



AGENDA

Cromwell Community Board Meeting Thursday, 9 February 2023

Date: Thursday, 9 February 2023

Time: 2.00 pm

Location: Cromwell Service Centre, 42 The Mall,
Cromwell

(A 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 Cromwell Community Board will be held in Cromwell Service Centre, 42 The Mall, Cromwell and live streamed via Microsoft Teams on Thursday, 9 February 2023 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 Ms A Harrison (Chair), Mr B Scott, Cr S Browne, Cr N Gillespie, Cr C Laws, Ms M McConnell

In Attendance T Cadogan (Mayor), 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), W McEnteer (Governance Manager)

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Cromwell Community Board meeting - 28 November 2022

**MINUTES OF A MEETING OF THE
CROMWELL COMMUNITY BOARD
HELD IN THE CROMWELL SERVICE CENTRE, 42 THE MALL, CROMWELL
AND LIVE STEAMED VIA MICROSOFT TEAMS ON MONDAY, 28 NOVEMBER 2022
COMMENCING AT 1.02 PM**

PRESENT: Ms A Harrison (Chair), Mr B Scott, Cr S Browne, Cr N Gillespie,
Ms M McConnell

IN ATTENDANCE: T Cadogan (Mayor), L van der Voort (Group Manager - Planning and Infrastructure), S Righarts (Group Manager - Business Support), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager – Community Experience), A Mason (Media and Marketing Manager), G Bailey (Parks and Recreation Manager), G Robinson (Property and Facilities Manager), Q Penniall (Planning and Infrastructure Manager), R Williams (Community Development Advisor), S Finlay (Chief Financial Officer), D McKewen (Accountant), M de Cort (Communications Coordinator), W McEnteer (Governance Manager), J Harris (Governance Support Officer)

1 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION

Moved: Browne
Seconded: McConnell

That the apology received from Cr Laws be accepted.

----- **CARRIED**

2 PUBLIC FORUM

David George

Mr George provided an outline of his concerns about the Museum project.

Carolyn Murray & Marian Low – Cromwell Promotions Group

Ms Murray provided a summary of their activities over the past year and a publication that has been developed to promote Cromwell.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Browne
Seconded: Scott

That the public minutes of the Extraordinary Cromwell Community Board Meeting held on 10 November 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 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Gillespie

Seconded: Browne

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

- A. 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
22.8.8 - Cromwell Town Centre Project	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
22.8.9 - November 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

- B. That Neil Penney and Marilyn Brown from NMA stay for the public excluded section of the meeting due to their knowledge of the topic.

CARRIED

The public were excluded at 1.18 pm and readmitted at 2.22 pm.

Note: The meeting adjourned at 2.22 pm and returned at 2.26 pm.

6 REPORTS**22.8.2 2021-22 PROMOTION GRANT FUNDING REPORT BACK CROMWELL AND DISTRICTS PROMOTIONS GROUP**

To review the accountability report received from Cromwell and Districts Promotions Group on the 2021-2022 year activities.

COMMITTEE RESOLUTION

Moved: Browne
Seconded: McConnell

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees the accountability report meets the grant policy terms and conditions and that the recorded underspend amount of \$2,238 is reimbursed to the promotions cost centre to be made available to applicants at the next funding round closing March 2023.

CARRIED

22.8.3 CROMWELL FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2022

To consider the financial performance overview as at 30 September 2022.

COMMITTEE RESOLUTION

Moved: Gillespie
Seconded: Browne

That the report be received.

CARRIED

7 MAYOR'S REPORT**22.8.4 MAYOR'S REPORT**

His Worship the Mayor gave an update on his activities since the last meeting. He then responded to questions.

COMMITTEE RESOLUTION

Moved: Scott
Seconded: Gillespie

That the Cromwell Community Board receives the report.

CARRIED

8 CHAIR'S REPORT

22.8.5 CHAIR'S REPORT

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

- Attended the Museum Trust meeting.
- Noted an upcoming book launch at the Museum on the history of Bannockburn this week.

COMMITTEE RESOLUTION

Moved: **McConnell**

Seconded: **Browne**

That the report be received.

CARRIED

9 MEMBERS' REPORTS

22.8.6 MEMBERS' REPORTS

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

Mr Scott reported on the following:

- Attended a Cromwell Golf Club Committee meeting.
- Attended the Cromwell Rowing Club AGM.
- Attended the Cromwell and Districts Promotion Group AGM.
- Attended the Central Lakes Equestrian Club AGM.
- Attended a Meet the Candidates meeting.
- Attended the Lowburn Hall Society AGM.
- Attended the special meeting at the Cromwell Golf club committee.
- Attended the Arts Central AGM.
- Attended the Cromwell BMX Club Championship event.
- Attended the Cromwell and Districts Promotion group monthly planning meeting.
- Attended the fireworks event at the Precinct

Cr Browne reported on the following:

- Attended the inaugural meeting of the Cromwell Athletics club

Cr Gillespie reported on the following:

- Attended a meeting on land use capability with new highly productive soils issues.
- Advised item of interest - Artist Mathew Galloway from Dunedin – Legacy of the Clyde Dam project on display at the precinct until 8 January.

Ms McConnell had nothing to report.

COMMITTEE RESOLUTION

Moved: Browne
Seconded: Scott

That the report be received.

CARRIED

10 STATUS REPORT

22.8.7 NOVEMBER 2022 GOVERNANCE REPORT

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

COMMITTEE RESOLUTION

Moved: Gillespie
Seconded: Browne

That the report be received.

CARRIED

11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 9 February 2023.

The Meeting closed at 3.10 pm.

.....
CHAIR / /

9 February 2023

4 DECLARATION OF INTEREST

23.1.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 606862

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 - CCB Declarations of Interest [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Sarah Browne	Anderson Browne Construction and Development (Director and Shareholder) Infinite Energy Ltd (Shareholder) Central Otago Sports Turf Trust (Trustee) Central Football and Multisport Turf Trust (Trustee)	Anderson Browne Construction and Development (Director and Shareholder) Infinite Energy Ltd (Employee)	Cromwell Youth Trust Tarras Community Plan Group
Neil Gillespie	Contact Energy (Senior Specialist - Hydro Sustainability) Clyde & Districts Emergency Rescue Trust (Secretary and Trustee) Cromwell Volunteer Fire Brigade (Chief Fire Officer) Cromwell Bowling Club (patron) Otago Local Advisory Committee - Fire Emergency New Zealand Returned Services Association (Member)		Pisa District Community Group Tarras Hall Committee
Anna Harrison	Principal Goldfields Primary School Runs the Dunstan Zone swimming championships Cromwell Swim Club past president and club group coach Central Otago Primary School Sport Association (member) Dunstan Zone Sports Group (member) Principal of Goldfields Primary School	Mojo Modern Joinery Cromwell (Owner / Director)	Bannockburn Community Centre Management Committee Inc Cromwell District Museum

