5.2 Omakau Hall Current Financial Profile

5.2.1 Current income profile

The chart below shows the main income streams based on analysis of Omakau Hall's profit and loss figures. It presents a heavy reliance on a single income stream of rates, which contributes nearly 87% of all income. This is rated across the whole Vincent Ward at a cost of \$0.71 per ratepayer (5,780 ratepayers). The revenue from rentals of tables and chairs and hall hires for 2016/17 was the main other income at \$750. There was minimal revenue from actual hall hires and this reflects the poor condition of the hall.

Figure 8 Income profile for Omakau Community Hall in 2016/17



5.2.2 Current expenditure profile

The charts below show the expenses for the 2015/16 and 2016/17 financial years. There are three main costs i.e. repairs and maintenance, depreciation, and staff costs (including cleaning).

Figure 9: Omakau Hall Expenditure 2015/16 & 2016/17

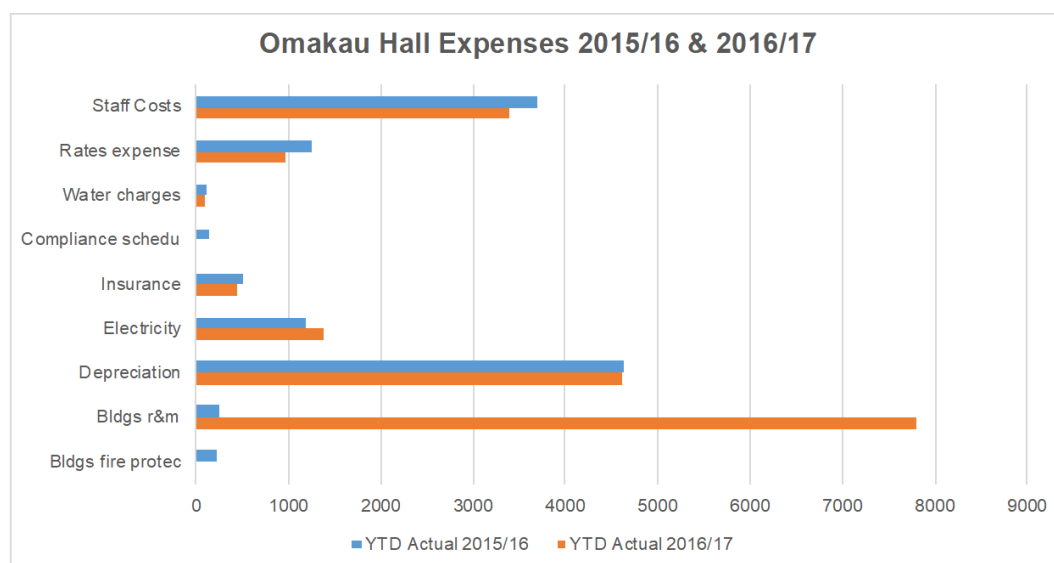
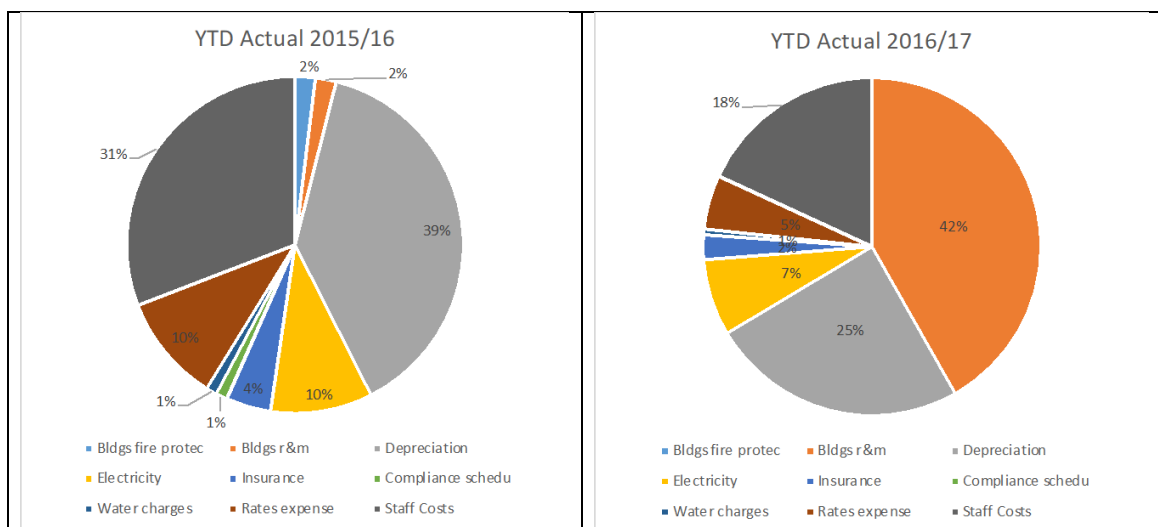
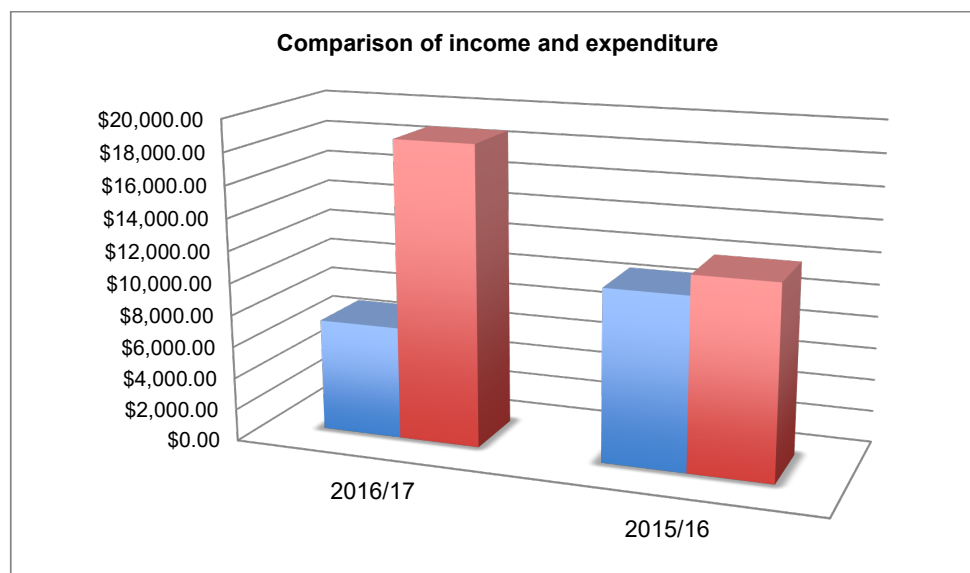


Figure 10 Expenditure profile for Omakau Hall in 2015/16 & 2016/17

5.2.3 Overall Income and Expenditure Situation

The chart below shows the last two years total income and expenditure for the Omakau Hall⁴. The income has reduced dramatically by more than \$3,700 or 35% over the two-year period. During the same timeframe expenditure has increased by approximately 56% to slightly over \$6,700.

Figure 11 Comparison of income and expenditure of Omakau Hall between 2015-2017

⁴ Provided by Central Otago District Council (CODC)

6 Demand Analysis

The following section outlines the analysis of demand from the feedback received from the community consultation undertaken by Global Leisure Group.

6.1 Expressed Demand from the Residents Survey

There were 97 responses to the voluntary resident questionnaire (69 has used the Omakau Hall and 76 had used the Rugby Clubrooms).

Community Space Needs

When asked what type of Community Space was needed and how they could be provided:

- The most consistent demand was for one combined multi-purpose community facility – a **'community hub'**
- The next most frequently mentioned demand was for better and more public toilets

Most Desired Activities

There were two distinct more frequently expressed activities that people would like to do outside of their own private residence in their spare time. In priority order they were:

1. **Attend a local gym/fitness training facility** (17 of 46 responses to this question) - There was a strong demand for a local gym/fitness training facility that ideally has cardio and weights equipment, and a mix of exercise classes (including yoga), in a warm comfortable space.
2. **Participate in a range of indoor sports, activities, classes and clinics** were other responses (less than 5 each) such as:
 - Social & potentially competitive basketball, football/futsal, indoor netball,
 - Winter sports training
 - Dance classes
 - Music lessons
 - Workshops & technical training
 - Grey power workshops

Other one-off comments for consideration were:

- Have accessible spaces
- Have a warm toy library
- Have a taxi service / community van option for Omakau
- Watch movies
- Have a drop-in centre

6.2 Expressed Demand from User Group Survey

Due to the small number of respondents (7), it is important that User Group findings are not taken in isolation as representative of all groups and considered as indicators only alongside all other consultation findings.

Meetings

Meetings range from weekly, to monthly and bi-monthly, are generally 1-2 hours in length, in the evening and can involve up to 20 people – this needs to be kept in mind with regards to scale for meeting spaces

Desired attributes of meeting spaces were that they are low cost, warm, well equipped and easy for everyone to get to.

Dealing with group/organisation matters followed by a social catch-up was the most common meeting practise.

Meeting behaviour patterns were expected to remain constant over the next five years.

Survey findings reiterated Omakau is consistent with the nationwide trend of café's and other commercial spaces becoming increasingly popular for smaller scale community group meetings, as they are warm, cater for socialisation, and can provide good refreshments, etc. This needs to be considered when planning a community space.

Activities of Respondents

- Activities are generally held once or more a week, are 1-2 hours long, and tend to occur during the day, after school or evenings
- Activity patterns were considered to potentially change over the next five years

Ideal Community Space

Consistent messages for meeting and activity spaces is that they need to be:

- Warm in winter
- Well ventilated in summer
- Welcoming
- Free to use, as they are now
- **Meetings;** Cater for up to 30-50, with kitchen facilities for making tea and coffee, tables, chairs, catering on site or close, flexible spaces, ability for different size meetings
- **Activities;** Need a large room/spaces that holds 100-200 people, with portable seating, stage, IT, carpet, bar, and changing facilities

Community Space Needs

When asked what type of Community Space was needed and how it/they could be provided, the most consistent demand was for a multi-purpose multi-use community space that can cater for all, small and large gatherings, sporting and non-sporting groups. Some respondents expanded on that saying it:

- Could possibly include a small gym area
- Could also cater for outdoor pursuits groups or visiting schools or camps.
- Would need to be warm with easy car parking

6.3 Expressed Demand from Omakau School and Poolburn School

Both schools provide a similar range of community space provision available for use during and after school hours, and both have the potential and are open to greater utilisation by the wider community.

- Both schools are relatively self-sufficient for their own space needs, though require the use of larger community spaces for 'whole of school' community events and gatherings (e.g. end of year productions, disco's, fundraisers). They would like those wider community spaces to be well heated and ventilated, and well set up with IT infrastructure
- Needs facility within safe walking access to Omakau Primary School. The Omakau Hall is walkable and the 'Domain' (Recreation Reserve) is also walkable, with only one main road crossing

7 Needs Analysis

Two very distinct messages have arisen out of the various forms of community consultation, giving a strong indication of the community's needs and preferences.

The community have clearly stated they would like:

1. **One multi-purpose, multi-use 'Hub' facility with the capacity to cater for larger scale gatherings, located at the 'Domain' (Recreation Reserve)**
2. **More modern public toilets to meet local and tourists needs**

Both need to be addressed. However, the high visibility public toilets for travellers in the main commercial area of the main street is seen as a separate need to toilets for users of the Recreation Reserve. Finding a solution to the public toilets issue is not part of the scope of this study.

The community thinks it is important the Community Hub is:

- Welcoming
- Family orientated
- User friendly for people of all ages and abilities
- Easy to book - ideally an electronic booking system (possibly along with other halls & facilities in the District)
- Financially sustainable – user pays
- Governed by a group representative of all users

The community would like the Hub to include:

Flexible multi-purpose spaces

The spaces need to be designed for flexibility, so can cater for small and large meetings and events.

Stage

Ideally have a moveable stage for performances

Kitchen

Not necessarily a full-scale commercial kitchen, but one that would complement rather than compete with existing kitchen facilities in the wider area such as recently upgraded commercial kitchen in Becks Hall.

Childcare facilities

The Omakau Playcentre indicated they would be interested in relocating to the Hub or potentially dissolving if a commercial childcare facility was established at the Hub. A commercial childcare facility is seen as a positive commercial opportunity for the town, and a childcare service more aligned with the needs of modern working families.

Fitness gym

A desire for an area with cardio and weights equipment that can then utilise a multi-purpose space for a range of exercise classes.

Decent toilets***Good heating/ventilation***

The key message from the community is that it needs to be warm in winter, and cool in summer.

Accessible

Easy access and easy to use for all ages and abilities

Good car parking

Sufficient parking reasonably close to the facility.

Good Indoor/Outdoor flow***Good lines of sight***

It provides good lines of sight both for spectators watching activities and for parents supervising children.

Contemporary IT infrastructure

High speed broadband with local hot spot/ Wi-Fi and streaming. Data projection and flat screen TVs.

8 Comparative Analysis

The Mossburn Community Centre and the Simpson Park Centre in Lawrence were selected for comparative analysis, as they were both considered to be in similar communities to Omakau (e.g. demographics, population size, rural base), and to be successful multi-use 'Hub' type facilities similar to what was being proposed for Omakau at the 'Domain' (Recreation Reserve) site.

Mossburn Community Centre

The multi-purpose facility is large at just over 3,000 m² and includes main space for indoor court sport/ auditorium, change facilities and social spaces. The complex was designed in a way that it could adapt to changing community needs. This has been a key to the success of the Mossburn Community Centre which was built 35 years ago

and is still serves the surrounding community effectively today. The complex is not used for as many large private functions (weddings, 21^{sts}) as it used to be, which is attributed to changing community dynamics from long serving sheep and beef farming families to now more transient primarily dairying community.

Summary:

- The key message from the Mossburn example is the importance of designing and planning for the future, not just for current needs, so ideally the facility can stand the test of time and continue to effectively serve community needs.
- The self-management committee model appears to work well and is similar to the Omakau situation

Simpson Park Complex

Established in 1982, Simpson Park is owned and operated by the Lawrence community with the objective of promoting and supporting the sporting and cultural interests of the Lawrence/Tuapeka community. Main space is a gymnasium (30 by 15 metres) close to a full-size basketball court. Attached to the gymnasium are changing rooms, showers, toilets etc., two small 'offices' (used for other purposes), two storage bays, one large gym-shed.

It is a shared community/school building with a partnership agreement around finances, use and operation in place between Lawrence Area School and Simpson Park Inc.

Summary

- Partnerships can work well when major benefits for each partner
- Right size and flexible facility
- On-going fundraising is essential (cattle scheme) not just to raise initial capital

9 Option Analysis

The clear preferences expressed by those who have engaged with the process and given feedback has significantly assisted in narrowing the community space options. Analysis of community feedback and overlaid with experience by GLG brought to the fore several options as described below.

9.1 Status quo

This option is not seen as a viable option, based on community feedback and our assessment.

- Embeds duplication
- Continues the fragmented delivery of community activities
- Requires major investment to achieve seismic standards
- Requires further investment to achieve fit-for-purpose and 'community space fundamentals' (improve insulation, heating and cooling, etc)
- Increasing ongoing maintenance costs (old buildings are known to cost more)
- Whole of life return on investment is poor due to age and cost of refurbishment

9.2 Development of a new single Hub Facility for the Omakau-Manuherikia Community

Given the clubrooms building already requires significant refurbishment and maintenance work and is yet to have an earthquake assessment (a significant cost risk), attempting to undertake significant renovations on a building that is already in a poor state would not be financial prudent and is likely to achieve a mediocre result at best.

Building a new modern multi-purpose multi-use community 'hub' facility will be the most sustainable and financially cost-effective option over the life of the facility that will deliver a quality community space and the best long-term community benefits for residents and visitors alike.

Developing a single new community hub facility has the following benefits:

- Reduces duplication (not maintaining and operating two old buildings)
- Provides a main focal point for community activities
- Brings together the sport, recreation, cultural and performance arts enabling cross-over rather than the current fragmented approach
- Reduces ongoing maintenance costs (newer buildings are known to cost less)
- Whole of life return on investment is better

The location of a new facility is determined by the requirements of key users. Sport activity requires co-location with the playing areas as a key function if the facility is to provide the social and changing facilities. The performing arts and cultural activities do not require co-location with any spaces beyond the building. Parking is required by any community gathering be it sport, recreation, arts or cultural activity or events, civic or social event, funeral or celebration.

9.3 Omakau Hall

The community is clear that this building is no longer fit for purpose and there appears to be no (or very little) desire or need expressed by the community to redevelop it for future community use. The needs previously met by the Hall will instead be provided for in the new hub facility. There is however strong community desire to retain the ANZAC commemorative aspects of the plaques located in the hall entrance to enable future ANZAC Services.

9.4 Matakanui Rugby Clubroom

The Clubroom provides the support facilities for the 'Domain'. However, the building is outdated, particularly the change and ablution facilities. The ageing building will have increasing costs for repairs and maintenance. There is a need for a modern fit-for-purpose facility to support sport and recreation activity on the 'Domain'. There is general support for the club room and change rooms to be integrated within a wider community hub facility.

9.5 Toy Library

The community feedback received supported the Toy Library being part of the community hub and this is in line with the community hub concept. The functions of the Toy Library space could be easily incorporated into the 'hub' facility. This would enable the Toy Library to reduce its facility maintenance costs and responsibilities, share services such as toilets and use the main space for the issuing and receiving of play equipment from a secure storage space.

9.6 Fitness Studio

Fitness facilities are a common feature of hubs elsewhere and is a possible option in Omakau. The size of market would suggest a small studio space in the community hub facility for exercise machines and weights with fitness classes delivered in the main spaces in hub facility (plus appropriate storage for related equipment).

9.7 Other Related Options (Current and Future)

Several other options were identified during consultation and analysis.

Master Plan

It is apparent that a Master Plan for the 'Domain' (Recreation Reserve) is needed to ensure a planned approach to the locating of the community hub facility and future development to be optimised both from a land use perspective and functional perspective.

Optimise use of the western hill at the Domain

The western hill area is not used for sport or campground purposes. The slope could be developed with some terraces to provide premium sites for motorhomes and possibly tents with elevated and extensive outlook/ vistas of the valley and hills. This would provide additional capacity during the summer peak season for the campground and parking to watch rugby games from the comfort of vehicles during the winter.

Artificial Turf

Renewal of the artificial turf will be needed at some point and needs to be factored into a Master Plan for the 'Domain' (Recreation Reserve).

Childcare Centre

This is a specialised service and needs a specialised facility to meet regulations. A separate building rather than integrated space in the hub could be an option. The Childcare Centre could at times use the hub facility for indoor activities. A land footprint for such a facility needs to be factored into a Master Plan for the 'Domain' (Recreation Reserve).

Outdoor Basketball

There is no outdoor basketball provision with backboard and hoop in Omakau. This is an increasing demand elsewhere in New Zealand for casual use. An option is to install a backboard for 3v3 streetball on the existing multi-use surface. This is likely to be popular with campground users as well.

Covered active recreation and sport space

A national trend in wetter climate areas is for more sport activity to have a wet-weather protected space either covered (unheated) or fully indoor. These areas provide reliability for an activity to proceed at least in some form in wet weather. However, cancellations for wet weather are not reported as a major factor in Omakau. This could be a long-term future option for consideration in the Master Plan for the 'Domain' (Recreation Reserve).

Bowling Club

The Bowls Pavilion is aging. A relocation of the green in the future to the 'Domain' (Recreation Reserve) is a logical outcome. The green would need to be close to toilets and social space (Hub) and needs to be factored into a Master Plan for the 'Domain' (Recreation Reserve).

10 Site Options

The 'Domain' (Recreation Reserve) is considered the most suitable location for a 'Hub' facility for the Omakau community, and there are no planning restrictions preventing such a development, and only disadvantage is the greater distance from the Primary School.

Three options were identified for a new building.

Option A is an elevated site on hill opposite the halfway line which is remote from services and other key assets (multi-use surface and playground).

Option B is currently occupied by the clubrooms and will mean an interruption in services whilst it is demolished, and the new building is constructed.

Option C at the north end of the rugby field.

Of the identified options for locating the hub building on the Domain (Recreation Reserve) building site Option C is the preferred location. It provides the best integration with other recreation and sport facilities (multi-use artificial turf, playground and family space). The site has the highest visibility from the Highway (Leask Street). It also will provide good proximity of toilets and showers for camp ground sites, particularly those close to Leask Street.

Figure 12: Site Options



11 Suggested Development Approach

A trend with community sport facilities is the consolidation into multi-code sports hubs. There is a parallel trend in consolidation of the ownership, governance and management community sport clubs and of their facilities. The latest generation of these sport club partnerships (often known as 'sportvilles') have broadened to include other community organisations and the Toy library is one of these.

The preferred approach is to build a new Community Hub facility at the 'Domain' (Recreation Reserve) to replace the existing Clubrooms and Omakau Hall. The 'Domain' has most of the sport playing areas, offers space for parking and has additional land for future proofing the location as the community hub. CODC has advised that:

- Reserves General Policies allow CODC to issue a lease up to 33 years on reserve land where it is associated with recreational activity on that reserve.
- Building consent would be required for a new build, resource consent may not be required due to facility purpose and zoning of the Reserve.

Proviso's

- The Omakau Hall plaques are to be preserved and located at the 'Domain', to enable the retention of the annual ANZAC service. Further community consultation could be undertaken to determine exactly how this is to be done, to date the community have mentioned an outdoor monument at the 'Domain' (Recreation Reserve) such as prominent new entry gates from Leask Street.
- The Omakau Hall is demolished once plaques are relocated. If sold to third party, any surplus from sale is put towards the cost of the new hub facility.
- Strict controls will be put in place to ensure any future building work (redevelopment/demolition) is carried out in a timely manner and sensitive to the 'Domain' (Recreation Reserve) site
- Consideration will also need to be given to minimise disruption to the community – a new hub facility could be constructed independently of the existing clubrooms avoiding interruption of service to the community.
- Once new hub facility is operational then the clubrooms will be demolished.
- The new 'Hub' facility makes provision for a Toy Library service (storage of library items and use of indoor space for issuing and receiving) if considered important by the community.

Suggested Actions

The following are the suggested actions to implement the development approach:

- 1. Build a new Community Hub facility at the 'Domain' (Recreation Reserve) to replace the existing Clubrooms and Omakau Hall.**
- 2. Seek the views of the Omakau & Districts RSA regarding how best the memorial plaques are relocated, conserved and honoured in a prominent location on the Recreation Reserve possibly at or as part of a new entrance structure fronting onto the Highway (Leask Street). This relocation to enable the retention and enhancement of the annual ANZAC service at the 'Domain' (Recreation Reserve).**
- 3. Close the Omakau Hall, replace its function with the new community hub facility and sell the Hall building and land with net proceeds of sale used to help fund the new hub facility.**
- 4. Demolish the Clubrooms once the new hub facility is operational.**
- 5. Relocate the Toy Library function to the community hub facility, demolish the building and possibly redevelop the land as public green space or a site for public toilets or possibly sell the land (with net proceeds of sale used to help fund the new hub facility).**
- 6. Retain a single owner entity being the Central Otago District Council and managed by the Omakau Recreation Reserve Committee with revised terms of reference**
- 7. A modified governance and management structure are established reflecting the wider community hub role of the new facility on the Domain (Recreation Reserve)**
- 8. Access rights of key Clubroom users and the Central Otago A&P Society should be assured through long-term agreement with the Omakau Recreation Reserve Committee**

12 Functional Specification (Preliminary)

The functional specification has been developed based on local consultation and research overlaid with best practice from the recreation, sport and community sectors.

12.1 Community Hub Facility

There are a number of key features of this facility that will be demanding but if developed in an appropriate configuration will result in a truly integrated facility with the capability for multi-use of spaces, concurrent use by 2 or more parties and co-location with a number of activities on the Domain (camp ground, sports fields, multi-use artificial turf and playground).

Added Value Opportunities

There are opportunities to add value for users and the wider community through innovative thinking and potentials of multi-use as community hub, clubrooms and campground facility. These include:

1. Creating a high-speed Wi-Fi hot spot at the community hub for streaming and data projection capability for community and campground users.
2. Becoming a Civil Defence emergency congregation centre with the addition of a generator inlet point to the electrical system and/or photo voltaic panels and inverter for power supply independent of the national grid.
3. The toilets and change for teams and referees could be dual purpose as rugby ablution facilities in the winter and as campground ablution facilities in the peak summer period. This would require the building to be adjacent to the campground. Each of ablution spaces would need to be designed with lock off security doors for external access for campers to use. Team change rooms have security door for internal access to respective ablution units. Can operate in summer 50% female and 50% male for campground users.
4. The toilets provided for the main indoor space could also be used by campground users during the summer peak demand periods on the understanding that if there is a booking for the main indoor space that the external access to these toilets will be locked off for the duration of the booking.
5. A similar approach could be taken to use of the kitchen in the hub facility for larger groups staying at the camp ground such as school class groups. A separate development of a replacement kitchen and dining facility (as is currently attached to the Clubrooms building) will be needed for day-to-day use by campground guests.
6. The change rooms may be able to be used in the summer as storage for winter sports equipment or by campground users for secure bike storage or as wet weather shelter spaces
7. A concrete patio area could be used to enable easy temporary expansion of capacity of the main space for the occasional large attendance event. Anchor points could be installed in the concrete pad and external wall of building to enable easy anchoring of a temporary structure, membrane or marquee.

The specification in the table below has a building footprint of about 600m² in a single level layout. The building is intended to be built on an elevated platform of 500-1,000mm above the sports field level (if recommended site option C) to improve sight lines to the sports areas around the facility. This elevation could be achieved using

locally sourced aggregate with gentle ramped approaches to the building to provide good accessibility.

Table 2: Proposed Requirements Omakau Community Hub Facility

Facilities proposed	Specific details
Multi-use Public Assembly Hall Sport Clubroom lounge An event and celebration space for Public Assembly Low impact exercise / activity space 200m ² (116/84m ² when divided)	<ul style="list-style-type: none"> ▪ Able to accommodate up to 150 people in mix of seated and standing in clubroom mode and all seated in audience mode, or 110 seated at tables ▪ Able to be divided by fold away operable wall into 2 spaces (lounge/ seminar/small clubroom space of about 25-30% and larger clubroom/ hall 75-70%), preferably sound reducing operable wall ▪ Flooring mix of hard floor for larger space e.g. low impact exercise activity) and carpet in smaller space for meetings/ member lounge ▪ Clubroom located so has views of rugby and cricket field ▪ Ability to darken room during daylight hours but not blackout ▪ IT and data projection friendly ▪ Access to kitchen from both spaces when divided by operable wall ▪ Bar with serving counter from both spaces when divided by operable wall ▪ Access to toilets from both spaces when divided by operable wall ▪ Mounting points and power supply for stage lighting ▪ Ability to secure space from other spaces ▪ Can be easily extended if needed in the future ▪ Can have access to an outside plaza area for temporary overflow accommodation for an occasional larger event
Kitchen/ Bar facility 50m ²	<ul style="list-style-type: none"> ▪ Big enough to support functions in the facility (e.g. prepare, heat and set out food for presentation) and good dish & glass wash fit out ▪ Good direct access to the outdoor vehicle areas for ease of load in and load out ▪ Serving counter into main space for food and drinks ▪ Preferably with serving counter directly to outdoor for "tuck shop" function avoiding requirement for outdoor customers to enter the building with dirt and mud on footwear (if not possible then immediately adjacent to an entry door to limit cleaning) ▪ Instant boiling water supply. ▪ Free standing lockable chillers
Toilets for users of main space 55m ²	<ul style="list-style-type: none"> ▪ Sufficient to comply with planning requirements ▪ Direct external access via security door to enable use without entering rest of building (for campers use during peak summer demand for toilets)
Fitness Studio 50m ²	<ul style="list-style-type: none"> ▪ A local level gym/fitness training facility that ideally has cardio and weights equipment in separate lock off space ▪ A mix of exercise classes (including yoga), in the multi-use hall space that is a warm or cool (as needed) and comfortable space
Two change rooms, showers, tape room/ first aid room 100m ²	<ul style="list-style-type: none"> ▪ Primarily for outdoor sport use to service rugby/ touch fields, hockey/ courts area, comply with club rugby requirements of NZRU ▪ Change rooms open into access corridor to provide privacy. Corridor has secure grill or door with venting for outdoor access as well as lock door into main facility (capability to add more change rooms in future plus extending access corridor) ▪ Connected ablutions space with one toilet and 3 shower cubicles per change room with direct external access via security door and access to change room via lockable door ▪ Each change room is able to be locked off from rest of building with secure door. ▪ Each change room and each ablution space has a secure vent (for 24/7 passive ventilation) ▪ Change and ablution spaces and any access corridors have slightly lower floor level than other spaces in building and slightly sloping floors to enable easy cleaning of floors with hose to gully trap(s)

Facilities proposed	Specific details
Referees/ officials change room 30m ²	<ul style="list-style-type: none"> 2 small change rooms Cubicle with shower and change space One of these rooms to be First Aid/ Physio room as well Both have direct external access via security door Each change room has secure vent (for 24/7 passive ventilation) Change rooms and any access corridors have slightly lower floor level than other spaces in building and slightly sloping floors to enable easy cleaning of floors with hose to gully trap(s)
Stage/ hall store 45m ²	<ul style="list-style-type: none"> One large store area for chairs and tables with direct access to main space Fold back operable wall Ability to store and lay out movable stage floor to provide raised stage area Suggest space is located at one end of main space to provide good viewing from main space when used as stage
Main space user storage 12m ²	<ul style="list-style-type: none"> 4 separate and secure store cupboards for regular users of main space. Each cupboard approx. 1.5 m wide by 2 m deep, all with direct access from main space via locked doors for rolling in and out of gear trolleys May need expansion if Toy Library included in Hub
Store for outdoor equipment	<ul style="list-style-type: none"> Use of 20-foot cargo containers for storage Screened with trellis or similar (see Toitu Poneke Hub in Kilbirnie, Wellington for an example)
Entrance, Foyer, Circulation, Reception and Office 60m ²	<ul style="list-style-type: none"> IT and data projection friendly foyer Digital control system to open the facility and record usage (Swipe, dongle or PIN pad) Office for facility and club administration and event coordination
24/7 public toilet 5m ²	<ul style="list-style-type: none"> Universal access toilet Available and accessible for public use 24/7 Well-lit entrance with door in external wall Fire proof design to isolate from rest of building

Storage for ground maintenance equipment would preferably be provided in the form of a double garage separate to the facility some distance from the main building and campground (mitigate fire and safety risks associated with fuel and chemicals).

