



# **AGENDA**

## **Ordinary Council Meeting Wednesday, 8 March 2023**

**Date: Wednesday, 8 March 2023**

**Time: 10.30 am**

**Location: Ngā Hau e Whā, William Fraser Building,  
1 Dunorling Street, Alexandra**

(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 Council Meeting will be held in Ngā Hau e Whā, William Fraser Building, 1 Dunorling Street, Alexandra and live streamed via Microsoft Teams on Wednesday, 8 March 2023 at 10.30 am. The link to the live stream will be available on the Central Otago District Council's website.

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**Members** 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), L Fleck (General Manager - People and Culture), 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), M De Cort (Communications Coordinator), W McEnteer (Governance Manager)

**1 APOLOGIES**

**2 PUBLIC FORUM**

**3 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 25 January 2023







**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.

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**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:
-



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
Ranfurly 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.

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**CARRIED**

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#### **Attachments**

- 1 Draft Policies Policy
- 

### **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.

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**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.

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**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.

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**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.

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**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
<b>23.1.17 - Confidential Minutes of the Audit and Risk Committee Meeting held on 15 December 2022</b>	<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>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

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



## **4 DECLARATION OF INTEREST**

### **23.2.1 DECLARATIONS OF INTEREST REGISTER**

**Doc ID: 620024**

#### **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 - Council Declarations of Interest** [↓](#)



<b>Name</b>	<b>Member's Declared Interests</b>	<b>Spouse/Partner's Declared Interests</b>	<b>Council Appointments</b>
Tamah Alley	Manuherikia Irrigation Co-operative (shareholder) Oamaru Landing Service (OLS) (family connection) Cliff Care Ltd (family connection) Aviation Cherries Ltd (Director) Tenaya New Zealand Ltd (Director and Shareholder)	Manuherikia Irrigation Co-operative Society Ltd (shareholder) Emergency Management Otago Group Controller (employee) Aviation Cherries Ltd (Director)	Alexandra Community House Trust Central Otago Wilding Conifer Control Group
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
Tim Cadogan	Business South Central Otago Advisory Group (member) Alexandra Squash Club (member)	Two Paddocks (employee)	
Lynley Claridge	Affinity Funerals (Director)	Affinity Funerals (Shareholder)	
Ian Cooney	Monteith's Brew Bar (Manager)		
Stuart Duncan	Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (shareholder) Penvose Investments - Dairy Farm at Patearoa (shareholder) Fire and Emergency New Zealand	Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (shareholder) Penvose Investments - Dairy Farm at Patearoa (shareholder)	Otago Regional Transport Committee Maniototo Ice Rink Committee Maniototo Curling International Inc



	(member) JD Pat Ltd (Shareholder and Director)		
Sally Feinerman	Feinerman's Ltd, 109 Scotland Street (Owner / Director) Roxburgh Pool Committee (Chair) Sally Feinerman Trust (Trustee) Feinerman Family Trust (Trustee) MPI Teviot Valley Community Hubs group	Breen Construction (employee / builder)	Ida MacDonald Charitable Trust Teviot Prospects
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
Cheryl Laws	The Message (Director) Wishart Family Trust (Trustee) Wooring Tree (Assistant Manager - Cellar Door) Daffodil Day Cromwell Coordinator	Otago Regional Council (Councillor) The Message (Director)	Cromwell Resource Centre Trust Old Cromwell Incorporated
Nigel McKinlay	Transition To Work Trust (Board member) Gate 22 Vineyard Ltd (Director) Everyday Gourmet (Director) Central Otago Wine Association (member) Long Gully Irrigation Scheme (member)		



Martin McPherson	Alexandra Blossom Festival	CODC (employee) CODC (employee) (Daughter)	Alexandra and Districts Youth Trust
Tracy Paterson	Matakanui Station (Director and shareholder) Matakanui Development Co (Director and shareholder) A and T Paterson Family Trust (trustee) A Paterson Family Trust (trustee) Central Otago Health Inc (Chair) Bob Turnbull Trust (Trustee / Chair) New Zealand Wool Classers Association (board member) Central Otago A&P Association (member) Maunherikia Exemplar Governance Group (member)	Matakanui Station (director and shareholder) Matakanui Development Co (director and shareholder) A Paterson Family Trust (trustee) A and T Paterson Family Trust (trustee) Federated Farmers (on the executive team) Omakau Irrigation Co (director) Matakanui Combined Rugby Football Club (Committee) Manuherikia Catchment Group (member) Omakau Domain Board Omakau Hub Committee (Chair) Manuherikia Valley Community Hub Trust (Trustee) Southern Cross Sheep Ltd (Director) Mt Stalker Ltd (Trustee) Mt Stalker Pastoral Ltd	Omakau Recreation Reserve Committee Ophir Welfare Association Committee Central Otago Health Incorporated



## **5 REPORTS**

### **23.2.2 PRESENTATION FROM LOCAL GOVERNMENT NEW ZEALAND**

**Doc ID: 617590**

#### **1. Purpose**

Susan Freeman-Greene will present on CouncilMARK and Local Government New Zealand.

#### **2. Attachments**

**Nil**



### 23.2.3 OTAGO MUSEUM'S DRAFT ANNUAL PLAN 2023-2024

Doc ID: 616059

#### 1. Purpose of Report

To present the 2023/2024 Draft Annual Plan from the Otago Museum Trust Board for review and feedback, and to consider their request for a seven percent increase on the annual levy charged to Central Otago District Council.

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#### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Considers the request to fund a proposed levy increase of seven percent in 2023/24 for the Otago Museum (an additional \$2,249, which will increase the payment from \$32,132 to \$34,381).
  - C. Notes that the existing budget allows for two percent increase of \$642.
  - D. Decides how to fund the additional five percent increase in the levy of \$1,607, if the seven percent increase is accepted.
- 

#### 2. Background

The Central Otago District Council is levied annually, alongside all other local authorities in the Otago region, to contribute towards the running of the Otago Museum. The levy recognises and acknowledges the regional importance of the Otago Museum. In addition to the opportunity for Central Otago families and schools to visit the Otago Museum in Dunedin, this levy contributes towards 40 hours per annum of technical support which our local museums receive from Otago Museum staff. Central Otago District Council's contribution for 2022/23 was \$32,132<sup>1</sup>.

The Otago Museum Trust Board is seeking feedback on the 2023-2024 Draft Annual Plan (appendix 1) from contributing local authorities. No relevant feedback is noted aside from the proposed a levy increase of seven percent for 2023/24.

The proposed levy for the next two years, at this stage, compared to the existing levy is as follows:

##### Central Otago

**2022/23** \$32,132

**2023/24** \$34,381

**2023/24** \$35,412

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<sup>1</sup> As invoiced by the Otago Museum for the 2022/23 financial year. Please note this figure varies slightly from the amount quoted by Otago Museum in the attached Annual Plan (\$32,732)



### 3. Discussion

The 2023-2024 Draft Annual Plan provides a financial overview of the Otago Museum, with a breakdown of financial pressures that the museum is currently facing. The plan notes the reduced trading activity from its business units coupled with rising costs and increasing inflationary pressures.

The draft plan discusses the Museum's intent to address the underlying challenges of its current business model and how it is actively seeking new sources of funding. It also discusses the collaboration with Canterbury and Auckland Museums in making a case to Government for national funding.

The draft plan notes that the Museum is budgeting for a net loss of \$1,129,519 in 2023 and is signalling an eight percent increase being sought for in the levy for the 2024-25 year, with three percent increases each following year, to keep pace with inflation.

The Otago Museum continues to support the museums in the Central Otago district and has been involved in Council's work on investment in the sector. Their support and advice has been a valuable contribution as the sector beds in the new Central Otago Museums Trust and Council works through the various investment options.

Otago Museum provides quarterly updates to the Council on their work, which includes the activities held in the Central Otago district. Some of those activities are highlighted below:

#### **Tū Tono Project**

Otago Museum has been involved with the Ministry for Culture and Heritage funded 'Tū Tono' project, which aims to understand the needs of regional museums. The Tū Tono project continues to have a very positive impact in the district. Some of the activities undertaken include:

- The Conservation Manager has visited Cromwell Museum to discuss ongoing conservation support and met with the Chair and Administrator of the new Central Otago Museum Trust. The Conservation Manager and Curator Māori also met with the Trust's Administrator to discuss a possible funding bid by the Central Otago Museum Trust to develop mana whenua stories in Central Otago.
- Several workshops and training sessions have been held covering topics as diverse as governance, fund raising, Kāi Tahu perspective on working with taoka (treasures), retail and oral history.

#### **Exhibitions and creative services**

- Installing the Otago Museum Photography Awards at Cromwell Museum
- Installing Mighty Small, Mighty Bright at Cromwell Museum

#### **Science engagement**

- Supported Naseby Vision Matariki
- Delivered a star science programme to students in Alexandra during Winterstellar

#### **Conservation and professional services**

- Otago Museum's Conservation Manager remotely attends the Vallance Cottage Working group meetings to provide conservation and collection care advice.



## **MBIE/NZ Space Agency: Tūhura Tuarangi – Aotearoa in Space Science Showcase**

The Tūhura Tuarangi – Aotearoa in Space showcase was officially opened by NASA Astronaut, Dr Shannon Walker, who shared her experiences in space with showcase visitors before heading on a public speaking tour of Southland and Otago. The presence of an astronaut to open the showcase caught the attention of many media outlets, resulting in lots of fantastic publicity for the showcase and the Museum. Media coverage included pieces on radio (RNZ, Hokonui, Newstalk ZB, The Hits, RadioOne), TV (Breakfast, One News, Seven Sharp, Ngāi Tahu News), and print (Otago Daily Times, Southland Times, Stuff). The visit to Poolburn School featured on One News. Since the roadshow launch, the showcase has reached a further 2,115 people through school visits and community sessions in Invercargill, Oamaru, Cromwell, and Wānaka, receiving excellent feedback.

### **4. Financial Considerations**

\$32,774 has been budgeted for the 2023/2024 Otago Museum levy, which includes a two percent increase from the 2022/2023 budgeted amount.

Schedule Two of the Otago Museum Trust Board Act 1996<sup>2</sup> provides a formula for apportioning annual contributions from contributing authorities (see appendix 2). The schedule states that if the authorities fail to reach agreement on a change to their collective contribution, the levy increase will be adjusted in accordance with that year's Consumer Price Index (CPI). Over the past few years Council has adjusted its levy payment in line with current CPI rates. The CPI rate as at December 2022 was 7.2%<sup>3</sup>.

The increase being proposed by Otago Museum is seven percent, which is \$34,381, an additional \$1,607 to what has been budgeted.

If Council was of a mind to fund the increase requested there are two options to fund it, either through rates funding or by potentially decreasing the grants budget.

When considering the potential of reducing the grant budget it is worth noting that the annual district wide grants budget is \$151,000. In the past, just over \$133,000 of this budget has been allocated to organisations such as Sport Otago, the Central Otago Heritage Trust and Central Otago District Arts Trust amongst others. If Council were to fund those organisations at the same level as they were funded in the 2022/23 year, there would be \$17,888 left in the grants budget for other district wide community grants to be considered. In the 2022/23 financial year demand was such that Council fully committed its community grants budget in the first funding round.

### **5. Options**

#### Option 1

That Council approves the requested seven percent levy increase which would increase the annual levy to Otago Museum from \$32,132 to \$34,381, with the additional expenditure to be funded through a rates increase in the Annual Plan.

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<sup>2</sup> Otago Museum Trust Board Act 1996, s. 17 [Otago Museum Trust Board Act 1996 No 1 \(as at 30 January 2021\), Local Act Contents – New Zealand Legislation](#)

<sup>3</sup> [Consumers price index \(CPI\) | Stats NZ](#)



## Advantages:

- The Otago Museum continues to provide support and expertise to our heritage organisations in Central Otago.
- A number of Central Otago residents visit and make use of the Otago Museum when visiting Dunedin.
- Continuing to build the district's relationship with the Otago Museum allows for future opportunities to gain local access to technical expertise and ongoing training.
- The Museum's budgetary constraints are acknowledged and Central Otago District Council contributes its share to the required increase.
- Council is compliant with Otago Museum Trust Board Act 1996, Schedule 2<sup>4</sup> (appendix 2).

## Disadvantages:

- An increase in expenditure is required, resulting in a rates increase.

Option 2

That Council approves the requested seven percent levy increase, which would increase the annual levy to Otago Museum from \$32,132 to \$34,381, and that the increase is funded through a decrease in the district wide grants budget.

## Advantages:

- The Otago Museum continues to provide support and expertise to our heritage organisations in Central Otago.
- A number of Central Otago residents visit and make use of the Otago Museum when visiting Dunedin.
- Continuing to build the district's relationship with the Otago Museum allows for future opportunities to gain local access to technical expertise and ongoing training.
- The Museum's budgetary constraints are acknowledged and Central Otago District Council contributes its share to the required increase.
- Council is compliant with Otago Museum Trust Board Act 1996, Schedule 2.

## Disadvantages:

- An increase in expenditure is required.
- The district wide grants budget was fully expended in round one of the contestable grants process in the 2022/23 financial year, and any decrease could negatively impact other community projects.

Option 3

That Council approves either no increase or a lesser increase for 2023/24.

## Advantages:

- Less impact on budget.

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<sup>4</sup> Otago Museum Trust Board Act 1996, s. 17 [Otago Museum Trust Board Act 1996 No 1 \(as at 30 January 2021\), Local Act Contents – New Zealand Legislation](#)



Disadvantages:

- Not meeting the expectations of the Otago Museum
- Otago Museum may need to consider the services they can provide to the District.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision promotes the social and cultural wellbeing of communities, in the present and for the future by supporting the Otago Museum as a place of cultural importance in the Otago region.
<b>Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?</b>	Yes, the recommended option requires an additional \$1607 of unbudgeted expenditure.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Yes – this decision is consistent with Council plans and policies, particularly the Central Otago District Museum Strategy.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There are no specific implications as a result of this decision, however the future sustainability of Otago Museum will need to be considered in future years.
<b>Risks Analysis</b>	There is a risk that the Otago Museum will continue to require ongoing levy increases.
<b>Significance, Consultation and Engagement (internal and external)</b>	This decision does not meet the threshold of the Significance and Engagement Policy.

## 7. Next Steps

Any feedback on the draft annual plan needs to be submitted by 31 May 2023. Once agreed, this will be communicated to the Otago Museum.

## 8. Attachments

**Appendix 1 - Otago Museum's Draft Annual Plan 2023-2024** [↓](#)

**Appendix 2 - Schedule 2 - Otago Museum Trust Board Act** [↓](#)

Report author:

Reviewed and authorised by:

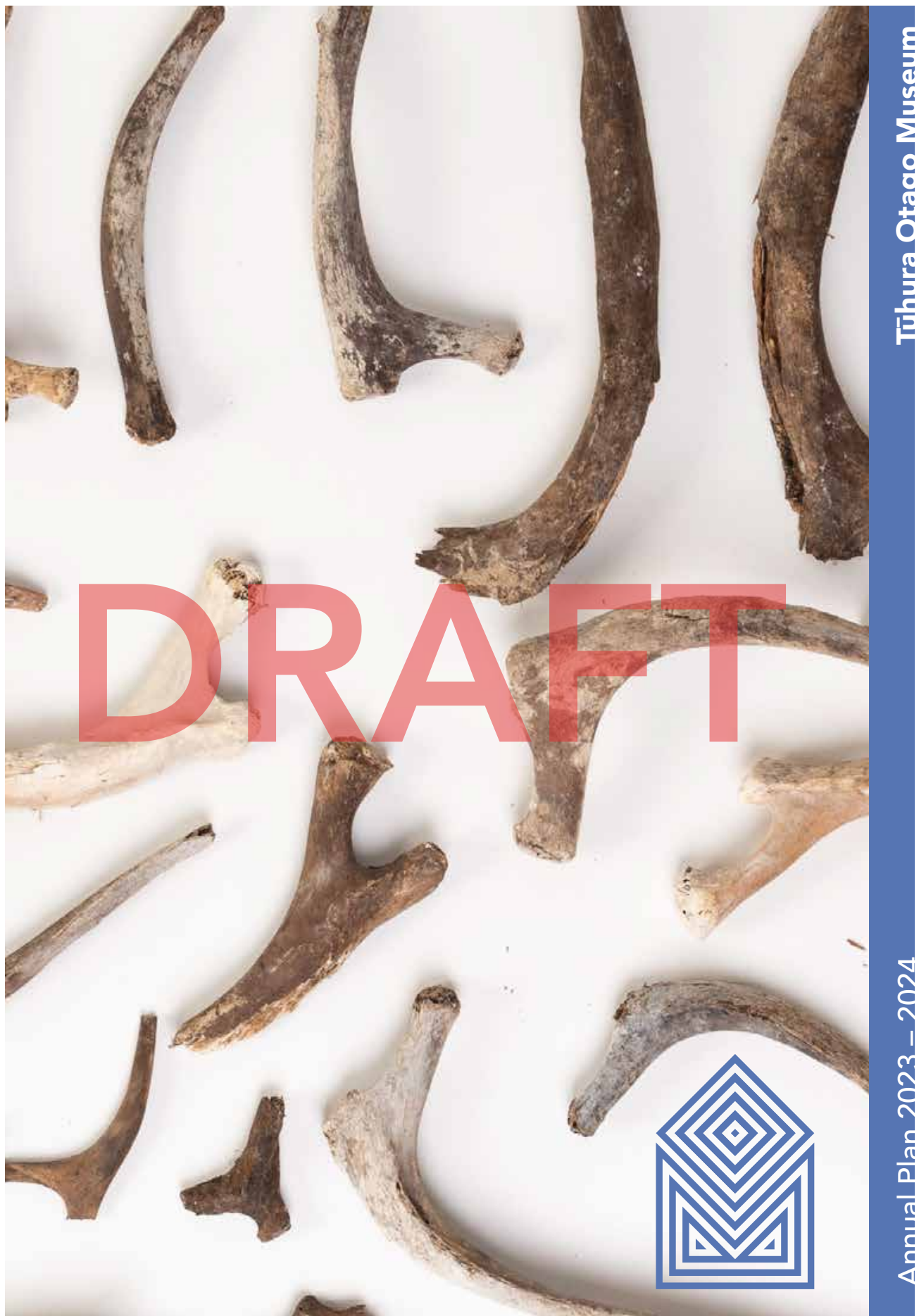


Rebecca Williams  
Community Development Advisor  
9/02/2023

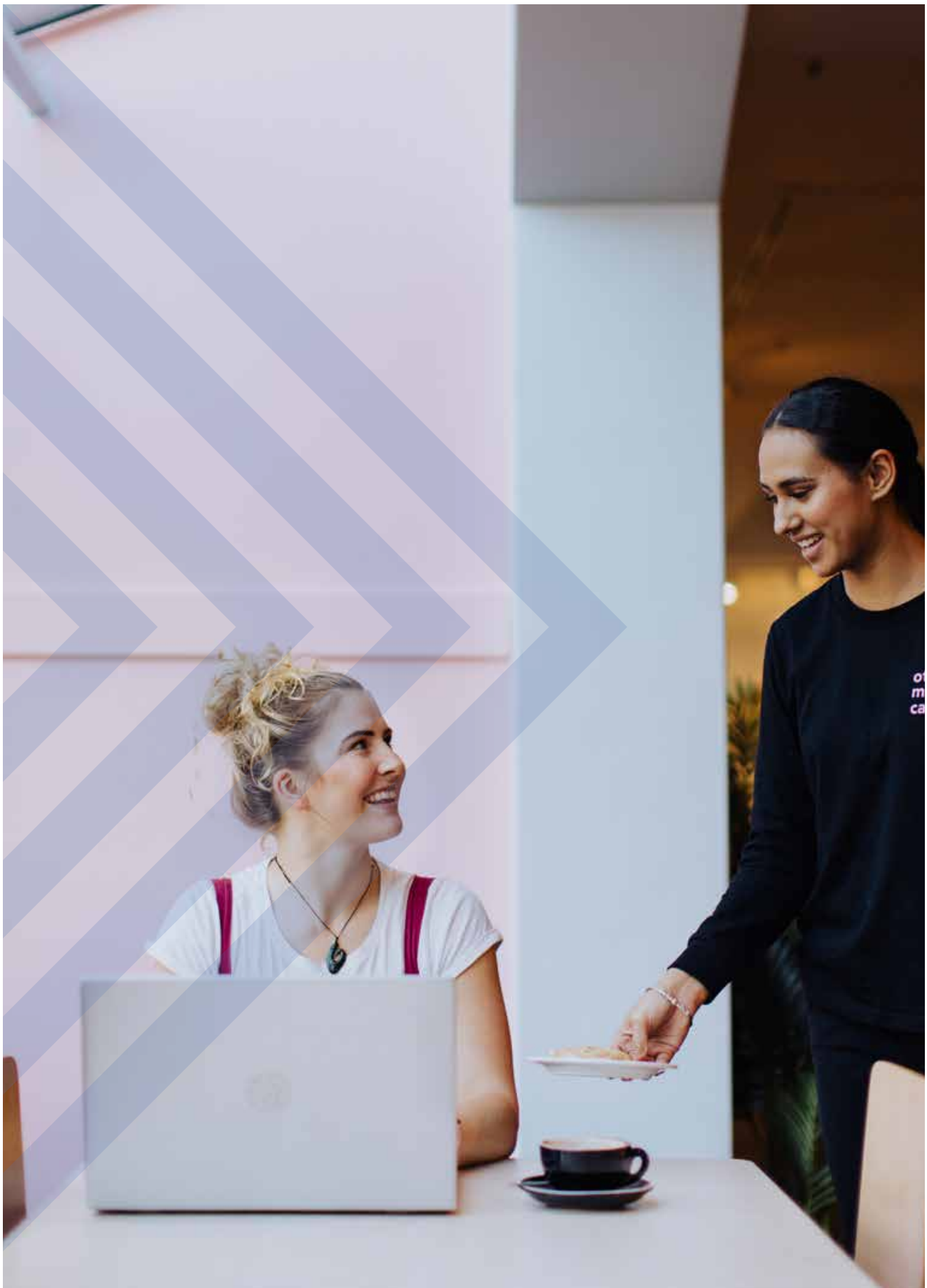


Dylan Rushbrook  
Group Manager - Community Vision  
21/02/2023









Cover: Moa bone rib fragments, Glendu Bay, Wānaka.

Donated by Dr Mike Pole. AV12026. Tūhura Otago Museum Collection. Photograph: On Lee Lau.



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# INTRODUCTION

## 2023 – 2024 Annual Plan for Tūhura Otago Museum

We present the draft Annual Plan for Tūhura Otago Museum (Tūhura) for the 2023–24 financial year. As is required by the Otago Museum Trust Board Act 1996, this plan is circulated to our funding councils for feedback.

Historically the Museum, which self-generates approximately 50% of its operational funding, has aimed to achieve a minimum \$300k – \$400k surplus before depreciation to cover general operational capital expenditure. We have been unable to achieve this for a number of years, and at current funding levels this is not achievable in the foreseeable future.

In order to bring the budgeted result to the minimum \$400k before depreciation, the Museum requests:

- A levy of \$5,284,416 for 2024, representing a 7% increase on the 2022–2023 invoiced amount,
- We also request at least 8% increase in 2024–2025 with 3% increases each following year to keep pace with inflation.

### Background to our request:

The post COVID fiscal environment continues to put enormous pressure on the Museum's finances. With a slow recovery in tourism, and in the absence of new funding sources or a significant increase in funding from existing sources, we expect this pressure to worsen. Our assumption for the 2024 financial year is that the recovery in overseas and domestic tourist numbers will continue. However we don't expect them to return to their pre-pandemic levels in the near future.

Reduced visitor numbers will have a consequential flow-on effect across all levels of the organisation. Importantly, they will have significant negative impact on the business units including our science centre, planetarium, shop, café, venue hire and events.

Our business units have historically provided much needed surplus funds to support overall Museum operations and to assist with capital maintenance of assets. Reduced trading activity and pressure on the financial viability of these areas is of great concern, especially with rising costs and high inflation.

- To mitigate some of the risk, the Museum will be outsourcing our café operation this year. This will provide a guaranteed minimum level of income with reduced staffing costs.

With a budgeted net loss after depreciation for the current 2023 financial year of \$1,129,519, the Museum will be unable to fund any of its capital expenditure or deferred maintenance from operational funding. This is not a sustainable position and the Museum is in a very challenging and difficult financial position.

Key points to note with the draft budget are:

- The high inflation rate (7.2% at the time of writing) is putting real pressure on costs.



- The revenue for Museum business units (science centre, planetarium, café and shop) in the 2024 year (\$2,067,000) is forecast to be lower than in 2023 (\$2,901,000) as a result of the slow recovery following the global pandemic and the potential leasing of the café operation to a third party.
- Wages are under significant financial pressure. Our staff have received below inflationary increases for a number of years and our salaries are becoming uncompetitive with those paid by similar institutions, not only in other parts of the country, but more concerning with similar organisations in Dunedin.
- The Museum pays all staff at least the living wage which is expected to increase in line with inflation.
- Continued deferred maintenance continues to be a significant concern due our ongoing inability to fund depreciation despite our best efforts.

To address the underlying challenges of our present business model, the Museum is actively seeking new sources of funding. In the past we have successfully obtained grant funding for a number of projects which support our ongoing work in education, collections care, and science engagement.

While overheads received from project-based funds are helpful, what the Museum really needs is a significant increase in operational funding. That is why, along with Canterbury and Auckland museums, we are making a case to Government that municipal museums like ours should receive national funding to support the care of the nationally important collections that we hold.

Despite the financial challenges identified above, 2023–2024 promises to be busy with much to anticipate. In late 2022, we purchased a site in Dunedin which we hope will be home to a facility which will eventually house a fit-for-purpose off-site store for our collections. We will continue to plan and fundraise for the development in 2024.

This project was identified in our recent master planning exercise as a key priority necessary for the safety of our collection. Tūhura is not the only cultural institution requiring better storage. Initial discussions with similar organisations across Otago have revealed there is interest in developing a shared regional facility. These discussions will continue this year.

In partnership with mana whenua, in 2023 we will host the Matariki dawn ceremony for a third time as part of the Matariki festival in Dunedin.

We will open *Tohu Whēnua, Tohu Ora*, an engaging and accessible exploration of Māori rock art, particularly in Te Waipounamu, an exhibition developed in collaboration with Canterbury Museum. We will also premiere a newly-developed planetarium experience which will be released internationally. The Tūhura science centre is now more than five years old so the time has come to upgrade and replace some of the less popular exhibits.

Our Education and Outreach teams will continue to offer world-class experiences across Otago while working on nationally-important projects like the MBIE-funded Tūhura Tuarangi Aotearoa in Space exhibition which is touring the nation this year. We aim to inspire everyone who visits to take an interest in our region's culture, nature, and science.

We would like to thank our funding authorities for your ongoing support. We look forward to working with you and serving the needs of communities across Otago during 2023–24.



Image: Alan Dove Photography

**Professor David Hutchinson**  
Chair, Otago Museum Trust Board



**Dr Ian Griffin**  
Director, Tūhura Otago Museum



# **TE ARA HOU – THE ROAD AHEAD LONG-TERM STRATEGIC PLAN**



## **VISION**

**Kia whakaoho –  
Awaken wonder,  
curiosity, and  
understanding  
in our world.**

## **MISSION**

**To inspire  
and enrich our  
communities  
and enhance  
understanding of  
the world through  
our collection, our  
people, and the  
stories we share.**



## THE OTAGO MUSEUM TRUST BOARD ACT 1996

To collect, preserve, act as a regional repository for, research, display, and otherwise make available to the people of the present and the future, material and information relating to the natural, cultural, and scientific heritage of the peoples of the world.

To promote interest and education in the natural, cultural, and scientific heritage of New Zealanders.

To place particular emphasis on those activities as they relate to the greater Otago region, world history, natural history, and science, and, where appropriate, their relationships in a wider global context.

## VALUES

To maintain a world-class museum for the people of Otago and Aotearoa, the Museum has made a commitment to values that shall underpin our operations and practices:

### MANAAKITAKA

We will care for our taoka, tākata, and whakapapa\*

### KAITIAKITAKA

We will guard our taoka, whakapapa, and tākata for future generations

### TOHUKATAKA

We will grow and foster expertise through research, learning, and collaboration

### WHANAUKATAKA

We will collaborate and create partnerships

### RAKATIRATAKA

We will ensure our mana is evident in our integrity, ethical decision-making, and leadership

\* Taoka – Refers to the tangible and intangible treasures of the Museum; tākata refers to the people of Tūhura Otago Museum – its staff, visitors, partners, stakeholders, and communities; whakapapa refers to the Museum's relationships and history.





*Coronation of the Virgin.* Flemish woodcarving. Barden Collection; Tūhura Otago Museum Collection. F54.36

Agnes Barden was the youngest daughter of Bendix and Mary Hallenstein. We are planning to put a group of items from the collection she and her husband, Siegfried, built up on display in the changing exhibition space in People of the World, in 2023.



# TE ARA HOU – THE ROAD AHEAD STRATEGIC GOALS AND OBJECTIVES



## GOAL ONE

### WHAKAMARAKATIA TE MANA O TE KOHIKA TAOKA UPHOLDING THE MANA OF THE COLLECTION

Strategic objectives:

1. We will share our collection with the world
2. We will strategically develop our collection
3. We will care for our collection
4. We will excel at researching and interpreting our collection

## GOAL TWO

### WHAKAURUA Ā TĀTOU HĀPORI KI TE WHAKAOHOOHO TE MIHARO, TE MANAWA REKA, TE WHAKAMARAMA HOKI ENGAGING OUR COMMUNITY TO INSPIRE WONDER, CURIOSITY AND UNDERSTANDING

Strategic objectives:

1. We will be a valued community resource
2. We will encourage interaction throughout Otago and beyond

## GOAL THREE

### WHAKAHAUMARU TE WĀHEKE I TE AO HURIHURI A SECURE AND SUSTAINABLE FUTURE IN A CHANGING WORLD

Strategic objectives:

1. We will operate sustainably
2. We will secure and future-proof the Museum's financial position
3. We will develop and maintain safe spaces that offer rich and rewarding experiences
4. We will build and sustain professional expertise and knowledge across the organisation





Ghost net basket. Thursday Island/Waiben. Gift of Gaynor Byers; Tūhura Otago Museum Collection. D2022.53

This is part of a contemporary art tradition made by a number of Aboriginal and Torres Strait Islander communities, that raises awareness of the terrible impact fishing detritus has on marine environments. It's an area of the collection we'd like to expand.



# ORGANISATIONAL

## Whakamarakatia te mana o te kohika taoka

### Upholding the mana of the collection

#### We will share our collection with the world

- Review, assess, and/or digitise 10 000 collection items and increase the number of items accessible online by 5000.
- Facilitate loans of collection items to and from the Museum.
- Publish 20 publications based on the collections, from internal researchers via publicly-accessible media.
- Encourage the publication of collection-related content by external researchers.
- Facilitate and encourage research access and respond to public enquiries.
- Collections team contributes to the delivery of projects, exhibitions, programmes, and online content to engage our core audiences.

#### We will strategically develop our collection

- Develop our collections in line with our Collections Strategy.
- Accession a major entomology collection.

#### We will care for our collection

- Assess, and when necessary, treat items in tandem with priority collections surveys, development projects, exhibitions, and programmes.
- Maintain and develop preventive conservation programmes in line with best practice that apply to all collections.
- Continue to replace/repair collection storage furniture for earthquake mitigation and fire prevention.
- Manage the iwi relationship and curatorial support to ensure repatriation matters are managed within resource constraints.
- Develop relocation strategies for the collection in line with potential building works.

#### We will excel at researching and interpreting our collection

- Develop and support research endeavours in line with the Research Strategy.
- Support and encourage research outcomes of honorary curators and research collaborators.





Visitor enjoying classical Greek pottery in the People of the World gallery



# OTAGO TWO GOALS

**Whakaurua ā  
tātou hāpori ki  
te whakaohoho  
te miharo, te  
manawa reka, te  
whakamarama hoki**

**Engaging our  
community to inspire  
wonder, curiosity and  
understanding**

## **We will be a valued community resource**

- Implement our Te Reo Māori Strategy.
- Attract more than 250 000 visitors to the Museum.
- Offer free admission to the Museum's permanent galleries and events.
- Achieve better than 90% in the Dunedin City Council Residents' Opinion Survey.
- Undertake targeted audience research to better understand our communities and how we can best meet their needs/engage and inspire them.
- Deliver a range of different programmes and events on-site that are relevant to our culturally and geographically diverse communities.
- Deliver programmes, events and services to Dunedin City Council and Waitaki, Clutha, Central Otago, and Queenstown Lakes District Councils, and beyond.
- Deliver conservation and professional services to five regional museums and other collections.
- Share our plans and results with our staff, stakeholders, partners, and communities.
- Facilitate opportunities for volunteers and interns to contribute 2000 hours' service to Tūhura Otago Museum.
- Through the Tū Tonu project (which is looking at capability in the museum/heritage sector across Otago and Southland) we will engage with and collect information from museums, deliver capability-building opportunities and develop a heritage portal.
- Continue the 'Hidden Hazards' Lottery-funded project for the identification, management and disposal of hazards in cultural heritage collections.
- Deliver 100 presentations in-house and externally.

## **We will encourage interaction throughout Otago and beyond**

- Open one new exhibition over the period 2023 – 2024.
- Engage in collaborations and foster ongoing partnerships across Otago, New Zealand, and the world.
- Continue to develop online audience engagement through website, blog, and social media activity and virtual conferencing.
- Deliver effective curriculum-linked education programmes to at least 6000 students.
- We will ensure awareness of the Museum and its activities through an active media presence locally, with 40 stories published annually, and nationally, with 10 stories published annually.





Attendees enjoying the iD International Emerging Designer Awards in the Museum Foyer



# GOAL THREE

## Whakahaumaru te wāheke i te ao hurihuri

### A secure and sustainable future in a changing world

#### We will operate sustainably

- Explore and invest in renewable energy options and initiatives to reduce ongoing carbon emissions.
- Invest in double-glazing of the Museum.
- Continue upgrading lighting to LED.

#### We will secure and future-proof the Museum's financial position

- Actively pursue partnership and funding support from central and local government and wider key stakeholders.
- 60 000 paid admissions to Tūhura Otago Community Trust Science Centre.
- 12 500 paid admissions to Perpetual Guardian Planetarium.
- Foster repeat visitation.
- Develop and promote the Museum as a conference and events centre.
- Be open and accessible in financial reporting to all stakeholders.
- Optimise current commercial opportunities to sustain and grow financial contribution of Museum operations.

#### We will develop and maintain safe spaces that offer rich and rewarding experiences

- Progress implementation of the Master Plan for development of the Museum's buildings and facilities.
- Continue environmental and controlled natural light penetration improvements in galleries and collection stores.
- Improve access (physical, intellectual, economic and visual) and wellbeing initiatives across our spaces, exhibitions and programmes/events.
- Continue a detailed seismic assessment of the Museum.
- Undertake earthquake mitigation measures.
- Continue to undertake health and safety and accessibility improvements.
- Upgrade fire protection in the galleries and stores as per the Museum's five-year Fire Protection Plan.

#### We will build and sustain professional expertise and knowledge across the organisation

- Offer staff professional development and training opportunities.
- Provide relevant health and safety training for all staff.
- Provide opportunities for staff to build capability in te reo Māori, Treaty and bicultural operations.
- Implement a staff wellbeing strategy.



# MAJOR PROJECTS, EXHIBITIONS, + GALLERY DEVELOPMENTS





## Master Plan phase 1: Planning for an offsite storage facility

A clear outcome of our master planning exercise carried out over 2020 – 2021 was the urgent need to find a cost-effective way for the Museum to ensure that its collections are preserved and protected. The result of this was to build a fit-for-purpose off-site storage facility. Discussions with other cultural institutions suggest we are not alone in needing more storage. There is a need for a regional archives and collections facility which could serve our region. This will be a major project for the Museum which will take a number of years to complete.

This year we will begin to develop plans and start to fundraise for this project and seek partners to work with us to take it forward.

A comprehensive survey of the collections at Tūhura Otago Museum will be undertaken to determine how they may be safely decanted to new premises. The survey will also inform how much space will be required to accommodate 25 years' collections growth, environmental and security requirements, conservation and research facilities and supporting infrastructure.

## On-going and immediate capital works

- Continue implementation of the Museum's five-year fire protection plan
- Earthquake and fire mitigation across the Museum
- Replace Tropical Forest roof
- Scope possible renewable energy options

## Exhibitions and galleries

- 25th Tūhura Otago Museum Photography Awards
- Ngā Hau, Ngakau
- *Trouble In Paradise*
- iNDx 2023
- Winter Special Exhibition 2023
- Summer Special Exhibition 2023/24
- Interventions and displays throughout the Museum and externally
- Develop Pacific Cultures refresh concepts
- Beautiful Science gallery: develop one new showcase
- Tūhura Otago Community Trust Science Centre: refresh of interactives
- Tāngata Whenua gallery development
- Collaboration with Canterbury Museum and the Ngāi Tahu Māori Rock Art Trust



OTAGO MUSEUM TRUST BOARD  
STATEMENT OF FINANCIAL PERFORMANCE  
FOR THE 5 YEARS ENDED 30 JUNE 2025

Category	Core Operations				Business Unit A				Business Unit B				Special & Trust Funds				Total							
	2020/21		2021/22		2022/23		2023/24		2020/21		2021/22		2022/23		2023/24		2020/21		2021/22		2022/23		2023/24	
	ACTUAL	CONV	ACTUAL	CONV	ACTUAL	CONV	BUDGET	BUDGET	ACTUAL	CONV	ACTUAL	CONV	ACTUAL	CONV	BUDGET	BUDGET	ACTUAL	CONV	ACTUAL	CONV	BUDGET	BUDGET		
Revenue																								
Collections, Experience & Development	522	-	601,885	-	20,696	-	90,696	-	-	-	-	-	-	-	-	-	-	-	522	-	601,885	-	20,696	
Finance & Commercial	425,876	-	2,090,248	-	1,468,231	-	1,091,000	-	-	-	-	-	-	-	-	-	-	-	425,876	-	2,090,248	-	1,468,231	
Visitor Interaction & Programmes	388,488	-	213,738	-	268,700	-	261,332	-	1,988,000	-	1,091,000	-	1,091,000	-	1,091,000	-	1,091,000	-	388,488	-	213,738	-	268,700	
Facilities, Staff & Other	16,429	-	8,107	-	933,000	-	1,080,000	-	933,000	-	1,080,000	-	1,080,000	-	1,080,000	-	1,080,000	-	16,429	-	8,107	-	933,000	
Special & Trust Funds	56,829	-	13,127	-	100,754	-	108,114	-	100,754	-	108,114	-	100,754	-	108,114	-	100,754	-	56,829	-	13,127	-	100,754	
TOTAL	4,812,408	-	4,783,076	-	5,244,416	-	5,442,949	-	-	-	-	-	-	-	-	-	-	-	4,812,408	-	4,783,076	-	5,244,416	
Expenditure																								
TOTAL	6,506,299	-	6,531,024	-	6,727,207	-	6,702,701	-	2,901,000	-	2,607,000	-	2,171,641	-	2,171,641	-	2,171,641	-	9,753,321	-	8,951,554	-	9,004,933	
Net Income																								
TOTAL	(1,694,891)	-	(747,948)	-	(482,791)	-	(259,752)	-	1,000,000	-	1,330,000	-	1,570,259	-	1,570,259	-	1,570,259	-	(1,220,320)	-	(1,169,580)	-	(1,133,964)	
Wages & Salaries																								
Finance & Commercial	(148,669)	-	(417,731)	-	(429,461)	-	(457,456)	-	-	-	-	-	-	-	-	-	-	-	(148,669)	-	(417,731)	-	(429,461)	
Visitor Interaction & Programmes	(381,538)	-	(434,307)	-	(446,206)	-	(690,274)	-	(983,169)	-	(1,351,340)	-	(374,646)	-	(374,646)	-	(374,646)	-	(1,486,598)	-	(1,534,629)	-	(1,486,598)	
Facilities, Staff & Other	(86,774)	-	(818,006)	-	(807,742)	-	(866,354)	-	(917,718)	-	(917,718)	-	(917,718)	-	(917,718)	-	(917,718)	-	(1,238,588)	-	(1,238,588)	-	(1,238,588)	
Special & Trust Funds	(447,869)	-	(506,724)	-	(586,339)	-	(446,701)	-	(555,795)	-	(688,629)	-	(731,626)	-	(731,626)	-	(731,626)	-	(1,117,471)	-	(1,231,059)	-	(1,117,471)	
TOTAL	(1,572,851)	-	(1,577,768)	-	(1,670,752)	-	(1,661,385)	-	(2,456,282)	-	(2,456,282)	-	(2,456,282)	-	(2,456,282)	-	(2,456,282)	-	(3,802,811)	-	(3,802,811)	-	(3,802,811)	
Direct Costs																								
Finance & Commercial	(178,152)	-	(123,463)	-	(175,000)	-	(183,200)	-	-	-	-	-	-	-	-	-	-	-	(178,152)	-	(123,463)	-	(175,000)	
Visitor Interaction & Programmes	(421,628)	-	(524,040)	-	(524,040)	-	(524,040)	-	(863,500)	-	(1,311,200)	-	(558,098)	-	(558,098)	-	(558,098)	-	(1,240,000)	-	(1,240,000)	-	(1,240,000)	
Facilities, Staff & Other	(52,684)	-	(40,034)	-	(91,200)	-	(63,258)	-	(601,996)	-	(917,718)	-	(272,117)	-	(272,117)	-	(272,117)	-	(52,684)	-	(40,034)	-	(91,200)	
Special & Trust Funds	(502,624)	-	(551,252)	-	(607,274)	-	(429,701)	-	(78,302)	-	(289,897)	-	(250,000)	-	(250,000)	-	(250,000)	-	(502,624)	-	(551,252)	-	(607,274)	
TOTAL	(1,572,851)	-	(1,577,768)	-	(1,670,752)	-	(1,661,385)	-	(2,456,282)	-	(2,456,282)	-	(2,456,282)	-	(2,456,282)	-	(2,456,282)	-	(1,572,851)	-	(1,577,768)	-	(1,670,752)	
Net Profit (Loss) before Depreciation	465,827	-	(86,801)	-	(352,258)	-	(76,461)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	465,827	-	(86,801)	-	(352,258)	
Depreciation expense	(86,801)	-	(249,871)	-	(1,360,000)	-	(1,411,319)	-	-	-	-	-	-	-	-	-	-	-	(86,801)	-	(249,871)	-	(1,360,000)	
Overall Net Profit (Loss) after Depreciation but before COVID-19 Wage Salary	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Contribution by Division																								
Finance & Commercial	(598,485)	-	(598,485)	-	(598,485)	-	(598,485)	-	-	-	-	-	-	-	-	-	-	-	(598,485)	-	(598,485)	-	(598,485)	
Visitor Interaction & Programmes	(462,395)	-	(462,395)	-	(462,395)	-	(462,395)	-	(462,395)	-	(462,395)	-	(462,395)	-	(462,395)	-	(462,395)	-	(462,395)	-	(462,395)	-	(462,395)	
Facilities, Staff & Other	(888,519)	-	(888,519)	-	(888,519)	-	(888,519)	-	(888,519)	-	(888,519)	-	(888,519)	-	(888,519)	-	(888,519)	-	(888,519)	-	(888,519)	-	(888,519)	
Special & Trust Funds	(2,855,355)	-	(2,855,355)	-	(2,855,355)	-	(2,855,355)	-	(2,855,355)	-	(2,855,355)	-	(2,855,355)	-	(2,855,355)	-	(2,855,355)	-	(2,855,355)	-	(2,855,355)	-	(2,855,355)	
TOTAL	(4,804,758)	-	(4,804,758)	-	(4,804,758)	-	(4,804,758)	-	(4,804,758)	-	(4,804,758)	-	(4,804,758)	-	(4,804,758)	-	(4,804,758)	-	(4,804,758)	-	(4,804,758)	-	(4,804,758)	
Net Profit (Loss) per Division	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Additional Revenue & Expenditure																								
Additional Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Additional Expenditure	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Net Profit (Loss) from Core Operations & Business Unit	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-	130,154	-	339,407	-	230,216	-	230,216	-	230,216	-	(127,675)	-	(568,742)	-	(1,691,218)	
Net Profit (Loss) before Covid-19	(40,974)	-	(336,672)	-	(1,712,258)	-	(1,487,780)	-																



**OTAGO MUSEUM TRUST BOARD  
STATEMENT OF FINANCIAL PERFORMANCE  
FOR THE 5 YEARS ENDED 30 JUNE 2025**

**Notes:**

- \* Core Operating activities include those funded by CLA funding as well as some Museum contributions.
- \* Business Units include Museum Café, Facilities, Tours, Tropical Forest, Shop & Annex Café. This also includes the Planetarium from mid-2016 financial year.
- \* Special & Trust Funds show the movement within the funds as well as the fundraising, interest, dividends and foreign exchange movement for the period.
- \* Special & Trust Funds includes accrued interest & interest allocated to the Equalisation Reserve (to maintain capital)

**1. CLA contribution**

DCC advised there would be no levy increase for 2021/22

Clutha District Council continue to calculate their levy differently from the method agreed with the other local authorities. Under the Otago Museum Trust Board Act 1996, the shortfall in this levy payment has to be met by the Dunedin City Council.

Below is a summary of the CLA contributions per budget:

2017/18	4,184,143	
2018/19	4,309,667	3%
2019/20	4,527,046	5%
2020/21*	4,812,458	6%
2021/22	4,783,076	-1%
2022/23	4,938,707	3%
2023/24	5,284,416	7%
2024/25	5,442,949	3%

\*2021 includes additional double payment of \$30k by Queenstown - hence the apparent decrease in 2022

The proposed levy for the next three years is as follows:

	Dunedin	Central Otago	Clutha*	Waitaki	Total
2022/23	4,625,450	32,732	218,524	62,000	4,938,707
2023/24	4,949,232	35,023	233,821	66,341	5,284,416
2024/25	5,097,709	36,074	240,835	68,331	5,442,949

The proposed levies are insufficient to fund delayed capital expenditure and are not considered sustainable.

**2. Staffing costs**

Wage costs are under pressure with living wage expectations and the minimum wage increases having a significant impact. Accordingly staffing costs have been budgeted to increase with annual wage rises to keep wages at what is considered to be a fair level.

The increased wages in Science Engagement is expected to be covered by increased Grant revenue.

**3. Overall indirect costs**

Overall indirect costs are expected to be higher due to forecasted increases in costs such as electricity, gas and insurance.

**4. Capital Expenditure**

While capital expenditure projects have been budgeted, these will only go ahead if sufficient funding is available. Major projects included in the budget include:

	2022/23	2023/24	2024/25
* Building Development	50,000	50,000	50,000
* Furniture - General	15,000	15,000	15,000
* Vehicles	50,000	-	50,000
* Energy Efficiency	20,000	20,000	20,000
* Computer & Software	120,000	120,000	120,000
* PGP Projectors	-	-	150,000
* HVAC Upgrade	60,000	60,000	60,000
* Heatpumps - Admin/Hutton	60,000	20,000	-
* Web design	-	-	-
* Gallery Protection - Sprinklers	200,000	300,000	200,000
* Passive Fire Protection	30,000	40,000	30,000
* Conservation	30,000	-	30,000
* Tūhura Otago Community Trust Science Centre	150,000	30,000	30,000
* Tāngata Whenua	-	-	200,000
* Earthquake Mitigation - Buildings	30,000	30,000	30,000
* Earthquake Mitigation - Collections	30,000	30,000	30,000
* Café Furniture	20,000	15,000	-
* Gallery refresh	40,000	40,000	-
* Tropical forest bridge replacement	-	-	-
* Tropical Forest - upgrade (roof) and refresh	-	-	1,100,000
* Roof Replacement	-	-	500,000
* Fit-out Shelving (McLaggan)	-	3,000,000	-
* Office Furniture (McLaggan)	-	-	-
* Computers & IT (McLaggan)	-	-	-
* Building (McLaggan)	2,400,000	-	-
* Fire Protection (McLaggan)	-	-	-
	<b>\$3,305,000</b>	<b>\$3,770,000</b>	<b>\$2,615,000</b>

**5. Business Units**

Business Unit sales are expected to increase each year but are being offset somewhat by increasing costs (particularly in wages).

The ongoing impact of COVID-19 on the commercial operations is difficult to forecast but has a detrimental effect on the ability of the organisation to generate additional funds which are required to maintain Museum services and operations.

**6. Other Income**

Other Income includes donations, collection boxes and interest income, as well as any income received from exhibitions and programmes. It also includes the following additional contributions from the supporting councils:

	2022/23 Budget	2023/24 Budget	2024/25 Budget
* DCC Long Term Plan Contribution	175,000	-	-
* Queenstown Lakes District Council	30,000	30,000	30,000





TŪHURA OTAGO  
MUSEUM

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[@otagomuseum](https://www.instagram.com/otagomuseum)



# Otago Museum Trust Board Act 1996

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## Schedule 2 Calculation of levies

s 17

If the contributing authorities fail to reach agreement on an apportionment method, the contribution by the contributing authorities shall be as follows, inflation adjusted (CPI) with the base year being 1996–97:

The Central Otago District Council shall pay \$10,000.

The Clutha District Council shall pay \$81,000.

The Waitaki District Council shall pay \$20,000.

The Dunedin City Council shall fund its portion of the levy to the extent of the difference between the 3 contributions above and the levy of the Museum.



## 23.2.4 UPDATE ON THE DISTRICT FUNDING MODEL FOR MUSEUM INVESTMENT

Doc ID: 613731

### 1. Purpose

To provide an update on the development of a District Funding Model for museum investment.

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### Recommendations

That the report be received.

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### 2. Discussion

#### Background

Museums are primarily funded for their social and cultural wellbeing benefits to the wider community. Research undertaken by Council in the past 18 months shows museums are not a driver of visitation to Central Otago, but the history and heritage sector does add positively to the overall visitor experience.

Council and Community Boards have provided funding towards the delivery of museum functions in Central Otago. This support has been developed on a case-by-case basis related to the needs of each museum.

The support offered by Council and Community Boards includes direct financial contribution such as grants, the provision of property and maintenance of that property, and access to staff and resources.

The museum sector - locally, nationally and internationally – faces significant challenges with ongoing funding constraints and often a reliance on a declining volunteer workforce.

#### Review progress

Council began a review into the museum sector in late 2019 to understand and improve how the sector could best deliver museum functions across the district.

The review looked at several aspects of how museums functions are delivered, including funding. Some of these aspects have already been introduced, or milestones reached;

- The development of a community-owned Museum Strategy for the Central Otago network.
  - The Strategy sets a preference for a 'network approach' to tell a united Central Otago story weaved through multiple participating museums, as opposed to a singular model where one museum is funded to carry out a 'district function'.
- Community consultation on the Council approach to the museum network took place through the last long-term plan. The consultation asked the communities preference between several options for funding a District Museum Function: in-house museum function, status quo, no funding, or an expanded heritage/museum role.



- The in-house museum function had the highest level of support in consultation feedback.
  - An alternate arrangement was proposed by the network through the consultation process. This alternate arrangement, a network-led trust, was later developed into the Central Otago Museum Trust and funded on a trial basis.
- The Central Otago Museum Trust are operational and have employed a coordinator.
  - The sector and staff have found this model to be mutually beneficial. The Trust are delivering positive outcomes for the community and museum sector.