Cheryl Laws	The Message (Director) Wishart Family Trust (Trustee) Wooing Tree (Assistant Manager - Cellar Door) Daffodil Day Cromwell Coordinator	Otago Regional Council (Councillor) The Message (Director)	Cromwell Resource Centre Trust Old Cromwell Incorporated
Mary McConnell	Harrison Grierson Ltd (Employee) Contractor to Environmental Protection Authority and QLDC	Southern Lakes Motors (Shareholder and dealer principal)	Cromwell and Districts Community Trust Lowburn Hall Committee
Bob Scott	Cromwell Golf Club (vice-president) Central Football Project Trust (Trustee)		Bannockburn Recreation Reserve Management Committee Inc Cromwell and Districts Promotions Group

9 February 2023

5 REPORTS

23.1.2 CROMWELL MUSEUM - UPDATED MEMORANDUM OF UNDERSTANDING AND NEW TRUSTEE

Doc ID: 611502

1. Purpose of Report

To consider an updated memorandum of understanding with the Cromwell Museum Trust and the endorsement of a new Trustee.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Approves the updated memorandum of understanding with the Cromwell Museum Trust, as attached at appendix 1 of the report.
 - C. Endorses Donna Hipkins as the new trustee to the Cromwell Museum Trust.
-

2. Background

The Cromwell Museum Trust (the Trust) has been managing the Cromwell Museum since January 2015. The Trust has designated authority from Central Otago District Council to manage the museum collection, in accordance with the *Cromwell Museum Collections Policy 2013*, and to administer the museum building.

The aim of the Trust is to manage the collections of the Cromwell Museum and to foster, promote and celebrate the importance of the Cromwell region's heritage and identity.¹ In return for this delivery of service, the Board provides an annual grant towards the operating costs of the Museum. The annual grant to the Trust increased to \$40,000 through the 2021-2031 Long-Term Plan.

The relationship is managed through a memorandum of understanding (memorandum). The current memorandum expired in June 2021.

The Deed of Trust also outlines the process for the appointment of new Trustees.

3. Discussion

Memorandum of Understanding

Since its expiration, staff have been working with the Cromwell Museum Trust to update and renew the memorandum of understanding. A tracked changes version of the memorandum is attached as appendix 1.

¹ Deed of Trust – Central Otago District Council and Cromwell Museum Trust

Slight wording adjustments have been made, and two new clauses have been included in the updated memorandum. The first of these new clauses acknowledges the development of the new Cromwell Memorial Hall and Events Centre. This can be found in *Section C* of the attached draft.

The second new addition can be found in *Section F* and acknowledges the current work being undertaken by the Central Otago District Council on the investment it makes to the museum sector and notes the outcome of that work may require a renegotiation of the MoU prior to its proposed expiry date.

The Trust's board has considered and approved the proposed amendments. It has been noted that the memorandum is still subject to approval by the Cromwell Community Board.

New Trustee

In December 2022, the Trust wrote to the Community Board, recommending the appointment of Donna Hipkins as a new trustee to the Cromwell Museum Trust Board. A copy of the letter is attached as Appendix 2.

The Trust Board advertised for new Trustees and received two applications, with Donna Hipkins being the successful candidate.

The Trust is seeking endorsement of Ms Hipkins' appointment from the Community Board.

4. Financial Considerations

The Cromwell Museum receives an annual grant of \$40,000 from the Cromwell Community Board. The recommendations in this report have no financial impact.

5. Options

Option 1 – (Recommended)

Approves the updated memorandum of understanding and endorses Donna Hipkins as a new trustee to the Cromwell Museum Trust Board.

Advantages:

- Relationship agreement in place to ensure construction and proactive relationship in maintained.
- Financial prudence obligations met.
- Enables the ongoing functionality of the community organisation managing the facility.

Disadvantages:

- No disadvantages.

Option 2

Does not approve the updated memorandum of understanding and does not endorse the appointment of Donna Hipkins as a new trustee.

Advantages:

- No advantages.

Disadvantages:

- No relationship agreement in place with Cromwell Museum Trust Board.
- Reduced ability to monitor relationship and museum function.
- Council financial prudence reduced.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the cultural wellbeing of the community, in the present and for the future by ensuring the relationship agreement between the Trust and the Community Board is up to date and relevant.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, this decision is consistent with other plans and policies.
Considerations as to sustainability, the environment and climate change impacts	There are no environmental impacts arising from this decision.
Risks Analysis	There are no risks associated with the recommended option.
Significance, Consultation and Engagement (internal and external)	The recommended option is of low significance and does not require external consultation.

7. Next Steps

Once approved, the Trust will be informed of the Board's decision and the memorandum will be signed by both parties.

8. Attachments

Appendix 1 - Tracked Changes Version of Draft MoU - December 2022 [↓](#)

Appendix 2 - Letter from the Cromwell Museum Trust Board seeking endorsement of New Trustee [↓](#)

Report author:



Rebecca Williams
Community Development Advisor
22/12/2022

Reviewed and authorised by:



Dylan Rushbrook
Group Manager - Community Vision
22/12/2022



MEMORANDUM OF UNDERSTANDING

Agreement of Services

THE PARTIES: **CROMWELL COMMUNITY BOARD ('the Council')**
 CROMWELL MUSEUM TRUST ('the Trust')

A. Purpose of this Document:

The purpose of this Memorandum of Understanding is to specify the relationship between the Central Otago District Council and the Cromwell Museum Trust in respect to the operation and management of the Cromwell Museum and its collection. It addresses in particular:

1. The management and operation of the Cromwell Museum and heritage collection;
2. The operational funding of the Cromwell Museum.

B. Background:

The Cromwell Mall was constructed in the mid 1980's as a consequence of the construction of the Clyde Dam, and subsequent relocation of Cromwell's town centre. The Mall included purpose-built buildings for the Cromwell Library, Museum and i-SITE. Opening in 1988, the Museum operated as an off-shoot to the i-SITE, with i-SITE staff providing supervision and security to the museum displays as well as a minimal level of service in respect to the museum collection. Volunteers from the Cromwell Golden Oldies netball team also provided 'staffing' and support to the Museum.

