



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.

26 July 2022

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 [↓](#)

26 July 2022

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

26 July 2022

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

26 July 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	
Section 41(6)d		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 Manuherehia 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

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.

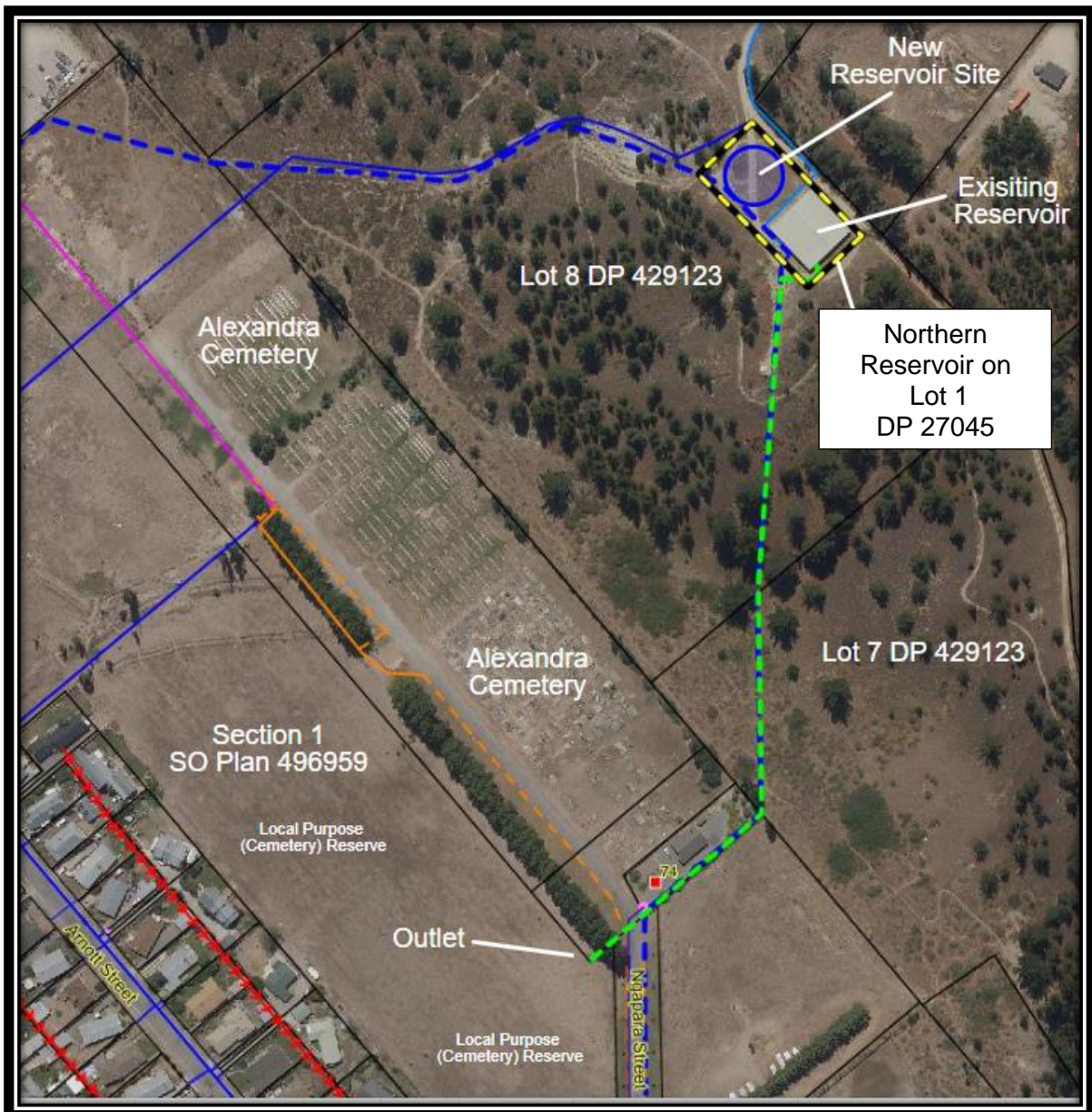


Figure 1 – Plan of the overflow pipe showing the location of the outlet on Section 1.