A series of workshops were held with councillors throughout 2022. A report summarising the workshops was presented to the 6 July 2022 meeting. Direction given through these workshops includes:

- A clear direction to work closely with museum network representatives and align with the Central Otago Museum Strategy.
- An initial focus on how Council will fund museum activity, rather than the level of funding.
- A need to provide longer term funding and certainty, with a caveat that a Council-led funding model will not exceed the three-year Long-term plan cycle.
- An understanding that the challenges facing the local museum sector are being felt both nationally and internationally. Council will seek to represent the community in national conversations on sector funding.
- Council is unable to provide the level of funding museums require and a shortfall will remain.

### Funding

The review aims to ensure the right funding arrangements are in place to meet Council's objectives for investment, financial prudence obligations, and support the community-led sector.

The current structure for funding museums is complex. It has developed over time to suit needs as they arose. Museum activities are funded from different sources, both drawn from ward and district funds, and cover a mix of operational and property costs. Ratepayers in each ward area pay different levels of funding toward museums based on these factors.

Funding districtisation, in this context, involves sharing identified museum expenses across all Central Otago ratepayers.

A districtised funding option was discussed with Council in a workshop on 17 April 2022. At that workshop Councillors unanimously indicated a preference toward a districtised funding model to enable more effective and efficient outcomes.

In response to Councillor concerns about the affordability and equity for all ratepayers, Council approved financial modelling be carried out on district funding models. [Res. 22.5.11 6/7/2022]

Rationale was commissioned to undertake the financial modelling in August 2022.



### Update

A report was received with financial modelling and recommendations from Rationale in late November 2022.

The report provided analysis of the rating impact of three options:

Option 1 - Status quo

Option 2 - The districtisation of all museum expenses (property & grants)

Option 3 - The districtisation of grants funding only, property decisions to remain within existing ward delegation

The report also identified different rating methodologies that might be applied.

The report is attached and provides an overview of the impact on each ward, with further 'rating examples' attached to illustrate how different types of rateable units within each ward may be impacted.

The report has some numerical errors, however staff are comfortable it provides enough accuracy for indicative modelling at this stage.

Further analysis is required to correctly understand the financial impacts of different models which staff will present in April.

### Analysis

Following receipt of the report, staff have begun analysing the requirements to enact the options provided. There are advantages and disadvantages of all three options.

#### Option One

Option one is most aligned with the status quo. This option has not historically fostered a cohesive sector and is not financially sustainable under its current format. The formation of the Central Otago Museum Trust – and their strategic planning – can mitigate these concerns and risks with longer term funding certainty.

This option is being developed further for consideration.

#### Option Two

Option two involves the full districtisation of both property and grants. It provides significant challenges in the redistribution of property that is partially leased to museums. There are also significant engagement and consultative requirements to implement. The challenges relating to these circumstances are likely to outweigh the potential benefits.

#### Option Three

Option three involves districtising grants funding, whilst property remains within existing ward delegation. A building under ward delegation can house a district function, with operational aspects falling under Council control.

The Central Otago Museum Trust would be expected to provide sector expertise to Council, helping guide the enhancement of a cohesive network.

This would enable the benefits of Option Two, without the related challenges. The option is being developed further for consideration.



Additional factors

The options for districtisation are being analysed against other relevant factors, including practical considerations around how funding would be distributed under either model.

Some form of ongoing staff resource is likely required to manage relationships, grant applications, and provide accountability.

Next steps

Staff will bring a report to Council in April for decision with detail and practical considerations.

**3. Attachments****Appendix 1 - Rationale Report** [↓](#)

Report author:

Reviewed and authorised by:



Alix Crosbie  
Senior Strategy Advisor  
13/02/2023



Dylan Rushbrook  
Group Manager - Community Vision  
23/02/2023





# Museum Districtisation

V2.0

23/11/2022





**Document Title:**

Museum Districtisation

**Prepared for:**

Central Otago District Council

**Quality Assurance Statement**

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## Executive Summary

### Purpose

Rationale has been engaged to investigate different funding methods for the Central Otago District Council (CODC) museum activity. The objective of the investigation is to determine the most fair and equitable funding method for CODC's museum services and assets.

### Background

The museum activity costs are made up of property maintenance and operating costs, and grant costs. These are currently funded by the local ward and through rates based on the number of rating units and the capital value of these wards. It has been proposed to investigate sharing the museum costs across each ward. This process is known as districtisation.

### Method and Assumptions

Rationale has developed a model to show the effect of districtisation for each ward. The model also shows the effect of collecting rates on a per rating unit, capital value and land value basis. It uses expenditure and income from Central Otago District Council's Long-Term Plan, along with grant information to calculate the museum activity costs. These costs are paired with projections for each ward's number of rating units, capital value and land value to investigate different funding methods.

### Results

On a ward level the different districtisation methods have a similar effect. They reduce the rates paid by the Vincent ward and increase those paid by Cromwell, Mānīatoto and Teviot Valley wards. This is because of the higher number of museums within the Vincent Ward.

It has also been found that basing the museum rates off a per rating unit basis versus capital value or land value influences the share paid by different types of properties. In the case of a per rating unit funding method, smaller value properties see a higher proportion of the museum costs. Whereas using a capital or land value rating method larger value properties see significant increases in their rates.

### Recommendations

Based off these results it is recommended that both the property and grant costs for the museum activity are districtised on a per rating unit method. This has been assessed as the most fair and equitable funding method.

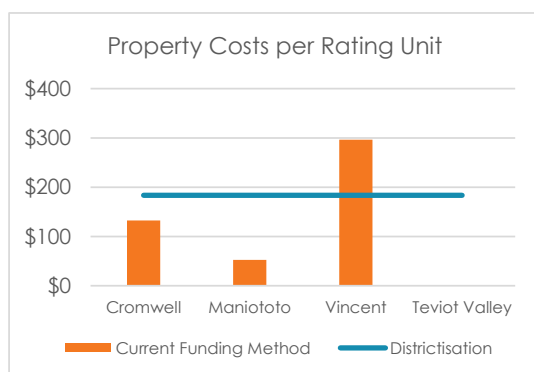


Figure 1 Ten Year Property Costs

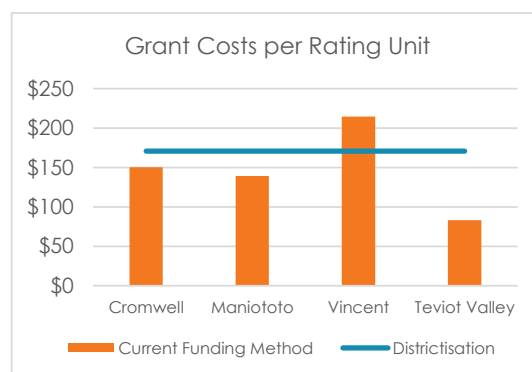


Figure 2 Ten Year Grant Costs

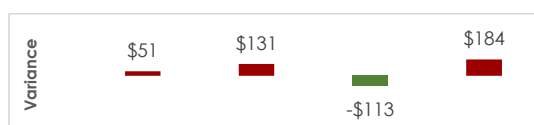


Figure 3 Ten Year Property Cost Variance

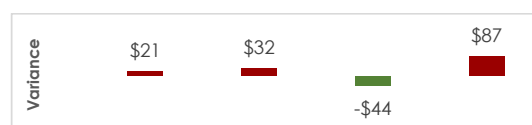


Figure 4 Ten Year Grant Cost Variance



## 1 Introduction

In 2021, Rationale facilitated a workshop to understand the issues and challenges currently faced by the Central Otago museum sector. This workshop went on to develop an Investment Logic Map (ILM) and identify the opportunities and benefits that could be realised through intervention. Options were investigated with the goal of identifying how the museum activity could be best aligned throughout the district.

The outputs from this work were then presented to Council, who have now requested an investigation into the impacts of district funding. Central Otago District Council (CODC) has engaged Rationale to develop a financial model of their museum services and assets funding. This document details the process, methodology, results, and recommendations for some different funding methods.

## 2 Purpose

The model is designed to show the implication to ratepayers of splitting the costs of museum services and asset funding equally among them. This process is known as districtisation.

The different districtisation options are then to be reviewed against the Principles and Objectives outlined in the CODC Revenue and Financing Policy. These aim to determine an equitable funding policy. In doing so, Council considers the nature of the services and the benefits and beneficiaries for each service. Items considered during that deliberation were:

- Community outcomes to which an activity contributes
- The distribution of benefits between the community, identifiable parts of the community and individuals
- The period during which the benefits are expected to occur
- The extent to which actions, or inactions, of individuals or groups contribute to the need to undertake the activity
- Costs and benefits of funding the activity distinctly from other activities

To confirm the specific needs of this report Rationale facilitated two meetings with members of CODC finance team. Rationale engaged Saskia Righarts, Alix Crosbie, Kim McCulloch, and others to understand these needs and goals. These goals are:

- Fair and equitable funding.
- Understand the operational and capital costs of the museum activity in each ward, and how this funding is structured.
- Understand the impacts of district funding the museum activity to support decision makers.

Based off this guidance Rationale has developed a model capable of showing the effect of different districtisation methods. This report has been written to explain these different options and provide a recommendation to CODC.



### 3 Current Funding Method

CODC has identified nine museum services and assets requiring funding analysis across its four wards. These either have property costs, grant costs or a combination of the two. Each museum's expected ten-year total for their property costs and grants costs can be seen in the table below.

*Table 1 Current Funding Museum Costs – ten-year total*

Ward	Museum	Property Costs	Grant Costs
<b>Cromwell</b>	Cromwell Museum	\$840,462	\$492,516
<b>Mānīatoto</b>	Art Deco Museum	\$78,732	-
	Mānīatoto Early Settlers Museum	-	\$102,197
<b>Vincent</b>	Clyde Museum	\$929,668	-
	Central Stories	\$931,665	\$1,009,658
	Vallance Cottage	\$101,253	-
<b>Teviot Valley</b>	Teviot District Museum	-	\$21,991
<b>District Wide</b>	Otago Museum	-	\$400,502
	Central Otago Museum Trust	-	\$615,645
<b>Total</b>		<b>\$2,881,780</b>	<b>\$2,642,509</b>

#### 3.1 Museum Property Costs

The museum's property costs cover its operations and maintenance. The CODC Long Term Plan (LTP) outlines selected property financials for the ten-year period 2021-2031. The property costs to fund via rates are calculated from the museum expenditure minus the non-rateable income. Where expenditure includes, but isn't limited to, depreciation, electricity, insurance, and water. While non-rateable income is made up of donations, rental, and hires. CODC have provided property costs for the following museums:

- Cromwell Museum
- Art Deco Museum
- Clyde Museum
- Central Stories
- Vallance Cottage

Museum property costs (except for Central Stories) are funded through CODC's targeted rate for Recreation and Culture. This targeted rate is based on a uniform charge per rating unit and varies between wards. This rate for 2022/23 and the estimated museum specific proportion can be seen below.



Table 2 Recreation and Culture Rate for 2022/23

Ward/Community Board	Total Recreation and Culture Per Rating Unit \$	Estimated museum specific proportion of the rate
<b>Cromwell</b>	\$592.34	\$1.45
<b>Mānīatoto</b>	\$613.93	\$6.09
<b>Vincent</b>	\$497.19	\$16.77
<b>Teviot Valley</b>	\$394.66	\$0.00

Central Stories Museum is an exception and is funded through the Works and Services targeted rate. The details of the Works and Services rate can be seen in the section below.

### 3.2 Museum Grant Costs

The museum grants are used to help cover the general running costs of the museums. These are provided to the museum through each ward's local community board. Museum grants are given to:

- Cromwell Museum
- Central Stories
- Mānīatoto Early Settlers Museum
- Teviot District Museum
- Otago Museum
- Central Otago Museum Trust

Cromwell, Central Stories, Mānīatoto Early Settlers and Teviot District Museums grants are all currently being directly funded by their ward. The Otago Museum and the Central Otago Museum Trust grants are funded jointly by the four wards. These are split across the district, proportioned by the capital value of each ward.

The grants are currently funded by CODC through the Works and Services targeted rates. This rate is calculated on the basis of the capital value for each rating unit and varies between wards.

Table 3 2022/23 Works and Services Rate per \$100,000

Ward/Community Board	Total Works and Services Rate Per \$100,000 Capital Value	Estimated Museum Specific Proportion Per \$100,000 Capital Value
<b>Cromwell</b>	\$4	\$1.61
<b>Mānīatoto</b>	\$4	\$1.45
<b>Vincent</b>	\$10	\$2.66
<b>Teviot Valley</b>	\$5	\$0.95



## 4 Model Methodology

The model created by Rationale has the following structure.

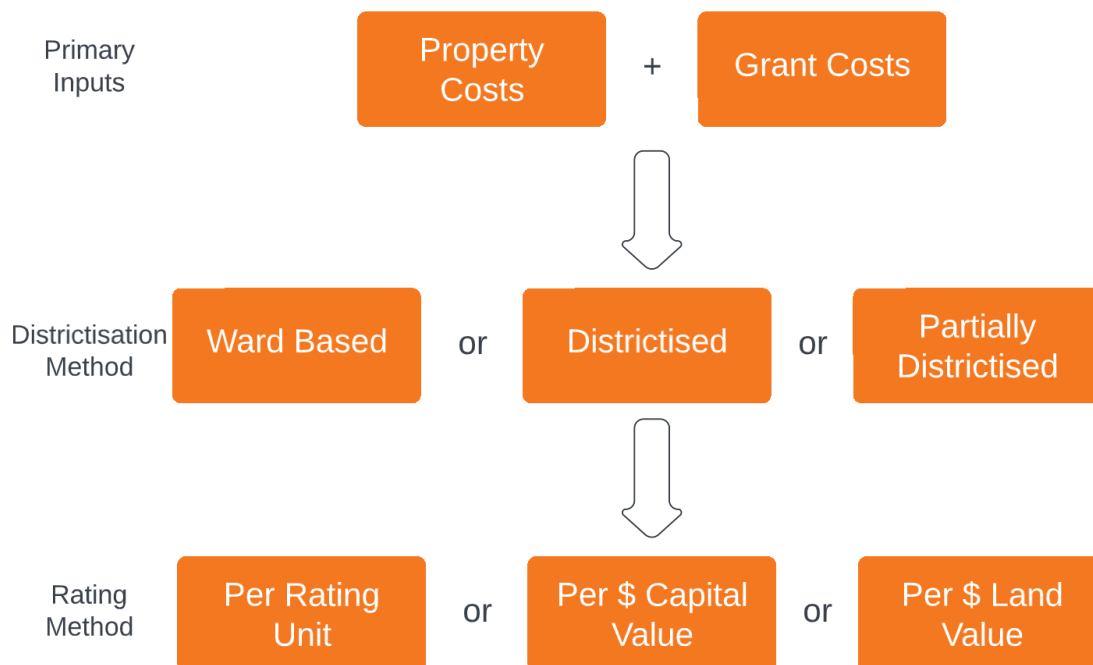


Figure 5 Model Structure

### 4.1 Inputs

The primary inputs to the model are the above Museum Property and Grant Costs. Along with these, the model also requires the number of Rating Units, Capital Value and Land Value for each ward.

Table 4 Model Secondary Inputs

Ward	Rating Units 2022/23	Capital Value 2022/23	Land Value 2022/23
<b>Cromwell</b>	5527	\$5,417,238,300	\$3,005,044,200
<b>Mānīatoto</b>	1481	\$1,374,781,600	\$990,441,200
<b>Vincent</b>	6167	\$5,012,817,650	\$2,454,448,550
<b>Teviot Valley</b>	1229	\$1,059,806,800	\$474,272,300
<b>Total</b>	<b>14404</b>	<b>\$12,864,644,350</b>	<b>\$6,924,206,250</b>

A previous CODC rate calculation spreadsheet has also been provided. This has been used to help understand how current rates are set and to show the effect of different districtisation methods for different property types.

#### 4.1.1 INPUT ASSUMPTIONS

As part of using these inputs several key assumptions have been made.



Firstly, only a proportion of certain CODC provided property costs are allocated to the museum. This is because in some instances the property costs provided are for a building which is only partly occupied by the museum. A floor area estimate has been used to proportion the museums share of the property cost. These proportions are as follows.

*Table 5 Museum Building Proportion*

Building Name	Museum Name	Museum Proportion of Building
Cromwell Memorial Hall	Cromwell Museum	10%
Centennial Milk Bar	Ranfurly Art Deco Gallery	40%
Clyde Museum	Clyde Museum	100%
Central Stories Museum and Art Gallery	Central Stories Museum	68%
Vallance Cottage	Vallance Cottage	100%

The second assumption is that the Cromwell Museum is initially its own asset, then becomes a proportion of the Cromwell Memorial Hall after a series of building upgrades. This takes effect between the 2022/23 and 2023/24 financial years (LTP 2 and 3).

Currently the museum grants have not been confirmed as ongoing. It has been assumed that these are all continue for the period of the CODC Long Term Plan.

A fourth assumption is that in the cases where the ten-year projections for inputs are not given an estimation has been used. For example, the future number of rating units per ward has been calculated from the Rationale growth projections. These were part of the Growth Projections Review 2022 and the medium growth option has been selected for the purposes of this analysis. Other instances of projections such as Capital Value, Land Value and Rates have been estimated using an average of historical inflation, this has been approximately 1.5% per year.

## 5 Results

### 5.1 Districtisation Options

Currently museum assets and services are funded by their local wards rates. The primary purpose of this report is to detail the effect sharing these costs across the four wards of Central Otago. This sharing between wards, or districtisation can be done for just property costs, just grant costs or both.

#### 5.1.1 PROPERTY COSTS

The property costs are currently funded on a per unit basis. These have been calculated for the ten years of the LTP. The current funding totals, the districtised total and the variance between the two is as follows.

*Table 6 Districtisation Comparison of Ten-Year Museum Property Costs on a per unit basis*

Ward	Ten Year Current Funding Method	Ten Year Districtisation	Unit Variance
Cromwell	\$132	\$183	\$51
Māniatoto	\$52	\$183	\$131
Vincent	\$296	\$183	-\$113
Teviot Valley	\$0	\$183	\$184

As can be seen the Vincent ward sees a significant decrease in their rates by districtising. This is because of the large number of museums in Vincent. Whereas Cromwell, Māniatoto and Teviot Valley all see increases. In particular Teviot Valley sees a large increase as it does not currently fund any museum property costs.

Below a table can be seen showing the ten-year total property costs across each ward. The table shows the current funding totals, the districtisation totals and the variance between the two. This shows the impact of the different population sizes within each ward.



Table 7 Districtisation Comparison for Ten Year Ward Total of Museum Property Costs

Ward	Ten Year Current Funding Method	Ten Year Districtisation	Variance
Cromwell	\$840,462	\$1,151,160	\$310,698
Māniatoto	\$78,732	\$278,984	\$200,251
Vincent	\$1,962,585	\$1,217,272	-\$745,313
Teviot Valley	\$0	\$234,363	\$234,363

### 5.1.2 GRANT COSTS

The grant costs are currently funded on a per capital value basis.

Table 8 Comparison of Ten Year Grant Costs for Per \$100,000 of Capital Value

Ward	Ten Year Current Funding Method per \$100,000 CV	Ten Year Districtisation Method per \$100,000 CV	CV Variance
Cromwell	\$16.11	\$19.47	\$3.37
Māniatoto	\$14.54	\$19.47	\$4.94
Vincent	\$26.58	\$19.47	-\$7.11
Teviot Valley	\$9.46	\$19.47	\$10.02

Similarly, to property costs Vincent ward sees a significant decrease in their rates by districtising the grants costs.

Below a table can be seen showing the total grant costs across each ward. The table shows the current funding totals, the districtisation totals and the variance between the two. This shows the impact of the different capital value between each ward.

Table 9 Comparison of Ten Year Grant Costs Total Revenue Collected by Ward

Ward	Ten Year Current Funding Method	Ten Year CV Districtisation	CV Variance
Cromwell	\$920,410	\$1,112,747	\$192,336
Māniatoto	\$210,787	\$282,391	\$71,604
Vincent	\$1,405,608	\$1,029,675	-\$375,932
Teviot Valley	\$105,702	\$217,693	\$111,991

## 5.2 Rating Method: Per Unit, Capital Value or Land Value?

Following the decision to districtise the property costs and/or grants costs, the rating method needs to be established. Currently museum property costs are funded through the Recreation and Culture Rates, which are on a per rating unit basis. The museum grants are funded through the Works and Services Rate which is based off capital value. The current ward-based funding or the districtised funding method can be funded in any three ways. These are based on a per rating unit basis, a capital value (CV) basis, or a land value (LV) basis. These are options for the property costs and the grant costs independently.

There are two reasons why the chosen funding rating method has a large effect. Firstly, the capital and land value per rating unit is not consistent across the wards. Simply put, this means that equivalent



properties vary in value across wards. Different rating methods cause each ward to have a different proportion of the total costs if districtisation was chosen. The effect of these different rating methods on property and grant costs can be seen below.

*Table 10 Comparison of the Ten Year Total Revenue Collected for different Rating Methods of Property Costs*

Ward	Current Funding Method	Rating Unit Districtisation	Rating Unit Variance	CV Districtisation	CV Variance	LV Districtisation	LV Variance
Cromwell	\$840,462	\$1,151,160	\$310,698	\$1,213,503	\$373,041	\$1,250,667	\$410,205
Mānīatoto	\$78,732	\$278,984	\$200,252	\$307,962	\$229,230	\$412,211	\$333,479
Vincent	\$1,962,586	\$1,217,273	-\$745,313	\$1,122,910	-\$839,676	\$1,021,515	-\$941,071
Teviot Valley	\$0	\$234,363	\$234,363	\$237,405	\$237,405	\$197,387	\$197,387

*Table 11 Comparison of the Ten Year Total Revenue Collected for different Rating Methods of Grant Costs*

Ward	Current Funding Method	Rating Unit Districtisation	Rating Unit Variance	CV Districtisation	CV Variance	LV Districtisation	LV Variance
Cromwell	\$920,410	\$1,048,868	\$128,457	\$1,112,747	\$192,337	\$1,146,825	\$226,415
Mānīatoto	\$210,788	\$258,406	\$47,618	\$282,392	\$71,604	\$377,985	\$167,198
Vincent	\$1,405,608	\$1,118,633	-\$286,975	\$1,029,676	-\$375,932	\$936,700	-\$468,908
Teviot Valley	\$105,702	\$216,602	\$110,899	\$217,693	\$111,991	\$180,998	\$75,296

The rating method also has an impact on the amount each type of rate payer contributes. Using a per unit rating method has a significant impact on residential properties. Whereas a capital or land value based approach increases the funding share to commercial properties such as vineyards, farms and hotels. For example, for the year 2025/26 a Large Mānīatoto Farm would pay \$731 more when districtised on a capital value basis than a rating unit basis. Whereas a Roxburgh Residence pays \$28 less on a capital value basis than on a rating unit basis. A full list of examples can be seen Appendix B.

Using a combination of different rating models for buildings has been investigated but decided against because of the added complications it would produce in calculating rates.

### 5.3 Rate Options

To fund the museum assets and services in these different ways they need to be included in a CODC rate/charge. This can either be done by including museum property and grants costs in an existing rate/charge or by creating a new one.

*Table 12 Options for the inclusion of different rating methods*

Rating Method	Existing Rate/Charge	New Rate/Charge
Per Rating Unit	Recreation and Culture	New Targeted Rate
Capital Value	Planning and Environment or Works and Services	New Capital Value Rate
Land Value	General Rate	New Land Value Rate

## 6 Recommendations

Based off the inputs and methodology Rationale proposes the following two potential options. The first is to leave the property costs with the current funding method and districtise the grant costs. These are



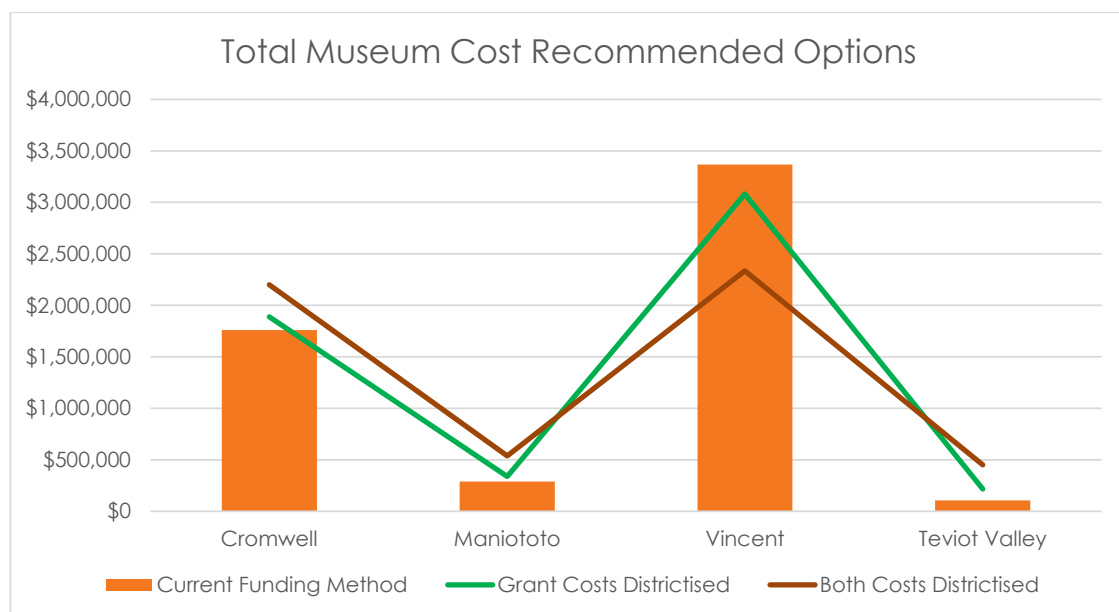
both to be funded on a per rating unit basis. The second option is to districtise both the property and grant costs, with both using a per rating unit method.

A per rating unit basis has been selected because rating units are parcels of land. These have a stronger correlation to the number of people when compared with capital or land value. This correlation creates a closer approximation to the end user of museums, people, and hence the level of benefit received. It is therefore considered the most fair and equitable method to recover the museum activity costs.

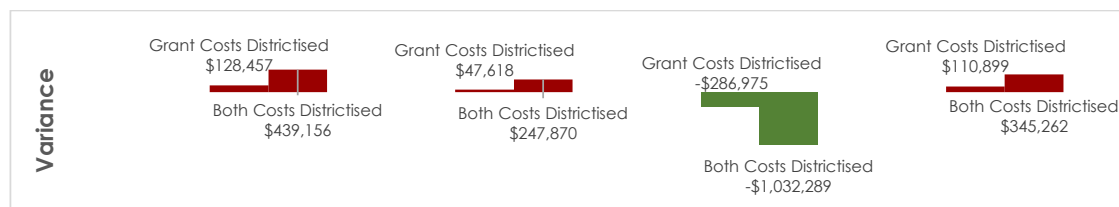
*Table 13 Ten Year Ward Total of Recommended Funding Options*

Ward	Current Funding Method	Grant Costs Districtised	Grant Costs Districtised Variance	Both Costs Districtised	Both Districtised Variance
Cromwell	\$1,760,873	\$1,889,330	\$128,457	\$2,200,028	\$439,156
Māniatoto	\$289,520	\$337,138	\$47,618	\$537,390	\$247,870
Vincent	\$3,368,194	\$3,081,219	-\$286,975	\$2,335,905	-\$1,032,289
Teviot Valley	\$105,702	\$216,602	\$110,899	\$450,965	\$345,262

As can be seen above the two recommended districtisation methods reduce the share paid by the Vincent ward and increase the museum costs funded by Cromwell, Vincent and Teviot Valley. Districtising both the property and grant costs has a more significant impact than just districtising the grant costs. A graphical representation of these options is as follows.



*Figure 6 Ten Year Museum Costs for Recommended Options*



*Figure 7 Variance of Ten-Year Museum Costs for Recommended Options*



When the districtised options are calculated for individual rating units this effect is clearly shown. A more significant impact can be seen on Teviot Valley. This is because of its smaller population size and not currently having any museum property costs funded by their ward rates.

*Table 14 Comparison of average annual museum costs per rating unit*

Ward	Current Funding Method	Grant Costs Districtised	Grant Costs Districtised Variance	Both Costs Districtised	Both Costs Districtised Variance
Cromwell	\$29	\$31	\$2	\$36	\$7
Māniatoto	\$19	\$22	\$3	\$35	\$16
Vincent	\$51	\$47	-\$4	\$36	-\$16
Teviot Valley	\$8	\$17	\$9	\$36	\$27

The table below presents some example properties and the impact districtisation has on them. As expected, the Alexandra Hotel sees a reduction in their rates with the new districtisation method. But the Māniatoto Large Farm also sees a reduction in their rates, this is because of the change in grant funding from a capital value basis to a per rating unit basis. The Cromwell and Roxburgh residences see increases in their rates. A longer list of examples can be found in Appendix B.

*Table 15 Rate examples for proposed districtisation methods*

Property Description	Ward	Rates Projection 2025/26, Current Funding Method	Rates Projection 2025/26, Just Grant Costs Districtised by Rating Unit	Change in rates	Rates Projection 2025/26, Both Building and Grant Costs Districtised by Rating Unit	Change in rates
<b>Alexandra Hotel</b>	Vincent	\$4,312	\$4,298	-\$14.06	\$4,289	-\$23.42
<b>Cromwell Residence</b>	Cromwell	\$2,719	\$2,730	\$10.52	\$2,733	\$13.62
<b>Māniatoto Large Farm</b>	Māniatoto	\$30,215	\$29,965	-\$250.42	\$29,976	-\$238.85
<b>Roxburgh Residence</b>	Teviot Valley	\$2,291	\$2,305	\$13.92	\$2,317	\$25.49

A change to the current funding method is recommended, as it does not meet the CODC's goal of fair and equitable funding. This is because it does not adequately place the costs of the museums on those who benefit from the service. These benefits are experienced on a district wide level, be it a resident visiting a museum, the role of a museum to act as a historic record within a community or the tourism benefits from museums. Each wards museums contribute to the district as a whole. The recommendation to districtise the museums distributes these costs creating a more fair and equitable funding method.

The option to districtise just the grants on a rating unit basis has been suggested because it has a smaller impact than districtising both property costs and grants. It therefore does not fully place the costs with those who experience the benefits. But this could be seen as fairer outcome as it creates a smaller increase in rates for those in Cromwell, Vincent and Māniatoto. Being based off a per rating unit method still gains the benefits of reducing the inequitable rates experienced by properties of larger capital value. Districtising just property costs has not been suggested because these costs such as cleaning, electricity and insurance can be seen as more ward specific in nature. It also would produce a larger change than just districtising the grant costs.



## Appendix A: Result Tables and Graphs

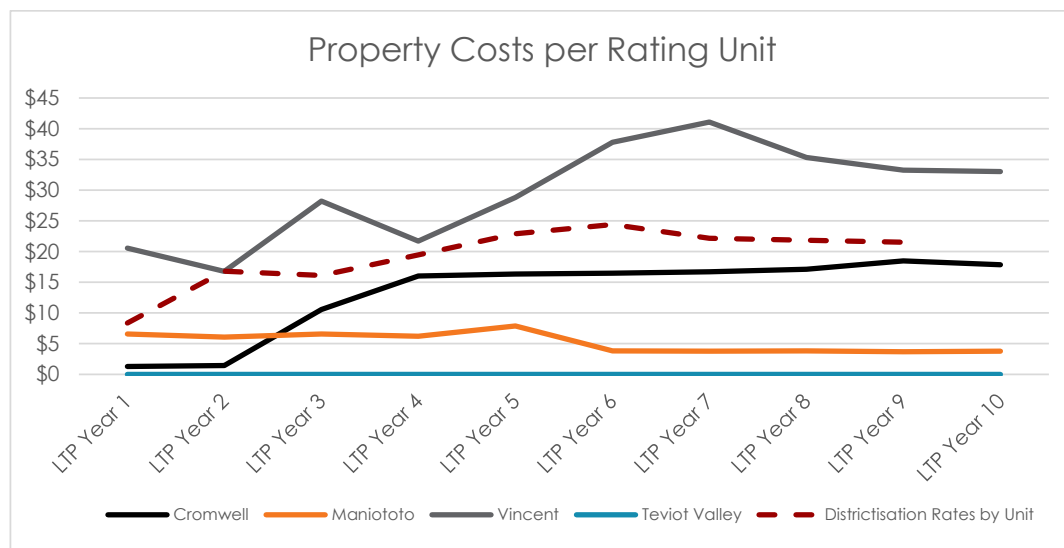


Figure 8 Change in Property Costs per Rating Unit over time

Property Costs per rating unit is shown above. This is used to show how the expected property costs change over the period of the LTP. Note the relatively high variability in Vincent property costs is caused by its fluctuating works, depreciation and interest expenditure. Specifically, Clyde Museum is planned to undergo significant works in LTP Years 3 and 5. Following these works there is an uptick in the depreciation and interest associated with the museum that continues for the period of the LTP. In a similar manner Central Stories Museum is also due to undergo significant works but during LTP year 7. This is reflected by the peak in the graph above. Finally, Cromwell ward also sees an increase in costs because of the Cromwell Museum merging with Cromwell Memorial Hall. This occurs during between LTP years 2 and 3. The costs are primarily caused by the increased interest and depreciation expenditure.



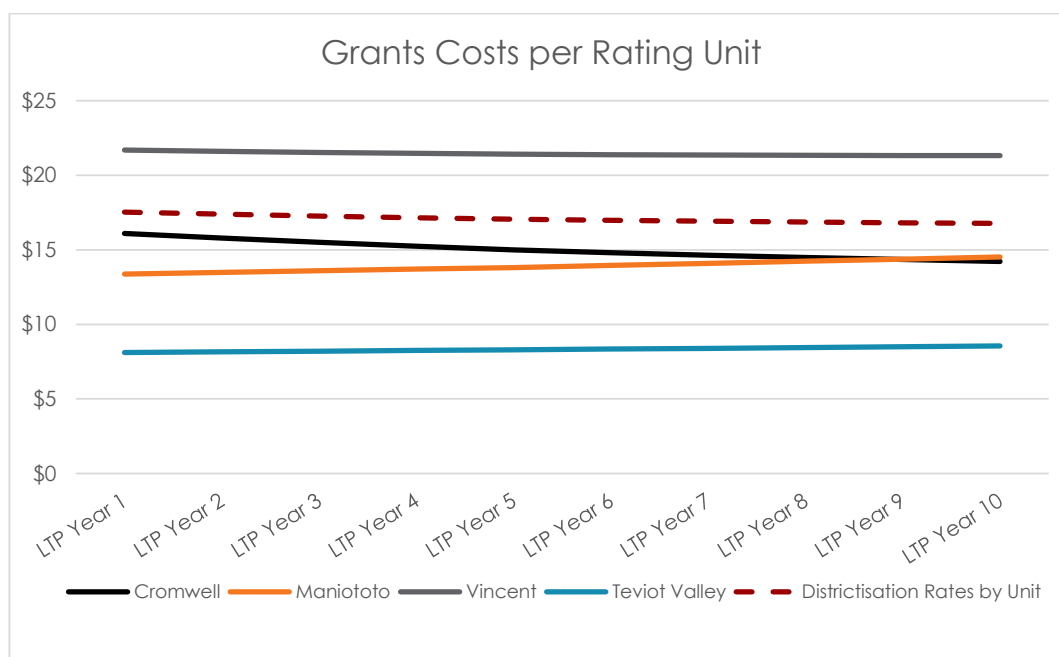


Figure 9 Change in Grant Costs per Rating Unit over time

Note in the above graph the Per Unit Grant Costs for Cromwell change at a faster rate than other wards because of Cromwell's higher expected growth.

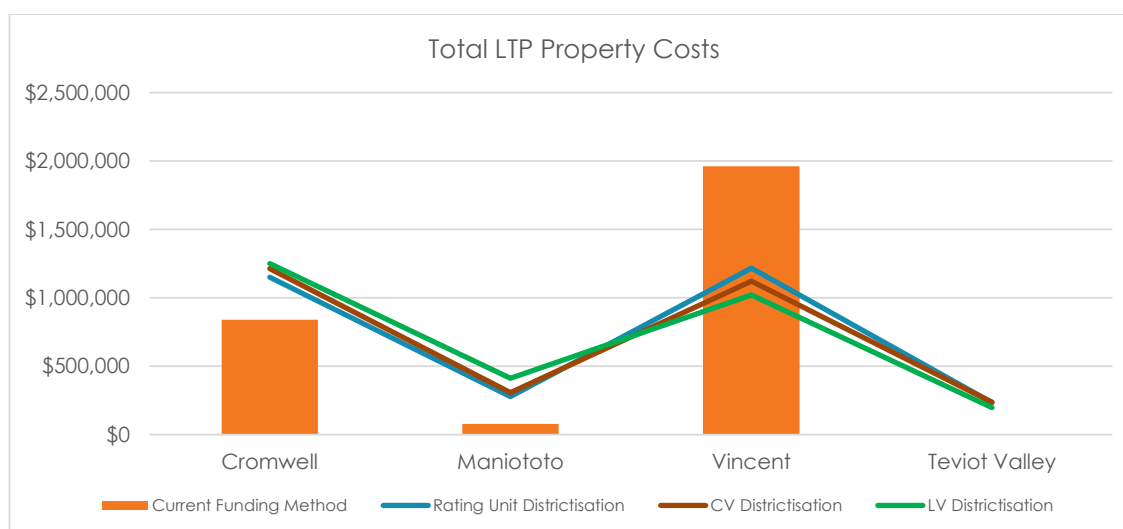


Figure 10 Comparison of the different rating methods for Property Costs

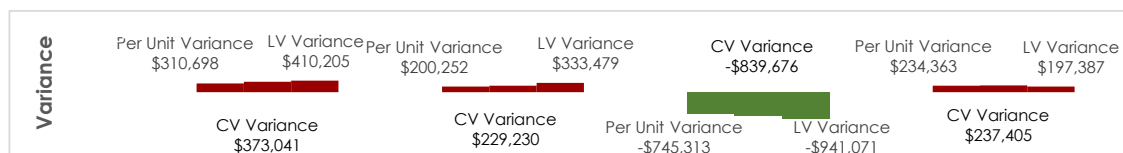


Figure 11 Variance of different rating methods for Property Costs



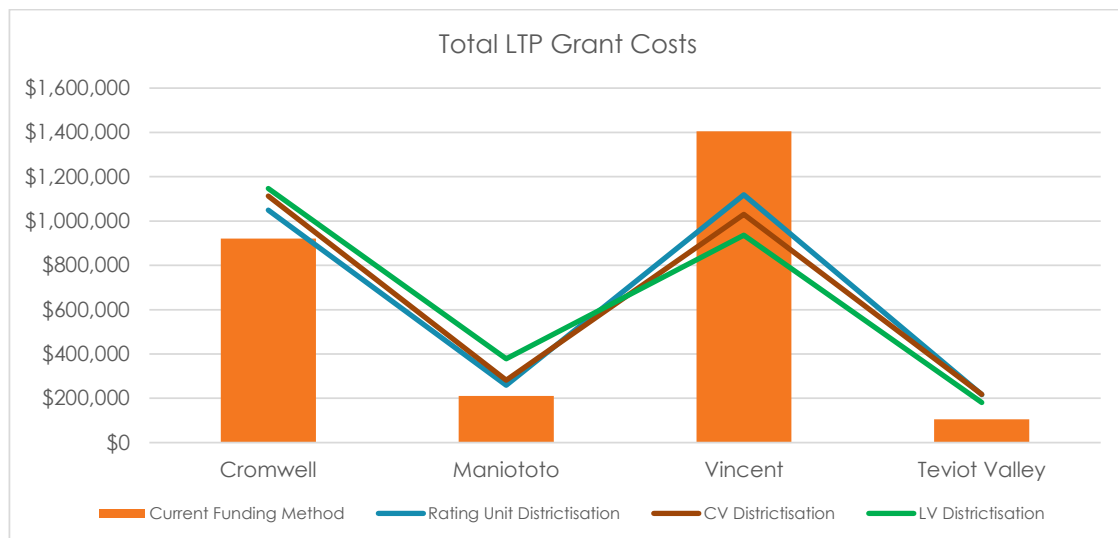


Figure 12 Comparison of the different rating methods for Grant Costs

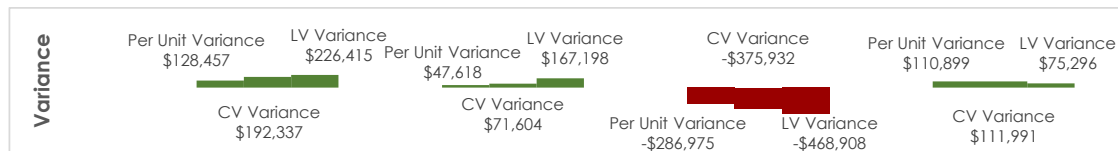


Figure 13 Variance of the different rating methods for Grant Costs



## Appendix B: Rating Examples

Property Description	Ward	Land Value	Capital Value	Rates for 2025/26, Current Funding Method	Rates Projection Just Grant Costs Districtised	Change in rates	Percentage change in rates	Rates Projection Both Building and Grant Costs Districtised	Change in rates	Percentage change in rates
Alexandra Commercial	Vincent	\$106,000	\$410,000	\$4,203	\$4,209	\$6.15	0.15%	\$4,207	\$3.80	0.09%
Alexandra Hotel	Vincent	\$315,000	\$1,170,000	\$4,312	\$4,298	-\$14.06	-0.33%	\$4,289	-\$23.42	-0.54%
Alexandra Lifestyle Block	Vincent	\$305,000	\$600,000	\$1,580	\$1,581	\$1.10	0.07%	\$1,572	-\$8.27	-0.52%
Alexandra Major Motel	Vincent	\$610,000	\$3,700,000	\$16,277	\$16,195	-\$81.31	-0.50%	\$16,186	-\$90.68	-0.56%
Alexandra Motel	Vincent	\$190,000	\$580,000	\$4,092	\$4,094	\$1.63	0.04%	\$4,084	-\$7.74	-0.19%
Alexandra Residential	Vincent	\$141,000	\$315,000	\$2,572	\$2,580	\$8.67	0.34%	\$2,571	-\$0.69	-0.03%
Bannockburn Hotel	Cromwell	\$400,000	\$890,000	\$4,042	\$4,045	\$2.71	0.07%	\$4,039	-\$3.51	-0.09%
Bannockburn Vineyard	Cromwell	\$860,000	\$2,080,000	\$3,110	\$3,093	-\$16.46	-0.53%	\$3,096	-\$13.36	-0.43%
Clyde Commercial	Vincent	\$265,000	\$1,050,000	\$3,938	\$3,927	-\$10.87	-0.28%	\$3,928	-\$9.23	-0.23%
Clyde Motel	Vincent	\$280,000	\$1,030,000	\$4,235	\$4,224	-\$10.33	-0.24%	\$4,215	-\$19.70	-0.47%
Clyde Residence	Vincent	\$119,000	\$350,000	\$2,021	\$2,029	\$7.74	0.38%	\$2,020	-\$1.62	-0.08%
Cromwell Commercial	Cromwell	\$510,000	\$730,000	\$3,919	\$3,924	\$5.29	0.13%	\$3,920	\$0.74	0.02%
Cromwell Farm	Cromwell	\$7,950,000	\$9,260,000	\$15,321	\$15,189	-\$132.11	-0.86%	\$15,192	-\$129.01	-0.84%
Cromwell Large Farm	Cromwell	\$6,800,000	\$8,300,000	\$13,464	\$13,347	-\$116.65	-0.87%	\$13,350	-\$113.55	-0.84%
Cromwell Lifestyle Block	Cromwell	\$360,000	\$800,000	\$1,781	\$1,786	\$4.16	0.23%	\$1,789	\$7.26	0.41%
Cromwell Major Hotel	Cromwell	\$1,860,000	\$7,750,000	\$27,587	\$27,479	-\$107.79	-0.39%	\$27,482	-\$104.69	-0.38%
Cromwell Motel	Cromwell	\$800,000	\$2,240,000	\$10,274	\$10,255	-\$19.03	-0.19%	\$10,258	-\$15.94	-0.16%
Cromwell Residence	Cromwell	\$200,000	\$405,000	\$2,719	\$2,730	\$10.52	0.39%	\$2,733	\$13.62	0.50%



Property Description	Ward	Land Value	Capital Value	Rates for 2025/26, Current Funding Method	Rates Projection Just Grant Costs Districtised	Change in rates	Percentage change in rates	Rates Projection Both Building and Grant Costs Districtised	Change in rates	Percentage change in rates
<b>Cromwell Storage</b>	Cromwell	\$970,000	\$3,650,000	\$8,907	\$8,865	-\$41.75	-0.47%	\$8,868	-\$38.65	-0.43%
<b>Earnsclough Lifestyle Block</b>	Vincent	\$210,000	\$490,000	\$1,406	\$1,410	\$4.02	0.29%	\$1,406	-\$0.21	-0.02%
<b>Earnsclough Orchard</b>	Vincent	\$340,000	\$1,230,000	\$1,997	\$1,982	-\$15.65	-0.78%	\$1,972	-\$25.02	-1.25%
<b>Earnsclough Vineyard</b>	Vincent	\$520,000	\$1,710,000	\$2,490	\$2,462	-\$28.41	-1.14%	\$2,452	-\$37.78	-1.52%
<b>Mānīatoto Farm</b>	Mānīatoto	\$1,430,000	\$1,750,000	\$3,599	\$3,590	-\$8.39	-0.23%	\$3,581	-\$17.91	-0.50%
<b>Mānīatoto Large Farm</b>	Mānīatoto	\$16,100,000	\$18,400,000	\$30,215	\$29,965	-\$250.42	-0.83%	\$29,976	-\$238.85	-0.79%
<b>Mānīatoto Lifestyle Block</b>	Mānīatoto	\$103,000	\$255,000	\$1,198	\$1,211	\$13.34	1.11%	\$1,223	\$24.91	2.08%
<b>Mānīatoto Rural - Hotel</b>	Mānīatoto	\$109,000	\$600,000	\$1,956	\$1,965	\$8.33	0.43%	\$1,976	\$19.89	1.02%
<b>Manuherikia Farm</b>	Vincent	\$4,080,000	\$4,600,000	\$8,291	\$8,185	-\$105.24	-1.27%	\$8,231	-\$59.19	-0.71%
<b>Manuherikia Large Farm</b>	Vincent	\$11,200,000	\$12,800,000	\$21,339	\$21,016	-\$323.23	-1.51%	\$21,007	-\$332.60	-1.56%
<b>Manuherikia Lifestyle Block</b>	Vincent	\$80,000	\$190,000	\$1,078	\$1,090	\$12.00	1.11%	\$1,080	\$2.63	0.24%
<b>Millers Flat Residence</b>	Teviot Valley	\$35,000	\$200,000	\$1,262	\$1,277	\$14.14	1.12%	\$1,286	\$23.30	1.85%
<b>Naseby Residence</b>	Mānīatoto	\$68,000	\$210,000	\$2,476	\$2,490	\$14.00	0.57%	\$2,502	\$25.56	1.03%
<b>Omakau Hotel</b>	Vincent	\$160,000	\$700,000	\$6,964	\$6,963	-\$1.56	-0.02%	\$6,962	-\$2.49	-0.04%
<b>Omakau Residence</b>	Vincent	\$52,000	\$275,000	\$2,444	\$2,454	\$9.74	0.40%	\$2,444	\$0.37	0.02%
<b>Ophir Commercial</b>	Vincent	\$95,000	\$1,380,000	\$4,203	\$4,183	-\$19.64	-0.47%	\$4,174	-\$29.01	-0.69%
<b>Ophir Residence</b>	Vincent	\$72,000	\$215,000	\$1,787	\$1,798	\$11.33	0.63%	\$1,788	\$1.96	0.11%
<b>Patearoa Residence</b>	Mānīatoto	\$44,000	\$170,000	\$1,447	\$1,462	\$14.58	1.01%	\$1,471	\$24.10	1.67%
<b>Pisa Moorings Residential</b>	Cromwell	\$190,000	\$600,000	\$2,476	\$2,483	\$7.38	0.30%	\$2,487	\$11.42	0.46%
<b>Ranfurly - Hotel</b>	Mānīatoto	\$72,000	\$310,000	\$3,615	\$3,627	\$12.54	0.35%	\$3,638	\$23.62	0.65%



Property Description	Ward	Land Value	Capital Value	Rates for 2025/26, Current Funding Method	Rates Projection Just Grant Costs Districtised	Change in rates	Percentage change in rates	Rates Projection Both Building and Grant Costs Districtised	Change in rates	Percentage change in rates
<b>Ranfurly Commercial Property</b>	Mānīatoto	\$18,000	\$170,000	\$2,540	\$2,555	\$14.58	0.57%	\$2,566	\$26.14	1.03%
<b>Ranfurly Residence</b>	Mānīatoto	\$41,000	\$160,000	\$2,413	\$2,428	\$14.72	0.61%	\$2,439	\$26.29	1.09%
<b>Roxburgh - Commercial</b>	Teviot Valley	\$70,000	\$205,000	\$2,466	\$2,480	\$14.07	0.57%	\$2,492	\$25.64	1.04%
<b>Roxburgh - Hotel</b>	Teviot Valley	\$76,000	\$275,000	\$2,572	\$2,585	\$13.05	0.51%	\$2,597	\$24.62	0.96%
<b>Teviot Valley Orchard</b>	Teviot Valley	\$121,000	\$252,000	\$1,737	\$1,750	\$13.38	0.77%	\$1,761	\$24.95	1.44%
<b>Teviot Valley Farm</b>	Teviot Valley	\$2,690,000	\$3,280,000	\$5,590	\$5,560	-\$30.63	-0.55%	\$5,571	-\$19.06	-0.34%
<b>Teviot Valley Large Farm</b>	Teviot Valley	\$12,300,000	\$14,000,000	\$22,243	\$22,057	-\$186.46	-0.84%	\$22,068	-\$174.89	-0.79%
<b>Roxburgh Residence</b>	Teviot Valley	\$52,000	\$215,000	\$2,291	\$2,305	\$13.92	0.61%	\$2,317	\$25.49	1.11%
<b>Teviot Valley Rural Industry</b>	Teviot Valley	\$160,000	\$1,420,000	\$3,286	\$3,283	-\$3.59	-0.11%	\$3,294	\$7.97	0.24%



## **23.2.5 REQUEST FOR AN EASEMENT OVER SECTION 111 BLOCK III CROMWELL SURVEY DISTRICT (PRO: 3009-E1)**

**Doc ID: 616006**

### **1. Purpose of Report**

To consider granting an easement in gross, in favour of Aurora Energy Limited, over Section 111 Block III Cromwell Survey District, to facilitate the construction of a new water treatment plant at the Cromwell Water Reservoir.

---

### **Recommendations**

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Agrees to grant an easement (in gross) to Aurora Energy Limited, for the purpose of conveying electricity over Section 111 Block III Cromwell Survey District, for \$1, subject to:
    - Aurora Energy Limited (or their agents) obtaining all consents, permits, and other rights associated with installing the transformer and cable as shown in figure 2.
    - The final easement 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.
- 

### **2. Background**

The Cromwell Water Reservoir is located on Section 111 Block III Cromwell Survey District (Section 111).

Section 111 was acquired by the Cromwell Borough Council in 1983 pursuant to the provisions of the Public Works Act 1981. The associated gazette notice records the land as being acquired for water supply purposes.