In November 2011, the Otago Goldfields Heritage Trust and the Cromwell Genealogy Group approached the Cromwell Community Board with a proposal to take over the operation of the Museum. Council's decision to relocate the i-SITE outside of the Mall led to the need to look at options for use of the redundant i-SITE space and the future operation of the Museum. The *Cromwell Museum Trust* was established in 2013 and formally took over the management of the Museum in January 2015.

In recognition of the Trust's cultural heritage responsibilities for the Cromwell community, the Council agreed to make operational funding available to the Trust for the management of the collection and daily operation of the Museum. A Memorandum of Understanding was established between the two organisations in 2015. This document had a three-year term ~~with a right of and was~~ reviewed ~~and renewal~~ in 2018. The current MOU has been revised to reflect the evolved structure of the Cromwell Museum and its operation, and supersedes the 201~~8~~⁵ document.



C. The Museum Building:

The functional area of the Cromwell Museum includes:

- A public display area, across two separate but adjoining rooms, ~~that is climate controlled to help preserve the collection~~ including a library / research room.
- A kitchenette for volunteer use.
- Two toilet facilities – one for staff and the other for visitors to the museum.
- A 65m² storage/work room, of which 23m² is a collection archive.
- A 30m² mezzanine floor, located above the archive and work area, used as a storage/work room area.

As at November 2022, Council is currently in the design phase of building a new Cromwell Memorial Hall and Events Centre near old Cromwell. Current planning includes provision for the Cromwell Museum. The Central Otago District Council and the Museum Trust commit to work together as those plans develop further.

D. Agreement:

The parties hereby agree as follows:

1. The Council retains ownership of the Cromwell Museum's collection and the Museum building (managed in accordance with the Tenancy Agreement with the Trust).
2. The Trust has delegated authority to manage the Museum's collection in accordance with the current Cromwell Museum Collections Policy. This includes the responsibility to collect, de-accession, preserve, loan, display and otherwise make available to the public, material and information relating to the natural and cultural heritage of Cromwell Ward.
3. All collection items will be recorded on an agreed Collection Register, which is managed and maintained by the Trust. The Trust shall ensure that all appropriate loan and donations forms are completed and that items are catalogued in accordance with the Cromwell Museum Collections Policy. The Council retains full right of access to this Collection Register.
4. The Trust shall, in consultation with the Council and other museum experts as required, review the Cromwell Museum Collections Policy once every 5 years.
5. All collection items are to be stored appropriately, with electronic access available through e-Hive (or an equivalent database) as detailed in national museum standards and in accordance with the Cromwell Museum Collections Policy. This may include storage in facilities outside of the Museum, provided prior approval has been granted by the Council. The Museum currently has external storage at the Cromwell South Storage Facility at Wolter Crescent, Cromwell.

9 February 2023

23.1.3 CROMWELL SPORTS CLUB REQUEST FOR FUNDING

Doc ID: 605158

1. Purpose of Report

To consider a request for funding from the Cromwell Sports Club Incorporated to upgrade its facilities on Anderson Park Recreation Reserve.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance for the release of the Cromwell Sports Club Reserve Fund.
 - B. Agrees to release the Cromwell Sports Club Fund reserve (3151) amount of \$69,333 to the Cromwell Sports Club towards the upgrade of its facilities.
 - C. Agrees to consider any additional contribution towards the upgrade of the Cromwell Sports Club facilities on Anderson Park Recreation Reserve as part of the 2024-34 Long-term Plan process.
 - D. Agrees that the release of the Cromwell Sports Club Fund reserve (3151) is subject to the Sports Club achieving its fundraising targets from other funders.
-

2. Background

In 1980, the Cromwell Sports Club Inc. (the Club) built clubrooms at Anderson Park, on land leased from Council.

At the same time, the Cromwell Sports Club was formed as an entity to manage and maintain “a joint use club room with facilities to meet the needs of constituent clubs and their members”. The members of the Cromwell Sports Club are:

- Cromwell Rugby Football Club Inc.
- Cromwell Junior Rugby Club
- Cromwell Associated Football Club
- Cromwell Basketball Club
- Cromwell Cricket Club
- Cromwell Lawn Tennis Club Inc.
- Cromwell Netball Club
- Golden Oldies Netball Club

The Sports Club charitable purpose is:

“To work with our members (8 existing clubs) to provide a suitable premises for the wider Cromwell public, community groups, and other national not for profit organisations to meet and use.

To encourage and assist these groups to meet regularly to enhance the general health and well being of our community and families.

To work with the wider community to gauge their needs and requirements in relation to a suitable premises.”

Increasingly, the Sports Club was finding that its premises were no longer suitable for the growing Cromwell community. In late 2019 the Club decided to embark on an upgrade programme.

The Sports Club initially approached Central Lakes Trust for advice and support and the Trust recommended that the Club become a registered charity. The Club followed this advice and were registered with Charities Services in December 2019.

The Club then approached the Cromwell Community Board to increase its footprint on Anderson Park. At its meeting held on 11 May 2020, the Board considered the request from the Club to increase their lease to allow it to build an extension to its current building to meet growing demands.

The Board passed the following resolution:

That the Board:

- A. **Receives** the report and accepts the level of significance.
- B. **Agrees** that the Cromwell Sports Club Incorporated's lease be varied by increasing the clubroom area to approximately 727m², to provide for the construction of new changing facilities and storage areas.

The report noted that the approval of the lease would allow the Club to begin the process of applying for funding, and that there would be no financial implications associated with the recommended option as all costs would be met by the Cromwell Sports Club Inc. A copy of the report is attached as Appendix 1.

Once the Club received approval from the Community Board for a lease variation, it continued conversations with Central Lakes Trust and other funders. Central Lakes Trust advised the Club that they were only part funders and asked the Club what financial contribution the Council would be making towards the project, given its location on a recreation reserve. That prompted the Club to approach council officers to seek advice on the best way forward.

Since then, staff from the Property, Parks and Community Development teams have been providing advice on how best to bring forward a proposal for the Board's consideration.

Grants Policy

Council introduced a grants policy in 2019. Its purpose is to enable a contestable community grants process that contributes to the wellbeing of the local community. Annually, the Cromwell Community Board has \$49,925 to distribute to community organisations.

Part of the motivation to establish a contestable grants policy was to divert requests for funding away from the Council's long-term plan submission process. One of the challenges to consider is how the Community Board can now consider requests for funding greater than the scope of the contestable grants pool, such as this one.

3. Discussion

The Cromwell Sports Club Inc. has requested funding assistance from the Cromwell Community Board towards an upgrade of their facilities located on Anderson Park.

