

**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, 25 JANUARY 2023  
COMMENCING AT 10.31 AM**

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

**IN ATTENDANCE:** S Jacobs (Chief Executive Officer), S Righarts (Group Manager - Business Support), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), L van der Voort (Group Manager - Planning and Infrastructure), J Muir (Three Waters Director), Q Penniall (Infrastructure Manager), R Williams (Community Development Advisor), G Bailey (Parks and Recreation Manager), C Green (Water Services Accountant), A Crosbie (Senior Policy Advisor), M De Cort (Communications Coordinator) and W McEnteer (Governance Manager)

Note: Cr Alley started the meeting with a karakia.

## **1 APOLOGIES**

There were no apologies.

## **2 PUBLIC FORUM**

There was no public forum.

## **3 CONFIRMATION OF MINUTES**

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### **RESOLUTION**

**Moved:** Cadogan  
**Seconded:** Paterson

That the public minutes of the Ordinary Council Meeting held on 21 December 2022 be confirmed as a true and correct record.

**CARRIED**

## **4 DECLARATION OF INTEREST**

Members were reminded of their obligations in respect of declaring any interests. There were no further declarations of interest.

## **5 REPORTS**

Note: Cr Alley assumed the Chair as the Community Vision and Experience portfolio lead.

Note: Jan Bean and Rebekah de Jong from Central Otago District Arts Trust and Maggie Hope and David Ritchie from Central Otago Heritage Trust joined the meeting for item 23.1.2.

**23.1.2 COUNCIL COMMUNITY GRANT ACCOUNTABILITY REPORTS 2021/22**

To provide a report on the activity of the Central Otago District Arts Trust and the Central Otago Heritage Trust over the 2021/22 financial year.

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**RESOLUTION**

**Moved:** Gillespie  
**Seconded:** Feinerman

That the report be received.

**CARRIED**

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**23.1.3 DRAFT MEMORIALS POLICY 2023**

To approve the draft Central Otago District Council Memorials Policy.

After discussion two changes to the draft were noted. On page 42 of the agenda, referring to two memorials in the same ward, the words "*or where appropriate it will be referred to the relevant decision making body*" and on page 43 of the agenda, changing the word tree to "*living memorial*".

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**RESOLUTION**

**Moved:** Paterson  
**Seconded:** Browne

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts the draft Central Otago District Council Memorials Policy 2023, with noted amendments.

**CARRIED**

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

Note: Cr Duncan arrived at 11.11 am.

**23.1.4 THREE WATERS FORWARD WORKS PROGRAM TO 30 JUNE 2024**

To consider the Three Waters forward works program to 30 June 2024 and procurement of the remaining capital works program.

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**RESOLUTION**

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

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Approves the following Three Waters capital works program to 30 June 2024:
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| Project                                       | Total Estimated Spend to 30 June 2024 (\$) | Change from 2022 Annual Plan and year 3 of 2021 LTP (\$) | Reason for Change   |
|---|--|--|---|
| <b>Three Waters Total</b>                     | <b>53,999,763</b>                          | <b>6,806,000</b>   | <b>Increased spending of forecast accumulated cash reserves</b>                   |
| <b>Stormwater Total</b>                       | <b>2,650,000</b>                           | <b>1,890,000</b>   | <b>Reserve balance</b>  |
| Pipe Renewals                                 | 760,000                                    | 0  |   |
| Network improvements                          | 1,890,000                                  | 1,890,000  | Increase program to spend reserves  |
| <b>Wastewater Total</b>                       | <b>16,816,044</b>                          | <b>3,200,000</b>   | <b>Increased DC income</b>  |
| Alexandra Network Upgrades with Developments  | 20,000                                     | 0  |   |
| Cromwell Network Upgrades with Developments   | 43,539                                     | 0  |   |
| Alexandra Treatment Plant Upgrades            | 985,000                                    | -779,156   | Part program deferred   |
| Clyde Reticulation                            | 3,627,762                                  | -143,230   | Reduced cost  |
| Clyde Main Pump Station                       | 1,233,794                                  | 0  |   |
| Cromwell Treatment Plant Future Works         | 200,000                                    | -100,000   | Reduced cost  |
| Influent and Effluent Monitoring Devices      | 270,000                                    | -499,738   | Partially stimulus funded   |
| Treatment Screens                             | 100,000                                    | -440,000   | Partially stimulus funded   |
| Pumpstation Flow Meters                       | 380,000                                    | -180,318   | Partially delivered in 2022/23  |
| Lake Roxburgh Village Treatment Plant Upgrade | 900,000                                    | 0  |   |
| Omakau Treatment Plant Upgrades               | -  | -286,309   | Part program deferred   |
| Roxburgh Treatment Plant Improvements         | 101,734                                    | 0  |   |
| Earnsclough Road Pumpstation Upgrade          | 360,000                                    | 0  |   |
| Generators                                    | 800,000                                    | 200,000  | Increased cost  |
| Dunorling Street Pumpstation Storage Upgrade  | 1,500,000                                  | 1,500,000  | Accelerated from year 4   |
| Point Renewals                                | 271,570                                    | 0  |   |
| Pipe Renewals                                 | 2,387,859                                  | 728,751  | re-forecast of budget provided in 2022/23 to offset stimulus contingency projects |
| Plant Renewals                                | 434,786                                    | 0  |   |
| Cromwell Growth Upgrades                      | 3,200,000                                  | 3,200,000  | Accelerated from year 8   |
| <b>Water Supply Total</b>                     | <b>34,533,719</b>                          | <b>1,716,000</b>   | <b>Increased DC income</b>  |