Section 111 is held by the Central Otago District Council (Council) in fee simple record of title OT19C/141.

A plan of the Water Reservoir on Section 111, which is situated on McNab Road, is shown below in figure 1.



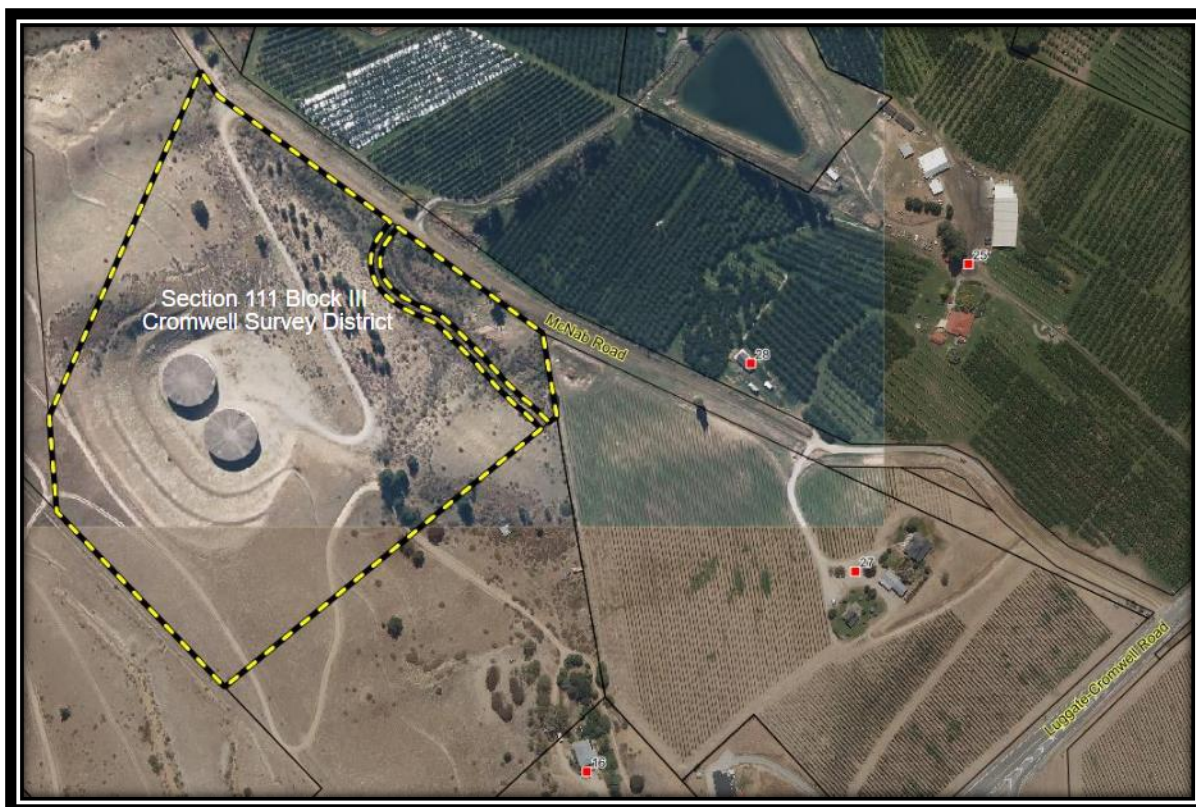


Figure 1 – Overview of the Cromwell Water Reservoir Site.

A new treatment plant is to be constructed on Section 111 adjacent to the Water Reservoir. The new treatment plant will replace the existing treatment plant which is located on the Alpha Street Reserve beside the Mata-Au Clutha River.

The Water Reservoir is currently powered by an onsite solar system. While the solar system works well when the sun is shining, the system is not particularly reliable during winter or capable of powering a new treatment plant.

To facilitate the construction of the new treatment plant, it is now proposed that the Water Reservoir be connected to the electricity network in McNab Road. Connecting the site to the electricity network will make the existing Water Reservoir more resilient. It will also simplify the ongoing management of the site and will provide for future maintenance and or upgrades.

### 3. Discussion

#### Electrical Network and Points of Supply

Aurora Energy Limited (Aurora) own the electricity network in McNab Road.

A point of supply, in terms of Electricity Act 1992, means the point or points on the boundary at which exclusive fittings enter the subject property. Exclusive fittings are fittings associated with the subject property's power supply and usage. In this instance, the point of supply would normally be the boundary of Section 111, however.

Aurora have advised that to bring power to the site, a new ground mounted transformer will need to be installed on Section 111 to the northwest of the Water Reservoir. The new transformer will then be connected to the electricity network in McNab Road via an 11kV cable.



This means that the point of supply will be after the transformer as Aurora will own it and the 11kV cable. It also means that Aurora will require an easement over Section 111. The purpose of the easement is to protect the transformer and the 11kV cable, and to provide for their ongoing maintenance.

A plan of the proposed works is shown below in figure 2.

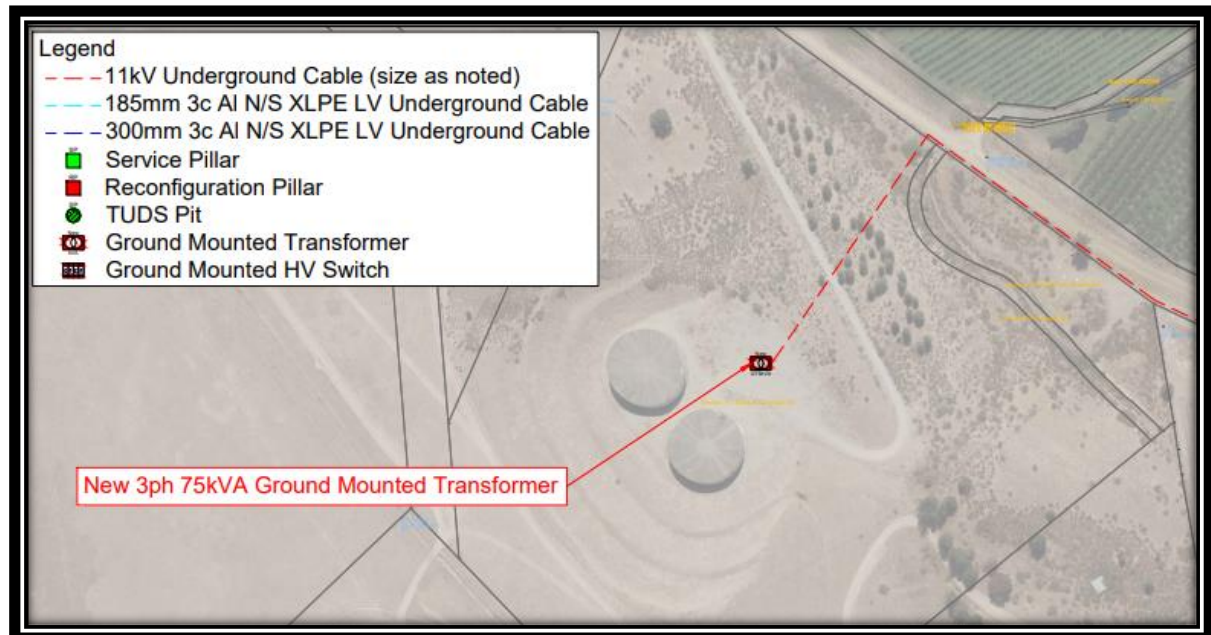


Figure 2 – Plan of the Proposed Works.

#### Council Policy

Section 111 is identified on District Plan Map 44 of Council's Operative District Plan. It is designated as being for "Water Reservoir Purposes". The underlying zoning is Rural Resource Area.

The proposed works are permitted under rule 13.7.7 of the Operational District Plan as shown below:

**13.7.7 Operation, maintenance, repair, upgrading and removal of network utilities**  
*(i) The operation, maintenance, repair, replacement, reconstruction and upgrading of network utilities including the transmission network (including existing network utilities and earthworks to maintain the utility's function) is a permitted activity.*

Power Solutions Limited (Power Solutions), as contractors to Aurora, will be responsible for obtaining, and complying with, all consents and permits associated with the installation of the proposed cable.

#### **4. Financial Considerations**

Historically, easements of this nature are exchanged for a nominal rate of \$1, with all costs associated with preparing and registering the easement being payable by the grantee.

As the easement is required for Council purposes, it is proposed that a fee of \$1 is levied in this in this instance also.

All costs associated with the project will be paid from the Water Supply Capital Upgrades Budget.



The works are part of a planned upgrade which was consulted upon and approved as outlined in the 2018 – 2028 Long-term Plan.

## 5. Options

### Option 1 – (Recommended)

To agree to grant an easement (in gross) to Aurora Energy Limited, for the purpose of conveying electricity over Section 111 Block III Cromwell Survey District, for \$1, subject to:

- Aurora Energy Limited (or their agents) obtaining all consents, permits, and other rights associated with installing the transformer and cable as shown in figure 2.
- The final easement plan being approved by the Chief Executive Officer.

Advantages:

- Will improve current and future operational capabilities of the Cromwell Water Reservoir.
- Will facilitate the (future) construction of an onsite water treatment plant.
- The proposed works are consistent with the designation of the land and are permitted under Council's Operational District Plan.
- Will resolve seasonal power issues.

Disadvantages:

- None.

### Option 2

To not grant Aurora Energy Limited an easement over Section 111 Block III Cromwell Survey District.

Advantages:

- None.
- 

Disadvantages:

- Will not improve current and future operational capabilities of the Cromwell Water Reservoir.
- Will not facilitate the (future) construction of an onsite water treatment plant.
- Will not resolve seasonal power issues.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision promotes the wellbeing of the community by facilitating an upgrade of the Cromwell Water Reservoir, which will improve existing monitoring capabilities and enable the (future) construction of a new water treatment plant.
<b>Decision consistent with other Council plans and policies? Such</b>	The electrical works are a permitted activity under rule 13.7.7 of Council's Operative District Plan, with



<b>as the District Plan, Economic Development Strategy etc.</b>	the recommended option also being consistent with the Electricity Act 1992.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There is no sustainability, environmental, or climate change impacts related to the recommendation.
<b>Risks Analysis</b>	<p>There are no risks to Council associated with the recommended option, however.</p> <p>Should the easement not be granted, the seasonal power issues would not be resolved.</p> <p>It would also mean that the new water treatment plant would not be able to be constructed as outlined in the 2018 – 2028 Long-term Plan.</p>
<b>Significance, Consultation and Engagement (internal and external)</b>	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.

## 7. Next Steps

The following steps will be undertaken in association with having the easement registered:

- |                                     |               |
|-------------------------------------|---------------|
| 1. Council Approval                 | 08 March 2023 |
| 2. Applicant advised works approved | March 2023    |

## 8. Attachments

Nil

Report author:

Reviewed and authorised by:




Linda Stronach  
Team Leader – Statutory Property  
30/01/2023

Louise van der Voort  
Group Manager - Planning and Infrastructure  
21/02/2023



## **23.2.6 REQUEST FOR AN EASEMENT OVER SECTION 1 SO 396407 (PRO: 3030-E1)**

**Doc ID: 614885**

### **1. Purpose of Report**

To consider granting an easement in gross, in favour of Aurora Energy Limited, over Lot 1 Deposited Plan 25036, to facilitate an upgrade of the Bannockburn Water Reservoir.

---

### **Recommendations**

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Agrees to grant an easement (in gross) over the area hatched pink in figure 3, to Aurora Energy Limited, for the purpose of conveying electricity over Section 1 SO 396407, for \$1, subject to:
    - Aurora Energy Limited (or their agents) obtaining all consents, permits, and other rights associated with installing the cable in the area hatched pink in figure 3.
    - The final easement 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.
- 

### **2. Background**

The Bannockburn Water Reservoir is located on Lot 1 Deposited Plan (DP) 25036 (Lot 1). Lot 1 is held by Council in fee simple record of title OT17A/316.

Access to Lot 1 is gained via Section 1 Survey Office Plan (SO) 396407 (Section 1).

Section 1 was acquired by Council pursuant to the provisions of the Public Works Act 1981. It is held by Council in fee simple record of title 414056.

The associated gazette notice shows that Section 1 was taken for access purposes with the land vesting in Council subject to a right of way created by easement instrument 625318.5, in 2008.

The Water Reservoir on Lot 1 is currently powered by an onsite solar system. While the solar system works well when the sun is shining, the system is not particularly reliable in winter.

It is now proposed that the Water Reservoir be connected to the electricity network in Hall Road. Connecting the Water Reservoir to the electricity network will make the existing Water Reservoir more resilient. It will also simplify the ongoing management of the site and will provide for future maintenance and or upgrades.

A plan of Section 1 and the Water Reservoir on Lot 1, which are located off Hall Road, is shown below in figure 1.





Figure 1 – Overview of the Bannockburn Water Reservoir Site.

### 3. Discussion

#### Electrical Network and Points of Supply

Aurora Energy Limited (Aurora) own the electricity network in Hall Road.

As Lot 1 and Section 1 are held in separate records of title, Aurora will require an easement over Section 1 to enable them to install and supply power to the Water Reservoir. This is because the new power cables will need to run through Section 1 to Lot 1, which is the point of supply.

The point of supply, in terms of Electricity Act 1992, means the point or points on the boundary at which exclusive fittings enter the subject property. The subject property in this instance is Lot 1. Exclusive fittings are fittings associated with the subject property's power supply and usage.

#### Council Policy

Lot 1 and Section 1 are identified on District Plan Map 7 of Council's Operative District Plan. Both parcels of land designated as being for "Water Reservoir and Access Purposes". The underlying zoning is Rural Resource Area.



The proposed works are permitted under rule 13.7.7 of the Operational District Plan as shown below:

**13.7.7 Operation, maintenance, repair, upgrading and removal of network utilities**

*(i) The operation, maintenance, repair, replacement, reconstruction and upgrading of network utilities including the transmission network (including existing network utilities and earthworks to maintain the utility's function) is a permitted activity.*

Power Solutions Limited (Power Solutions), as contractors to Aurora, will be responsible for obtaining, and complying with, all consents and permits associated with the installation of the proposed cable.

Legal

As noted previously, Section 1 vested in Council subject to a right of way created by easement instrument 625318.5. The easement was registered over the land now described as Section 1 prior to the 2008 taking.

The right of way is in favour of Lot 1 DP 336259. Lot 1 DP 336259 is a privately owned property. It is located behind the properties that front Hall Road, to the east of the Water Reservoir, as shown above in figure 1.

A plan of the right of way, which is identified as the areas marked 'A' and 'B', is shown in the extract of DP 310369, below in figure 2. The area marked 'A' is part of Section 1.

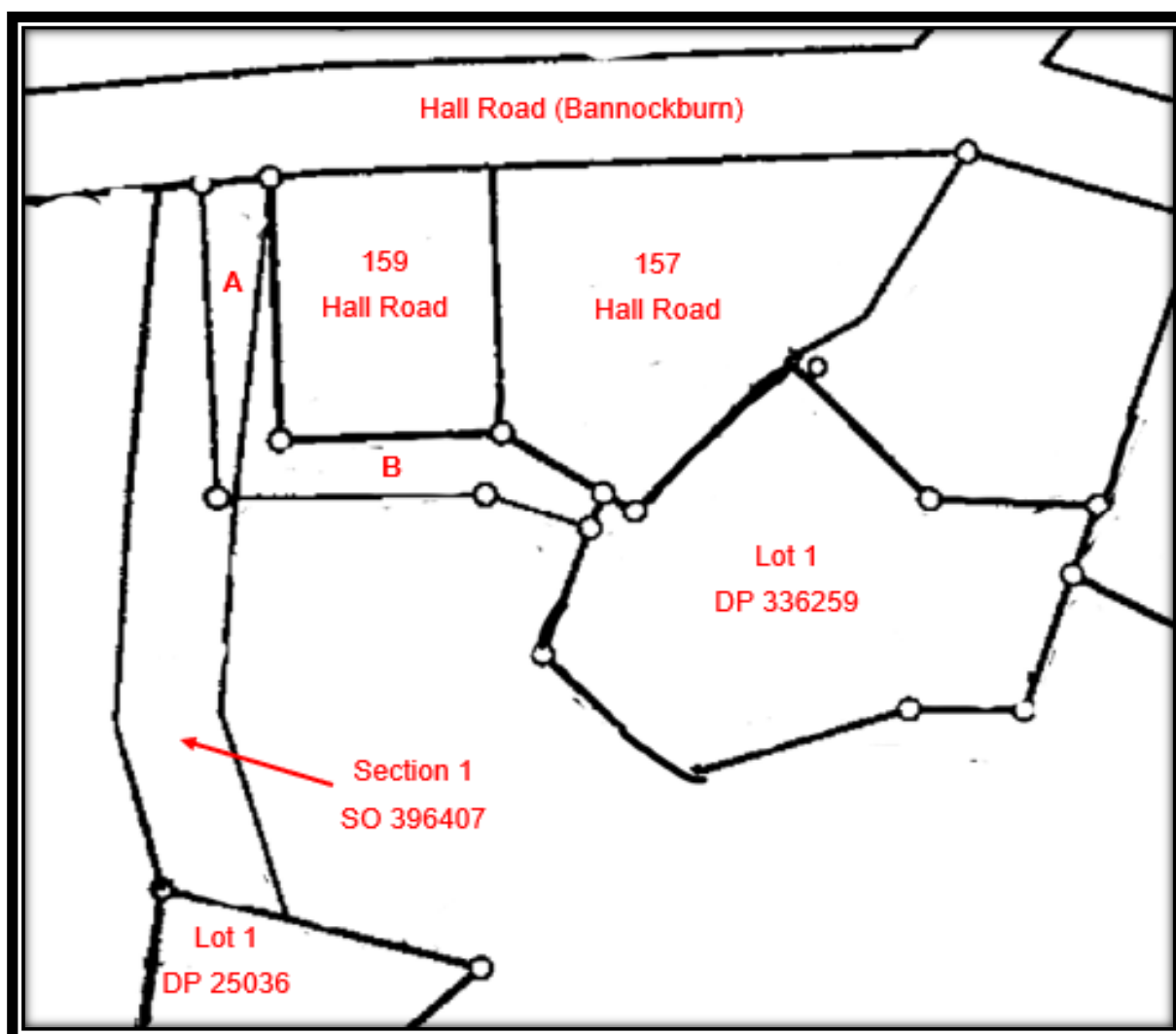


Figure 2 – (Edited) Extract of DP 310369



Power Solutions have provided Council with a plan of the proposed works. The plan shows the proposed 3 metre wide easement running down the western boundary of Section 1, well clear of the area marked 'A', meaning it will have no effect on the right of way.

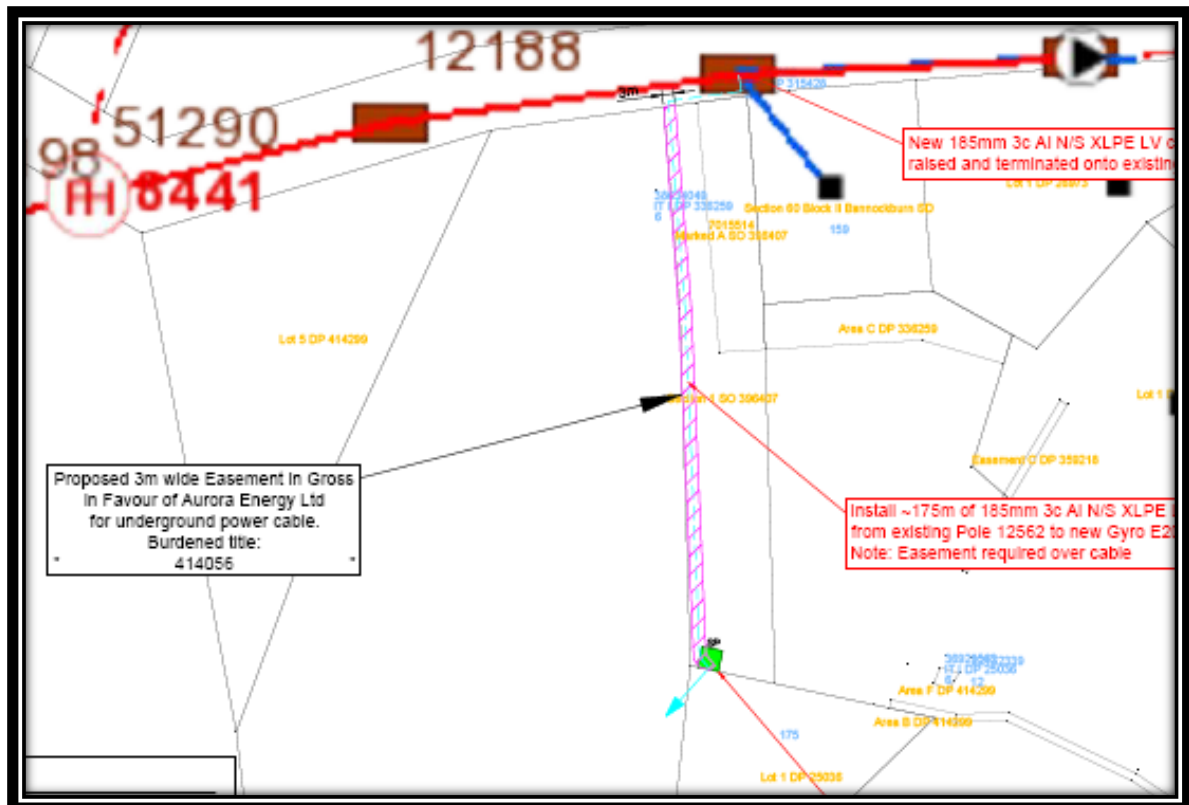


Figure 3 – Extract of Draft Plan of the Proposed Works

#### 4. Financial Considerations

Historically, easements of this nature are exchanged for a nominal rate of \$1, with all costs associated with preparing and registering the easement being payable by the grantee.

As the easement is required for Council purposes, it is proposed that a fee of \$1 is levied in this instance also.

All costs associated with the project will be paid from the Water Supply Capital Upgrades Budget.

The works are part of a planned upgrade which was consulted upon and approved as outlined in the 2018 – 2028 Long-term Plan.

#### 5. Options

##### Option 1 – (Recommended)

To agree to grant an easement (in gross) over the area hatched pink in figure 3, to Aurora Energy Limited, for the purpose of conveying electricity over Section 1 SO 396407, for \$1, subject to:

- Aurora Energy Limited (or their agents) obtaining all consents, permits, and other rights associated with installing the cable in the area hatched pink in figure 3.
- The final easement plan being approved by the Chief Executive Officer.



- Advantages:
- Will facilitate a planned upgrade of the Bannockburn Water Reservoir which will improve current and future operational capabilities.
- The proposed works are consistent with the designation of the land and are permitted under Council's Operational District Plan.
- Will resolve seasonal power issues.

Disadvantages:

- None.

### Option 2

To not grant Aurora Energy Limited an easement over Section 1 SO 396407.

Advantages:

- None.
- 

Disadvantages:

- Will not facilitate a planned upgrade of the Bannockburn Water Reservoir or improve current and future operational capabilities.
- Will not resolve the existing seasonal power issues.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision promotes the wellbeing of the community by facilitating an upgrade of the Bannockburn Water Reservoir, which will improve existing monitoring capabilities.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	The electrical works are a permitted activity under rule 13.7.7 of Council's Operative District Plan, with the recommended option also being consistent with the Electricity Act 1992.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There is no sustainability, environmental, or climate change impacts related to the recommendation.
<b>Risks Analysis</b>	There are no risks to Council associated with the recommended option, however.  Should the easement not be granted, the power supply at the Bannockburn Water Reservoir would not be able to be upgraded as outlined in the 2018 – 2028 Long-term Plan.
<b>Significance, Consultation and Engagement (internal and external)</b>	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.



**7. Next Steps**

The following steps will be undertaken in association with having the easement registered:

1. Council Approval 08 March 2023
2. Applicant advised works approved March 2023

**8. Attachments**

**Nil**

Report author:



Linda Stronach  
Team Leader – Statutory Property  
20/01/2023

Reviewed and authorised by:



Louise van der Voort  
Group Manager - Planning and Infrastructure  
21/02/2023



## **23.2.7 OFFER TO PURCHASE PRIVATE WASTEWATER INFRASTRUCTURE.**

**Doc ID: 619904**

### **1. Purpose of Report**

To consider an offer to purchase and or take over the private wastewater infrastructure that services the development known as the Clyde Claim, from Clyde Claim Services Limited.

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### **Recommendations**

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Agrees to take over the ownership of the sewerage reticulation system (drain in common), as identified in pink and yellow in figure 3, (excluding the treatment plan on Lot 1), along with the associated easements which currently belong to Clyde Services Limited, subject to:
    - The sewerage reticulation system (drain in common) and all associated easements transferring to Council ownership at no cost.
    - Clyde Claim Services Limited agreeing to Council connecting additional properties to the system as and when required at its own discretion.
    - Clyde Claim Services Limited agreeing to connect to the lateral identified in figure 6.
    - Each party paying its own costs as the relate to that transfer.
  - C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.
- 

### **2. Background**

In October 2006, Clyde Claim Limited (Clyde Claim) applied for resource consent to subdivide Part Lot 2, and Lot 1, Deposited Plan (DP) 26835 into 16 new lots.

A plan of the two lots as they were at that time, is shown below in figure 1.





Figure 1 – Part Lot 2, and Lot 1, DP 26835 (Historic Parcel Data).

In December 2006, the application for resource consent was approved subject to a private wastewater treatment disposal facility and sewerage reticulation system (drain in common) being constructed to service the properties in the wider development.

The conditions of the resource consent as they relate to the provision and management of that wastewater infrastructure is shown in extract below.

#### Wastewater

15. *The consent holder shall install a sewerage reticulation system [drain in common] within the subdivision in accordance with NZS 4404:2004 and the CODC Addendum.*
16. *The reticulation referred to in condition 15 shall carry wastewater to Lot 1 where primary and secondary treatment will take place with disposal to ground on Lot 1 and Lots 3-7 and 15. Lot 1 shall be landscaped to mitigate any visual effects of the proposed security fencing within that allotment.*
17. *A legal entity shall be established to manage the wastewater treatment disposal facility and details of the management structure for the legal entity and operation and maintenance manual shall be supplied to the Chief Executive prior to section 224(c) certification. The manual shall include a maintenance schedule and an as built plan of the system, dimensioned in relation to legal property boundaries.*
18. *The consent holder shall be responsible for providing connections from the sewer reticulation (which shall be private drains) to the boundaries of Lots 2 – 10, 12, 13 and 15.*

A plan of the development, which has since been completed, is shown below in figure 2.





Figure 2 – Plan of the wastewater treatment disposal facility on Lot 1, and the properties the facility services.

A plan of the sewerage reticulation system referred to in condition 15 above is shown in pink below in figure 3.

Lot 1, which contains the treatment plant referred to condition 16 above, can be seen in the upper left hand corner of the same plan.



Figure 3 – Plan of the Clyde Claim's sewerage reticulation system.



A plan of the infrastructure contained in Lot 1 is shown below in figure 4.

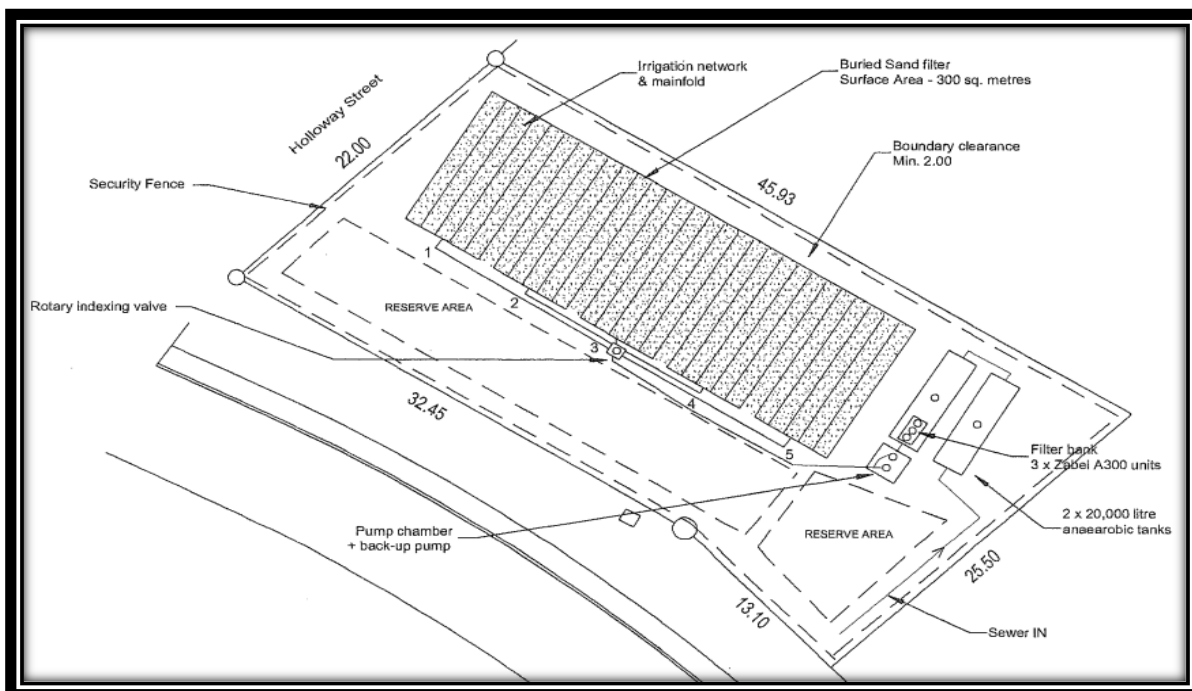


Figure 4 – Plan of the Infrastructure contained in Lot 1.

Council does not appear to have received the manual or maintenance schedule referred to above in condition 18 of the resource consent.

#### Clyde Wastewater Reticulation Project

The Clyde Wastewater Reticulation Project was approved in the 2018-28 Long Term Plan with construction of the three stage project commencing in 2021.

Stage 1 of the project, which covers the majority of the Clyde historic precinct, was completed in December 2022.

A plan of the development, which is included in Stage 1 of the project, is shown circled in red below in figure 5.

A full size copy of the plan is attached as **Appendix 1**.

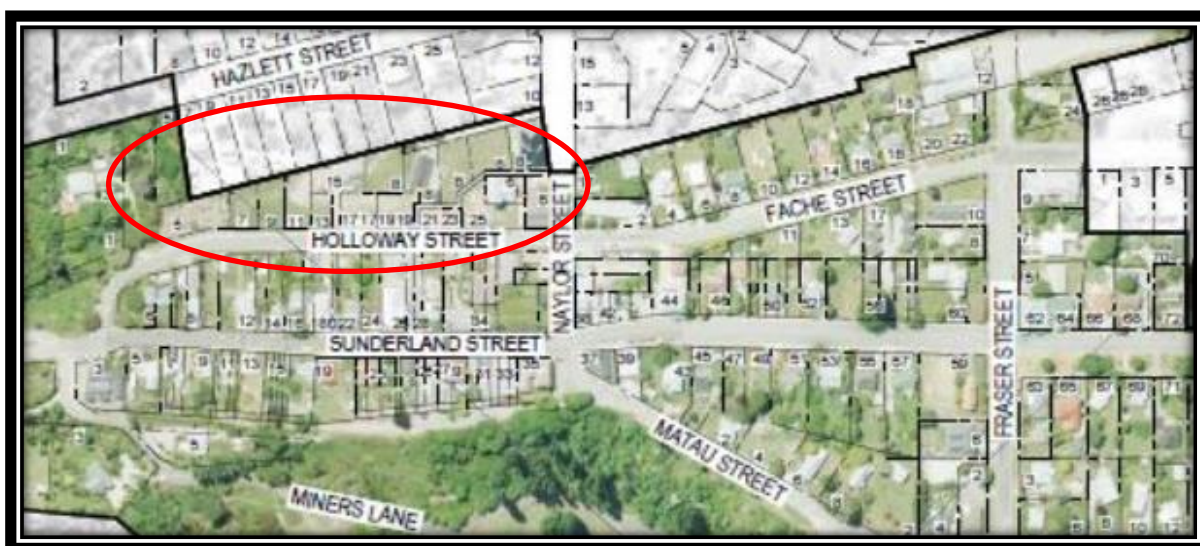


Figure 5 – Extract of plan of Stage 1 of the Clyde Wastewater Reticulation Project.



With Stage 1 of the project since completed, the properties in the wider development can now be connected to the new wastewater network, and the wastewater treatment disposal facility on Lot 1, decommissioned.

#### Ownership of Lot 1 and the Associated Wastewater Reticulation System

On completion of the subdivision, the ownership of Lot 1 was transferred to Clyde Claim Services Limited as the legal entity identified in condition 17.

The ownership of the sewerage reticulation system referred to in condition 16, which is protected by easements in favour of the company, was also transferred to the same entity.

#### Registration of Interest

In August 2020, a letter was sent to Clyde Claim Services Limited to register Council's interest in purchasing Lot 1.

The letter advised that Lot 1 had been identified as being near to the area marked for redevelopment and that it may be suitable for developing into car parking post construction of Stage 1 of the Clyde Wastewater Reticulation Project and the decommissioning of the private wastewater treatment disposal facility.

In March 2022, Clyde Claim Services Limited responded to Council's registration of interest with a non-binding indicative offer to sell Lot 1 and the associated infrastructure contained in the wider development, to Council, for \$800,000 plus GST, if any.

In May 2022, the company was advised that the Project Governance Group (which consists of senior staff and councillors who provide strategic oversight for Council's large capital projects) had considered but agreed, to decline the offer.

While the company has since asked for that offer to be (re)considered by the Council, this report will only address the matters relating to the proposal that Council purchases and or takes over the sewerage reticulation system that services the wider development.

Matters relating to the offer of purchase of Lot 1 will be dealt with in a separate report.

### **3. Discussion**

#### Clyde Claim Services Limited

Clyde Claim Services Limited is a body corporate company which was incorporated in August 2008. The company is managed by three directors on behalf of 16 shareholders.

The 16 shareholders are the owners of the properties in the wider development. The shareholdings, which range from 10,000 to 62,500 (2.56% to 16.03%), total 390,000.

#### Connecting the Clyde Claim Development to the Clyde Wastewater Network

As noted previously, the first stage of the Clyde wastewater network became operational in December 2022. The network now services approximately 170 properties being all of those identified in Stage 1, minus the development known as the Clyde Claim.

This is because Clyde Claim Services Limited are yet to consent to Council contractors connecting the development to the new wastewater network as the two parties:

- Cannot agree who will own the existing private sewerage reticulation system post connection, or
- What the value of that reticulation system is, if any, and to which party.



In terms of physically connecting the development to the wastewater network, a new lateral (connection point) has been installed to the boundary of Lot 1 as shown below in figure 6.

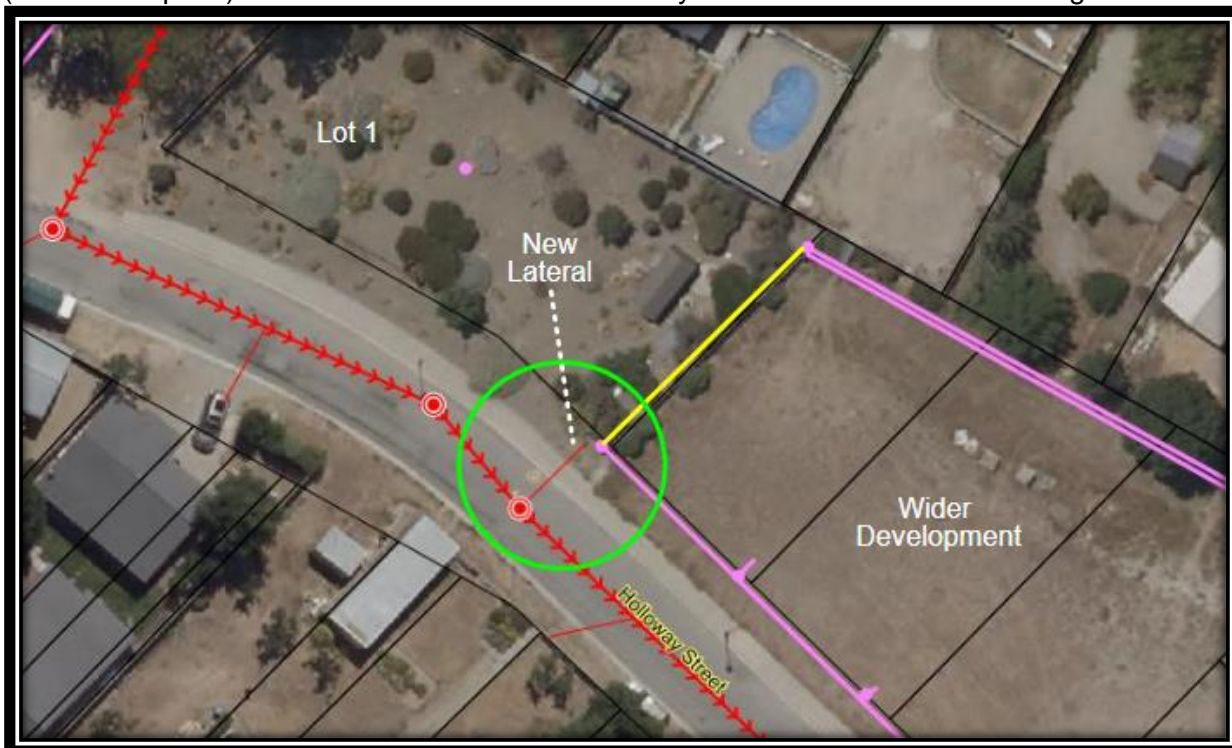


Figure 6 – New lateral/connection point.

As an aside, design investigations indicate that an existing pipe (represented in yellow, but not recorded in GIS) runs between the two (pink) pipelines. Should that not be the case, a pipe would need to be installed to connect the two (pink) pipelines to the new wastewater network in Holloway Street.

Additionally, while the system was installed in 2008, it is assumed that the reticulation system is in good repair and order, however. No inspection of the system has been undertaken by Council at this time.

#### 4. Financial Considerations

##### Non-Binding Indicative Offer

While the non-binding indicative offer does not attribute separate values to the land (Lot 1) or to the privately owned sewerage reticulation system, assuming the rateable value of Lot 1 is reasonably accurate at \$400,000 including GST, it does suggest that the reticulation system carries a value of around \$550,000 plus GST.

The offer is silent as to who would be responsible for decommissioning the wastewater treatment plant and the reinstatement of Lot 1 but does refer to purchase price being the value of the land post remediation.

##### Associated Benefits

Should Council agree to take over the privately owned reticulation system, it would be mutually beneficial to both parties for several reasons.

For example, based on the current design for Stage 2 of the project, the wastewater from the properties at the western end of Hazlett Street would have to be pumped to the new wastewater main which runs down Holloway Street.



If Council took over the existing private owned reticulation, those properties could be connected to the section of the reticulation system which runs along the mutual boundary, which would allow the wastewater from those properties to drain by gravity instead. This would be comparable to properties in more historic parts of Cromwell, where most wastewater mains run along mutual boundaries as shown below in figure 7.



Figure 7 – Example of Wastewater Networks Running along Mutual Boundaries.

The benefits to Clyde Claim Services Limited would include disposing of their responsibilities as they relate to the ongoing repair and maintenance of the reticulation system (drain in common) and would relieve the shareholders of the intricacies associated with depreciation and future planning.

If the ownership of the system was transferred to Council, it could also increase the development potential of the properties in the wider development by simplifying the consent process.

On that basis, it is recommended that if the Council agrees to take over the ownership of the sewerage reticulation system and the associated easements, it should be a cost neutral agreement in recognition of that mutual benefit.

It is also recommended that any agreement to take over the reticulation system provides for Council to connect additional properties to the system as and when required at its own discretion.

## 5. Options

### Option 1 – (Recommended)

To agree to take over the ownership of the sewerage reticulation system (drain in common), as identified in pink and yellow in figure 3, (excluding the treatment plan on Lot 1), along with the associated easements which currently belong to Clyde Services Limited, subject to:

- The sewerage reticulation system (drain in common) and all associated easements transferring to Council ownership at no cost.
- Clyde Claim Services Limited agreeing to Council connecting additional properties to the system as and when required at its own discretion.



- Clyde Claim Services Limited agreeing to connect to the lateral identified in figure 6.
- Each party paying its own costs as the relate to that transfer.

Advantages:

- Recognises that there is no budget available for the acquisition of the infrastructure.
- The properties at the western end of Hazlett Street could be connected to Stage of the Clyde Wastewater Reticulation Project.
- Council would have the ability to connect additional properties to the reticulation as and when required at their discretion.
- Would be a cost neutral (physical) acquisition.

Disadvantages:

- Council would be responsible for all costs associated with the ongoing management and maintenance of the reticulation system.
- Depreciation of the infrastructure, which is approximately 15 years old, will become Council's responsibility.
- As the lines have not been inspected, it is only assumed that they are in good order and repair.
- Drain in common can be problematic as they usually belong to multiple, or as in this instance numerous, parties.

Option 2

To not agree to take over the ownership of the sewerage reticulation system (drain in common), as identified in figure 3, along with the associated easements which currently belong to Clyde Services Limited.

Advantages:

- Council would not be responsible for the ongoing management and maintenance of a reticulation system which is approximately 15 years old.
- The budgetary impacts have not been analysed.
- Council would not take on ownership of a drain in common.

Disadvantages:

- The properties at the western end of Hazlett Street will not be able to be connected to Stage 1 of the project.
- Council would not have the ability to connect additional properties to the reticulation as and when required.
- Does not recognise the advantages of a cost neutral (physical) acquisition.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision enables democratic local decision making and action by, and on behalf of communities by assisting with the connection of multiple properties to the new wastewater network.
<b>Decision consistent with other Council plans and policies? Such as the District Plan,</b>	The recommendation is consistent with the objectives of the Clyde Wastewater Reticulation Project which did not provide for the acquisition of



<b>Economic Development Strategy etc.</b>	any land in conjunction the construction of the network.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There are no sustainability, environment or climate change impacts associated with the recommendation.
<b>Risks Analysis</b>	There are no risks associate with the recommendation.
<b>Significance, Consultation and Engagement (internal and external)</b>	The Significance and Engagement Policy has been considered with none of the criteria being met or exceeded.

## 7. Next Steps

Clyde Claim Services Limited to be notified of the outcome.

## 8. Attachments

Nil

Report author:



Linda Stronach  
Team Leader - Statutory Property  
2/03/2023

Reviewed and authorised by:



Saskia Righarts  
Group Manager – Business Support  
2/03/2023



## 23.2.8 WILDING CONIFER CONTROL POLICY

Doc ID: 618640

### 1. Purpose of Report

To consider whether a staged approach to the removal of wilding conifers from Council owned or managed land is consistent with Council's Wilding Conifer Control Policy.

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### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Agrees the Wilding Conifer Control Policy does not permit staging the removal of wilding conifers from Council owned or managed land.
  - C. Agrees to amend the Council Wilding Conifer Control Policy as required to reflect the Council's decision.
- 

### 2. Background

The issue of wilding conifers has been known for a number of years, with increasing awareness of the threat of wildings to landscapes, rural productivity, water yield, indigenous biodiversity and dangerous wildfire. Whilst the matter at its broadest sense sits within a regional council mandate, Central Otago District Council has committed to addressing the issue on its own land through the 2021-2031 Long-term Plan.

A total of \$150,000 was allocated at \$50,000 per year for the first three years of the plan.

The funding was at a ward level and allocated based on priority sites from advice provided by the Central Otago Wilding Conifer Control Group (the Group). Priority sites include:

- Half Mile Recreation Reserve
- Boot Hill
- Alexandra Airport
- Sugar Loaf Scenic Reserve (work completed 2022)
- Lower Manorburn Dam reserve (minor works completed)

The areas identified were considered significant seed take off sites that acted as a seed bank for spreading seed onto neighbouring property thus perpetuating the spread of wilding conifers.

Of the more than 2500 non-native plant species naturalised in New Zealand, "wilding conifers" (invasive trees) are amongst the most problematic. In the absence of management, some estimates suggest that wilding conifers could spread to 7.46 million hectares over the next 15 - 30-year period, or approximately 28% of New Zealand's land area, albeit at variable densities.

Wilding conifer invasions particularly threaten tussock grasslands, forest flats, and alpine areas\* where the invasion of fast-growing trees into treeless or low-statured vegetation causes fundamental shifts in almost every aspect of these ecosystems.



To ensure it was meeting its own landowner responsibilities in combatting the spread of wilding conifers in Central Otago, the Council adopted the Wilding Conifer Control Policy (the Policy) in July 2022.

The policy is consistent with regional and national strategies and direction. The Vincent Community Board is seeking clarification from Council on whether the policy allows for staging the removal of wildings as part of its consideration for the removal of pines from the Half Mile Recreation Reserve.

### **National Context**

Wilding conifer management first began in the 1960s but has accelerated over the past 15 years. In 2020, Central Government announced a four-year investment of \$100 million to accelerate wilding control. Substantial additional control costs are borne by landowners, industry, and local community groups. Economic analysis suggests the high level of investment is worthwhile, achieving an outstanding benefit: cost ratio of 38:1. \* This reflects the relatively high potential cost of wilding conifer impacts on water resources and grazing land if invasions are not controlled.

Biodiversity is also under a high level of threat from wilding conifers but is more difficult to quantify in monetary terms.

In 2014, a cross-sector collaboration of government, researchers, environmentalists, landowners, and industry created the *National Wilding Conifer Management Strategy 2015-2030*. It set a goal to contain and eradicate wilding infestations by 2030, and proposed a collaborative approach, combining and coordinating efforts around the country to increase the effectiveness of wilding conifer control.

In 2016 Government funding saw the launch of the National Wilding Conifer Control Programme, with Biosecurity New Zealand as the lead agency, to work towards the outcomes of the strategy, by helping to coordinate, prioritise and support local efforts around the country. It was established with \$16 million funding for three years, for a partnership between central and local government agencies with the farming and forestry industries, researchers, community groups, Iwi/Runanga and landowners to protect local landscapes and places of significance.

Wilding conifers cost New Zealand millions of dollars every year in lost primary production, reduced water availability in sensitive catchments (affecting irrigation and hydrogeneration), increased intensity of wildfires.

Prior to the National Wilding Conifer Control Programme, even with control efforts, spread was estimated at 90,000 hectares annually.

The cost of control increases 30% every year control work is delayed, in addition to the economic impacts.

An independent report commissioned by the Ministry for Primary Industries (MPI) on behalf of the New Zealand Wilding Conifer Management Group, addressed the status of wilding conifers in New Zealand. As a result of the independent report 'The right tree in the right place: New Zealand Wilding Conifer Management Strategy 2015-2030' (the national strategy) was developed. The strategy identifies that wilding conifers are a serious and pressing established pest in New Zealand, and that they reduce the productivity of primary industry, and damage the environmental values that New Zealand is renowned for.

Under the strategy, key participants in wilding conifer management governance are identified as MPI, regional councils, the Department of Conservation, territorial authorities, the Ministry



of Defence, Land Information New Zealand, land occupiers, and voluntary initiatives. The national strategy clarifies roles and responsibilities of central government, regional councils and territorial local authorities. These roles include leadership, wilding conifer control and management along with developing appropriate wilding conifer control rules. It also references land occupier's roles in the management of wilding conifers.

For reference the National Wilding Conifer Management Strategy can be found on the following website: [www.wildingconifers.org.nz](http://www.wildingconifers.org.nz).

The strategy has objectives of gaining funding for early intervention for both Crown and private land occupiers in wilding conifer control, and for fair allocation of costs through cost sharing.

The 2020 budget allocation of \$100m from the Government dramatically expanded the area that could be controlled and enabled follow up monitoring and maintenance on many areas that had been previously treated.

This money was allocated through regional councils to distribute towards the control of wilding conifers. A typical application of this funding is an 80/20 funding split, where the Government, via the regional council, contributes 80% and the landowner contributes 20% of the cost.

This funding was front loaded and the amount available for control work higher during the first two years of the fund. This has been decreasing significantly over the last two years of the fund. The last year the fund is available is the 2022/23 financial year.

The National Wilding Conifer Control Programme provides the framework for stakeholders to work together to reduce the negative impacts of wilding conifers. The National Wilding Conifer Control Programme can be found on the following website: [www.wildingconifers.org.nz](http://www.wildingconifers.org.nz).

\*Source – National Wilding Conifer Control Programme Communications guide. (Brandt et al., 2021 and Wyatt, 2018, Campbell, 1984; Smale, 1990).

## **Otago Regional Council**

The national strategy and control programmes are supported by the Otago Regional Council (ORC) where wilding conifers are identified as plant pest species in the Regional Pest Management Plan 2019 – 2029, (the Plan).

Under the Plan the ORC strongly supports activities that align with their progressive containment objectives for wilding conifers. The Plan provides the framework for stakeholders to work together to reduce the negative impacts of wilding conifers upon the landscape.

Some of these negative effects include:

- Loss of landscape and aesthetic values.
- Impacts on conservation values, including loss of indigenous biodiversity unique to the Central Otago area.
- Loss of productive land.
- Impacts on hydrological values.
- Dangerous wildfires.

Modelling by the ORC and others\* shows that wilding conifer seed, depending on the species has been recorded to be dispersed 40kms from the seed source but are primarily recorded up to 10kms from the parent trees. Eliminating seed sources would protect the investment spent on neighbouring properties undertaking conifer control, minimise any wilding establishing on new sites and begin to control effects on landscape, rural productivity, indigenous biodiversity and water yield.



\*Source (Ledgard 2001, Nathan 2006)

## Central Otago District Council

Planting of wilding conifers is not a permitted activity in the Central Otago District Plan, and rules require that resource consent must be applied for and granted, to permit planting of a number of conifer species including Douglas Fir, European Larch, Ponderosa Pine, Bishops Pine, Maritime Pine, Radiata Pine, and Corsican Pine. The reason cited in the district plan is that tree planting with species that have spreading vigour has the potential for adverse effects upon amenity and ecological values in terms of wilding spread.

The Central Otago District Tree Policy 2022 contains an objective of avoiding planting trees on Council land that have the potential for invasive growth, or planting any plants designated as “pests” by the Otago Regional Council, or with propensity to become a wilding tree.

## Parliamentary Commissioner for the Environment

In November 2021, the Parliamentary Commissioner for the Environment, Simon Upton, released a report titled “Space Invaders, a Review on how New Zealand Manages Weeds that Threaten Native Ecosystems”.

The report references the cost of wilding conifers to the economy and states that if not managed is estimated to be more than \$5 billion. It sites negative effects of wilding conifers, including farmers losing grazing land, houses threatened by wildfire, and habitats and water yield being lost. The report cites the Ohau fire where 50 homes were lost and 1600 hectares of DOC land were burnt, and the Twizel fire where 3500 hectares of land containing wilding pines and scrub was burned. The Commissioner notes in the report that whilst \$100 million is being set aside by the Government, he believes it will cost significantly more to get the problem of wilding pines under control. He also noted that not unsurprisingly it is no longer possible to get carbon credits for wilding trees.

## Iwi

The Kāi Tahu ki Otago Natural Resource Management Plan 2005 specifies the spread of exotic wilding trees and other woody weeds as an issue that adversely affects cultural landscapes.

Aukaha has advised that Kāi Tahu are supportive of wilding pine removal for a number of reasons, including their effects on water yield and water quality; effects on indigenous biodiversity; and their adverse effects on landscapes, particularly where this affects cultural sites and landscapes (wāhi tūpuna).