A copy of the request is attached to this report, along with the following:

- Copy of request, clubroom usage data and letters of support (Appendix 2)
- A copy of the concept designs for the upgrade (Appendix 3).
- A copy of a project plan prepared by the Club, including a renovation report (Appendix 4)
- The Club's annual return to the Charities Service, which includes their 2020 performance report and finances (Appendix 5)

In the request, the Sports Club advises that the existing premises are no longer suitable for the growing community and expresses the desire to future proof the building to accommodate the growth experienced in the community. They also note the increase in female members in the club and state that the changing facilities are not adequate for this.

Following consultation with their members and the public, the Club invested \$40,000 on concept design plans, created by Hunter and Craig. The request states that the upgrade includes increasing the building from 146 m² to 250 m², adds four changing sheds to the building, improves accessibility and creates a small and large meeting room. The Club has estimated the costs to be \$2,179,799.25. These figures were provided to the Club by Hunter and Craig in 2020, and Hunter and Craig remain committed to that estimate at this stage.

The Sports Club has provided usage figures with their request. It should be noted that the usage is varied with some days representing an hour meeting and others a school group during the day followed by a sports group meeting in the evening. During the winter, the clubrooms are used from 9.00am until 9.00pm each Saturday.

Included in the letters of support attached to the request for funding, is a letter from the Otago Rugby Football Union (ORFU) which outlines key considerations for those planning to upgrade facilities. The letter advises that the proposal is in line with these considerations and that the ORFU are fully supportive of it.

The Club has been fundraising towards the cost of the upgrade and has raised \$200,000 towards the project to date.

The Club is requesting the release of the Cromwell Sports Club Fund reserve, and an additional \$250,000 from the Cromwell Community Board towards the cost of the upgrade.

Cromwell Masterplan and Sports Field Use

Cromwell ward's population is predicted to grow to 15,350 people by 2050. Work is currently underway to look at the future provision of open space in the ward.

The Parks Department is currently working on an Open Spaces and Recreation Strategy. This strategy will consider future demand for Cromwell sports fields and will assist the Board when making strategic decisions about the allocation of resources to enhance recreational facilities in the Cromwell ward. It is expected to be completed by the end of 2023. The Parks Department recommends any decisions around additional financial support towards the upgrade of the Sports Club are decided in the context of that strategy, once it is completed.

Existing Changing Rooms on Anderson Park

Alongside the development of the sports pavilion on Anderson Park, changing facilities were built in 1984. These changing rooms are Council owned and contain storage facilities,

showers, toilets and referee spaces. Photographs of the changing rooms and a copy of the floorplan are provided as Appendix 6.

The Sports Club advises that the changing rooms are used by Cromwell Rugby and Cromwell Cricket for half the year each. Half of the changing rooms are also used by Cromwell College during term time. The Sports Club expects both the rugby club and cricket club to continue to use the existing facilities following the upgrade, and expect the college to do the same.

The changing rooms remain suitable for use and care should be taken to ensure they do not become obsolete.

Staff are aware that other sporting codes have identified opportunities exist for better access to toilets and storage facilities at Anderson Park and noted that only limited use of the Sports Club was currently made due to access difficulties.

Significance and Engagement

Council's Significance and Engagement Policy sets out how the Community Board should make decisions about the significance of an issue, and what engagement should take place if the decision is deemed to be significant. When determining significance, the Board needs to consider the importance of the issue, how people, services, infrastructure and well-being in the district will be affected.

The decision to release the Cromwell Sports Club Fund reserve is not significant in terms of Council's Significance and Engagement policy as the funds are being applied for the purpose they were collected.

Should the Board decide to contribute an additional amount towards the upgrade of the Combined Cromwell Sports Club, a decision on the significance of that decision is required to determine what, if any, public engagement is required.

The Significance and Engagement Policy provides the framework for that decision and states:

Significance means the degree of importance as assessed by its likely impact on, and likely consequences for:

- *The current and future social, economic, environmental or cultural wellbeing of the district;*
- *The people who are likely to be significantly affected by or interested in the matter;*
- *The financial, rating, resource and other cost impacts of the decision;*
 - *Consider:*
 - *What is the likely increase in rates going to be from a decision?*
 - *Is this decision likely to significantly deplete financial reserves?*
 - *Will the decision lead to an increased level of Council debt?*
- *The capacity of the Council to perform its role or maintain levels of service;*
- *The ownership of function of a strategic asset;*
- *Other situations where there is thought to be a strong community interest in the matter.*

The financial impact of the decision to contribute an additional amount towards the upgrade of the Sports Club will determine its significance, which will depend on how much is contributed and how the contribution is funded. For example, staff's initial assessment would indicate that if the Board were to fully fund the request from Cromwell's Reserves Contribution Fund or General Reserve Fund then on the face of it, would not trigger the significance threshold. However, given the current strategy work underway and demand on

funds from other projects, it could be deemed significant, particularly given that now Central Otago District Council is in debt.

If the decision was made to rate fund this request, then that decision would need to be made through the annual or long-term plan.

The Board could decide to consult with the community about the use of financial reserves, even though the significance threshold was not reached. This would be done through the annual or long-term plan consultation process, which would also better align with the Open Spaces and Recreation Strategy work.

4. Financial Considerations

When deciding how to fund a project the Board can consider the use of reserves, the use of debt or the use of rate funding.

The Cromwell Ward has a number of reserve funds, including the Cromwell Sports Club Reserve Fund. This fund is among others that were established to build up capital development funds to be spent on the reserve that the club or organisation leases from the Council. It is funded from rent collected from the Cromwell Sports Club for the building. As at 30 June 2022, the closing balance of the Cromwell Sports Club Fund reserve sat at \$69,333.

The release of the Cromwell Sports Club Reserve Fund for this project is in line with its intent, and it would be appropriate for the Board to approve its release to contribute to the upgrade of the Cromwell Sports Club facilities on Anderson Park.

If the Board was of a mind to fund an additional financial contribution towards the upgrade of the Club, options for funding it are:

- The Cromwell Reserves Contribution Fund (3146). The Reserves Contribution fund is generated by reserves contributions levied on subdivisions and is typically used to enhance or create new assets that have been impacted by growth. This project could potentially qualify for this fund, however the Parks team recommends that the Open Spaces and Recreation Strategy work is completed prior to any allocation of this fund so that strategic decisions about the allocation of resources to enhance recreational facilities in the Cromwell ward, such as this request, are considered collectively. The closing balance of the Cromwell Reserves Contribution fund (3146) as at 30 June 2022 was \$1,898,343, however as noted above, work is underway to provide a strategic framework for this fund, and it is possible that other projects are earmarked to be funded from this reserve fund.
- Cromwell General Reserves (3111) The General Reserve fund is generated by under expenditure of the works and services ward rate and could be used for projects such as this. The Cromwell General Reserves fund had a closing balance of \$5,116,820 as at 30 June 2022. Whilst this project could potentially qualify to use this fund, the Cromwell Masterplan is an ambitious programme of work and projects from it are earmarked to be funded from this fund.
- Providing a grant and rate fund it through the Annual or Long-term Plan.