Parking provision requirements will be determined by CODC once size and capacity of the facility is settled. Additional gravelled parking capacity could be developed in the area currently occupied by the Rugby Clubrooms after it is demolished as well as on the embankment.

12.2 Campground Kitchen & Dining Facility

In addition to the hub facility a replacement campground dining and kitchen facility will likely be required to serve the needs of campers as mentioned above. The current facility has domestic kitchen work stations with a bench and sink plus several freestanding cooktop/ovens, microwave ovens and fridge freezer units. There is also a dining area with tables and chairs. The kitchen and dining space is approximately 80 sq. m in area.

12.3 Modern public toilets

There are toilets at the local garage in the centre of town, and at the 'Domain' (Recreation Reserve). However, these are not currently perceived as or operating effectively as 'public' toilets due to the distance from the main retail area in Omakau. The community would like new public toilets that are:

- Modern and purpose built
- Accessible for all
- In a prominent location in the retail centre of town
- Easily identified through good signage both in town and from the Rail Trail

Further discussions are required to determine the exact location, and this is not part of this study. There appeared to be general consensus that the toilets need to be located in the centre of town, close to the key junction where cyclists enter the CBD. It should be noted that the trend is for hub facilities to have a 24/7 accessible public toilet when co-located with sports fields and playgrounds.

13 Building Concept and Layout

The preliminary concept plan developed by Studio 106 Architects provides a rough estimate of the size and potential layout of spaces. The sketch shows the relative scale of the various spaces and their functions. It is only notional as a start point for design process that will follow in later stages of the development planning process.

Figure 13: Notional conceptual sketch of Hub building



14 Ownership, Governance and Management

The Recreation Reserve Committee (the Reserve Committee) composition will need to be restructured and its charter or terms of reference updated to accommodate the wider community centre function and operate as its governance board. The Reserve Committee will have a direct hands-on management role due to the small scale of the operation and the tradition of the Reserve Committee to 'get stuck in' at an operational level. Suggestions based on experience elsewhere with community sport hubs provides some guidance regarding the future shape of the Reserve Committee and the key tasks:

- Committee is usually a mix of up to 5 skill/ knowledge-based members and 1 or 2 elected representatives of the key users
- Committee is focused on serving the community, and users of the hub facility and Recreation Reserve, while sustainably managing the facility
- Key users such as sports clubs and community groups remain sovereign in terms of retaining their identity and self-determining in the operation and management of their sport or community activity. However, facility provision is not part of these activities.
- The Committee would develop a 'Domain' (Recreation Reserve) Master Plan to ensure the entire area is developed in a planned and co-ordinated manner in the future
- The Committee would develop, monitor and adjust the business plan to drive activation and performance of the venue as a community and sports hub to: increase participation in activities, to increase occupancy by hirers and to improve financial sustainability
- The Committee would usually employ staff to manage and activate the facilities and other spaces to maximise use and benefit to the community. However, initial use of contractors to develop and operate programmes early in the operating life of the hub may be a better solution, especially given the small size of the community

15 Financial Modelling for New Community Hub

The financial analysis presented in this section is based on the suggested facility solution to meet the needs of Omakau and its wider community. In the Sport New Zealand (Sport NZ) Community Sport and Recreation Facility Guide 2016 it states: -

Community sport and recreation usually operates at a net cost to the community.

In order limit the level of the net cost, and to be successful, any facility development needs to have a clear focus on being affordable and sustainable over time.

The financial projections presented in this model have been prepared based on the best information available at this point in time. Some assumptions inevitably will not eventuate, due to unanticipated events and circumstances occurring. Therefore, actual results achieved during the period covered by our analysis are likely to vary from those shown in the 3-year budget projection.

15.1 Revenue opportunities

The functional specification provides wider opportunities for the Hub facility to increase revenue. The hire spaces that encompass the multi-use public assembly space (sport clubroom/ community hall, kitchen bar facility, fitness gym) if operated proactively could achieve greater occupancy (and higher revenues). The Hub facility concept has a range of spaces for hire to meet differing needs of current and potential users such as the potential to create two spaces using a fold away operable wall.

The combined space would be able to accommodate up to 150 people in a mix of seated and standing in clubroom mode. However, in seated table mode it is estimated that 100-120 people could be catered for e.g. 10 tables with 10/12 people per table. This arrangement paves the way for events and functions; these include weddings, birthdays, conferences / meetings and Christmas or work social activities. The kitchen and bar facility (approximately 50m²) can cater for these larger events thus increasing hire charges. The kitchen facility could also be designed in such a way to offer an outdoor “tuck shop” function, which could sell hot drinks and food to spectators for extra revenue.

The fitness gym targets the population of users closer to Omakau than Alexandra, hence its relatively small size of approximately 50m². This space could have a mixture of cardio machines and weights equipment plus providing fitness classes in the community room to meet the needs of fitness and exercise users. There is potential for a “multi-use” fitness membership which includes both use of the gym and attendance of fitness classes in the main hall space.

15.2 Pricing review and strategy

A review of market rates with comparable facilities was undertaken.

15.2.1 Community Centres Pricing Comparison

The table below shows a summary of community centre hire charges in the District. These are larger facilities, and this has been factored into the pricing assumptions in the financial model. The data has been supplied by CODC from its fees and charges pricing policy for 2017/18⁵.

Table 3 Summary of comparable hire charges for CODC facilities

Hire type	Cromwell Memorial Hall (whole complex) Includes GST 2017/18	Alexandra Community Centre (hall and bar) Includes GST 2017/18
Commercial whole day	\$470.00	\$265.00
Commercial half day	\$315.00	\$166.00
Commercial hourly rate		\$32.00
Non-commercial whole day	\$190.00	\$156.00
Non-commercial half day	\$140.00	\$98.00
Non-commercial hourly rate	\$25.00	\$20.00

⁵ A whole day is more than 6 hours, half day is less than 6 hours

Sporting events-tournaments whole day	\$145.00	
Sporting events-club nights/ half day tournaments	\$115.00	

Maniototo Stadium	Includes GST 2017/18
Stadium /kitchen/ bar (day rate) weddings, cabarets	\$166.00
Rugby clubroom/kitchen/bar (day rate not exceeding 24 hours)	\$140.00
Rugby clubroom/kitchen/bar (half day rate not exceeding 4 hours)	\$68.00
Kitchen whole day (not exceeding 24 hours)	\$52.00
Kitchen half day (not exceeding 4 hours)	\$26.00
Stadium only (day rate-not exceeding 24 hours)	\$109.00
Stadium sports session (not exceeding 4 hours)	\$35.00
Stadium sports session (not exceeding 2 hours)	\$16.00

15.2.2 Suggested Pricing for Hub Facility

Pricing levels need to balance revenue generation with affordability and ensuring an accessible and inclusive community centre facility. The suggested pricing for modelling purposes are listed in the table below. Non-commercial includes all not-for-profit activities.

Table 4: Suggested pricing for new Hub

Hire type	Whole complex Includes GST 2017/18	Divided space with kitchen Includes GST 2017/18
Commercial whole day	\$250.00	\$200.00
Commercial half day	\$150.00	\$125.00
Commercial hourly rate	\$50.00	\$40.00
Non-commercial whole day	\$150.00	\$130.00
Non-commercial half day	\$100.00	\$80.00
Non-commercial hourly rate	\$30.00	\$25.00
Sporting events-tournaments whole day	\$150.00	\$130.00
Sporting events-club nights/ half day tournaments	\$100.00	\$80.00

An additional fee would be charged to have the bar open and staffed. This charge would be passed on to the Rugby Club if it provided the bar staff.

15.2.3 Camp Ground Pricing

Comparative analysis on pricing with other similar campgrounds across the southern South Island was undertaken (see comparison table in the appendix). Omakau is under-priced. Therefore, additional income can be generated to support financial sustainability of the campground and the community hub facility. For example, Omakau currently charges per van site regardless of the number of persons. Whereas, other campgrounds charge per person thus generating higher revenues from the same

occupancy e.g. \$32-\$38 per night for powered sites compared against \$25 per night at Omakau and \$32-36 per night for tent sites compared to \$15 per night at Omakau.

There are approximately 30 caravans in annual storage at the Omakau Domain yielding approximately \$7,200 GST inclusive. If pricing was increased to \$400 (GST inclusive) was applied at Omakau this would equate to income of \$12,000 GST inclusive per year. If the price was increased over several years to a more comparable level with Alexandra options of \$1,300 GST inclusive (\$25.00 per week) and retention of 50% of these caravans, this would yield revenue of nearly \$20,000 GST inclusive per year for the Reserve.

The Recreation Reserve Committee has introduced new pricing for campground fees as listed in the table below.

Note: All amounts are GST inclusive in the table below.

Table 5: New campground fees

Type	Details	Current Pricing	New Pricing
Showers		\$2 per 6 mins	\$2 per 6 mins
Power Sites	54 x Power Sites	1 person/night \$15, and 2nd person \$10 for first 2 nights & then \$10 per person for each additional night, Child < 12 years is \$5	1-2 persons \$35.00, Extra adult \$10.00, Child < 12 years is \$5. Pre-school child free
Tent Sites	Non-powered site	\$15 / night/ person	\$17 per person
Cabin (large)	2 x Cabins, 6 berths each	\$20 / night / person	\$30 per night per person shared (with sheet & pillow case). Full linen \$15 extra. No requested Sole use
Cabin (mid-size)	3 x Cabins, 4 berths each	\$20 / night / person	\$30 per night per person shared (with sheet & pillow case). Full linen \$15 extra. No requested Sole use
Cabin (small)	2 x Cabins, 2 x Berths each	\$20/night/person, 1 person only \$30	\$30 per night per person shared (with sheet & pillow case). Full linen \$15 extra. Requested Sole use \$60 per night.
Caravan for rent	3 / 4 Berths	\$20 / night / person	1-2 persons \$60, extra person \$35, 2 night min & 7 day max
Long term Residents	\$120 per week	\$120 per week	\$200 per week in own caravan.
Caravan Storage	On-Site	\$240 per year (\$20 / month, no fee if used during month)	\$400 per year or part thereof includes 10 pre-arranged shifts with caretaker (3 days prior). Shifts on property by caretaker only. Sites to be kept clear of storage to allow mowing and ease of relocations. No Caravans stored on powered sites.
Caravan Storage	Off- Site	\$120 per year	\$400 per year or part thereof includes 10 pre-arranged shifts with caretaker (3 days prior). Shifts on property by caretaker only. Sites to be kept clear of storage to allow mowing and ease of relocations. No Caravans stored on powered sites.

15.3 Estimated Income Projection

In order to estimate the projected income streams of the new community hub, likely levels of occupancy have to be considered. The following occupancy assumptions have been factored into projections.

- The whole complex will be available to hire Monday-Thursday from 9am-10pm. It is suggested that this be reviewed annually to ensure it meets the needs of the community. The community hall (multi-purpose room) will be available during the day for hire e.g. fitness programmes.
- Friday-Saturday extended hours will be available between 9am-12am to host functions and possibly extended further with prior permission. However, use of the facility on Saturdays for club sport will impact on the actual availability (estimated at 17 Saturdays per annum, 8 rugby and 9 touch).
- On average, the facility will be closed for 5 working days per annum for repairs and maintenance to ensure it is operating to a high standard.
- In the modelling, the facility will mostly be a vessel for hire and will not be closed on public holidays
- It is highly likely that the “fitness gym” will be accessible 24/7 in-line with current market and customer expectations and operate an electronic entry and exit system. This system will gather visitor data and also operate a CCTV camera for health and safety purposes.

15.4 Bookable Hours

The financial success of any community facility is that it is programmed to meet the needs of the residents it serves. The levels of occupancy e.g. booked hours can vary greatly across facilities and hence directly influences income levels and level of subsidy required.

Therefore, it is advisable that the Reserve Committee confirm the priorities of use which can ultimately influence the financial outcomes. These include:

- Agreed access rights for Rugby Club, Cricket Club and possibly other clubs in return for an annual rental. Some of these rights will provide the clubs with exclusive use whilst at other times shared use.
- It is assumed that some ‘whole of facility’ events will have exclusive use of the venue, whilst others will operate concurrently and share access to toilets and possibly the kitchen

The table below shows the possible scenarios of bookable hours based on the percentage of availability e.g. 5% of availability would equate to 216 hours being booked for facility use or 27 whole-day bookings.

It is common for facilities of this type in rural communities with small populations to have less than 15% occupancy. In Omakau, the bookable hours over and above the agreed rights of occupancy of tenants who pay an annual rental is likely to be around 10% or an average of 9 hours per week or 50 whole day bookings per year. Note: this excludes any casual use.

Table 6 Percentage breakdown of available hours and proportional weekly average

Occupancy availability	Bookable hours	48-week year Weekly average (hours)
100%	4320	90
25%	1080	22.5
15%	648	13.5
10%	432	9
5%	216	4.5
2.5%	108	2.25

This aligns with the available booking data for year ended 31 March 2018 for the Hall and Clubrooms.

15.4.1 Indicative income streams

The table below shows the potential income streams that could be achieved in hiring spaces in the Hub facility between Yr1 and Yr. 3 of operations. The revenue assumptions are:

- Hire use of the main space (multi-purpose) is anticipated to increase over time due to increases in bookings, particularly programme development.
- The revenues have been based on identified use plus 25% immediate lift in use from new high-quality facility and then 5% increase for 3 years before stabilising. There may be opportunities to increase revenue to commercial hirers, but this is not viewed as a main source of income. It has been assumed that the main focus will be to attract and retain community bookings rather than rely on “one off” events.
- Annual rentals for Clubs are based on current rentals of \$3,400 per annum
- Price increases have been built into the indicative income projections. These need to be reviewed annually to ensure that they compare favourably with other hire options in the marketplace.

15.5 Additional income streams

15.5.1 Fitness Centre financial modelling

Any fitness studio is likely to be small reflecting the small market size and is positioned at a local level fitness training facility that has a mixture of cardio and weights. It is likely the community multi-use space would be used for exercise classes e.g. yoga, Pilates. There would be potential opportunity to offer “fitness centre” membership passes to include class attendance as an incentive.

Comparative national benchmarking data for Council provided health and fitness facilities has been undertaken for the past 20 years⁶. The key indicator used by the

⁶ This assessment uses both the Yardstick and the more recent overarching Sport NZ Facilities Benchmarking Tool (NFBT).

public sector for health and fitness participation in these facilities is admissions per m² of programme area per year⁷.

Based on the benchmarking and local situation, the Omakau fitness centre could achieve revenue of \$27,778 per annum for a 50m² space or \$555 per m². It has been assumed that the fitness studio space would be leased to a “third party” operator. This income assumes that the fitness centre is operated using a commercial model. Lease revenue to the Reserve Committee is estimated at 25% of projected annual income or approximately \$139 per m² per annum. This would equate to nearly \$7,000 in income for Year 1. Assuming members paying approximately \$10 per week or \$500 per annum then 14 full-time members would need to be retained to meet the lease cost. The options for the Reserve Committee with a lease arrangement include:

- Lease to third party for commercial hire at a flat rate per m²
- Lease space to third party at a slightly lower annual rental plus have a “fee per member”. Therefore, as fitness centre membership grows, the Reserve Committee receives part of the benefit of increased income on a per member basis e.g. annual \$20-\$50 per member built into annual membership fee charged

15.5.2 CODC Operating Subsidy

The Vincent Ward provides annual contributions to support community facilities. The rate annual contribution has been assumed to equate to the projected shortfall between income and expenses. In Year 3 this is projected to be \$34,680 or \$6.00 per ratepayer an increase from the current \$4,100 per annum (or \$0.71) for the Community Hall.

15.6 Commentary on value and revenue generation

The level of success of the Omakau Community hub facility is directly dependent on achieving and improving the value to the community by increasing use (and revenues). Often the greatest cost to the facility is staffing. Therefore, it is essential that any person employed to manage or coordinate use is proactive in generating value through increasing bookings and programmes and is also capable at seeking funding in partnership with the Reserve Committee. Any staff member employed has to offer more than a “caretaker” function if the facility is to be financially viable. It is assumed that the proposed Reserve Manager role will be dual purpose in activating as well as overseeing the new community facility as well as the campground operation.

Initially, it will take time for bookings and programmes to develop, but it is essential in achieving financial sustainability that new and innovative approaches are taken to maximise any opportunity presented. Particular focus has to be given to the usual “off-peak time” during school days 9am-3pm. Going forward any new facility development has to maximise occupancy (and revenue). The income streams presented in this report are for guidance purposes to demonstrate the likely potential that the new Omakau Community hub facility has to offer, with the right governance and

⁷ “Programme area” is the actual area used for fitness activity and excludes support spaces such as change, ablution and foyer

management in place it would seem realistic that these could be achieved and even surpassed over time.

15.7 Operating Budget

In order to estimate operational incomes and expenditures for the sports hub a number of assumptions had to be made. The assumptions are based on industry “best practice” and analysis of other operational data from the National Facility Benchmarking Tool (NFBT)⁸. The assumptions listed below are those that have been used in the budget modelling:

15.7.1 Revenue model assumptions

Assumptions regarding revenue are as follows:

1. In the absence of reliable historical bookings and revenue data, projected hire income levels are based on a conservative model
2. The hire charges are set at the current levels for similar facilities in the region and will be increased at 3% per annum as provision for inflation.
3. The higher charge to hire the facility for commercial purposes, with a lower rate for not-for-profit community hires
4. Net profit from the bar has been included in income estimations. It is assumed that additional licenses will be applied for as needed to operate events and functions if required.
5. Fitness Centre membership revenue is based on the model in the Sport NZ Community Facility Guide document e.g. income per m²
9. Cross-subsidy of the Community Hub from campground fees on-going annual contribution has been estimated at \$25,000 per annum. This can be generated by an estimated 30% increase in revenue from campground fees by increasing user fees closer to current market rates elsewhere in the region.
10. Annual rentals from clubs and A&P Society are based on current rates for use of the Hub facility
11. A Vincent Ward Community Centre rate contribution has been included in the budget in line with other community centres in the District and considering the strategic location of Omakau in the eastern Vincent area.
12. Local fundraising towards operating costs has not been included as this will usually be focused on major improvements or renewals such as for the synthetic multi-use surface. .

15.7.2 Operating Cost Assumptions

Assumptions regarding operating costs are as follows:

1. The fitness centre studio will be leased to an independent operator. An electronic entry system with a separate external access is envisaged. The hours would be limited to 6.00am to 10.30pm daily to manage risk of noise from vehicle movements for neighbouring properties.
2. Contractors carry out building maintenance and repairs as directed by Reserve Committee and CODC.

⁸ Tool used by asset owners and facility operators to compare key business areas with NZ averages e.g. costs

3. The Reserve Committee meets the costs of security, on-going repairs and maintenance (including any vandalism damage). However, minor repairs may be identified in a contract (booking agreement form) as the responsibility of the user organisation such as damage to internal doors including locks and handles.
4. The staffing would change with a Reserve Manager role responsible for both the wider reserve, the campground, the new Hub facility. The Manager would be responsible for activation of spaces to increase use (and revenue). Skill set is different to current full-time position. The Hub facility component is estimated at 16 hours per week. Caretaker/ cleaner – change to part-time role with more hours over the summer season. It is estimated that this Caretaker/ cleaner would spend 8 hours per week on routine cleaning and minor maintenance of the Hub facility at \$20.50 per hour (the current Living Wage hourly rate has been used). A specialized skill set reflected in a new job description. An additional seasonal campground cleaner is also employed for 8 weeks over the summer peak demand period.
5. It has been assumed that any casual staff or contractors will be appointed as needed by the Reserve Committee/ Manager to operate programmes. All such related direct staff costs will be included in programme fees charged to participants. Therefore, there is no net cost to the Hub facility as these would be covered by user charges along with hire charge for use of the facility. Some income from grant applications for programme delivery may occur but are not included in operating income as these are highly variable depending on the programme and its objectives.
6. The event hire would have an additional charge to the hirer to staff the bar for a function. Therefore, there is no net cost to the Hub facility
7. Cost of cleaning materials has been estimated at \$200 per month. These materials can be accessed by hirers who have responsibility for leaving the facility in the condition they found it or pay a cleaning fee that covers staff time and materials used. The labour cost of cleaning of the Hub building will be part of charges to the hirer, programme or event as above.
8. The use of energy and utilities will reflect usage of the facility. Increased programmes, bookings and other operational activity means an annual increase of 10% has been projected. It is suggested that the operational costs are reviewed at least every six months to identify patterns or any concerns of significant cost increases.
9. Building maintenance has been set at a lower percentage of expenditure initially (approximately 6.5%) but estimated to reach as 9-10% by year 3 of the budget projection. This is to ensure that a planned maintenance programmes are implemented that will ensure the facility is kept well presented to the membership and community. If the hub facility and associated operational equipment is kept to a high standard, then this should promote return patronage.
10. Office costs, including share of telephone, Internet and stationery have been estimated based on comparable facilities at 3% of the total expenditure
11. Provision in the budget for marketing at 3% of the total expenditure.
12. Council's insurance cover will insure all buildings, vehicles plant and machinery. The total cost of insurance includes other policies such as Professional Indemnity, Public Liability, Employers Liability, Fidelity Insurance, etc.
13. Depreciation has been estimated by CODC.
14. Rates and connection charges have been estimated by CODC as per Councils Policy.
15. Lease of premises has been estimated at a "peppercorn" level

16. Repair and maintenance of the fitness centre equipment will be the responsibility of the independent operator

A 5-year cash flow budget has been prepared based on the business modelling set out in this report.

Table 7: Indicative 5-year cash flow budget of Omakau Community Hub Facility

Operating Budget	Year 1	Year 2	Year 3	Year 4	Year 5
Income					
(Combined hire) Events / Functions Hire	\$25,231	\$26,493	\$27,817	\$29,208	\$29,208
Fitness Centre	\$6,944	\$7,639	\$8,403	\$9,243	\$9,243
On-going Campground Contribution	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Local fundraising	\$0	\$0	\$0	\$0	\$0
Bar Operations Net Profit	\$8,000	\$8,400	\$8,820	\$9,261	\$9,261
Annual rentals from clubs and A&P	\$3,400	\$3,570	\$3,749	\$3,936	\$4,133
Total income	\$68,576	\$71,102	\$73,789	\$76,648	\$76,845
Expenditure					
Staffing	\$16,848	\$17,353	\$17,874	\$18,410	\$18,963
Energy	\$12,000	\$13,200	\$14,520	\$15,972	\$17,569
Maintenance	\$6,000	\$6,600	\$9,900	\$10,890	\$11,979
Cleaning materials	\$2,400	\$2,472	\$2,546	\$2,623	\$2,701
Contents insurance	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628
Building insurance	\$2,500	\$2,500	\$2,500	\$2,600	\$2,600
Office / Admin	\$1,200	\$1,236	\$1,273	\$1,311	\$1,351
Stationary	\$520	\$536	\$552	\$568	\$585
Telephones	\$1,200	\$1,236	\$1,273	\$1,311	\$1,351
Equipment purchases	\$1,200	\$1,320	\$1,452	\$1,597	\$1,757
Water Meter Charges	\$600	\$600	\$600	\$600	\$600
Advertising / Marketing/ Social media	\$3,000	\$2,000	\$2,200	\$2,200	\$3,000
Depreciation	\$40,000	\$40,000	\$40,000	\$42,000	\$42,000
Lease of Premises/ Land	\$1	\$1	\$1	\$1	\$1
Alarm monitoring	\$800	\$800	\$824	\$849	\$874
Rates / Connection Fee	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300
Waste removal charges	\$2,500	\$2,575	\$2,652	\$2,732	\$2,814
Staff training	\$1,200	\$1,236	\$1,273	\$1,311	\$1,351
Total expenditure	\$98,269	\$100,115	\$106,045	\$111,739	\$116,423
Net Surplus / Loss	-\$29,693	-\$29,013	-\$32,256	-\$35,091	-\$39,577

A Community Centre rate is proposed to meet the net shortfall in operating cost of the new Community Hub facility as is provided for similar facilities elsewhere in the Vincent Ward.

Table 8: Indicative Cost per ratepayer of the first 5 years for an Omakau Community Hub Facility

	Year 1	Year 2	Year 3	Year 4	Year 5
Additional Community Centre rates over and above current rates forecast in Long Term Plan	-\$29,693	-\$29,013	-\$32,256	-\$35,091	-\$39,577
Additional Community Centre rate per Vincent Ratepayer (5778)	\$5.14	\$5.02	\$5.58	\$6.07	\$6.85

If any loan funding is required to establish the facility annual repayments and interest charges will be additional.

15.8 Sensitivity Analysis

The sensitivity analysis demonstrates the impact of changes in key variables on net cash flow. The base projection used in the table below is from year 3 of operation. The sensitivity analysis uses five scenarios covering variations from 'optimistic' to 'black hat' for revenue and operational expenditure. The outcomes of the sensitivity analysis are summarised in the table below.

Table 9: Sensitivity Analysis based on Year 3 of Operation

Sensitivity Analysis	OPEX Costs		Revenue excluding additional rates		Additional rates required	Additional rates per ratepayer
Base projection (Year 3)	100%	\$106,045	100%	\$73,789	-\$32,256.13	-\$5.58
Optimistic	90%	\$95,440	110%	\$81,168	-\$14,272.77	-\$2.47
Realistic	100%	\$106,045	90%	\$66,410	-\$39,635.00	-\$6.86
Pessimistic	110%	\$116,649	85%	\$62,720	-\$53,928.93	-\$9.33
Black hat	125%	\$132,556	75%	\$55,342	-\$77,214.53	-\$13.36

16 Indicative Capital Costs

16.1.1 Projected capital costs for hub facility

The estimation of a ball park cost is purely to provide a rough guide for understanding the implications of the scale of provision suggested. The costing assumes a single level building of simple cost-effective design (e.g. no mechanical ventilation other than in wet areas and kitchen).

Ball-park costs were supplied along with the concept sketch layout by Studio 106 experienced the design and construction of similar facilities elsewhere in New Zealand. The estimates have not been assessed by a Quantity Surveyor. The hub facility project has ballpark cost of about **\$3 million**

- Approx. 600sq.m @ \$3,200/sq. m = \$1,920,000, say, \$2M
- Plus, consent and professional fees (@ 20% of construction cost = \$400,000)
- Plus, contingency (@ 20% of construction cost = \$400,000)
- Plus, landscaping/site works (at 10% of construction cost = \$200,000)
- Excludes GST, escalation, demolition, other site works, refurbishment to other existing buildings.

16.2 Campground Replacement Kitchen & Dining Facility

The existing campground dining and kitchen is built on the end of the Clubrooms. In addition to the Community Hub facility, a replacement campground dining and kitchen facility will be required when the Clubrooms building is demolished. A replacement facility of approximately 80 sq. m at \$3,200/ sq. m rate has an estimated construction cost of between \$250,000 to \$300,000 plus GST. The existing fittings and furniture should be able to be re-used in the new dining & kitchen building.

16.3 Replacement Equipment Shed

A replacement equipment shed will be required when the Clubrooms building is demolished. It would preferably be provided in the form of a double garage separate to the facility some distance from the main building and campground (mitigate fire and safety risks associated with fuel and chemicals). A replacement shed of approximately 40 sq. m has an estimated construction cost of between \$10,000 to \$15,000 plus GST.

17 Capital Funding

17.1 Potential Funders

The Reserve Committee as the steward of the Reserve and 'owner' of improvements on the land has the ability to apply for grants from philanthropic trusts (e.g. Central Lakes trust and Otago Community Trust) and the NZ Lottery Grants Board, all of whom provide capital grants for community facilities.

The OCT website specifically states that grants are provided for development and upgrade of multi-use facilities, including club houses which are open to the public.

NZ Lottery Grants Board is a "top-up" funder and has several requirements which mean it is usually the last source approached for funding. These requirements are:

- 33% of total project cost is already secured
- An approved Resource Consent

- A signed lease for the land with a suitable term and rights of renewal (if on land not owned by the applicant)

In addition, the constituency of the facility (i.e. the size of the catchment area and the population that will benefit from the facility) and the projected participations (visitors/users per year) are critical aspects in assessing the scale of grant.

The Dunedin based The Bendigo Valley Sports and Charity Foundation looks to be the relevant Gaming Machine Trust due to its machines being at the Omakau Commercial Hotel.

The Bob Turnbull Trust is a potential local source of capital grants as this hub building will be an important community facility serving the Ophir community.

Funding from the trusts mentioned above can vary considerably depending on funds available for a particular funding round and the total funds applied for at the round. Therefore, the potential plan could be broadly along the following lines:

- A founding 33% of total cost from Vincent Community Board (CODC) by raising of a loan of about \$1 million (less any net revenue income from sale of the Omakau hall and land) and repayment of principal would be rated as per usual practice. The principal amount may be reduced dependent on levels of success from other funding sources
- 40-60% combined contribution from Central Lakes Trust and the Otago Community Trust
- 20-30% from a combination of the NZ Lottery Grants Board, the Bob Turnbull Trust and local gaming machine trusts plus local fundraising

The Reserve Committee cost centre also has the ability borrow funds from other CODC accounts to undertake capital developments (e.g. current loan for campground toilet block).