## The Vincent Community Board

The Vincent Community Board (the Board) oversees several reserve areas identified by the Group as significant wilding conifer take off sites, including the Half Mile Recreation Reserve and the Lower Manorburn Dam reserve.

Removal of wilding conifers from the Half Mile Recreation reserve was scheduled to take place in October 2021. Following concerns from some neighbouring properties, the proposal to fell the trees was put on hold until further public engagement was undertaken.

At its March 2022 meeting the Board considered a report to fell the trees within the Half Mile reserve. The Board resolved - *to leave the item on the table until a development plan for the area has been consulted on and brought back to the Board for its consideration.* (McPherson, Stirling-Lindsay).



A development plan was subsequently prepared that proposed a natural central Otago landscape that would highlight the natural rock formations found within the reserve. The plan includes areas of native plantings with provision for shelter plantings along the western boundary. It should be noted that it is not Council's responsibility to provide shelter to neighbouring properties.

At its 31 January 2023 meeting the Board considered a report that outlined the results of a survey undertaken to gauge the communities view on the proposed development plan for the reserve. The Board resolved.

**Moved:** Paterson

**Seconded:**Hammington

*A. That the Vincent Community Board*

*Receives the report and accepts the level of significance.*

**CARRIED**

**Moved:** Paterson

**Seconded:**Cromb

*B. Supports the removal of all wilding conifers from the Half Mile Recreation Reserve*

**LOST**

**Moved:** McPherson

**Seconded:**Browne

*B. Agrees to the staging of the removal of the wilding conifers on the Half Mile Recreation Reserve.*

**CARRIED**

*with Cr Paterson and Mr Cromb recording their vote against.*

After discussion it was agreed that although the resolution B had been carried it might contravene the Wilding Conifer Control Policy. It was decided that Council should first be consulted to determine whether a staged approach over a set period of time would be in breach of the Wilding Conifer Control Policy.

Resolution B was altered by the meeting in accordance with Standing Order 24.5.

**Moved:** McPherson

**Seconded:**Hammington

*B. Asks Council to determine whether a staged approach to the removal of pines is a breach of the Wilding Pines Policy. After discussion it was agreed the remaining items should be left on the table until Council could determine any potential breach.*

**CARRIED**

**Moved:** Cromb

**Seconded:**Hammington

*C. Agrees to leave the remaining recommendations on the table until a determination from Council was known.*

**CARRIED**



### 3. Discussion

The Vincent Community Board is seeking a determination from Council to ascertain whether a staged approach to the removal of wilding conifers is a breach of the Policy attached as **Appendix 1**.

If staging is determined to be a breach of the policy, then all Community Boards would need to comply with that determination in future decision making around wilding conifer removal.

If staging is not a breach, the Council should clarify what staged removal looks like and over what length of time staging would be appropriate.

#### **Councils Wilding Conifer Control Policy**

The purpose of the Policy is to provide guidance for managing wilding conifers on Council-owned land. The principle objective of the Policy is that Council recognises its responsibilities as a landowner and to proactively manage the spread and eradicate wilding conifers.

The policy recognises Council's leadership role in the control of wilding conifers while acknowledging that wilding conifers on Council land are contributing to the spread of wilding conifers to nearby land.

Operationally the Policy recognises the New Zealand Wilding Conifer Management Strategy 2015-2030 which identifies that wilding conifers are a serious and pressing established pest in New Zealand.

The Policy also recognises the Otago Regional Pest Management Plan 2019 which classifies wilding conifers as a pest. In this context a pest means any introduced conifer species that is capable of contributing toward the establishment and spread of wilding conifers and is not contained within a plantation forest.

It is well known that once established, wilding conifers aggressively spread further afield. As a result, delays in deploying effective controls are associated with significant increased costs.

The Central Otago District Plan acknowledges the threat of wilding conifers and provides a framework for controlling the spread of wilding conifers. It encourages land use practices to ensure that adverse effects on the open space, landscape, and natural character and amenity values within the rural environment are avoided, remedied, or mitigated.

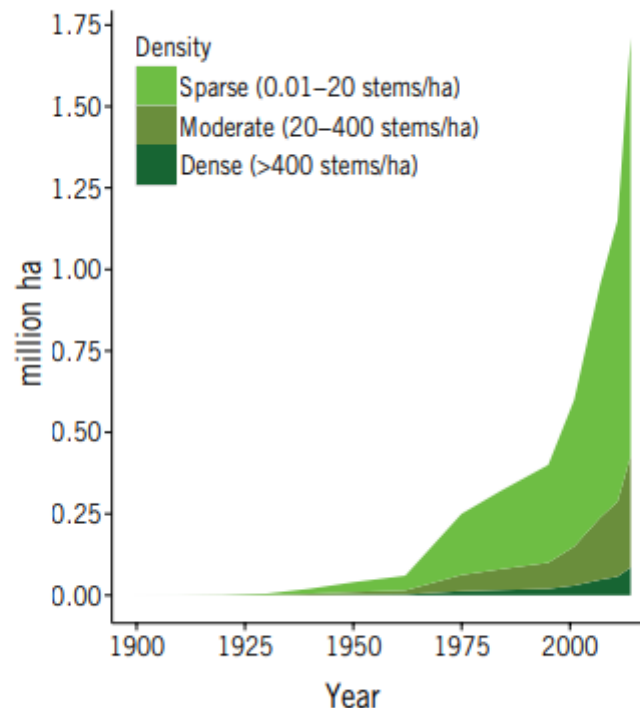
The Policy has several key policy elements to ensure Council land is not contributing to wilding spread, including.

*Council will pro-actively work to eradicate wilding conifers on council owned or managed land.*

#### **Wilding Conifers - What we know.**

The graph below provides an indication of the rate of increasing area of New Zealand known to have wilding conifers present (spread and density estimates by DOC, based on published and unpublished data). The graph shows the cumulative spread of the six species most problematic in wilding conifer spread. (graph from New Zealand Wilding Conifer Management Strategy 2015-2030)



**Figure 1. Approximate area and density of wilding conifers in New Zealand (1900–2014)**

*Pinus radiata* cones contain between 50 and 100 seeds. \* Mature trees can produce up to approximately 100 cones annually. As the cones open the winged seed is caught by the wind and dispersed away from the parent tree. The below table shows the number of seeds produced from 100 trees over different time periods.

<b>Cones per Tree</b>	<b>Years</b>	<b>Seeds Produced</b>
100	1	10,000
100	5	50,000
100	10	100,000

A handful of wilding conifers left uncontrolled can produce thousands of seeds, which can spread significant distances on the wind. They overwhelm native landscapes and the habitats of native birds, lizards, insects, and plants. Wilding conifers affect farmland, recreational land, unique New Zealand landscapes and places of historic and cultural significance. Dispersal events happen when weather and wind events coincide with seed dispersal in late summer/autumn.

Removing all wildings at the same time is the most effective way of controlling the spread and any delay will increase the cost of maintaining wilding spread.

There will likely be regeneration of wildings at the control site, even if all trees are removed at once. However, leaving trees in a staged removal will increase the abundance of seedlings that will continue to replenish the seedbank in the soil.

Research by MPI show the cost of control increases 30% every year control work is delayed.

Peter Berg, 'Radiata pine', Te Ara - the Encyclopedia of New Zealand,



## Staging

The Vincent Community Board have asked Council whether staging the removal of wilding conifers from the Half Mile Recreation Reserve would constitute a breach of Council's Wilding Conifer Control Policy. The decision made by Council will set a precedent that will apply to any future removal of wilding conifers from Council owned land. Legal advice has been sought to assist Council with its decision on this matter and has been incorporated into this report.

Within the policy there is nothing that specifically prohibits or prevents the staged removal of wilding conifers from Council land.

The authors of the policy did not have in mind that the removal of wilding conifers would ever occur in a staged manner given its objective is eradication.

In making its decision and applying the policy, Council should carefully consider the purpose/intent of the Wilding Conifer Control Policy on the basis that the Policy provides the appropriate framework for making a decision about whether staging the removal of the wilding conifers is appropriate or not. The answer to the staging question should simply flow from the proper application of the appropriate framework (i.e., the Wilding Conifer Control Policy). This framework is outlined below.

- in the principles and objectives section the policy records that *“Council recognises its obligations as a landowner to pro-actively manage the spread and eradicate wilding pines, and to give effect to the Otago Regional Pest Management Plan 2019. This recognition reflects: That Council displays leadership to control the spread of wilding conifers.”*
- under the heading “Operational context” there is a key paragraph as follows:

*“Within Central Otago wind is the main vector of spread with seed generally being blown in strong Norwest winds up to 25km from source plantations. Once established wilding conifers aggressively spread further afield. As a result, delays in deploying effective controls are associated with significant increased costs”*

Under key policy elements in the policy,

- *Council will pro-actively work to eradicate wilding conifers on council owned or managed land.*

*This recognition reflects:*

*An acknowledgment that wilding conifers on Council owned or managed land are contributing to the spread of wilding conifers on nearby properties (which in turn hinders the ability of those landowners to control the spread of wilding conifers).*

When taking into account the purpose and intent of the policy (to pro-actively eradicate wilding conifers in a cost-effective manner) together with several sites being identified as significant “take-off” sites, it becomes difficult to see how a staged approach to the removal of wilding conifers is consistent with Council’s policy. To summarise the key aspects of the policy -

- Wilding conifers are recognised as a pest and ought to be eradicated.
- Council has accepted and acknowledged responsibility for taking a proactive leadership role in the removal and eradication of wilding conifers from Council land. The Wilding Conifer Control Policy is intended to reflect those objectives and



provides a framework for decision making when considering removal of wildings from Council land.

- The Policy identifies that within Central Otago wind is the main vector of spread.
- The Policy further identifies that delays in deploying effective controls are associated with significant increased cost.
- A number of sites have been identified as priority sites for eradicating wilding conifers due to them being significant “take-off” sites.
- Delays to eradicating wilding conifers on Council land will lead to significant increased costs (from both an operational perspective and a wider environmental context).

Staging by its nature will allow any remaining wildings to spread and infest both the area cleared and onto neighbouring properties. Research indicates that long distance spread is possible, especially from “take-off” sites exposed to strong/prevalent wind.

Staging suggests that at some point in the future the balance of tree removal will be undertaken. The time period of when this should occur will vary depending on factors including,

- Budget
- Replanting
- Log prices
- Contractor availability
- Community consultation
- Access to site to remove removing trees without disturbing and potential restoration works

In considering staging as an option there would need to be some parameters around the timing of the removal of remaining wildings. Staging timeframes should consider what the end goal of a staging programme is attempting to achieve. Who will benefit from the staging and who will be impacted.

Conifers tend to exhibit allelopathic traits – that is they inhibit other plants from growing and competing. Leaving some trees on a site may impact on any restoration of the site.

Staging removal of wildings will result in the need for staging of any restoration which could impact on the visual amenity of the site over an extended period of time.

Timing of staging is likely to be site specific and depend on what if any restoration work is envisaged.

The cost to remove wilding conifers is most efficiently undertaken once, as fixed costs such as plant, machinery, traffic management and site tidy up would apply each time work was undertaken.

The longer the staging intervals are the greater the risk of future stages not being completed become. Factors such as change in direction, budget changes, neighbours, the wider community and staff changes can all impact on completion.

Restoration depends to some degree on what form the restoration takes, i.e., complete replanting with a non-spreading species, selective planting on site or mixed landscaping.



Most replanting is effective when the plants have been planted at a similar time to enable only one period of more intensive maintenance to assist the plants establish rather than drawing it out over the staging period.

For staging to occur, then a maximum of three years to complete any staging phases is recommended based on budget, maintenance costs and restoration as discussed above.

#### **4. Financial Considerations**

There is no financial implication to amending the policy itself, however multiple visits to a site will result in cost implications that would have a rating impact upwards of \$60,000 per visit.

Using the Half Mile reserve as an example this could institute 1.8% Vincent ward rate increase for this work alone.

The Council has for a number of years contributed an annual grant of \$20,000 to the Central Otago Wilding Conifer Control Group to assist the group in its overall administration.

#### **5. Options**

##### Option 1 (recommended)

That the Councils Wilding Conifer Control Policy does not permit staging the removal of wilding conifers from Council owned or managed land.

Advantages:

- Council is seen as a good neighbour and showing leadership in sustainable land management.
- Lower cost impact to ratepayers.
- Eradication of wilding conifers is consistent with both the National Wilding Conifer strategy and the Regional Pest Plan.
- Restoration can begin at the same time rather than being spread out over a period of years.
- Identified wilding conifer sites or seed take off sites have the wildings removed so they do not spread seed onto neighbouring property.
- Wilding conifers on Council owned or managed land will be cleared.

Disadvantages:

- Some sites may provide very close neighbours with shelter which will be removed (noting that it is a property owners own responsibility to provide for shelter).
- When felled the amenity and recreational nature of the site may change.

##### Option 2

That the Councils Wilding Conifer Control Policy does permit staging the removal of wilding conifers from Council owned or managed land. And that staging is completed at the discretion of a Community Board to the maximum of three years.

Advantages:

- Staging times are set and the community are aware of this.



## Disadvantages:

- Remaining trees will continue to produce seed that can spread to nearby land.
- Higher cost to ratepayers.
- Less control of contractor and budget management given the extended time period to complete the work and multiple site visits required.

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision enables democratic local decision making and action by, and on behalf of communities by ensuring Council policy is clear.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Council Tree Policy 2022. Council Wilding Conifer Control Policy. Long-term Plan 2021-2031.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	Wilding conifers are an identified pest and impact the environment, biodiversity, water yield and productivity.
<b>Risks Analysis</b>	There is no risk in making this decision that triggers Councils risk register.
<b>Significance, Consultation and Engagement (internal and external)</b>	Consultation is not required for this decision.

## 7. Next Steps

Advise all Community Boards of the Councils decision.

## 8. Attachments

Appendix 1 - Wilding Conifer Control Policy [↓](#)

Report author:

Reviewed and authorised by:




Gordon Bailey  
Parks and Recreation Manager  
24/02/2023

David Scoones  
Group Manager - Community Experience  
27/02/2023





# Wilding Conifer Control Policy

<b>Department:</b>	Parks and Recreation
<b>Document ID:</b>	585019
<b>Approved by:</b>	Council 6 July 2022
<b>Effective date:</b>	July 2022
<b>Next review:</b>	July 2024

## Purpose:

To provide guidance on Council's approach to managing wilding conifers on council owned or managed land.

## Principles and objectives:

Council recognises its obligations as a landowner to pro-actively manage the spread and eradicate wilding pines, and to give effect to the Otago Regional Pest Management Plan 2019.

This recognition reflects:

- That Council displays leadership to control the spread of wilding conifers.
- An acknowledgment that wilding conifers on Council owned or managed land are contributing to the spread of wilding conifers on nearby properties (which in turn hinders the ability of those landowners to control the spread of wilding conifers).

## Scope:

This policy applies to council owned and managed land including (but not limited to):

- Recreation reserves, local purpose reserves, historic reserves, scenic reserves, and road reserves.

This policy does not apply to council owned or managed commercial forestry blocks, with the exception that:

- Council will pro-actively manage any spread onto neighbouring land.
- Council will give consideration to replanting forestry blocks with a species with less propensity to spread.

## Definitions:

Wilding is the term used for the natural regeneration or self seeding spread of introduced trees, occurring in locations which are not managed as forests or plantations.

Within New Zealand the term is generally applied to the following species of conifers;

- Bishops pine (*Pinus muricata*)





- Contorta (lodgepole) pine (*Pinus contorta*)
- Corsican pine (*Pinus nigra*)
- Douglas fir (*Pseudotsuga menziesii*)
- Larch (*Larix decidua*)
- Maritime pine (*Pinus pinaster*)
- Mountain pine and dwarf mountain pine (*Pinus mugo* and *P. uncinata*)
- Ponderosa pine (*Pinus ponderosa*)
- Radiata pine (*Pinus radiata*)
- Scots pine (*Pinus sylvestris*)

## Policy:

### Operational context:

The New Zealand Wilding Conifer Management Strategy 2015-2030 identifies that wilding conifers are a serious and pressing established pest in New Zealand.

The Kai Tahu ki Otago Natural Resource Management Plan 2005 specifies that the spread of exotic wilding trees and other woody weeds is an issue which adversely affects cultural landscapes.

The Otago Regional Pest Management Plan 2019 classifies wilding conifers as a pest.

Within Central Otago wind is the main vector of spread with seed generally being blown in strong Norwest winds up to 25km from source plantations. Once established wilding conifers aggressively spread further afield. As a result, delays in deploying effective controls are associated with significant increased costs.

### Adverse effects of wilding conifers:

Landscape and amenity.

- Interfering with views of golden tussock glacial and rocky landscapes.

Biodiversity and nature conservation.

- Avoiding the loss of flora and fauna that is unique to Central Otago as wilding conifer canopy closure dominates and degrades native flora and fauna habitats.

Economic productive values.

- Loss of productive farmland.

Recreational and lifestyle.

- Ensuring opportunities for walking, cycling, running and tramping are maintained.





Historic and archaeological.

- Avoiding the obscuring and loss of sites due to canopy closure.

Water yield.

- Avoiding the reduction of water yield of catchments into rivers due to canopy interception and evaporation.

Wildfire risk.

- Mitigating the significant risk wilding conifers present for property.

### Central Otago District Plan

Acknowledges the threat of wilding conifers and provides a framework for controlling the spread of wilding conifers. It encourages land use practices to ensure that adverse effects on the open space, landscape, and natural character and amenity values within the rural environment are avoided, remedied, or mitigated.

Any planting of species that exhibit spreading vigour requires a resource consent as follows:

- Discretionary activity (tree plantings that exceeds 2 hectares)
  - Douglas Fir (*Pseudotsuga menziesii*),
  - European larch (*Larix decidua*)
  - Ponderosa pine (*Pinus ponderosa*)
  - Bishops pine (*Pinus muricata*)
  - Maritime pine (*Pinus pinaster*)
  - Radiata pine (*Pinus radiata*)
- Discretionary activity (tree plantings less than 2 hectares)
  - Corsican pine (*Pinus nigra*)
- Non-complying activity
  - Scots pine (*Pinus sylvestris*) and/or Swiss Mountain pine (*Pinus mugo*)

Planting of Lodgepole pine (*Pinus contorta*) is a prohibited activity for which no consent can be applied for or obtained.

### Key policy elements:

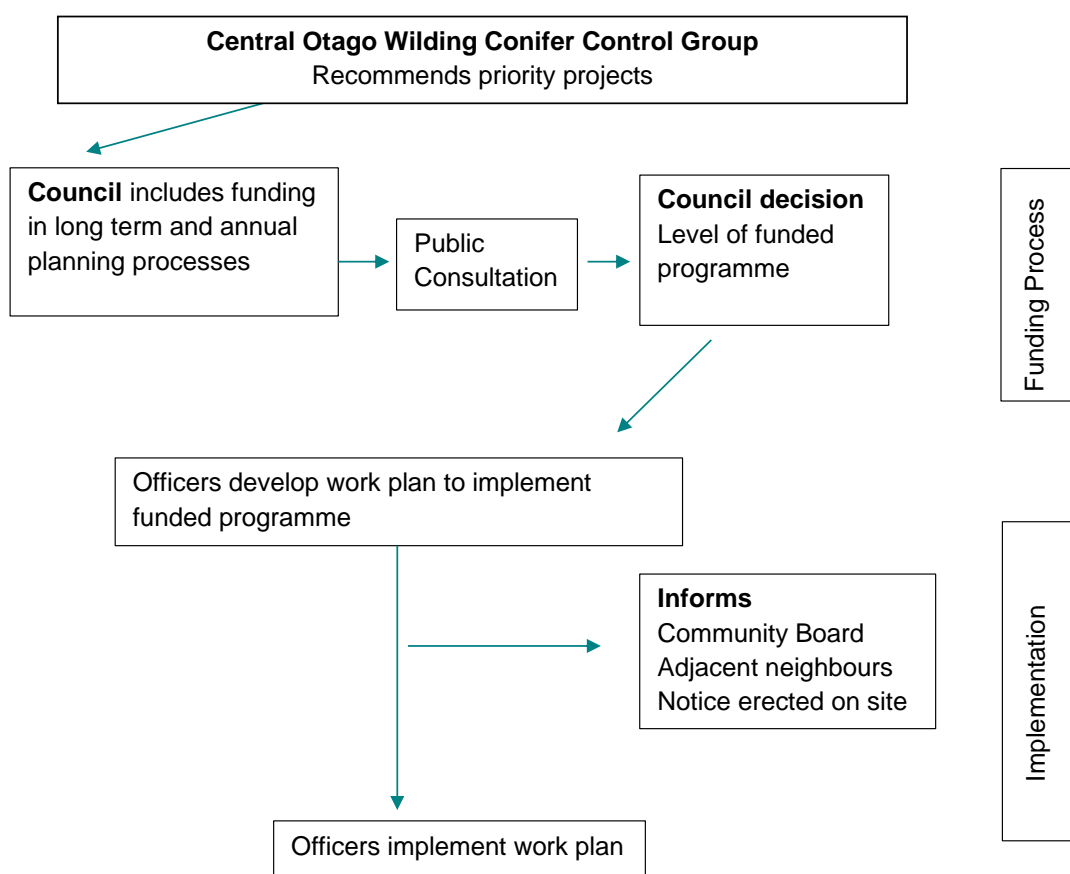
- Council will pro-actively work to eradicate wilding conifers on council owned or managed land.
- No new plantings of wilding conifers will take place on council owned or managed land.





- Council will pro-actively manage the spread of wilding conifers from council owned commercial forestry blocks onto adjacent land.
- Where no wildings currently exist on council owned or managed land but the land is susceptible to wilding spread, Council will proactively manage removal of any seedlings to prevent wildings being established

Council will manage the programme to control the spread and eradicate wilding conifers through the following process:



### Relevant legislation:

Reserves Act 1977

Resource Management Act 1991





### Related documents:

<https://www.wildingconifers.org.nz/assets/Uploads/2014-new-zealand-wilding-conifer-management-strategy-3.pdf>

[www.wildingpines.nz](http://www.wildingpines.nz)

<https://www.wildingconifers.org.nz/>

<https://wildingpinenetwork.org.nz/>



## **23.2.9 DRAFT 2023-24 ANNUAL PLAN BUDGET**

**Doc ID: 619926**

### **1. Purpose of Report**

To approve the draft Council specific budgets for inclusion in the Council's draft Annual Plan 2023-24 process.

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### **Recommendations**

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Agrees in principle, subject to further work, (around the phasing of rate funding the increase in Council waste management asset depreciation) that the Council specific budgets be included in the 2023-24 Annual Plan.
  - C. Notes Appendix 1,2 & 3.
  - D. Notes the community boards recommendations of budgets and fees and charges will be presented with the full draft 2023-24 annual plan and consultation document for approval by Council on 30 March 2023.
- 

### **2. Background**

The 2023-24 draft specific budgets for Council have been prepared on Council's request to keep the Long-term Plan (year three) budgets relatively unchanged, with the exception of known un-manageable inflationary increases.

The year three budgets proposed an average rate increase across the district of 7.6%. This is including the impact of growth which was anticipated to be 1.9%. The cost of inflation on the budgets mean the current average increase across the district is 10.4%, after adjusting for the projected growth factor of 1.9%.

### **3. Discussion**

Draft budgets will be presented to each community board for consideration at their upcoming March meetings. Those budgets will then be provided to Council to consider for inclusion in the draft 2023-24 Annual Plan at the meeting on the 30 March 2023.

For Council specific budgets, the rates funding of depreciation for the three waters and roading network (as a result of annual revaluations) have been adjusted to match the renewals /capital works program for the 2023-24 year, as resolved in December 2022.

Insurance has been adjusted as an unmanageable inflationary increase following Councils resolution to approve an increase in budget for the 2022-23 financial year. This is to accommodate increases in insurance renewal premiums.



Elected member remuneration has increased upon instruction from the Remuneration Authority.

The cost of the waste management activity has increased due to the Emission Trading Scheme and the increased level of service with the additional organic bin.

Known increases in overhead expenses are presently being managed internally via savings through timing lags.

Community board and Council property has been subjected to the three yearly revaluation. The increases in the revaluations on our buildings reflect as increases in the depreciation expense and therefore rate funding for the depreciation. In the case of community boards some of these increases have been offset by the removal of passive parks depreciation, a community board offset only.

The revaluation of waste management assets has also affected Council budgets.

The increase in depreciation as a result of the revaluation is approximately \$100K. The draft budgets currently have this depreciation increase fully rate funded in the 2023-24 year. This is inconsistent with our other infrastructure asset types and Council could consider phasing the rate funding which could bring the overall rates rise under 10%.

During the compilation of the 2023-24 budgets council staff have identified the need to reconsider elements of the financial strategy ready for the compilation of the 2024-34 LTP to ensure appropriate repayment of both external debt and reserve deficits occur.

#### **4. Financial Considerations**

Currently the average increase across the district is 10.4%, after adjusting for the projected growth factor of 1.9%, noting community boards have not yet reviewed their ward budgets.

Council could consider phasing the rate funding for the increase in depreciation related to the waste management assets which could bring the overall rates rise under 10%.

#### **5. Options**

##### Option 1 - (recommended)

Accept the draft 2023-24 Council specific budgets for inclusion in the Council 2023-24 Annual Plan subject to considering whether to phase the rate funding for the increase in depreciation related to the waste management assets.

Advantages:

- Meets statutory requirements
- Provides transparent expenditure management
- The Council specific budgets will feed into Council's Annual Plan budget for 2023-24
- Meets the ratepayers' expectations
- Allows changes to reflect prior Council decisions post setting of the 2021-31 Long-term Plan



- Allows for Fees and Charges to be updated to reflect the most accurate charges.

Disadvantages:

- Some members of the community may feel disadvantaged paying increased rates.

### Option 2

Decline the draft 2023-24 Council specific budgets for inclusion in the 2023-24 Annual Plan.

Advantages:

- Status quo remains and rate payers do not incur increased rates.

Disadvantages:

- Delay in the annual plan process or the 2023-24 Annual Plan may not accurately reflect the Councils prior decisions.
- Run the risk of delaying the annual plan process and therefore potentially miss the legislative deadlines
- May not reflect a fair distribution of costs to the rate payer
- Does not reflect the intention of the 2021-31 Long-term Plan (year three)

## 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	<p>This decision enables democratic local decision making and action by, and on behalf of the community by involving elected members in robust and transparent financial decision making.</p> <p><b>AND/OR</b></p> <p>This decision promotes the (social/cultural/economic/environmental) wellbeing of communities, in the present and for the future by</p>
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Yes, consistent with all council plans and policies.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	No implications, as this has been factored in the 2021-31 Long-term Plan and there have been no changes to these considerations and assumptions used to prepare the 2021-31 Long-term Plan.
<b>Risks Analysis</b>	The risk of not accepting this report is that Council will lose the ability to adopt the 2023-24 Annual Plan and set the rates for the income required to meet the activities Council is required to carry out. Council will not meet legislative



	requirements and may be exposed to legal challenges.
<b>Significance, Consultation and Engagement (internal and external)</b>	This is a significant step in the annual plan process, as it ensures the Council is across its specific budget to feed into Council's overall 2023-24 Annual Plan which will be consulted upon.

## 7. Next Steps

Once this report is accepted and changes made where necessary, it will be included in the draft 2023-24 Annual Plan, which is planned to be adopted for consultation on 30 March 2023.

## 8. Attachments

**Appendix 1 - Draft 2023-24 Annual Plan Budget - Income and Expenditure.docx** [↓](#)

**Appendix 2 - Draft Annual Plan 2023-24 Budget - Capital Expenditure.docx** [↓](#)

**Appendix 3 - Draft Annual Plan 2023-24 Budget - Sample Rates.docx** [↓](#)

Report author:



Susan Finlay  
Chief Financial Officer

Reviewed and authorised by:



Saskia Righarts  
Group Manager - Business Support





## Council Wide Budget

### 8 March 2023

### Appendix One

#### Draft 2023-24 Annual Plan Budget - Income and Expenditure

Annual Report 2021/22	Annual Plan 2023/24 Budget	Annual Plan 2022/23	Annual Plan 2023/24	AP 2022/23 vs AP 2023/24 \$ Change	AP 2022/23 vs AP 2023/24 % Change	LTP Year 3 2023/24	LTP vs AP 2023/24 \$ Change
<b>Income</b>							
33,759,601	Rates	36,237,794	41,510,178	5,272,384	14.5%	40,378,498	1,131,680
140,689	Other Capital Contributions	40,000	3,200	(36,800)	(92.0%)	3,200	-
8,042,575	User Fees & Other	8,161,007	7,929,893	(231,114)	(2.8%)	7,894,646	35,247
2,615,904	Regulatory Fees	2,233,000	2,260,000	27,000	-	2,260,000	-
10,555,671	Land Sales	14,930,488	10,588,542	(4,341,946)	-	10,588,542	-
15,283,297	Government Grants and Subsidies	6,062,042	6,274,147	212,105	-	5,888,647	385,500
2,533,617	Development Contributions	2,191,704	1,716,758	(474,946)	-	1,716,758	-
309,501	Reserves contributions	-	-	-	-	-	-
665,802	Valuation Gains	-	-	-	-	-	-
52,086	Profit on sale of assets	-	-	-	-	-	-
89,471	External Interest & Dividends	500,000	500,000	-	-	412,500	87,500
-	- Internal Interest Revenue	1,108,533	1,186,298	77,765	7.0%	1,138,537	47,761
10,031,633	Vested assets	-	-	-	-	-	-
<b>84,079,847</b>	<b>TOTAL INCOME</b>	<b>71,464,567</b>	<b>71,969,016</b>	<b>504,449</b>	<b>0.7%</b>	<b>70,281,328</b>	<b>1,687,688</b>
<b>Expenditure</b>							
12,491,291	Staff	13,305,183	14,183,921	878,738	6.6%	13,473,482	710,439
454,956	Insurance Premiums	473,836	658,025	184,189	38.9%	520,959	137,066
2,839,441	Other Costs	2,570,674	2,645,270	74,596	2.9%	2,486,723	158,547
(11,776)	Overhead Costs	-	-	-	0.0%	-	-
654,341	Buildings Repairs & Maintenance	728,466	803,494	75,028	10.3%	803,466	28
-	- Internal Interest Expense	1,634,909	2,533,815	898,906	55.0%	2,305,249	228,565
1,046,076	Electricity & Fuel	1,432,663	1,435,663	3,000	0.2%	1,435,663	-
111,527	Vehicles	132,555	137,775	5,220	3.9%	132,555	5,220
491,148	Office Expenses	681,167	692,887	11,720	1.7%	643,239	49,648
38,149	Bank Fees	74,445	75,525	1,080	1.5%	74,445	1,080
43,669	Health & Safety	41,526	42,476	950	2.3%	41,526	950
508,464	Members Remuneration	572,196	698,047	125,851	22.0%	587,722	110,325
357,491	Conferences & Courses	491,403	537,813	46,410	9.4%	483,403	54,410
469,928	Rates Expense	469,162	492,560	23,398	5.0%	492,620	(60)
1,015,306	Technology Costs	1,117,980	1,217,071	99,091	8.9%	1,116,830	100,241
3,252,052	Professional Fees	2,595,281	3,007,281	412,000	15.9%	2,947,281	60,000
606,829	Grants	636,276	711,918	75,642	11.9%	722,303	(10,385)
9,172,276	Contracts	8,917,715	10,021,154	1,103,439	12.4%	9,125,191	895,963
10,628,574	Depreciation	10,857,144	17,591,323	6,734,179	62.0%	11,758,966	5,832,357
142,057	Audit fees	140,000	305,000	165,000	117.9%	275,000	30,000
69,961	Bad Debts exc rates	5,000	5,000	-	0.0%	5,000	-
3,905,594	Refuse & Recycling Costs	4,328,660	4,044,247	(284,413)	(6.6%)	4,583,015	(538,768)
-	- Strategic Planning	51,000	16,000	(35,000)	(68.6%)	16,000	-
172,315	Valuation Services	178,000	181,000	3,000	1.7%	181,000	-
386,939	Loss on sale of assets	-	-	-	0.0%	-	-
6,836,871	Cost of Sales	11,231,773	6,774,216	(4,457,557)	(39.7%)	6,774,216	-
<b>55,683,480</b>	<b>TOTAL EXPENDITURE</b>	<b>62,667,014</b>	<b>68,811,481</b>	<b>6,144,467</b>	<b>9.8%</b>	<b>60,985,855</b>	<b>7,825,626</b>
<b>28,396,367</b>	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>8,797,554</b>	<b>3,157,535</b>	<b>5,640,018</b>	<b>(64.1%)</b>	<b>9,295,473</b>	<b>(6,137,938)</b>





Variances below are based on the changes between the Annual Plan 2023-24 and the Long-term Plan 2023-24.

### **Income**

The main variances are:

- Internal and external interest revenue has increased slightly due to higher in fund surplus reserves balances than planned.
- User fees and other has increased due to the expectation of higher revenue from Environmental waste management.

### **Expenditure**

The main variances are:

- Staff costs have increased by \$710k in line with the Council approved reforecast for this 2022-23 financial year.
- Insurance costs have increased overall. Insurance premiums have increased because of the 30 June 2022 revaluation on councils' assets and inflationary factors.
- Interest expense has increased. This is due an increase in external borrowing for the Lake Dunstan Water Treatment plant and the Clyde Wastewater Reticulation project.
- Members remuneration has increased by \$110k per the Remuneration Authority.
- Technology cost has increased by \$100k. Computer software and support requirements have increased.
- Contract costs increased by \$895k. This is predominately due to the increased level of service in the waste management space, with the roll out of the organics bin. This is offset by reduced cost in refuse and recycling costs.
- Depreciation costs have increased, particularly in building, three waters, and roading. The rate funded depreciation impact has been reduced in three waters and roading. The December 2022 council meeting passed reports giving the ability to reduce the rate funded depreciation to the renewals program for both three waters and roading.





### Rates for the Annual Plan 2023-24 comparison to Annual Plan 2022-23

General Rates		AP 2022/23	AP2023/24	AP 2022/23 vs AP 2023/24 \$ Change	AP 2022/23 vs AP 2023/24 % Change	LTP Year 3 2023/24	LTP vs AP 2023/24 \$ Change
Dis Gen	General Rate	6,958,082	8,430,490	(1,472,408)	(17.5%)	8,223,064	(207,425)
Dis Uni	Uniform Annual General Charge	1,500,428	1,320,922	179,506	13.6%	1,322,351	1,429
		<b>8,458,510</b>	<b>9,751,412</b>	<b>(1,292,902)</b>	<b>(13.3%)</b>	<b>9,545,416</b>	<b>(1,084,092)</b>

Targeted Rates		AP 2022/23	AP2023/24	AP 2022/23 vs AP 2023/24 \$ Change	AP 2022/23 vs AP 2023/24 % Change	LTP Year 3 2023/24	LTP vs AP 2023/24 \$ Change
Dis Plan	Planning and Environment Rate	2,692,210	3,284,779	(592,569)	(18.0%)	3,114,381	(170,398)
Dis Econ	Economic Development Rate	229,414	235,662	(6,248)	(2.7%)	229,516	(6,146)
Dis T&W	Tracks & Waterways Charge	207,111	231,035	(23,924)	(10.4%)	191,425	(39,610)
Dis TCO	Tourism Rate	989,991	1,339,006	(349,015)	(26.1%)	1,298,631	(40,375)
Dis Wst Min	Waste Management and Collection Charge	4,509,649	4,937,110	(427,461)	(8.7%)	4,593,495	(343,615)
Dis Lib	District Library Charge	1,212,601	1,334,670	(122,070)	(9.1%)	1,193,873	(140,798)
Dis Moly	Molyneux Park Charge	303,280	176,833	126,446	71.5%	295,626	118,793
Dis W&PT	District Works and Public Toilets Rate	1,773,763	2,034,595	(260,832)	(12.8%)	2,104,480	69,884
Dis Wtr	District Water Supply	3,316,436	4,654,466	(1,338,030)	(28.7%)	4,272,357	(382,110)
Dis WW	District Wastewater	4,687,050	4,798,764	(111,714)	(2.3%)	4,768,585	(30,179)
		<b>19,921,504</b>	<b>23,026,921</b>	<b>(3,105,417)</b>	<b>(13.5%)</b>	<b>22,062,367</b>	<b>(2,798,571)</b>

Vincent Rates		AP 2022/23	AP2023/24	AP 2022/23 vs AP 2023/24 \$ Change	AP 2022/23 vs AP 2023/24 % Change	LTP Year 3 2023/24	LTP vs AP 2023/24 \$ Change
Vin Prom	Vincent Promotion Rate	41,750	41,750	0	0.0%	41,750	0
Vin R&C	Vincent Recreation and Culture Charge	2,527,921	2,676,489	(148,568)	(5.6%)	2,652,367	(24,122)
Vin W&S	Vincent Ward Services Charge	407,344	663,432	(256,088)	(38.6%)	599,348	(64,084)
Vin Democ	Vincent Ward Services Rate	199,229	199,338	(110)	(0.1%)	200,945	1,607
		<b>3,176,244</b>	<b>3,581,009</b>	<b>(404,766)</b>	<b>(11.3%)</b>	<b>3,494,410</b>	<b>(358,222)</b>

Cromwell Rates		AP 2022/23	AP2023/24	AP 2022/23 vs AP 2023/24 \$ Change	AP 2022/23 vs AP 2023/24 % Change	LTP Year 3 2023/24	LTP vs AP 2023/24 \$ Change
Crm Prom	Cromwell Promotion Rate	112,048	112,863	(816)	(0.7%)	112,263	(600)
Crm R&C	Cromwell Recreation and Culture Charge	2,772,992	3,067,813	(294,821)	(9.6%)	3,269,489	201,676
Crm W&S	Cromwell Ward Services Charge	175,381	226,664	(51,283)	(22.6%)	251,584	24,920
Crm Democ	Cromwell Ward Services Rate	158,292	161,068	(2,776)	(1.7%)	159,700	(1,369)
		<b>3,218,713</b>	<b>3,568,409</b>	<b>(349,696)</b>	<b>(9.8%)</b>	<b>3,793,036</b>	<b>(412,264)</b>

Maniototo Rates		AP 2022/23	AP2023/24	AP 2022/23 vs AP 2023/24 \$ Change	AP 2022/23 vs AP 2023/24 % Change	LTP Year 3 2023/24	LTP vs AP 2023/24 \$ Change
Mto Prom	Maniototo Promotion Rate	5,000	5,000	0	0.0%	5,000	0
Mto R&C	Maniototo Recreation and Culture Charge	774,732	893,399	(118,666)	(13.3%)	817,113	(76,286)
Mto W&S	Maniototo Ward Services Charge	46,513	49,082	(2,569)	(5.2%)	51,165	2,083
Mto Democ	Maniototo Ward Services Rate	107,434	112,481	(5,047)	(4.5%)	106,480	(6,001)
		<b>933,680</b>	<b>1,059,962</b>	<b>(126,282)</b>	<b>(11.9%)</b>	<b>979,758</b>	<b>(125,999)</b>



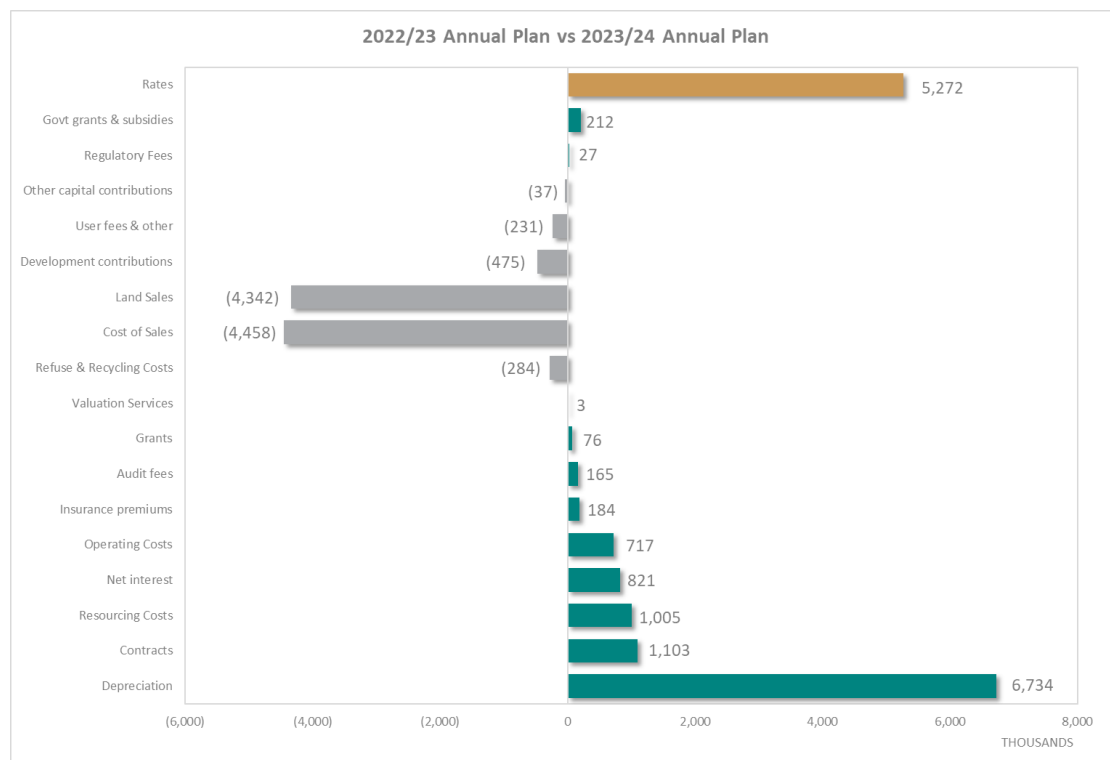


Teviot Valley Rates		AP 2022/23	AP2023/24	AP 2022/23 vs AP 2023/24 \$ Change	AP 2022/23 vs AP 2023/24 % Change	LTP Year 3 2023/24	LTP vs AP 2023/24 \$ Change
Tvt Prom	Teviot Valley Promotion Rate	2,000	2,000	0	0.0%	2,000	0
Tvt R&C	Teviot Valley Recreation and Culture Charge	388,978	409,154	(20,176)	(4.9%)	360,955	(48,199)
Tvt W&S	Teviot Valley Ward Services Charge	43,154	10,973	32,181	293.3%	46,736	35,763
Tvt Democ	Teviot Valley Ward Services Rate	95,010	100,337	(5,327)	(5.3%)	93,820	(6,517)
		<b>529,142</b>	<b>522,464</b>	<b>6,678</b>	<b>1.3%</b>	<b>503,511</b>	<b>(36,331)</b>

	AP 2022/23	AP2023/24	AP 2022/23 vs AP 2023/24 \$ Change	AP 2022/23 vs AP 2023/24 % Change
<b>Total Rates (Including Metered Water)</b>	<b>38,407,794</b>	<b>43,192,755</b>	<b>(4,784,962)</b>	<b>(12.5%)</b>
<b>Total Rates increase adjusted for 1.9% growth</b>				<b>(10.4%)</b>

### Effect on the Rates for Annual Plan 2023-24

The Annual Plan draft figures result in a rate increase for the district of \$4.78M compared to Annual Plan 2022-23. The main increase is due to higher contract costs and depreciation. This graph shows the total rates increase in brown and the major contributors to the increase/decrease of rates. Lines in grey show factors that reduce the rates required while the green lines show factors that will increase the rate requirement. Land sales and the cost of sales are set outside of the rates factors.

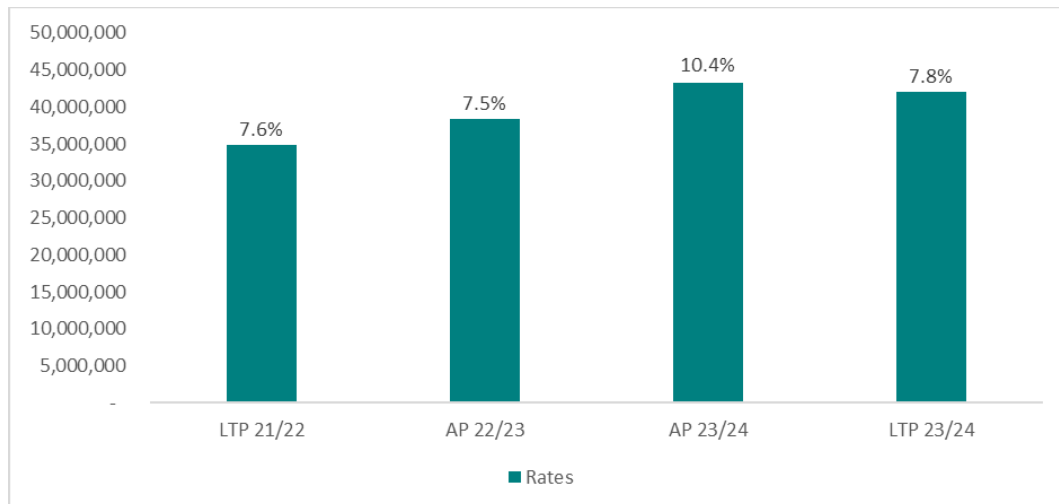






### Rates Increase and Comparisons

This graph shows the rates requirements, and the rates increases from the previous Long-term Plan Year 1 2021/22 and Annual Plan 2022-23, along with the draft Annual Plan 2023-24 and Long-term Plan Year 3 2023-24 that will be collected in the district.





## Council Wide Budget

### 8 March 2023

#### Appendix Two

#### Draft 2023-24 Annual Plan Budget – Capital Expenditure

CAPITAL EXPENDITURE	AP 2023/24	LTP Year 3 2023/24	Movement
<b>Water</b>			
Water Supply Improvements Cromwell Water Treatment Plant Upgrade	4,700,000	4,700,000	-
Water Supply Improvements Cromwell	45,000	45,000	-
Water Supply Renewals Piped Network Renewals	820,721	820,721	-
Water Supply Renewals Mechanical and Process Plant	496,974	496,974	-
Water Supply Renewals Piped Network Fixtures	731,824	731,824	-
Water Supply Improvements Alexandra	530,000	530,000	-
Water Supply Improvements Districtwide	-	-	-
Water Supply Improvements Clyde	-	-	-
Water Supply Improvements Roxburgh	300,000	300,000	-
Water Supply Improvements Omakau	150,000	150,000	-
Water Supply Improvements Patearoa	-	-	-
Water Supply Improvements Naseby	150,000	150,000	-
Vehicle Replacement	46,475	46,475	-
<b>Total Water</b>	<b>7,970,994</b>	<b>7,970,994</b>	<b>-</b>
<b>Wastewater</b>			
Wastewater Improvements Clyde	-	-	-
Wastewater Renewals Piped Network Renewals	135,785	135,785	-
Wastewater Improvements Alexandra Wastewater Treatment Plant Upgrade	1,200,000	1,200,000	-
Wastewater Improvements Alexandra	370,000	370,000	-
Wastewater Improvements Districtwide	960,000	960,000	-
Wastewater Improvements Omakau	-	-	-
Wastewater Improvements Cromwell	20,000	20,000	-
Wastewater Renewals Mechanical and Process Plant	243,090	243,090	-
Wastewater Renewals Reticulation	838,484	838,484	-
Wastewater Improvements Lake Roxburgh Village	-	-	-
Wastewater Improvements Roxburgh	100,000	100,000	-
Wastewater Improvements Ranfurly	-	-	-
Wastewater Improvements Naseby	-	-	-
<b>Total Wastewater</b>	<b>3,867,359</b>	<b>3,867,359</b>	<b>-</b>
<b>Stormwater Renewals Piped Network Renewals</b>			
Stormwater Renewals Piped Network Renewals	380,000	380,000	-
<b>Total Stormwater Renewals Piped Network Renewals</b>	<b>380,000</b>	<b>380,000</b>	<b>-</b>



<b>CAPITAL EXPENDITURE</b>	<b>AP 2023/24</b>	<b>LTP Year 3 2023/24</b>	<b>Movement</b>
<b>Roading</b>			
Minor improvements	150,000	150,000	-
Gravel Road Renewals	1,830,000	1,830,000	-
Sealed Road Renewals	1,420,000	1,420,000	-
Structures Renewal	510,000	510,000	-
Footpath Renewals	300,000	400,000	(100,000)
Drainage Renewals Roading	440,000	440,000	-
Traffic Services Renewals	120,000	120,000	-
Carpark Renewals	250,000	250,000	-
Vehicle Replacement	-	-	-
Clyde Heritage Precinct - Stage 3	-	1,600,000	(1,600,000)
	<b>5,020,000</b>	<b>6,720,000</b>	<b>(1,700,000)</b>
<b>Enviromental Services</b>			
Waste Disposal	-	-	-
Litter Bins	8,200	8,200	-
<b>Total Enviromental Services</b>	<b>8,200</b>	<b>8,200</b>	<b>-</b>
<b>Pools Parks and Cemeteries</b>			
Clutha Management	5,000	5,000	-
Trails Maintenance	21,000	16,000	5,000
Molyneux Park	17,950	15,450	2,500
Other Reserves Vincent	34,500	34,200	300
Pioneer Park	130,500	122,500	8,000
Alexandra Pool	527,878	127,878	400,000
Alexandra Town Centre	317,500	317,500	-
Alexandra Cemetery	26,000	26,000	-
Anderson Park	89,800	74,800	15,000
Cromwell Reserves	151,000	114,500	36,500
Cromwell Pool	329,156	329,156	-
Cromwell Cemetery	-	-	-
Recreation Reserve Committee Clyde	16,500	16,500	-
Recreation Reserve Committee Omakau	1,040,000	1,040,000	-
Clyde & Fraser Domains	6,134	6,134	-
Clyde Cemetery	-	-	-
Omakau Cemetery	-	-	-
Oturehua Domain	-	-	-
Recreation Reserve Committee Taieri Lake	-	-	-
Other Reserves Maniototo	48,000	48,000	-
Ranfurly Pool	27,000	27,000	-
Naseby Dam Reserve	7,000	7,000	-
Ranfurly Cemetery	-	-	-
Naseby Cemetery	-	-	-
Millers Flat Recreation Reserve Committee	1,500	1,500	-
Reserves Teviot Valley	35,000	30,000	5,000
Teviot Valley Walkway Committee	1,500	1,500	-
Roxburgh Pool	-	-	-
<b>Total Pools Parks and Cemeteries</b>	<b>2,832,918</b>	<b>2,360,618</b>	<b>472,300</b>



<b>CAPITAL EXPENDITURE</b>	<b>AP 2023/24</b>	<b>LTP Year 3 2023/24</b>	<b>Movement</b>
<b>Planning and Regulatory</b>			
Vehicle Replacement	163,900	163,900	-
Software	58,250	58,250	-
<b>Total Planning and Regulatory</b>	<b>222,150</b>	<b>222,150</b>	<b>-</b>
<b>Property and Community Facilities</b>			
William Fraser Building	183,500	183,500	-
Admin Building Cromwell	3,729,001	3,729,001	-
Admin Building Maniototo	-	-	-
Admin Building Teviot Valley	30,000	30,000	-
Elderly Persons Housing	199,300	199,300	-
Property General District	30,000	30,000	-
Property Maintenance District	20,955	20,955	-
Alexandra Aerodrome	-	-	-
Public Toilets	-	-	-
Property General Vincent	5,000	5,000	-
39-43 Tarbert St	-	-	-
Central Stores	-	-	-
Alexandra Community Centre	-	-	-
Molyneux Stadium	1,380,000	1,380,000	-
Public Toilet Vincent	11,000	11,000	-
Property General Cromwell	1,600,000	1,600,000	-
Memorial Hall Cromwell	7,717,874	7,717,874	-
Cromwell Sports Pavillions	-	-	-
Tarras Community Centre	1,706,770	1,706,770	-
Cromwell Museum	-	-	-
Cromwell Resource Centre Building	-	-	-
Cromwell Town Centre	-	-	-
Cromwell Master Plan	-	-	-
Public Toilets Cromwell	5,000	5,000	-
Becks Hall	-	-	-
Clyde Hall	40,000	40,000	-
Ophir Hall	-	-	-
Poolburn Hall	57,000	57,000	-
Clyde Museums	400,000	400,000	-
Public Toilets E/M	-	-	-
Centennial Milkbar	-	-	-
Property General Maniototo	5,000	5,000	-
Pioneer Store Naseby	21,000	21,000	-
Maniototo Stadium	-	-	-
Maniototo Arts Centre	8,500	8,500	-
Public Hall Ranfurly	-	-	-
Ranfurly Railway Station	-	-	-
Community Halls Maniototo	6,000	6,000	-
Public Hall Naseby	3,200	3,200	-
Maniototo Public Toilets	350,000	350,000	-
Community Halls Teviot	50,000	50,000	-
Roxburgh Memorial Hall	-	-	-
Roxburgh Entertainment Centre	-	-	-
Teviot Valley Public Toilet	1,500	1,500	-
<b>Total Property and Community Facilities</b>	<b>17,560,600</b>	<b>17,560,600</b>	<b>-</b>



<b>CAPITAL EXPENDITURE</b>	<b>AP 2023/24</b>	<b>LTP Year 3 2023/24</b>	<b>Movement</b>
<b>Service Centres and Libraries</b>			
Libraries	159,035	159,035	-
Library Alexandra	1,800	1,800	-
Library Cromwell	2,652	2,652	-
Library Maniototo	200	200	-
Library Roxburgh	-	-	-
<b>Total Service Centre and Libraries</b>	<b>163,687</b>	<b>163,687</b>	<b>-</b>
<b>Governance and Corporate Services</b>			
Administration	50,000	50,000	-
Cyber Security	26,000	26,000	-
Enhanced Customer Experience Digital Services	50,000	50,000	-
Enterprise Resource Planning Information Systems	-	-	-
Geographic Information Systems	95,000	95,000	-
Information and Records Management	1,100	1,100	-
Internet and Network	-	-	-
IS Service Management	-	-	-
Server, Storage and Back-up	-	-	-
User ICT	29,000	29,000	-
Vehicle Replacement	94,419	94,419	-
<b>Total Governance and Corporate Services</b>	<b>345,519</b>	<b>345,519</b>	<b>-</b>
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>38,371,427</b>	<b>39,599,127</b>	<b>(1,227,700)</b>

### Capital Expenditure

A total cost of \$38.37M for the Annual Plan 2023-34 has been included in the capital expenditure programme.

