

**MINUTES OF A COUNCIL MEETING OF THE CENTRAL OTAGO DISTRICT COUNCIL  
HELD AT NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,  
ALEXANDRA AND LIVE STREAMED VIA MICROSOFT TEAMS ON WEDNESDAY, 28  
SEPTEMBER 2022 COMMENCING AT 10.30 AM**

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

**IN ATTENDANCE:** L van der Voort (Acting Chief Executive Officer), L Webster (Acting Executive Manager - Planning and Environment), Q Penniall (Infrastructure Manager), S Righarts (Group Manager - Business Support), A McDowall (Finance Manager), L Hunter (Team Leader – Solid Waste), C Martin (Property and Facilities Officer – Vincent and Teviot Valley), A Crosbie (Senior Policy Advisor), R Williams (Community Development Advisor) (via Microsoft Teams), M De Cort (Communications Coordinator) and W McEnteer (Governance Manager)

## 1 APOLOGIES

### APOLOGY

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### RESOLUTION

**Moved:** Cadogan

**Seconded:** Alley

That the apology received from Cr Cooney for lateness be accepted.

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## 2 PUBLIC FORUM

### Glen Sowry and Sara Irvine – Queenstown Airport Limited

Mr Sowry and Ms Irvine spoke to the recently released 10 year strategic plan from Queenstown Airport. They then responded to questions.

### Pam Hughes – Central Otago Budgeting Services

Ms Hughes spoke to the grant application from Central Otago Budgeting Services before responding to questions.

### Juanita Garden – Dunstan Kahui Ako

Ms Garden spoke to the grant application from Dunstan Kahui Ako before responding to questions.

### Leigh Overton – Central Otago Health Inc

Mr Overton spoke to the grant application from Central Otago Health Inc before responding to questions.

### Warwick Hawker, Terry Davis and Odette Hopgood – Otago Goldfields Heritage Trust

Messrs Hawker and Davis spoke to the grant application from the Otago Goldfields Heritage Trust for the 2023 Cavalcade. They then responded to questions.

### 3 CONFIRMATION OF MINUTES

#### RESOLUTION

**Moved:** Gillespie  
**Seconded:** Calvert

That the public minutes of the Ordinary Council Meeting held on 24 August 2022 be confirmed as a true and correct record.

**CARRIED**

### 4 DECLARATION OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. Cr Paterson declared an interest in item 22.7.9. She did not take part in discussion or vote on the item.

### 5 REPORTS

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

#### 22.7.2 PROPOSAL TO GRANT LEASE OVER PART OF ALEXANDRA AERODROME RESERVE

To consider granting a lease over part of Part Section 5S Manuherikia Settlement being, part of the Alexandra Aerodrome Reserve, to the Clyde Pony Club.

#### RESOLUTION

**Moved:** McPherson  
**Seconded:** Claridge

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves a new lease to the Clyde Pony Club over approximately 37 hectares of the Alexandra Aerodrome Reserve land, on the following terms and conditions:

Commencement Date	01 October 2022
Term	Three (3) Years
Rights of Renewal	Two (2) rights of renewal of Three (3) years each
Final Expiry Date	30 September 2031
Rental	2.5% of tenant's subscription income less affiliation fees in accordance with the Councils Leasing and Licensing Policy
Cancellation Clause	6 month cancellation clause to be included in the Lease in accordance with the Airport Securities Act 1966

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

**CARRIED**

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

**22.7.3 RATIFICATION OF RESOLUTION 22.6.4 (PROPOSED ROAD STOPPING - PART OMEO GULLY ROAD).**

To consider ratifying the proposal to stop part of Omeo Gully Road, in accordance with the provisions of the Public Works Act 1981.

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**RESOLUTION**

**Moved:** McPherson

**Seconded:** Claridge

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to ratify Resolution 22.6.4 of the Vincent Community Board, to:
  - Stop an unformed portion of Omeo Gully Road, being approximately 9,113 square metres, subject to:
    - The applicants paying all costs, including the purchase of the land at valuation.
    - The land being amalgamated with Record of Title 813963.
    - An easement (in gross) in favour of (and as approved by) Earnsclough Irrigation Company Limited being registered on the new Record of Title.
    - The final survey plan being approved by the Chief Executive Officer.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

**CARRIED**

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**22.7.4 RATIFICATION OF RESOLUTION 22.5.4 (PROPOSED ROAD STOPPING - PART MELMORE TERRACE).**

To consider ratifying the proposal to stop part of Melmore Terrace in accordance with the provisions of the Public Works Act 1981.