17.2 Rates funding options

Currently all community hall annual costs are rate funded across the Vincent Community Board area. Assuming a \$1M loan is provided by the Community Board, the annual loan repayments would be \$69,862 for 25-year term. This would be another \$12.09/ratepayer per annum. This is in addition to the operating cost contribution outlined earlier.

Table 10: Indicative Cost per ratepayer of the first 5 years for an Omakau Community Hub Facility including operating contribution and a \$1M Board funded loan

	Year 1	Year 2	Year 3	Year 4	Year 5
Additional Community Centre rates over and above current rates forecast in Long Term Plan	-\$99,555	-\$98,875	-\$102,118	-\$104,953	-\$109,439
Additional Community Centre rate per Vincent Ratepayer (5778)	-\$17	-\$17	-\$18	-\$18	-\$19

In 2012 Community Boards had some discussion with regard to the number of community halls in their wards of similar age and condition. It was recognised that there would be increasing need for funding for renewal and increasing demand from communities for facilities that were more fit for purpose for modern times.

Board's considered what "areas of interest" for each hall. That are geographic areas that could be considered and the area the hall services or areas including the people that had an interest in the hall's future.

The facility suggested in this report will provide a significantly higher level of service than other small community halls. Should the level of funding for across the Ward not be able to be supported, when having regard to the cost of other Council projects and service upgrades required, an alternative to rating across the Vincent Ward, is for the Omakau community (area of interest) to consider agreeing to a Ward rate.

The "area of interest" identified from the location plan from the 2012 exercise identified 269 ratepayers. A target rated for the facility across 269 ratepayers would be \$380/per annum in year 3 (operating subsidy of \$120 and loan \$260).

Omakau is centrally located in the eastern Vincent Ward in terms of the geography and roading network. It can be argued that the new Community Hub facility will serve residents well beyond the 269 ratepayers in the immediate "area of interest" and will be an important hub within the wider network of community facilities in the Vincent Ward.

17.3 Replacement Campground Kitchen & Dining Building

Replacement kitchen dining funded through loan against campground revenues (anticipated lift in revenue through increase in pricing). A split of additional revenue from full market rates between Community Hub facility and campground (kitchen dining facility) purposes is envisaged.

18 Appendixes

18.1 Strategic Context Data

Those considered key reference documents are summarised below:

18.1.1 Community Profile

The following excerpt from the Omakau Community Plan provides the most useful overview of the area, which for the purpose of this study is the Omakau and Manuherikia Communities.

Omakau Community Profile

Recreational Pursuits

Sporting pursuits were developed within the Omakau district from very early on.

Team sports were also keenly pursued from an early date. The Matakanui Football Club was formed in 1887 by a group of hardy miners. Their first practices were held on the old Matakanui Station paddocks by Thomson Creek and home and away matches between Matakanui and Clyde were recorded as early as 1890. For many years the rugby ground was located in a stock paddock beside the Commercial Hotel and utilised the hotel's stables as changing rooms. The Club shifted to its present site at the Omakau Domain in 1955, and clubrooms were built in the 1970's. Declining rural populations prompted club amalgamations with Valley RFC in 1971 and with Becks RFC in 1991 to form the present-day Matakanui-Combined Rugby Football Club.

Women also actively participated in team sports. The Omakau Ladies Hockey Club was formed in 1924, assisted by coaching and friendly games with the Clyde Hockey Club. The team entered the local competition (comprising teams from Lauder, Poolburn, Otarehua and Dunstan Creek) and travelled to Dunedin for tournaments. After going into recess in the 1930's the Club reformed in 1951 and joined the Vincent competition, which took them to club matches as far away as Glenorchy. Games were played on the school grounds for some years before shifting to a field at the Domain. As with rugby, dwindling player numbers caused the Omakau and Alexandra Hockey Clubs to amalgamate in 2000.

Omakau and districts communities have always been passionate about sport and have a proud legacy of achievements, both in winter sports and summer sports such as tennis and cricket. The community 'punches well above its weight' both in the competitiveness of its club teams, and in the number of players that have progressed on to play at provisional and national levels.

Heritage Sites

Omakau district's heritage is evident through the structures and landmarks that are still present today. The Central Otago District Plan contains a register of historic

buildings, places, sites and objects that contribute to the character, amenity and historic values of the District (schedule 19.4).

Economy

Otago Central Rail Trail has stimulated tourism and hospitality businesses in the community, and tourism is now recognised as an important contributor to the region's economy. Omakau is well positioned along the Rail Trail for overnight stopovers and/or refreshment breaks by cyclists and their support people. As a consequence, a number of businesses are now operating in farm cottages or former service stores of the town, which as a by-product has revitalised the townscape and celebrates the town's heritage. Hospitality businesses in Omakau include cafes, a hotel, guest accommodation, and recreation activities – such as bike hire and organised tours.

Lifestyle

Sport and recreation remain an important aspect of Omakau life. The community's passion for sporting and recreational pursuits is reflected in the quantity and variety of clubs and facilities on offer in the district.

Social Infrastructure

The Omakau community is made from a cohesive social fabric born of multiple successive generations farming in the area. Omakau is well resourced, for a town of its size, with many residents considering themselves to be a predominantly self-sufficient rural community.

The Omakau Primary School comprises three classrooms, a community library and a community swimming pool. There is also a Playcentre (located in Ophir), and a toy library. Daily school bus services are also provided to Dunstan High School plus other primary schools in Alexandra.

Omakau is rich with recreational resources: Omakau Domain contains the rugby field and clubrooms, cricket ground and nets, a hockey/tennis turf, squash courts, playground, campground, chalets and ablution block. Other recreational facilities include the racecourse, golf club, bowling club, community hall, and swimming pool at the school.

There are a core group of volunteers in Omakau who support the many social services which operate in the area, and this strong volunteer base is very important to the continuation of these services and the sustainability and future provision of community spaces.

Climate

Omakau experiences a continental climate with extreme variations in temperature, from 38°C in summer down to at least -15°C in winter, and a low average rain fall (of approximately 350mm).

Note: The Omakau Hall is not in the list of Heritage sites. Some of these hospitality businesses provide venues for meetings.

18.1.2 Omakau Community Plan 2014

Developed through a robust community consultation process the plan outlines a clear vision and set of values for the area, with clear objectives that guide a detailed action plan of prioritised recommendations, as summarised below;

Vision

'A thriving (and welcoming) community, with a peaceful rural character and excellent amenities, that provides a safe, sustainable and exciting destination for visitors and residents alike'.

We value:

- Our Community - small, safe community with its rural values - people looking out for each other (community spirit) - getting together as a wider community
- Our Facilities - Omakau Primary School (utilising our community hub) - sports clubs & facilities - the diverse recreational activities available
- Our Environment - our river (its water quality, its reliable supply, and the recreational opportunities it provides) - protecting our landscape and scenery (its beauty and sustainability) - pride in community and town
- Our Economy - our primary industry and the services that provide to it - our self-sufficiency as a service town - the strategic location of our town relative to visitor activities and resources - building visitation based on the area's strengths

Objectives:

Of the plans 15 objectives the following and their respective projects were considered the most relevant to highlight for this study.

Objective 1: To have a cohesive community through good communication

Recommendation:

- Encourage community participation in community projects and planning exercises
- Develop better communication links with the Council

Objective 3: To make good use of and support our existing facilities and services

Recommendation:

- Determine the ongoing maintenance and development of the Omakau Hall

Objective 7: Have public toilet facilities that visitors to Omakau are aware of and utilise

Recommendation:

- Install signage, from the rail trail and town centre, directing people to the public toilets at the Domain
- Determine an effective solution for the provision of public toilet facilities within Omakau's retail sector

18.1.3 Ophir Community Plan 2015

This plan following on from the Omakau Community Plan and was developed in a similar style.

Vision:

To have a vibrant, self-sufficient and safe community, in an historic village with successful businesses, modern services and a healthy natural environment.

We Value...

Our wide range of facilities and amenities:

Community hall and the activities held there, the swimming pool, the picnic area, the Rail trail, the Restaurant, Hotel, visitor accommodation, the vintage shops, and the proximity to other services in Omakau, Alexandra, Queenstown (airport), and Dunedin.

Our community:

Strong community spirit, caring and supportive people, quiet and safe, strong interaction and communication between community members, and pride in the village's appearance

Ophir's history:

Its well-preserved heritage buildings, particularly the Post Office and the bridge, and the history they represent


Natural environment and climate:


Surrounding landscape, Manuherikia River, the weather and the seasons

18.2 Data in Current Facility Supply

18.2.1 Supply in Omakau/ Ophir

Table 11: Supply of Community Spaces in Omakau/Ophir

Space	Attributes	Capacity/Issues
Omakau Hall	<ul style="list-style-type: none"> Wooden floor main hall approx. 174m² (19 x 9.2 m) Stage approx. 41.4m² (9.2 x 4.5 m) Bar/ supper room approx. 27m² (9 x 3 m) Kitchen facilities (run-down state) Plunket Rooms Toilets <p>Maximum Capacity: 140-150</p> 	<p>Capacity;</p> <ul style="list-style-type: none"> Currently available for use It has extensive spare capacity, it is underutilised. <p>Issues;</p> <ul style="list-style-type: none"> Seismic strengthening required (estimated cost of \$230,000) Not fit for purpose Very cold Poor heating/ventilation (lack of insulation) Kitchen limited and in very poor condition No off-street car parking No Wi-Fi/ IT infrastructure No indoor/outdoor flow No connection to other community spaces Not family friendly

Space	Attributes	Capacity/Issues
Matakanui Combined Rugby Clubrooms	<p>Lounge main space approx. 139m² (12.5 x 11.1 m) <i>or 80% of main floor in Omakau Hall</i></p> <p>The Clubrooms has a main lounge space, kitchen, bar and toilet facilities available for hire.</p> <p>Maximum Capacity: Approximately 110 persons</p> 	<p><i>Capacity;</i></p> <ul style="list-style-type: none"> Currently available for use. Has spare capacity <p><i>Issues;</i></p> <ul style="list-style-type: none"> Tired and dated interior in need of refurbishment Poor heating/ventilation, lack of insulation No Wi-Fi/ IT infrastructure Not large enough main space for major community events
Omakau Primary School	<ul style="list-style-type: none"> Multi-Purpose Room with floor area of about 135.5 m² (approximately 7.7 by 17.6m) <i>or 78% of main floor in Omakau Hall</i> <p>The multi-purpose building is made up of two prefabs that have been connected, gutted and fitted out. The space is ideal for meetings and wider community use, it is the only space in Omakau that has IT and data projection set up, and it also has a kitchenette, good heating, and its own toilet facilities. It is easily accessible with a lock box key outside and is available for hire during and outside of school hours.</p> <p>Maximum capacity: approximately 110 persons</p> <p>Other school facilities include:</p> <ul style="list-style-type: none"> Covered Swimming Pool Playground Hard court Green Open Space 	<p><i>Capacity;</i></p> <ul style="list-style-type: none"> Has spare capacity, especially in the evenings outside of school hours for meetings and low impact physical activity e.g. gentle exercise, yoga, Pilates, etc Has Wi-Fi/ High speed fibre IT infrastructure <p><i>Issues;</i></p> <ul style="list-style-type: none"> Adequate heating The Multi-purpose building is perceived as expensive to hire No piano at the school for piano lessons Not large enough main space for major community events
Omakau Bowling Club	<p>One Bowling Green with small pavilion</p> <p>Maximum Capacity:</p>	<p><i>Capacity:</i></p> <ul style="list-style-type: none"> Has spare capacity for small meetings and functions <p><i>Issues;</i></p> <ul style="list-style-type: none"> Building and facility is in a residential area isolated from other community spaces Pavilion is small, and purpose built In future could be relocated to 'Domain' (Recreation Reserve) and bought into the hub concept Sale proceeds fund new green at 'Domain' (Recreation Reserve) with balance invested into the community hub

Space	Attributes	Capacity/Issues
Commercial Community Space	<ul style="list-style-type: none"> ▪ Muddy Creek Café ▪ The Commercial Hotel ▪ Ophir Hotel ▪ Chatto Creek Hotel ▪ Blacks Hotel ▪ Becks Hotel ▪ Lauder Hotel/Café ▪ Wedderburn Tavern 	<p>Capacity;</p> <ul style="list-style-type: none"> ▪ All have spare capacity <p>Issues;</p> <ul style="list-style-type: none"> ▪ IT Infrastructure could potentially be improved
Omakau 'Domain' (Recreation Reserve)	<ul style="list-style-type: none"> ▪ Matakanui Rugby Clubrooms ▪ Squash Club Courts and Clubrooms ▪ Artificial Multi-use Turf (Hockey ½ field, Netball, Tennis) ▪ Cricket Field ▪ Rugby Field ▪ Playground ▪ Camping Ground 	<p>Capacity;</p> <ul style="list-style-type: none"> ▪ Has spare land, and space to enable future development ▪ Turf appears well utilised but not at capacity, could benefit from surface renewal <p>Issues;</p> <ul style="list-style-type: none"> ▪ Sports facilities and clubrooms (with exception of squash) appear tired ▪ Needs a more obvious and welcoming entrance ▪ Needs better delineation of camping ground and community provision
Omakau Squash Courts and Clubrooms	<ul style="list-style-type: none"> ▪ 2 squash courts ▪ Player's lounge with kitchenette and bar <p>Maximum Capacity:</p> <ul style="list-style-type: none"> ▪ Change facilities 	<p>Capacity:</p> <ul style="list-style-type: none"> ▪ Has limited capacity <p>Issues;</p> <ul style="list-style-type: none"> ▪ Needs to be available for casual use by squash players make external hires of lounge problematic
Omakau Golf Clubhouse	<ul style="list-style-type: none"> ▪ 9-hole golf course ▪ Clubhouse <p>Maximum Capacity: 50-60 persons</p>	<p>Capacity:</p> <ul style="list-style-type: none"> ▪ Has spare capacity for community meetings
Omakau Toy Library	<p>Small building across the road from the Omakau Hall – includes fenced green of natural grass</p>	<p>Capacity:</p> <ul style="list-style-type: none"> ▪ Has spare capacity <p>Issues;</p> <ul style="list-style-type: none"> ▪ An old building ▪ Isolated from other community spaces ▪ Limited exclusive weekly use when it was in operation ▪ Not in a very safe location for young children ▪ Not an efficient use of space

Space	Attributes	Capacity/Issues
Omakau / Ophir Play Centre	Maximum Capacity:	<p><i>Capacity:</i></p> <ul style="list-style-type: none"> Has spare capacity <p><i>Issues:</i></p> <ul style="list-style-type: none"> Building is former school building and not that practical for many other uses. One open space so not efficient to heat for occasional evening use. Poor insulation, last interior upgrade was 1975, and it needs rewiring. Location isn't ideal, open to being in a different location Need a better link between playcentre and the school

18.2.2 Community space provision in the wider area

Table 12: Community space provision in the wider area

Space	Attributes	Capacity/Issues
Ophir Peace Memorial Hall	Small traditional rural community memorial hall. Maximum Capacity: 60	<p><i>Capacity;</i></p> <p>Has spare capacity</p> <p><i>Issues;</i></p> <p>Not sure of IT infrastructure, heating & condition</p>
Poolburn Primary School	Multi-Purpose Room Floor area of about 120m ² (approximately 7.5 by 16.0m) Covered Swimming Pool Playground Green Open Space Hard Court – getting surfaced with turf	<p><i>Capacity;</i></p> <p>Has spare capacity, especially outside of school hours</p> <p><i>Issues;</i></p> <p>Good IT Infrastructure &</p> <p>Good heating</p> <p>Resurfacing courts with multi-use turf, will enable sports teams to practise at school</p>
Poolburn / Moa Creek Memorial Hall	Small traditional rural community memorial hall. Maximum Capacity:	<p><i>Capacity;</i></p> <p>Has spare capacity</p> <p><i>Issues;</i></p> <p>Not sure of IT infrastructure, heating & condition</p>

Space	Attributes	Capacity/Issues
Becks Memorial Hall	Small rural community hall that provides the following facilities: main hall area, a stage kitchen upgraded, bar Plunket rooms Foyer Toilet facilities. Maximum Capacity: 100	<i>Capacity;</i> Has spare capacity <i>Issues;</i> Not sure of IT infrastructure Becks Domain playground is getting upgraded

18.3 Use of Existing Omakau Facilities (Detailed data)

Facility	Main Uses in the past year
Omakau Hall	<p>Use in the past years was reported as:</p> <ul style="list-style-type: none"> ▪ Pilates, number of sessions per summer ▪ Yoga ▪ Omakau Residents and Ratepayers Assn (monthly) ▪ Water Meetings (Irrigational Company AGM only – other meetings at the pub) ▪ Funerals (None) – not suitable venue ▪ Weddings (None) – not suitable venue ▪ School Production (5 weeks of rehearsals - annually) ▪ Gymnastics 10-12 times per year 50-60 students ▪ 'Stars in your Eyes' Community Event – every 2 years ▪ ANZAC Day Service - annual ▪ AGMs (need number) – Irrigation Company ▪ One-off public meetings – 1-2 per year, as required
Matakanui Combined Rugby Clubrooms	<p>Clubrooms had 41 days of hire in the year to 31 March 2018 for:</p> <ul style="list-style-type: none"> ▪ Rugby Club for Home Games 8 ▪ Touch Competition 9 ▪ Meetings & AGM 4 ▪ 21st Birthday 1 ▪ Funerals 2 ▪ Funerals with Bar 2 ▪ School 1 ▪ A&P Show 3 ▪ Otago Regional Council 4 ▪ Manuherikia Water Co. Ltd 2 ▪ Omakau Irrigation Co./Landpro 2 ▪ Wool Classers Assoc. 1 ▪ Camping Ground Over Flow 1 ▪ Young Farmers 1 <p>About half of the booking paid no charge because they involved members of the Rugby Club. The Clubrooms were also used by 10 school groups, the largest being 123 students staying at the campground for 2 nights. Another 15 schools used the facility on an occasional basis. Most of the groups were about 30 persons.</p>
Omakau Primary School	<p>The main facilities receive general community use outside of school hours, with community use of the pool via a seasonal key system. The multi-purpose building is made up of two prefabs that have been connected, gutted and fitted out (floor area of about 120 m²). The space is ideal for meetings and wider community use, it is the only space in Omakau that has IT and data projection set up, and it also has a kitchenette, good heating, and its own toilet facilities. It is easily accessible with a lock box key outside and is available for hire during and outside of school hours.</p> <ul style="list-style-type: none"> ▪ Community Meetings (about 10 per annum) ▪ Hockey Prizegiving ▪ Anglican Church Group monthly meetings ▪ ITO Workshops (about 2 per annum)
Omakau Bowling Club	<ul style="list-style-type: none"> ▪ Bowls practises and games ▪ Pavilion mainly used by members use, available for public hire.

Facility	Main Uses in the past year
Commercial Community Space	<ul style="list-style-type: none"> Weekly Regular Meetings Monthly – twice a year Social gatherings Fundraisers/Quizzes The Omakau area seems to be reflecting the national trend of commercial spaces such as café's and hotels becoming the 'meeting rooms' of choice, as they are usually free (purchase of food & drinks expected) or low-cost options, are well heated, well resourced, have IT infrastructure, onsite catering, and enable socialising after meetings.
Omakau Toy Library	<ul style="list-style-type: none"> When operational it was open weekly exclusively for toy hire and play time, though dwindling numbers have seen it closed since the end of Term 2 2017. It did not cater for any other uses and was not available for public hire.
Omakau 'Domain' (Recreation Reserve)	<ul style="list-style-type: none"> Weekly sports practises and games Camping ground use by visitors mainly in summer with the period peak period being the fortnight over Xmas/New Year Regular community use of the playground General community use associated with the rugby clubrooms facility Hosting the annual A&P Show
Omakau Squash Courts and Clubrooms	<ul style="list-style-type: none"> Not available for public hire, club member use only
Omakau Golf Clubhouse	<ul style="list-style-type: none"> Appears well utilised for golf by members and visitors, user friendly and informative website Clubhouse also used for community meetings
Omakau / Ophir Play Centre	<ul style="list-style-type: none"> Primarily used for playcentre purposes, 2-3 sessions per week 20 children & parents Weekly violin lessons. Community use of outside play area Available for meetings though little use as purpose built and laid out interior space.
Ophir Peace Memorial Hall	<ul style="list-style-type: none"> Exists to service the needs of the Ophir community, it's increased utilisation is a focus of the Ophir Community Plan 2015.

Facility	Attributes	Use	Issues
Poolburn Primary School	<ul style="list-style-type: none"> Multi-Purpose Room with floor area of about 120m² (approximately 7.5 by 16.0m) Covered Swimming Pool Playground Green Open Space Hard Court – getting surfaced with turf 	<ul style="list-style-type: none"> The main facilities receive general community use outside of school hours, with community use of the pool via a seasonal key system. The Multi-purpose Room is available for community use during and outside of school hours, mainly used for meetings and election polling. 	<p><i>Capacity;</i></p> <ul style="list-style-type: none"> Has spare capacity, especially outside of school hours <p><i>Issues;</i></p> <ul style="list-style-type: none"> Good IT Infrastructure & Good heating Resurfacing courts with multi-use turf, will enable sports teams to practise at school

Facility	Attributes	Use	Issues
Poolburn / Moa Creek Memorial Hall	Small traditional rural community memorial hall.	<ul style="list-style-type: none"> Exists to service the needs of the Poolburn community (hosts regular playgroups), alongside the Poolburn Primary School. It is perceived to get lots of community use. 	<p><i>Capacity;</i></p> <ul style="list-style-type: none"> Has spare capacity <p><i>Issues;</i></p> <ul style="list-style-type: none"> Not sure of IT infrastructure, heating & condition
Becks Memorial Hall	<p>Small rural community hall that provides the following facilities:</p> <ul style="list-style-type: none"> main hall area, a stage kitchen, bar Plunket rooms Foyer Toilet facilities. <p>Maximum Capacity: 100</p>	<ul style="list-style-type: none"> The hall is in tidy condition, and the kitchen has been recently upgraded to a full modern commercial kitchen, as a result it is the preferred catering venue in the wider area. It exists to service the needs of the Becks community and the wider area (hosts regular playgroups), and is located on the Becks Domain, adjacent to three tennis courts, a children's playground and a sports field, so is well connected to other community spaces. It is perceived to get lots of community use. 	<p><i>Capacity;</i></p> <ul style="list-style-type: none"> Has spare capacity <p><i>Issues;</i></p> <ul style="list-style-type: none"> Not sure of IT infrastructure Becks Domain playground is getting upgraded

18.4 Needs Detail

Table 13: Stakeholder Organisation Needs

Organisation	Comments
<p>Omakau Primary School</p> <ul style="list-style-type: none"> Use Omakau Hall for ANZAC Day, School Production, Gymnastics and fundraising events Use Rugby Clubrooms for school disco 	<ul style="list-style-type: none"> Rural year 1-8 school with a current roll of 60 in 2018 Hall needs better heating, better kitchen facilities, extra toilets it's not big enough for whole of school gatherings Just over 50 when school student only activities, 200+ for fundraisers, 150-200 for productions and ANZAC Day If there were improved facilities and if roll grew, we may have a greater need for community space for PE or Arts related activities For meetings we would like to have flexible spaces, well heated, with IT and kitchen facilities For our activities we require large spaces, well heated in winter and well ventilated in summer, with portable seating, stage, and IT facilities Location is important, ideally a space within safe and close walking distance Requires the use of community spaces outside of the school for whole of school gatherings
<p>Matakanui Combined Rugby Club</p> <ul style="list-style-type: none"> Meets at the Clubrooms and Stable Bar at The Commercial as they are a sponsor 	<ul style="list-style-type: none"> Meet bi-monthly for 2-3 hours with 10-20 people Play on the grounds fortnightly for games and twice weekly for practises Approximately 200 people attend games, 80 attends after match functions and approximately 20 attend practises

Organisation	Comments
<ul style="list-style-type: none"> Trains/plays on the rugby grounds 	<ul style="list-style-type: none"> It would be good if clubrooms were warmer in winter Ideal space would be a warm meeting room that holds 30-40 people and a large room that holds 100-200 people We believe there should be an area that could hold 4-6 different clubs, with shared changing rooms and smaller meeting rooms, a shared kitchen/bar and an area that could be enlarged to hold big functions (e.g. school productions, weddings and funerals), possible with a small gym area.
Matakanui Junior Hockey <ul style="list-style-type: none"> Train/Play on 'Domain' (Recreation Reserve) Turf Meets at Rugby Clubrooms or Omakau Schools Multi-purpose Room 	<ul style="list-style-type: none"> An indoor space for whiteboard sessions and team meeting would be ideal Somewhere for players to change or go to the toilet – currently use the camping ground toilets Sport is growing rapidly and so is our population A communal meeting space would be great 10-20 people attend meetings & 15 people attend activity The community needs a multi-use multi-purpose space that can cater for small and large groups and sporting and non-sporting groups, which can also cater for outdoor pursuit groups or visiting school camps.
Blacks Hill Cricket Club <ul style="list-style-type: none"> Train/Play at 'Domain' (Recreation Reserve) Cricket Nets & Grounds Meets at The Commercial Hotel 	<ul style="list-style-type: none"> Would like to meet in a clubroom instead of The Hotel Need a multi-purpose space that can cater for everyone 10-20 people attend meetings & 20 people attend activity
Pilates Group <ul style="list-style-type: none"> Uses Omakau & Becks Halls 	<ul style="list-style-type: none"> Would like a comfortable room with carpet and heating Classes are during school hours, and between 5-9 people attend The community needs a flexible space to accommodate small and large groups
Manuherikia Future Group <ul style="list-style-type: none"> Use the Omakau Hall 	<ul style="list-style-type: none"> Upgrading the hall would improve the groups use of it Generally, meet monthly, for 1-2 hours with less than 10 people Ideal community space for meetings and activities would be a warm and welcoming meeting room Doesn't think Omakau needs any more facilities, as already a good number of buildings Need to use existing facilities for what they were built for
Omakau/Ophir Play Centre <ul style="list-style-type: none"> Playcentre for childcare and violin lessons Meets at Rugby Clubrooms, The Commercial, Blacks Hotel, Lauder Hotel 	<ul style="list-style-type: none"> Playcentre and toy library should ideally be on the same site, like the Gore Kids Hub concept everything in one place It would be good to rationalise and consolidate community space, free up underutilised spaces for commercial activity It would be great to have a commercial childcare facility in Omakau, the playcentre model doesn't really fit with modern working family's needs anymore Ideally would like one multi-purpose multi-use space, 'Domain' (Recreation Reserve) is the most logical place Need better public toilets
Focus Group with Omakau Primary School Senior Students <ul style="list-style-type: none"> Use school facilities, Hockey turf at the 'Domain' (Recreation Reserve). 	<ul style="list-style-type: none"> The four students talked with stated the following top community space priorities; New turf carpet and sand for hockey training Access to a local fitness gym A local equestrian centre Swim in the school pool all year round Other expressed demands were; More interesting shops with touristy things

Organisation	Comments
	<ul style="list-style-type: none"> A better school playground that addresses playground survey responses A local movie theatre
Poolburn Primary School	<ul style="list-style-type: none"> Rural year 1-8 school with a roll of 36 Needs are generally met by existing spaces Would like a pavilion beside the turf at the Omakau 'Domain' (Recreation Reserve), as a poor weather alternative Requires the use of community spaces outside of the school for whole of school gatherings
Dairy Women's Network <ul style="list-style-type: none"> Use members house, Wedderburn Hotel or Matakau Rugby Clubrooms 	<ul style="list-style-type: none"> Use Wedderburn Hotel as part way between Ranfurly and Omakau, and no charge if getting catering Meet 4-5 times a year, for 3 hours usually have between 21-30 people Ideal space would be warm room that can set up to 50 people with kitchen facilities, tables, chairs, internet and catering on site or close. Omakau needs a warm space with easy cap parking

18.5 Expressed demand from Omakau and Poolburn Primary Schools

	Omakau School	Poolburn School
Overview	Rural year 1-8 primary school with a roll that is relatively stable. The main facilities they use outside of the school are the Hall for end of year productions and fundraisers and the rugby clubrooms for the school disco.	Rural school year 1-8 primary school with a roll of 36 which is relatively stable.
Are Community Space Needs being met by existing spaces	Their needs are met by existing spaces, though those spaces could better meet the school's needs, as they tend to just make do with what they have. If there was the opportunity to make improvements that would be great.	Yes, in general terms
School spaces available for community use	<ul style="list-style-type: none"> Playground Hard surface area Green open space Covered swimming with community keys Multi-purpose building All are considered community space assets and are well utilised by the community outside of school hours. The schools multi-purpose building is made up of two prefabs that have been connected, gutted and fitted out. The space is ideal for meetings and wider community use, it is the only space in Omakau that has IT set up, and it also has a kitchenette, good heating, and its own toilet facilities. It is easily accessible with a lock box key outside and is available for hire during and outside of school hours. The main users are: <ul style="list-style-type: none"> Anglican church group for monthly meetings on Sundays A local ITO for monthly meetings during school hours 	Playground Hard surface area Green open space Covered swimming with community keys Multi-purpose room All are considered community space assets and are well utilised by the community outside of school hours. The multi-purpose room is used for meetings, and election polling.

	Incidental Use – Hockey club use it for their end of season break up	
Potential for increased community use of school spaces	Yes, especially at night times	Yes The school is planning to put down a multi-purpose turf over their existing hard court, so this will enable sports teams to practise at the school
Any Community Space Issues	Memorial Hall: <ul style="list-style-type: none"> ▪ Poor kitchen facilities - make catering difficult when using it for fundraisers ▪ Lack of heating - limits winter use ▪ Capacity - not big enough, school easily fills it for end of year production, needs a bigger space ▪ No IT Capability or Infrastructure – school brings own equipment, it needs to have its own IT set up ▪ Potential solutions put forward by the school were: ▪ Ideally a new building with IT capability ▪ Location is important – the current hall site is an easy walk for the school with no roads to cross ▪ The 'Domain' (Recreation Reserve) is also walkable, with only one main road crossing 	Lack of Pavilion at 'Domain' (Recreation Reserve) Turf It would be really handy to have a pavilion (building) beside the turf at the 'Domain' (Recreation Reserve) in Omakau, as the school often uses the turf for sporting activities, and also as a poor weather alternative.
Any Community Space upgrades planned	No	Yes Resurfacing existing courts with multi-purpose turf.