It is recommended that any financial support from the Community Board towards the upgrade of the Sports Club is subject to the Sports Club achieving its fundraising goals from other funders.

5. Options

Option 1 (Recommended)

That the Community Board agrees to release \$69,333 from the Cromwell Sports Club Fund Reserve to the Cromwell Sports Club for the upgrade of the facilities on Anderson Park and agrees to consider any further financial contribution towards the upgrade as part of the 2024/34 Long-term Plan process.

Advantages:

- The Cromwell Sports Club receives financial support from the Cromwell Community Board, through the release of the Cromwell Sports Club Fund Reserve towards the upgrade of the facilities on Anderson Park and an additional contribution will be considered as part of the Annual or Long-term plan process.
- Other funders may base their level of financial support on the contribution made by the Board and its referral to the Annual or Long-term plan process.
- The Board supports a community led project to enhance the Sports Club and increase the availability and access to toilets and storage facilities on Anderson Park.
- There would be an opportunity for the public to submit on the proposal, through the Long-term plan process.
- Work on Cromwell's sports fields future demand needs would have progressed and there would be a broader understanding of other requirements and opportunities to enhance recreational facilities in the Cromwell ward before final decisions were made.
- The Open Spaces and Recreation Strategy work will be able to inform the decision making.

Disadvantages:

- The Cromwell Sports Club Fund Reserve will be fully utilised and not available for other projects.
- Rates could potentially increase.
- The Sports Club have less certainty of the final amount of financial support from the Community Board.

Option 2

That the Community Board declines to financially support the upgrade of the Cromwell Sports Club and neither releases the Cromwell Sports Club Fund Reserve nor makes an additional financial contribution.

Advantages:

- The Cromwell Sports Club Fund Reserve and other reserve funds remain available for other projects.
- The existing changing room facilities remain utilised in the existing way.
- The Sports Club has certainty from the Board about its level of financial support towards the project.

Disadvantages:

- An opportunity to support a community led project to enhance the Sports Club and increase the availability and access to toilets and storage facilities on Anderson Park is lost.
- Other funders may see Council's lack of a financial contribution towards the project as lack of support towards the project and decline to fund it.

Option 3

That the Community Board agrees to release \$69,333 from the Cromwell Sports Club Fund Reserve to the Cromwell Sports Club for the upgrade of the facilities on Anderson Park and declines to make an additional contribution towards the upgrade.

Advantages:

- The Cromwell Sports Club receives financial support from the Cromwell Community Board, through the release of the Cromwell Sports Club Fund Reserve towards the upgrade of the facilities on Anderson Park.
- The Sports Club has certainty from the Board about its level of financial support towards the project.
- Any future decisions by the Board on enhancing recreational facilities are made within the context of the Open Spaces and Recreation Policy.
- Other reserve funds remain available for other projects.

Disadvantages:

- The Cromwell Sports Club Fund Reserve will be fully utilised and not available for other projects.
- Other funders may base their level of financial support on the contribution made by the Board.

Option 4

Agree to release \$69,333 from the Cromwell Sports Club Fund Reserve to the Cromwell Sports Club for the upgrade of the facilities on Anderson and agrees to contribute an additional amount towards the upgrade, from other financial reserves.

Advantages:

- The Cromwell Sports Club receives financial support from the Cromwell Community Board, through the release of the Cromwell Sports Club Fund Reserve towards the upgrade of the facilities on Anderson Park and other reserves.
- The Sports Club has certainty from the Board about its level of financial support towards the project.
- Other funders may base their level of financial support on the contribution made by the Board.
- The Board supports a community led project to enhance the Sports Club and increase the availability and access to toilets and storage facilities on Anderson Park.

Disadvantages:

- The Cromwell Sports Club Fund Reserve will be fully utilised and not available for other projects.
- Other reserves funds will be reduced and not available for use for other projects in the Cromwell ward.
- Decisions are made without a full awareness of Cromwell’s sports fields future demand needs and without of context of other requirements and opportunities to enhance recreational facilities in the Cromwell ward.
- There is no opportunity to the public to submit their views on the decision before being finalised.

Option 5

That the Community Board agrees to release \$69,333 from the Cromwell Sports Club Fund Reserve to the Cromwell Sports Club for the upgrade of the facilities on Anderson Park and defers making an additional contribution towards the upgrade until it can be considered following the development of the Open Spaces and Recreation Strategy.

Advantages:

- The Cromwell Sports Club receives financial support from the Cromwell Community Board, through the release of the Cromwell Sports Club Fund Reserve towards the upgrade of the facilities on Anderson Park, which allows them to continue to work with other funders.
- The Board makes decisions about any further financial contributions within the context of the Open Spaces and Recreation Strategy to ensure that the allocation of resources to enhance the recreational facilities in the Cromwell ward is considered within the context of the bigger picture and awareness of Cromwell’s sports fields future demand needs.
- The Board’s reserve funds remain available for other purposes.

Disadvantages:

- The Cromwell Sports Club Fund Reserve will be fully utilised and not available for other projects.
- There will be a delay of at least 12 months before any decision is made about an additional financial contribution from the Board towards the project.
- Other funders may wish to know the outcome of the decision by the Board about an additional financial contribution before considering applications for funding, which could delay the project in its entirety.

6. Compliance

<p>Local Government Act 2002 Purpose Provisions</p>	<p>This decision enables democratic local decision making and action by, and on behalf of communities by supporting a community led project.</p> <p>In addition, this decision promotes the social and economic wellbeing of communities, in the present and for the future by improving</p>
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	recreational facilities for future use, thereby ensuring ongoing vibrancy and promoting social wellbeing.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, however the Open Spaces and Recreation Strategy is under development, and it may be prudent to wait until its completion before allocating additional resources from the Cromwell Reserve Contribution fund and other sources.
Considerations as to sustainability, the environment and climate change impacts	It is important to ensure the ongoing sustainability of Council's existing facilities when making decisions about upgrading others. There are few environmental impacts of the decision to financially support the upgrade of the Sports Club, other than limiting the ability to use financial reserves for other purposes.
Risks Analysis	There is little risk in releasing the Cromwell Sports Club Reserve Fund towards the upgrade of the Cromwell Sports Club. There is potential risk in allocating other reserve funds or rate funding an additional financial contribution. These include decision making being made without a broader strategic context and limiting the future use of financial reserves. The significance of the financial impact also needs to be considered.
Significance, Consultation and Engagement (internal and external)	Significance and Engagement has been explored in the body of the report. Once the Board has decided what, if any, additional financial contribution they would like to make towards the project, a decision on the significance of that decision is required and what, if any, additional engagement is required. Internal engagement has taken place with the park department, property department and the finance department.