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**RESOLUTION**

**Moved:** Gillespie

**Seconded:** Jeffery

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to ratify Resolution 22.5.4 of the Cromwell Community Board, to:
  - enable an unformed portion of Melmore Terrace, being approximately 1,640 square metres as shown in figure 1, to be stopped.

Subject to:

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- All costs being paid from the Cromwell Memorial Hall/Events Centre Project budgets.
  - The land (stopped road) being amalgamated with Record of Title OT11A/234.
  - An easement (in gross) in favour of (and as approved by) Aurora Energy Limited being registered on the new Record of Title.
  - The final survey plan being approved by the Chief Executive Officer.

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

**CARRIED**

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

#### **22.7.5 PROPOSED CHANGES TO THE CHARGES OF TYRE DISPOSAL AT COUNCIL'S TRANSFER STATIONS**

To consider changing the charges for the disposal of all types of tyres at Council's transfer stations.

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#### **RESOLUTION**

**Moved: Calvert**

**Seconded: Alley**

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the proposed changes to the charges for the disposal of tyres at Council's transfer stations.

**CARRIED**

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#### **22.7.6 UPDATE TO FEES AND CHARGES TERMINOLOGY FOR WASTE SERVICES**

To consider replacing the term "degassing" on Council's fees and charges with the term "disposal".

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#### **RESOLUTION**

**Moved: Jeffery**

**Seconded: Gillespie**

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the change in the terminology on the Council's fees and charges from "degassing" to "disposal".

**CARRIED**

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Note: His Worship the Mayor resumed the Chair.

**22.7.7 UPDATE ON TOITU CARBONREDUCE PROGRAMME**

To provide an update on Council's emissions in year two of the Toitū carbonreduce programme.

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**RESOLUTION**

**Moved:**           **McKinlay**

**Seconded:**       **Cadogan**

That the report be received.

**CARRIED**

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**22.7.8 POLICY RENEWAL**

To consider readopting two policies – the Protected Disclosures (Whistle-blowers) Policy and the Risk Management Policy.

After discussion it was agreed to delete some wording in the policy regarding a time when protection under the policy might not be available. It was noted that regardless, the protections would be available so the wording should be removed.

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**RESOLUTION**

**Moved:**           **Cadogan**

**Seconded:**       **Jeffery**

That the Council

- A.    Receives the report and accepts the level of significance.
- B.    Adopts the updated Protected Disclosures (Whistle-blowers) Policy for a period of three years, with an annual review process with a change to the wording for point five of reporting on p110 of the agenda to delete "*the protections under the policy may not be available*".
- C.    Adopts the updated Risk Management Policy for a period of three years.

**CARRIED**

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Note: The meeting adjourned at 12.01 pm and returned at 12.31 pm.

Note: With the permission of the meeting, items 22.7.10 to 22.7.12 were moved earlier.

**22.7.10 DELEGATIONS DURING THE INTERIM ELECTION PERIOD**

To consider delegating certain duties and powers of the Council to the Chief Executive Officer during the interim election period.

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**RESOLUTION**

**Moved:**           **Cadogan**

**Seconded:**       **Alley**

That the Council

- A.    Receives the report and accepts the level of significance.
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- B. Recommended that Council delegates to the Chief Executive Officer all of its responsibilities, duties and powers except those set out in paragraphs (a) to (h) of clause 32(1), Schedule 7 of the Local Government Act 2002, for the limited time period between the declaration of the election result and the first meeting of the new Council. This is subject to the requirement that the Chief Executive Officer:
1. may only act after consultation with the person elected to the position of Mayor
  2. may only attend to those matters that cannot reasonably wait until the first meeting of the new Council
  3. report back any such actions to the first meeting of the new Council.

**CARRIED**

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## **6 MAYOR'S REPORT**

### **22.7.12 MAYOR'S REPORT**

His Worship the Mayor gave an update on his activities since the last meeting. His Worship invited Crs Calvert and Jeffery to speak as retiring members.

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#### **RESOLUTION**

**Moved:** Cadogan  
**Seconded:** Gillespie

That the Council receives the report.

**CARRIED**

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

Note: His Worship the Mayor left the meeting at 1.16 pm and returned at 1.21 pm.

### **22.7.9 2022/23 DISTRICT WIDE GRANT APPLICATIONS**

To consider the first round of the district wide grant applications for the 2022/23 financial year.