18.6 Population Data

The 2014 Omakau Community Plan states:

Variations in Central Otago community populations, over the past ten years, are demonstrated in the table below:

Populations	2006	2013	% change in population
Dunstan*	3,771	4,515	19.7 %
Maniototo #	1,035	1,077	4.1 %
Alexandra	4,824	4,800	-0.5 %
Central Otago	16,644	17,895	7.5 %

Source: Statistics New Zealand – 2013 Census data

* The Dunstan region encompasses Omakau, Earnscliffe, Bannockburn and Tarras communities, but excludes Cromwell, Clyde, Alexandra, Otarehua, St Bathans and Ranfurly.

The Maniototo region encompasses St Bathans, Otarehua, Kyebrun and Patearoa communities, but excludes Ranfurly and Naseby.

Population Proportions in 2013

Central Otago Area	% population aged 0 – 14 years:	% population aged 15 – 29 years:	% population aged 30 – 64 years	% population aged over 65 years
Dunstan	18.8	12.6	57.7	11.1
Maniototo	24.4	13.5	52.6	10.4
Alexandra	17.1	14.8	44.9	23.0
Central Otago	18.2	12.1	48.5	21.2

Statistics New Zealand – 2013 Census data

The Central Otago Labour Market Survey – Horticulture and Viticulture 2015:

The survey highlights likely transient worker population growth required to support the strong growth predicted in the horticultural sector. The report estimates an additional 600 beds will be required across the District by 2018/2019.

Central Otago District Annual Economic Profile 2016

The report highlights significant growth across all economic indicators for the Central Otago region with the majority being higher than the national average, with overall GDP growth at 3.2% compared to the national average of 2.5%, giving clear indications of a strong and prosperous economy.

It highlights Central Otago's strong population growth stating:

- Central Otago Regions population was 19,700 in 2016, up 2.6% from a year earlier, higher than the national population growth of 2.1% over the same period.
- Population growth has averaged 1.7%pa over the last 5 years compared with 1.4%pa nationally

It also highlights the regions Age Profile stating that in 2016:

- 59.0% of Central Otago District's population was of working age (15-64), significantly lower than the national proportion of 65.5%.
- There was a slightly lower proportion (18.0%) of young people (0-14) than the country as a whole (19.6%)
- There was a significantly higher proportion (23.0%) of people 65 years and older compared with New Zealand (14.9%).
- Overall the dependency ratio in Central Otago District (69.4%) was higher than in the national economy (52.7%). The dependency ratio expresses the number of persons outside of the working age as a proportion of the number of persons of working age (15 to 64 years).

18.7 Comparative Facilities

The key findings of the Comparative Analysis are detailed below.

18.7.1 Mossburn Community Centre

Mossburn is a small Northern Southland town with a population of around 200 people, situated 113 km south of Queenstown, 59 km east of Te Anau and 100 km north of Invercargill. Industry in the town includes the Silver Fern Farms processing plant, deer farming, and dairying. The town is located in a very scenic area, with the mountains of Fiordland creating a beautiful backdrop, with the West Dome (1,271 m) and Mt Hamilton (1,487m) being prominent land marks.

The 35-year old Mossburn Community Centre opened in January 1982 and is one of the most utilised community facilities in rural Southland. Many local sports and service clubs such as squash, rugby, rifle shooting, bridge, badminton, trampoline and tumbling, netball, pre-school, brownies, guides and the two Lions Clubs use the centre for practises, meetings, and as clubrooms. The spaces are also regularly hired out to local and non-local hirers for a range of different uses. Mossburn's central location between Te Anau, Winton, Gore and Queenstown makes it favourable for certain hirers (Vets, Diary Institute, Primary ITO's) attendees.

Attributes

The 3,115m² Centre comprises:

- A rugby wing with changing rooms, toilets, showers and a first aid room
- A main space with 540 seat capacity marked for 4 badminton courts, 1 basketball/netball court, indoor rifle range,)
- A large permanent stage
- Two glass-backed squash courts with spectator area
- 2 outdoor paved tennis/netball courts
- An office area
- Pre-school and Library Area
- Senior Lounge/Social rooms with dance floor also serving as Rugby Clubrooms
- Bar facilities
- Fully stocked kitchen
- 24/7 public toilets

Figure 14: Mossburn Community Centre (Hub)



Ownership/Governance

The Community Centre is managed by the Mossburn Community Facilities Committee Inc. (MCFC) made up of local people representative of the main user groups, who are responsible for all the buildings operational and maintenance costs. The constitution provides for each affiliated club to appoint a representative to the committee, with four other community members being elected at the AGM.

The MCF own the building which is on Southland District Council leased land, as part of the lease MCFC are responsible for ensuring building compliance. The MCFC:

- Primarily make all decisions regarding operational and governance matters
- Recommends a hall levy to SDC and once approved the rate is included as a level to the Mossburn ratepayers. The levy covers the buildings rates and the cost of the caretaker.
- Have set hire agreements in place and a set fee schedule
- Oversee the caretaker, who deals directly with hirers and reports to the committee on a monthly basis

Operational Management

The day to day operational aspects of the building are managed by a Caretaker employed by the Southland District Council, hirers report directly to the Caretaker and the Caretaker reports to the MCF on a monthly basis, and to have major maintenance

issues approved. Over the last 35 years a lot of work has been undertaken to keep the facility at such a high standard that makes it the envy of many rural communities.

Trends

The complex is not used for as many large private functions (weddings, 21^{sts}) as it used to be, which is attributed to changing community dynamics from long serving sheep and beef farming families to now more transient primarily dairying community.

Words of advice

The facility continues to work well, though they would like more usage so are planning more promotion of the facilities.

Key Message for Omakau

It's important to plan for the long term, selecting décor and designing the building in a way that it can adapt to changing community needs, factoring in considerations such as acoustics. This has been a key to the success of the Mossburn Community Centre which was built 35 years ago and is still serves the surrounding community effectively today.

Summary:

- The key message from the Mossburn example is the importance of designing and planning for the future, not just for current needs, so ideally the facility can stand the test of time and continue to effectively serve community needs.
- The management model appears to work well, so is worth consideration by the community and CODC.

18.7.2 Simpson Park Sporting and Function Centre

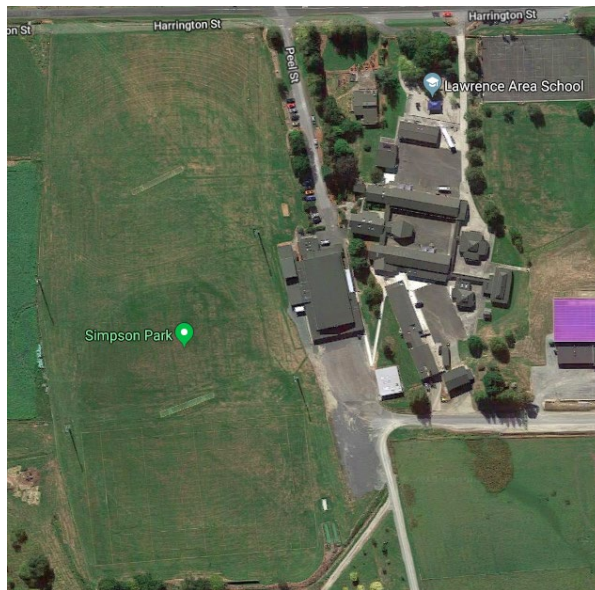
Established in 1982, Simpson Park is owned and operated by the Lawrence community with the objective of promoting and supporting the sporting and cultural interests of the Lawrence/Tuapeka community.

In the early 1980's the Ministry of Education was building gymnasiums for schools. Based on the then school roll of 300 students they offered to build a two-bay gym. Locals saw the shortfall of this and decided to fund raise a build a four-bay gym 30 metres by 15 metres close to a full-size basketball court. Attached to the gymnasium are changing rooms, showers, toilets etc., two small 'offices' (used for other purposes), two storage bays, one large gym-shed.

Whilst it is acknowledged as a gym it is essentially multi-purpose space also utilised for hosting large school and community events.

It is a shared community/school building with a partnership agreement around finances, use and operation in place between Lawrence Area School and Simpson Park Inc.

Simpson Park also provides excellent public, private and local function facilities to hire for weddings, funerals, birthdays etc.

Figure 15: Simpson Park Complex (Hub)

Sporting facilities included are:

- Squash courts
- Rugby grounds
- Soccer grounds
- Cricket grounds
- Hockey grounds
- Changing rooms and showers
- Gymnasium with indoor basketball court
- Seating - 300 maximum

Function and event facilities include:

- Modular staging
- Tables and seating
- Sound system
- Projector
- Large fixed projector screen
- Portable projector screen
- Meeting room.
- Function area with full kitchen and bar facilities.
- Catering for up to 200 persons with larger events by arrangement.

For large gatherings the entire facility can be utilised to catering for 500

Operation Costs

- Energy costs @ \$7,800 per annum
- Insurance @ \$6-7,000 per annum
- Mowing grounds @ \$6,000 per annum

Income

- On-going cattle scheme is essential to facility viability @ \$60,000 per annum.

Usage

- Daily during school year
- Extensive out of school use by sports groups, service groups, and for functions.
- It is in constant use, and is used every week, often 4-5 times each week by affiliated groups and hirers.

Management/Governance

- It is well managed
- Strong partnerships working well. Split management with

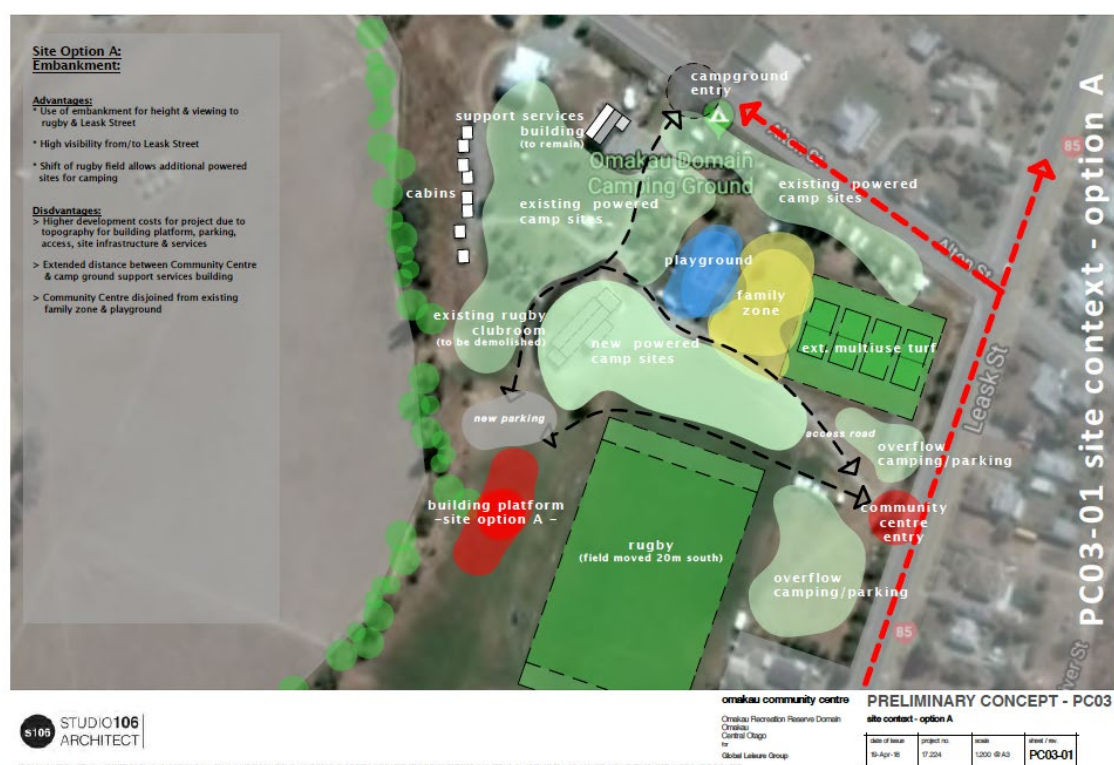
- The Complex Manager manages the function centre
- the Area School manages the gymnasium
- the squash club manages the courts.

Summary

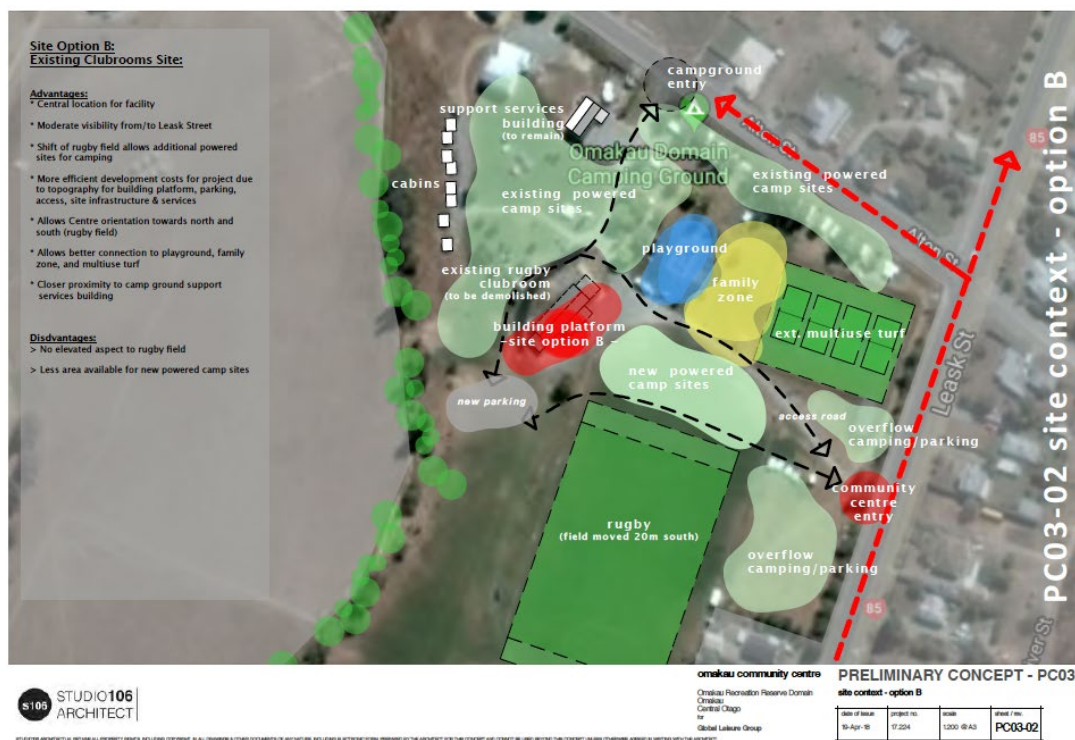
- Partnerships can work well when major benefits for each partner
- Right size and flexible facility
- On-going fundraising is essential (cattle scheme) not just to raise initial capital

18.8 Appendix: Building Site Options

18.8.1 Site Option A



18.8.2 Site Option B



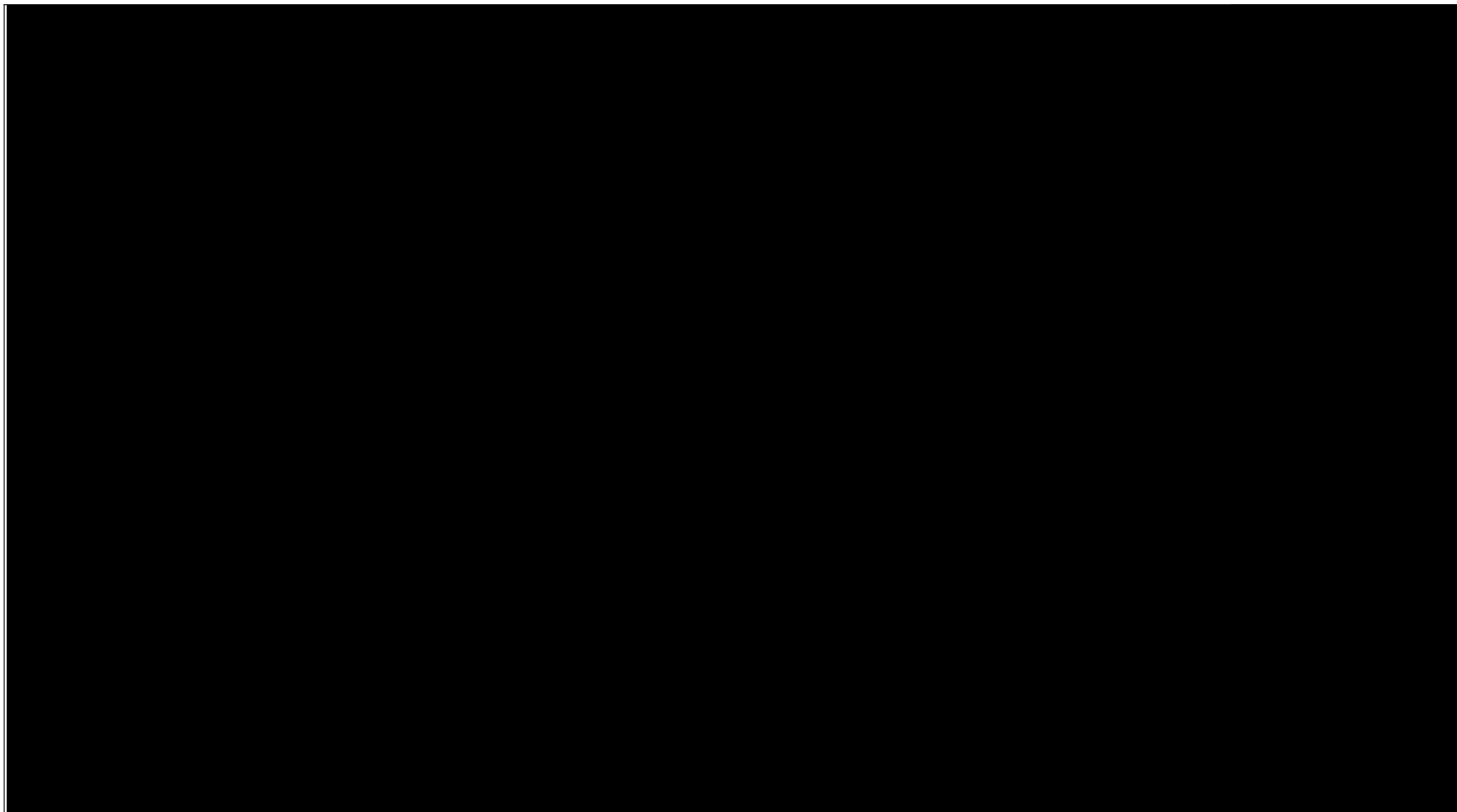
18.9 Campground Price Comparison

Table 9 Price comparison of Omakau Camping Ground Facilities against comparable campgrounds across the lower South Island

Type	Omakau Facilities & Charge rates	Naseby-Larchview Holiday Park	Ranfurly Holiday Park & Motel	Mossburn Country Park	Tuatapere Motels Backpackers & Holiday Park
Power sites	54 x Power sites \$25 /night/ van powered site for first 2 nights, \$10/ each additional night	48 sites, 1 person/night \$18, 2 people/night \$36, extra people \$16 child \$9	41 sites, 1-2 person \$36, extra person \$18, child \$9	50 sites, 1 person /night \$18, 2 people \$32, extra person \$12, child \$10, 30 tent sites	\$19/night /person
Tent Sites	Large tent sites unlimited \$15.00/ night/ per non-powered site	22 sites, 1 person/night \$16, 2 people /night \$36, extra person \$16, child \$9	17 sites, 1-2 people \$32/night, extra person \$16, child \$9		\$18/night/person
Cabin (large)	2 x Cabins 6 Berths \$20/ night /person	2x miners' cottages sleep 6, 1-2 person \$100/night, extra person \$22, child \$11.50	2x Cabins 6 berths, \$60/night, extra person \$20, child \$12	1x cabin, \$75/night, extra person \$15, child \$10	No Cabins only Motels
Cabin (mid-size)	3 x Cabins 4 Berths \$20/ night /person	Chalets x10, sleep 2-4, 1-2 person \$60/night, extra person \$18, child \$10.50	5x Cabins 4 berths \$60/night, extra person \$20, child \$12	6x Cabins, 1 person/night \$38, 2 people \$58, extra person \$15, child \$10	
Cabin (small)	2 x cabins 2 Berths \$20/ night /person	Standard cabins x3, sleep 2-4, 1-2 persons \$55/night, extra person \$18, child \$10.50	4x Cabins 2 berths, \$60/night, extra person \$20, child \$12		
Caravan storage	Annual rental for caravan storage	\$240/year *, \$9/week	No	No but would negotiate	

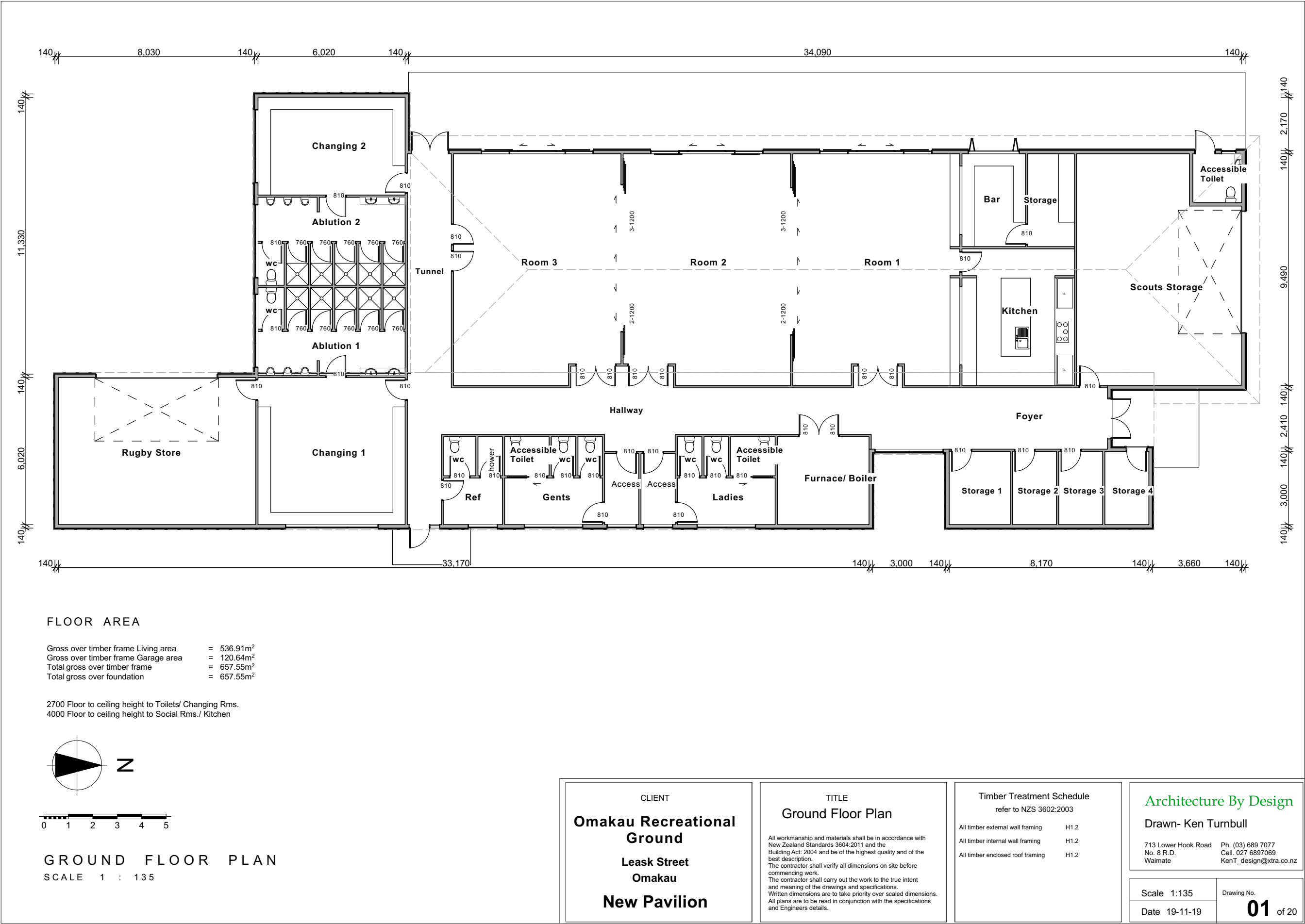
* The annual storage charge for caravans at holiday parks in Alexandra is \$1,500 and \$1,700 GST inclusive.

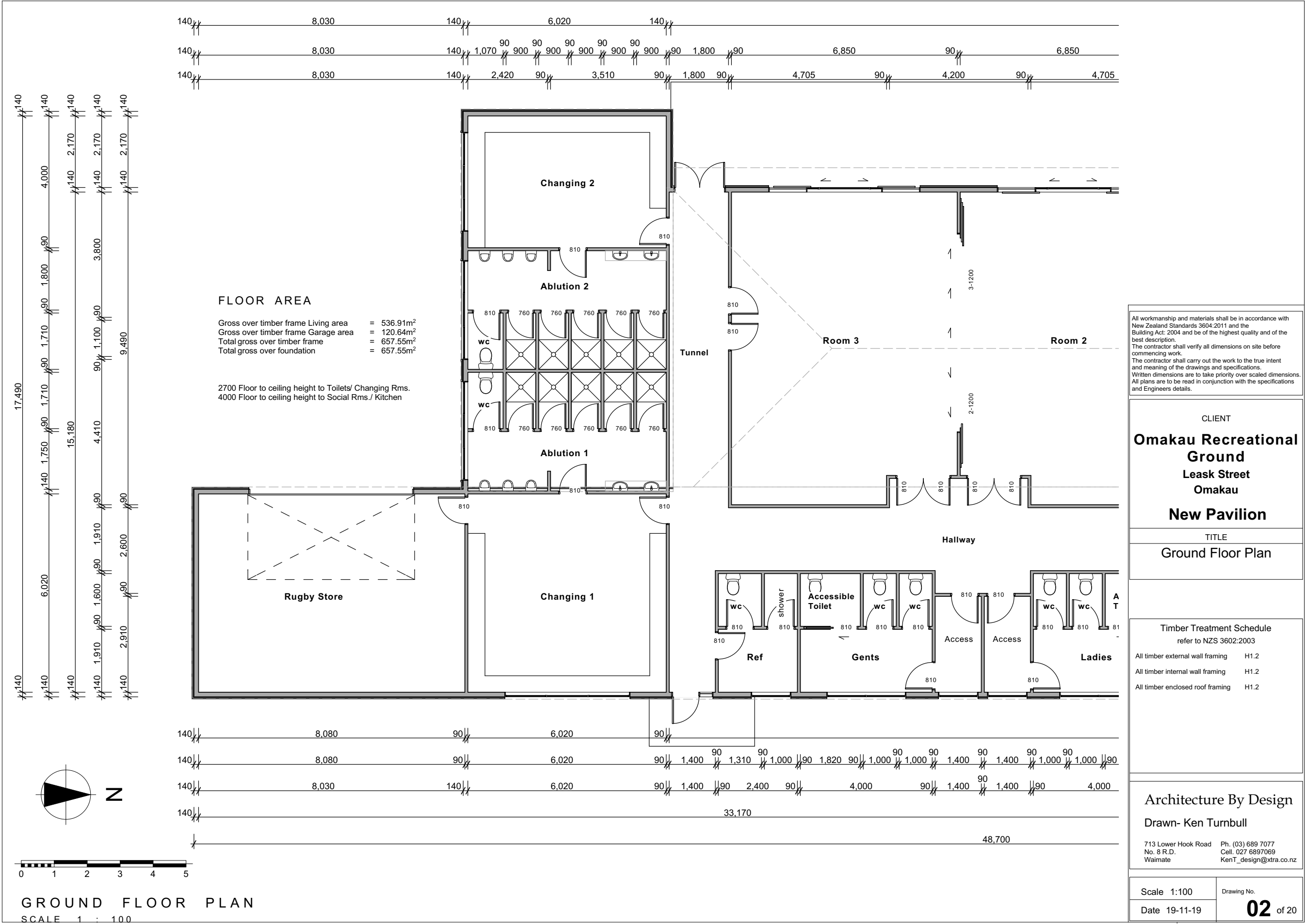
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Created Time: 1:31 PM
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1332615.98529389,5000396.50123377

The information displayed in the Geographic Information System (GIS) has been taken from Central Otago District Council's (CODC) databases and maps.
Digital map data sourced from Land Information New Zealand (LINZ).
Licensed under the Creative Commons Attribution 4.0 International licence <https://creativecommons.org/licenses/by/4.0/>
It is made available in good faith but its accuracy or completeness is not guaranteed. CODC accepts no responsibility for incomplete or inaccurate information.
If the information is relied on in support of a resource consent it should be verified independently.







All workmanship and materials shall be in accordance with New Zealand Standards 3604:2011 and the Building Act: 2004 and be of the highest quality and of the best description. The contractor shall verify all dimensions on site before commencing work. The contractor shall carry out the work to the true intent and meaning of the drawings and specifications. Written dimensions are to take priority over scaled dimensions. All plans are to be read in conjunction with the specifications and Engineers details.