|  |            |            |  |
|--|------------|------------|--|
| Alexandra Network Upgrades with Developments | 120,000    | 0          |  |
| Cromwell Network Upgrades with Developments  | 90,000     | 0          |  |
| Backflow Prevention                          | 715,020    | 0          |  |
| Bannockburn Reservoir Power Supply           | 75,000     | 0          |  |
| Bannockburn Pipeline                         | 250,000    | 250,000    | Accelerated from year 4                                    |
| Cromwell Pisa Reservoir and Rising Main      | 100,000    | 0          |  |
| Cromwell Rising Main                         | 6,350,000  | 6,036,609  | Accelerated from year 4 (scope and cost increase from LTP) |
| Cromwell Treatment Plant Upgrade             | 4,600,000  | -5,849,773 | Delayed  |
| Dunstan Flats Reticulation                   | 94,532     | 0          |  |
| Lake Dunstan Water Supply                    | 10,224,422 | 0          |  |
| Omakau Treatment Plant Upgrade               | 250,000    | -1,478,586 | Deferred   |
| Patearoa Treatment Plant Upgrade             | 100,000    | -243,255   | Deferred   |
| Ranfurlly Treatment Plant Upgrade            | 100,000    | -508,422   | Deferred   |
| Roxburgh Source Investigation                | 306,352    | 0          |  |
| Valve Upgrades                               | 245,990    | -370,000   | Partially delivered in 2022/23                             |
| Demand Management                            | 150,000    | 0          |  |
| Patearoa Upgrades                            | -          | -150,000   | Deferred   |
| Naseby Treatment Plant Upgrades              | 150,000    | 0          |  |
| Bridge Hill Main                             | 4,000,000  | 3,325,298  | Increased cost   |
| Pipe Renewals                                | 2,049,447  | 0          |  |
| Point Renewals                               | 1,457,657  | 0          |  |
| Plant Renewals                               | 1,044,980  | -600,000   | Reduced cost   |
| Continuous Monitoring Devices                | 600,000    | 600,000    | Accelerated  |
| Cromwell Growth Upgrades                     | 1,460,319  | 704,129    | Accelerated from year 4                                    |

- C. Notes that council staff will reprogram capital work into 1 July 2024 and beyond that is not expected to be completed prior to 30 June 2024.
- D. Authorises bringing forward \$500,000 of the wastewater sludge operational budget to remove the sludge at the Roxburgh Wastewater Treatment Plant ponds.
- E. Approves the procurement of the following projects by tender:
- (a) Wastewater Generators
  - (b) Water Pipe Renewals
  - (c) Cromwell Water Rising Main
  - (d) Lake Roxburgh Village Wastewater Treatment Plant Upgrade
  - (e) Wastewater Pipe Renewals
  - (f) Bridge Hill Water Main

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- (g) Cromwell Water Treatment Plant
  - (h) Supply and Installation of Continuous Monitoring Devices
  - (i) Roxburgh Wastewater Treatment Plant Sludge Removal

- F. Authorises the Project Governance Group to continue to provide oversight of the capital works program until 30 June 2024.
- G. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

**CARRIED**

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

Note: Cr Cooney left the meeting at 11:30 am and returned at 11.32 am.

Note: Cr McKinlay left the meeting at 11.35 am.

### 23.1.5 ROADING BYLAW UPDATE

To consider proposed amendments to the Roding Bylaw and approve public consultation of the bylaw.

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#### RESOLUTION

**Moved:** Paterson  
**Seconded:** Feinerman

That the Council

- A. Receives the report and accepts the level of significance.
- B. Notes the proposed addition of restrictions relating to parking of vehicles on footpaths and cycle paths.
- C. Notes the proposed amendments to the Roding Bylaw parking infringement fees.
- D. Approves the proposed updates to the Roding Bylaw and Statement of Proposal for public consultation.

**CARRIED**

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Note: Cr McKinlay returned to the meeting at 11.38 am.

### 23.1.6 BRIDGE 93 - EMERGENCY WORKS FUNDING

To consider funding options for emergency works on Bridge 93 (St Bathans Loop Road).

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#### RESOLUTION

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

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Approves \$103,986 of funding from the Emergency Event Reserve (1750264028) for repair of Bridge 93 following the rainfall event.
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**CARRIED**

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Note: His Worship the Mayor resumed the Chair.