The Clyde Heritage Precinct Stage 3 has been brought forward to the 2022-23 financial year, reducing the capital expenditure for the Annual Plan by \$1.6M. The Alexandra Pool has increased by \$400k. This is due a grant being proposed for the roof of the Ice Inline Complex. This is being put forward at the request of the Vincent Community Board into the Annual Plan 2023-24 Consultation Document.



## Council Wide Budget

### 8 March 2023

#### Appendix Three

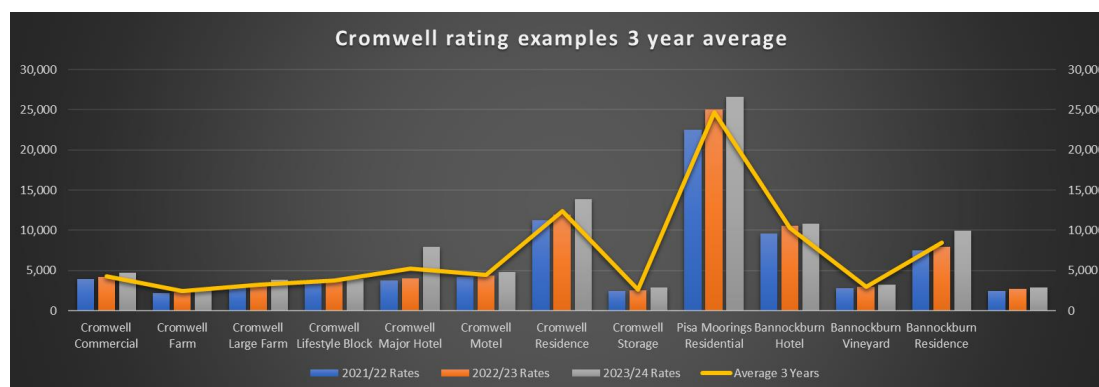
##### Draft Annual Plan 2023-24 Budget – Sample Rates

Ward	Rating Examples	2021/22 Rates	2022/23 Rates	2023/24 Rates	Average 3 Years
Cromwell	Bannockburn Hotel	3,943	4,178	4,737	4,286
Cromwell	Bannockburn Residence	2,230	2,313	2,763	2,435
Cromwell	Bannockburn Residential	2,923	3,048	3,839	3,270
Cromwell	Bannockburn Vineyard	3,606	3,806	3,940	3,784
Cromwell	Cromwell Commercial	3,760	3,985	7,982	5,242
Cromwell	Cromwell Farm	4,193	4,403	4,776	4,457
Cromwell	Cromwell Large Farm	11,277	11,929	13,914	12,373
Cromwell	Cromwell Lifestyle Block	2,434	2,556	2,929	2,640
Cromwell	Cromwell Major Hotel	22,518	25,054	26,610	24,727
Cromwell	Cromwell Motel	9,641	10,561	10,802	10,335
Cromwell	Cromwell Residence	2,773	2,974	3,210	2,986
Cromwell	Cromwell Storage	7,520	7,913	9,956	8,463
Cromwell	Pisa Moorings Residential	2,488	2,695	2,927	2,703
Maniototo	Maniototo Farm	3,383	3,509	3,719	3,537
Maniototo	Maniototo Large Farm	27,383	28,569	30,799	28,917
Maniototo	Maniototo Lifestyle Block	1,288	1,322	1,563	1,391
Maniototo	Maniototo Rural - Hotel	1,781	1,496	1,630	1,636
Maniototo	Naseby Residence	2,483	2,651	3,020	2,718
Maniototo	Patearoa Residence	1,529	1,560	1,913	1,667
Maniototo	Ranfurly - Hotel	3,294	3,600	3,868	3,587
Maniototo	Ranfurly Commercial Property	2,414	2,574	2,895	2,628
Maniototo	Ranfurly Residence	2,441	2,606	2,929	2,659
Teviot Valley	Millers Flat Residence	1,319	1,409	1,696	1,475
Teviot Valley	Roxburgh - Commercial	2,280	2,481	2,657	2,473
Teviot Valley	Roxburgh - Hotel	2,333	2,536	2,909	2,592
Teviot Valley	Roxburgh Orchard	1,789	1,886	2,242	1,972
Teviot Valley	Roxburgh Farm	5,251	5,516	6,067	5,611
Teviot Valley	Roxburgh Large Farm	20,856	21,836	24,211	22,301
Teviot Valley	Roxburgh Residence	2,215	2,418	2,649	2,427
Teviot Valley	Roxburgh Rural Industry	2,516	2,648	2,865	2,676

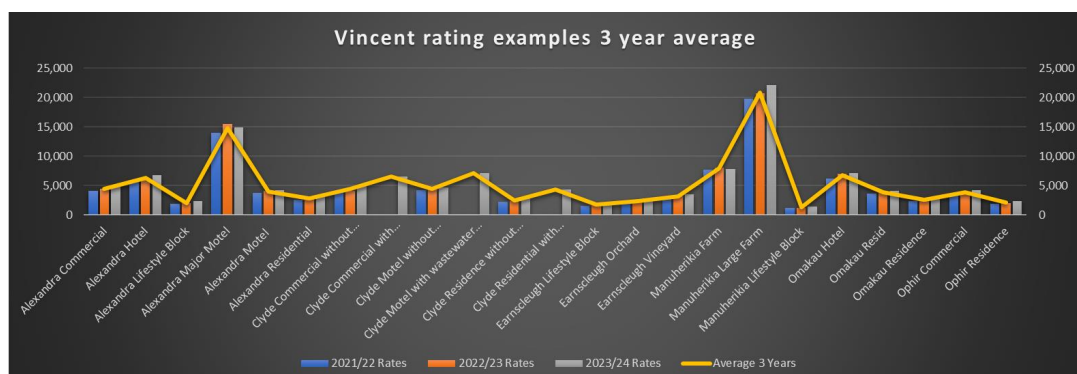
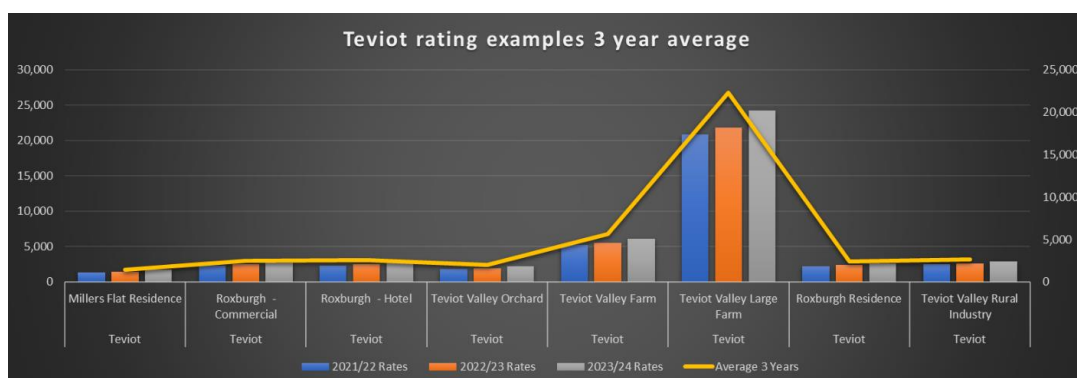
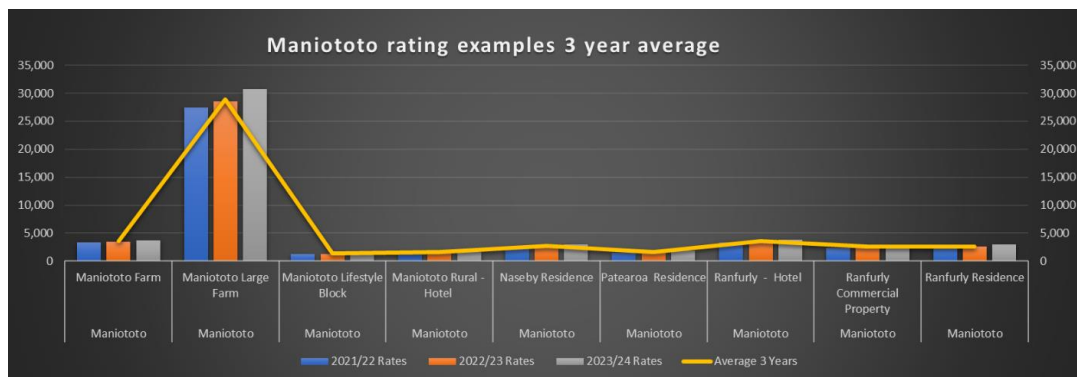


Ward	Rating Examples	2021/22 Rates	2022/23 Rates	2023/24 Rates	Average 3 Years
Vincent	Alexandra Commercial	4,061	4,386	4,812	4,420
Vincent	Alexandra Hotel	5,700	6,321	6,804	6,275
Vincent	Alexandra Lifestyle Block	1,854	1,951	2,288	2,031
Vincent	Alexandra Major Motel	13,979	15,488	14,858	14,775
Vincent	Alexandra Motel	3,724	4,078	4,174	3,992
Vincent	Alexandra Residential	2,570	2,774	3,004	2,783
Vincent	Clyde Commercial without wastewater connection	3,947	4,102	5,113	4,387
Vincent	Clyde Commercial with wastewater connection*	-	-	6,593	6,593
Vincent	Clyde Motel without wastewater connection	4,201	4,345	4,625	4,390
Vincent	Clyde Motel with wastewater connection*	-	-	7,161	7,161
Vincent	Clyde Residence without wastewater connection	2,223	2,323	2,787	2,444
Vincent	Clyde Residential with wastewater connection*	-	-	4,376	4,376
Vincent	Earnsclough Lifestyle Block	1,579	1,663	1,900	1,714
Vincent	Earnsclough Orchard	2,281	2,414	2,483	2,393
Vincent	Earnsclough Vineyard	2,938	3,110	3,493	3,180
Vincent	Manuherikia Farm	7,716	8,096	7,821	7,878
Vincent	Manuherikia Large Farm	19,780	20,755	22,108	20,881
Vincent	Manuherikia Lifestyle Block	1,154	1,214	1,412	1,260
Vincent	Omakau Hotel	6,214	7,051	7,113	6,793
Vincent	Omakau Resid	3,675	3,948	4,051	3,891
Vincent	Omakau Residence	2,388	2,585	2,842	2,605
Vincent	Ophir Commercial	3,667	3,833	4,180	3,893
Vincent	Ophir Residence	1,928	2,018	2,329	2,092

\*Clyde Wastewater Reticulation Scheme has been modelled for properties which have been connected during stage 1







These examples are based on the draft unaudited QV rateable properties 3 yearly revaluation.



**23.2.10 FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2022****Doc ID: 603742****1. Purpose**

To consider the financial performance for the period ending 31 December 2022.

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**Recommendations**

That the report be received.

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**2. Discussion**

The presentation of the financials includes two variance analysis reports against both the financial statement and against the activities. This ensures Council can sight the variances against the ledger, and against the activities at a surplus/(deficit) value. The reason for the second variance analysis is to demonstrate the overall relationship between the income and expenditure at an activity level.

The third report details the expenditure of the capital works programme across activities. This helps track key capital projects across the year and ensures the progress of these projects remains transparent to Council.

The fourth and fifth reports detail the internal and external loans balances. The internal loans report forecasts the balance as at 30 June 2023, whereas the external loans show the year-to-date current balances due to payments throughout the year.

This report uses the below key to identify the favourable or unfavourable variances.

**Abbreviation key for report**

F = Favourable

U = Unfavourable



**I. Statement of Financial Performance for the period ending 31 December 2022**

2022/23		6 MONTHS ENDING 31 DECEMBER 2022				2022/23
Annual Plan		YTD	YTD	YTD		Revised Budget
\$000		Actual	Budget	Variance		\$000
		\$000	\$000	\$000		
	<b>Income</b>					
36,238	Rates	18,138	18,022	116	●	36,238
6,062	Govt Grants & Subsidies	2,718	3,276	(558)	●	6,552
8,161	User Fees & Other	3,622	4,363	(741)	●	8,729
14,930	Land Sales	-	1,000	(1,000)	●	14,930
2,233	Regulatory Fees	1,509	1,117	392	●	2,233
2,192	Development Contributions	3,246	1,096	2,150	●	2,192
500	Interest & Dividends	91	250	(159)	●	500
-	Reserves Contributions	405	-	405	●	-
-	Profit on Sale of Assets	169	-	169	●	-
40	Other Capital Contributions	95	15	80	●	41
<b>70,356</b>	<b>Total Income</b>	<b>29,993</b>	<b>29,139</b>	<b>854</b>	●	<b>71,415</b>
	<b>Expenditure</b>					
13,876	Staff	6,780	7,033	253	●	14,207
603	Members Remuneration	273	301	28	●	603
8,918	Contracts	5,306	4,512	(794)	●	9,185
2,735	Professional Fees	1,440	1,609	169	●	3,304
10,857	Depreciation	8,283	5,429	(2,854)	●	10,857
11,232	Costs of Sales	108	2,581	2,473	●	11,232
4,182	Refuse & Recycling Costs	1,826	2,091	265	●	4,182
-	Cost Allocations	(2)	-	2	●	-
1,799	Repairs & Maintenance	959	957	(2)	●	1,911
1,433	Electricity & Fuel	583	709	126	●	1,421
-	Loss on Sale of Asset	146	-	(146)	●	-
636	Grants	1,188	425	(763)	●	763
1,118	Technology Costs	574	550	(24)	●	1,095
378	Projects	364	656	292	●	1,289
658	Rates Expense	599	329	(270)	●	658
474	Insurance	604	237	(367)	●	474
1,635	Interest Expense	133	723	590	●	1,635
2,133	Other Costs	813	1,120	307	●	2,243
<b>62,667</b>	<b>Total Expenses</b>	<b>29,977</b>	<b>29,262</b>	<b>(715)</b>	●	<b>65,059</b>
<b>7,689</b>	<b>Operating Surplus / (Deficit)</b>	<b>16</b>	<b>(123)</b>	<b>139</b>		<b>6,356</b>

This table has rounding (+/- 1)

The financials for December 2022 show an overall favourable variance of \$139k. Development and reserve contributions are higher than budget. This is predominately due to the timing of subdivisions in Cromwell and when the invoicing of contributions occurs. Grants and subsidies are behind budget. This is due to the timing of the Waka Kotahi subsidies (\$970k). User fees and charges are (\$741k) behind budget, due to the timing of metered water (\$781k). Land sales are behind budget. Titles are expected to be ready for the Dunstan Park subdivision stage 3 in March 2023.



### Income of \$29.993M against the year-to-date budget of \$29.139M

Overall, income has a favourable variance against the revised budget by \$854k. This is being driven by the timing of development contributions with a variance of \$2.150M (F), offset by the timing of Waka Kotahi subsidies (U), metered water charges (U) and land sales (U).

#### The main variances are:

- **Government grants and subsidies (\$558k) U** - Waka Kotahi New Zealand Transport Agency (Waka Kotahi) roading subsidy contribution has an unfavourable variance of (\$970k). Subsidies are claimed for both the operational and capital roading work programmes and fluctuate based on the work programme. This is offset by favourable variances for Strategic Tourism Assets Protection programme funding \$161k, funding for the freedom camping programme \$110k and Three Waters transition support funding \$95k.
- **User fees and other (\$741k) U** – Metered water charges has a variance of (\$781k). The second read round will take place in March, April, and May 2023. This will bring them in line with the budget.
- **Land sales (\$1M) U** – Land sales have not occurred during this half year of the financial year. Titles are expected to be ready for the Dunstan Park subdivision stage 3 in March 2023.
- **Regulatory fees \$392k F** – Building permit fees are higher than budget by \$246k, along with dog registration fees of \$101k. The dog registrations income is received predominately in July, while the budget spreads the income over 12 months.
- **Development Contributions \$2.150M F** – This variance relates to the timing of development contributions which are dependent on the resource consent process and developer timeframes. Cromwell development contributions in roading, water and wastewater are higher than budget.
- **Interest and dividends revenue (\$159k) U** - Large projects are being predominately managed within cashflows, minimising the level of loan funding uplifted. This includes subdivision developments which are held on the balance sheet. This results in less cash available to be invested. There are currently no term deposits.
- **Reserves contributions \$405k F** – These are difficult to gauge when setting budgets and are dependent on developers' timeframes. As with development contributions above, these are mainly for the Cromwell area.

### Expenditure of \$29.977M against the year-to-date budget of \$29.262M

Expenditure has an unfavourable variance of (\$715k). The main drivers behind this are depreciation, contracts, grants, insurance and rates expense. Offsetting this favourable variance is cost of sales, staff, refuse and recycling costs and interest expense.

#### The main variances are:

- **Staff \$253k F** – This is due to the lag between staff movements and the replacement of new staff, plus the relevant recruitment costs.
- **Contracts (\$794k) U** – Contract expenditure is determined by workflow and the time of the contract. The outcome of this is that the phased budgets will not necessarily align with actual expenditures, meaning some work appears favourable and some contracts spend year-to-date appear unfavourable. Planned maintenance \$247k, contract \$40k, physical works contract (\$678k), roading contract (\$402k) are the key timing variances year-to-date. The physical works contracts variance relates to wastewater operations (\$250k) and water supply



operations (\$492k). The water supply operations have seen an increase in service requests and re-active repairs. The wastewater operations variance is due to the July 2022 flooding events where the Omakau treatment pond was flooded. \$165k of the repair cost is being funded through the emergency works funds.

- **Costs of sales \$2.473M F** – Cost of sales is linked to the land sales mentioned earlier and reflect the development costs for subdivisions. The subdivision costs are held on the balance sheet in 'property and intended for sales' until each stage is complete and land sales are received. There have been no sales in the first half of the financial year to allocate out development costs to the cost of sales.
- **Refuse and recycling costs \$265k F** – The waste management activity can fluctuate depending on the amount of waste being processed. Emissions trading scheme has a favourable variance of \$168k. The emission trading scheme charges fall due in March 2023.
- **Depreciation (\$2.854M) U** – The 30 June 2022 revaluation of assets created a significant increase to the value of the assets held on the fixed asset register. As a result, the depreciation costs for the assets have also increased. Revaluations included: land and buildings, waste assets, water, wastewater, stormwater and roading. Due to the timing of the revaluations this additional depreciation cost has not been collected through rated depreciation. Therefore, this increase can be treated as a non-cash increase in expenditure.
- **Grants (\$763k) U** – This is predominately due to the Roxburgh Pool grant of \$500k. This grant was brought forward from last financial year. The remaining variance is due to district grants of \$10k to Central Otago Goldfield Trust funded from general reserves (resolution 22.7.9), Vincent grant of \$26k to Alexandra District Museum Incorporated funded from general reserves (resolution 22.2.4) and Cromwell grant of \$49k to Cromwell Bike Park funded from Cromwell reserves contribution fund (resolution 22.4.7).
- **Projects \$292k F** - This is due to the phasing schedule of Tourism Central Otago projects and the costs incurred for the Southland Otago Three Waters Director position. The Southland Otago Three Waters Director position is a cost share arrangement with other councils in the area to assist with the Three Waters reform.
- **Rates Expense (\$270k) U** – Central Otago rates expenses for 2022/23 on council owned property has been paid in full during the first quarter of this financial year, while the budget has been recognised over a 12 month period.
- **Other costs \$307k F** - A detailed breakdown for other costs is tabled below.

#### Other costs breakdown

2022/23 Annual Plan \$000	Other Costs breakdown	YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		2022/23 Revised Budget \$000
678	Administrative Costs	210	343	133	●	678
662	Office Expenses	300	337	37	●	662
229	Operating Expenses	109	114	5	●	229
415	Advertising	62	195	133	●	415
178	Valuation Services	96	89	(7)	●	178
81	Retail	35	42	7	●	81
2,243	<b>Total Other Costs</b>	<b>813</b>	<b>1,120</b>	<b>307</b>		<b>2,243</b>

*This table has rounding (+/- 1)*

- Other costs include only need based expenses which fluctuate against budget from time-to-time. There is no significant variance of note to report on at present.



## II. Profit and Loss by Activity for the period ending 31 December 2022

ACTIVITY	INCOME			EXPENDITURE			SURPLUS/(DEFICIT)			
	Actuals \$000	Revised \$000	Variance \$000	Actuals \$000	Revised \$000	Variance \$000	Actuals \$000	Revised \$000	Variance \$000	
Infrastructure	3,703	1,346	2,357	139	258	119	3,564	1,088	2,476	●
Roading	4,872	5,679	(807)	6,701	4,540	(2,161)	(1,829)	1,139	(2,968)	●
Waste Management	2,936	2,979	(43)	2,850	2,975	125	86	4	82	●
Parks Reserves Recreation	3,693	3,837	(144)	3,912	3,774	(138)	(219)	63	(282)	●
Corporate Services	107	103	4	473	91	(382)	(366)	12	(378)	●
People and Culture	789	796	(7)	855	869	14	(66)	(73)	7	●
CEO	485	493	(8)	145	601	456	340	(108)	448	●
Property	2,287	3,134	(847)	2,559	4,911	2,352	(272)	(1,777)	1,505	●
Governance and Community Engagement	2,774	2,530	244	2,653	2,577	(76)	121	(47)	168	●
Planning (Regulatory)	3,213	2,833	380	2,810	3,168	358	403	(335)	738	●
Three Waters	4,762	5,389	(627)	6,879	5,492	(1,387)	(2,117)	(103)	(2,014)	●
<b>Total*</b>	<b>29,993</b>	<b>29,139</b>	<b>854</b>	<b>29,977</b>	<b>29,262</b>	<b>(715)</b>	<b>16</b>	<b>(123)</b>	<b>139</b>	●

This table has rounding (+/- 1)

\* The funding activity has been removed as this is not an operational activity.

- **Infrastructure \$2.476M F** – Income has a favourable variance of \$2.357M. This is due to the timing of development contribution revenue. Cromwell development contributions in water, roading and wastewater are higher than budgeted. Expenditure has a favourable variance of \$119k. This variance is due to the Southland Otago Three Waters Director position. This expenditure is a shared arrangement with other councils in the areas to assist with the Three Waters reform.
- **Roading (\$2.968Mk) U** – Income has an unfavourable variance of \$807k. This is due to the Waka Kotahi subsidy. This subsidy moves in conjunction with the subsidised roading operating and capital work programme. Expenditure has an unfavourable variance of \$2.161M. This is mainly due to depreciation (\$2.190M), professional fees of (\$39k) and loss on sale of assets (\$145k).
- **Waste Management \$82k F** – Income has an unfavourable variance of (\$43k). This is due to less general waste being disposed of and less payable green waste being disposed of. Expenditure shows a favourable variance by \$125k. This is mainly driven by the Emissions Trading scheme charges which fall due in March 2023.
- **Parks and Recreation (\$282k) U** – Income has an unfavourable variance (\$144k). This variance is being driven by a GST error of (\$172k) for pool income. The implementation of a new point of sale system two years ago resulted in the council needing to voluntarily disclose to the Inland Revenue Department that the pools had not returned GST on most pool income received during this time. Expenditure has an unfavourable variance by (\$138k). This is being largely driven by swimming pools of (\$678k). The Roxburgh Pool grant of \$500k, depreciation (\$197k) and pools chemical budgets are (\$35k) overspent due to increase in chemical price and freight charges. This is offset by parks and reserves with a favourable variance of \$526k. Parks and reserves depreciation is lower than expected by \$421k.
- **Corporate Services (\$378k) U** – Income has a favourable variance of \$4k. Expenditure shows an unfavourable variance of (\$382k). This is due to insurance premium being higher than expected. Council has approved this increase as per resolution number 22.10.7.
- **People and Culture \$7k U** – Income has an unfavourable variance of (\$7k). User fees and other is (\$14k) behind budget. This is due to budget being allocated to Otago Regional Council shared service income, which has not been provided to their customers since June 2021.



Expenditure shows a favourable variance of \$14k. Main drivers to this variance are office expenses \$15k, staff remuneration \$25k and electricity \$6k. This is offset by professional fees (\$16k) and depreciation (\$7k).

- **CEO \$448k F** – Income has an unfavourable variance of (\$8k). Expenditure shows a favourable variance of \$456k. This is predominately due to the favourable variance for professional fees \$99k, staff \$283k, other costs \$25k and strategic planning \$43k.
- **Property \$1.505M F** – Income shows an unfavourable variance of (\$847k). This is mainly due to the timing of land sales for the Dunstan subdivision stage 3. This subdivision is waiting for land titles which should be available in March 2023. Expenditure has a favourable variance of \$2.352M. This is due to cost of sales which relate to the timing of subdivisions. These includes \$508k for Dunstan Park stage 3 and Cemetery Road industrial land \$1.936M related to land sales as mentioned earlier.
- **Governance and Community Engagement \$168k F** – Income has a favourable variance of \$244k. This is predominately due to the Strategic Tourism Assets Protection Programme funding that was brought forward from last financial year. Expenditure shows an unfavourable variance of (\$76k). This is due to annual grant payment made to Central Otago District Arts Trust amounting to \$45k and Central Heritage Trust \$45k paid in the first half of the financial year as against the budget which is evenly over 12 months periods.
- **Planning (Regulatory) \$738k F** – Income has a favourable variance of \$380k. This is due to majority of dog registration fees received in July 2022 to cover the entire 12-months period, along with building permit fees of \$245k. Expenditure has a favourable variance of \$358k. This is primarily due to professional fees of \$200k. This is due to the timing and need of planning consultants \$236k, recoverable professional fees (\$43k) and legal fees \$15k.
- **Three Waters (\$2.014M) U** – Income has an unfavourable variance of (\$627k). This is predominately due to the timing of metered water sales (\$781k). The next meter reads are due in March, April, and May 2023. The second read is usually higher due to summer months water usage being higher. Expenditure has an unfavourable variance of (\$1.387M). The main drivers include depreciation of (\$1.077M), physical works contract on water supply operations (\$492k) and wastewater operations (\$250k). The water supply operations have seen an increase in service requests and re-active repairs. The wastewater operations variance is due to the July 2022 flooding events where the Omakau treatment pond was flooded. The repair cost of \$165k is being funded through the emergency works funds.



### III. Capital Expenditure

Year-to-date, 24% of the total capital spend against the full year's revised capital budget, has been expensed.

2022/23 Annual Plan	CAPITAL EXPENDITURE	YTD Actual	YTD Revised Budget	YTD Variance		2022/23 Revised Budget	Progress to date against revised budget
\$000		\$000	\$000	\$000		\$000	
16,190	Council Property and Facilities	1,575	10,114	8,539	●	24,516	6%
400	Waste Management	53	453	400	●	905	6%
50	Customer Services and Administration	29	47	18	●	95	31%
481	Vehicle Fleet	-	205	205	●	597	0%
58	Planning	4	203	199	●	407	1%
260	Information Services	153	709	556	●	1,493	10%
165	Libraries	71	237	166	●	492	14%
1,482	Parks and Recreation	483	1,131	648	●	2,551	19%
7,205	Roading	1,473	4,968	3,495	●	9,937	15%
23,987	Three Waters	14,142	17,167	3,025	●	34,334	41%
<b>50,278</b>	<b>Grand Total</b>	<b>17,983</b>	<b>35,234</b>	<b>17,251</b>		<b>75,327</b>	<b>24%</b>

*This table has rounding (+/- 1)*

**Council Property and Facilities \$8.539M F** – The main drivers to this variance are resource constraints. The Alexandra Airport terminal: pavement renewal project is subject to go back to Council to seek approval for increase in budget to complete the work. The Alexandra Airport Second Hanger precinct road/taxiways would be carried forward to next financial year to commence the project. The William Fraser building project has been tendered and works are waiting for contractor to be commissioned. Molyneux park toilet – waiting for resource consent and it will be carried forward to next financial year. The Cromwell Memorial Hall project is still in design phase with details design expected to be completed within the next few months. Demolition of existing building and construction is expected to start by end of 2023. The Cromwell Town Centre project is still in early concept plan phase. A tender to find designer/architect for the next phase of landscaping design and new civil facilities is expected to go out to the market soon.

**Waste Management \$400k F** – The green waste processing project along with the Cromwell transfer station upgrade project have not yet started.

**Vehicle Fleet \$205k F** – Vehicle renewals and purchases are under budget. The vehicle renewals programme is still ongoing, however there are expected delays due to global supply constraints.

**Planning \$199k F** – The dog pound project is at the final drawings stage and is expected to start building towards May/June with the completion in the next financial year. The dog registration software project which was carried over to this financial year has not yet started.



**Information Services \$556k F** – Information service projects are behind budget. Projects include internet and network \$104k, people information system \$27k, geographic information systems \$84k, financial performance improvement \$107k, enterprise resource planning information systems \$85k, enhanced customer enterprise digital services \$39k, enhanced user experience ICT \$40K and cyber security \$13k.

**Libraries \$166k F** – The Alexandra library building upgrade is behind budget by \$138k, with the project in the design stage.

**Parks and Recreation \$648k F** – This is driven by a mixture of the timing of project budgets, work programmes and contractors' availability to perform the work. Parks and reserves have a favourable variance by \$404k, with major projects including Alexandra town centre \$167k, Anderson Park \$29k, Clyde Fraser Domain \$40k, Omakau recreational reserve \$96k, Pioneer Park \$26k and other reserves Alexandra \$35k. The Alexandra town centre includes the Alexandra River Park project which received the required resource consents at the end of December to start the design works. Cemeteries shows a favourable variance of \$68k. The Alexandra cemetery landscaping and planting project has been delayed due to the need to install power cables before continuing with this project. Swimming pools has a favourable variance of \$130k, including Cromwell Pool \$101k and Alexandra Pool \$27k.

**Roading \$3.495M F** – This is due to the timing of the work programme and budget. Roothing projects includes drainage renewal roading (\$91k), grave road renewals \$304k, sealed road renewals \$568k, minor improvements (\$95k), district wide footpath renewals \$182k, Clyde Heritage precinct – stage 2 \$799k.

**Three Waters \$3.025 F** – This is predominately due to timing of construction works, these can be ahead of budget or behind due to the work programme. The main driver to this variance includes Lake Dunstan water supply (\$4.588M). Cromwell water treatment plant has a favourable variance of \$2.349M. The project is expected to go into design stage later this financial year and start construction part-way through next financial year. Investigation works have been completed for Bridge Hill falling main with a variance of \$239k, design is underway and tender anticipated later in this financial year. Construction is scheduled to begin next financial year. Lake Roxburgh village wastewater treatment plant upgrade has a favourable variance of \$397k. The initial scoping and design work is underway. The tender process is likely to occur later this financial year with construction during this financial year.



#### IV. Internal Loans

Forecast closing balance for 30 June 2023 is \$4.14M.

OWED BY	Original Loan	1 July 2022 Opening Balance	30 June 2023 Forecast Closing Balance
Public Toilets	670,000	468,048	443,899
Tarbert St Bldg	25,868	11,574	10,019
Alex Town Centre	94,420	44,545	39,117
Alex Town Centre	186,398	79,921	68,342
Alex Town Centre	290,600	139,137	122,048
Centennial Milkbar	47,821	18,192	14,973
Vincent Grants	95,000	9,500	-
Pioneer Store Naseby	21,589	9,609	8,213
Water	867,000	691,212	663,496
ANZ Bank Seismic Strengthening	180,000	143,504	137,750
Molyneux Pool	650,000	563,650	531,150
Maniototo Hospital	1,873,000	1,723,630	1,670,314
Alexandra Airport	218,000	197,216	189,584
Roxburgh Community Pool Upgrade*	250,000	-	241,384
<b>Total</b>	<b>5,469,695</b>	<b>4,099,738</b>	<b>4,140,288</b>

*This table has rounding (+/- 1)*

*\*The Roxburgh Pool loan has no opening balance as it has been uplifted in the 2022/23 financial year.*

#### V. External Loans

The total amount of external loans at the beginning of the financial year 2022-23 was \$134k. As at 31 December 2022, the outstanding balance was \$104k. Council has received \$29.6k in principal payments and \$3.5k in interest payments.

Owed By	Original Loan	1 July 2022 Actual Opening Balance	Principal	Interest	31 December 2022 Actual Closing Balance
Cromwell College	400,000	95,351	18,498	2,560	76,853
Maniototo Curling	160,000	21,910	7,136	474	14,774
Oturehua Water	46,471	16,844	4,017	518	12,827
	<b>606,471</b>	<b>134,105</b>	<b>29,651</b>	<b>3,552</b>	<b>104,424</b>

*This table has rounding (+/- 1)*

#### Reserve Funds table

- As at 30 June 2022 the Council had an audited closing reserve funds balance of \$281k. This reflects the whole district's reserves and factors in the district-wide reserves which are in deficit at (\$27.814M). Refer to Appendix 1.
- Taking the 2021-22 audited Annual Report closing balance and adding 2022-23 income and expenditure, carry forwards and resolutions, the whole district is projected to end the 2022-23 financial year with a closing deficit of (\$60.242M). This is dependent of all capital funding being expensed, and based on year-to-date and current comments, this is not a realistic expectation, meaning the reserves should finish with a more favourable result than currently forecast.



### 3. Attachments

#### Appendix 1 - Audited CODC - Reserve Funds 2022-23 [↓](#)

Report author:



Donna McKewen  
Accountant  
28/02/2023

Reviewed and authorised by:



Saskia Righarts  
Group Manager - Business Support  
28/02/2023



## CODC RESERVE FUNDS

AUDITED - 2021/22 Annual Report

2022/23 Annual Budget

Forecast 1 including Carry-  
Forwards FY2022/23

RESERVES BY RATE TYPE	Opening Balance	Transfers In	Transfers Out	Closing Balance	Transfers In	Transfers Out	Closing Balance	In/Out	Closing Balance
	A	B	C	D = (A + B - C)					
General Reserves	811,442	3,478,676	(2,502,360)	1,786,297	1,933,762	(5,259,872)	(1,539,813)	(5,327,159)	(6,866,972)
Uniform Annual General Charge Reserves	173,261	35,305	(61,592)	146,975	113,283	(48,381)	211,876	44,068	255,944
	<b>984,703</b>	<b>3,513,982</b>	<b>(2,563,951)</b>	<b>1,933,272</b>	<b>2,047,045</b>	<b>(5,308,253)</b>	<b>(1,327,937)</b>	<b>(5,283,091)</b>	<b>(6,611,028)</b>
<b>TARGETED RESERVES</b>									
Planning and Environment Rate	2,373,966	214,199	-	2,588,165	44,414	(288,298)	2,344,282	(315,725)	2,028,557
Economic Development Rate	-	-	-	-	-	-	-	(14,000)	(14,000)
Tracks and Waterways Charge	476,845	79,860	-	556,705	27,295	(985,538)	(401,538)	(62,540)	(464,078)
Tourism Rate	250,771	46,069	(4,600)	292,239	22,385	-	314,623	(16,688)	297,935
Waste Management and Collection Charge	(2,203,067)	13,794	(818,155)	(3,007,428)	11,618	(325,556)	(3,321,366)	(508,377)	(3,829,743)
District Library Charge	65,694	60,138	(21,169)	104,663	-	(1,262,485)	(1,157,822)	(722,327)	(1,880,149)
Molyneux Park Charge	(78,746)	-	(4,113)	(82,859)	-	(35,219)	(118,078)	(179,177)	(297,255)
District Works and Public Toilets Rate	4,426,561	95,630	(209,153)	4,312,038	284,683	(307,653)	4,291,234	(1,023,315)	3,267,919
District Water Supply	(11,561,863)	2,365,947	(7,405,561)	(16,601,476)	1,032,877	(13,548,130)	(29,116,730)	(8,916,018)	(38,032,748)
District Wastewater	(11,768,288)	1,354,744	(7,763,179)	(18,176,723)	768,274	(5,973,550)	(23,381,999)	(1,497,278)	(24,879,278)
	<b>(18,018,126)</b>	<b>4,230,381</b>	<b>(16,225,931)</b>	<b>(30,012,511)</b>	<b>2,191,546</b>	<b>(22,726,429)</b>	<b>(50,547,394)</b>	<b>(13,255,446)</b>	<b>(63,802,839)</b>
Specific Reserves	320,386	2,951	-	323,337	6,364	-	329,701	-	329,701
Other Reserves	23,270	5,208	(22,682)	5,795	108,318	(171,138)	(57,024)	(1,693,535)	(1,750,560)
	<b>343,655</b>	<b>8,159</b>	<b>(22,682)</b>	<b>329,132</b>	<b>114,682</b>	<b>(171,138)</b>	<b>272,676</b>	<b>(1,693,535)</b>	<b>(1,420,859)</b>
<b>WARD TARGETED RATES</b>									
<b>Vincent Community Board Reserves</b>									
Vincent Promotion Rate	-	-	-	-	-	-	-	(34,946)	(34,946)
Vincent Recreation and Culture Charge	(1,386,080)	395,442	(211,796)	(1,202,434)	44,763	(251,537)	(1,409,207)	(650,075)	(2,059,282)
Vincent Ward Services Rate	2,503,538	3,118,703	(176,080)	5,446,161	1,769,526	(41,022)	7,174,665	(224,615)	6,950,050
Vincent Ward Services Charge	(10,251)	7,947	-	(2,304)	735	-	(1,568)	(75,530)	(77,098)
Vincent Ward Specific Reserves	1,186,888	34,560	(11,798)	1,209,650	28,179	-	1,237,829	-	1,237,829
Vincent Ward Development Fund	508,064	157,360	-	665,424	10,424	-	675,848	-	675,848
Alex Town Centre Upgrade 1991	(109,815)	178	(47,493)	(157,130)	617	-	(156,513)	-	(156,513)
	<b>2,692,345</b>	<b>3,714,190</b>	<b>(447,167)</b>	<b>5,959,367</b>	<b>1,854,245</b>	<b>(292,559)</b>	<b>7,521,053</b>	<b>(985,166)</b>	<b>6,535,887</b>
<b>Cromwell Community Board Reserves</b>									
Cromwell Promotion Rate	-	-	-	-	-	-	-	-	-
Cromwell Recreation and Culture Charge	(681,953)	29,745	(925,656)	(1,577,864)	49,364	(7,712,026)	(9,240,526)	(2,682,300)	(11,922,827)
Cromwell Ward Services Rate	18,142,215	1,650,341	(268,441)	19,524,114	673,739	(4,020,197)	16,177,657	(1,978,217)	14,199,440
Cromwell Ward Services Charge	1,525	24	-	1,549	470	-	2,019	(7,482)	(5,463)
Cromwell Ward Specific Reserves	(329,494)	19,498	(7,348)	(317,344)	10,476	-	(306,867)	-	(306,867)
Cromwell Ward Development Fund	1,770,695	171,819	(44,171)	1,898,343	37,212	-	1,935,554	-	1,935,554
	<b>18,902,988</b>	<b>1,871,426</b>	<b>(1,245,616)</b>	<b>19,528,798</b>	<b>771,262</b>	<b>(11,732,223)</b>	<b>8,567,837</b>	<b>(4,667,999)</b>	<b>3,899,837</b>
<b>Maniototo Community Board Reserves</b>									
Maniototo Promotion Rate	-	-	-	-	-	-	-	-	-
Maniototo Recreation and Culture Charge	839,154	36,368	(129,763)	745,759	167,664	(183,227)	730,196	(316,287)	413,909
Maniototo Ward Services Rate	(273,793)	420,909	(204,173)	(57,057)	168,726	(13,333)	98,337	(24,156)	74,181
Maniototo Ward Services Charge	11,363	102,164	(8,732)	104,796	518	-	105,314	(9,856)	95,458
Maniototo Ward Specific Reserves	236,063	22,699	(6,049)	252,713	5,606	-	258,319	-	258,319
Maniototo Ward Development Fund	-	-	-	-	-	-	-	-	-
	<b>812,788</b>	<b>582,140</b>	<b>(348,717)</b>	<b>1,046,212</b>	<b>342,514</b>	<b>(196,560)</b>	<b>1,192,166</b>	<b>(350,299)</b>	<b>841,867</b>
<b>Teviot Valley Community Board Reserves</b>									
Teviot Valley Promotion	14,897	137	(468)	14,566	282	-	14,849	-	14,849
Teviot Valley Recreation and Culture	303,639	70,042	(694)	367,169	32,734	(620,200)	(220,296)	(380,723)	(601,019)
Teviot Ward Services Rate	908,610	116,509	(7,985)	1,013,018	58,562	(9,293)	1,062,286	(264,440)	797,846
Teviot Ward Services Charge	-	-	-	-	-	-	-	-	-
Teviot Ward Specific Reserves	(165)	-	(2)	(166)	-	-	(166)	-	(166)
Teviot Ward Development Fund	89,726	13,467	(1,626)	101,567	1,899	-	103,465	-	103,465
	<b>1,316,706</b>	<b>200,155</b>	<b>(10,774)</b>	<b>1,496,153</b>	<b>93,477</b>	<b>(629,493)</b>	<b>960,138</b>	<b>(645,163)</b>	<b>314,975</b>
<b>Grand Total Surplus/(Deficit)</b>	<b>7,035,058</b>	<b>14,120,432</b>	<b>(20,864,838)</b>	<b>280,423</b>	<b>7,414,770</b>	<b>(41,056,655)</b>	<b>(33,361,461)</b>	<b>(26,880,699)</b>	<b>(60,242,161)</b>

\* The Annual Plan closing balance has been adjusted to reflect the closing balance of the Annual Report and the Annual Plan movement. This is to enable a running estimate of the total Council Reserves balance.



## 23.2.11 ADOPTION OF THE LOCAL GOVERNANCE STATEMENT

Doc ID: 615993

### 1. Purpose of Report

To consider adoption of the Local Governance Statement for the 2022-25 triennium.

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### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
  - B. Adopts the Local Governance Statement for the 2022-25 triennium.
- 

### 2. Background

Section 40 of the Local Government Act 2002 (the Act) requires a local authority to prepare and make publicly available a local governance statement within six months of each triennial election.

The Act requires Local Governance Statements to include the following:

- (a) *the functions, responsibilities, and activities of the local authority; and*
- (b) *any local legislation that confers powers on the local authority; and*
- (ba) *the bylaws of the local authority, including for each bylaw, its title, a general description of it, when it was made, and, if applicable, the date of its last review under section 158 or 159; and*
- (c) *the electoral system and the opportunity to change it; and*
- (d) *representation arrangements, including the option of establishing Māori wards or constituencies, and the opportunity to change them; and*
- (e) *members' roles and conduct (with specific reference to the applicable statutory requirements and code of conduct); and*
- (f) *governance structures and processes, membership, and delegations; and*
- (g) *meeting processes (with specific reference to the applicable provisions of the Local Government Official Information and Meetings Act 1987 and standing orders); and*
- (h) *consultation policies; and*
- (i) *policies for liaising with, and memoranda or agreements with, Māori; and*
- (j) *the management structure and the relationship between management and elected members; and*
- (ja) *the remuneration and employment policy, if adopted; and*
- (k) *equal employment opportunities policy; and*
- (l) *key approved planning and policy documents and the process for their development and review; and*
- (m) *systems for public access to it and its elected members; and*
- (n) *processes for requests for official information.*



The Local Governance Statement from 2016 has been updated to meet the purposes of the Act.

### 3. Discussion

Council is asked to consider the updated Local Governance Statement and decide whether it wishes to make any amendments to the document. As noted above, this is a requirement of the Local Government Act 2002 and has a requirement to have certain matters addressed in it.

### 4. Financial Considerations

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

### 5. Options

#### Option 1 – (Recommended)

Adopt the Local Governance Statement.

Advantages:

- The document has been updated to reflect changes in the organisation and is in line with legislation.

Disadvantages:

- None.

#### Option 2

Do not adopt.

Advantages:

- None.

Disadvantages:

- Not in line with legislative requirements and may damage the reputation of Council.

### 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision enables democratic local decision making and action by, and on behalf of communities by providing a snapshot of local governance activities.
<b>Decision consistent with other Council plans and policies? Such</b>	Adoption of the Local Governance Statement is required by law.



<b>as the District Plan, Economic Development Strategy etc.</b>	
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There are no impacts identified.
<b>Risks Analysis</b>	There are no risks associated with this decision.
<b>Significance, Consultation and Engagement (internal and external)</b>	This does not activate the Significance and Engagement Policy.

## 7. Next Steps

The Local Governance Statement will be placed online.

## 8. Attachments

### Appendix 1 - Draft Local Governance Statement [↓](#)

Report author:



Wayne McEnteer  
Governance Manager  
16/02/2023

Reviewed and authorised by:



Saskia Righarts  
Group Manager - Business Support  
17/02/2023





# Local Governance Statement

To be adopted



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## 1. What is a Governance Statement?

Central Otago District Council's Governance Statement is a collection of information about the processes that Council uses to connect with the district's residents.

It outlines how Council makes decisions and shows how residents can influence those processes.

Council's governance statement is a requirement of Section 40 of the Local Government Act 2002 (the Act). Council is obliged to produce a new governance statement within six months of each triennial election.

## 2. Council's Functions, Responsibility and Activities

The purpose of the Central Otago District Council (Council), as outlined in the Act, is to enable democratic local decision-making and action by, and on behalf of, communities and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

In meeting its purpose, Council has a variety of roles. These include:

- providing leadership for the district
- providing sustainable management of the local infrastructure, including network infrastructure (e.g. roads, sewage disposal, water, storm water) and community infrastructure (libraries and community facilities)
- planning for the future needs of the district – this includes protecting and strengthening our regional identity
- supporting local communities to achieve their community's aspiration
- environmental management

The key activities that Council is currently involved in fall into the following main areas:

- Water
- Wastewater
- Stormwater
- Roading
- Other Infrastructure
- Community Services
- Planning and the Physical Environment
- Governance and Corporate Services

## 3. Local Legislation

In addition to the legislation that applies to all local authorities, Council is also bound by local legislation, in particular, a number of bylaws, details of which are set out below.

Adopted	Central Otago District Council (CODC) Bylaw	Review Status	Purpose
2001	Trade Waste Bylaw	Under Review	Covers the discharge of trade waste to the wastewater system
2008	Water Supply Bylaw	Under Review	Regulates water supply



2019	Alcohol Restrictions in Public Places Bylaw	In force	Legislative mechanism to set controls on the consumption of alcohol in public places
2020	Cemeteries Bylaw	In force	Regulates the management of Cemeteries
2020	Dog Control Bylaw	In force	Created under the Dog Control Act with regulatory provisions for dog control in the district
2020	Roading Bylaw	In force	Provides the regulatory framework to facilitate the Council achieving a safe, efficient and fully accessible transportation network
2021	Waste Management and Minimisation Bylaw	In force	Supports the promotion and delivery of effective and efficient waste management and minimisation as required under the Waste Minimisation Act 2008

#### 4. Electoral Systems

##### First Past the Post and Single Transferable Vote

Council currently operates its elections under the First Past the Post electoral system. Electors vote for their preferred candidate(s) and those with the most votes win.

The other option permitted under the Local Electoral Act 2001 is the Single Transferable Vote system. Electors rank candidates in order of preference. Successful candidates must receive a quota of the votes. The quota (share of votes) that is needed for a candidate to be elected depends on the number of seats and the number of votes cast. In the first round of counting, the candidates with the highest and lowest number of votes are identified. The lowest-polling candidates are then excluded. When the top-polling candidates have received their quota, the second votes are redistributed. This process is repeated until there are enough candidates with a quota to fill all available seats.

##### Deciding on which electoral system to use

Under the Local Electoral Act 2001:

- Council can resolve to change the electoral system to be used at the next two elections;
- Council can conduct a binding poll on which electoral system to use;
- Electors can demand that a binding poll be held, in which case five percent of electors need to sign a petition demanding that a poll be held.

Once changed, an electoral system must be used for at least the next two triennial Council elections.

##### The voting system for Council's Triennial Elections

Council resolved, in August 2017, to retain the First Past the Post system. That resolution effects the both the 2019 and 2022 Triennial Elections for Councillors and community board members.



## 5. Representation Arrangements

Council has 11 elected members from four wards and the Mayor.

### Wards

Vincent: (population 11,600<sup>1</sup>) 5 Councillors  
 Cromwell (population 10,200) 4 Councillors  
 Maniototo (population 1,800) 1 Councillor  
 Teviot Valley (population 1,910) 1 Councillor

### Community Board

The Central Otago District Council has four community boards. The composition of each is as follows:

Community Board	Wards of Community	Elected	Appointed
Vincent	Vincent	4	3
Cromwell	Cromwell	4	3
Maniototo	Maniototo	4	1
Teviot Valley	Teviot Valley	4	1

### Changing Representation Arrangements

Council is required to review its representation arrangements at least every six years. The last review was undertaken in 2018. This involved a boundary review, as well as a review of the representation arrangements for the 2019 triennial elections. Council followed the procedure set out in the Local Electoral Act 2001 and the guidelines published by the Local Government Commission when conducting this review. The Act gives the public the right to make a written submission to the Council and the right to be heard if wished. Submissions were heard at the 22 August 2018 meeting of Council. There were no appeals to the Local Government Commission.