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.

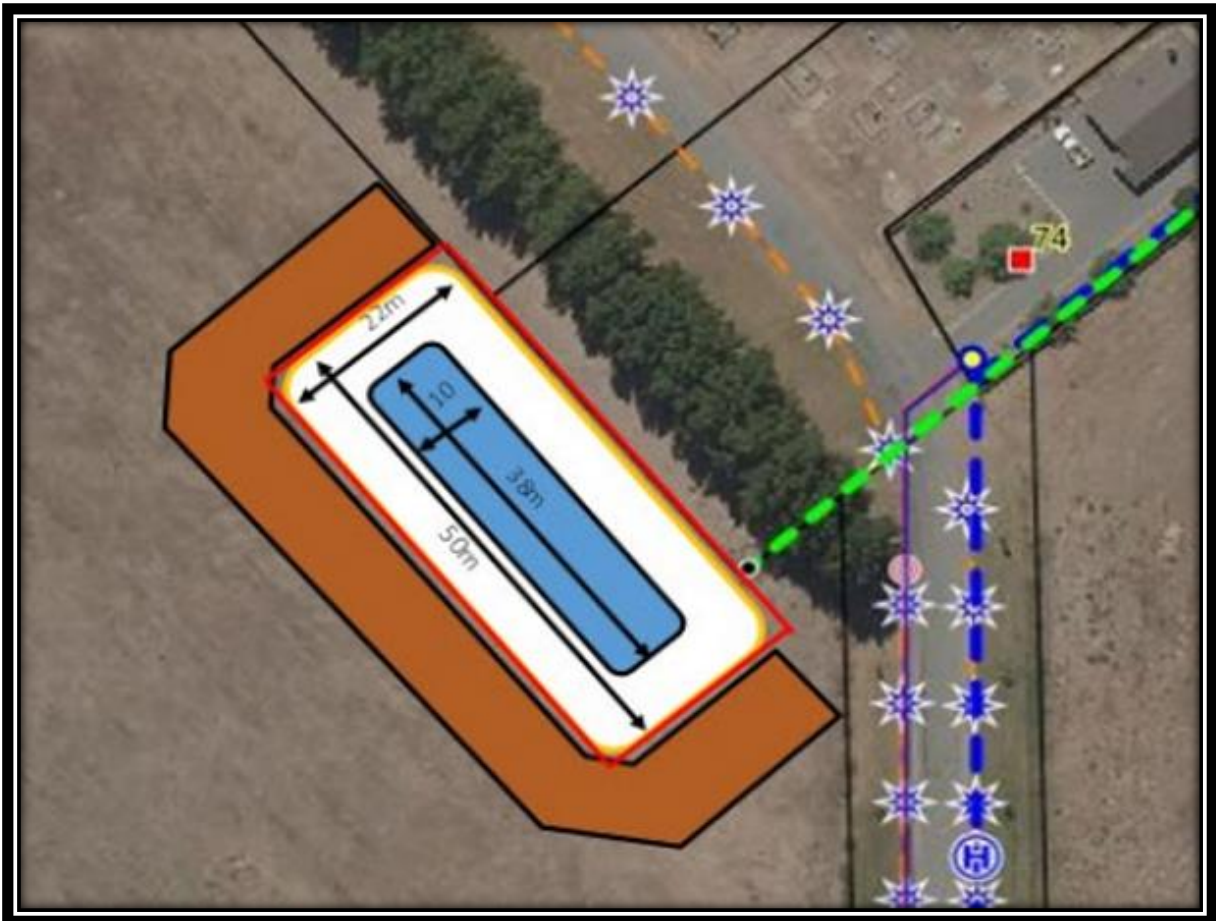


Figure 2 – Plan of the temporary soakage basin on Section 1 SO 496959.

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 to 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

<p>Local Government Act 2002 Purpose Provisions</p>	<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>
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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

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

26 July 2022

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

26 July 2022

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

26 July 2022

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

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	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
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