7. Next Steps

Next steps will be determined once a decision has been made about the level of financial assistance the Community Board will contribute towards the project and how that might be funded. These include arranging payment of the Cromwell Sports Club Reserve Fund to the Cromwell Sport Club, once fund raising targets are met. Putting forward the proposal for consideration as part of the annual or long-term plan or advising the club that the Board will not be financially supporting the upgrade.

Ongoing discussions with the Sports Club will continue, regardless of the decision.

8. Attachments

Appendix 1 - Copy of May 2020 report to the Cromwell Community Board [↓](#)

Appendix 2 - Request for Funding from the Cromwell Sports Club [↓](#)

Appendix 3 - Copy of the Cromwell Sports Club Facility's Upgrade Design Plans [↓](#)

Appendix 4 - Cromwell Sports Club Project and Renovation Plans [↓](#)

Appendix 5 - Cromwell Sports Club Annual Return and Financial Statements [↓](#)

Report author:

Reviewed and authorised by:



Rebecca Williams
Community Development Advisor
20/01/2023



Dylan Rushbrook
Group Manager - Community Vision
26/01/2023

23.1.4 MULTICULTURAL MURAL ON THE CROMWELL FOOTBALL CLUB BUILDING ON ALPHA STREET

Doc ID: 615856

1. Purpose of Report

To approve the placement of a multicultural mural that reflects the diversity of the community on the Cromwell Football Club building on Alpha Street in Cromwell.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Approves installation of a multicultural mural on the Cromwell Football Club building on Alpha Street in Cromwell.
 - C. Agrees to proceeding with installation on either the Southern and Western façade (facing playgrounds) or only Southern façade (facing Alpha Street), depending on upcoming building renovations.
-

2. Background

In March 2022, Welcoming Communities conducted a Newcomer Survey to receive feedback about the experience of newcomers in Central Otago. When asked “How could our public spaces better reflect diversity and create a sense of community ownership”, there was a wide range of responses, but 39 percent said, “Artwork depicting the historical role of different cultures in the community.” In October 2022, Welcoming Communities received a \$10,000 grant from the Ministry of Business, Innovation and Employment to support a welcoming activity that supports migrant participation in the community. Consultation with the Central Otago District Arts Trust (CODAT) commenced to receive advice gauge support. A partnership developed and after many discussions, the Cromwell Football Club building at the Alpha Street reserve was identified as an ideal canvas for the mural. The Cromwell Junior and Senior Football Clubs enjoy a culturally diverse group of members who all contribute to the Central Otago community. Celebrating the diversity of both the sport and the community through this art project seemed a natural choice. The football clubs have both expressed their support for the mural concept.

3. Discussion

Welcoming Communities and CODAT are requesting permission from the Board to install a mural on the football clubs building on Alpha Street in Cromwell. The mural will be painted directly onto the roughcast surface, using graffiti guard to protect the artwork from vandalism and UV protection to prevent sun fade. The dimension of the mural will measure 8.4 metres x 2.4 metres. Supplies for this project will be sourced locally.

This project is to be funded entirely through external grants, with no financial requirement from Council. Upon approval of the location, the additional required funds will be sourced and the project will begin immediately, with a proposed completion date of June 2023.

Location

The proposed location is the Southern and Western facades of the building as it provides the highest visibility to the local streets, into the adjacent park and across the lake. However, Council is currently working with the football clubs, with a view to granting a lease over the building. Renovations will be required to bring the facility up to a usable standard which will include the installation of a gas hot water system with an external wall fitting. The artist may be able to work around this fixture. Alternatively, the mural could be repositioned to the Southern façade of the building, under the Cromwell Football Club sign and wrap around to the Western façade of the building. Public visibility would not be compromised.

The Artist – Matt Adnate

Born in Dunedin, but currently based in Melbourne, Matt is a renowned street artist who specialises in producing large scale installations, focusing mostly on portraits. Examples of his work can be found at www.linger.id. Matt sees this project as an opportunity to work with the community to have unique conversations and better understand individual stories to deliver vibrant artwork that captures the essence of those conversations. Matt's vision for this project is that the mural would depict 5-6 portraits and would also integrate football into the design to be in keeping with the purpose of the building and connecting art with sport.

Careful consideration has been given to the benefits of bringing an international artist into the community and believe that it encourages diversity in the work that might normally be seen in the region, connects Central Otago to the international art scene and increases the profile of the project overall.

Community Engagement

Prior to installation of the mural, Welcoming Communities, CODAT and the artist will encourage community participation in the development of the design to ensure that it represents and celebrates people in our community through images and storytelling. Examples of groups that would be consulted include the football clubs, Cromwell Newcomer groups, English as a second language (ESOL) groups and Cromwell College. A superimposed mock-up of what the final mural might look like on the building will be provided to the football clubs, Welcoming Communities and CODAT before work begins to ensure that all stakeholders are satisfied with the final product.

4. Financial Considerations

No Council funds are being requested for this project.

The budget for this project is \$31,867.61 (including GST). Welcoming Communities has secured a \$10,000 grant from the Ministry for Business Innovation and Employment for this project. CODAT have secured \$6,000 and are confident that they can fundraise the remaining amount through grant applications (see below). Discussions are underway with other Cromwell community organisations who have expressed an interest in supporting this

project. The timeframe for securing all funds is end of March. The artist will not charge for travel or accommodation.

Budget

INCOME	Budgeted	Actual
Pub Charities	6,000	6000
Welcoming Communities	10,000	10,000
Aotearoa Gaming Trust	5,000	applied
Otago Community Trust	9,000	applied
Creative Communities	4,000	applied
TOTAL	\$34,000	\$16,000

EXPENDITURE	Actual
Coordinators Fees (CODAT)	10,000
Anti - Graffiti Guard	994
Scissor Lift	888
Installation of Interpretation Panel	403
Interpretation Panel and advertising Design	828
The News advertising	260
Radio Advertising	500
Misc.	5,000
Paints and materials	1,725
Artists Fees	11,270
TOTAL	\$31,868

5. Options

Option 1 – (Recommended)

The Board approves proceeding with the multicultural mural project on the Southern and Western facades of the Cromwell Football Club building. If this wall is not feasible, then approval to proceed with the Southern façade, under the Cromwell Junior Football Club sign.