CLIENT
Omakau Recreational Ground
Leask Street
Omakau
New Pavilion

TITLE
Ground Floor Plan

Timber Treatment Schedule
refer to NZS 3602:2003

All timber external wall framing	H1.2
All timber internal wall framing	H1.2
All timber enclosed roof framing	H1.2

Architecture By Design
Drawn- Ken Turnbull

713 Lower Hook Road
No. 8 R.D.
Waimate

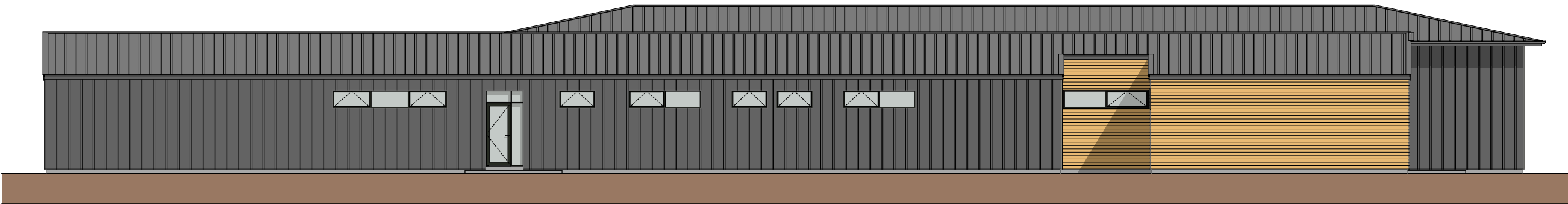
Ph. (03) 689 7077
Cell. 027 6897069
KenT_design@xtra.co.nz

Scale 1:100	Drawing No.
Date 19-11-19	03 of 20



West Elevation

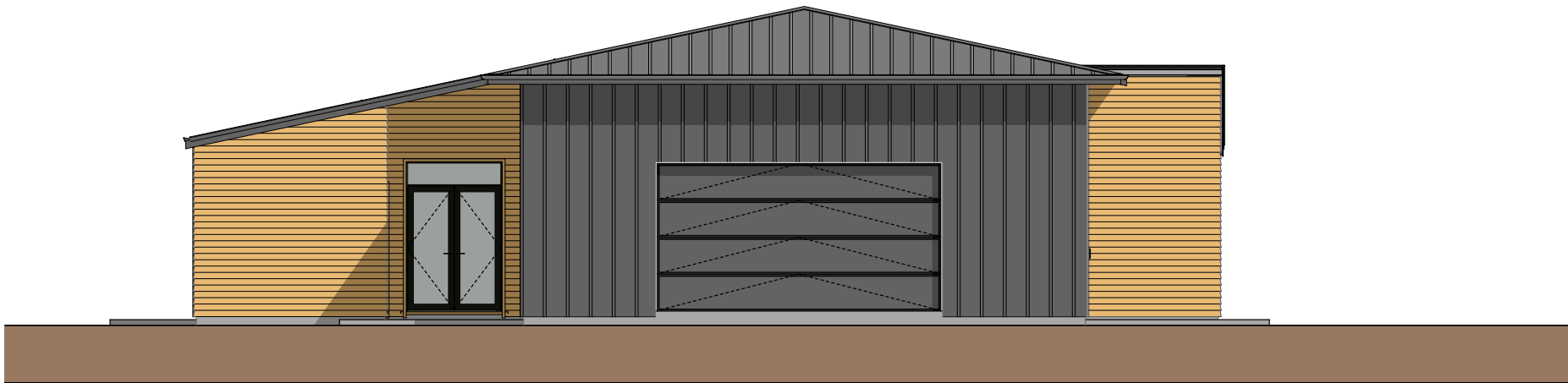
1:135



East Elevation

1:135

<div>CLIENT</div> <div>Omakau Recreational Ground</div> <div>Leask Street</div> <div>Omakau</div> <div>New Pavilion</div>	<div>TITLE</div> <div>Elevations</div> <div>All workmanship and materials shall be in accordance with New Zealand Standards 3604:2011 and the Building Act: 2004 and be of the highest quality and of the best description.</div> <div>The contractor shall verify all dimensions on site before commencing work.</div> <div>The contractor shall carry out the work to the true intent and meaning of the drawings and specifications.</div> <div>Written dimensions are to take priority over scaled dimensions.</div> <div>All plans are to be read in conjunction with the specifications and Engineers details.</div>	<div>Timber Treatment Schedule</div> <div>refer to NZS 3602:2003</div> <div>All timber external wall framingH1.2</div> <div>All timber internal wall framingH1.2</div> <div>All timber enclosed roof framingH1.2</div>	<div>Architecture By Design</div> <div>Drawn- Ken Turnbull</div> <div>713 Lower Hook RoadNo. 8 R.D.Waimate</div> <div>Ph. (03) 689 7077Cell. 027 6897069KenT_design@xtra.co.nz</div>
		<div>Scale1:100, 1:135</div> <div>Date19-11-19</div>	<div>Drawing No.</div> <div>04 of 20</div>



North Elevation

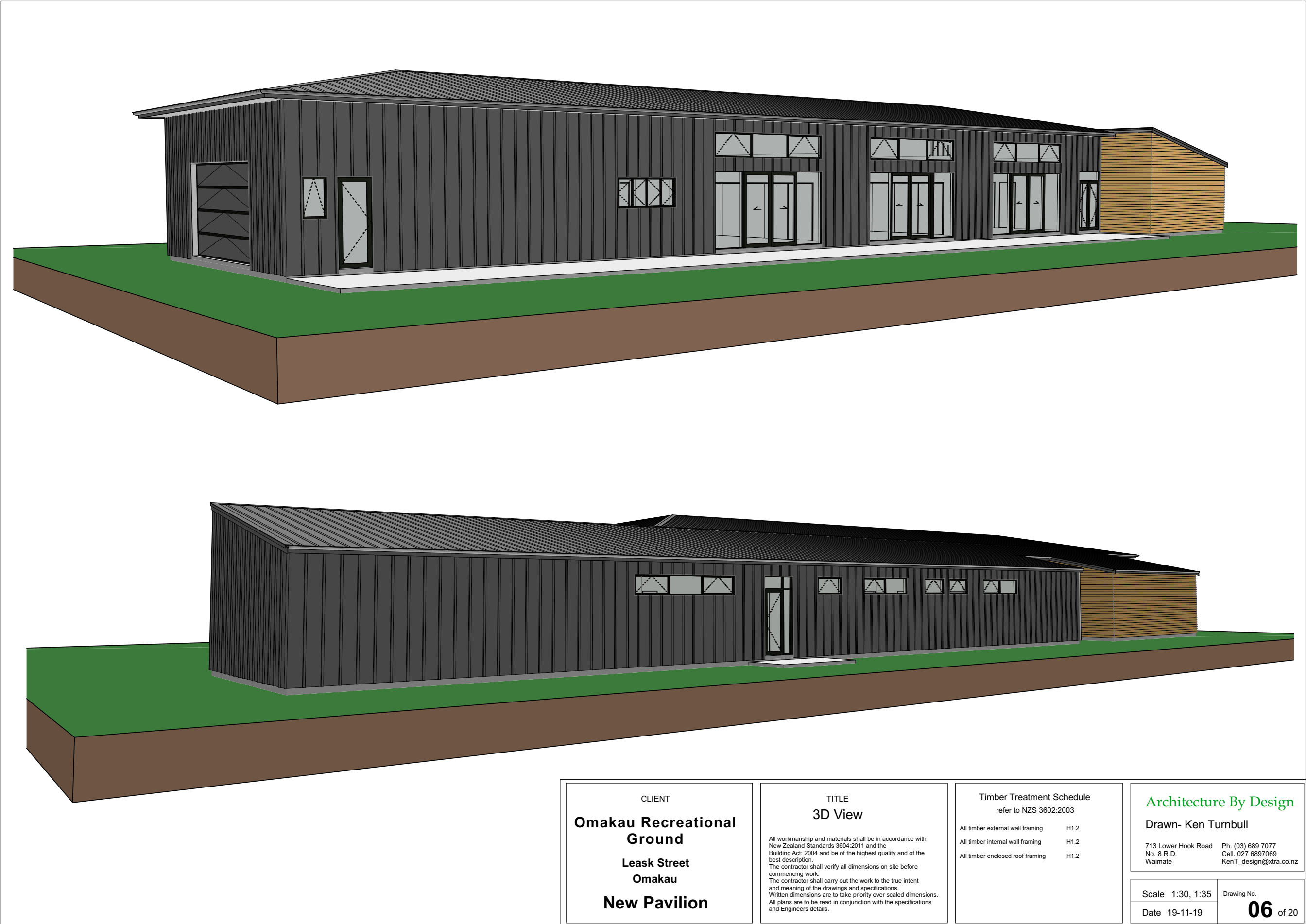
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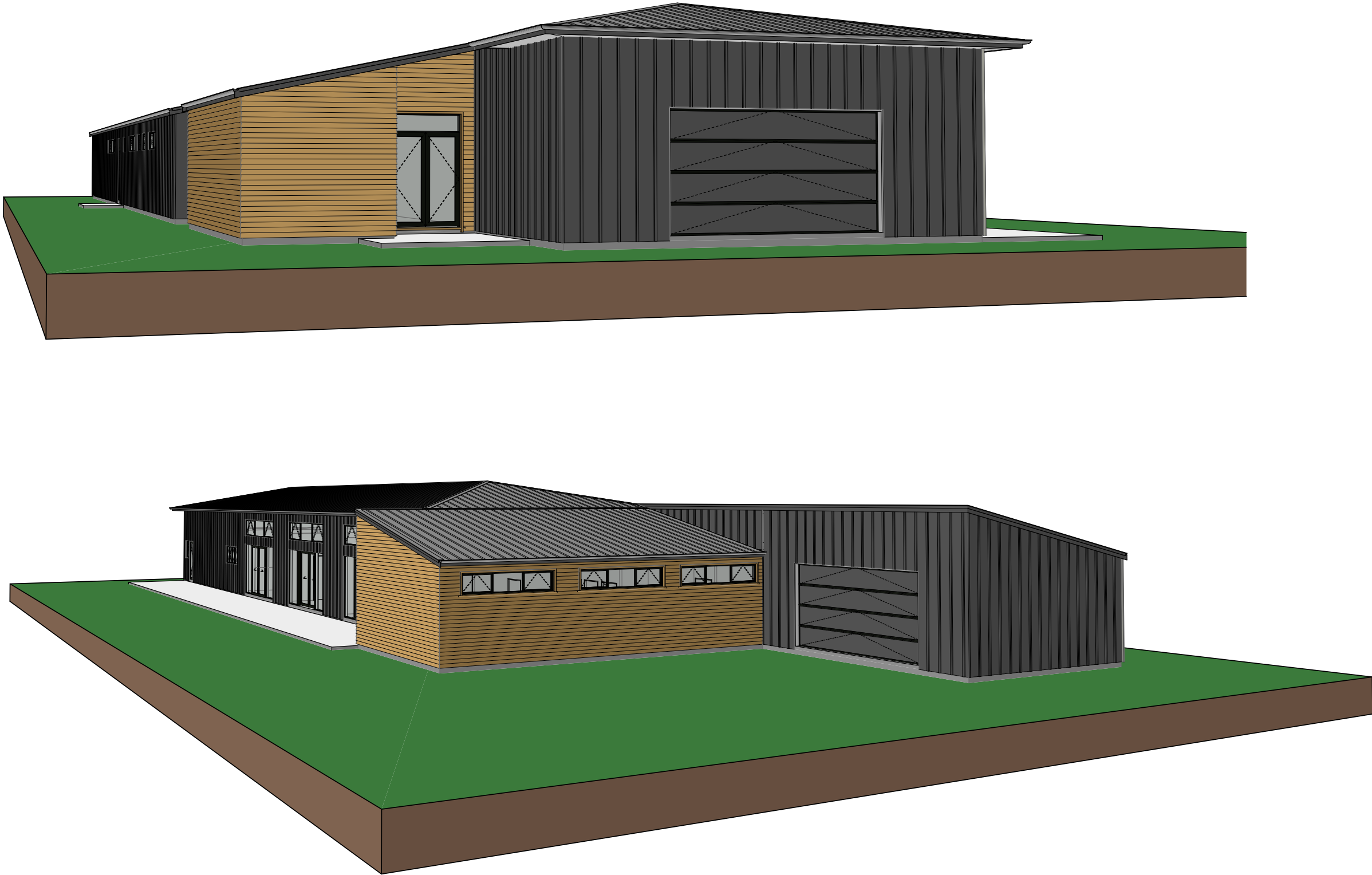


South Elevation

1:100

<div>CLIENT</div> <div>Omakau Recreational Ground</div> <div>Leask Street</div> <div>Omakau</div> <div>New Pavilion</div>	<div>TITLE</div> <div>Elevations</div> <div>All workmanship and materials shall be in accordance with New Zealand Standards 3604:2011 and the Building Act: 2004 and be of the highest quality and of the best description.</div> <div>The contractor shall verify all dimensions on site before commencing work.</div> <div>The contractor shall carry out the work to the true intent and meaning of the drawings and specifications.</div> <div>Written dimensions are to take priority over scaled dimensions.</div> <div>All plans are to be read in conjunction with the specifications and Engineers details.</div>	<div>Timber Treatment Schedule</div> <div>refer to NZS 3602:2003</div> <div>All timber external wall framingH1.2</div> <div>All timber internal wall framingH1.2</div> <div>All timber enclosed roof framingH1.2</div>	<div>Architecture By Design</div> <div>Drawn- Ken Turnbull</div> <div>713 Lower Hook Road No. 8 R.D. Waimate</div> <div>Ph. (03) 689 7077 Cell. 027 6897069 KenT_design@xtra.co.nz</div>
		<div>Scale 1:100</div> <div>Date 19-11-19</div>	<div>Drawing No.</div> <div>05 of 20</div>





<div>CLIENT</div> <div>Omakau Recreational Ground</div> <div>Leask Street</div> <div>Omakau</div> <div>New Pavilion</div>	<div>TITLE</div> <div>3D View</div> <div>All workmanship and materials shall be in accordance with New Zealand Standards 3604:2011 and the Building Act: 2004 and be of the highest quality and of the best description.</div> <div>The contractor shall verify all dimensions on site before commencing work.</div> <div>The contractor shall carry out the work to the true intent and meaning of the drawings and specifications.</div> <div>Written dimensions are to take priority over scaled dimensions.</div> <div>All plans are to be read in conjunction with the specifications and Engineers details.</div>	<div>Timber Treatment Schedule</div> <div>refer to NZS 3602:2003</div> <div>All timber external wall framingH1.2</div> <div>All timber internal wall framingH1.2</div> <div>All timber enclosed roof framingH1.2</div>	<div>Architecture By Design</div> <div>Drawn- Ken Turnbull</div> <div>713 Lower Hook RoadNo. 8 R.D.Waimate</div> <div>Ph. (03) 689 7077Cell. 027 6897069KenT_design@xtra.co.nz</div>
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22.5.5 PROPOSAL TO GRANT A LEASE OVER PART OF SECTION 1 SURVEY OFFICE PLAN 496959, BEING LOCAL PURPOSE (CEMETERY) RESERVE.

Doc ID: 587555

1. Purpose of Report

To consider granting a lease over part of Section 1 Survey Office Plan 496959, to the Central Otago District Council, to allow for the construction of a temporary soakage basin.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to grant a lease over approximately 250 square metres of Section 1 SO 496959, being Local Purpose (Cemetery) Reserve, to the Central Otago District Council, to allow for the construction of and operation of a soakage basin, on the following terms and conditions:
 - Commencement: 01 August 2022
 - Term: Five Years
 - Rights of Renewal: Nil
 - Rent: Nil
 - Expiry: 31 July 2027
 - Right to Assign: Yes

Subject to:

- Council constructing the soakage basin and bund.
- Council erecting security fencing around the bund (and the soakage basin).
- The new Southern Water Entity being responsible for funding and rerouting the overflow pipe (to connect to the stormwater network), and;
- The new Southern Water Entity being responsible for reinstating to the land to satisfaction of the Parks and Reserve Manager on expiry, surrender, or cancellation of the lease.

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

2. Background

Resolution 21.8.4

At their meeting of 11 October 2021, the Vincent Community Board agreed to a proposal to reclassify part of Lot 8 Deposited Plan 429123 (Lot 8) being part of the Alexandra Town Belt/Recreation Reserve.

The purpose of the proposed reclassification was to facilitate the construction of a new larger water reservoir adjacent to the existing northern reservoir.

A copy of the report to the Board dated 11 October 2022 is attached as **Appendix 1**.

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

B. *Agrees to:*

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

Subject to:

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

In accordance with the conditions of Resolution 21.8.4, the proposal to reclassify part of Lot 8 was then publicly consulted on in accordance with the Reserves Act 1977.

As no submissions were received, the Council under delegated authority from the Minister of Conservation consented to the proposal, with part of Lot 8 being reclassified as Local Purpose (Water Reservoir) Reserve, and a new reservoir being constructed on the site.

Commissioning the New Reservoir

To commission the new reservoir, it first needs to be leak tested. To do this, the reservoir will be filled, then inspected for leaks. It will then be emptied, refilled, and checked again as required. It is anticipated that the testing will require at least two empties of the reservoir.

Once the commissioning of the new reservoir is complete, the existing reservoir will also be emptied to allow engineers to assess its structural integrity and to test it for leaks. The existing reservoir will then be repaired and/or reinforced as required. These repairs will extend the life of the existing reservoir significantly.

An overflow pipe runs from the existing reservoir on Lot 1 DP 27045 (Lot 1) to an outlet on Section 1 Survey Office Plan (SO) 496959 (Section 1) adjacent to Ngapara Street.

The overflow pipe, which is shown in green below in figure 1, and outlet infrastructure, are integral to the operation of the reservoirs on Lot 1.

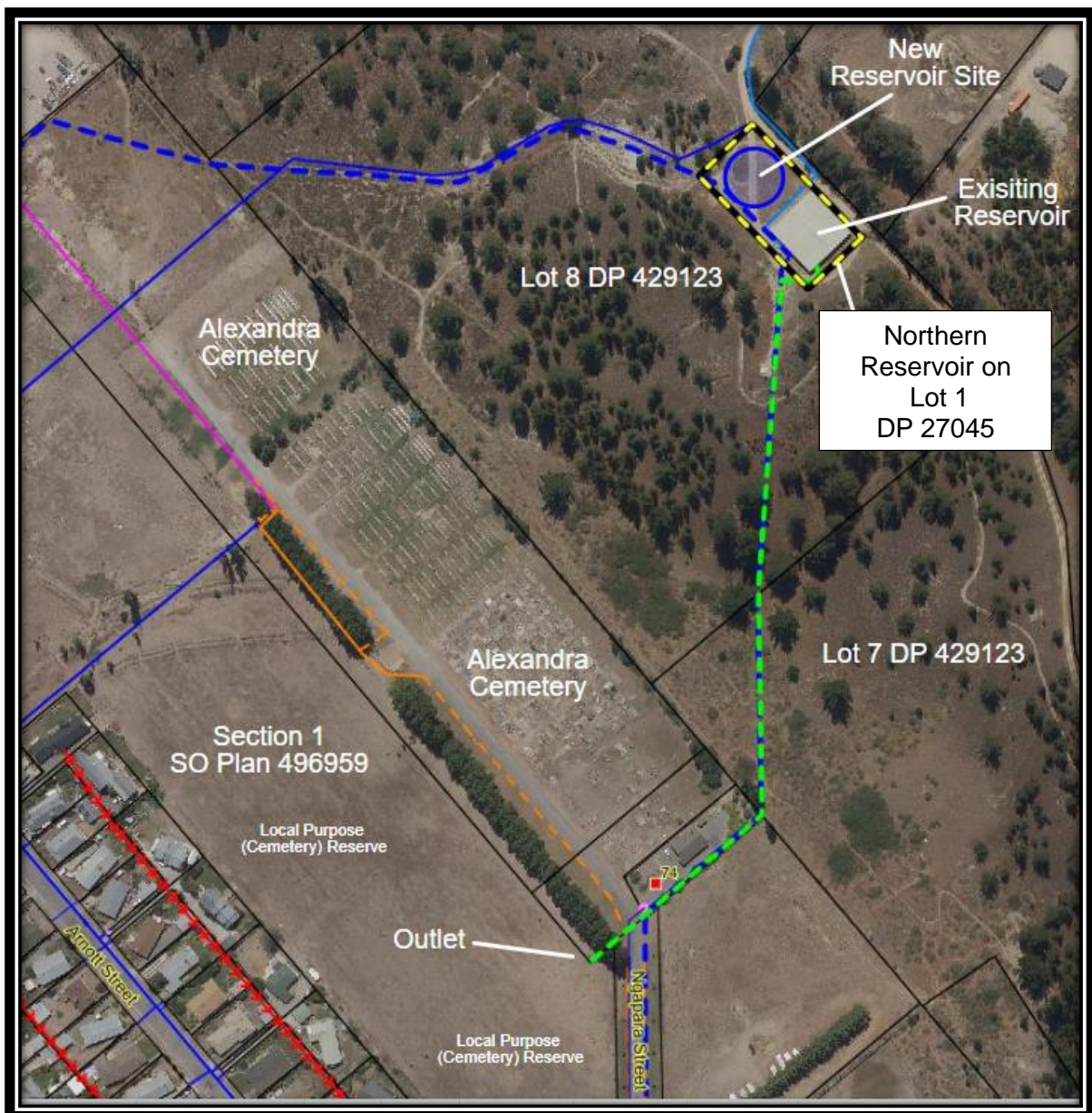


Figure 1 – Plan of the overflow pipe showing the location of the outlet on Section 1.

The new reservoir holds 4,400 cubic metres of water. The existing reservoir holds approximately 2,200 cubic metres of water.

To manage and contain the volume of water that will pass through the overflow during the commissioning and testing, it is proposed that a temporary soakage basin be constructed on Section 1.

A plan of the proposed temporary soakage basin is shown below in figure 2.

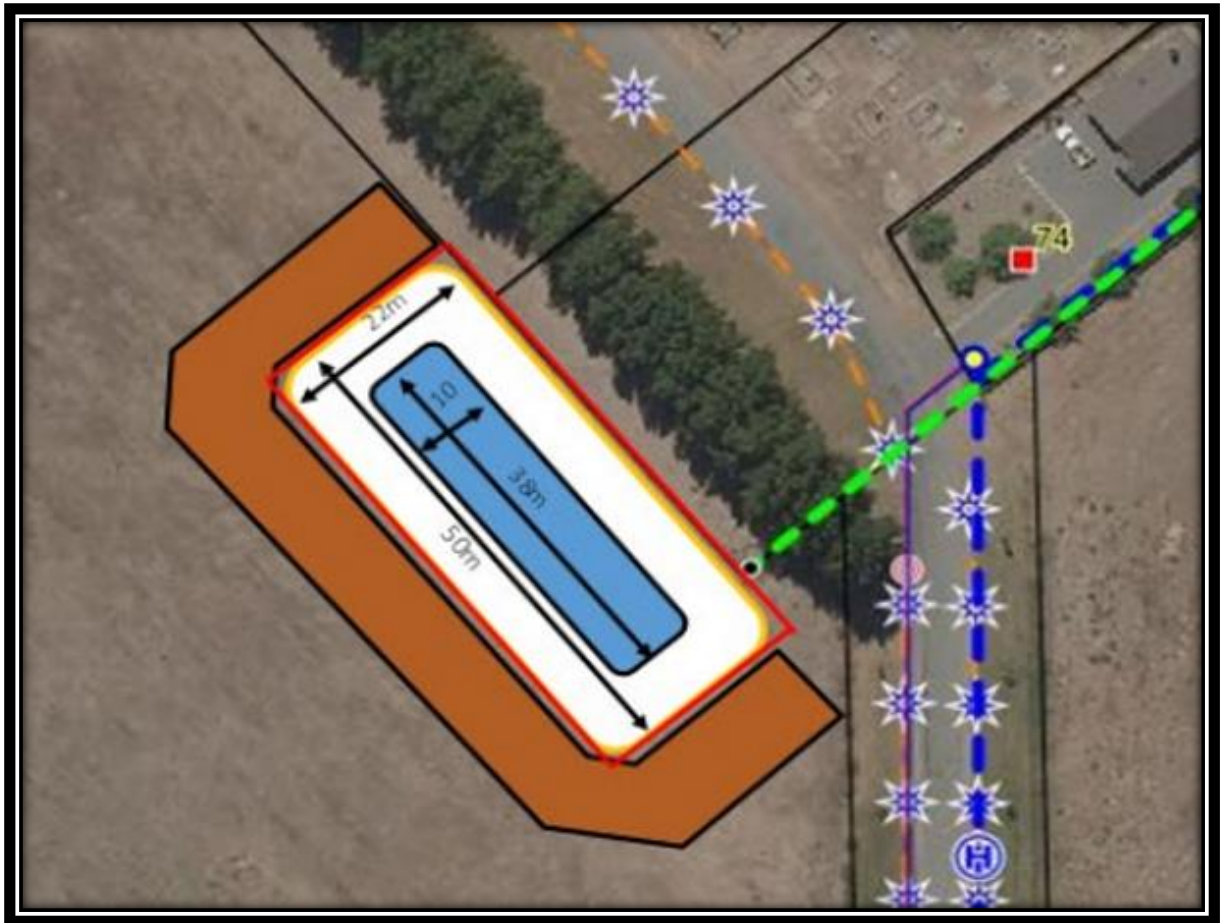


Figure 2 – Plan of the temporary soakage basin on Section 1 SO 496959.

It is further proposed that a bund (shown in orange above) be constructed around the soakage basin to reduce any visual impacts, with security fencing being erected around the bund for safety purposes.

The soakage basin and bunding will cover an area of about 250 square metres.

To enable the soakage basin to be constructed, the Central Otago District Council (Council) has now applied for a lease over the area shown in figure 2, being Local Purpose (Cemetery) Reserve.

3. Discussion

Section 1

Section 1 was originally Recreation Reserve. In 2016, it was reclassified to Local Purpose (Cemetery) Reserve. The purpose of the reclassification was to provide for the future expansion of the Alexandra Cemetery.

Council's Park and Reserves Manager has advised that the land on which the soakage basin and bunding will be constructed will not be required for cemetery purposes for the duration on the proposed lease.

Both the overflow pipe and outlet were installed prior to the land being classified as Local Purpose (Cemetery) Reserve.

Legislation and Policy

Section 61 of the Reserves Act 1977 outlines the powers that Council has in relation to the leasing and management of Local Purpose Reserves.

In particular, section 61(1) permits Council, as the administering body, to:

do such things as it may from time to time consider necessary or desirable for the proper and beneficial management, administration, and control of the reserve and for the use of the reserve for the purpose specified in its classification.

As noted above, Section 1 is Local Purpose (Cemetery) Reserve. While it is not required for cemetery purposes at this time, 'free' flooding the land with thousands of cubic metres of water does not align with that classification, however.

The construction of the proposed temporary soakage basin, which will allow the water to be contained, then drain in a controlled manner, is consistent with Section 61(1) of the Reserves Act 1977 as it allows for the proper and beneficial management of both the land and the existing overflow pipe.

Long Term Management of the Overflow Pipe

In the long term, the overflow pipe will be rerouted to connect permanently to the stormwater network. That realignment is expected to be completed within five years meaning the soakage basin should only be required until that rerouting is completed.

It is proposed that the lease be granted subject to the new water entity funding the costs associated with remediating the land.

Once the pipeline is rerouted, the materials contained in the bunding will be used to reinstate the land to its previous condition.

3 Waters

The northern reservoir and the infrastructure associated are going to be transferred to the new Southern Water Entity. As the transfer will take place before the lease expires, it is proposed that the lease includes a right of assignment, to that entity.

In addition to the right of assignment, it is also further recommended that the new Three Waters Entity be responsible for the funding, and rerouting, of the overflow pipe (to connect to the stormwater network) and for reinstating the land.

4. Financial Considerations

The cost of constructing the soakage basin, bunding and fencing is expected to cost approximately \$50,000. This will form a minor component of the greater budget associated with the Alexandra Northern Reservoir Capital Project and can be accommodated within the existing budget.

It is not proposed that any rent be charged for the occupation as it relates to the ongoing operation and management of the Northern Reservoir, which is a public service.

5. Options

Option 1 – (Recommended)

To agree to grant a lease over approximately 250 square metres of Section 1 SO 496959, being Local Purpose (Cemetery) Reserve, to the Central Otago District Council, to allow for the construction of and operation of a soakage basin, on the following terms and conditions:

- Commencement: 01 August 2022

- Term: Five Years
- Rights of Renewal: Nil
- Rent: Nil
- Expiry: 31 July 2027
- Right to Assign: Yes

Subject to:

- A bund being constructed around the soakage basin.
- Security fencing being constructed around the bund (and the soakage basin).
- The new Southern Water Entity being responsible for funding and rerouting the overflow pipe (to connect to the stormwater network), and;
- The new Southern Water Entity being responsible for reinstating the land to satisfaction of the Parks and Reserve Manager on expiry, surrender, or cancellation of the lease.

Advantages:

- Will enable the construction of a temporary soakage basin on Section 1 SO 496959.
- Will not interfere with the operation of the Alexandra Cemetery.
- Is consistent with the Reserves Act 1977.
- Provides for transfer of the lease on establishment of the new Southern Water Entity.
- The land will be reinstated on expiry.

Disadvantages:

- None.

Option 2

To not agree to grant a lease over approximately 250 square metres of Section 1 SO 496959, being Local Purpose (Cemetery) Reserve, to the Central Otago District Council, to allow for the construction of and operation of a soakage basin.

Advantages:

- None.

Disadvantages:

- Will not enable the construction of a temporary soakage basin on Section 1 SO 496959.
- Does not recognise the provisions of the Reserves Act 1977.