After discussion it was agreed that the amount of remaining money in the community grants budget for the next grants round would not be meaningful and therefore the full allocation should instead be given. It was agreed that Dunstan Kahui Ako should receive the full amount that they had applied for, and that Central Otago Budgeting Services and Sport Otago should each have part of the remaining money added to their grant.

Following discussion of the promotions grant application it was agreed to leave the application for Central Otago Goldfields Heritage Trust to lie on table until the meeting reconvened on Thursday 6 October to allow for more information on reserves levels to be known.

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#### **RESOLUTION**

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

That the Council

- A. Receives the report and accepts the level of significance.
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- B. Allocates \$3,000 to the Life Education Trust delivery costs from the 2022/23 district community grants budget.
  - C. Allocates up to \$3,500 to Central Otago Budgeting Services towards costs associated with supporting the *Stepping Up Digital Pathways* programme, **subject to** a clear outline of the delivery programme and costs being supplied to staff, from the 2022/23 district community grants budget.
  - D. Allocates \$7,556 to Central Otago Health Inc towards administrative costs from the 2022/23 district community grants budget.
  - E. Allocates \$4,115.50 to the Dunstan Kahui Ako towards the costs of transport and kai for children outside of Alexandra to attend the Ka Mua Ka Muri exhibition from the 2022/23 district community grants budget.
  - F. Allocates \$42,555.50 to Sport Otago towards operating costs for Sport Central from the 2022/23 district community grants budget.

**CARRIED**

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NOTE: HIS WORSHIP THE MAYOR RESUMED THE CHAIR.

## **22.7.11 CARRY-FORWARDS FROM 2021/22 AND FORECAST CHANGES FOR THE 2022/23 FINANCIAL YEAR**

TO CONSIDER A REVISED BUDGET FOR THE FINANCIAL YEAR 2022/23 INCLUDING CARRY-FORWARDS FROM THE 2021/22 FINANCIAL YEAR AND FORECAST BUDGET CHANGES.

AFTER DISCUSSION IT WAS AGREED THAT THE CARRY FORWARDS SHOULD BE APPROVED BUT THAT THE RECOMMENDATION ON OVERSPENDS SHOULD BE LEFT TO LIE ON THE TABLE UNTIL MORE INFORMATION WAS PROVIDED ABOUT THE LEVEL OF RESERVES. IT WAS AGREED THAT THE RESOLUTION FOR THE OVERSPENDS WOULD BE REVISITED WHEN THE MEETING RECONVENED ON 6 OCTOBER 2022.

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### **RESOLUTION**

**MOVED: CADOGAN**  
**SECONDED: ALLEY**

THAT THE COUNCIL

- A. RECEIVES THE REPORT AND ACCEPTS THE LEVEL OF SIGNIFICANCE.
- B. AUTHORISES CARRY-FORWARDS TO COMPLETE 2021/22 CAPITAL PROJECTS OF \$23.8M, AS PER APPENDIX 1 IN THE REPORT.

**CARRIED**

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## **7 STATUS REPORTS**

### **22.7.13 SEPTEMBER 2022 GOVERNANCE REPORT**

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

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**RESOLUTION**

**Moved:** Cadogan  
**Seconded:** McKinlay

That the Council receives the report.

**CARRIED**

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**8 COMMUNITY BOARD MINUTES****22.7.14 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 6 SEPTEMBER 2022**

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**RESOLUTION**

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

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 6 September 2022 be noted.

**CARRIED**

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**22.7.15 MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 9 SEPTEMBER 2022**

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**RESOLUTION**

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

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 9 September 2022 be noted.

**CARRIED**

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**22.7.16 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 12 SEPTEMBER 2022**

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**RESOLUTION**

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

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 12 September 2022 be noted.

**CARRIED**

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## 22.7.17 MINUTES OF THE MANIOTOTO COMMUNITY BOARD MEETING HELD ON 15 SEPTEMBER 2022

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### RESOLUTION

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

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 15 September 2022 be noted.

**CARRIED**

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## 9 COMMITTEE MINUTES

### 22.7.18 MINUTES OF THE EXTRAORDINARY EXECUTIVE COMMITTEE MEETING HELD ON 13 SEPTEMBER 2022

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### RESOLUTION

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

That the unconfirmed Minutes of the Extraordinary Executive Committee Meeting held on 13 September 2022 be noted.