Advantages:

- Recognises and celebrates the diverse ethnicities of Central Otago
- Encourages community participation in local projects
- Celebrates the act of bringing people from the community together through sport
- Creates a tangible and permanent community asset in the public domain that is accessible for everyone
- Enhances the experience and enjoyment of the Recreation Reserve
- Improves existing facility which is scheduled for upgrades

Disadvantages:

- The lifespan of the mural is 10 years
- Welcoming Communities and CODAT will not be responsible for touching up the mural once complete

Option 2

The Board does not approve proceeding with the multicultural mural project.

Advantages:

- No time pressure on renovations to the Football Club building

Disadvantages:

- Designated funding from MBIE and others may not be reallocated to a different project
- Lost opportunity for a large-scale art installation from a renowned street artist
- Perceived lack of support for public art
- Dampening of enthusiasm for community driven and externally funded projects

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by supporting a community led project. In addition, this decision promotes the social and cultural wellbeing of communities, in the present and for the future by improving recreational facilities and reflecting the diversity of the community, thereby ensuring ongoing vibrancy and promoting social wellbeing.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes. It is noted that the Open Spaces and Recreation Strategy is currently under development.
Considerations as to sustainability, the environment and climate change impacts	It is important to ensure the ongoing sustainability and relevance of Council's existing facilities, which this project supports. There are no environmental impacts of the decision to artistically enhance this existing football club facility.
Risks Analysis	There is little risk in approving a multicultural mural on the Cromwell Football Club building. Decision making has been made with community consultation and support from the primary users of the facility, the Cromwell football clubs. The project is externally funded, so there is no direct financial impact on Council.
Significance, Consultation and Engagement (internal and external)	Significance and Engagement has been explored in the body of the report. Once the Board has decided how to proceed, a decision on the significance of that decision is required and what, if any, additional engagement is required. Internal engagement has taken place with the property department.

7. Next Steps

Upon receiving approval to proceed with this project, consultation with the Cromwell football clubs and the wider community will begin. Ideas generated by the community for the image, as well as geographical, social and cultural information will be provided to the artist to integrate into the mural design. Once an initial design is produced, stakeholders will be included in the development of an interpretation panel to accompany the design. Cromwell High School art students will be included in the mural painting process to build capacity for street art design and large-scale portrait art. Subject to funding and site availability, the project will be completed by end of June 2023.

8. Attachments

Nil

Report author:



Deborah Beange
Welcoming Communities Officer
23/01/2023

Reviewed and authorised by:



Dylan Rushbrook
Group Manager - Community Vision
25/01/2023

23.1.5 CROMWELL MEMORIAL HALL/EVENTS CENTRE PROJECT UPDATE

Doc ID: 614533

1. Purpose

To present update on preliminary design for the Cromwell Memorial Hall/Events Centre.

Recommendations

That the report be received.

2. Discussion

The Board approved the concept design for the new Cromwell Memorial Hall/Events Centre in September 2022 and to move into the next stage of design.

Jasmax have now completed the preliminary design and are ready to move into the developed design stage. Details of the completed preliminary design are attached as **Appendix 2**.

The purpose of the preliminary design is to further refine the concept plans which have been approved by the Board. The preliminary design report summarises the process, decision making and design outcomes. It outlines the input from external consultants including structural and civil engineers, mechanical specialists and theatre specialists.

Aukaha, Ngāi Tahu's manawhenua owned consultancy are working with Council developing the project. Aukaha are adding identity, history, cultural values, and narratives, and providing feedback and endorsement of the design.

During the process of developing the design the concept plans are refined to provide appropriate sizes of spaces, including key elements such as infrastructure services, interior design, landscaping and options for the memorial gardens.

At the end of this stage the project should be clearly defined, a preliminary estimate of cost can be established by a quantity surveyor and a resource consent may be applied for.

A draft preliminary design was presented to the Project Advisory Group (PAG) on 6 December 2022 for their contribution and feedback.

Following the PAG meeting, information around the preliminary design process was uploaded onto Council's website. The information has been included in the projects section of the Let's Talk – consultation platform to progressively release the plans so the community can digest and understand all aspects of the design process.

The aim is to hold drop-in sessions with the community in March once all the plans are released. This will give the community the opportunity to discuss the plans with staff and consultants, ask questions and provide feedback.

A meeting with external funders Central Lakes Trust, Otago Community Trust and Lotteries has been scheduled for 24 February 2023.

Next Steps

- Preliminary design information released to public on the Let's Talk – consultation section of the CODC webpage.
- Schedule drop-in sessions for public feedback in March.
- Meeting with external funders.
- Completion of developed design.
- PAG review in March and April.
- Developed design presented to the Board for approval at May meeting.

3. Attachments

Appendix 1 - CCB Report - 22 September 2022 [↓](#)

Appendix 2 - Cromwell Memorial Hall and Events Centre Preliminary Design [↓](#)

Report author:

Reviewed and authorised by:



Garreth Robinson
Property and Facilities Manager
25/01/2023

Louise van der Voort
Group Manager - Planning and Infrastructure
26/01/2023

23.1.6 PLAN CHANGE 19 UPDATE

Doc ID: 616128

1. Purpose

To update the Community Board on the progress of Plan Change 19 including detailing the process, submissions received, and next stages.

Recommendations

That the report be received.

2. Discussion

Background

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

The Residential chapter of the Central Otago District Plan has not been subject to a full review since it was originally drafted in 1998. Minor alterations have been made to the residential provisions as a result of private plan change requests and Council initiated plan changes. Plan Change 19 (PC19) is the most significant Council initiated plan change since the Plan Change 5 series which was a full landscape classification and review of the development and subdivision provisions in the Rural Resource Area. Given its significance it is appropriate to update the Council and Community Boards on the progress of the plan change.

Council has chosen to approach planning for growth through extensive community consultation and the development of spatial plans. The Cromwell Spatial Plan was adopted by Council in 2018 followed by the Vincent Spatial Plan that was adopted by Council in January 2022. In late 2022 Council approved the development of the Teviot Valley Spatial Plan which is now underway. This approach provides certainty and allows for decisions to be made around investment in infrastructure.

The spatial plans have been prepared by the Council to respond to demand for residential land and housing affordability concerns in the district, and to plan for the anticipated growth over the next 30 years.