The next representation review will take place in 2024.

## 6. Members' Role and Conduct

The Mayor and Councillors of the Council set the strategic direction:

- Developing and approving council policy and bylaws;
- Development and adoption of the Long-term Plan;
- Determining the expenditure and the funding requirements of the Council through the Long-term Plan and Annual Plan process and the Revenue and Financing Policy;
- Monitoring the performance of the council against its stated objectives and policies;
- Employing, overseeing and monitoring the Chief Executive Officer;
- Prudent stewardship of council resources;
- Having regard to the views of all the communities in the Central Otago District.

The Mayor is elected by the district at large and as one of the elected members shares the same responsibilities as other members of Council. In addition, the Mayor has the following roles:

<sup>1</sup> 2022 population data was based on information from Infometrics



- Lead the development of council plans, policies and budgets
- Appointing a Deputy Mayor
- Establishing Council committees and portfolios and appointing chairs and leads to those committees and portfolios;
- Presiding at meetings of the Council, and as such having responsibility under Standing Orders (a set of procedures for conducting its meetings) for the orderly conduct of Council business at meetings;
- Community leader;
- Acting as community advocate to promote the attributes of the community and representing its interests. Such advocacy will be more effective where it is carried out with the knowledge and support of the Council;
- Justice of the Peace while holding office as Mayor.

The Deputy Mayor exercises the same responsibilities as other councillors. In addition, the Deputy Mayor is authorised, in the Mayor's absence, to chair meetings of the Council and generally to perform the functions and duties of the Mayor.

#### **Role of Committees**

The Council charges the chair of committees with:

- Overseeing the business of that committee consistent with the powers delegated to it
- Being responsible for ensuring the orderly conduct of their committees in carrying out their business

#### **Role of Portfolios**

Council has decided to complement its governance structure through the establishment of portfolio areas and the appointment of portfolio leads. Portfolios do not have specific decision-making delegations; however, portfolio leads are responsible for leading specific policy areas and will act as the issue-specific spokespersons for those areas.

The role of portfolio leads is detailed below:

- Ensure progress is made towards the Council's strategic priorities and projects within their portfolio responsibilities.
- Play a strategic and policy leadership role in their area of responsibility assisting the council to meet its strategic objectives.
- Enhance relationships with key stakeholders.
- Act as the Council's spokesperson and point of contact for those activities within their portfolio responsibility.
- Collaborate with other portfolio leads where objectives are shared.
- Work effectively with council officers.
- Attend any advisory groups or external appointments made and ensure an alternative is available if they cannot attend projects and activities.
- As far as possible, attend council launches of new activities and projects in their area of responsibility.
- Meet regularly with the Mayor, Deputy Mayor, Chief Executive and senior staff.
- Keep the Mayor informed of emerging issues.



- Maintain a no-surprises approach for elected members and staff.
- Raise issues of council performance with assigned executive leadership staff member in the first instance, following up with the Mayor and Chief Executive if necessary.
- Facilitate informal policy discussion between elected members, public and officials on matters within their responsibility.

### **Role of Community Boards**

The role of the community boards is set out under Section 52 of the Local Government Act 2002 and is to:

- Represent, and act as an advocate for, the interests of its community;
- Consider and report on all matters referred to it by the Council, or any matter of interest or concern to the Community Board;
- Maintain an overview of services provided by the Council within the community;
- Prepare an annual submission to the Council for expenditure within the community;
- Communicate with the community, local organisations and special interest groups within the community;
- Undertake any other responsibilities that are delegated to it by the territorial authority.

### **Responsibilities Delegated to Community Boards**

The Council has made the following delegations to its community boards:

- In relation to bridging, financially assisted and unassisted roading programmes, the authority to make recommendations to the Council on priorities for works within the Community Board Ward(s).
- In relation to non-financially assisted roading works, the power to determine appropriate works programmes, provided that the works are funded from the Community Board's own resources.
- The general provision (including maintenance and upgrading as required) of footpaths, car parking, public recreational facilities, cemeteries, community centres and public halls.
- The provision and maintenance of such other works, facilities, and amenities in the Community Board Ward(s) as the Board sees fit, in line with the Local Government Act's purpose statement.
- Monitor and take such action as necessary to ensure the adequacy of traffic activity (including temporary road closures, naming of streets and so on) in line with Council policy.
- Provide input to the Council's Revenue and Financing Policy, Annual Plan and Long-term Plan.
- Monitor the Community Board's budget and make such alterations as are necessary during the course of the fiscal year.
- Make grants and donations.
- Negotiate the acquisition and disposal of Council property within the Community Board's jurisdiction, subject to any property transactions being formally approved by the Council.
- Approval of fees and charges relating to ward services.



### Conduct of elected members

Elected members have specific obligations as to their conduct, as set out in the following legislation:

- Schedule 7 of the Act, which includes obligations for Council to act as a good employer in respect of the Chief Executive Officer and to abide by the current Code of Conduct and Standing Orders.
- The Local Authorities (Members' Interest) Act 1968, which regulates the conduct of elected members in situations where there is, or could be, a conflict of interest between their duties as an elected member and their financial interests (either direct or indirect).
- The Secret Commissions Act 1910, which prohibits elected members from accepting gifts or rewards which could be seen to sway them to perform their duties in a particular way.
- The Crimes Act 1961 regarding the acceptance of gifts for acting in a certain way, and use of official information for private profit.

### Code of Conduct

All councillors are required to adhere to a Code of Conduct. Adopting such a code is a requirement of the Act. The Code of Conduct sets out Council's understanding and expectations of how the Mayor and Councillors will relate to one another, to staff, to the media and to the general public in the course of their duties. Central Otago community boards have adopted the Code as well. Copies of the Code of Conduct can be obtained from Council's Alexandra Office and Service Centres and it is available on the council's website: [www.codc.govt.nz](http://www.codc.govt.nz).

## 7. Governance and Delegations

Appendix A outlines the governance structure.

Council's responsibilities that cannot be delegated are set out under Schedule 7, clause 32(1) of the Act and are included in Council's Delegation Register as follows:

The power to:

- make a rate;
- make a bylaw;
- borrow money, or purchase or dispose of assets, other than in accordance with the Long-term Plan;
- adopt a Long-term Plan, Annual Plan or Annual Report;
- appoint a Chief Executive Officer;
- adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the Long-term Plan or developed for the purposes of the Local Governance Statement.

Additionally:

- Recommendations made to Council by the Ombudsman under section 32 of the Local Government Official Information and Meetings Act 1987 may not be delegated.
- Under section 12 of the Fencing of Swimming Pools Act 1987, the Council's powers and functions may only be delegated to a committee comprising only members of the Council.



Council also reserves the following powers and functions to itself:

- appointment of Standing Committees;
- appointment of the Deputy Mayor;
- dismissal of the Chief Executive Officer;
- any proposal to promote legislation;
- overall budgetary control of the total operations of Council;
- stopping of roads (section 319(h) of the Local Government Act 1974);
- acquisition or holding of shares or interests in a body corporate, partnership, joint venture or other association of persons;
- the co-ordination of advice from committees and community boards in respect of the Annual Plan and Long-term Plan process, and the determination of the funding and priorities derived from that for rates setting and other funding purposes;
- the right to appeal decisions of external bodies;
- proposals for the remuneration of elected members;
- proposals for a change to the political structure of Council, including the nature and authority of committees, delegations to officers, the size of Council, the nature of wards and communities, and representation for wards and communities.

Further details on the Council's delegations to a Committee, Sub-committee, Community Board or officer including their terms of reference, membership and meeting arrangements can be obtained from the Council's Alexandra Office and Service Centres or from the website [www.codc.govt.nz](http://www.codc.govt.nz).

## 8. Meeting Processes

The legal requirements for Council meetings are set down in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 (LGOIMA).

All Council and Committee meetings must be open to the public, unless there is reason to consider some item "in committee" (i.e., these items are deemed to be confidential and members of the public will be asked to leave the room until discussion on the item has been completed). Although meetings are open to the public, members of the public do not have speaking rights unless prior arrangements are made with Council. The LGOIMA contains a list of the circumstances where Councils may consider items with the public excluded. (These circumstances generally relate to protection of personal privacy, professionally privileged or commercially sensitive information, and the maintenance of public health, safety and order).

The Council agenda is a public document, although parts may be withheld if the above circumstances apply.

The Mayor or committee chairperson is responsible for maintaining order at meetings and may, at his or her discretion, order the removal of any member of public for disorderly conduct, or remove any member of Council who does not comply with Standing Orders.

Minutes of meetings must be kept and made publicly available, subject to the provisions of the LGOIMA.

For meetings of Council, at least 14 days' notice of the time and place of the meeting must be given, except for extraordinary meetings, when at least three working days' notice, or at least 24 hours' notice if the meeting is called by resolution, must be given.



During meetings of the Council, committees and community boards, all Council participants must follow Standing Orders unless a specific standing order is suspended by a vote of 75 per cent (or more) of the members present.

## 9. Consultation Policy

The Council is committed to effective community consultation. It welcomes input from the people of this district, so that it can adequately reflect their views in decision-making.

Consultation does not take anything away from the decision-making roles of elected representatives. Rather, it enhances this democratic process by contributing to the decision-making function of Council.

On every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required under the Significance and Engagement Policy.

### Community Consultation Process

Council is committed to ongoing and effective community consultation. Council is also committed to determining overall community views as accurately as possible and will use appropriate techniques to meet this objective; the community consultation process in Appendix B sets out further information.

### Consultation Principles

The Council uses the following principles to consult with the community. Some of the principles also refer to sections in the Act.

- **The long term perspective**  
The interests of future generations are considered.  
*Section 14(1)(c)(ii)*
- **An integrated approach**  
The people interested/involved in the issues are identified.
- **Clear and relevant information provided**  
The scope and purpose of the consultation is clear from the outset.  
*Section 82(1)(a) & (c)*
- **Timing**  
Sufficient time will be allowed for participants to contribute and genuinely influence the outcomes.
- **Responsiveness**  
The Council is committed to considering and responding to participants' contributions in decision-making.
- **Approach to Consultation**  
Consultation will be transparent, fair, accessible and a flexible process. It will be designed to be appropriate to the complexity or impact of the issue and to the constraints on the decision-making process.  
*Section 82(1)(e)*
- **Inclusive**  
Consultation is set up and run in a way that encourages the participation of people affected by a decision. A range of techniques will be used to encourage and gather a wide and representative view of the community.  
*Section 82(1)(b) and 82(1)(d)*



- **Feedback to participants**  
Feedback will be provided on how the information has influenced the issue/decisions, giving reasons for the choices made.  
*Section 82(1)(f)*
- **Evaluation**  
All consultations will be evaluated in terms of the process and participation after the decision-making is complete.

### **Special Consultative Procedure**

The Act has specific procedures that Council must follow when:

Adopting or amending a Long-term Plan  
Adopting an Annual Plan  
Adopting, reviewing or amending a bylaw  
Amending or adopting any policy on significance  
Changing the mode of delivery of a significant activity

This special consultative procedure consists of the following steps:

#### **Step One: Preparation of a statement of proposal and a summary**

Council must prepare a description of the proposed decision or course of action. The statement must be available for distribution throughout the community, must be available for inspection at the Council office and may be available elsewhere. Council must also prepare a full and fair summary of the proposal, which must be distributed as widely as it considers to be reasonable and practicable. This statement must be included on the agenda for a Council meeting.

#### **Step Two: Public Notice**

Council must give public notice of the proposal and of the consultation being undertaken.

#### **Step Three: Receive Submissions**

Council must acknowledge all written submissions and offer submitters a reasonable opportunity to make an oral submission. Council must allow at least one month (from the date of notice) for people to make written submissions.

#### **Step Four: Deliberate in Public**

All meetings where Council deliberates on the proposal or hears submissions must be open to the public (unless there is a reason to exclude the public under the LGOIMA). All submissions must be made available, unless there is reason to withhold them under the LGOIMA.

#### **Step Five: Follow up**

A copy of the decision and a summary of the reasons must be provided to submitters. There is no prescribed format for such a summary.

The Council may be required to use the Special Consultative Procedure under other legislation and it may use this procedure in other circumstances if it wishes to do so.



## 10. Consultation with Māori

Council recognises its responsibility under Part 6 Section 81 of the Act to establish and maintain processes to provide opportunities for Māori to contribute to its decision-making processes and make information available to them. Council has placed increased emphasis on its relationship with Papatipu Rūnanga over the previous triennium and hopes to build on this going forward.

For consultation under the Resource Management Act, Council has entered into a protocol with Aukaha since 1997.

More recently in 2022, the Council has formally agreed a more wide-ranging partnership with Rūnaka through Aukaha that acknowledges mutual co-operation in matters of interest beyond consultation.

Council is a participant in a 'Mana to Mana' governance charter between four Otago Rūnanga; Hokonui Rūnanga, Te Rūnanga o Ōtākou, Kati Huirapa Rūnaka ki Puketeraki and Te Rūnanga o Moeraki and the local authorities of Otago. The Council is a foundation signatory to the charter when it was first signed on 16 November 2012.

Named Te Rōpū Taiao Otago for Kai Tahu ki Otago and the local authorities of Otago, the governance charter's purpose is to facilitate engagement and consultation between Otago Rūnanga and Council leaders. This engagement process is supported by Aukaha representatives and senior staff from respective councils.

## 11. Management Structures and Relationships

### Chief Executive Officer

The Act requires the Council to employ a Chief Executive Officer whose responsibilities are to employ other staff on behalf of Council, implement Council decisions and provide advice to the Council. Under the Act, the Chief Executive Officer is the only person who may lawfully give instructions to a staff member. Any complaint about individual staff members should, therefore, be directed to the Chief Executive Officer, rather than the Mayor or Councillors.

The contact details of the Chief Executive Officer:

Sanchia Jacobs  
Chief Executive Officer  
Central Otago District Council  
PO Box 122  
ALEXANDRA

email: [sanchia.jacobs@codc.govt.nz](mailto:sanchia.jacobs@codc.govt.nz)  
phone: 03 440 0056

Council management is organised into the following areas. These are:

**Chief Executive Office:** Emergency management

**Business Support:** financial management, rates, information systems, governance and risk and procurement.

Contact: Saskia Righarts  
Group Manager – Business Support  
email: [saskia.righarts@codc.govt.nz](mailto:saskia.righarts@codc.govt.nz)



**Community Experience:** Customer services, libraries, parks and recreation and swimming pools.

Contact: David Scoones  
Group Manager – Community Experience  
Email: david.scoones@codc.govt.nz

**Community Vision:** communications, community and engagement, regional identity, tourism promotion, visitor information centres, strategy and policy, economic development and brand management.

Contact: Dylan Rushbrook  
Group Manager – Community Vision  
Email: dylan.rushbrook@codc.govt.nz

**People and Culture:** Workplace culture, workplace practices, human resources and health, safety and wellbeing.

Contact: Louise Fleck  
General Manager – People and Culture  
Email: louise.fleck@codc.govt.nz

**Planning and Infrastructure:** the District Plan, planning, consents processing, environmental health, building control, dog control, liquor licensing, assets, roading, environmental engineering and property and facilities.

Contact: Louise van der Voort  
Group Manager - Planning and Infrastructure  
email: louise.vandervoort@codc.govt.nz

**Three Waters:** capital projects and water services.

Contact: Julie Muir  
Three Waters Director  
email: julie.muir@codc.govt.nz

Please refer to the organisational structure chart in Appendix C for more details.

## 12. Remuneration Policy

The Central Otago District Council has a Remuneration Policy for its staff.

## 13. Equal Employment Opportunities

The Act (Section 36, Schedule 7) requires Council to act as a 'good employer'. Council is committed to equal opportunity in employment. It believes that all employment-related decisions should be made on merit. People will not be disadvantaged because of race, nationality, colour, sex, marital status, age, sexual preference, religious, political or ethical beliefs, employment status, family status or disability.

Council will provide all employees with good safe working conditions, make staff selections on the basis of merit after taking into account all relevant qualifications, work history and other experience relating to the position to be filled, provide opportunity for enhancement of the abilities of individual employees, recognise the employment requirements of persons with



disabilities and recognise the aims and aspirations of the cultural differences of ethnic and minority groups.

#### **14. Key Approved Planning and Policy Documents**

The following have been identified as key Council planning and policy documents. To view or find out more about these plans and policies, please contact the Council's Alexandra Office or Service Centres or visit Council's website [www.codc.govt.nz](http://www.codc.govt.nz)

##### **Infrastructure Strategy**

Council has a 30-year Infrastructure Strategy, which identifies the significant infrastructure issues for council for the next 30 years for its road, footpath, water, wastewater, and stormwater assets, and the options for managing these issues.

The strategy outlines how council intends to manage its infrastructure assets, taking into account the need to:

- a. renew or replace existing assets; and
- b. respond to growth in the demand for services reliant on those assets; and
- c. allow for planned increases or decreases in levels of service provided through those assets; and
- d. maintain or improve public health and environmental outcomes or mitigate adverse effects on them; and
- e. provide for the resilience of infrastructure assets by identifying and managing risks relating to natural hazards and by making appropriate financial provision for those risks.

Indicative estimates are provided of the projected capital and operating expenditure associated with the management of these assets for the next 30 years.

The Infrastructure Strategy is prepared in conjunction with Council's Long-term Plan and was updated in 2021.

##### **Asset and Activity Management Plans**

Council has Activity Management Plans for roading, water, wastewater, stormwater, property and facilities, parks and aquatic. A review of these Activity Management Plans is completed every three years. Council's Asset Management Policy was reviewed in late 2021 to ensure that the review of each Activity Management Plan is targeted at an appropriate strategic level.

These plans act as a base for Council's strategic financial planning and focus on asset management, levels of service and condition as well as performance assessment. Each of these plans also identifies risk and assumptions and incorporates an improvement plan, which lists the actions required to improve the asset management practices of Council.

##### **Waste Minimisation and Management Plan**

The Waste Minimisation Act 2008 requires each Council to develop a Waste Minimisation and Management Plan that contains a summary of the objectives, strategies and actions to 'achieve effective and efficient waste minimisation and management within the territorial authority's district'.



Council prepared its first Waste Minimisation Plan in 2012. This was reviewed and updated in 2018, and the next review is due in 2024. Council is currently working with other territorial authorities in Otago to create a Regional Waste Assessment. A new bin for organic material will be provided in Central Otago from July 2023.

### **Drinking Water Safety Plans**

Water Safety Plans have been prepared and approved for each of the Council drinking water supplies. These plans outline how Council intends to meet the requirements of the Health (Drinking Water) Amendment Act 2007. These plans are updated on a three to five-yearly cycle.

### **Sustainability Strategy**

The Sustainability Strategy has been prepared to meet the needs of the district from 2019-2024. Council impacts on the sustainability of our community through both the services provided and the regulatory processes applied. There are opportunities across all of these activities to reduce council's carbon footprint, reduce environmental impacts and streamline business processes. By taking an active role in being more sustainable, Council can lead the community in wider sustainability discussions.

### **Central Otago Brand Identity Guidelines**

This document contains the vision, values and regional expression that captures our unique region - Central Otago A World of Difference. The regional identity 'brand' identifies organisations and activities that have chosen to conduct their operations in a way that makes a sustainable difference and celebrates our regional identity values. The guidelines outline the regional identity photography styles, colour palette, typography, logo specifications and graphic devices that can be used by our endorsed regional identity partners.

Information about Central Otago A World of Difference is available on [www.aworldofdifference.co.nz](http://www.aworldofdifference.co.nz).

### **Central Otago District Plan**

The District Plan assists Council with its responsibilities to promote the sustainable management of natural and physical resources of the district. This Plan is prepared and reviewed in accordance with the requirements of the Resource Management Act 1991.

### **Community Outcomes**

Council's purpose is to enhance well-being in our communities. Conversations and feedback about what well-being looks like for the people living in this district have defined our community outcomes. *Development of community outcomes with a well-being focus for the 2021 Long-term Plan* was developed in conjunction with the 2021/31 Long-term Plan. A copy of the Community Outcomes is available on Council's website [www.codc.govt.nz](http://www.codc.govt.nz).

### **Community Plans**

Community plans have been designed to encourage community-led development at a local level. The process brings communities of interest together to identify a shared vision and set of values for their place. The plans also record actions that people would like to drive within their community. Community plans provide an important insight for Council on the direction communities would like to head and the things that they hold dear. Copies of the plans are available on Council's websites [www.codc.govt.nz](http://www.codc.govt.nz).



### **Funding and Financial Policies**

Council's funding and financial policies set out the guidelines of how the Council plans for, and acquires funds to finance its operation, projects and programmes.

The Funding and Financial Policies include the:

- Revenue and Financing Policy
- Rating Policy
- Significance and Engagement Policy
- Liability Management Policy
- Investment Policy
- Development and Financial Contributions Policy
- Policy on Appointment and Remuneration of Directors to Council Controlled Organisations and Council Organisations.

### **Long-term Plan**

Under the Act, the Council is required to develop a Long-term Plan in consultation with the community. This document will cover 10 years from the date of its publication and will be reviewed and updated every three years. Council's current Long-term Plan relates to 2021/2031.

Long-term Plans are required by law to consider the Local Government purpose statement. Each Long-term Plan contains the Annual Plan for the first year of the Long-term Plan. In each of the following two years, Council will produce a separate Annual Plan. Any variances from the financial statements and funding impact statements in the Long-term Plan are explained. Each Annual Plan will describe the work programme to deliver that year's "slice" of the Long-term Plan. Long-term Plans and Annual Plans are available on Council's website [www.codc.govt.nz](http://www.codc.govt.nz)

The Long-term Plan is reviewed and updated every three years, with the next review in 2024.

## **15. Public Access to the Council**

### **Administration headquarters**

1 Dunorling Street  
ALEXANDRA  
PO Box 122

Phone: (03) 440 0056  
Email: [info@codc.govt.nz](mailto:info@codc.govt.nz)

### **Service Centres:**

42 The Mall, Cromwell  
120 Scotland Street, Roxburgh  
15 Pery Street, Ranfurly

Phone: (03) 445 0211  
Phone: (03) 446 8105  
Phone: (03) 444 9170



**Mayor, Deputy Mayor and Councillors****Mayor - Tim Cadogan**

Mobile: 021 639 625  
Email: mayor@codc.govt.nz

**Councillors****Neil Gillespie – (Deputy Mayor)**

Mobile: 027 433 4856  
Email: neil.gillespie@codc.govt.nz

**Sally Feinerman**

Phone: 021 900 643  
Email: sally.feinerman@codc.govt.nz

**Tamah Alley**

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**Cheryl Laws**

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**Tracy Paterson**

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Email: tracy.paterson@codc.govt.nz

**Stuart Duncan**

Mobile: 021 224 2320  
Email: stuart.duncan@codc.govt.nz

**16. Requests for Official Information**

Under the LGOIMA, any person may request information from the Council.

Once a request is made, the Council must supply the information unless there is a reason to withhold it. The LGOIMA says that information may be withheld if release of the information would:

- Endanger the safety of any person;
- Prejudice maintenance of the law;
- Compromise the privacy of any person;
- Reveal confidential or commercially sensitive information;
- Cause offence to tikanga Māori or would disclose the location of waahi tapu;
- Prejudice public health or safety;
- Compromise legal professional privilege;
- Disadvantage the local authority while carrying out negotiations or commercial activities;



- Allow information to be used for improper gain or advantage.

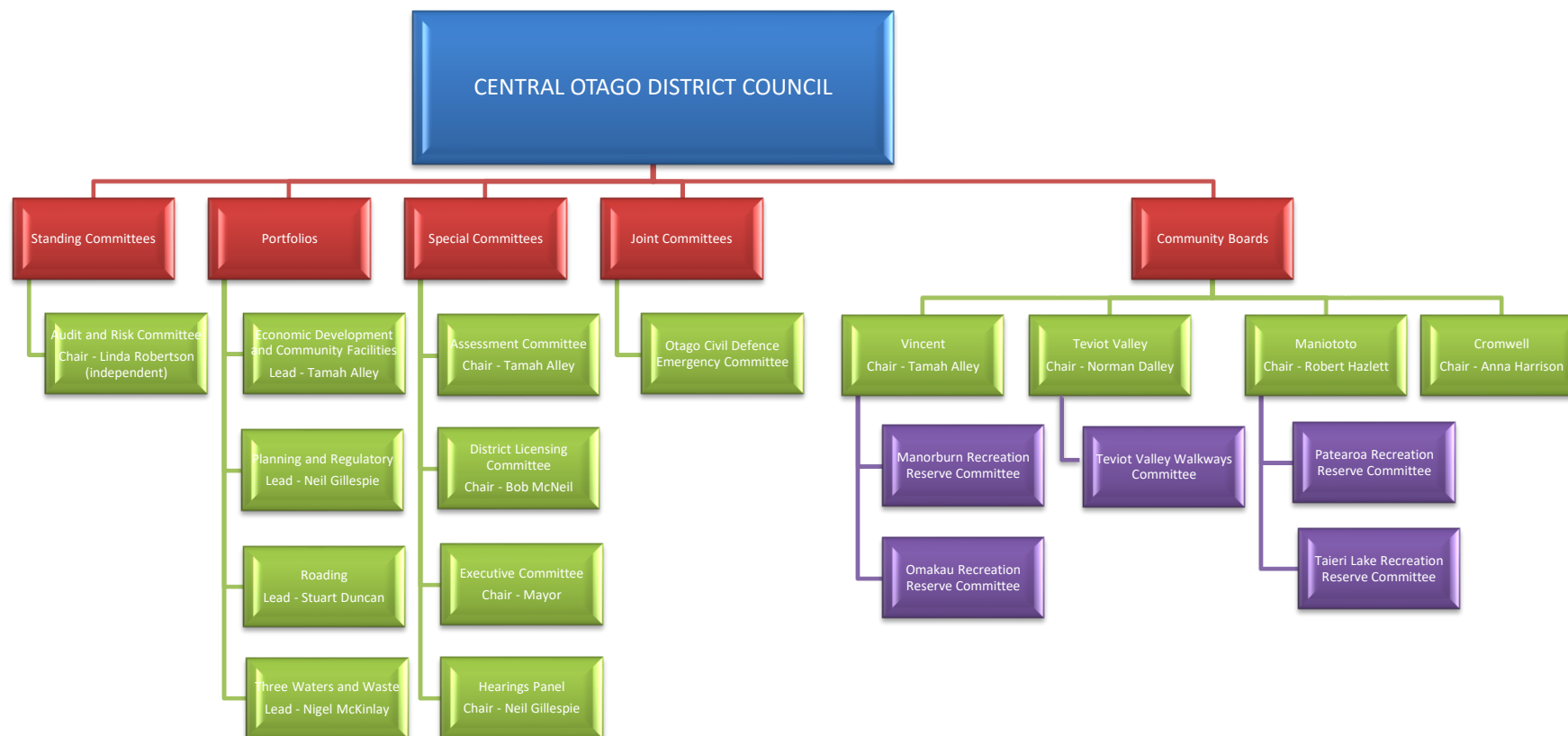
The Council must answer requests within 20 working days (although there are certain circumstances where this timeframe may be extended). The Council may charge for official information under Ministry of Justice guidelines.

In the first instance you should address requests to:

Chief Executive Officer  
PO Box 122  
Alexandra

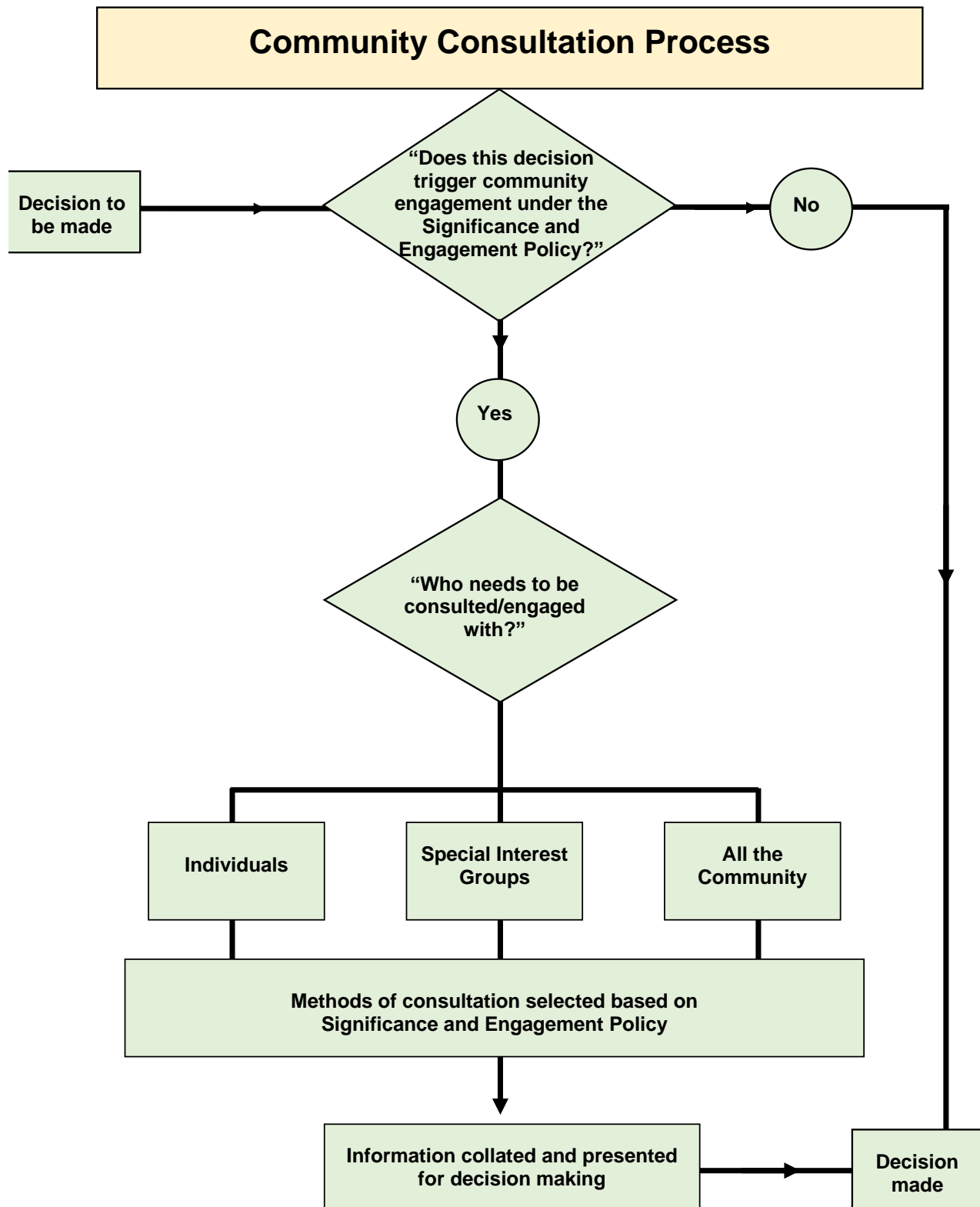


## Appendix A – Governance Structure

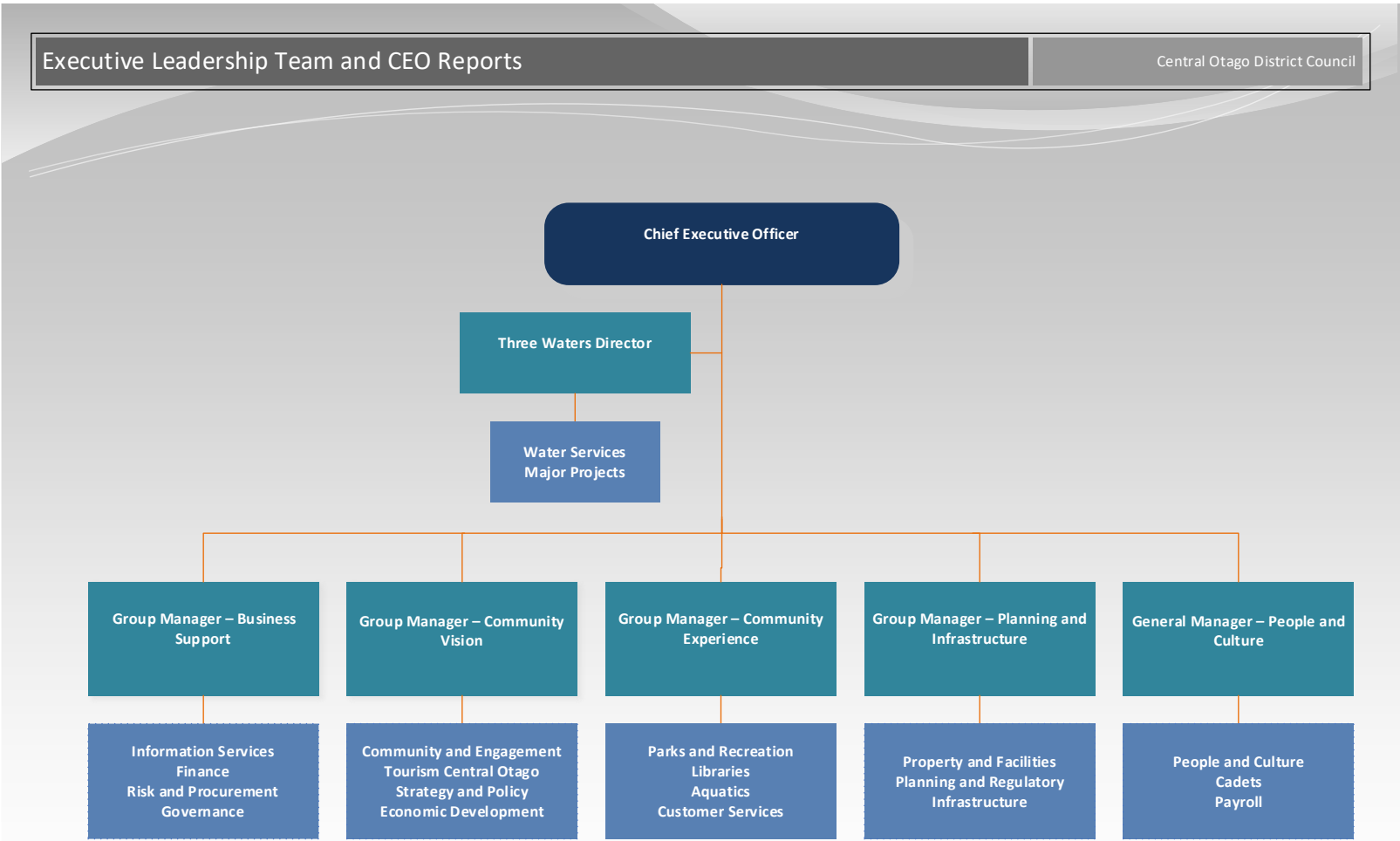




## Appendix B - Community Consultation Process









## 6 MAYOR'S REPORT

### 23.2.12 MAYOR'S REPORT

Doc ID: 619731

#### 1. Purpose

To consider an update from His Worship the Mayor.

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#### Recommendations

That the Council receives the report.

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Like the rest of the nation, I have been shocked and saddened by the devastation that has been delivered to large parts of our country by the flooding in the North Island, firstly with the storm that brought unprecedented scenes to Auckland and then only days later by the incredible effects of Cyclone Gabrielle. I am sure all our thoughts and sympathies are with those caught up in these events.

Having said that, there are a few things close to home that we need to have in our minds because of these weather events. I don't say these things in a selfish manner; but they are considerations this council responsibly needs to have as we move toward our LTP. Firstly, can we anticipate another round of shortages of building supplies and supply chain issues as an effect of what has happened? At this stage, we don't know, but it would be reasonable to expect so, especially as regards building supplies. Secondly, it is fair to consider that the central government money that will be needed to rebuild up north must have some effect on what we can expect to receive in other parts of the country, especially if the rebuild is to be done with no tax increase? I am particularly concerned about the effect of this on our roading budgets. And thirdly, it would seem reasonable to expect the cost of the rebuild to further increase inflationary pressure, with particular emphasis on building inflation. As we head into LTP discussions, this one is an important consideration for us to keep in mind. And finally, can we expect more people from the north to move down this way because of what has happened?

There is no doubt that the recovery is going to take a great amount of time and that through the months if not years ahead, we need to stand strongly beside those that have had their day-to-day lives turned upside down. LGNZ's "Adopt a Community" scheme is a part of that thinking, with individual councils teaming up to support effected areas. For us in Central, we have been put alongside Central Hawkes Bay, an area which, as the name suggests, is right in the middle of the maelstrom. At this stage, the scheme is as simple as asking those who want to make a monetary donation but find the scale of the problem so large that they don't know where to begin to consider donating to the CHB Mayoral relief fund. Events such as the shared lunch we will enjoy with staff today can be used as a fundraiser for that fund too. Hopefully as time progresses other ways of offering support will be dreamt up amongst the 33 councils that have so far signed up in support.

I've recently taken a bit of flak for not supporting protests over the proposed cuts to the new Dunedin Hospital, so this is a good opportunity to explain my thinking.

Over the last month, I've spent many hours listening to the people who have been involved with the new build over the last 5 years, including members of the Local Advisory Group and the Clinical Transformation Group amongst others.



I want to be very clear; if these people had said there was a fight to be fought, I would be marching down George Street with a placard in my hands, no problem.

But they didn't say that. What they said was:

- The fight was fought back in August 2022 and they got to a place they can live with.
- The cuts to the original plans "have virtually no impact on services or clinical capacity" (Pete Hodgson, Chair Local Advisory Group, former Minister of Health, former Chair SDHB ODT 28/01/23).
- There won't be a reversal of this decision, so the priority now must be to just get on with it.

Having been repeatedly given this message by the people in the middle, I think it would be an outstanding act of hubris on my part to think I knew better than them, hence the position I've taken.

Uncertainty remains with the Lake Onslow project, with an expected announcement delayed by the suspension of the sitting of Parliament due to the cyclone. It may well be that between the time of writing this and the meeting, the announcement will have been made. This uncertainty has significant impact on the landowners involved but also the Teviot Valley community and the wider district. It needs to be remembered though that, when the announcement comes, it is as to whether to progress to a Business Case being prepared, not as to whether the project will proceed or not. So, in a sense, the announcement might be a red light, meaning the whole show is off, or an amber light meaning it might still proceed. What we won't be seeing is a green light.

What looks like getting a green light, from the developer's perspective anyway, is a new gold mine in Central Otago, based near Tarras. This mine, if it goes ahead, will be of significant scale and would create 500 jobs in the construction phase and then 500 jobs in the operations phase. There is a lot of water to go under the bridge yet in terms of consents under the Resource Management Act, or whatever it is replaced with depending on timings. As this council will be, at this stage anyway, the consenting authority hearing any application, I won't be commenting further on the pro's and con's of the idea.

I am scheduled to speak on the second of March to the Select Committee on the latest Three Waters legislation before Parliament and will report verbally on that at our meeting. The thrust of what I am submitting on however will be the lack of security for standardised or harmonised pricing under the latest proposal. To me there was at least a strong implication if not an outright promise of standardised pricing in the rhetoric that came through from the government on these reforms and yet there is no guarantee of such in the Bills before Parliament. All the talk of smaller councils benefiting from economies of scale goes out the window without legislative guarantee, leaving us losing our local control but being at the mercy of the pricing policies of a Board based in Christchurch. This is absolutely unacceptable to me and this council, especially given we are well versed with the reality of this through the Customised Price Path granted to Aurora Energy, giving us roughly double the lines charges costs of Dunedin.

It was good to get some clarity from the National Party with its announcement of its 3 waters policy recently. I won't go into the pro's and con's of that policy at this stage, but the current political situation does leave a major problem for councils around the country. At present, we are legislatively required to draft our Long-term Plan with the three waters not being a part of it from their effective date of 1 July 2024. However, if there is a change of government, that philosophy will no longer apply, and we will need to have an LTP ready that keeps our control of our three Waters infrastructure and budgets for that accordingly. When you are talking a third of your business, the difference between the two different LTP's will be colossal, and the time frame between knowing the outcome of the election (14 October 2023) and the date the new LTP needs passed by (31 June 2024) is nothing. We are going to have to do some serious thinking about how best we handle this situation.



It is crucial that every person in Central Otago takes part in the census on March 7<sup>th</sup>. This is especially so for those people who may be here on a temporary basis such as shearers, horticultural workers and holiday-makers, as every person counted counts towards population-based funding the district receives from central government.

It has been an absolute treat to be able to attend A+P Shows again and to enjoy the getting-together with people from far and wide. Other commitments kept me away from the Central Otago Show in Omakau but I hear it was a great success. Praise must be given to the organisers of the Maniototo Show in putting it on during a boil water notice regime and I really enjoyed that show alongside the Mount Benger one later in the week. It is so good to feel things are returning to normal again, at least as far as the pandemic is concerned.

Other happenings since we last met:

- 20/1 Two zoom meetings re new Dunedin Hospital
- 25/1 COLAB business breakfast at Industry Lane
- 26/1 Meeting with Otago Goldfields Heritage Trust re World Gold Panning Championships
- 27/1 Meeting of South Island Mayors, CE's and iwi leaders re constitution for new water entity
- 29/1 Chinese New Year celebration at Lawrence
- 30/1 Met on site with organiser Clyde Wine and Food Festival
- 31/1 VCB meeting
- 2/2 LGNZ National Council meeting
- 3/2 Spoke to Teviot Valley Friendship Group
- 3/2 Spoke to Teviot Valley Rest Home residents
- 6/2 Attended and spoke at Ngāi Tahu Waitangi Day commemorations at Ōtākou marae
- 7/2 Attended Otago/Southland Te Rōpū Taiao meeting in Dunedin
- 7/2 Attended combined Otago/Southland Mayoral Forum in Dunedin
- 8/2 Roxburgh business breakfast
- 9/2 CCB workshop
- 13/2 Met with new members of Toursim Advisory Board
- 15/2 Attended Maniototo A+P Show
- 15/2 Zoom meeting with Local Advisory Group re Dunedin Hospital build
- 16/2 Business South Advisory Committee meeting
- 16/2 Dinner with Contact Energy Board
- 17/2 Citizenship Ceremony
- 18/2 Mt Benger A+P Show
- 21/2 Meeting of Manuherehia Exemplar Project Governance Group.
- 22/2 In Wellington doing media for "Adopt a Community"
- 23/2 Meeting with Earl Bardsley re Onslow
- 23/2 Introduced Lance Burdett at Roxburgh well-being meeting

## 2. Attachments

Nil

Report author:



Tim Cadogan  
Mayor  
27/02/2023



## 7 STATUS REPORTS

### 23.2.13 MARCH 2023 GOVERNANCE REPORT

Doc ID: 615313

#### 1. Purpose

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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#### Recommendations

That Council

- A. Receives the report and accepts the level of significance.
  - B. Ratifies the Future for Local Government submission in Appendix 2 of the report.
- 

#### 2. Discussion

##### Otago Museum Report to Contributing Local Authorities

Attached is the Otago Museum report to contributing local authorities to December 2022. It was previously sent to Councillors for their information (see appendix 1).

##### Submission on the Future for Local Government

Attached is the submission from Council for the Future for Local Government review. This finalised version was previously sent to Councillors following the call for feedback on the document (see appendix 2). Councillors are asked to ratify the document.

##### Status Reports

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

#### 3. Attachments

**Appendix 1 - Otago Museum Report to Contributing Local Authorities** [↓](#)

**Appendix 2 - Future for Local Government submission** [↓](#)

**Appendix 3 - Council Status Updates** [↓](#)

Report author:

Reviewed and authorised by:

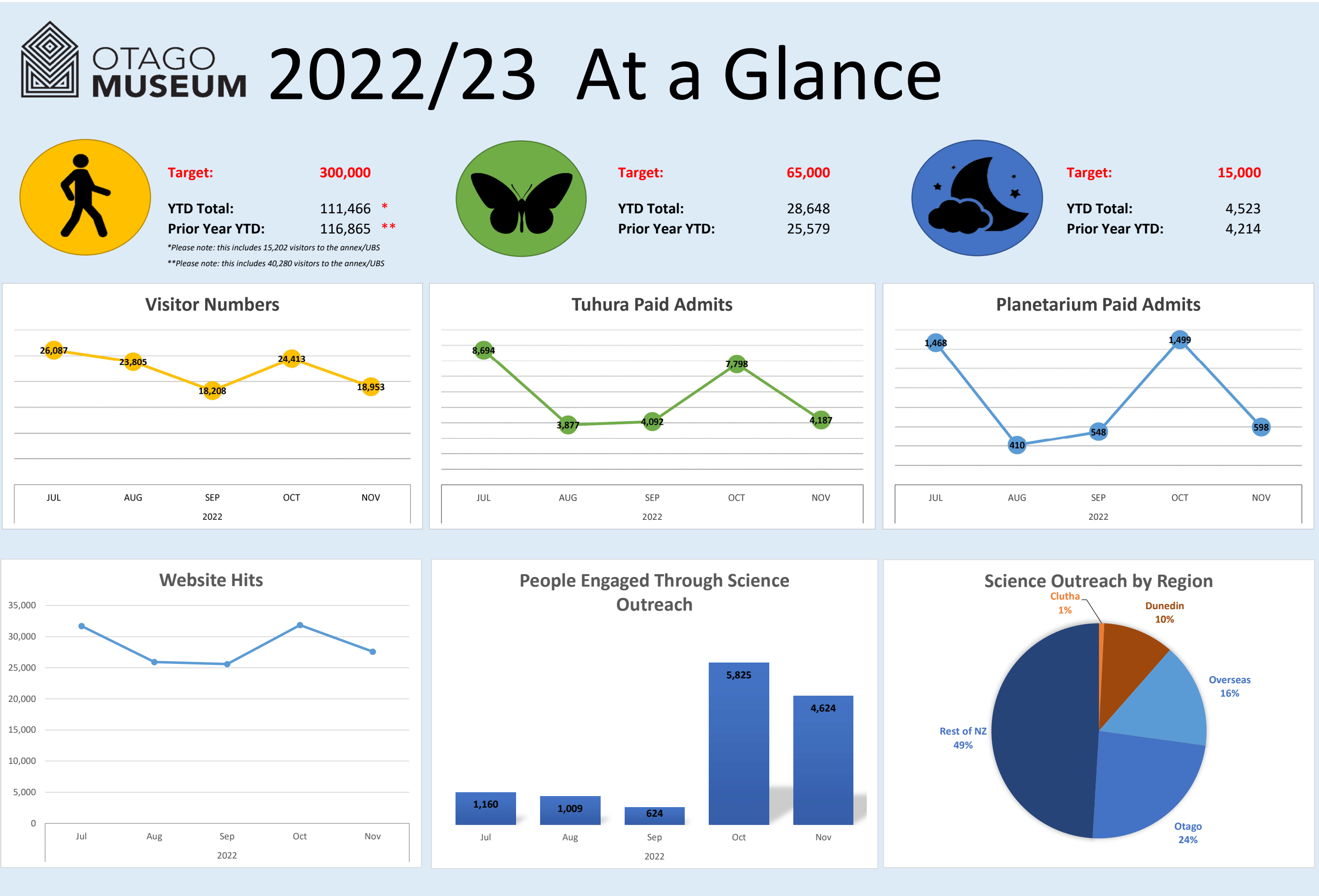


Wayne McEnteer  
Governance Manager  
24/02/2023

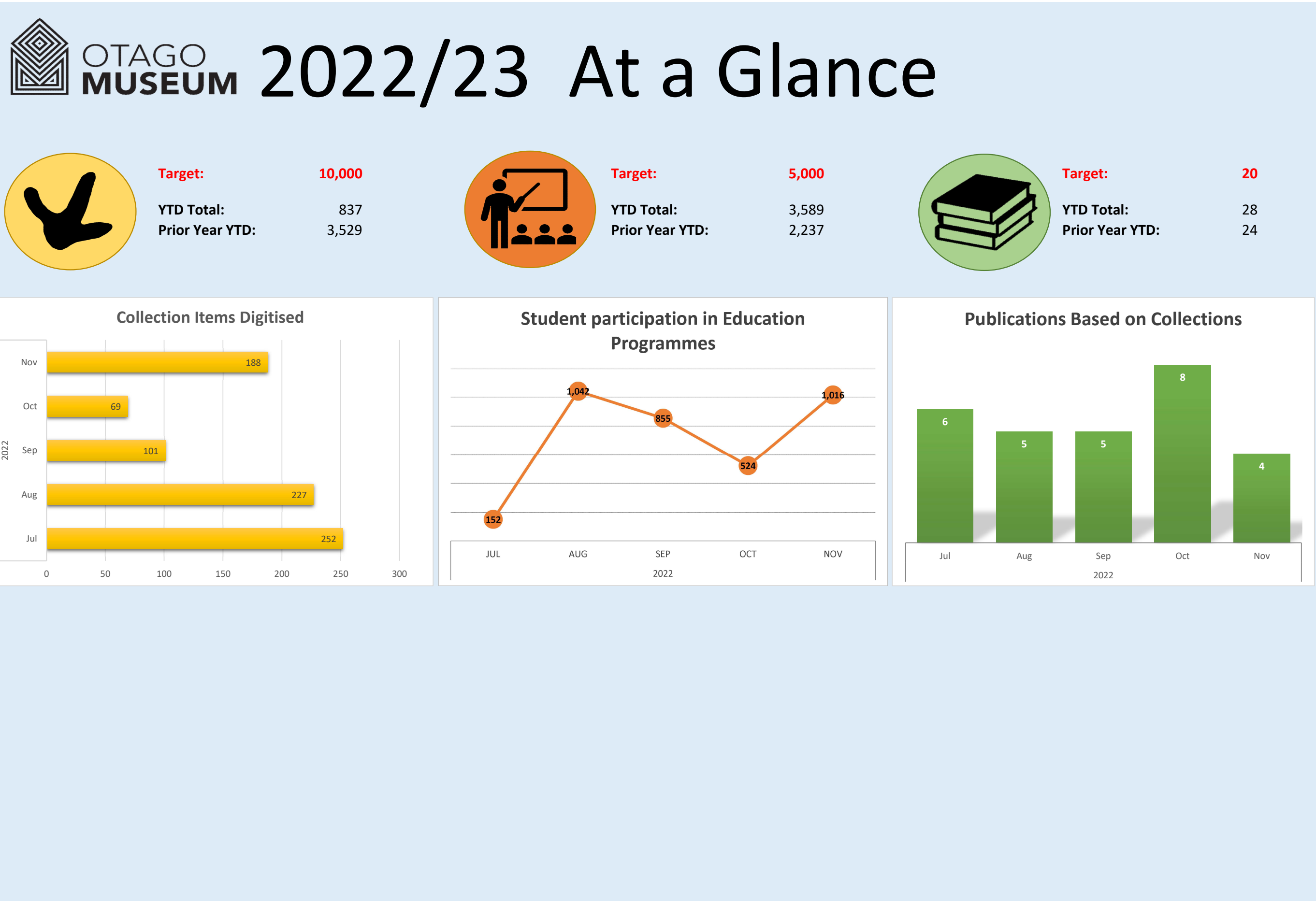


Saskia Righarts  
Group Manager - Business Support  
28/02/2023











**TŪHURA OTAGO MUSEUM**  
**Report to Contributing Local Authorities**  
**DECEMBER 2022**  
**For the period 1 October to 30 November 2022**

**DIRECTORS REPORT:**

This Board meeting is the first of the new Triennium. I would like to welcome new DCC appointees David Benson-Pope, Christine Garey and Cherry Lucas. I should also like to take this opportunity to thank retiring Board members Aaron Hawkins and Chris Staynes for their support for the Museum during their time on the Board.