### 23.1.7 POLICIES POLICY

To consider adopting the Policies Policy.

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#### RESOLUTION

**Moved:** McKinlay

**Seconded:** Alley

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts the Policies Policy for a three-year period.

**CARRIED**

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#### Attachments

- 1 Draft Policies Policy
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### 23.1.8 FRAUD, BRIBERY AND CORRUPTION POLICY

To consider readopting the updated Fraud, Bribery and Corruption Policy.

After discussion it was noted on page 179 of the agenda that there should be provision in the chain of reporting to address an instance where the Chief Executive Officer was the subject of the complaint.

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#### RESOLUTION

**Moved:** Cadogan

**Seconded:** Alley

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts, subject to amendment, the updated Fraud, Bribery and Corruption Policy for an additional two years, with a review to take place in January 2024.

**CARRIED**

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Note: Cr McPherson left the meeting at 11.53 am and returned at 11.54 am.

Note: Cr Duncan left the meeting at 11.55 am and returned at 11.56 am.

### 23.1.9 CLOSED CIRCUIT TELEVISION POLICY

To consider adopting the Closed-Circuit Television Policy.

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After discussion two changes to the draft were noted. On pages 188-9 the sentence that discussed serious misconduct should change to *“treated very seriously”* and page 190 of the agenda should delete *“All recorded footage is used only for the purpose which it is collected”*.

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## RESOLUTION

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

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts, subject to amendments, the Closed-Circuit Television Policy.
- C. Authorises the Chief Executive to develop and manage a Memorandum of Understanding with the New Zealand Police relating to CCTV footage access and use.

**CARRIED**

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### 23.1.10 ELECTED MEMBER ATTENDANCE AT TWO DAY TRAINING SESSION

To consider authorising an overspend in order for up to five elected members to attend a two-day good governance course.

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## RESOLUTION

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

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to allow up to five places for elected members to attend governance training.
- C. Approves those attending to be Crs Alley, Feinerman, Paterson and Mr Dalley.
- D. Approves an overspend up to \$10,500 excluding GST to come from district reserves.

**CARRIED**

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### 23.1.18 RATIFYING THE OTAGO LOCAL AUTHORITIES' TRIENNIAL AGREEMENT 2023-25

To consider ratification of the Otago Local Authorities' Triennial Agreement (the Agreement) 2023–25.

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## RESOLUTION

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

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Approves attached Otago Local Authorities' Triennial Agreement 2023–25.
  - C. Authorises His Worship the Mayor to sign the Otago Local Authorities' Triennial Agreement 2023–25 on behalf of Central Otago District Council.
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**CARRIED**

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## **6 MAYOR'S REPORT**

### **23.1.11 MAYOR'S REPORT**

His Worship the Mayor gave an update on his recent activities before responding to questions. Noted the passing of Judy Hall.

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#### **RESOLUTION**

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

That the Council receives the report.

**CARRIED**

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## **7 STATUS REPORTS**

### **23.1.12 JANUARY 2023 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:** Alley

That the Council receives the report.

**CARRIED**

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## **8 COMMUNITY BOARD MINUTES**

### **23.1.13 MINUTES OF THE MANIOTOTO COMMUNITY BOARD MEETING HELD ON 1 DECEMBER 2022**

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#### **RESOLUTION**

**Moved:** Duncan  
**Seconded:** McPherson

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 1 December 2022 be noted.

**CARRIED**

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## 9 COMMITTEE MINUTES

### 23.1.14 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 15 DECEMBER 2022

#### RESOLUTION

**Moved:** Duncan  
**Seconded:** McPherson

That the unconfirmed Minutes of the Audit and Risk Committee Meeting held on 15 December 2022 be noted.

**CARRIED**

## 10 DATE OF NEXT MEETING

The date of the next scheduled meeting is 8 March 2023.

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

#### RESOLUTION

**Moved:** Cadogan  
**Seconded:** Paterson

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

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

| General subject of each matter to be considered   | Reason for passing this resolution in relation to each matter   | Ground(s) under section 48 for the passing of this resolution  |
|---|---|--|
| <b>Confidential Minutes of Ordinary Council Meeting</b>   | 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>23.1.15 - Alexandra Community Centre - Stage Upgrade, Earthquake Strengthening and Building Compliance Project</b> | 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 |
| <b>23.1.16 - January 2023 Confidential Governance Report</b>  | s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or  | s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the  |

|   |  |   |
|---|--|---|
|   | disadvantage, negotiations (including commercial and industrial negotiations)  | disclosure of information for which good reason for withholding would exist under section 6 or section 7  |
| <p><b>23.1.17 - Confidential Minutes of the Audit and Risk Committee Meeting held on 15 December 2022</b></p> | <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</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> <p>s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</p> | <p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p> |

**CARRIED**

The public were excluded at 12.09 pm and the meeting closed at 12.50 pm.