6. Compliance

Local Government Act 2002 Purpose Provisions	<p>This decision promotes the social, economic, and environmental wellbeing of communities, in the present and for the future by facilitating the construction infrastructure associated with the operation of the Alexandra Northern Reservoir.</p> <p>While the Local Government Act 2002 does not apply to the reclassification it is consistent with the provisions of the Reserves Act 1977.</p>
---	---

Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The recommended option is consistent with the provisions of the Reserves Act 1977.
Considerations as to sustainability, the environment and climate change impacts	<p>The construction and operation of the soakage basin will enable Council to manage and control the disposal of large volumes of water in an efficient manner rather than 'free' flooding the land which could have a negative impact on the immediate environment.</p> <p>The future rerouting the overflow pipe into Council's stormwater system will provide a sustainable method of disposing of any overflow.</p>
Risks Analysis	There are no risks to Council associated with the recommended option.
Significance, Consultation and Engagement (internal and external)	<p>The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.</p> <p>Leases granted subject to section 61 of the Reserves Act 1977 do not require public consultation.</p>

7. Next Steps

Lease Approved
Lease Commences

26 July 2022
01 August 2022

8. Attachments

Appendix 1 - Copy of Report to the Board dated 11 October 2021. [↓](#)

Report author:

Reviewed and authorised by:




Linda Stronach
Team Leader - Statutory Property
14/07/2022

Louise van der Voort
Executive Manager - Planning and Environment
15/07/2022



11 October 2021

21.8.4 PROPOSAL TO RECLASSIFY AREA OF ALEXANDRA TOWN BELT (PRO: 61-2000-00)

Doc ID: 555091

1. Purpose of Report

To consider reclassifying part of Lot 8 Deposited Plan 429123 being part of the Alexandra Town Belt/Recreation Reserve as Local Purpose (Water Reservoir) Reserve, to facilitate the construction of a new water reservoir.

Recommendations

That the Vincent Community Board

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

Subject to:

 - Public consultation in accordance with the Reserves Act 1977.
 - The consent of the Minister of Conservation.
 - The costs being met by the Alexandra Northern Reservoir Capital Project.
 - The Chief Executive approving the final tank/reservoir design and survey boundaries.
- C. Authorises the Chief Executive Officer to do all that is necessary to give effect to the resolution.

2. Background

The Alexandra Northern Reservoir is located on Lot 1 Deposited Plan (DP) 27045 above the Alexandra Cemetery.

The reservoir is a square concrete tank. It has a water storage capacity of 2200 cubic metres. It was built in 1998.

The reservoir is accessed from Gilligans Gully via a right of way over Lot 8 DP 429123.

A plan of the reservoir on Lot 1 DP 27045 (Lot 1) is shown below in figure 1.



Figure 1 – Alexandra Northern (Water) Reservoir on Lot 1 DP 27045

To meet increasing demand, a new reservoir will be constructed adjacent to the existing reservoir with funding from the Government's Water Stimulus Fund. Construction of the reservoir is required to be completed by 30 March 2022 to qualify.

The new tank will be bolted steel with a domed roof. It will sit on a concrete foundation and look similar to the tank shown below in figure 2. The new tank will have capacity of 4000 cubic metres.



Figure 2 – Example of new bolted steel tank with domed roof.

An outline plan of the new tank next to the existing reservoir is shown below in figure 3.

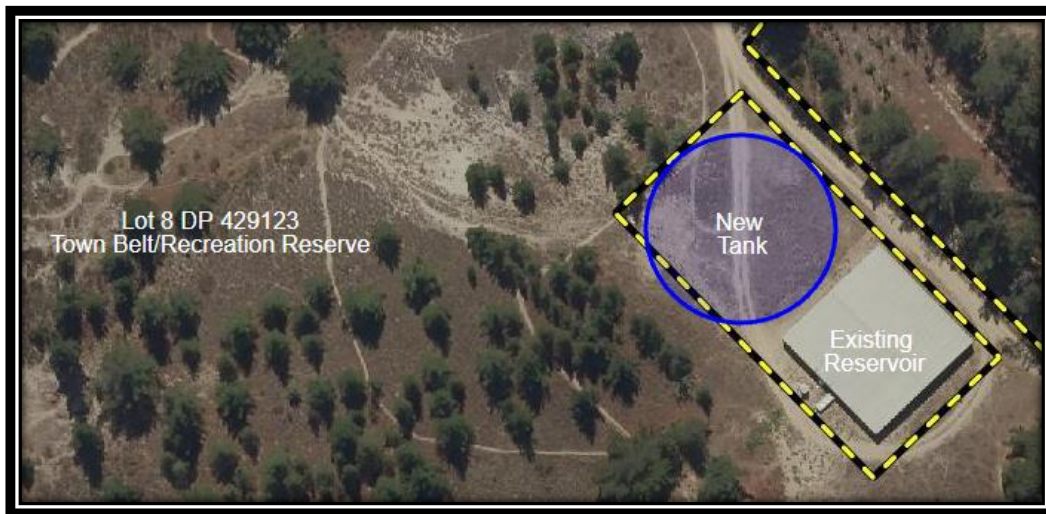


Figure 3 – Outline plan of the new tank next to the existing reservoir on Lot 1 DP 27045 (not to scale).

The capacity of the existing reservoir site needs to be increased to enable water from the new treatment plant to be stored to meet demand during peak population periods in Alexandra. This can be achieved most effectively by increasing storage capacity at the existing reservoir site.

Lot 8 is approximately 70 metres long and approximately 33 metres wide. The new tank has a diameter of almost 33 metres. For the tank to be connected to the existing infrastructure in the most efficient manner, it will need to sit just forward of the northern boundary of Lot 8 as shown in figure 3. This means a small portion of the tank would be constructed on Lot 8 DP 492123.

Lot 8 DP 429123 forms part of the Alexandra Town Belt. It is recreation reserve held subject to the Reserves Act 1977.

To enable the tank to be constructed as planned approximately 250 square metres of Lot 8 DP 429123, as shown in figure 4, would have to be reclassified as Local Purpose (Water Reservoir) Reserve.

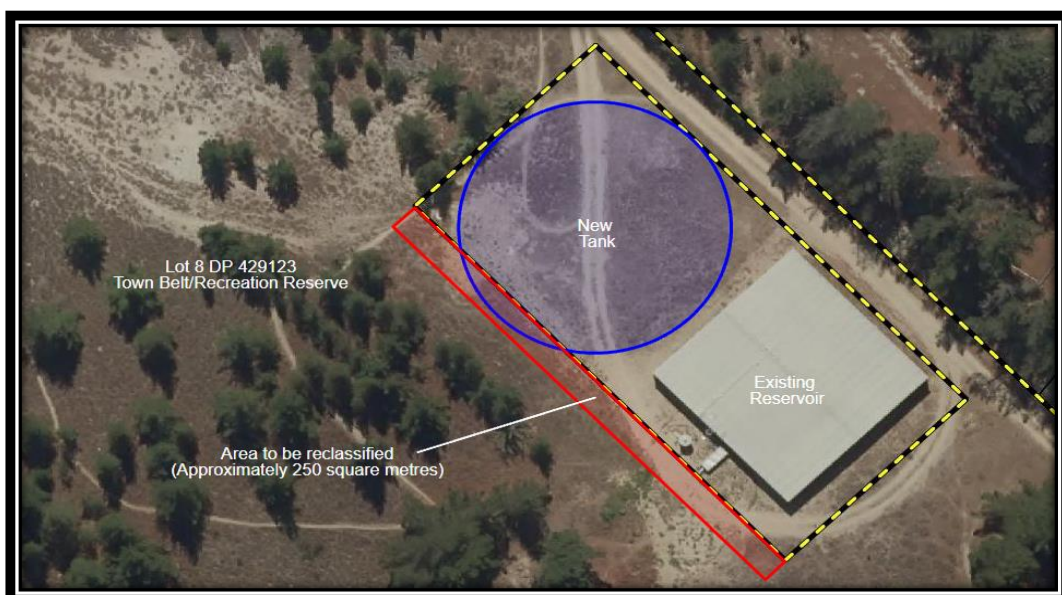


Figure 4 – Approximately 250 square metres of Lot 1 DP 492123 proposed to be reclassified.

3. Discussion

Reclassification of Recreation Reserve

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

The proposal to reclassify part of Lot 8 DP 492123 as 'Local Purpose (Water Reservoir) Reserve' is consistent with section 24(1)(b) of the Reserves Act which states:

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

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

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

- the administering body being required to publicly notify their intention to change the classification of a reserve or any part thereof and to specify the reason or reasons for the proposal.
- the requirement to invite every person claiming to be affected by the proposed reclassification to give notice (make a submission) in writing of his or her objections to the proposed change.
- having the Minister of Conservation consider the proposed change of classification and all objections received during the submission period.

Public Notification

Section 119 of the Reserves Act 1977 outlines the process for public notification. In particular section 119(1)(b) requires the administering body's proposal to reclassify part of a recreation reserve to be advertised once in a newspaper circulating in the area in which the reserve is situated, and in any other newspaper that the administering body sees fit.

In this instance public notice will be placed in the Central Otago News, in the Council's 'Noticeboard' section.

Submissions

Sections 24(2)(c) – (h) of the Reserves Act 1977 in particular relate to the making, receiving and consideration of submissions.

In accordance with section 24(2)(c) of the Act every person claiming to be affected by the proposed change of classification has the right to object. Objections must be received within one month of the date of the first public notice.

Sections 24(e) – (f) gives the Minister of Conservation the power to receive submissions and make any inquiries on the proposal as he or she thinks fit. The proposal and the submissions must then be considered in terms of the Reserves Act 1977 with anyone not making a submission deemed to have agreed with the proposal.

By the 'Instrument of Delegation for Territorial Authorities' dated 12 June 2013, the Minister of Conservation's responsibilities under section 24 are delegated to Council. In accordance with

Vincent Community Board meeting Agenda

11 October 2021

that delegation and Council's delegation register, Council's Hearings Panel will consider the proposal and any submissions received.

The Hearings Panel will then make a recommendation to Council as the Minister of Conservation.

Minister of Conservation

In addition to the responsibilities outlined above, the Minister of Conservation must also:

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

If the Minister of Conservation agrees that proposal conforms with the provisions of the Reserves Act and can verify that due process has been followed, the reclassification can proceed.

Financial

The proposal to reclassify part of any reserve must be publicly advertised in accordance with the provisions of the Reserves Act 1997. Submissions, if received, would then be considered by the Hearings Panel.

If the proposal to reclassify the site is approved, it will need to be surveyed and a boundary adjustment effected.

Once completion, the reclassification would then be published in the New Zealand Gazette.

Approximate costs associated with the exercise are shown below in figure 5.

Description	Approximate cost to Council
Public Notification	\$ 500
Hearing Panel Fees	\$ 500
Survey & LINZ Fees	\$ 5,500
LINZ Accredited Supplier (Gazettal)	\$ 4,500
Approximate total cost to Council	\$11,000

Figure 5 – Approximate costs of reclassification and designation

These costs will be funded as part of the Alexandra Northern Reservoir Capital Project.

Designation

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

If the reclassification is approved, it is proposed that the designation be extended to include the additional reclassified area.

4. Options

Option 1 – (Recommended)

To agree to:

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

Vincent Community Board meeting Agenda

11 October 2021

2. To extend designation 20 ((subject to the process under the Resource Management Act 1991) to include the newly reclassified area.

Subject to:

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

Advantages:

- Will facilitate the construction of the new Alexandra Northern Reservoir.
- Will enable Council to meet the communities' future water demands.
- Will enable Council to secure funding from the Water Stimulus Fund.
- Reclassifying part of a reserve is consistent with section 24 of the Reserves Act 1977.

Disadvantages:

- None.

Option 2

To not reclassify part of Lot 8 Deposited Plan 492123 or extend designation 20.

Advantages:

- None.

Disadvantages:

- Will not facilitate the construction of the new Alexandra Northern Reservoir.
- Will not enable Council to meet the communities' future water demands.
- Will not enable Council to secure funding from the Water Stimulus Fund.
- Does not recognise that reclassifying part of a reserve is consistent with section 24 of the Reserves Act 1977.

5. Compliance

Local Government Act 2002 Purpose Provisions	<p>This decision promotes the social, economic, and environmental wellbeing of communities, in the present and for the future by facilitating the construction of a new tank at the Alexandra Northern Reservoir.</p> <p>While the Local Government Act 2002 does not apply to the reclassification it is consistent with the provisions of the Reserves Act 1977.</p>
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	The financial implications are outlined in figure 5.

Vincent Community Board meeting Agenda

11 October 2021

	Costs will be funded as part of the Alexandra Northern Reservoir Capital Project which was included in the 2018 Long Term Plan.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The recommended option is consistent with the provisions of the Reserves Act 1977.
Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the decision to reclassify part of the reserve or to the granting of the easement. Should the recommended option not be approved, it will impact on Council's ability to meet future demands for potable water within the Alexandra township. This could have a negative impact on the community.
Risks Analysis	There are no risks to Council associated with the recommended option.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, and none of the thresholds or criteria relating to public engagement are considered to have been met. Public consultation of the proposal to reclassify part of Lot 1 DP 492123 will be undertaken in accordance with the provisions of the Reserves Act 1977.

6. Next Steps

- | | |
|--|-----------------------|
| 1. Public consultation of proposal to reclassify | October/November 2021 |
| 2. Consideration of Submissions (by Hearings Panel) | 07 December 2021 |
| 3. Application for consent of Minister of Conservation | 08 December 2021 |
| 4. Reclassification commences | Late December 2021 |

7. Attachments

Nil

Report author:



Linda Stronach

Property Officer - Statutory Property Officer

5/10/2021

Reviewed and authorised by:



Louise van der Voort

Executive Manager - Planning and Environment

29/03/2021

22.5.6 HALF MILE RECREATION RESERVE DEVELOPMENT PLAN SURVEY RESULTS

Doc ID: 587088

1. Purpose

To provide a high-level summary of the results of the survey undertaken on the Half Mile Recreation Reserve.

Recommendations

That the report be received.

2. Discussion

At its March meeting the Vincent Community Board, (the Board) considered a report on the removal of wilding conifers from the Half Mile Recreation Reserve. The report also provided some options for redevelopment of the reserve following the removal of the wilding conifers.

The Board resolved the following.

That the item be left on the table until a development plan for the area has been consulted on and brought back to the Board for its consideration.

Moved: McPherson

Seconded: Stirling-Lindsay

A survey was developed seeking feedback on the proposed development plan. The survey can be found in **Appendix 1**.

The survey was promoted through Council's usual media channels and information was provided to access the online survey. In addition, hard copies were made available from the Council Office and Library in Alexandra between the 6th and 30th of June.

The results of the survey are attached as **Appendix 2**.

A report will be referred to the Board late this year to further consider the matter.

3. Attachments

Appendix 1 - Half Mile Reserve Development Survey Questions. [↓](#)

Appendix 2 - Half Mile Recreation Reserve Survey Results. [↓](#)

Report author:



Gordon Bailey
Parks and Recreation Manager

7/07/2022

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and
Environment

14/07/2022



Half Mile Recreation Reserve Proposed Development Plan

The Vincent Community Board is seeking feedback on a proposed development plan for the Half Mile Recreation Reserve, which is located on the hillside above the SH85 entranceway into Alexandra from Roxburgh.

There is currently a number of conifer trees growing on the reserve. These wilding conifers are recognised nationally and regionally as a pest species. Central Otago District Council is committed to being a responsible landowner which includes the eradication of wilding conifers on council-owned land.

The Half Mile Recreation Reserve has been identified by the Central Otago Wilding Conifer Control Group as a significant 'seed take off' site, which is why it is proposed to fell the trees. Council has received funding from the Central Otago Wilding Conifer Control Programme and has budgeted funds to remove these wilding conifers.

The Alexandra Half Mile Recreation Reserve Development Plan proposes to fell the trees and bring the reserve back to an authentic Central Otago landscape that:

- showcases the views, rocky tors and archaeological features at the site
- provides open spaces and informal walking routes for all to enjoy
- includes hardy native plantings for shelter and plant and animal biodiversity

The estimated cost of the reserve development is \$135,000. The cost of the conifer removal and clean-up is funded separately.

Feedback from a community drop-in session in November 2021 helped inform the development of this design.

Neighbouring residents to the reserve have also talked with the Community Board about the value that these conifers provide through shelter, amenity and as an attractive entranceway into Alexandra.

We want to know what you think

Complete the survey to let us know what you think of the proposed development plan for the Half Mile Recreation Reserve, as well as your thoughts on the removal of the wilding conifers as part of the development process. Completed surveys can be dropped off at your nearest Council service centre.

Please provide your feedback by **Thursday, 30 June 2022**.



Half Mile Recreation Reserve Proposed Development Plan Survey

Please read the *Alexandra Half Mile Recreation Reserve proposed development plan* before giving your feedback. It can be found at <https://lets-talk.codc.govt.nz/half-mile-rec-reserve> or from Council's service centres.

A bit about you...

Questions with an asterisk (*) require an answer.

Full name _____

This information will remain confidential.

1. What is your connection to Central Otago?* (tick as many as applicable)

- ☐ I live in the District
- ☐ I work in the District
- ☐ I am a visitor to the District
- ☐ I am a Central Otago District ratepayer
- ☐ None of the above

2. What ward do you live in?*

- ☐ Vincent Ward
- ☐ Cromwell Ward
- ☐ Māniatoto Ward
- ☐ Teviot Valley Ward
- ☐ I live out of the District

If you live in Vincent Ward, please complete question 3.

3. Do you live in Bridge Hill, Alexandra?

- ☐ Yes
- ☐ No

4. Do you use / spend time at the Half Mile Recreation Reserve in Alexandra?*

- ☐ Weekly
- ☐ Monthly
- ☐ Sometimes
- ☐ Never



Your feedback...

1. The proposed development plan for Alexandra's Half Mile Recreation Reserve will enhance the area and meet the needs of the community. * (Please circle one option)

(1 = Strongly disagree 2 = Disagree 3 = Neutral 4 = Agree 5 = Strongly Agree)

1	2	3	4	5
---	---	---	---	---

2. Do you have any comments about the proposed development plan that you would like to share?

3. The proposed development plan for the Alexandra Half Mile Recreation Reserve includes the removal of wilding conifers. Do you support this? *

- ☐ Yes, I support the removal of the wilding conifers
- ☐ No, I do not support the removal of the wilding conifers
- ☐ I do not have a view either way

Comments:

Thank you for your feedback. Completed surveys can be dropped off at your nearest Council service centre.





Half Mile Recreation Reserve survey results

The Vincent Community Board sought feedback from the community on a proposed development plan for the Half Mile Recreation Reserve, including whether the community was in support of felling the wilding conifers on the reserve as part of the development plan.

The online survey was open for feedback between 31 May and 30 June 2022.

A total of 154 responses were received. One hundred and fifty-two were received via the online survey and two hard copies were inputted into the system.

The following results reflect all 154 responses unless otherwise stated.

Summary

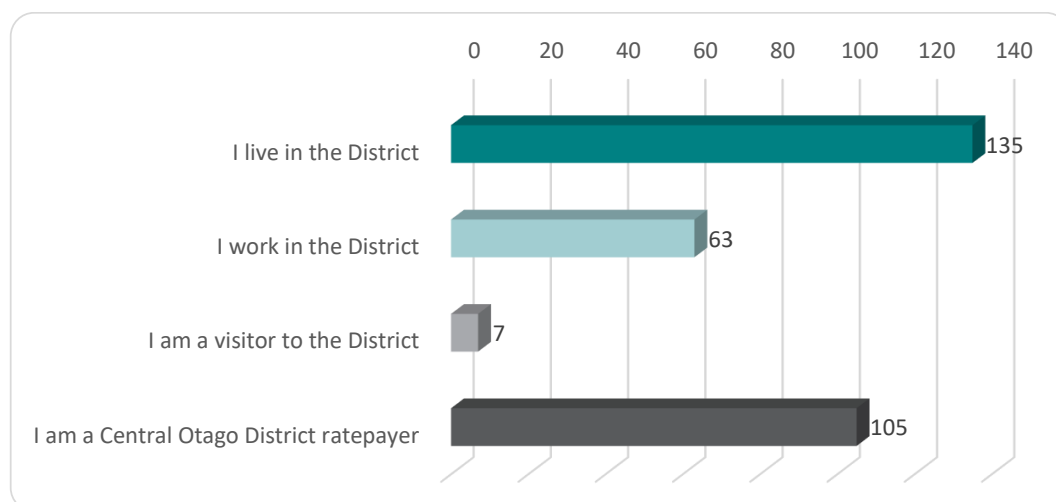
- 89% of respondents (137) live in Vincent Ward.
- Of those respondents who live in Vincent Ward, 53 live in Bridge Hill.
- 19.5% of all respondents use/spend time at the Half Mile Recreation Reserve weekly, 8% monthly, 53% sometimes and 19.5% of respondents have never spent time there.
- Respondents were asked to indicate how they felt about the following statement:
'The proposed development plan for Alexandra's Half Mile Recreation Reserve will enhance the area and meet the needs of the community.'
 - 34% of respondents strongly agree with the statement
 - 20% agree
 - 8% neither agree nor disagree
 - 11% disagree
 - 27% strongly disagree with the statement
- Respondents were asked if they support the removal of wilding conifers as part of the proposed development plan for the Alexandra Half Mile Recreation Reserve.
 - 56% selected 'yes', they did support the removal
 - 40% selected 'no' they did not support the removal
 - 4% said they did not have a view either way

Bridge Hill only respondents

- 53 respondents live in Bridge Hill. This summary information reflects those 53 responses.
- 45% spend time at the reserve weekly, 10% monthly, 28% sometimes and 17% never.
- *'The proposed development plan for Alexandra's Half Mile Recreation Reserve will enhance the area and meet the needs of the community.'*
 - 26% strongly agree
 - 17% agree
 - 8% neither agree nor disagree
 - 13% disagree
 - 36% strongly disagree
- Do you support the removal of wilding conifers as part of the proposed development plan for the Alexandra Half Mile Recreation Reserve?
 - 45% selected 'yes', they did support the removal
 - 51% selected 'no' they did not support the removal
 - 4% said they did not have a view either way.

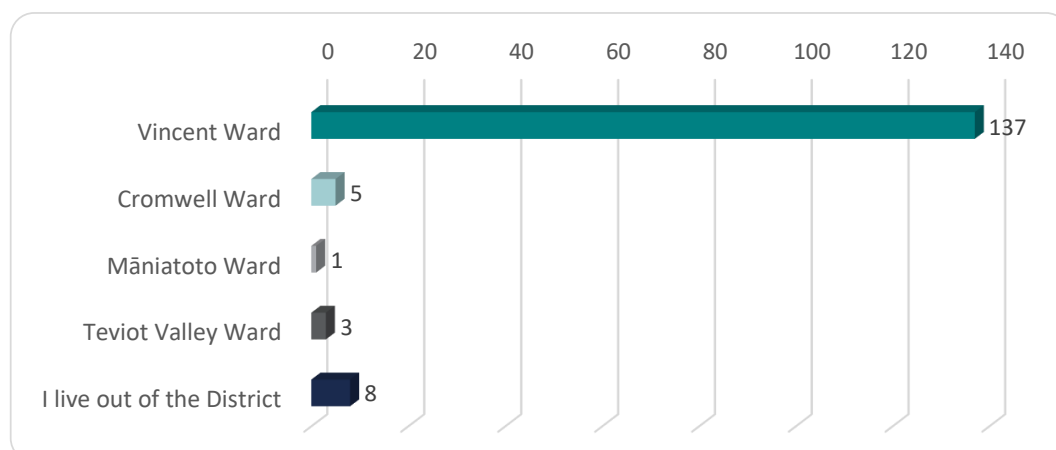
Results

1. What is your connection to Central Otago?

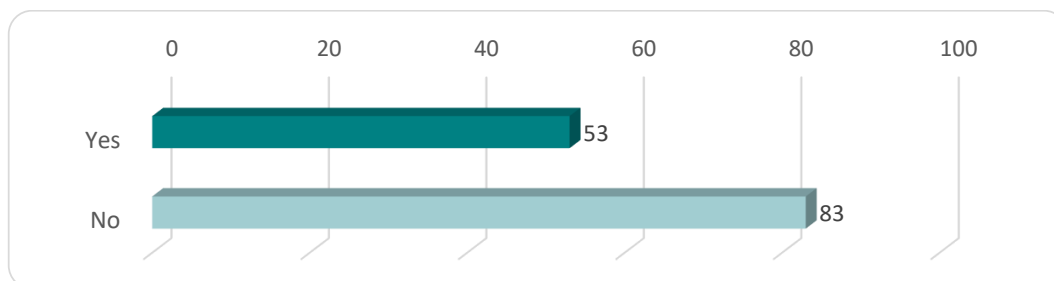


Respondents were asked to select as many options as applied to them. The majority of the respondents live in the district (133), are a Central Otago District ratepayer (105), and/or work in the district (63). Only a small portion are visitors to the district (7).

2. What ward do you live in?



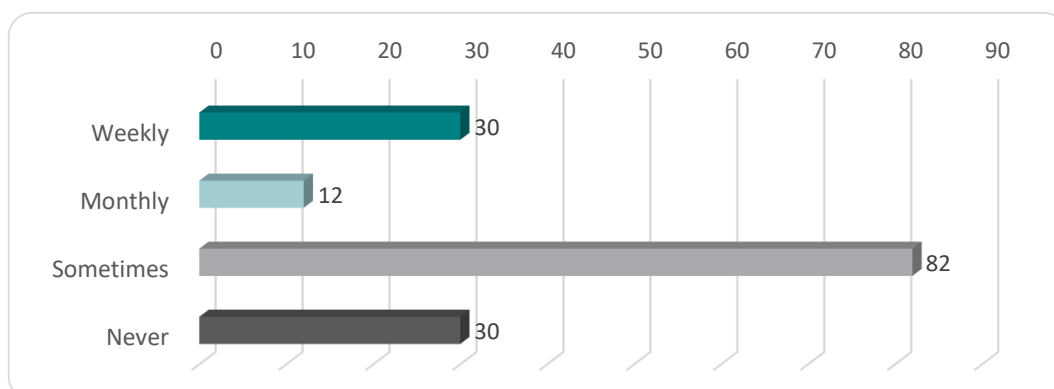
Eighty-nine percent of respondents to the survey live in Vincent Ward. Six percent live across the other three wards and five percent live out of the district.

3. Do you live in Bridge Hill?

n = 136

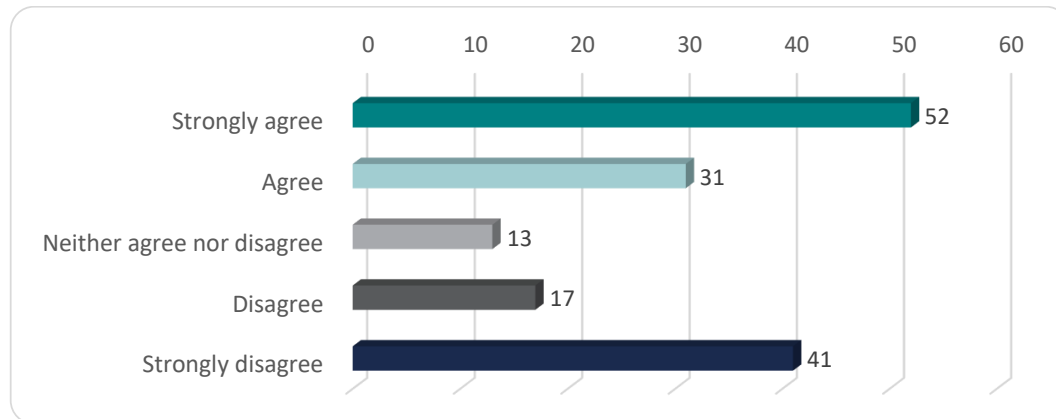
This question popped up for those people who selected that they live in Vincent Ward in the previous question. One hundred and thirty-six people provided an answer.

Thirty-nine percent of respondents who live in Vincent Ward, more specifically live in Bridge Hill. When looking at the total number of respondents (154), 34% live in Bridge Hill.

4. Do you use/spend time at the Half Mile Recreation Reserve?

Eighty percent of respondents use or have spent some time at the Half Mile Recreation Reserve with 19% using the reserve weekly. Nineteen percent of respondents have not spent time at the reserve at all.

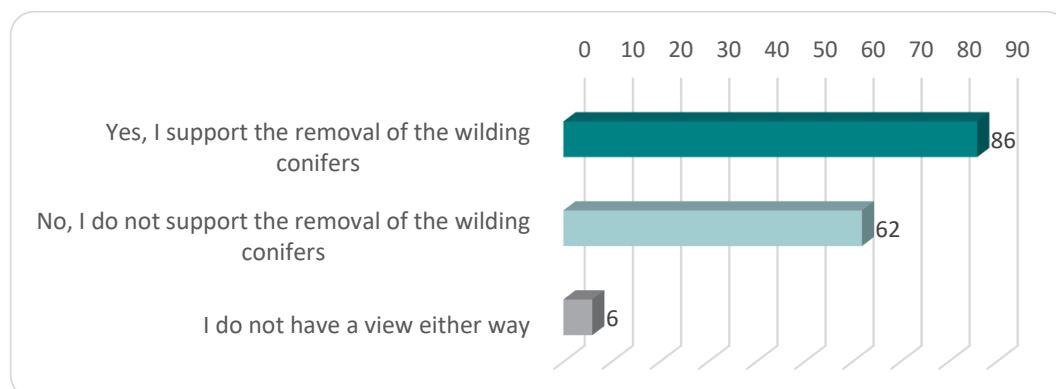
5. The proposed development plan for Alexandra's Half Mile Recreation Reserve will enhance the area and meet the needs of the community.



Respondents were asked to indicate how they felt about the comment, 'The proposed development plan for Alexandra's Half Mile Recreation Reserve will enhance the area and meet the needs of the community'. Thirty-four percent of respondents strongly agree with the statement, 20% agree, 8% neither agree nor disagree, 11% disagree and 27% strongly disagree with the statement.

To summarise this further, 54% of respondents agree with the statement and 38% disagree, 8% neither agree nor disagree.

6. The proposed development plan for the Alexandra Half Mile Recreation Reserve includes the removal of wilding conifers. Do you support this?



The community was asked if they support the removal of wilding conifers as part of the proposed development plan for the reserve. Fifty-six percent of respondents selected 'Yes, I support the removal of the wilding conifers', 40% selected 'No, I do not support the removal of the wilding conifers' and 4% did not have a view either way.