**CARRIED**

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## 10 DATE OF NEXT MEETING

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

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

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### RESOLUTION

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

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	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

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	<p>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>	withholding would exist under section 6 or section 7
<b>22.7.19 - September 2022 Confidential Governance Report</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>22.7.20 - Confidential Minutes of the Vincent Community Board Meeting held on 6 September 2022</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>22.7.21 - Confidential Minutes of the Teviot Valley Community Board Meeting held on 9 September 2022</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>22.7.22 - Confidential Minutes of the Cromwell Community Board Meeting held on 12 September 2022</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>22.7.23 - Confidential Minutes of the Maniototo Community Board Meeting held on 15 September 2022</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>22.7.24 - Confidential Minutes of the Extraordinary Executive</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the

<b>Committee Meeting held on 13 September 2022</b>	persons, including that of deceased natural persons	disclosure of information for which good reason for withholding would exist under section 6 or section 7
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**CARRIED**

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Note: The public were excluded at 1.38 pm.

## 12 RESOLUTION TO READMIT THE PUBLIC

### MOTION

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### RESOLUTION

**Moved:** Jeffery  
**Seconded:** Calvert

That the public be readmitted to the meeting.

**CARRIED**

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Note: The public was readmitted at 1.42 pm.

### MOTION

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### RESOLUTION

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

That the meeting be adjourned until Thursday 6 October at 2.00 pm.

**CARRIED**

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Note: The meeting was adjourned at 1.42 pm.

Note: The meeting resumed on Thursday 6 October 2022 at 2.07 pm in Ngā Hau e Whā, William Fraser Building, 1 Dunorling Street, Alexandra.

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

**IN ATTENDANCE:** L van der Voort (Acting Chief Executive Officer) (via Microsoft Teams), L Webster (Acting Executive Manager - Planning and Environment), S Righarts (Group Manager - Business Support), L Fleck (General Manager – People and Culture), N McLeod (IS Manager), A McDowall (Finance Manager), K McCulloch (Corporate Accountant) (via Microsoft Teams), G Robinson (Property Manager) (via Microsoft Teams), D Rushbrook (General Manager – Tourism Central Otago), G Bailey (Parks and Recreation Manager), J Remnant (Asset Management Team Leader/Property and

Facilities Officer (Māniatoto Ward)), M De Cort (Communications Coordinator) and W McEnteer (Governance Manager)

Note: The meeting returned to recommendation C in item 22.7.11.

## 22.7.11 CARRY-FORWARDS FROM 2021/22 AND FORECAST CHANGES FOR THE 2022/23 FINANCIAL YEAR

To consider a revised budget for the financial year 2022/23 including carry-forwards from the 2021/22 financial year and forecast budget changes.

The meeting had requested additional information on the nature of the reforecasts and a breakdown of their contents before a decision could be made. The document attached to these minutes, was tabled to breakdown the carry-forwards, bring-forwards and overspends list into individual rows to assist presentation of the information. The meeting went through each line of the document and resolved the following, which differed from the original recommendation.

### RESOLUTION

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

That the Council

- C. Notes expenditure already approved by existing resolutions (OPEX \$182,000 and CAPEX \$817,650) on lines 1-6 of the attached document.

**CARRIED**

### RESOLUTION

**Moved:** Cadogan  
**Seconded:** Gillespie

- D. Approves OPEX carry-forwards 2021-22 of \$849,767 and CAPEX carry-forwards 2021-22 of \$123,068 on lines 7-25 on the attached document.

**CARRIED**

### RESOLUTION

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

- E. Approves bringing forward the 2023-24 budgets into the 2022-23 Annual Plan (OPEX \$8,500 and CAPEX \$150,000) on lines 26-28 on the attached document.

**CARRIED**

Note: Cr Calvert left the meeting at 3.18 pm.

### RESOLUTION

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

- F. Approves additional expenditure not included in the original Annual Plan 2022-23 (OPEX \$321,037 and CAPEX \$120,000) on lines 29-45 on the attached document.

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**CARRIED**  
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**Attachments**

- 1 Council Reforecast Spreadsheet
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Note: Cr Laws left the meeting at 3.26 pm.

Note: The meeting returned to recommendation G in item 22.7.9.

**22.7.9 2022/23 DISTRICT WIDE GRANT APPLICATIONS**

To consider the first round of the district wide grant applications for the 2022/23 financial year.

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**RESOLUTION**

**Moved: Jeffery**  
**Seconded: Claridge**

That the Council

- G. Agrees to fund the Otago Goldfields Heritage Trust \$10,000 towards the cost of organising the 2023 Cavalcade from the general reserves fund (1111).

**CARRIED**

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The meeting closed at 3.38 pm.