As you will learn when reading this report, it has been a very eventful period since our last meeting in October. I am pleased to report that in November the Museum completed the purchase of a site in MacLaggan Street which we hope will eventually become home to an offsite store and collections centre capable of housing the majority of our collections in appropriate conditions. Of course that project is a long-term goal which will require significant funding and will, potentially, involve partnering with other organisations. In the short term we aim to generate income by renting out a portion of the site and we already have some interest from potential tenants.

In November, the Museum team was honoured to be able to return items of ceremonial significance to two elders from the Warumungu tribe of Tennant Creek, Northern Territory, Australia. These had been formally deaccessioned by the Museum Board in June 2022. The repatriation involved a particularly moving ceremony held in the Museum's Tangata Whenua gallery, led by mana whenua and attended by Jules Radich the new Mayor of Dunedin.

Thanks to the good relations developed during our repatriation of a taiaha as part of their Treaty settlement, we were also honoured to be invited to send a delegation to the Crown's formal apology to Ngāti Maniapoto which took place in early December. Ōtākou Upoko Edward Ellison and representatives from our local rūnaka graciously agreed to represent the Museum at this important event.

The Museum continues its efforts with colleagues at Auckland and Canterbury Museums to make the case for central government funding for elements of our work which we don't think should be supported by ratepayers. To this end, letters making our case were sent to a number of ministers in early December. We await their response with interest.

I was delighted to attend the formal launch of the MBIE/NZ Space Agency funded *Tūhura Tuarangi – Aotearoa in Space Science* Showcase at the Te Rau Aroha Marae in Bluff on 31<sup>st</sup> October. With NASA astronaut Shannon Walker in attendance, and beneath some incredible Cliff Whiting carvings featuring sun moon and auroras, hundreds of local school children enjoyed this important exhibition.

I continue to write a weekly Skywatch column for "The Mix" in the Saturday edition of the Otago Daily Times

[https://www.odt.co.nz/search/results/Skywatch?sortby=published\\_at%20DESC](https://www.odt.co.nz/search/results/Skywatch?sortby=published_at%20DESC)



I also carried out a couple of interviews on Radio New Zealand describing November's total eclipse of the moon.

<https://www.rnz.co.nz/national/programmes/morningreport/audio/2018866116/stargazers-treated-to-last-lunar-eclipse-for-several-years>

<https://www.rnz.co.nz/national/programmes/nights/audio/2018866052/the-science-behind-tonight-s-total-lunar-eclipse>

## KAUPAPA MĀORI

A major focus in kaupapa Māori this period was supporting Te Rūnanga o Ōtakou in their re-interment of local kōiwi marking a significant cultural milestone in Kāi Tahu's management of kōiwi takata. Also significant was staff and Māori Advisory Committee support for the hosting and handover of treasures back to Warumungu Traditional Owners from the Northern Territories, Australia. Two hei tiki crafted by Amber Bridgman were presented to the visiting Warumungu.

Kaupapa Māori science engagement initiatives included supporting the Outreach team in:

- The launch of the *Tūhura Tuarangi* roadshow at Te Rau Aroha Marae, Bluff.
- Meeting with iwi collaborators for the *Awhinatia te Wero* kura kaupapa engagement project.
- Submitting an MBIE Vision Matauranga funding proposal for a placement to research and develop tātai aroraki (astronomy) content.

In addition this period, a meeting of the Māori Advisory Committee was held with a particular focus on the Museum branding initiative, and regional support has been provided to the Southland local authorities by Gerard O'Regan contributing with the first stages of the appointments selection process for new trustees for the Southland Museum & Art Gallery.

## COMMERCIAL

### Overview

The Venues team and the Programmes and Events team have been combined into one team called the Events team. This has streamlined process and provided some good synergies. Customers making bookings now only need to deal with one team, and when the commercial business is quiet during school holidays, the team can help provide programmes for the holidays.

It has been an exciting step to purchase a new off-site store at 123- 127 MacLaggan Street as it opens up a number of new opportunities for the Museum. The old offsite store will be put on the market in the new year. We intend to rent out part of the building in the short term.

Financially, the first part of the year has set the Museum on track to meet budget for this year.

### Café

The café has been having on-going issues with maintaining staffing levels as the next wave of Covid-19 impacts. On some days the kitchen has been down to one person.



**Shop**

The shop has traded well for the first four months of the financial year, and is well-positioned for Christmas trading. The shop web site has also been trading well.

**Facilities Team**

The Facilities team is working on, or have completed the following tasks/projects:

- Helped with the taiaha that was being repatriated to Ngāti Maniapoto.
- Acoustic panels to be installed in the Board room on 12<sup>th</sup> and 13<sup>th</sup> December.
- Nine Building inductions
- Cleared away rubbish from offsite store and sprayed weeds in preparation for putting on the market.
- Pricing for fob on café door/move fob on Hutton door.
- Repair/paint walls in Annex.
- Service boiler.
- Three-monthly HVAC service.
- Annex Building WOF.

**Exhibitions:**

- Build and paint for the Otago Polytechnic exhibition Build in Special Exhibitions gallery.
- Paint walls in 1877 gallery for *Ngā Hau Ngākau* exhibition.
- Deinstall *Woman in Code/Mighty Small/Mighty Bright* exhibitions.

**Projects:**

- Sprinkler System – have a contractor booked for February to lay the water pipe across the main highway.
- Tropical Forest roof – have received two concepts from the architects.
- Intrusive investigation scope received from engineers for consultation with Museum staff

**IT**

- Microsoft 365 backup is up and running – backing up email/Teams/SharePoint/OneDrive.
- Have replaced our old PC management tool and AV with Intune/Defender. These are built into our M365 licensing so a small saving each year not having to renew the old tools.
- Have ordered support renewal for our Core switch and ordered an additional switch for a cold spare.

**Health and safety**

- Investigating monitoring equipment/systems for vehicles and stores where chemicals and gases are located to alert staff when dangerous levels of gases or vapours have built up or oxygen levels depleted.
- New AED has arrived to replace the Philips AED which had a fault.
- Health and Safety committee working on Chemicals/Gases critical risk. This will be completed early in the new year.



- Hazardous Substance regulation training – 25 staff attended a day training course on 8th and 9th November.
- Ongoing work with local compliance certifier to meet compliance for our dangerous goods store. The biggest aspect of the project is the Collections Wet Store which holds large volumes of substances used in preservation of specimens. The bulk of the work is currently focused on meeting requirements for documentation around training, evacuation procedures, hazardous substance register & electrical work. This is a lot of work but once completed, it should be relatively straight-forward to keep updated annually.

**Recruitment:****New Employees**

- Assistant Curator – Natural Science ( Fixed Term, Maternity Cover)
- Natural Science Intern
- Science Engagement coordinator Māori
- Café Cook
- Café Host
- Event Officer (2)
- Event Host (2)
- Education Officer

**Resignations**

- Digital Experience Coordinator
- Café Host
- Shop Assistant
- Casual Communicator (2)
- Science Engagement Coordinator Māori
- Science Communicator
- Event Host (2)
- Kitchen Assistant

3 Employees currently on Maternity Leave.

**Events**

We are pleased to expand our Events team to now include all public programmes and events and private venue hires moving forward, with many congruencies between the two teams and better coverage with a larger team. With only two team members remaining in October and November it has been an extremely busy time for events with over 70 events run across the two-month period.

**Public Events**

Within October and November we hosted more than 30 public Programmes for the public, with a range of free and paid events to cater to different audiences. October opened with a 'Blast-Off Weekend' with a range of space-themed activations to promote the *Tūhura Tuarangi* Showcase opening in the Beautiful Science Gallery. Of note was a special \$7 ticketing offer to our Planetarium



which saw 391 visitors attend shows over the weekend resulting in the highest visitor numbers and greatest financial return in the Planetarium for the year.

There were a variety of space-themed offerings during school holidays to promote the exhibition. Our regular offerings such as Planets + Pints, Yoga with the Butterflies, Gin and the Collections and Wine and Design continued to draw an audience with full and sold-out sessions. We are pleased to continue the relationship with our Front of House team with Museum Guides, casuals and Science Communicators contributing to and assisting to develop many of these offerings.

New in this period were our Halloween offerings including a Fright Night partnership with students from the Centre for Science Communication and an extremely popular Trick or Treating event with families exploring our Galleries in costume. We also ran our first Murder Mystery night with Trickster Games at the end of November, based on a fictitious Exhibition Opening this offering was very well-received by visitors. We have also introduced a new monthly 'Exhibition on Screen' series of Arts Films in the Planetarium, beginning with *Van Gogh: A New Way of Seeing*. This first screening sold out in the Planetarium with tickets between \$15 - \$20, resulting in an encore screening being scheduled for January 2023.

Our major cultural offering for the period was our Diwali celebration on Sunday 30<sup>th</sup> October, which included crafts, performances, mehndi, sari demonstrations and a Bollywood dance workshop with Indian-inspired food in our café and food trucks on the Reserve. This was an extremely popular event with over 1400 visitors attending throughout the day, almost doubling the visitor numbers from 2021. We also partnered with Dunedin Pride to host The Quilt Project AIDS Memorial in the HD Skinner Annex, with quilt panels displayed, on loan from Te Papa. Over 100 community members visited this temporary exhibition and listened to speakers contributing to the event.

Events through this period:

OCTOBER	DATE	TITLE	GENERAL PUBLIC	FREE
Gallery Trail	1 – 16 Oct	Game on – Gallery Trail	300	FREE
Family Fun	1 – 2 Oct	Blast Off Weekend PGP Screenings/ Activities	391	FREE/ PAID
Workshop	1 Oct – 30 Oct	Space Drawing Workshop (4 sessions)	104	FREE
Workshop	1-Oct	Cosplay workshop – Space arm bracers!	9	PAID
Workshop	1-Oct	Cosplay workshop – sci-fi pauldrons!	15	PAID
Public Talk	11-Oct	Ian Griffin Astronomy Talk	22	FREE
Film Screening	12 – 16 Oct	Children's French Animated Films	280	FREE
Planetarium Show	19-Oct	Planets + Pints	50	PAID
Public Talk	21-Oct	Taurewarewa – Artist Talk	34	FREE
Quiz Night	26-Oct	Museum Quiz - Space / SciFi Theme	58	PAID
Public Talk	26-Oct	HD Skinner Memorial Lecture	49	FREE
Public Talk	27-Oct	Seniors Meet up	16	FREE
Panel Discussion	28-Oct	Women in Games: Panel discussion	40	FREE
Interactive Event	28-Oct	Fright Night	185	PAID
Demonstration	29-Oct	Animal Tracks - make some music!	30	FREE
Public Exchange	29-Oct	Video Game swap	60	FREE



Film Screening	29-Oct	French Animated Films	40	FREE
Community Day	30-Oct	Diwali	1400	FREE
Family Fun	31-Oct	Trick or Treat	450	PAID
<b>NOVEMBER</b>	<b>DATE</b>	<b>TITLE</b>	<b>GENERAL PUBLIC</b>	<b>FREE</b>
Public Talk	1-Nov	Horticulture Talk - Bex Foxglove	8	FREE
Workshop	2-Nov	Wine and Design - Perfume Making	20	PAID
Public Talk	3-Nov	NASA Talk – Shannon Walker	195	FREE
School Competition	4-Nov	ODT Grand Final Quiz	110	FREE
Workshop	15-Nov	Wine + Design - Ceramics	30	PAID
Wellbeing	16-Nov	Yoga with the Butterflies	43	PAID
Planetarium Screening	17-Nov	Planets + Pints	43	PAID
Public Talk and Demonstration	19-Nov	Water Safety talk and Flume	35	FREE
Paid Tour	23-Nov	Gin and the Collection	30	PAID
Planetarium Screening	24-Nov	Friends Christmas Event	25	FREE
Community Event	25-Nov	The Quilt Project - AIDS Memorial	120	FREE
Family Fun	27-Nov	Mr Roberelli Performance	75	FREE
School Competition	29-Nov	The Wero Hanga: Minecraft esports	90	FREE
Planetarium Screening	27-Nov	Exhibition on Screen: Van Gogh	50	PAID
Interactive Theatre	30-Nov	Murder Mystery at the Museum: Unnatural Selection	48	PAID
<b>Total Attendees</b>			<b>4797</b>	



*Taurewarewa – Artist Talk with Jane Malthus and Moira White, featuring textiles from our collection used as inspiration for the artist.*





*Mr Roberelli in the Beautiful Science Gallery*

Thursday, 1 December 2022

## Murder at the museum

f 85 t 0 v

News > Dunedin



Photo: Linda Robertson

*Murder at the Museum Featured in the ODT*



*Visitors in the HD Skinner Annex for the Quilt Project Memorial with Dunedin Pride*

Tūhura Otago Museum  
Report to Contributing Local Authorities  
December 2022

Page 7 of 41





Family Fun at our "Trick or Treat" event



Diwali 2022

#### Private Venue Hires

We have had a high number of private venue hires in this period, with more than \$65,000 income in October and November with over 40 event offerings ranging between 10 – 300 visitors in attendance. In this period we have had a volume of smaller bookings in the HD Skinner Annex, and a high number of enquiries for larger scale functions in the Hutton and Atriums. Private events in October and November engaged over 2,500 visitors.

The Events team facilitated several events as part of larger programmes in the City including the opening event for the 2022 SCANZ conference, a major event for the Readers and Writers Festival, a Greens Parliamentary panel discussion and the NZAA opening event and panel discussion on consecutive evenings.

The Events team has assisted in facilitating a number of internally organised events including the Australian Institute of Aboriginal and Torres Strait Island Studies handover repatriation ceremony and Tū Tonu events among others.

The end of November saw the beginning of a series of major Christmas functions as we moved into December, with many large businesses in Dunedin choosing to host their Christmas functions at the Museum.

### COLLECTIONS, RESEARCH, EDUCATION & DESIGN (CRED)

#### Access requests completed

	Image	Item/physical
Humanities/Taoka Māori	1	10
Natural Science	6	6
Other		



**Details:**

- Simon Palenski visited the Natural Science collections for potential loans for DPAG exhibitions.
- Philip Schorch, Ludwig-Maximilians-Universität in Munich, visited to look at Natural Science and Humanities collections related to 'Sāmoan Multiplicities: Experiences of Sāmoan-ness', a collaboration between the Museum of New Zealand Te Papa Tongarewa and the Ludwig-Maximilians-Universität in Munich, Germany.
- Members of Takirua were shown the rock art collections following their Dunedin school performances of Te Rereka, a show featuring rock art based flatso puppets.
- Kauahi (firesticks) were shown to Kāi Tahu artists Kate Stevens West, Simon Kaan and Ashleigh Arthur.
- A Vernon list of collection information of the holdings of miheke Moriori (Moriore cultural treasures) was sent to Jen Cattermole. Jen is part of a team of researchers, led by Gianna Savoie, who recently got an MBIE grant to do work on understanding and revitalising Moriore culture. The project is titled: Moriore, music and manawa: Engaging multisensory experiences for indigenous cultural revitalisation. This request is for a list to evaluate possible miheke for the project.
- Liz Paku and whānau came and viewed trade beads (D82.1071) which were donated to the Museum by her father. These beads are on display in the Tāngata Whenua gallery.
- Julia Rata - Te Raki and Whiria ka aho ki Puketeraki - a collective of weavers, came to view the Puketoi kete (D24.574). They were interested in learning about the weaving techniques used in the creation of the kete.
- A list of taonga associated with the Taiaroa whānau was sent to Piupiu Maya Turei. This is an overview of what taonga OM has, and some of these may be potentially loaned for an upcoming exhibition at Dunedin Public Art Gallery (a later access will be completed once the taonga have been selected). The upcoming exhibition is to introduce H K Taiaroa to the people of Ōtepoti.
- Images of E81.811, papyrus fragment containing a section of Homer's Iliad, were sent to Dr Nicholas Wagner, Duke University.
- Ross Ramsay came and viewed slides, negatives and photos of the Tiwai Point excavation in 1968.
- Robyn Abernethy and her family came in to view D63.792 which is a korowai donated to her great grandfather, after he retrieved the body of Jack Taiaroa (after he drowned).



Kauahi and hika. D69.4. Gift of Tarras School; Tūhura Otago Museum Collection.  
E81.811, papyrus fragment containing a section of Homer's Iliad.

- PhD student Shaun Thompson of Museum of New Zealand Te Papa Tongarewa visited the museum to examine the museum's Mycetophilidae collection, more commonly known as fungus gnats, and have provided useful taxonomic updates for the collection records.
- 3D shape files were made by Bertrand Loyer for a Saint Thomas Productions "Giant Birds" documentary (objects AV3819 and AV7343).



- First year Masters' student Zhuali Lim has been regularly visiting to study the native bee collections. Part of his summer work will be to look at the foraging and nesting behaviour of native solitary bees in Dunedin. His work with the collection has been useful for familiarising himself with their taxonomy.
- Images of loan artworks from the Michele Beevors' exhibition Anatomy Lessons were requested and provided to Victoria Bell to publish a review in the CTANZ journal, Context.
- Images of the articulated Haast's Eagle skeleton (AV7473) taken by Kane Fleury were provided to Knowable Magazine.
- Images of the caddisflies and larval casings were taken for Jonathan West for a presentation that showcased the natural history collection.
- Award winning photographer Rob Suisted visited the Natural Science collection to photograph grey ducks and mallards for a New Zealand geographic article on the challenge of distinguishing species and hybridisation at play.
- Three collections tours were given at the Gin and Collections evening on November 23<sup>rd</sup>.

### Loans

#### Outward loans sent:

- 213 invertebrate pinned specimens were sent on loan (OL2022-2) to Shaun Thompson and Dr Phil Sirvid of Museum of New Zealand Te Papa Tongarewa. The specimens will be used in PhD research to revise the taxonomy of New Zealand's Acroceridae species, commonly known as spider flies or small-headed flies. The work is likely to result in the description of several new species and may help elucidate their general biology and wider role in New Zealand's ecosystems.

#### Inward loans received:

- The loan (IL2022-14) of 62 artworks – paintings and taonga pūoro - that make up the exhibition *Ngā Hau Ngākau*, began on 28 October. The exhibition is due to open 11<sup>th</sup> February – 7<sup>th</sup> May 2023.
- Multiple loans were received for the upcoming exhibition in collaboration with Otago Polytechnic – *Ka Mua Ka Muri*, due to open 9<sup>th</sup> December 2022 – 14<sup>th</sup> May 2023
  - 14 artworks from Dunedin School of Art (IL2022-8),
  - a Braid bag from design label Yu Mei (IL2022-9),
  - an outfit from fashion design label twenty-seven names (IL2022-11),
  - an art piece by Finn Petrie (IL2022-17),
  - 12 objects from Otago Polytechnic, through Sharon O'Loughlin (IL2022-16),
  - an outfit from fashion design label Company of Strangers (IL2022-18),
  - 2 kete from an Anonymous lender (IL2022-19),
  - a jumpsuit and pattern from design label Paper Theory (IL2022-20).
- In advance of the *Terminus* exhibition scheduled for July 2023
  - 3 quilts made by artist Jess Johnson were received on loan (IL2022-13) from Darren Knight Gallery in Sydney,
  - The exhibition furniture, equipment and AV from Tauranga Art Gallery (IL2022-15).

#### Other loan activity:

- One kiwi egg, *Apteryx mantelli* was returned from the Anatomy Museum by curator Chris Smith. The egg was originally purchased by a Mr. Dale in 1912 and further documentation regarding the loan was not found. It is assumed the loan occurred before 1955 when the University of Otago and the Otago Museum were one administration and loans were made in a more casual manner than they are today.





AV12314. Kiwi egg, *Apteryx mantelli*. Photo: On Lee Lau © Tūhura Otago Museum collection

#### Collections item records

	This period	Financial year to date
New/digitised:	257	837
Revised:	6,675	28,737
Imaged:	1,277	2,685

#### Details/Highlights:

- Continued inventory of the European Costume & Textiles store with Jane Malthus. Nearly 5,000 collection items have been inventoried and more than 2,000 now have an image attached in Vernon.

#### Acquisitions and Deaccessions

	Acquisitions	Deaccessions
Humanities/Taoka Māori	4	0
Natural Science	2	0

#### Details/Highlights:

- We have been given a ghost net basket, purchased from a cultural centre on Thursday Island/Waiben, Torres Strait Islands.



- We purchased a hijab from Piller, a Dunedin-based hijab/headscarf brand, begun under the Young Enterprise New Zealand initiative, which promotes entrepreneurship skills amongst New Zealand high schools. This independently run small enterprise is committed to diversity, sustainability, and sourcing local 100% New Zealand materials.
- On the 16<sup>th</sup> to 18<sup>th</sup> November the Museum hosted a team from the Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS) and two elders from the Warumungu tribe of Tennant Creek, Northern Territory, Australia for the repatriation of items of ceremonial significance to Country (formally deaccessioned by the Museum Board in June



2022). The six items included four knives (Marttan), a boomerang (Kalpunta) and a double ended adze (Palya). Since 2019, when AIATSIS first approached the Tūhura Otago Museum seeking information about Aboriginal and Torres Strait Islander collections held here, we have developed an excellent working relationship with them, one that is based on the mutual recognition and support for the United Nations Declaration on the Rights of Indigenous Peoples which calls for providing access to and repatriation of ceremonial objects and ancestral remains where appropriate. The return of items to the Warumungu men, Jimmy Frank and Laurence Williams, by the Otago Museum and by the Auckland Museum are the first such repatriations of first nations taoka back to Australian country from Aotearoa. We thank the Board, the Māori Advisory Committee and mana whenua for their support for this important mahi.



Jimmy Frank and Laurence Williams at the handover ceremony in Tangata Whenua

- Honorary Curator, Dr Tony Reay, a former staff member at the University of Otago Geology department, donated a number of rocks from his personal collection. He also donated several boxes of unidentified rocks that will be useful for educational purposes.
- Three Tasmanian *Mycomya* (Family Mycetophilidae – Fungus Gnats) specimens were acquired. The specimens are well mounted on micro pins and are all labelled.
- A woven putiputi (flowers) from Mary McFarlane was donated to the collection. They were gifts given to Ralph Hotere.

#### Enquiries

	Public Enquiries	Item Receipts
Humanities/Taoka Māori	21	7
Natural Science	23	11
Conservation		

- Enquiries include details regarding Fijian material in the 1925-26 New Zealand and South Seas Exhibition; programme of Queen Elizabeth II's funeral; Otago Harbour Board 1920, and the Peninsula Ferry Company; Gurka knife; WWI Webley Mk VI service revolver; William Frost photograph albums; Vanuatu objects donated by missionaries; 1940s newspaper; 1954 copies of the ODT; 19th century newspapers; nineteenth century prison uniform; WWII



uniform; Parihaka exhibition; items from Laos; creative collaborations between Latin America and Aotearoa; prints of Thomas Chalmers; wallpaper collections; Eileen Mayo's Five Fathoms Deep diorama.

- Kaupapa Māori enquiries include: Information on Jill Hamel and Jane Teal's photographs from the 1970s of Catlins and South Otago archaeology sites; information on a cloak (D58.155) from descendant of donor; information on Māori trails and settlements in West Otago; advice to Otago University Press on potential reviewers for a historical volume;
- Auckland museum curator Wilma Blom got in touch regarding a potential Otago Museum fossil type specimen found in their collection to verify the specimen and resolve its provenance.
- A number of birds from the Wildlife Hospital were temporarily stored at the Museum to assist DOC before being passed onto the Zoology department and honorary curator parasitology Bronwen Presswell.
- Enquiry from DOC for advice on refloating a live sunfish –Unfortunately, it was not successful.
- A number of online enquiries asking to identify spiders, insects and fossils.
- A number of visitor enquiries this month looking for more information around displays mid-1980s to early 2000s.

#### Protected Objects Act

No taoka have been notified to the Ministry of Culture and Heritage under the Protected Objects Act (1975).

- A wood carving form Murihiku has been received for evaluation and is currently being researched.
- Advice was provided to the Ministry on an expert examiner for the proposed export of a piece of pounamu.

#### Publications & Social Media: On the collection

	Internal researcher	External researchers
Research publications/papers	1	
Blogs	1	
Other	10	

The following is a reference list of recent publications on the collection by internal researchers:

- Harris, Anthony. Sending samples that will survive. Nature File. *Otago Daily Times*, 1 October 2022, p.10
- Harris, Anthony. Branches of the stick family tree. Nature File. *Otago Daily Times*, 8 October 2022, p.8
- Natural Science contributed to the Bird of the Year 2022 campaign – Team Ruru.
- Harris, Anthony. Variety disguises threat to diversity. Nature File. *Otago Daily Times*, 15 October 2022, p.8
- White, Moira. Pendants, petals and pumice: Lynn Kelly's jewellery. Otago Museum blog, 17 October 2022
- Arun, Lana. Facing jarring history of art. Cool and Collected, *Otago Daily Times*, Cool and Collected, Weekend Mix, 22 October 2022 pp: 2-3
- Harris, Anthony. A cup full of fungus. Nature File. *Otago Daily Times*, 22 October 2022, p.7
- Harris, Anthony. Creatures of habitat. Nature File. *Otago Daily Times*, 29 October 2022, p.8
- Harris, Anthony. Meet the bees with an appetite. Nature File. *Otago Daily Times*, 12 November 2022, p.9



- Harris, Anthony. Darwin was right. Nature File. *Otago Daily Times*, 19 November 2022, p.6
- Harris, Anthony. Tracking the return of the wasps. Nature File. *Otago Daily Times*, 26 November 2022, p.8
- White, Moira. Mid-20th century British ceramics in Aotearoa. *Tuhinga* 33: 33-46

### Collection team contributions to projects, exhibitions and programmes

#### Collection based projects:

- Work continues to address the Natural Science freezer space issues. Five bags of birds, assessed as being in poor condition or having no data, was approved for disposal. The disposal was carried out by DOC.
- Merryn Chynoweth continues to process the recent acquisition of moa remains donated by Mike Poole.
- Work to update collection records with taxonomic identifications obtained during private researcher Ulf Erdmann's visit to view the museum's Cypraeidae collection, commonly known as cowrie shells, continues as the researcher examined over 100 specimens.
- Work to test and top up alcohol levels for specimens in the Spirit Store has commenced and will continue into 2023.
- The pygmy right whale and Shepherd's beaked whales have returned after skeletal cleaning and have been checked, repacked and shelved.
- Assessment and digitization of the museum's botany collection has commenced. The collection will be checked and rehoused into archival folders.



BT199. Wineberry, *Aristotelia serrata*.  
Photo: On Lee Lau © Tūhura Otago  
Museum collection

#### In house exhibitions, programmes and gallery projects:

- The stairwell display of freshwater fish was deinstalled mid-October. Preparations are underway for "Glam Rocks", a rock and minerals stairwell display planned for April 2023.
- 'Keep it Glassy', marking the UN's designation of 2022 as the Year of Glass, was installed in the main stairwell cases on 3<sup>rd</sup> October.
- Lynn Kelly's houhere leaf-inspired necklace was installed as a SLSP rotation on 20 October.
- The display for the New Zealand Entomological Society's *Bug of the Year* competition was prepared at pace. It includes photos and information for the contenders and a display of the collection items and some replicas created using images.





Candidates for Bug of the Year 2023. Photo: On Lee Lau © Tūhura Otago Museum

- Collections teams contributed to the Gin and Collections event on November 23<sup>rd</sup> by giving tours of the collections.
- A meeting was held with Canterbury Museum for the handover to Otago of the next phase of the development of the rock art exhibition project that will now open here at the end of 2023.

External projects (e.g.: Industry networks, partnerships, community work and events)

- L. Arun, J. Copedo and A. Harlow attended the Ngākahu Workshop: Repatriation and Collection Management zui. This workshop looked at the policies, processes and the real-life practicalities of navigating the care of museum-held human remains and other sensitive items.
- Moira White attended the Centre for the Book's 2022 symposium held in Dunedin: Books and the Pacific, and presented a paper.
- The New Zealand Archaeology Association (NZAA) conference was held at the University of Otago from the 21<sup>st</sup> to the 24<sup>th</sup> November. Attended by Gerard O'Regan, Lana Arun, Jennifer Copedo, Nyssa Mildwaters, Moira White and Robert Morris, the theme of the conference focussed on climate change and Archaeology in Aotearoa.
- Emma Burns attended the New Zealand Entomological Society Meeting in Rotorua. She presented a paper on behalf of Kane Fleury on the digitisation and online release of the bulletins of the Otago Museum (AKA Forster's spider books) and the back catalogue of the Records of the Otago Museum.
- Te Rūnanga o Ōtākou's significant reinterment of kōiwi was supported with repacking the kōiwi, facilitating their transfer to the marae, and having a Museum presence throughout the kaupapa.
- Rosanna McEvedy and Marion Seymour were hosted to explore research initiatives relating to their grand-father's, Hugh McCully, archives and collecting related to southern Māori archaeology.
- Te Rūnanga o Ngāi Tahu and Te Papa were provided with advice on the display of *Kura Pounamu* at Porirua Museum.
- A discussion by the University of Canterbury on developing GLAM sector qualifications relevant to Kāi Tahu was contributed to.

### Archives

Our submission to the Heritage Lottery and Environment Fund to extend the Archives project for a further two years was successful. As well as continuing the digitisation of records with the support of volunteers drawn from the Friends of the Museum, the Archivist will work directly with the Ngai Tahu Archives team to develop information sharing protocols of benefit to both organisations. This



will be the first occasion in Aotearoa New Zealand where records from a significant iwi archive will be brought together with those from a large metropolitan museum.

- Two workshops on archiving for regional museums were delivered to groups at the Alexandra Central Stories Museum and Balclutha Museum in November as part of the Tū Tonu Regional Museum's outreach programme.
- A report detailing proposed workflows for archiving digital records at Otago Museum was developed and launched.
- Our second major upload of records was completed with 405 new records uploaded onto Vernon.
- Appraisal/arrangement and description work on Executive Office files from the 1990's-2000's continues.

#### Honorary curators, volunteer and internship activity

- Two interns have joined the Natural Science team. Joel Clement is working on a Bachelor of Applied Science in Environmental Management and Ecology, University of Otago. Maia Rakete-Gray will join us shortly and is a senior student at Te Kura Kaupapa Māori ki Ōtepoti and is part of the Ahi Pepe project. Both interns are excited about te taio and will be helping with bird and entomology projects.
- Rosi Crane, honorary curator History of Science, has been helping with many projects, adding short essay notes of collection and object histories to the natural science collections.
- Associate Professor Steve Kerr continues to work with Diptera specialists in Wellington and Australia to resolve undescribed fly species.
- Collection intern Jerusha Bennett completed the defence of her PhD thesis and presented recently at the Department of Zoology on her work investigating parasite fauna as a means of assessing the ecology of the Otago Marine environment.
- Natural Science volunteer James Crofts-Bennett continues to work to catalogue the Forster Spider collection housed at the Otago Museum as a part of his PhD work.

#### Presentations, talks and interviews

Title	Date	External Audience	Delivered by
Keep it Glassy	10 October	Probus	Moira White
New Zealand's Vanished Birds at Tūhura Otago Museum	18 October	Friends of Otago Museum	On Lee Lau
Taurewarewa – Artist Talk	21 October	Otago Museum programme	Kate Stevens-West, Jane Malthus & Moira White
Warumungu Repatriation	17 November	Interviews with ODT, RNZ, TVNZ	Robert Morris
<i>Māori Legends</i> in the Reed Gallery, Dunedin Public Libraries	18 November	Centre for the Book symposium: Books and the Pacific	Moira White
Archaeology and the climate crisis. (panel discussion contribution)	21 November	NZAA conference public presentation	Gerard O'Regan

#### Conservation

##### Preventive

- Collection handling and IPM training was delivered to several new staff. Environmental and pest monitoring continues.



**Projects**

- The Conservation team have been busy supporting a range of exhibitions installations and de-installations including Codebreakers, Mighty Small Mighty Bright, the Polytech exhibition, the Terminus exhibition, Knitted Anatomy and the upcoming Ngā Kau Ngahau exhibition.
- Rock art on display in Tangata Whenua has been moved out in preparation for the exhibition. A range of collection items have been conservation assessed.
- Work on the Spirit Store continues to ensure the collection meets compliance standards.

**Outreach**

- Rosemary Coppel visited the Hocken Library archives to view the collections.
- Rosemary Coppel and Robert Morris provided IPM advice to the Hocken Library.

**Regional Museums**

- As part of the Tū Tonu program the conservation team contributed to/participated in a number of events/workshops including Lawrence Museum, the Tuapeka Goldmines Museum, the Oral History Southland Forum, Central Stories, Balclutha, the Owaka Museum, the Tokomariro Historical Society and Maitāwhiri Museum.

**Tū Tonu**

- 15 events were held during the period 1 October and 30 November. Topics covered included iwi engagement and Kai Tahu history, disaster preparedness, care of archives, education outside the classroom, oral history, a governance Q&A with Parry Field Lawyers, and the annual regional hui focused on grants, income and funding. In total, these events were attended by 210 people. Two of the digital sessions continue to be available on demand via Zoom. Attendees received a detailed information pack following each session, including additional resources not covered on the day.
- It's been a busy year for the Tū Tonu Regional Museums Project. We've hosted 50 events aimed at providing networking opportunities and free training to all of the amazing staff and volunteers who keep our arts, culture and heritage facilities running in Otago/Southland. Topics covered have ranged right across the skillsets that go into keeping our spaces running, from governance to marketing, collections care to customer service. Over 750 people representing over 100 different organisations participated across the course of the year. One-on-one support continues, along with planning for further events in 2023.

**Hidden Hazards**

- The supporting website has been developed and a beta version has been released for testing.
- Martin Bainbridge and Rosemary Coppel visited seven regional museums to image potentially hazardous collection items for the website.

**Education****Explorer's Club**

- Explorer's Club will be running for both weeks of the school holidays.
- Topics include Summer, Year of the Rabbit and Ninjas vs Samurai.

**Sleepovers**

- Term 1: 9 Sleepovers from 8 Schools.

**Curriculum**

- Development of new programmes to align with social science funding.
- Supporting schools with tailored programmes for the New Zealand Aotearoa History curriculum.
- Supporting High School textile teachers with curriculum design.



## Education projects

- Attended Te Pū Tiaki Mana Taonga: Association of Educators Beyond the Classroom webinars.
- MoE programme design underway for new funding. Initial report ongoing.
- Updates to website and programme booklet for schools underway. This will be combined with rebranding.

A table recording student number participation follows. Please note, these numbers include multiple programmes by the same class on the same visit, excluded from the Ministry's criteria for student counting, to be reported in Milestone Reports. This table does not include numbers from non-applicable institutions or adults.

Please note that Planetarium numbers for Education programmes are replicated in the Planetarium report.

Education Numbers July 2022 – June 2023						
Participation from: 1st October 2022 to 30th November 2022						
Actual participation in Education programmes for:	Year 0-3	Year 4-6	Year 7-8	Year 9-10	Year 11+	Total
Totals for October & November	161	733	524	121	1	1540
Target (July 2022 - June 2023)	1028	1256	1142	799	343	4567
Percentage of annual target	15.7%	58.4%	45.9%	15.1%	0.3%	33.7%
ADULTS 351						
Targets are calculated based on an 11-month school year.						

## Personnel

- Ashley Stewart has been appointed to the Education Officer role.
- Recruiting for Education Presenters to replace recent departures.
- Seeking new Education advisory board members.
- Allison Miller has been appointed as Assistant Curator, Natural Science to cover Kane Fleury while on parental leave.
- Recruitment for the Conservator position is underway.

## EXHIBITIONS AND CREATIVE SERVICES, AND PLANETARIUM

## Exhibitions &amp; Creative Services

This reporting period has seen some exciting developments, with the Perpetual Guardian Planetarium moving over to our team. The shows are still presented by the Science Communicators, and it has been great getting to work more closely with them and the Operations team.



We have some exciting plans for the new year, with some developments already underway. The main focus for the period though, has been the preparation of *Ka mua, ka muri – Walking Backwards into the Future* and pack out of *Code Breakers + Mighty Small Mighty Bright* – which surpassed our estimation of 25,000 visitors. The teams here have been working incredibly hard, and a special mention to the Facilities, IT and Collections teams for working together so efficiently.

*Ka mua, ka muri – Walking Backwards into the Future*, with the final days of installation happening as this is being written, it's been a great experience working with the team at Otago Polytechnic, including students developing aspects of the show. It's a real community-minded exhibition that reaches well beyond Otago. But it is also engaging and inspiring with interactive exhibits which might spark some curiosity (in the young and old!)

#### Exhibitions and displays currently open:

- *Keep it Glassy – The UN International Year of Glass* stairwell display runs until 26 March 2023.
- *"It's all in the making" The Margery Blackman Textile Collection* – People of the World gallery, ongoing until second half of 2023
- *Code Breakers + Mighty Small, Mighty Bright* - Special Exhibitions Gallery – closed 30 October. Final visitation was 28083. ACMI are paid for Steve Lister to travel and assist with installation at MOTAT week of 28 November
- *Tūhura Tuarangi – Aotearoa in Space* opened in Beautiful Science Gallery closed 26 October before travelling around New Zealand. 11795 visitors over its 5-week run.
- *Genome: Science of Life* is redeployed in the Beautiful Science Gallery from until 19 February 2023
- *Michele Beevors – Anatomy Lessons* extended until 1 December in Animal Attic.
- *Kiingi Tuheitia Portraiture Award* touring exhibition in Tāngata Whenua. Runs until 22 January 2023.
- *Ka mua, ka muri – Walking Backwards into the Future* - developed in partnership with Otago Polytechnic. Includes interactive concepts that showcase academic excellence and innovation, hands on learning, our place in the community and within industry. Opens 9 December 2022 in Special Exhibitions Gallery until 14 May 2023

#### In Development:

- *Tohu Whēnua, Tohu Ora*, the Rock Art collaboration with Canterbury Museum is ongoing. Dates still to be confirmed, though will be hosted by Tūhura Otago Museum late 2023. Hosted a workshop with Canterbury Museum on 10 November onsite here.
- Development underway for the next Stairwell display which will open on 27 March 2023. Display will be focussing on minerals - 'Glam Rocks'.
- *Ngā Hau Ngākau* features 36 paintings by Robin Slow, 34 carvings by Brian Flintoff and a soundscape and video by Bob Bickerton, Ariana Tikao, Holly Tikao-Weir and Solomon Rahui. It evokes the form of a whare whakairo (carved meeting house). 11 February 2023 – 7 May 2023
- *Trouble in Paradise*, a photographic exhibition developed by the British Council will be displayed in 1877 Gallery in July 2023 to align with the International Science Festival.
- *Terminus* by Jess Johnson and Simon Ward, a predominately virtual reality experience for the mid 2023 slot in Special Exhibitions Gallery. Previous venue had record numbers and resonated extremely well with education groups.
- Planning underway for the development of a future internally-generated special exhibition, scheduled for mid-2024.



**Creative Services and Systems Development and Interactive:**

- Design services for upcoming programmes and events, including collateral, marketing and supporting materials.
- Team assisted with installing the Christmas decorations.
- Installing Mighty Small, Mighty Bright at Cromwell Museum on 20 December.
- Developed brand and website for the Hidden Hazards project.
- Assisted with the installation of the Dunedin Pride Night AIDS Quilt display<sup>2</sup>, held in the Annex.
- Working on Annual Plan design.
- Attended IFFTI conference planning meeting.
- Developed touch screen displays for *Ka mua, ka muri – Walking Backwards into the Future*, as well as working on an augmented reality face filter app to be showcased.
- The team attended the Debrief design exhibition at Otago Polytechnic, which profiled five different student projects which featured Tūhura Otago Museum as the client.
- Craig Scott attended the Otago Polytechnic Permanent External Advisory Group meeting for Communication Design.
- Craig Scott was an external assessor for a group of graduating third-year Communication Design students.
- Working with Marketing on progressing the rebranding project in collaboration with external parties.
- One design role has still not been filled in the interim.
- Advertising for a Digital Experience Coordinator, which has amalgamated the Planetarium role.

**Perpetual Guardian Planetarium**

The October and November reporting period saw good attendance on the previous period, though some days' time-slots were reduced due to staff unavailability due to Covid and reflecting the Museum's visitor numbers over this period. We had a total of 2099 paid tickets to planetarium shows during the reporting period, which is double the previous reporting period. This is partially due to a promotional weekend trial at the beginning of October where all tickets were \$7, which saw most sessions each day close to selling out. We will be working towards a summer promotion to launch once the Christmas rush is out of the way.

Education had 213 children and 45 accompanying adults in October, and 340 children with 76 adults in September which was lower than the previous period but had an exceptionally busy November with 620 children and 123 accompanying adults. There are several opportunities we would like to work on in the new year to develop more offerings with the Education team, including expanding to attract more secondary school, which is currently quite an untapped market.

The Events team continues to run successful events after hours. A screening of *Vincent Van Gogh: A New Way of Seeing* sold out, with even more demand, so we will be looking at an additional screening of this. Planets + Pints continues to be successful. The new Spacetronauts: Epic Eruptions planetarium show will continue throughout the summer holidays, with the plan to work with Science Communicators to develop a new version for the term 1 school holidays. For the upcoming Santa's Up Late Christmas event, we will be hosting Christmas Carol Karaoke under the dome.



We are aiming to have the Digital Experience Coordinator role be filled by the start of the new year, and in the meantime are very grateful for the Operations and Science Communicators working with us to keep on top of things.

## **MARKETING**

This has been a busy period supporting both Outreach and Events as well as Shop, repatriations, and general Museum marketing.

### **Tūhura Tuarangi - Aotearoa in Space roadshow and Dr Shannon Walker**

Marketing was very busy promoting both the roadshow and Dr Shannon Walker's series of talks with PR stories, social media advertising, and digital support. This was extremely successful and had national awareness across press, television, and radio.

## **Events**

### Murder Mysteries

This was a new event, and its success will pave the way for more evenings like it in partnership with Trickster. There was a positive reception to the marketing for the event, and we see this as a repeat offering for the Museum.

### Diwali

Diwali attracted a large audience this year, and the Museum's events were appreciated by the Indian community.

### Trick or Treat

This event sold out, with huge numbers attending at the Museum. Families enjoyed experiencing Halloween in a safe and welcoming space, so it will be repeated next year.

### Ticketed events

All smaller ticketed events (Wine and Design, Planets and Pints, Gin and the Collection) have sold out and generated a loyal following this year.

## **Outreach projects**

### Cook Islands Science Festival

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Tūhura Otago Museum  
Report to Contributing Local Authorities  
December 2022

Page 21 of 41



This was promoted on social media and with PR, receiving very good engagement.

#### Participatory Science Platform (PSP) funding

The latest PSP funding round was launched with a press, radio, and socials campaign across the Otago region.

#### **Aboriginal repatriation**

There was good media interest in the aboriginal repatriation, both in Australia and New Zealand, and we are grateful to the team from the Australian Institute of Aboriginal and Torres Strait Islander Studies, who we worked with closely on the media release.

#### **PR**

Public relations and media stories have been solid during this period – media engagement with Dr Shannon Walker was excellent.

#### National media

- *Tūhura Tuarangi* / Dr Shannon Walker: TVNZ Breakfast, TVNZ News, RNZ, News/Checkpoint, Stuff, Newstalk ZB, NBR, Knowledge, Seven Sharp, Tahu News
- Cook Islands: RNZ Pacific
- Aboriginal repatriation: RNZ, News/Checkpoint, Stuff, Tahu News
- General Museum news/promotion: The Good Magazine

#### Local media

- *Tūhura Tuarangi* / Dr Shannon Walker: Otago Daily Times (x3), Southland Times, Central News, Hokonui Radio, Southland app, My Little Local, The Hits, Radio One, The Sun, The News, Mountain Scene
- Aboriginal repatriation: Otago Daily Times
- General Museum news/promotion: Family Times
- Cook Islands: Otago Daily Times

#### **Social Media/Digital**

Digital and social media have been particularly pleasing this period, with strong results on platforms. Facebook and Instagram have performed especially well, seeing large increases in followers and engagement.

#### **Miscellaneous**



### Tourism

We have been creating new marketing material for the returning tourist audience, with a new general DL flier. We have also reached out to various motels with an events listing which is sent to encourage visitation. We have additionally been promoting the Museum in Christchurch publications.

### Brand

The Māori Advisory Committee have met with the branding designers and approved the brand direction. This is on the path to a final design, and we expect to take for the Board's approval in the coming months.

### Shop

We have an ongoing campaign on social media for the Shop which has been driving sales, with most purchases coming from Auckland.

### Business Awards

The Museum was delighted to be announced as a finalist in the Otago Business Awards in the category of Tourism and Hospitality. The application was focussed on the Events team, which has been particularly strong this year, and has had a 130% increase in events over the last two years.

### After Dark

Charlie Buchan has negotiated a partnership agreement with OUSA for all 2023 After Darks. This will give us much better access to the student market, and we look forward to working with the University.

## Digital media statistics

### Website

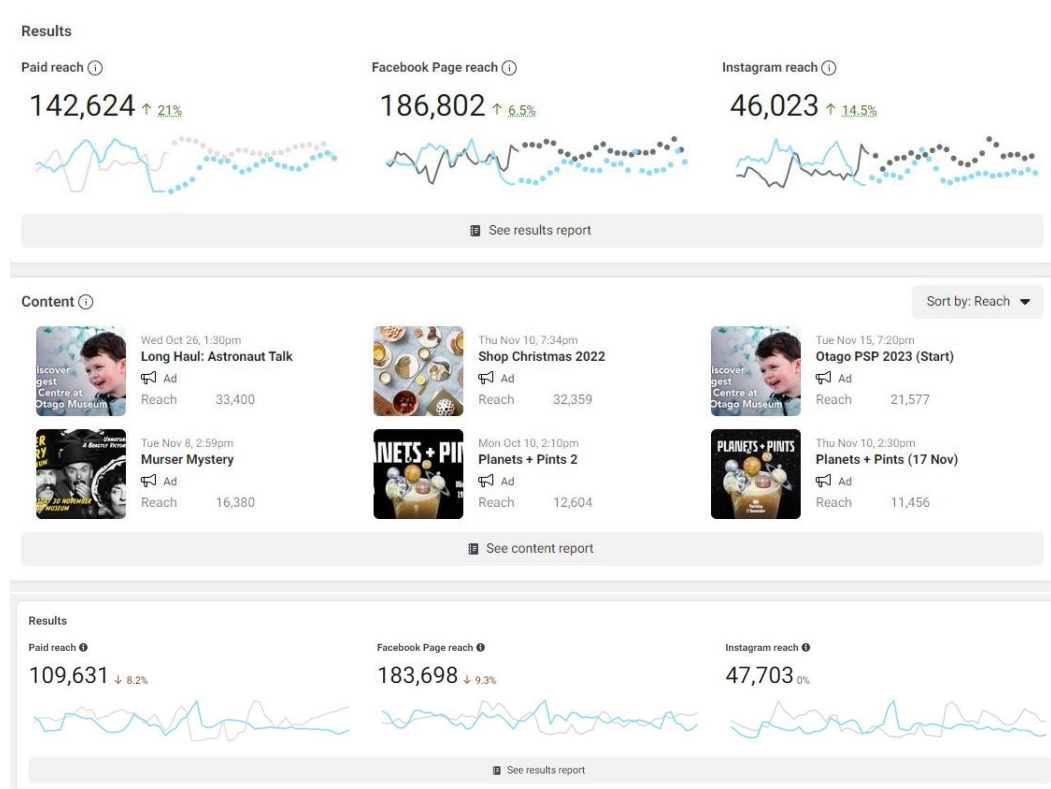








## Facebook/Instagram



## Twitter

## 28 day summary with change over previous period



## 28 day summary with change over previous period





## VISITOR EXPERIENCE AND SCIENCE ENGAGEMENT (VESE)

### Science Engagement

This period was extremely busy period with numbers surpassing the same period pre-Covid. With many externally funded projects underway and at full staffing, it was possible to extend the Museum's outreach to capitalise on more events. Most notable were the twice-delayed Days of Ice Festival, the Tūhura Tuarangi roadshow launch (and associated astronaut tour), and delivery of the Cook Islands inaugural science festival in conjunction with a large range of national and international partners.

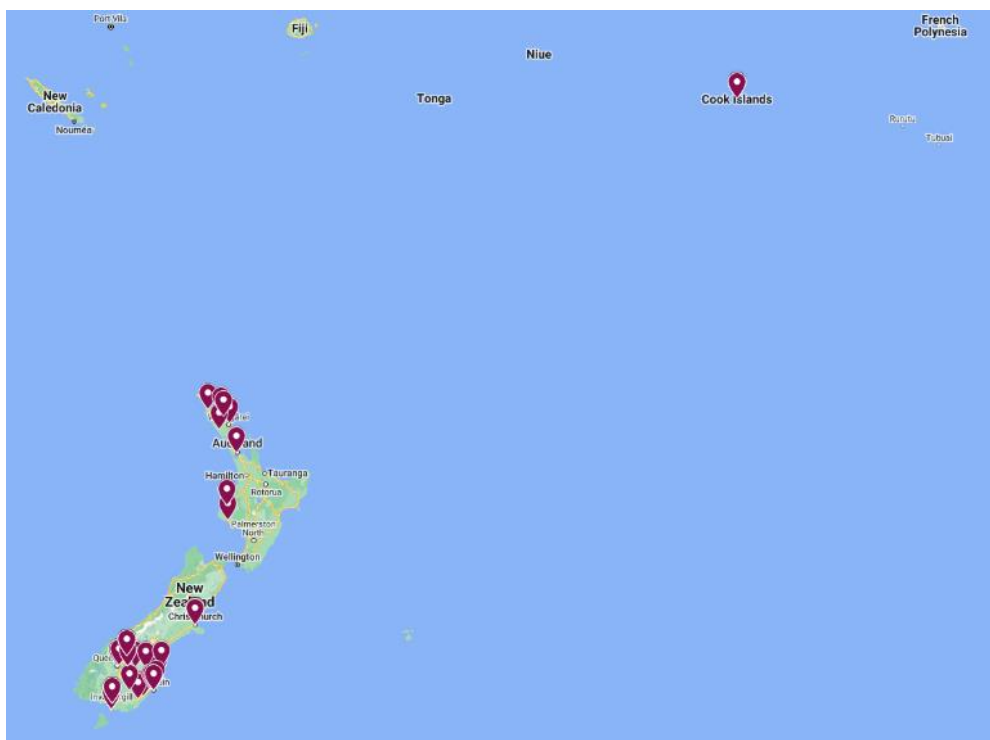
Below is a list of Outreach events this period and a map showing locations we have reached with our events.