6 MAYOR'S REPORT

22.5.7 MAYOR'S REPORT

Doc ID: 588576

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Vincent Community Board receives the report.

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

2. Attachments

Nil

7 CHAIR'S REPORT

22.5.8 CHAIR'S REPORT

Doc ID: 586388

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

8 MEMBERS' REPORTS

22.5.9 MEMBERS' REPORTS

Doc ID: 586392

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

9 STATUS REPORTS

22.5.10 JULY 2022 GOVERNANCE REPORT

Doc ID: 588154

1. Purpose

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

Recommendations

That the report be received.

2. Discussion

Code of Conduct Complaint

There was a recent code of conduct complaint from Russell Garbutt against His Worship the Mayor. A copy of the complaint is attached, along with the assessment report (see appendices 1 and 2).

Status Reports

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

3. Attachments

Appendix 1 - VCB Code of Conduct Complaint [↓](#)

Appendix 2 - Code of Conduct Assessment Report [↓](#)

Appendix 3 - VCB Status Reports [↓](#)

Report author:



Julie Harris
Governance Support Officer
14/07/2022

Reviewed and authorised by:



Sanchia Jacobs
Chief Executive Officer
15/07/2022

Central Otago District Council – Code of Conduct Complaint May 2022

Details:

Complainant

Russell Garbutt



Respondent

Tim Cadogan



The Chief Executive
Central Otago District Council
1 Dunorling Street
Alexandra

Dear Sanchia

Under the processes of our Code of Conduct and all associated or applicable laws, guidelines and procedures, I wish to make a formal complaint against the conduct of Mayor Tim Cadogan.

My understanding of these procedures is that since my complaint regards the Mayor, this matter must be referred immediately to an independent investigator. That investigator, as I understand it, would have been identified at the beginning of the Triennium.

My complaint concerns, but is not limited to:

- 1 The Mayor disclosed in an email to a generic address of Radio New Zealand, (Appendix Three) that I was the Deputy Chair of a Community Board within CODC. It should be noted that nowhere in my letter to the ODT of the 26th April, 2022 did I refer to my membership of the Vincent Community Board, or represent in any way that my views could therefore be construed to represent the views of a Board or Council. Nor did it involve the business of the CODC. This disclosure was inappropriate at best.
- 2 The Mayor clearly believes that I am not entitled to hold personal views that are contrary to those held by him as is clear in his email to RNZ (Appendix Three). This is a breach of my rights as an individual.

The facts of this matter and sequence of events leading to this complaint are simply understood.

1 Joe Bennett was the writer of an opinion piece (Appendix One) published in the ODT on the 21st April, 2022. In that piece he expressed the view that mixing the Maori language into an English broadcast was a barrier to communication. Specifically, he said that: ***“The RNZ National announcer appeared to be speaking a new and hybrid tongue, part te reo, part English. In reality she was speaking English — the language she used to convey meaning — and she was dropping in chunks of te reo for a moral or political purpose. And language evolution scoffs at moral or political purposes.***

In short, she was wasting her time. In doing so she was alienating Ms Plum, educating no-one, patronising Maoridom and barking up a barren linguistic plum tree.”

- 2 I agreed with that point of view – as is my unalienable right.
- 3 I wrote a two sentence letter to convey my support of Mr Bennett’s piece and it was published in the letters section of the ODT of the 26th April (Appendix Two). It should be noted that at least 3 other correspondents had similar views to mine, but weren’t published.

I wish to make it quite clear that I recognise that the Maori language is an official language of New Zealand as well as English and NZ Sign Language. I also wish to make it very clear that I have no issue with anyone wishing to learn the Maori language.

What I do have an issue with is that my agreement with Joe Bennett's piece resulted in the Mayor using his position by the use his Council email to disclose my position as a Community Board Deputy Chair and to link my support of Joe Bennett's views with the CODC. It is my position that he further impugned my integrity by these actions and associated comments.

It may be that the Mayor would like all of the Councillors and Board members to have personal views or ideologies that happened to coincide with his own – but I argue that our community does not all think the same as the Mayor, and as our elected members are there to represent our communities it is both illogical and fruitless to expect that they should. The Mayor clearly identifies that the Community Board is "his" as evidenced in his email to RNZ and this supports my contention that he views divergent personal views to his own as unacceptable. I would expect the Mayor to support the right to hold divergent views in elected members and I certainly don't think it appropriate for a Mayor to criticise or tacitly apologise to a third party for any elected member to hold views that just happen to be different to his.

Indeed, the Mayor could have written a letter in his personal capacity to the ODT which was critical of the Joe Bennett piece – the fact that he didn't was his choice. Or he could have chosen not to become involved in a matter which isn't in his area of control or authority – that is a matter of judgement I'd suggest. The fact that he has chosen to criticize my views in a way which can be easily disseminated is a very real concern to local democracy.

Put simply, I happened to agree with a columnist's views, I voiced that agreement which was well within my rights to do so, and I contend that the Mayor's actions put that right into jeopardy in a way that I view as intimidatory.

In terms of process, I would like immediate receipt of this letter of complaint, notification of the identity of the independent reviewer (s) of this complaint, and a timeline of how this complaint will be progressed. Also an assurance that this complaint will be dealt with in a transparent and publicly accountable way.

Yours sincerely



Russell Garbutt
Deputy Chair,
Vincent Community Board
28th April, 2022

Appendix One

Evolving language scoffs at moral or political aims

- Otago Daily Times
- 21 Apr 2022



SHE'S well into her 70s, lives alone, has a science degree or two, speaks her mind, does not own a television, leaves her back door open in all weathers because fresh air helps her think, reads three books a week, is a lifelong socialist and she shins up ladders to pick plums, when she can't, that is, get a passing newspaper columnist to do it for her.

And it was while the passing newspaper columnist was up the ladder a few weeks back that she said, a propos of I can no longer remember what, that she couldn't be bothered with RNZ National any more because of all the Maori nonsense.

Well, you can imagine my reaction. I looked down from on high and she was bending to collect a dropped plum so I had an unimpeded view of her neck in the autumnal sunshine, and, would you believe it, it wasn't remotely red. Not a hint of carmine. Scarletfree, it was. What could possibly be going on? This called for research.

In the car I listen to RNZ Concert, because it plays the sort of music that allows me to think reasonably well of my species (though it seems to me indicative that it has to reach back centuries to find it). The radio is also tuned to RNZ National but I rarely listen to it these days because, on the principle that the news you need to know will always find you, I have lost interest in current affairs. But as I drove away from Ms Plum's I tuned into National out of curiosity.

It was lunchtime and the announcer was speaking at a breathless rate about the news of the the day. As she did so she dropped into and out of the Maori language in a way I have never heard anyone do in actual life.

This was more than the odd kia ora. There would be several sentences in a row in te reo, often at the start of an item. But when an interview began or an item of news was conveyed, she reverted to English. The effect was not dissimilar to a child I once knew who was brought up bilingually. His mother spoke Spanish to

him, his father English. And at the age of 3 he had not dissociated the languages and would slip from one to another and back again even in the course of a single sentence. Another couple of years, however — and this does seem to be the point — he had separated one from the other.

The effect of the announcer's speech was disconcerting. As an English speaker I had to sieve what I heard, distinguishing what I understood from what I didn't. It did not make for relaxed listening and I understood the misgivings of Ms Plum.

But for monolingual speakers of Maori it would have been worse. They too would still have had to sieve for the bits they understood but since all the actual news came in English they'd have soon worked out which was the language that mattered here, and gone elsewhere.

Have the people at Radio New Zealand thought this through? I fear not. Do I really need to explain how language works? I fear so.

Languages exist for one reason only — to communicate meaning. To this end they evolve with time and what is useful endures and what is not withers. And that's it. That's the inevitable, immutable, blind process, and nothing we say or do will alter it.

Languages cheerfully borrow from each another. English has adopted hundreds of Maori words, largely to describe things that exist here and nowhere else — pukeko, rimu, mana and so on. And Maori has taken on board no end of words from English to describe the materials and ideas that settlers brought. But having borrowed them a language makes them its own. It fits them into its own structure. So while there is some overlap of vocabulary between te reo and English, there is none of grammar or syntax. The languages remain grammatically distinct.

The RNZ National announcer appeared to be speaking a new and hybrid tongue, part te reo, part English. In reality she was speaking English — the language she used to convey meaning — and she was dropping in chunks of te reo for a moral or political purpose. And language evolution scoffs at moral or political purposes.

In short, she was wasting her time. In doing so she was alienating Ms Plum, educating noone, patronising Maoridom and barking up a barren linguistic plum tree.

Joe Bennett is a Lyttelton writer.

Appendix Two

CONGRATULATIONS to Joe Bennett on his column published in the (ODT, 21.4.22).

He has managed in a few succinct and timely words to brilliantly encapsulate the current ideological descent into stupidity.

Russell Garbutt, Clyde

Similar letters were also received from B. Farrell, T. Tattersfield and C. Horan.

Appendix Three

From: Tim Cadogan <mayor@codc.govt.nz>
Sent: Wednesday, 27 April 2022 4:52 pm
To: Russell Garbutt <Russell.Garbutt@codc.govt.nz>
Subject: FW: For Māni Dunlop

Kia ora Russell

FYI I sent the email below today to Māni Dunlop in response to your letter to the editor of the ODT published yesterday, which I found disappointing to say the least.

T

From: Tim Cadogan
Sent: Wednesday, April 27, 2022 8:24 AM
To: Radio NZ generic <news@radionz.co.nz>
Subject: For Māni Dunlop

Kia ora Māni

One of my Community Board deputy chairs saw fit to put a letter to the editor in yesterday's ODT supporting Joe Bennett's criticism of your use of te reo on te irirangi Aotearoa. While he did not identify himself as one of our elected members, the fact remains that he is.

His action is not mine to apologise for but I want you to know it in no way reflects a view of the organisation that I lead.

As a personal note, I absolutely love not just your use of te reo, but the way you use it. I am slowly putting bits together as my understanding grows, but even without full understanding, your usage of our national language sounds like beautiful music to me and gives me joy every time I listen.

Keep up the tino pai mahi Māni.

Ngā mihi

T



TIM CADOGAN
MAYOR
1 Dunorling Street
PO Box 122, Alexandra
9340
New Zealand

p +64 3 440 0638
m 021 639 625
e mayor@codc.govt.nz
w www.codc.govt.nz

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CODC supports flexible working arrangements, including working outside the office and sometimes at irregular hours.

I may have sent this outside of your working hours and only anticipate a response during your working hours.

If you have received this email and any attachments to it in error, please take no action based on it, copy it or show it to anyone. Please advise the sender and delete your copy. Thank you.



DYHRBERG DRAYTON
EMPLOYMENT LAW

Central Otago District Council

Independent Investigation of Complaint by Russell Garbutt

10 June 2022

1 Introduction

- 1.1 Under the umbrella of the Central Otago District Council (**the CODC**) are four community boards which carry out functions and exercise powers delegated to them by CODC. Russell Garbutt (referred to as **the Complainant**) was the Deputy Chair of one of these community boards, the Vincent Community Board (**the VCB**).
- 1.2 On 28 April 2022, the Complainant wrote to Sanchia Jacobs, Chief Executive CODC, to raise a formal complaint in relation to conduct by Mayor Tim Cadogan (referred to as **the Respondent**).
- 1.3 Following receipt of the Complaint, I was engaged as the Independent Investigator to conduct the complaints process set out in the CODC Code of Conduct (**the Code**). I was advised at the outset that the Respondent would be on annual leave overseas for 2 weeks and may not respond to emails during that time, but would need to be given the opportunity to participate in the process.
- 1.4 This report sets out my preliminary assessment of the Complaint, as required by Appendix C of the Code. As the assessment is that the Respondent has breached the Code of Conduct but that the breaches are non-material and no further investigation would have been required, this is also the final assessment report.

2 Process

- 2.1 On 10 May 2022, I wrote to the Respondent outlining that the Code required me to initially undertake a preliminary assessment to determine whether the Complaint is potentially material and therefore requires full assessment. I invited the Respondent to provide a written response to the Complaint, including in relation to whether the alleged breaches would be material in terms of the Code.
- 2.2 I also wrote to the Complainant requesting that he:
 - specify which terms of the Code he believed had been breached; and
 - provide any further information he wished me to consider for the purpose of the preliminary assessment.
- 2.3 On 13 May 2022, the Complainant responded with a letter providing further information and setting out the terms of the Code he suggested should be considered for the purpose of the materiality assessment. This was emailed to the Respondent on 17 May 2022 in order to provide him with an opportunity to comment on the additional information. An automated out of office was received,

L6 PERPETUAL GUARDIAN HOUSE, 99 CUSTOMHOUSE QUAY, PO BOX 25-301, WELLINGTON 6146
T: +64 4 550 4060 E: enquiry@ddelaw.co.nz W: www.ddelaw.co.nz



stating the Respondent was on annual leave and would not be responding to emails until Monday 23 May 2022.

- 2.4 On 23 May 2022, the Respondent advised he wished to respond to the matters raised in the Complaint. His response was received on 26 May 2022.
- 2.5 On 31 May 2022, the Complainant requested a copy of the Mayor's response and this was provided.
- 2.6 On 3 June 2022 I was advised by Sanchia Jacobs that the Complainant had resigned as a member of the VCB. The complaint was not withdrawn and accordingly Ms Jacobs agreed I should complete this report.
- 2.7 I have carefully considered all the information I have received and have undertaken the materiality assessment required by Appendix C to the Code.

3 The Complaint

- 3.1 The Complaint concerned an email the Respondent sent on 27 April 2022 to what the Complainant described as *'a generic address of Radio New Zealand'*.
- 3.2 In the email the Respondent stated to Māni Dunlop, who hosts Te Pūrongo o te Poutūtanga - RNZ's midday current affairs programme, *'one of my Community Board deputy chairs saw fit to put a letter to the editor in yesterday's ODT supporting Joe Bennett's criticism of your use of te reo on te irirangi Aotearoa'*. The email notes the Complainant did not identify himself as an elected member. It goes on to state: *'His action is not mine to apologise for but I want you to know it in no way reflects the organisation I lead'*. It also states, *'I absolutely love not just your use of te reo but also how you use it'*.
- 3.3 The Complaint alleged that:
- The disclosure of the Complainant's membership of the VCB was inappropriate.
 - The email made it clear that the Respondent did not believe the Complainant is entitled to hold personal views that are contrary to the Respondent's own views. The Complainant stated this was contrary to his rights as an individual.
- 3.4 The further information the Complainant provided on 13 May 2022 noted his belief that the Respondent's actions:
- were taken in order to intimidate the Complainant;
 - breached the Complainant's privacy in a way that led to public comment which would not have otherwise occurred;
 - were taken in order to ensure elected members conform to the Respondent's personal beliefs, noting his view that such beliefs had nothing to do with the operation of the CODC;
 - chose to link the Complainant's personal belief on a non-Council matter with his role as the Deputy Chair of the VCB;
 - had a potential improper motive due to the choice to use his position as Mayor and immediately involved the CODC due to the use of his council email address;
 - appeared to assert ownership of the VCB through the statement *'my Community Board'*;



- were a criticism of the Complainant for holding different views;
- were a 'slur' on the Complainant's contribution to the VCB over the past 5 years; and
- resulted in tweets that contained information that was untrue and composed in a way that was intended to be derisory and bring the Complainant into disrepute.

3.5 The Complainant also attached copies of three tweets by Ms Dunlop dated 27 April 2022.

3.6 The additional information also set out the terms of the Code the Complainant suggested were relevant to the investigation process. I deal with these in detail *below*.

4 The Response

4.1 The Respondent stated the email was not sent to a generic address, but to the address supplied on the RNZ Midday Support Website. Two reasons were provided as explanation for sending the email:

- Feeling disheartened by the criticism levelled at Ms Dunlop and a desire to reach out to balance the conversation.
- Seeking to remove CODC as much as possible from being linked in any way to the Complainant's letter to the editor.

4.2 In relation to the allegation that the disclosure of the Complainant's role as the Deputy Chair of the VCB was inappropriate, the Respondent stated he did not believe any elected member could '*take that hat on and off as it suits them*'. The Respondent acknowledged the Complainant did not identify himself as the Deputy Chair of the VCB in the letter to the editor. However, the Respondent's view was this '*does not obviate the fact that he is*'. The Respondent gave the example of the media's approach where an elected member is charged with a criminal offence and noted the Complainant could be easily identified as being the Deputy Chair of VCB, or associated with the VCB, especially on the pages of the Otago Daily Times. The Respondent stated that he sought to remove the organisation as much as possible from potential effects of the Complainant's comments being linked to the VCB by stating upfront that the Complainant's views were not those of the organisation.

4.3 The Respondent rejected any inference he did not believe the Complainant was entitled to hold his views. The Respondent considered this aspect of the Complaint to be circular in that he considered it arguable the Complaint attempted to stop the Respondent expressing *his* views.

4.4 The Respondent also provided specific responses in relation to the terms of the Code that the Complainant identified as being relevant.

5 Relevant Terms of the Code of Conduct

Clause 1 - Introduction

5.1 Clause 1 the introductory clause, notes the Code sets out the standards of behaviour expected by members in the exercise of their duties. This in my view limits the Code's application. The expected behaviours do not, unless the Code expressly states otherwise, apply to a member's conduct in their personal lives. I deal with the importance of this limited application in my later analysis.

5.2 The clause then goes on to list four purposes of the Code, one of which is to develop a culture of mutual trust, respect and tolerance between members, as the Complainant noted. The clause also



notes the stated purposes are given effect through the values, roles, responsibilities and specific behaviours agreed in the Code.

- 5.3 While the stated purposes in clause 1 colour the interpretation of subsequent clauses, the stated purposes are specific to the Code and its operation. They provide context and do not, on their own, provide a basis for a finding the Code has been breached. Subsequent clauses in the Code expressly state a failure to comply with that specific provision can represent a breach of the Code.

Clause 2 – Scope

- 5.4 Clause 2 provides that the Code applies to all members, including the members of any Local Boards as well as the members of any Community Boards that have chosen to adopt it. It also states the Code is designed to deal with the behaviour of members towards each other and the media.
- 5.5 The Respondent accepted the Code applied to his actions in sending the email in his capacity as Mayor and from his CODC email address.

Clause 3 – Values

- 5.6 Clause 3 of the Code sets out eight values to which the Code is intended to give effect. Again, the stated values provide important context for interpreting subsequent clauses. They do not, however, on their own, provide a basis for a finding the Code has been breached.
- 5.7 In his additional information, the Complainant referred to Value 3, which denotes the importance of treating others, including other members, with respect and courtesy. The Complainant alleged the Respondent had failed to demonstrate respect for views that differ from his own.
- 5.8 The Respondent in his response rejected the assertion he did not respect views that are different from his own, noting disagreeing with a view is not the same as disrespecting a view. He considered he had shown the Complainant respect, as the '*strongest words*' he had used involved describing the Complainant's actions as '*disappointing to say the least*'.

Clause 5 – Relationships

- 5.9 The introductory part of this section notes it sets out the agreed standards of behaviour between members. It also expressly states a failure to comply with these provisions can represent a breach of the Code.
- 5.10 The Complainant noted the obligation created by clause 5.1 that dealings between members will be conducted in a manner that:
- Is focussed on issues rather than personalities;
 - Avoids aggressive, bullying or offensive conduct, including the use of disrespectful or malicious language.
- 5.11 The Complainant stated '*it is clear that the Mayor is not tolerant of any view that is not in accordance with his own. I feel intimidated to the point of being bullied*'.
- 5.12 The Respondent expressed concern that the Complainant felt '*intimidated to the point of being bullied*', noting this was not his intention. The Respondent considered the language used in the email to Ms Dunlop, and when forwarding the email to the Complainant, to be '*passive*'.



Assessment

- 5.13 Given the Code's focus on behaviour by members while exercising their duties, I interpret the requirement that conduct is "focussed on issues" to mean issues that affect the CODC. The Complainant's letter to the editor was written in his personal capacity. It was not signed off as the Deputy Chair of the VCB, and it did not have any direct correlation to work being undertaken by the CODC. It simply expressed the Complainant's personal support for a column written by Joe Bennett, an ODT writer.
- 5.14 I do not consider the Code provides that, by virtue of sitting in a public position on a community board, an individual loses the right to express a personal opinion in the media on an issue which has nothing to do with Council business. It is clear the Respondent did not personally agree with the Complainant's view. However, it was only through the Respondent's actions in sending the email that the matter became a CODC issue.
- 5.15 I acknowledge the Respondent considered his action to be important to protect the reputation of the CODC. However, the Respondent has acknowledged he was, at least in part, motivated to send the email due to '*feeling disheartened by the criticism levelled at Ms Dunlop and a desire to reach out to balance the conversation*'. The Respondent was entitled to write to Ms Dunlop to express his personal support for her, and his disagreement with Mr Bennett's opinion. However, he used his position as Mayor to criticise the expression by the Complainant of a view which was not a CODC issue. In this regard the Respondent's actions were not consistent with the obligations created by the Code.
- 5.16 I accept the language used by the Respondent was mild. There is no information before me that suggests this was a repetition of previous similar conduct. I am, therefore, not prepared to find the behaviour crossed into the territory of bullying.
- 5.17 However, the sending of the email and notifying the Complainant after the fact was inappropriate. Further, the statement '*his action is not mine to apologise for*' goes beyond expressing disagreement with the Complainant's view to suggesting the Complainant's view was improper and required an apology. I consider the fact of sending the email and language in the Respondent's email were disrespectful and could have been embarrassing for the Complainant. As the reporter shared it on social media, this could have been humiliating for the Complainant.

Clause 6 – Media and Social Media

- 5.18 The introductory note to clause 6 reiterates the importance of the role of the media in the operation and efficacy of local democracy and notes any failure to comply with these provisions can represent a breach of the Code.
- 5.19 When the provisions of clause 6 are read as a whole, it is clear (with the exception of social media pages controlled by members) these provisions are intended to deal with media and social media comments concerning the affairs of CODC. If the Complainant's letter to the editor had been in relation to a matter that concerned CODC, he would have been required to clarify he was expressing a personal view. However, in the present situation, I do not consider this was required.
- 5.20 As the Complainant has noted, clause 6.2 expressly protects a member's right to express a personal view to the media, provided the rules set out in clause 6.2, which include a requirement that comments be consistent with the Code, are observed. Rather than asserting the Respondent's actions in sending the email breached the requirements of clause 6, the Complainant has asserted the Respondent breached the Complainant's right to freely express an opinion to the media.



- 5.21 The Respondent rejected the assertion he breached the Complainant's right to freely express an opinion to the media. The Respondent considered he had not, at any point, stated or implied the Complainant was not free to express a personal view. He acknowledged stating the Complainant's actions did not align with the views of the CODC, a position which he believed was supported by CODC's decision to enter a formal partnership with Aukaha Ltd later that day. He also acknowledged his comments in the email to Ms Dunlop, and when forwarding the email to the Complainant, implied he did not agree with the Complainant's view.

Assessment

- 5.22 As stated above, I consider the Respondent's actions went beyond disagreeing with the Complainant's actions to implying the Complainant's expression of his view was wrong and something for which he should apologise. This is not consistent with the Respondent respecting the Complainant's right to freely express an opinion.
- 5.23 Noting the Respondent's email was sent to a Radio New Zealand address, being a media outlet, and the Respondent's actions were inconsistent with the Code's protection of the Complainant's right to personal comment, I consider the Respondent's actions were not consistent with the obligations created by clause 6 of the Code.

Clause 11 – Creating a supportive and inclusive environment

- 5.24 Clause 11 creates an obligation to *'take all reasonable steps in order to participate in activities scheduled to promote a culture of mutual trust, respect and tolerance'*. It then gives a non-exhaustive list of activities in which members are expected to participate.
- 5.25 The Complainant referred to this clause and asserted the Respondent had *'breached the tolerance requirement for views other than his own'*.
- 5.26 In this clause, the promotion of a culture of mutual trust, respect and tolerance is directly linked to participation in scheduled activities. The clause cannot, therefore, be relied on in the manner asserted by the Complainant to support a finding the Respondent breached the Code by failing to demonstrate tolerance for views other than his own.

Other clauses of the Code

- 5.27 In the further information provided on 13 May 2022 the Complainant referred to a number of clauses relating to this investigation process. The Complainant's comments in relation to these clauses have been noted. The Complainant also referred to Appendix A of the Code and noted it does not apply to his letter to the editor. This is accepted.

6 Preliminary assessment of potential breaches

- 6.1 In accordance with the requirements of Appendix C, I have undertaken a preliminary assessment of the Complaint to determine whether:
- The Complaint is trivial or frivolous and should be dismissed;
 - The Complaint is outside the scope of the Code and should be redirected to another Agency or process;
 - The Complaint is non-material; or



- The Complaint is material and a full investigation is required.
- 6.2 When read together, the ordinary meaning of *'trivial or frivolous'* is *'of little value'* and *'having disregard or lack of diligence to the merit of the claim'*. On my assessment of the alleged breaches above, I do not consider the Complainant's concerns were trivial or frivolous.
- 6.3 The Complainant set out a number of breaches which, if established, would be within the scope of the Code. The Complaint and the additional information provided by the Complainant noted the Complaint was made under *'all associated laws, guidelines and procedures'* and referenced the *'laws around freedom of speech'*.
- 6.4 For the sake of completeness, I note my role as Independent Investigator requires me to determine, on the balance of probabilities, whether the conduct set out in the Complaint breached the Code. My role does not extend to adjudicating whether the conduct breached other laws, including the rights afforded by the New Zealand Bill of Rights Act 1990.

Materiality assessment

- 6.5 Clause 12.3 of the Code provides, for an alleged breach to be considered material it must, if established, either:
- bring the CODC into disrepute; or
 - adversely affect the reputation of a member if not addressed.
- 6.6 Clause 12.3 of the Code also provides an alleged breach will be non-material if any adverse effects are minor and no investigation is required.
- 6.7 The Respondent's actions linked the letter to the editor to the Complainant's role with the VCB and drew the letter to the editor further into the public domain. However, the Respondent's actions also actively distinguished actions by the Complainant from the CODC and the VCB. I do not, therefore, consider that the Respondent's actions can reasonably be considered to be likely to negatively impact the reputation of the CODC or the VCB in the eyes of the public.
- 6.8 I consider the Respondent's actions in using his position to criticise the Complainant on a non-CODC issue that he did not personally agree with was not consistent with the obligations created by the Code. I also consider the Respondent's statement that *'his action is not mine to apologise for'* was disrespectful.
- 6.9 The Respondent's email was, however, to a limited audience. It was Ms Dunlop who chose to share the Complainant's letter to the editor on Twitter. While I do not consider the Respondent's actions were appropriate, I consider the adverse effects on the Complainant's reputation that can be directly linked to the Respondent's actions to be minor. The breaches of the Code I have indicated occurred were not material.
- 6.10 As this complaint concerned undisputed actions (given the actions by both parties were clearly recorded in writing), and I received detailed submissions from both parties, I was able to conduct a more thorough analysis at the preliminary stage and I do not believe there to be value in further investigation. These are, therefore, final findings.



7 Recommendations

- 7.1 While I have ultimately found the subject of the Complaint to be non-material when assessed against the definition of materiality in the Code, I have found the Respondent's actions to be improper and to have breached some of the obligations created by the Code.
- 7.2 Appendix C of the Code empowers me to make recommendations regarding a course of action appropriate to a non-material breach. In my view, it would be appropriate for:
- The Respondent to apologise to the Complainant for criticising the Complainant's position on a matter that was not a CODC or VCB issue and for using language that was disrespectful of the Complainant's position.
 - CODC to issue a correction to Ms Dunlop noting the Respondent's actions in linking this matter to the Complainant's role with the VCB were inappropriate.
 - CODC to consider issuing clear guidance regarding members' rights when commenting to the media or on social media and when this would become a CODC issue.

A handwritten signature in blue ink, appearing to read 'Steph Dyhrberg'.