PC19 implements the direction set by the Cromwell and Vincent spatial plans by proposing rezoning of land for residential use, identifying some areas for future growth, and includes new provisions for managing land use and subdivision within the residential zones.

Plan Change 19

Plan change 19 proposes to make a complete and comprehensive change to the way the district's residential areas are zoned and managed. It is consistent with the National Planning Standards, being the Government templated format for district plans.

PC19 proposes to:

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

Medium density guidelines and heritage guidelines have also been developed to ensure higher density developments achieve good urban design, access to open space and protect heritage values in heritage precincts.

PC19 proposes to align with current best planning practice and the National Planning Standards. Where changes to the current approach are not considered necessary to achieve the outcomes sought for residential areas, the current provisions are proposed to be rolled over into the new residential zone chapters, albeit in a refined manner.

The National Planning Standards have been implemented through PC 19 to the extent that it has been possible to do so ahead of the full District Plan Review; including the adoption of the Zone Framework Standard for the new Residential Zones and Residential chapter, and the adoption of definitions insofar as they apply to the provisions proposed in the Residential chapter.

Plan Change 19 Process Timeline – to date

Date	Process
February – May 2022	Plan Change 19 and Medium Density Guidelines finalised and engagement with statutory parties undertaken.
1 June 2022	Plan Change 19 (including medium density guidelines) approved for release by Council
9 July 2022	Plan Change 19 publicly notified
Week of 25 th July	PC 19 drop-in sessions Alexandra
Week of 1 st August	Drop-in sessions Alexandra and Cromwell
Week of 22 nd August	Drop-in sessions Alexandra (including evening timeslot)
Week of 29 th August	Drop-in sessions Cromwell (including evening timeslot)
2 September 2022	Submissions Closed (171 submissions received)
1 December 2022	Submissions on summary of decisions requested in submissions publicly notified

19 December 2022	Submissions on summary of decisions requested in submissions closed (77 further submissions received)
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This is a complex plan change which has attracted a large number of submissions covering a broad range of plan provisions and topics.

Potential Private Plan Changes

Prior to notification of PC19 Council staff sought legal advice on the potential impact of receiving and processing requests for private plan changes to the Residential Chapter of the operative District Plan alongside a comprehensive review of the residential provisions.

If Council were to accept a private plan change on the operative District Plan, it would potentially be faced with considering a request to change the Plan at the same time it is undertaking a comprehensive change to the objectives and policies of the plan. This is not what is contemplated by the legislation and is not considered to be sound resource management practice. As noted above PC19 is a comprehensive re-write of a whole chapter of the operative plan with a new suite of objectives, policies, and rules. The running of the two processes side by side would also likely cause confusion, particularly as the comprehensive review of the residential chapter of the plan will effectively rewrite the provisions of a private plan change.

When deciding whether to adopt, accept, convert, or reject a private plan change, one of the things Council considers is the integrated effects of the change. And Clause 25 (4) (c) of the First Schedule to the Resource Management Act 1991 allows Council to reject a request on the basis that the request is not in accordance with sound resource management practice.

Council has two years to process a private plan change from notification to decisions, which is the same timeframe for processing of a Council initiated plan change. PC 19 is progressing well within that two-year period and hearings are anticipated to be around ten months from notification. A private plan change proposal that reflects the residential zoning in the Vincent Spatial Plan (adopted by Council January 2022), is unlikely to be disadvantaged by the request being processed as part of PC 19.

If a private plan change request was received that proposed to adopt the provisions of proposed PC19, but were not contemplated by the spatial plans, it would not create the same issues and could potentially be accepted.

Giving Effect to a Plan Change

In terms of when a plan change can be relied upon for the purpose of the lodging of a resource consent, until hearings on submissions have been conducted, submitters have had the opportunity to participate, a decision has been issued that is beyond the appeal period, the provisions cannot be relied upon.

A plan change process is by no means a rubber stamp. During the processing and hearing of a plan change, (council initiated or private), the provisions may change as the Hearings Panel considers the submission received. This process is transparent, and it is important that the submitters feel heard.

Applications for resource consent are not able to be processed under the new provisions until the plan change decisions have been issued and are beyond challenge. This is because the plan change provisions have no legal effect and there is no certainty that a plan change will be approved in its notified form.

Similarly, there can be no certainty of the outcome of any future subdivision or resource consent granted under the proposed rules, until those provisions are beyond challenge. Any expectation regarding the outcome of a plan change, and any future resource consent to be processed under those provisions, should be undertaken with an understanding of the risk that the provisions may change. Council has two years to process the plan change and a decision on PC 19 is required by 9 July 2024.

Next Steps

While the dates for hearings are yet to be set, Council is intending to progress to the next stages of the plan change in the first quarter of 2023, starting with consideration of whether pre-hearing meetings would be appropriate in relation to some issues raised in submissions, and the preparation of the section 42A recommendation to the Hearings Panel. The next stages of the process are outlined below:

1. Pre-Hearing Meetings (if required).
2. Preparation and circulation of section 42A recommendation report and evidence exchange.
3. Hearings held.
4. Decisions released.
5. Appeals (if any)

It is hoped that hearings may be able to be scheduled in April/May, however that will be dependent on the outcome of any pre-hearing meetings (if required).

3. Attachments

Nil

Report author:



Ann Rodgers
Principal Policy Planner
16/01/2023

Reviewed and authorised by:



Louise van der Voort
Group Manager - Planning and Infrastructure
19/01/2023

9 February 2023

6 MAYOR'S REPORT

23.1.7 MAYOR'S REPORT

Doc ID: 606863

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Cromwell 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

9 February 2023

7 CHAIR'S REPORT

23.1.8 CHAIR'S REPORT

Doc ID: 606870

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

9 February 2023

8 MEMBERS' REPORTS

23.1.9 MEMBERS' REPORTS

Doc ID: 606864

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 February 2023

9 STATUS REPORTS

23.1.10 FEBRUARY 2023 GOVERNANCE REPORT

Doc ID: 616154

1. Purpose

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

Recommendations

That the report be received.

2. Discussion

Status Reports

The status reports have been updated with any actions since the previous meeting (see appendix 1).

3. Attachments

Appendix 1 - CCB Status Update [↓](#)

Report author:



Wayne McEnteer
Governance Manager
31/01/2023

Reviewed and authorised by:



Saskia Righarts
Group Manager - Business Support
31/01/2023

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 22 March 2023.

11 RESOLUTION TO EXCLUDE THE PUBLIC

Recommendations

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Board Meeting	s7(2)(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
23.1.11 - Gair Avenue 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
23.1.12 - February 2023 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