Steph Dyhrberg
Independent Investigator
Dyhrberg Drayton Employment Law

Status Updates		Committee: Vincent Community Board			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
5/09/2017	Council Owned Land, Pines Plantation Area North of Molyneux Park Netball Courts Alexandra – Consider Sale/Development of Residential Land (PRO 61-2079-00)	17.7.12	<p>Recommendations</p> <p>A. RESOLVED that the report be received, and the level of significance accepted.</p> <p>B. RESOLVED that the Board agreed to the sale of part of Lot 25 DP 3194 and part of Lot 6 DP 300663, located south of the Trans power corridor at the north end of Alexandra and adjacent to the Central Otago Rail trail.</p> <p>C. RESOLVED that the Board agreed to sale of the land by way of a joint venture development and sale of Lots, the minimum terms and conditions including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The joint venture partner funding development with no security registered over the land. <input type="checkbox"/> Council receiving block value. <input type="checkbox"/> Council receiving 50% of the net profit, with a minimum guaranteed of \$500,000. <input type="checkbox"/> Priority order of call on sales income: <p>First: Payment of GST on the relevant sale.</p> <p>Second: Payment of any commission and selling costs on the relevant sale.</p> <p>Third: Payment to the Developer of a fixed portion of the estimated Project Development Costs per lot as specified in the Initial Budget Estimate and as updated by the Development Costs Estimate breakdown.</p> <p>Fourth: Payment of all of the balance settlement monies to Council until it has received a sum equivalent to the agreed block value.</p> <p>Fifth: Payment of all of the balance settlement monies to Council until it has received an amount equivalent to the agreed minimum profit share to Council</p>	Property and Facilities Manager	<p>September 2017 – Action Memo sent to Property and Facilities Manager.</p> <p>September 2017- On agenda for Council approval for the land sale. , November 2017 – Council solicitor has provided first draft of RFI document for staff review.</p> <p>December 2017 – Request for Proposals was advertised in major New Zealand newspapers, at the end of November 2017 with proposals due by 22 December. Three complying, proposals received.</p> <p>February 2018 – Requests received. Council staff have been finalising the preferred terms, of agreement to get the best outcome prior to selecting a party, including understanding tax, implications.</p> <p>March 2018 – Staff finalising the preferred terms of agreement., April 2018 – No change.</p> <p>June 2018 – Preferred developer approved. All interested parties being advised week of 11, June. Agreement still being finalised to enable negotiation to proceed.,</p> <p>August 2018 – Risk and Procurement Manager finalising development agreement to allow, development to proceed.</p> <p>September 2018 – The development agreement is under final review.</p> <p>October 2018 – The development agreement is with the developer's accountant for, information. Execution imminent.</p> <p>January 2019 – Development agreement</p>

			<p>Sixth: Payment of all of the balance to the Developer for actual Project Costs incurred in accordance with this Agreement.</p> <p>Seventh: Payment of all of the balance amounts (being the Profit Share) to be divided 50 / 50 (after allowance for payment of the Minimum Profit to Council.</p> <p>D. RESOLVED that the Board agreed to delegate to the Chief Executive the authority to select the preferred joint venture offer and negotiate "without prejudice" a joint venture agreement.</p> <p>E. AGREED that the Chief Executive be authorised to do all necessary to achieve a joint venture agreement.</p>		<p>was signed by AC & JV Holdings before Christmas. Subdivision plan now being developed for resource consent application and removal of trees expected to start mid to late January.</p> <p>March 2019 – Concept plan is in final draft. Next step is for the surveyor to convert to a, scheme plan and apply for resource consent. The fencer is booked in for March.</p> <p>April 2019 – Security fencing has been completed. Felling of trees expected to commence, in the next month. Concept plan is in final draft. Next step is for the surveyor to apply for, resource consent.</p> <p>May 2019 - Tree felling commenced 20 May and is expected to take up to 6 weeks to, complete. Subdivision scheme plan close to being finalised before resource consent, application.</p> <p>June 2019 – Tree felling complete. Subdivision consent expected to be lodged in July or, August.</p> <p>July 2019 – Subdivision consent expected to be lodged in August.</p> <p>September 2019 - The affected party consultation process with NZTA, Transpower and, DOC for the application to connect Dunstan Road to the State Highway is almost complete., The developer is also close to finalising the subdivision plan to allow for the resource, consent to be lodged.</p> <p>October 2019 - The affected party consultation process with NZTA and Transpower is now, complete however the process with DOC is still being progressed. Once finalized, the, application to connect Dunstan Road to the State Highway will be</p>
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					<p>complete. Subdivision, consent will then be lodged.</p> <p>November 2019 – Subdivision consent was lodged on 22 November 2019.</p> <p>January 2019 – Subdivision consent granted 18 December 2019.</p> <p>February 2020 – The developer is working on engineering design for subdivision to be, approved by Council. Work expected to start on site for subdivision in approximately 6, weeks.</p> <p>May 2020 – Delays with engineering design and construction start date due to Covid 19., Engineering design mostly complete and work on site expected to start soon with a staged, approach. Awaiting outcome of Shovel Ready Projects application which may affect how, this development progresses.</p> <p>July 2020 – Still awaiting outcome of Shovel Ready Projects application which may affect, how development progresses.</p> <p>August 2020 – Continuing to await outcome of Shovel Ready Projects application as this, may affect how development progresses.</p> <p>September 2020 – Work expected to start on site in October for Stage 1 and some sections will be marketed. Stage 1 completion scheduled for April 2021.</p> <p>November 2020 – Variation to agreement has been drafted to accommodate staging. Currently with developer for consideration. Discussions are also being held about future entity, as one partner has passed away.</p> <p>December 2020 – Deed of novation signed</p>
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					<p>by all parties.</p> <p>February 2021 – 3910 contract executed. Detailed update was emailed to the board separate to this Status Report.</p> <p>March 2021 – Construction work continues.,</p> <p>May 2021 – Stage Three ready to be released for sale.</p> <p>July 2021 – 50% of Stage 3 under offer. Development tracking well., August 2021 – Development work programme on track. Lots sold: Stage 1 – 16 sold; Stage 2 – 13 sold, 3 unsold; Stage 3 – 6 sold, 5 under contract, 8 unsold.</p> <p>September 2021 - Development work programme on track. Lots sold: Stage 1 – 16 sold; Stage 2 – 13 sold, 3 unsold; Stage 3 – 10 sold, 9 unsold or under offer.</p> <p>October 2021 – 224c application has been submitted. Once 224c is approved, titles can be applied for.</p> <p>November 2021- 224c Approved. Titles applied for.</p> <p>December 2021- Waiting for Land Information New Zealand to issue titles.</p> <p>January 2022- Stage one titles received, and stage two titles applied for.</p> <p>March 2022 – Stage two 223c and 224c applications submitted. Awaiting approval.</p> <p>May 2022 - Stage two Titles received and settled. Stage three on track.</p> <p>June 2022 - Stage 2: All lots sold. Titles issued. Stage 3: 14 sold, 1 under contract, 1</p>
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					under offer, 3 remaining unsold.
3/12/2019	Development of a Multi-use Community Hub at the Omakau Recreation Reserve (PRJ 01-2017-01)	19.8.13	<p>That the Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to support in principle the development of a purpose-built multi-use community facility for Omakau and surrounding communities, as outlined in Global Leisure Group's feasibility study.</p> <p>C. Approves the construction of the facility on the Omakau Recreation Reserve, at a location to be determined by the community, subject to project funding and regulatory consent approvals.</p> <p>D. Agrees in principle, subject to further work, that the rough concept design for the facility be progressed to developed design stage, to enable future funding discussions and consideration by the Board.</p>	Community and Engagement Manager	<p>December 2019 – Action memo sent to Community and Engagement Manager.,</p> <p>March 2020 – The Omakau Recreation Reserve Committee is progressing community conversations about an appropriate building site and user needs, so that the detailed design will take into account as many potential users as possible.,</p> <p>April 2020 – The COVID-19 lockdown has temporarily stalled community meetings.,</p> <p>June 2020 - The working group for this project are re-establishing meetings as of 10 June. (Their first meeting is this evening).,</p> <p>July-December 2020 – The working group has confirmed the building site and is currently developing draft building designs.,</p> <p>February 2021 – A \$1million financial contribution to the construction of the hub has been included as a consultation topic in Council's 2021 Long-term Plan community engagement.,</p> <p>May 2021 – Endorsed by VCB and will be considered by Council at 1 June 2021 meeting.,</p> <p>June 2021 – Resolved by Council to include in Year 3 of the 2021 Long-term Plan.,</p> <p>July-August 2021 – A subcommittee of the working group has been formed to progress the design. ,</p> <p>September 2021 – The subcommittee is continuing to work on progressing the design.,</p>

					<p>November 2021-April 2022 – the Committee is continuing to progress the design plans and the formation of a charitable trust.</p> <p>May-July 2022 - No further update.</p>
12/05/2020	Alexandra Cemetery Arnott Street Boundary Treatment	20.2.9	<p>That the Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees that the planting of the Salvation Army community garden screen planting and the fencing and planting of the northern Arnott Street buffer zone proceed as approved in the 2019/2020 Annual Plan.</p> <p>C. Agrees to the removal of all encroachments on the reserve, and the fencing of the common boundary between Arnott Street East and the reserve, where no common boundary fence exists, by the end of the calendar year.</p>	Parks Officer - Projects	<p>May 2020 – Action memo sent to Parks Projects Officer,</p> <p>May 2020 – Letter sent to all Arnott Street property owners who adjoin the reserve advising them of the Board's decision. Project re-costing underway for a June start on implementation of buffer planting works. Removal of the derelict water race reviewed as possible pending agreement from Heritage New Zealand.,</p> <p>July 2020 – Community Garden screen planting project commenced 13 July 2020 with the removal of the derelict water race and the installation of irrigation. Fencing will follow with the planting likely to be completed by 31st August 2020.,</p> <p>September 2020 – Works stalled due to contractor availability. Issues will be addressed to see planting and fencing completed by the end of September.,</p> <p>November 2020 – Planting, irrigation mains, fencing, and plant protection completed. Temporary irrigation is still in place to establish both the border and the grass cover while the irrigation contractor waited for the planting to be completed. Permanent irrigation completion is imminent. One neighbour to the site has been of great support in keeping the irrigation operating through high wind periods to both control dust and ensure plant survival.,</p> <p>December 2020 – The planting and irrigation components of the project are now</p>

					<p>complete and plants are thriving. Encroachment removal and boundary fencing discussions with property owners is to commence in January 2021.,</p> <p>February 2021 - Encroachment removal and boundary fencing works imminent.,</p> <p>March 2021 – Final neighbouring property owners still in discussion with Council on a timeline for removal of encroachments.,</p> <p>May - July 2021 – Planting is now well established. Encroachment timeline removal not finalised. ,</p> <p>August 2021 – Removal of encroachments rescheduled with residents to Summer 2021. On hold until further progress. ON HOLD</p> <p>14 Apr 2022 Encroachment removal along the Arnott Street boundary of the cemetery reserve has not been progressed over the summer period due to the projects needing to take priority during the season. Some residents have completed the removal of their encroachments voluntarily in the interim.</p> <p>24 May 2022 This project remains stalled however will be focussed on during the winter period.</p> <p>11 Jul 2022 Grazing tenant has now left the site and removed the fencing between the residential properties on Arnott Street and the Cemetery Reserve. Staff will now resume boundary fencing discussions with those affected. Council will maintain the area to an appropriate standard via the Open Space maintenance contract.</p>
15/09/2020	Alexandra Theatre – Stage Upgrade	20.5.5	That the Board: A. Receives the report and accepts the level of	Property and Facilities	September 2020 – Action memo sent to the Property and Facilities Officer – Vincent and Teviot Valley.

			<p>significance.</p> <p>B. Agrees to proceed with the Alexandra Theatre Stage Upgrade Project at an updated estimate cost at the detailed design stage of \$590,000.</p> <p>C. Approves the updated funding structure of the project to be as follows:</p> <table><tr><td>Central Otago District Council</td><td>33%</td></tr><tr><td>Otago Community Trust</td><td>10%</td></tr><tr><td>Lotteries Community Facilities</td><td>44%</td></tr><tr><td>Trans power Community Care Fund</td><td>8%</td></tr><tr><td>Alexander McMillan Trust</td><td>5%</td></tr></table> <p>The draft Long-Term Plan 2021/31 to be updated once the project tender has been concluded.</p> <p>D. Approves the updated project programme as outlined in the report and instructs Council staff to start the tendering process.</p>	Central Otago District Council	33%	Otago Community Trust	10%	Lotteries Community Facilities	44%	Trans power Community Care Fund	8%	Alexander McMillan Trust	5%	Officer (Vincent and Teviot Valley)	<p>November 2020 – Drafting of tender documents are underway.</p> <p>December 2020 – Tender has now closed and assessment is underway.</p> <p>February 2021 – Contract awarded subject to funding. Funding applications underway.</p> <p>March 2021 – Funding applications lodged. Outcome expected end June 2021.</p> <p>May 2021 – Otago Community Trust funding approved in full. Report to Board to be tabled at its June meeting, requesting funding for asbestos removal which must be completed before construction commences.</p> <p>July 2021 – Funding for asbestos removal approved. Asbestos being removed 5-18 July. Lotteries funding approved in full. Transpower and Alexander McMillan Trust funding applications declined. Central Lakes Trust approached again and will consider application in August funding round.</p> <p>August 2021 – Asbestos removal complete. Central Lakes Trust application submitted. Decision due mid-August.</p> <p>September 2021 – Central Lakes Trust approved \$32,000. Funding remains \$46,500 short. The building is due to be strengthened up to 67% through funding provided this financial year. Possibility of combining these projects for potential cost savings is being explored. Engineer's design for strengthening work underway.</p> <p>October 2021 – The engineering design for strengthening is finished. QS of this design has been received. When taking the approach of combining both the Stage</p>
Central Otago District Council	33%														
Otago Community Trust	10%														
Lotteries Community Facilities	44%														
Trans power Community Care Fund	8%														
Alexander McMillan Trust	5%														

					<p>Upgrade and the Earthquake Strengthening Projects the estimated construction costs are over the combined budget. , It has also been identified that an accessibility report and a fire report will be required as part of the building consent for both projects. The engineer has both reports underway. Any resulting costs to bring the building up to current code will also need to be factored into these projects. The engineer has suggested council could opt for only the hall section of the Community Centre to be strengthened if the Theatre is not required for Emergency Management purposes. Council's Emergency Management Officer has been consulted and confirmed this could be a possibility the Board may like to consider. The engineer has been instructed to do further modelling to see how the parts of the complex will perform in an earthquake if they are at different strengthening levels. Once received a report to the Board for a decision to either provide further funding or to proceed but only strengthen the hall side of the complex to 67% will be tabled.</p> <p>November 2021- Awaiting engineer's fire and accessibility reports and earthquake modelling results.</p> <p>December 2021- Chasing engineer's fire and accessibility reports and earthquake modelling results. Requested an 8-month extension on the Lotteries funding agreement.</p> <p>January 2022 – March 2022 - No further update.</p> <p>14 Apr 2022 April 2022 – The fire and accessibility report has been received. An invasive investigation to determine the connection between parts of the buildings within the complex is</p>
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					<p>underway. This invasive investigation will give the information required for the earthquake strengthening modelling.</p> <p>23 May 2022 Invasive investigation completed. Engineering design completed and with contractor to price.</p> <p>13 Jul 2022 Work is being re-priced.</p>
12/04/2021	Clyde River Park Funding	21.3.4	<p>That the Vincent Community Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to continue to support the proposed Clyde River Park development project.</p> <p>C. Authorises \$150,000 be allocated from the Earnsclough Manuherekia Rural Land Subdivision Fund as Council contribution to the Clyde River Park development project.</p>	Parks and Recreation Manager	<p>16 Apr 2021 Action memo sent to the Parks and Recreation Manager</p> <p>26 May 2021 Work progressing to confirm external funding</p> <p>08 Jul 2021 Work to confirm external funding continues</p> <p>19 Jul 2021 Tourism Infrastructure funding grant now confirmed. Work to confirm landscaping and playground design has begun.</p> <p>16 Aug 2021 Work is continuing on planning for the landscape and play areas. Planning is anticipated to be completed by late September.</p> <p>28 Sep 2021 Planning work is continuing. Expected to be completed by November.</p> <p>03 Nov 2021 Work is progressing with planting of the bank above the extension to Miners Lane now completed. Native grasses were used to help stabilise this area. Earthworks for the play area are nearing completion. A concept plan for the play area has been drafted and will be socialised with the Clyde School. At this stage delivery of any play equipment is unlikely before March 2022.</p> <p>14 Jan 2022 The playground concept has been confirmed and play equipment ordered. All</p>

					<p>other landscape work has been completed.</p> <p>03 Mar 2022 Playground delivery expected late March. Installation will commence following delivery.</p> <p>20 Apr 2022 Playground installation commenced in April and has progressed to programme and contract price. The work includes installing an electric barbeque and picnic furniture and is expected to be complete by the end of May 2022.</p> <p>24 May 2022 Playground installation has progressed well through May. The final pieces of equipment are due to arrive early June and the playground will be ready to open by the end of June.</p> <p>11 Jul 2022 The playground is now complete and open to the public to use., A community opening event is intended once the weather improves.</p>
19/05/2021	Submissions on the Long-term Plan 2021-31 Consultation Document	21.4.3	Recommends to Council that staff provide a report regarding Ice Inline for future consideration.	Parks and Recreation Manager	<p>20 Aug 2021 Item will be considered for a future Annual Plan or Long-term Plan. ON HOLD</p> <p>24 May 2022 A report re Ice In-line is to be tabled at the June meeting.</p> <p>11 Jul 2022 At its June meeting the VCB resolved that the request by IceinLine Inc for funding towards a roof over the Ice Rink be considered as part of the 2023/24 Annual plan</p>
19/05/2021	Submissions on the Long-term Plan 2021-31 Consultation Document	21.4.3	Recommends to Council that staff are requested to investigate a request for an extension of the junior playground at Pioneer Park and provide a report for consideration in a future annual or long-term plan.	Parks and Recreation Manager	<p>20 Aug 2021 Item will be considered for a future Annual Plan or Long-term Plan. ON HOLD</p> <p>11 Jul 2022 A report on options will be prepared as part of the next Annual Plan.</p>

19/05/2021	Submissions on the Long-term Plan 2021-31 Consultation Document	21.4.3	Recommends to Council that staff convene a meeting of Central Otago District Council, Central Otago Hockey Association, Central Lakes Trust and Molyneux Turf Incorporated to discuss a way forward on the proposed multi-use turf and facilities at Molyneux Park.	Parks and Recreation Manager	<p>20 Aug 2021 A meeting has been held with key stakeholders for the proposed hockey turf. As an outcome from that meeting a comprehensive feasibility study produced by the hockey club is necessary to progress the matter. This is a requirement of funding agencies and would enable the matter to be considered by the Vincent Community Board.</p> <p>03 Nov 2021 Molyneux Turf Incorporated (MTI) have engaged a consultant to assist them in the preparation of a business case for the proposed turf. Completion date for this is unknown.</p> <p>14 Jan 2022 No further update.</p> <p>03 Mar 2022 No further updates.</p> <p>19 Apr 2022 No further updates.</p> <p>24 May 2022 This item is currently on hold.</p> <p>11 Jul 2022 The first stage of the feasibility report in November 2021 has been completed. MTI has now extended the study to explore another location additional to Molyneux Park as a further option for consideration. MTI intend presenting the VCB with the finalised report in the coming months.</p>
31/08/2021	Promotion Grant Applications 2021 - 22 First Round	21.7.2	<p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Declines a promotions grant application from the Central Otago A & P Show for Children's Entertainment</p> <p>GRA210733815 Central Otago A & P Show – Children's Entertainment</p>	Media and Marketing Manager	<p>08 Sep 2021 Action memo sent to the Media and Marketing Manager and to Finance</p> <p>27 Sep 2021 All applicants have been advised in writing of funding decisions - both declined and approved. For approved grants purchase orders have also been raised.</p> <p>03 Nov 2021 Central Otago District Arts Trust advised</p>

			<p>Year 1 LTP 2021/22 applied \$7,500 \$0 Declined Year 2 LTP 2022/23 applied \$5,000 \$0 Declined Year 3 LTP 2023/24 applied \$5,000 \$0 Declined</p> <p>C. Approves a promotions grant for Year 1 and Year 2, but declines a promotions grant for Year 3 for Winterstellar Matariki and Night Sky events and exhibitions.</p> <p>GRA210740149 Winterstellar Matariki and Night Sky events and exhibitions</p> <p>Year 1 LTP 2021/22 applied \$20,000 \$4,000 approved subject to establishment of appropriate entity. Year 2 LTP 2022/23 applied \$25,000 \$10,000 approved subject to satisfactory report back year 1. Year 3 LTP 2023/24 applied \$15,000 \$0 Declined</p> <p>D. Approves a promotions grant for Year 1 and Year 2, but declines a promotions grant for Year 3 for the Central Otago District Arts Trust – Cover to Cover event.</p> <p>GRA210739572 Central Otago District Arts Trust – Cover to Cover events</p> <p>Year 1 LTP 2021/22 applied \$4,261 \$2,500 Approved Year 2 LTP 2022/23 applied \$7,218 \$1,000 Approved Year 3 LTP 2023/24 applied \$9,055 \$0 Declined</p> <p>E. Declines an application for a promotions grant from Ahipara for the Ahi Festival of Light.</p> <p>GRA210714507 Ahipara – Ahi Festival of Light</p> <p>Year 1 LTP 2021/22 applied \$25,000</p>		<p>staff that Cover to Cover Authors talks deferred till early 2022 - due to Author being in Auckland and unable to travel due to COVID restrictions. Winterstellar organiser has advised that they have sought advice regarding establishment of official entity. Staff will continue to liaise as necessary.</p> <p>19 Jan 2022 No further update from Central Otago Arts Trust - Staff will follow up at end of January if nothing heard. Winterstellar organiser has confirmed that a Charitable Trust has now been established. Establishing a new bank account is in progress. Awaiting update on when grant will be uplifted.</p> <p>08 Mar 2022 Invoice to uplift grant received from Winterstellar 8 March 2022 - authorised for payment. No further update on CODAT Authors talks however due to COVID settings it is understood that holding the event would not be possible at this time. Staff will follow up as to future plans.</p> <p>20 Apr 2022 No further update available.</p> <p>13 Jul 2022 No further update from CODAT re future of events. Staff will follow up. Winterstellar exhibition at Central Stories is open. Reminded of need to complete a report back prior to uplifting new financial year grants.</p>
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			<p>\$0 Declined Year 2 LTP 2022/23 applied \$10,000 \$0 Declined Year 3 LTP 2023/24 applied \$5,000 \$0 Declined</p> <p>F. That given the \$26,000 allocation through the hardship fund process, that no additional allocation is provided for the 2021/22 FY and that \$24,500 is allocated for the 2022/23 FY.</p> <p>GRA210749634 Alexandra Blossom Festival Inc. Event Infrastructure Costs</p> <p>Year 1 LTP 2021/22 applied \$24,500 \$0 Declined Year 2 LTP 2022/23 applied \$24,500 \$24,500 Approved Year 3 LTP 2023/24 Applied \$24,500 \$0 Declined</p>		
16/11/2021	Clyde Museum Redevelopment - Clyde Police Lock-up	21.9.3	<p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the proposal to move the Clyde Police Lock-up from the rear of the Blyth Street Museum (Lot 1 Deposited Plan 27008) to a location near the Clyde Railway Station on the Railway Station Recreational Reserve (Lot 31 Deposited Plan 19044).</p> <p>C. Approves the budget of \$46,000 to be funded from the Vincent General Reserves (4111).</p> <p>D. Agree to issue a lease to the Clyde Historical Museum Group Incorporated over approximately 30m² of the Clyde Railway Station Recreation Reserve.</p> <p>This lease will be issued under the Reserves Act 1977 and is subject to the Community Leasing and Licensing Policy.</p>	Property and Facilities Officer (Vincent and Teviot Valley)	<p>07 Jan 2022 Action memo received. Procurement of contractor to move the building is underway.</p> <p>04 Mar 2022 Procurement of contractors underway.</p> <p>31 Mar 2022 Procurement of contractors continues. Assessment of quotes received underway.</p> <p>20 Apr 2022 Procurement of contractors continues and assessment of quotes received is underway. On-going.</p> <p>23 May 2022 Resource Consent lodged. Contractors engaged. Building consent documentation underway.</p> <p>13 Jul 2022 Resource Consent granted. Awaiting Building Consent.</p>

1/02/2022	Appointments to External Bodies	22.1.6	<p>That the Vincent Community Board</p> <ul style="list-style-type: none"> A. Receives the report and accepts the level of significance. B. Agrees that all appointments to external organisations are liaison roles. C. Agrees that the Vallance Cottage Working Group be added to the list of external appointments. D. Agrees that the relationship with the Ophir Welfare Association Committee and the St Bathans Area Community Association be on an as required basis. E. Works with the Alexandra Blossom Festival Committee to remove the requirement of the Chair of the Community Board needing to be the Chair of the Blossom Festival. 	Governance Manager	<p>08 Feb 2022 Action memo sent to the Governance Manager.</p> <p>07 Mar 2022 Currently working with the various organisations to make the necessary changes.</p> <p>19 Apr 2022 Still working with the various organisations to make the necessary changes</p> <p>11 Jul 2022 Waiting to hear back from Blossom Festival committee regarding future Chair appointments.</p>
22/03/2022	Half Mile Recreation Reserve And Wilding Conifer Removal	22.2.2	<p>That the Vincent Community Board</p> <ul style="list-style-type: none"> A. Receives the report and accepts the level of significance. B. Agrees that no felling of any trees occur in the Half Mile Reserve until a full, comprehensive Alexandra Recreation Reserve Plan, with associated budgeting, is developed and consulted upon by the community. C. Agrees that a comprehensive plan, together with a budget, be prepared for plantings within the existing flora at the Half Mile Reserve, these plantings to eventually replace the existing pines. D. Agrees that any tree removal does not detrimentally affect the amenity value of the Reserve for the local community. E. Agrees that the programme for the removal of wilding conifers at Boot Hill, Lower Manorburn Dam Reserve and Alexandra Airport does not proceed until the Alexandra Recreation Reserve Plan is completed. 	Parks and Recreation Manager	<p>30 Mar 2022 Action memo sent to the report writer.</p> <p>20 Apr 2022 Consulting with the community on a development plan for the area.</p> <p>24 May 2022 The consultation documentation is to be made available to the public in late May 2022.</p> <p>11 Jul 2022 Feedback from the consultation on the Half Mile reserve development proposal will be presented to the July meeting of the Board.</p>

			WITHDRAWN (with the agreement of the mover and seconder) That the item be left to lie on the table until a development plan for the area had been consulted on and brought back to the Board for its consideration.											
22/03/2022	Vallance Cottage Reserve Biodiversity Border Planting	22.2.5	That the Vincent Community Board A. Receives the report and accepts the level of significance. B. Approves a proposal from the Alexandra Garden Club to plant a Biodiversity Border along the Tarbert Street side of Vallance Cottage Reserve, with final design and location to be agreed upon with council staff. C. Agrees to enter a Memorandum of Understanding between Council and the Alexandra Garden Club for the establishment of a biodiversity border at the Vallance Cottage Reserve.	Parks Officer - Planning and Strategy	30 Mar 2022 Action memo sent to the report writer. 20 Apr 2022 Staff are working with the Garden Club on their plans for this project. 23 May 2022 Staff continue to work with the club on plans for this project. The club has confirmed planting will not start before May 2023. 11 Jul 2022 MOU was sent to the group and currently waiting for returned signed copy from the group. Follow up email has been sent.									
3/05/2022	March 2022 Community and Promotions Grants Applications	22.3.3	That the Vincent Community Board A. Receives the report and accepts the level of significance. B. Allocates the grants as follows: <table><tr><td></td><td>Applicant</td><td>Grant Amount</td></tr><tr><td>1</td><td>Galloway and Springvale Hall Inc for replacement of entrance doors, insulation upgrade and new bore pump</td><td>\$5,000</td></tr><tr><td>2</td><td>Central Otago A&P Association for children's entertainment – February 2023</td><td>\$3,000 from the 2022/23 financial year</td></tr></table>		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	\$3,000 from the 2022/23 financial year	Community Development Advisor	11 May 2022 Action memo was sent to the Community Development Advisor, the Media Marketing Manager and to Finance. 31 May 2022 Grant to Galloway Hall has been paid. 11 Jul 2022 Grant to Galloway Hall has been paid and staff will ensure accountability is submitted when due. MATTER CLOSED
	Applicant	Grant Amount												
1	Galloway and Springvale Hall Inc for replacement of entrance doors, insulation upgrade and new bore pump	\$5,000												
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	Applicant	Grant Amount																		
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			QEII covenants by December 2027 the grant is to be repaid.		
13/06/2022	Vincent Community Board Extraordinary Vacancy	22.4.12	That the Vincent Community Board A. Receives the report and accepts the level of significance. B. Agrees that the extraordinary vacancy for the Vincent Community Board will not be filled.	Governance Manager	17 Jun 2022 Action memo sent to the Governance Manager. 17 Jun 2022 Resolution has been advertised as required in the Local Electoral Act 2001. MATTER CLOSED
13/06/2022	Alexandra Library Renovation Project	22.4.2	That the Vincent Community Board A. Receives the report and accepts the level of significance. B. Recommends to Council to approve the Alexandra Library Renovation Project concept plan on the condition that Council is successful in the application to cover the \$611,500 budget shortfall from the Three Waters Better Off Support Package. C. Recommends to Council that if the funding application to the Three Waters Better Off Support Package is not successful, the concept plan is not approved. Council staff to progress with a cosmetic upgrade budgeted for.	Property and Facilities Officer (Vincent and Teviot Valley)	17 Jun 2022 Action memo sent to the Property and Facilities Officer - Vincent and Teviot Valley and to Finance. 13 Jul 2022 Report since taken to Council. MATTER CLOSED
13/06/2022	IceinLine Ice Rink Roof Funding Application	22.4.3	That the Vincent Community Board A. Receives the report and accepts the level of significance. B. Agrees in principle to fund IceinLine Central Incorporated's request for \$400,000 towards the construction of a roof over the existing ice rink at Molyneux Park, subject to consultation in the 2023/24 Annual Plan.	Parks and Recreation Manager	17 Jun 2022 Action memo sent to the Parks and Recreation Manager and to Finance. 11 Jul 2022 At its June meeting the VCB resolved that the request by IceinLine Inc for funding towards a roof over the Ice Rink be considered as part of the 2023/24 Annual plan.
13/06/2022	Alexandra District Museum Inc. 2022/23 Grant Application	22.4.4	That the Vincent Community Board A. Receives the report and accepts the level of significance. B. Agrees to accept the grant application from the Alexandra District Museum Incorporated outside of	Community Development Advisor	17 Jun 2022 Action memo sent to the Community Development Advisor and to Finance. 11 Jul 2022 Grant paid to ADMI. Staff will work with organisation and ensure accountability

			<p>the formal grant round funding, due to exceptional circumstances.</p> <p>C. Agrees to fund a one-off adjustment to the Alexandra District Museum Incorporated of \$26,667 to ensure existing levels of funding to the organisation until 1 November 2022.</p> <p>D. Agrees that the one-off adjustment to the Alexandra District Museum Incorporated is paid for from the Vincent Community Board general reserve fund (2111).</p> <p>E. Allocates \$82,000 to the Alexandra District Museum Incorporated for Central Stories Museum and Art Gallery annual operating costs in the 2022/23 financial year.</p>		report submitted in due course. MATTER CLOSED
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10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 6 September 2022.

11 RESOLUTION TO EXCLUDE THE PUBLIC

Recommendations

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Board Meeting	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
22.5.11 - July 2022 Confidential Governance Report	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