DATE	DISTRICT	AUDIENCE	EVENT	DIRECTLY ENGAGED
01-Oct	Otago	General Public	3,2,1..Blast Off! Weekend Tūhura Tuarangi	110
02-Oct	Otago	General Public	3,2,1..Blast Off! Weekend Tūhura Tuarangi	95
01-Oct	Canterbury	General Public	Explore Antarctica Family Day: FFF	435
02-Oct	Canterbury	General Public	Days of Ice: FfF II, I2A	311
03-Oct	Canterbury	General Public	Days of Ice: FfF II, I2A	380
04-Oct	Canterbury	General Public	Days of Ice: FfF II, I2A	380
05-Oct	Canterbury	General Public	Days of Ice: FfF II, I2A	283
06-Oct	Canterbury	General Public	Days of Ice: FfF II, I2A	234
07-Oct	Canterbury	General Public	Days of Ice: FfF II, I2A	269
08-Oct	Canterbury	General Public	Days of Ice: FfF II, I2A	252
09-Oct	Canterbury	General Public	What Now (TV show)	[?0,000]
11-Oct	Otago	General Public	Space Science Mall Popup	115
13-Oct	Otago	General Public	Space Science Mall Popup	57
16-Oct	Otago	General Public	Korikori Active Pop-up in the Park	65
18-Oct	Intl	Students	Cook Islands Science Expo	883
19-Oct	Intl	Students	Cook Islands Science Expo	550
20-Oct	Intl	Students	Cook Islands Science Expo	650
20-Oct	Otago	General Public	Korikori Active Pop-up in the Park	55
30-Oct	Auckland	General Public	MOTAT STEM Fair	368
31-Oct	Northland	Huanui College Yr 7	Solar Tsunamis Northland Tour	48
31-Oct	Southland	Tāngata Whenua + Guests	Tūhura Tuarangi Roadshow Launch	50
31-Oct	Southland	Bluff School	Tūhura Tuarangi Roadshow - Bluff	65
31-Oct	Southland	General Public	Tūhura Tuarangi Roadshow - Bluff	20
31-Oct	Southland	General Public	Public Session - Astronaut	150
01-Nov	Southland	Bluff schools	Tūhura Tuarangi Roadshow - Bluff	125
01-Nov	Otago	General Public	Public Session - Astronaut	220
01-Nov	Otago	Students	School Session - Astronaut	100
01-Nov	Otago	General Public	Public Session - Astronaut	220
01-Nov	Northland	Dargaville High Yr 9/10	Solar Tsunamis Northland Tour	69
02-Nov	Southland	James Hargest Yr 10	Tūhura Tuarangi Roadshow - Invercargill	70



02-Nov	Otago	Students	School Session - Astronaut	100
02-Nov	Otago	General Public	Public Session - Astronaut	100
02-Nov	Northland	Kaitia Intermediate	Solar Tsunamis Northland Tour	87
03-Nov	Southland	James Hargest Yr 10	Tūhura Tuarangi Roadshow - Invercargill	142
03-Nov	Southland	General Public	Tūhura Tuarangi Roadshow - Invercargill	72
03-Nov	Northland	Kerikeri High Yr 9/10	Solar Tsunamis Northland Tour	506
03-Nov	Otago	Students	School Session - Astronaut	150
03-Nov	Otago	Students	School Session - Astronaut	130
03-Nov	Otago	General Public	Public Session - Astronaut	200
04-Nov	Northland	Bay of Islands Coll Yr 9	Solar Tsunamis Northland Tour	58
04-Nov	Southland	Verdon / St Theresa	Tūhura Tuarangi Roadshow - Invercargill	74
04-Nov	Otago	General Public	Weston Fireworks Show	125
05-Nov	Taranaki	General Public	Taranaki Tū Mai Festival - Whakatere Waka	524
07-Nov	Taranaki	Waitara Year 9 & 10s	Whakatere Waka Science of Medicines	221
08-Nov	Taranaki	Manukorihi Int Y8s	Whakatere Waka Science of Medicines	30
12-Nov	Otago	General Public	Korikori Active Pop-up in the Park	72
13-Nov	Otago	General Public	MacBay School Fair	93
17-Nov	Otago	SCANZ	Panel	150
19-Nov	Otago	General Public	Green Island XMas Fair	38
19-Nov	Otago	General Public	Tapanui A&P Show	245
21-Nov	Otago	General Public	Tūhura Tuarangi Central Tour	50
22-Nov	Otago	Goldfields School	Tūhura Tuarangi Central Tour	212
23-Nov	Otago	Yr 9 - Mt Aspiring College	Tūhura Tuarangi Wānaka	125
23-Nov	Otago	General Public	Tūhura Tuarangi Wānaka	20
24-Nov	Otago	Te Puna ages 2-5	Light and Colour	20
24-Nov	Otago	Yr 9 - Mt Aspiring College	Tūhura Tuarangi Wānaka	125
27-Nov	Otago	General Public	Murray St Christmas Party	70
28-Nov	Otago	Pūrākaunui Students	Active Science	20
30-Nov	Otago	TKKM-O Students	Whakatere Waka	52
30-Nov	Otago	Andy Bay Kindergarten	Rocket Science for Kindy Kids	9
Total for this period				10 450
Total for the year 2022				16 603





*Outreach map*

#### **Outreach Highlights:**

##### ***WHAT NOW Live Episode (12 Oct)***

To celebrate the launch of the *Tūhura Tuarangi – Aotearoa in Space* science showcase, the team travelled to Christchurch to participate in the children's TV Show *WHAT NOW* for a space-themed episode. The team showcased three rocket launch demonstrations throughout the 1-hour live filming to a viewership of thousands. This is the second appearance of the team on *WHAT NOW*, with our relationship with the production company providing an excellent medium to extend our reach.



*Filming in Christchurch, both indoors and out*

##### ***MOTAT STEM Fair (30 Oct)***

Tūhura Otago Museum was invited to have a booth at the MOTAT STEM Fair in Auckland. The team used the opportunity to promote Tūhura Tuarangi coming to MOTAT, as well as all other science engagement activities.

Tūhura Otago Museum  
Report to Contributing Local Authorities  
December 2022

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*Sharing Tūhura-style engagement with the MOTAT visitors.*

#### **Weston Fireworks Show (04 Nov)**

The team travelled to the Weston Domain with fire-themed demonstrations for the annual Weston Fireworks show. It was a successful evening, with approximately 125 attendees engaging.



*Anna Farrelly-Rosch showing off our Fire Tornado and Coloured Flames demos*

#### **SCANZ Panel (17 Nov)**

As part of the Science Communication Association of New Zealand (SCANZ)'s annual conference, opening drinks were hosted at Tūhura Otago Museum. A panel on 'Raising Indigenous Voices' was coordinated by Toni Hoeta, who also served as moderator. The panel was well received by the audience, prompting lively discussion around effective strategies for Māori and Pacific engagement.

#### **Tapanui A&P Show (19 Nov)**

With so many public events coming back after a hiatus last year, the team was able to bring back the *Science of Summer* content delivered at A&P shows. The response from visitors was very positive and sparked several requests from other show organisers.





*Bringing a bit of Tūhura to West Otago – exploring sunlight, the ocean, and clouds.*

#### **Externally Contracted Outreach:**

##### ***Sport Otago Tū Manawa Active Aotearoa: Korikori Active***

October and November saw the Korikori Active's park pop-ups extend beyond Dunedin to Palmerston, Milton, and Balclutha. These regional pop-up events presented an opportunity for the team to connect with local community stakeholders to strengthen relationships. The Palmerston pop-up was supported by Sport Waitaki's Play Wharau program, Waihemo community board members, and Waitaki District Council, whilst the Balclutha and Milton pop-ups were supported by Sport Otago and Clutha Parks Trust and Clutha District council. Engagement across the locations was high, with attendance ranging from 50–70 people per pop-up.



*Community members join in on the fun at the Palmerston pop-up in the park*

This project now turns to finding permanent homes for the ten Trybrary boxes with local community groups and organisations. Interest has been expressed by Lawrence Library and The Valley Project in adopting a box. The team is now liaising with other libraries in the Clutha District, to coordinate Trybrary box adoptions in conjunction with a planned reprise of the formerly annual Clutha District Library tour early next year.

##### ***MBIE Unlocking Curious Minds: Islands to Arks***

Following the rollout of initial content at Moana Nui, content developed thus far accompanied *Far from Frozen II: Going to Extremes* to the Days of Ice Festival in Ōtautahi Christchurch to provide a



wider context for climate change impacts beyond Aotearoa New Zealand. Members of Pacific communities responded enthusiastically to seeing Pacific impacts and actions being portrayed.

Building off feedback from that delivery, content has continued to be developed in preparation for ASB Polyfest and other delivery next year. Connecting with Va'a o Tautai (Centre for Pacific Health) at Moana Nui, as well as with several grassroots NGOs and a team of engineers at the University of Auckland during the Cook Islands Science Expo in Rarotonga has resulted in some excellent opportunities for collaboration on forthcoming content and interactives.



Left: Learning about what Ocean Acidification does to corals and shells  
Right: 'Climate Change in our Words' wall in LIAB in Rarotonga

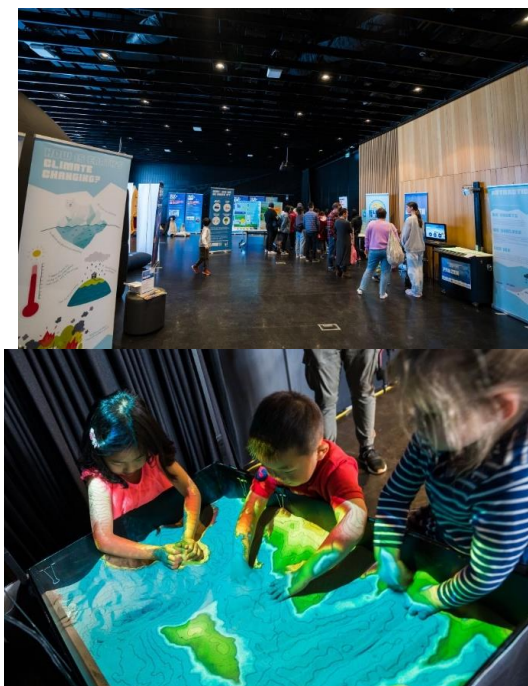
#### ***MBIE Unlocking Curious Minds: Āwhinatia te Wero***

This project kicked into gear during this period with Te Wharau Walker joining the team as Science Engagement Coordinator – Māori. The current focus has been researching content development and establishing relationships with stakeholders at the University of Otago, University of Canterbury, and Plant and Food Research, as well as with mahika kai expert Karl Russell. A focus group is planned to get feedback on initial ideas from rakatahi at *Te Kura Kaupapa Māori o Ōtepoti* in early December.

#### ***MBIE Unlocking Curious Minds: Far from Frozen – Going to Extremes***

This period saw the final days of delivery for *Far from Frozen: Going to Extremes*, as well as some of the largest engagement numbers. The project travelled to Ōtautahi Christchurch where it featured as a key attraction within the Days of Ice Festival. Over eight days it engaged over 2,500 people and was featured on national TV.





*Far from Frozen: Going to Extremes set up in Tūranga with young visitors using the Extreme Weather interactive*

The *Far from Frozen: Going to Extremes* planetarium show was also screened in StarLab in Rarotonga during the Cook Islands Science Expo. For many of the over 2,000 attendees, it was a highlight of their experience as it was their first time seeing a 360° movie.



*Students from Rarotonga in StarLab*

#### ***UoO's Solar Tsunamis***

During this period a meeting in Ōtautahi Christchurch brought together all the parties working on the planetarium show: Ariki Creative, Tūhura Otago Museum, and Oana Jones. Changes to the script were finalised and timelines set. The project is on track to be completed in the first half of 2023.



The engagement programme then accompanied the team to Rarotonga for the Cook Islands Science Expo, where students from area schools particularly enjoyed using the solar telescope and exploring the magnetism demonstrations.



*The solar telescope proves popular at the Cook Is Science Expo*

The engagement programme also ventured to Northland, starting in Whangarei and visiting five schools in five towns in five days. Questions asked of students before and after the session demonstrated the effectiveness of the programme at communicating the relationship between a solar tsunami and inducing a current, and the feedback received from teachers confirms that.



*Left: Exploring how eddy currents are produced by a magnet moving through metal  
Right: The recipe for making electricity*

*"The learners mentioned that they really enjoyed how the concept of Parawhenua Kōmaru was broken down into bite size pieces so that they could gain a better understanding of it."*

Feedback from Bay of Islands College Year 10 teacher

Also, over this period, the mechanics and construction of the Interplanetary Orrery was completed by the team at Otago Polytechnic. This hero interactive is 1.5 meters tall and has a radius of 1.8 meters.



It will demonstrate the importance of Earth's positioning during a coronal mass ejection, as well as how eclipses occur. Final adjustments will be completed by the Museum's Facilities Team.

Preparations are also being made for the project's Year 3 meeting in late January, followed by finalising and launching the showcase in 2023.



Otago Polytechnic Students (from left) Jarvis, Lux and Callum with the Orrery

#### **MBIE/NZ Space Agency: Tūhura Tuarangi – Aotearoa in Space Science Showcase**

At the start of this period, Tūhura Tuarangi showcase provided a special focus for the first weekend of the October school holidays with the 3, 2, 1... Blastoff Weekend. Featuring space-themed events throughout the Museum, discounted planetarium tickets to boost foot traffic in the gallery, and outdoor rocket launching and nitrogen geysers on the Reserve. The showcase, hosted in the Beautiful Science gallery, reached over 9,800 visitors.



3, 2, 1... Blastoff Weekend - Launching rockets and liquid nitrogen geysers on the museum reserve





*Visitors explore the Tūhura Tuarangi showcase in the Beautiful Science gallery (left); Overwhelmingly positive feedback left by visitors to the showcase (right)*

On 31 October, a team from the Museum travelled to Te Rau Aroha marae in Bluff to attend a pōwhiri and launch the showcase's national roadshow. Museum staff were welcomed by the mana whenua of Awarua, community members, and local school children. The team was joined by representatives from project stakeholders at the New Zealand Space Agency, Rocket Lab, and Dawn Aerospace.

The showcase was officially opened by NASA Astronaut, Dr Shannon Walker, who shared her experiences in space with showcase visitors before heading on a public speaking tour of Southland and Otago. The presence of an astronaut to open the showcase caught the attention of many media outlets, resulting in lots of fantastic publicity for the showcase and the Museum. Media coverage included pieces on radio (RNZ, Hokonui, Newstalk ZB, The Hits, RadioOne), TV (Breakfast, One News, Seven Sharp, Ngāi Tahu News), and print (Otago Daily Times, Southland Times, Stuff).



*NASA Astronaut Dr Shannon Walker officially opens the Tūhura Tuarangi showcase (left); Dr Andrew Mills introduces the showcase to tamariki visiting from Bluff school (right)*

Since the roadshow launch, the showcase has reached a further 2,115 people through school visits and community sessions in Invercargill, Oamaru, Cromwell, and Wānaka, receiving excellent feedback. Additionally, over this period, the team has mastered the processes of installing and de-installing the showcase and transporting it in the Museum's van from place to place.

Planning is underway for the next stages of the roadshow, which include the iFly Indoor Skydiving centre in Queenstown (1–18 Dec) and Ashburton Art Gallery & Museum (22 Dec–29 Jan).

### **Other Engagement & Outreach Activities**

#### **Otago Participatory Science Platform**

A hui for project leaders funded in 2022 was organised and hosted. While all the project leaders could not attend, those that did were able to share their successes and insights with each other and felt the experience was beneficial and should be repeated.

The 2023 funding round also launched during this period, on 21 November 21 with a call for proposals sent to an extensive mailing list, and media coverage provided by newspaper ads throughout the region and in an interview and radio advertisement on Otago Access Radio. Other



opportunities to promote the Platform, such as the meeting of the Ōtepoti Environmental Education Collective, have also been leveraged.

#### **University of Otago's Science of Medicines: Whakatere Waka**

Delivery took off in earnest for this partnership during this period. Firstly, with a presence at Taranaki Tū Mai, an indigenous festival celebrating iwi and hāpu that gathers 3,000 rangatahi from iwi all throughout Taranaki. Then, subsequently with visits to two area schools: Waitara High and Manukorihi Intermediate. The content focused on medicine safety, where they come from, the importance of dosages and composition, and how they work. The game design challenge developed through the Tūhura Otago Museum partnership was particularly effective at engaging the Yr 8s, 9s, and 10s seen on this trip.



*The Science of Medicines station set up at Taranaki Tū Mai Festival*



*Year 9 and 10 students from Waitara High School*

Upon return from the tour, the partnership worked with the Science Learning Hub to create an online learning resource based on the game design challenge through filmed interviews with the project team and game design workshop participants. This resource will be made available from March next year.

At the end of this period, the *Science of Medicines D-Bug Game Design Challenge* closed, with 13 entries submitted from across Otago and Southland. The entries were judged by representatives



from the University and CODE. The judges commented positively on how creative and scientific the entries were, and this was conveyed at a prize-giving held at the Museum for entrants and their parents/whānau.



*Some of the winners from the D-Bug Game Design Challenge*

Lastly, the team completed the first of a series of scheduled visits to *Te Kura Kaupapa Māori – Ōtēpoti*, bringing modules that explored where medicines come from and how different medicines are taken.



*(Left) TKKMoO students making virus characters (Right) Students measuring medicines*

### **Dodd-Walls Centre Partnership**

This period was largely characterised by a mix of delivery and forward-planning. The partnership facilitated some of the content taken to Rarotonga for the Science Expo – while coloured shadows and infrared light were popular, the diffraction glasses were the ultimate favourite.





*Students in Rarotonga enjoy experimenting with light.*

Additionally, the partnership supported the MOTAT STEM Fair and the Northland Tour with the University of Otago and the Solar Tsunamis project:



*Touring Northland with the science of light, sound, and space weather – partner for success!*

Planning initiatives to engage rakatahi Māori more effectively and build capacity as a Te Tiriti partner were carried out in an in-person hui conducted at the University of Auckland. There are plans for a follow-on meeting in February 2023, ahead of the official naming ceremony in March.

Lastly, the period wrapped up with some fun science engagement activities with Otago's littlest learners – Light and Colour was delivered at the Otago University Childcare Centre, while Rocket Science for Kindy Kids was delivered to tamariki at Anderson's Bay Kindergarten.





Left: About to set a bucket of hydrogen bubbles on fire.

Right: A rocket prematurely launching.

### MacDiarmid Institute Partnership

Delivery on behalf of this partnership occurred mainly through the *What Can We Do Module* in *Far from Frozen* at the Days of Ice Festival, as well as some new demonstrations added to *The Future is Nano* content for the Cook Islands Science Expo in Rarotonga.



Learning about combating climate change at the Days of Ice Festival

The period also included planning meetings about potential collaborations with the Robinson Research Institute's mobile scanning electron microscope, and around undertaking some school-based outreach and engagement programmes during the AMN10 conference in Rotorua in 2023. A short presentation profiling the fruitful relationship between Tūhura Otago Museum and the CoRE was also finalised for the MacDiarmid Institute's symposium in December.

### US Embassy: Pacific Engagement

After over a year of Covid-related delays, the team helped facilitate the first ever Cook Islands Science Expo, in collaboration with local NGOs, other international partners, and spearheaded by the Cook Islands' Office of the Prime Minister and their Ministry for Education. Over the course of three



days in October, the team engaged over 2,000 people on Rarotonga with hands-on science activities. The team also utilised the Lab in a Box and StarLab delivery platforms to provide truly unique experiences to each person they engaged.

The Expo was so successful the Prime Minister has requested it become a regular event, and the team was requested to return to share the experience with the Aitutaki community, the second most populous island, in December.



Enjoying LIAB and the Ruben's Tube



### Future Funding

During this period, the team secured MFAT funding to deliver the follow-up Aitutaki science expo. MBIE also notified our Unlocking Curious Minds bid, *Smokefree Science Showcase*, was successful (\$150,000). This will develop a mobile interactive showcase illustrating the perils of smoking and vaping.

### Visitor Experience - Tūhura Science Centre and Front of House

From 1 October to 30 November 2022, Tūhura attracted 11,800 visitors, averaging 194 people per day. The total number of attendees for *First Flights* was 1,900, averaging a healthy 32 people per show. The team also continued to offer explorations throughout this period, engaging over 1,100 visitors at an average of 18 per day.

Trails have tracked well with the completion of over 200 *Tropical Forest Trivia* hunts and more than 100 *Fantastic Plants & Where to Find Them*. The team have also produced a new trail for the BSG Genomics exhibition and a Christmas 'gifting' themed trail for the galleries.

The current science show, *Out of this World*, continues to be a hit with an average of 25 visitors per show. The team have been working on a new summer show centred around the upcoming Polytech exhibition, which focuses on finding science in unlikely places.

With the return of cruise ships, the Museum Guides team have jumped back into tour delivery, and are looking forward to a busy summer ahead. Four ships to date have welcomed 351 holiday makers. The existing 'Gallery Treats' have now been updated and renamed 'Spotlight Talks,' inviting visitors to take a closer look at some fascinating, treasured items in our collection and learn more about their history and what makes our collection so unique. Birthday parties are also picking up with seven booked events hosting 117 children and 31 adults.



There have also been several key staffing changes over the last period. Hannah Rourke has moved from Science Centre Manager to Front of House and Staffing Manager. Hannah is now looking after both the science and guides teams. In support of this role, Kelly Sweeney's role has also changed from Operations Administrator to Operations Coordinator, and will now be managing the Front of House casuals.

November also saw the team bid farewell to Science Communicator/PGP coordinator Colin Smillie, who has taken up a position as Science Producer with Space Place. The oversight role will move into the Exhibitions/Design department with the view to develop innovative new content and experiences. Science Communicator Cole Thompson is also heading overseas soon on a working holiday. The team has been active recruiting for two new science communicators ahead of the busy summer period.

Finally, it was pleasing to see Museum Guide Ashley Stewart appointed to the Museum's Education Officer role.

### Living Environments

In early October, Tūhura Otago Museum's Tropical Forest welcomed three new tarantulas. The two Brazilian blacks (*Grammostola pulchra*) and Mexican red knee (*Brachypelma smithi*) came to us from Canterbury Museum and will live at Otago Museum through Canterbury's redevelopment. Currently only the Mexican red knee is on display for the public, and has been featured in the ODT (<https://www.odt.co.nz/star-news/star-christchurch/cuddles-not-most-approachable-creature>). The Brazilian blacks are currently off display but will lead to great visitor engagement as there are now four spiders of this species at OM, allowing for individual rotation.



Some of our new tarantulas

Our Zoo and Aquarium Association's accreditation process has fully started. Living Environment team members have been meeting with ZAA representatives to go over the process. While previous accreditations primarily focused on animal husbandry, this current accreditation round will also have a strong focus on sustainability and conservation. This will be an opportunity for OM to objectively audit its performance in these areas.

REPORT END





**He mata whāriki, he matawhānui**  
Review into the Future for Local Government  
Central Otago District Council submission







Central Otago District Council welcomes the review into local government.

The opportunities and challenges facing the Central Otago district have changed markedly since local government settings were last reviewed. The reform process has the potential to provide for a more adaptive and inclusive model that can better serve the needs of our communities.

### **Background: Central Otago – A World of Difference**

Central Otago District Council is the territorial authority for the Central Otago district, a 9,968km<sup>2</sup> inland area of the lower South Island. The district is made up of a series of distinct local communities, each with their own voice and priorities. It was formed through the 1989 New Zealand local government reforms by combining the Alexandra, Cromwell, and Naseby borough councils and the Maniototo, Vincent, Roxburgh and Tuapeka counties. The regional authority is the Otago Regional Council.

Out of 67 territorial authorities the Central Otago district is the fourth largest territorial authority by land area, and 25th smallest by population – with 25,500 residents (14,500 ratepayers). The average annual rate of population growth between 2018 and 2022 is 3.7 percent (three times faster than the national average). Central Otago is a popular visitor destination with daily peak visitor numbers of 23,288 close to matching the number of residents.

The inland nature of Central Otago provides both unique landscapes and natural features, and distinct community needs. An issue like climate change, for example, provides different challenges and opportunities in this environment than it does for a coastal community.

### **Reform: “Honouring the past, embracing the present, navigating the future”<sup>1</sup>**

Our elected representatives are as distinct and dynamic as the communities they serve, however they are united in the understanding that the challenges of the future require bold and courageous leadership.

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<sup>1</sup> Central Otago Destination Management Plan





In considering the draft report, Council asked the following question:

**“It’s 2050. The Central Otago community is thriving. What changes occurred to local and central government to achieve this?”**

Looking to 2050, the five key shifts proposed to local government provide significant opportunities to better serve our communities. Challenges for Central Otago District Council include:

- There is a significant financial challenge for a small ratepayer base administering and delivering outcomes across a region of this size.
- Funding provisions are based on resident population and do not consider provisioning of infrastructure and services for visitor numbers.
- The current division of functions and decision making, between district, regional and central government agencies, has considerable distance – both physical and systemic. This can lead to a fragmented approach, with a need for further collaboration and greater consistency in decision making.
- Members, other than the mayor, are ‘part-time’ representatives. Their time is split with other roles and responsibilities such as full-time employees, farmers, and small business owners. With the current levels of remuneration, community members can struggle to give up their time and serve as elected members.

Council welcomes the shift in focus from the delivery of infrastructure to a greater community wellbeing focus, including infrastructure. There are opportunities for Council to grow, shape and deliver for communities as the roles and functions of local government are adjusted through this process.

Council is strongly supportive of the principle of subsidiarity: that roles and functions should be led and managed at the most appropriate local level, so that communities are empowered to shape their outcomes and take a leadership role in doing so. Council highlights the importance of local knowledge, feet on the ground, and decision making at place.

There are considerable efficiency gains to be made through combining and sharing services across the local government sector. In addition to efficiency gains, significant adjustment is





required to the funding models underpinning local government to ensure they can cope with future demands. The time between planning phases (like long-term planning) should be extended to allocate more time and resource to the delivery phase.

In design of a future system the following factors need to be considered:

- Small rural communities risk losing their voice to a larger constituency, or the tendency to see the urban voice as the default position.
- The geographical nature of Central Otago provides logistical considerations for a new system – ensuring the physical space does not distance decision makers from their communities, including introducing lengthy travel times to meeting locations.
- The new system must be open and transparent, with clear lines of accountability and limited distance between decision makers and the people most impacted.

Council thanks the panel for the report, the provocations contained within it, the time the panel has dedicated to roadshows and conversations on the contents and considerations, and the opportunity to respond. Council has responded individually to the recommendations on the following pages, and wishes to emphasise the following:

- Council delivers infrastructure for the number of people using it – including visitors (both domestic and international). The infrastructure is funded by rates from the resident population. This leads to both an infrastructure and funding deficit in areas with high visitation.

Central Otago has a unique and defined regional identity that creates the vision for the kind of place we want Central Otago to be in the years ahead. Central Otago's regional identity values include learning from the past, protecting our heritage, making a sustainable difference, and preparing for the future. "When you love a place enough, you care about what happens to it. You care about the way it develops."<sup>2</sup>

We look forward to working with the panel on the next steps toward our future.

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<sup>2</sup> Central Otago – A World of Difference Regional Identity values





**Central Otago District Council Mayor and Councillors**

Cr Stuart Duncan, Cr Cheryl Laws, Cr Nigel McKinlay, Cr Tracy Paterson, Cr Sally Feinerman, Cr Lynley Claridge, Cr Martin McPherson

Cr Sarah Browne, Deputy Mayor Neil Gillespie, Mayor Tim Cadogan, Cr Tamah Alley, Cr Ian Cooney.





## Revitalising Citizen-led democracy

### Recommendations

1. That local government adopts greater use of deliberative and participatory democracy in local decision-making  
Support.  
Council supports increased use of deliberative and participatory democracy tools and practices. These practices have the potential to reach wider and more diverse communities, and enrich democracy.  
Council would welcome government investment into the creation of best practice guidance. Council sees these tools as supplementary to other forms of governance, rather than replacements.
2. That local government, supported by central government, reviews the legislative provisions relating to engagement, consultation, and decision-making to ensure they provide a comprehensive, meaningful, and flexible platform for revitalising community participation and engagement.  
Support.
3. That central government leads a comprehensive review of requirements for engaging with Māori across local government-related legislation, considering opportunities to streamline or align those requirements.  
Support.
4. That councils develop and invest in their internal systems for managing and promoting good quality engagement with Māori.  
Support.
5. That central government provides a statutory obligation for councils to give due consideration to an agreed, local expression of tikanga whakahaere in their standing orders and engagement practices, and for chief executives to be required to promote the incorporation of tikanga in organisational systems.  
Support.





- Recommend that responsibility “to promote the incorporation of tikanga in organisational systems” should extend to councils as well as chief executives to ensure funding and support aligns with responsibility.

### Responses to questions

What might we do more of to increase community understanding about the role of local government, and therefore lead to greater civic participation?

There is a need to simplify the complexity of local government and partner this adjustment with high quality civic education.

## A Tiriti-based partnership between Māori and local government

### Recommendations

6. That central government leads an inclusive process to develop a new legislative framework for Tiriti-related provisions in the Local Government Act that drives a genuine partnership in the exercise of kāwanatanga and rangatiratanga in a local context and explicitly recognises te ao Māori values and conceptions of wellbeing. Central Otago District Council supports the direction toward stronger Tiriti-based partnership. Council has a partnership agreement with five of the seven Central Otago Runaka (Te Rūnanga o Moeraki, Kāti Huirapa ki Puketeraki, Te Rūnanga o Ōtakou, and Hokonui Rūnanga) through their regional consultancy Aukaha. Council has not responded to the recommendations specific to mana whenua engagement for the following reasons:
  - The relatively low resident Māori population in Central Otago compared to the New Zealand average – 8.4% to the national 16.5% as of the 2018 census
  - Council has not discussed these recommendations with runaka due to capacity constraints
  - Many of these recommendations require expert analysis and understanding from a cultural, historical and legal context.

Council believes this portion of the report should be considered at a national level and with direct liaison with Iwi through an appropriate group, such as a royal commission.





7. That councils develop with hapū/iwi and significant Māori organisations within a local authority area, a partnership framework that complements existing co-governance arrangements by ensuring all groups in a council area are involved in local governance in a meaningful way.

Refer to recommendation 6.

8. That central government introduces a statutory requirement for local government chief executives to develop and maintain the capacity and capability of council staff to grow understanding and knowledge of Te Tiriti, the whakapapa of local government, and te ao Māori values.

Refer to recommendation 6.

9. That central government explores a stronger statutory requirement on councils to foster Māori capacity to participate in local government.

Refer to recommendation 6.

10. That local government leads the development of coordinated organisational and workforce development plans to enhance the capability of local government to partner and engage with Māori.

Refer to recommendation 6.

11. That central government provides a transitional fund to subsidise the cost of building both Māori and council capability and capacity for a Tiriti-based partnership in local governance.

Refer to recommendation 6.

## **Allocating roles and functions in a way that enhances local wellbeing**

### **Recommendations**

12. That central and local government note that the allocation of the roles and functions is not a binary decision between being delivered centrally or locally.

Support.





Particular support for the principle of subsidiarity and an emphasis of the need for decision makers to be clearly visible and accountable to the people who will most feel the impacts.

13. That local and central government, in a Tiriti-consistent manner, review the future allocations of roles and functions by applying the proposed approach, which includes three core principles:

1. the concept of subsidiarity
2. local government's capacity to influence the conditions for wellbeing is recognised and supported
3. te ao Māori values underpin decision-making.

Support.

## Local government as champion and activator of wellbeing

### Recommendations

14. That local government, in partnership with central government, explores funding and resources that enable and encourage councils to:

- a. lead, facilitate, and support innovation and experimentation in achieving greater social, economic, cultural, and environmental wellbeing outcomes
- b. build relational, partnering, innovation, and co-design capability and capacity across their whole organisation
- c. embed social/progressive procurement and supplier diversity as standard practice in local government with nationally supported organisational infrastructure and capability and capacity building
- d. review their levers and assets from an equity and wellbeing perspective and identify opportunities for strategic and transformational initiatives
- e. take on the anchor institution role, initially through demonstration initiatives with targeted resources and peer support
- f. share the learning and emerging practice from innovation and experimentation of their enhanced wellbeing role.

Support, with the following additional commentary:





- Council strongly supports councils taking a stronger, community-focused role in partnership with central government and other agencies.
- Council sees these measures as part of a necessary transition from 'infrastructure provider' to 'community provider'.
- The current settings for local government discourage risk, innovation, and experimentation. There is a need to take informed risks and work in a more transformational way, provided the right people and mitigations are in place.
- [c] Council has reservations around 'c' as prohibitively expensive if it were to be implemented under the current financial settings.
- Any changes to the functions of local government must be considered as part of a wider funding and partnership model with central government to ensure it does not impose a further unfunded mandate.

## Stronger relationship between central and local government

### Recommendations

No recommendations within report.

### Questions

As we work towards our final report, we want to consider the merits of the different examples. We are interested in your views as to how to rewire the system of central and local government relationships through developing an aligned and cohesive approach to co-investment in local outcomes.

- To create a collaborative relationship between central and local government that builds on current strengths and resources, what are:
  - the conditions for success and the barriers that are preventing strong relationships?
  - the factors in place now that support genuine partnership?
  - the elements needed to build and support a new system?
  - the best options to get there?
  - potential pathways to move in that direction and where to start?
  - the opportunities to trial and innovate now?





The system reset cannot be restricted to local government. There is a need to ensure appropriate systemic changes are made at a central government level at the same time.

It is crucial the new system ensures accountability is felt at the point of decision making. Under present settings, central government is often unaware of the realities imposed on local government through policy changes. These impacts are felt acutely by local elected members, particularly when there is a rating impact or significant unbudgeted costs.

Central Otago District Council has a strong desire for local government to work closer with central government, regardless of the outcome of the wider future for local government reform. The Central Otago District Council partnership with runaka was given as an example of how a better local-central government partnership could work, where work programmes are shared and discussed on an annual basis. Council emphasises the strong role local members of parliament could play in increasing visibility and collaboration.

There is a likely continued imbalance of power in the relationship between local and central government, as central government sets the rules that councils are bound by. Effective collaboration and partnering would need to take place at the 'front end' of policy development.

- How can central and local government explore options that empower and enable a role for hapū/iwi in local governance in partnership with local and central government? These options should recognise the contribution of hapū/iwi rangatiratanga, kaitiakitanga, and other roles.

Refer to recommendation 6.

## Replenishing and building on representative democracy

### Recommendations

15. That the Electoral Commission be responsible for overseeing the administration of local body elections.





Support.

As additional commentary to both recommendations 15 and 16, Council urges other changes are made to address the long-term national reduction in turnout, including a local government election day, online voting provisions, and an increase in nationally coordinated communications campaigns. These should be accompanied by local initiatives.

16. That central government undertakes a review of the legislation to:

a. adopt Single Transferrable Vote as the voting method for council elections

No position.

There is a level of discomfort with STV amongst members due to the level of complexity for voters and a perception that it is harder to challenge or defend the outcome of an election and the integrity of the result.

b. lower the eligible voting age in local body elections to the age of 16

No position.

Council is split between those for and against this recommendation. Those supporting the reduction in voting age would like to see this in conjunction with solid civics education in schools.

c. provide for a 4-year local electoral term

Support.

Council supports a 4-year term, or longer in some instances. Council strongly advocates for more time between the cycles – with the extension of the electoral term and long-term planning cycles.

d. amend the employment provisions of chief executives to match those in the wider public sector, and include mechanisms to assist in managing the employment relationship.

No position.

17. That central and local government, in conjunction with the Remuneration Authority, review the criteria for setting elected member remuneration to recognise the





increasing complexity of the role and enable a more diverse range of people to consider standing for election.

Support.

The current level of remuneration does not adequately reflect the requirements of the role. It is a barrier in attracting candidates as Central Otago District Council members and enabling them to give the time required to the role. As just one example, we have members where the remuneration provided to attend meetings does not meet the costs of covering their time off at their employment. These members effectively pay to attend meetings.

Council notes a base level of remuneration should be set regardless of the size of the council to ensure it remains at a sufficient level to attract, retain and enable quality and diverse representation.

18. That local government develops a mandatory professional development and support programme for elected members; and local and central government develop a shared executive professional development and secondment programme to achieve greater integration across the two sectors.

Council neither supports nor opposes this recommendation.

Council does support elected members being given the opportunity to upskill themselves to ensure they are able to be effective in their roles, however, under the status quo, Council has concerns around the time pressure placed on individual members. Mandatory professional development is a barrier in this context, as it represents additional time away from family, farm, businesses and other opportunities.

With significant shifts to the current settings, Council sees the benefit of members learning, growing and improving competencies. A longer term, for instance, would allow more time for professional development.

This recommendation must be considered alongside remuneration, increasing the sizing of the role for council members, and discussion on the types of training. The quality of any training programme is an additional factor.





Council notes there are benefits to 'part time' councillor positions in smaller councils – including knowledge and experience from other positions, and a reduced spend to the council. Increasing the role closer to a 0.5 FTE position could enable a more purposeful role, create cost efficiencies, and set expectations on attendance and participation for those standing in the future.

19. That central and local government:

- a. support and enable councils to undertake regular health checks of their democratic performance
- b. develop guidance and mechanisms to support councils resolving complaints under their code of conduct and explore a specific option for local government to refer complaints to an independent investigation process, conducted and led by a national organisation.
- c. subject to the findings of the current relevant ombudsman's investigations, assess whether the provisions of the Local Government Official Information and Meetings Act 1987, and how it is being applied, support high standards of openness and transparency.

Support.

Council supports the improvement of these processes. Council emphasises that democratic processes must always sit atop any individual or agency.

20. That central government retain the Māori wards and constituencies mechanism (subject to amendment in current policy processes), but consider additional options that provide for a Tiriti-based partnership at the council table.

Refer to recommendation 6.

## Equitable, sustainable funding and finance

### Recommendations

21. That central government expands its regulatory impact statement assessments to include the impacts on local government; and that it undertakes an assessment of





regulation currently in force that is likely to have significant future funding impacts for local government and makes funding provision to reflect the national public-good benefits that accrue from those regulations.

Support.

Local government should have input into regulatory impact statements as a regulatory requirement. Local government must inform the future funding impacts through a body or representative group. There are varied forms this group could take – the model used for Resource Management Act reform has been the most successful, as a working group of those best qualified to assess the impacts; a mix of governance, staff, and other sector representatives (as opposed to a singular body or group). The group, including size and membership, will vary for different pieces of legislation.

22. That central and local government agree on arrangements and mechanisms for them to co-invest to meet community wellbeing priorities, and that central government makes funding provisions accordingly.

Support.

23. That central government develops an intergenerational fund for climate change, with the application of the fund requiring appropriate regional and local decision-making input.

Support.

Council notes both the Productivity Commission and Ministry for the Environment have identified a significant risk in the inability of councils to access the level of funding needed to address climate change.

24. That central government reviews relevant legislation to:

1. enable councils to introduce new funding mechanisms

Support.

2. retain rating as the principal mechanism for funding local government, whilst redesigning long-term planning and rating provisions to allow a more simplified and streamlined process.

Support, with the following additional commentary:





1. Strong need for more time between the funding cycles. There is a significant administrative cost and resourcing attached to each planning cycle – the extension of these cycles enables this cost and resourcing to be applied to delivery.
2. Any future funding model should include land area and visitor numbers (domestic and international) as part of the calculation (in addition to standard factors such as population, deprivation, etc.)
3. Note a portion of GST should be returned to the local area.
4. Note new and emerging technologies should be explored for potential funding streams, for example – the use of technology to track heavy commercial users of local roads and apportion funding.
5. Note in the design of any new regionally adopted revenue streams that they are unlikely to offset the full impact of an activity due to regions being interconnected. An example of this is bed taxes benefiting the region providing accommodation but not the region the visitor may travel to as a day trip. Revenue streams such as tourism levies should be set and distributed at a national level.
6. Emphasise the need to ensure rates and taxes are considered together to ensure the full financial impact of central government policy is understood, and any new funding system is fair.

25. That central government agencies pay local government rates and charges on all properties.

Support.

Question: What is the most appropriate basis and process for allocating central government funding to meet community priorities?

Council expresses interest in further involvement in this discussion as it is worked up. At an initial level, there is general support for the funding allocation framework developed for the Three Waters funding based on:

- The population in the relevant council area
- The NZ deprivation index
- Land area





Council would like to see the addition of visitor numbers to the funding framework. Rates are not an appropriate funding mechanism for infrastructure to meet needs of domestic and international visitors especially in places with small or disproportionate number of ratepayers to visitors. Council would like to see a portion of visitor generated GST returned to the point of origin in a transparent way that can be planned and budgeted for.

## Designing the local government system to enable the change we need

### Recommendations

26. That central and local government explore and agree to a new Tiriti-consistent structural and system design that will give effect to the design principles.

Support.

Council emphasises that the future for local government represents a shift from an infrastructure delivery focus to a focus on overall wellbeing (which includes infrastructure).

Council emphasises the scale of change required to meet the 'five key shifts' will require a bold approach.

Council believes a full representation review should take place to determine how best to set any new boundaries and ensure all communities are sufficiently represented.

Further development of this thinking has been outlined in the responses to the structural examples below.

27. That local government, supported by central government, invests in a programme that identifies and implements the opportunities for greater shared services collaboration.

Support.

28. That local government establishes a Local Government Digital Partnership to develop a digital transformation roadmap for local government.

Support.





## Questions

### What other design principles, if any, need to be considered?

Council support the five design principles. An additional principle discussed was that of bold, future-focused leadership that ensures the system designed is sufficient for the scale of the challenge (the five key shifts).

### What feedback have you got on the structural examples presented in the report?

As general commentary on all the examples, there is considerable differences for Central Otago depending on how the boundaries are drawn. Examples considered by Council to inform the discussion included:

- Status quo, with some merging of districts
- Boundaries aligning with rivers and waterways
- Alignment with existing government models, such as Resource Management Act change boundaries, Central Government ward boundaries
- Similar geographic or economic areas (i.e. inland as distinct from coastal/urban)

Council emphasised the different priorities between urban and rural wards, and the tendency for a large metro area to become the 'default' for a wider community. Council indicated a preference for an inland Otago or Southland ward rather than alignment with a greater metropolitan area, such as Dunedin.

### Example one: One council for the region supported by local or community boards

Example one has the strongest level of support from Central Otago District Council.

Compared to the status quo, there are the following potential benefits:

- Size and scale – Central Otago is a collection of small communities. The size presents challenges with long-term financial sustainability. The 9,968 km<sup>2</sup> is maintained by just 14,569 ratepayers (with a population closer to 25,000 overall).
- This option gives a higher degree of local decision making to environmental issues – and others managed presently by regional councils. There is too much distance currently between local people and some decision makers.

Council note the following issues need consideration if this example is to be developed further:





- Council is interested in the basis for the minimum size limit of 70,000-100,000. Of the existing unitary authorities, only Auckland is above this minimum size. The larger population requirement has the potential to introduce significant geographical challenges.
- A review of representation and how it is apportioned should take place when determining the appropriate boundaries for any new wards or entities.
  - Council emphasised the importance of representation where the impacts are.
  - Council noted the different priorities, challenges, and needs between urban and rural areas. There is a risk of the metro becoming the 'default' and most dominant position, that isolates smaller communities.
  - Representation should not be determined by simply lumping populations into groups. The way these boundaries are determined needs consideration, including geographical factors, mesh blocks, communities of interest, etc.
  - Council opposes amalgamation as one large Otago region due to the scale, geographic factors, distance between decision makers and outcomes, and the potential for the urban viewpoint to be seen as the default.
- Appropriate checks and balances and chains of accountability must be in place for any entity acting as both regulator and decision maker.

#### **Example two: Local and regional councils with separate governance**

Council is unanimously opposed to the second example. The five key shifts for local government are complex and require substantial change and bold leadership. Council did not feel this example was sufficient to meet the scale of the challenge.

This example is very similar to the status quo, with adjustment to the functions and powers, and the introduction of a regional mayor.

Council believes this structure is unlikely to address any of the challenges of the current structure, and provides less benefits than other options (including the status quo).

Members were particularly concerned that regional decision makers are too far away from local voices, without clear chains of accountability. They felt the division between regional and local responsibilities was fractious and potentially divisive.

This option is potentially heavy on resourcing and does not enable the desired level of streamlining of services.

#### **Example three: Local councils and a combined council with shared representation**





Council does not support the third example in its current form. It has the potential to be resource heavy, with too much distance between decision makers and outcomes for the community (both geographically and systemic), and potentially challenging political power dynamics.

There is some potential benefit to this model, particularly if the scope of local government grew to encompass a much wider range of wellbeing services (i.e. health). This would be very dependent on the relationship between the Mayors and the re-evaluation of roles and powers. This model has the potential for more efficiency than example two.

## System stewardship and support

### Recommendations

29. What central and local government considers the best model of stewardship and which entities are best placed to play system stewardship roles in a revised system of local government.

No position.



Status Updates		Committee: Council			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
25/10/2017	Council Owned Land, Pines Plantation Area North of Molyneux Park Netball Courts, Alexandra – Consider Sale/Development by Joint Venture of Residential Land (PRO 61-2079-00)	17.9.9	<p><b>Recommendations</b></p> <p>A. <u>RESOLVED</u> that the report be received and the level of significance accepted.</p> <p>B. <u>AGREED</u> to the sale of part of Lot 25 DP 3194 and part of Lot 6 DP 300663, located south of the Transpower corridor at the north end of Alexandra and adjacent to the Central Otago Rail trail.</p> <p>C. <u>APPROVED</u> the Vincent Community Board's recommendation for sale of the land by way of a joint venture development and sale of Lots, the minimum terms and conditions including:</p> <ul style="list-style-type: none"> <li>The joint venture partner funding development with no security registered over the land.</li> <li>Council receiving block value.</li> <li>Council receiving 50% of the net profit, with a minimum guaranteed of \$500,000.</li> <li>Priority order of call on sales income:</li> </ul> <p><b>First:</b> Payment of GST on the relevant sale.</p> <p><b>Second:</b> Payment of any commission and selling costs on the relevant sale.</p> <p><b>Third:</b> Payment to the Developer of a fixed portion of the estimated Project Development Costs per lot as specified in the Initial Budget Estimate and as updated by the Development Costs Estimate breakdown.</p> <p><b>Fourth:</b> Payment of all of the balance settlement monies to Council until it has received a sum equivalent to the agreed block value.</p>	Property and Facilities Manager	<p><b>November 2017</b> Action Memo sent to the Property Officer., November 2017 – Council solicitor has provided first draft of RFI document for staff review.</p> <p><b>December 2017</b> Request for Proposals was advertised in major New Zealand newspapers at the end of November 2017 with proposals due by 22 December. Three complying proposals received.</p> <p><b>February 2018</b> Requests received. Council staff have been finalising the preferred terms of agreement to get the best outcome prior to selecting a party, including understanding tax implications.</p> <p><b>March – April 2018</b> Staff finalising the preferred terms of agreement.</p> <p><b>June 2018</b> Preferred developer approved. All interested parties being advised week of 11 June. Agreement still being finalised to enable negotiation to proceed.</p> <p><b>August 2018</b> Risk and Procurement Manager finalising development agreement to allow development to proceed.</p> <p><b>September 2018</b> The development agreement is under final review.</p> <p><b>October 2018</b> The development agreement is with the developer's accountant for information. Execution imminent.,</p> <p><b>January 2019</b> Development agreement was signed by AC &amp; JV Holdings before Christmas. Subdivision plan now being developed for resource consent application and removal of trees expected to start mid to late January.</p>



			<p><b>Fifth:</b> Payment of all of the balance settlement monies to Council until it has received an amount equivalent to the agreed minimum profit share to Council.</p> <p><b>Sixth:</b> Payment of all of the balance to the Developer for actual Project Costs incurred in accordance with this Agreement.</p> <p><b>Seventh:</b> Payment of all of the balance amounts (being the Profit Share) to be divided 50 / 50 (after allowance for payment of the Minimum Profit to Council).</p> <p>D. <u>AGREED</u> to delegate to the Chief Executive the authority to select the preferred joint venture offer and negotiate "without prejudice" a joint venture agreement.</p> <p>E. <u>AGREED</u> that the Chief Executive be authorised to do all necessary to achieve a joint venture agreement.</p>		<p><b>March 2019</b> Concept plan is in final draft. Next step is for the surveyor to convert to a scheme plan and apply for resource consent. The fencer is booked in for March.</p> <p><b>April 2019</b> Security fencing has been completed. Felling of trees expected to commence in the next month. Concept plan is in final draft. Next step is for the surveyor to apply for resource consent.</p> <p><b>May 2019</b> Tree felling commenced 20 May and is expected to take up to 6 weeks to complete. Subdivision scheme plan close to being finalised before resource consent application.</p> <p><b>June 2019</b> Tree felling complete. Subdivision consent expected to be lodged in July or August.</p> <p><b>July 2019</b> Subdivision consent expected to be lodged in August.</p> <p><b>September – October 2019</b> The affected party consultation process with NZTA, Transpower and DOC for the application to connect Dunstan Road to the State Highway is almost complete. The developer is also close to finalising the subdivision plan to allow for the resource consent to be lodged.</p> <p><b>November 2019</b> Subdivision consent was lodged on 22 November 2019.</p> <p><b>January 2020</b> Subdivision consent granted 18 December 2019.</p> <p><b>February 2020</b> The developer is working on engineering design for subdivision to be approved by Council. Work expected to start on site for subdivision in approximately 6 weeks.</p> <p><b>May – August 2020</b> Due to Covid 19, engineering design and</p>
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					<p>construction start date delayed. As of May, engineering design mostly complete and work on site expected to start soon with a staged approach. Also awaiting outcome of Shovel Ready Projects application which may affect how this development progresses.</p> <p><b>September 2020</b> Work expected to start on site in October for Stage 1 and some sections will be marketed. Stage 1 completion scheduled for April 2021.</p> <p><b>November 2020</b> Due to one of the shareholders passing away in late June the developer AC/JV Holdings has been working on a succession plan which should be finalised in early November. The need to agree succession has meant recent delays to the development but Staff are in regular contact with the contractor to ensure that works begin as soon as possible. Once succession arrangements are confirmed it will enable construction to progress and sections to be put on market as soon as possible. To further ensure this outcome a variation to the development agreement will be prepared which will confirm stages and tighten progress requirements.</p> <p><b>December 2020</b> Lawyer is drafting variation to agreement for discussion with developer.</p> <p><b>January 2021</b> Construction has commenced. Work programme to be fully finalised in coming weeks.</p> <p><b>February 2021</b> 3910 contract executed. Detailed update was emailed to the board separate to this Status Report.</p> <p><b>March–July 2021</b> Work progressing according to contract.</p> <p><b>September 2021</b> Construction work progressing, although</p>
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					<p>slightly behind due to COVID-19 alert level restrictions.</p> <p><b>October 2021</b> Development work programme generally on track. Stage 1 is approximately 2 weeks behind schedule due to COVID-19, although Stage 2 is ahead and Stage 3 is on schedule. As of September 2021, sales figures were Stage 1 – 16 sold; Stage 2 – 13 sold, 3 unsold; Stage 3 – 10 sold, 9 unsold or under offer.</p> <p><b>November 2021</b> 224c has been issued for stage 1. Awaiting LINZ to issue Title. Stage 2 roading will be sealed week of 22nd November.</p> <p><b>January 2022</b> Titles have now issued for the 16 sections in Stage 1 with settlement for all sections on 20 January. Stage 2 224C Application has been applied for and titles are expected late January 2022. Stage 3 progress is on track. Current sales are as follows: , Stage 1 - 16/16 lots under contract (settlement 20 January) Stage 2 - 15/16 lots under contract, Stage 3 - 11/19 lots under contract.</p> <p><b>February 2022</b> All 16 sections sold and settled in January 2022 in Stage 1, 15 out of 16 sections sold in Stage 2 and 12 sections sold, three under offer and four unsold in Stage 3.</p> <p><b>March 2022</b> Stage two 223c and 224c applications submitted. Awaiting approval.</p> <p><b>April 2022</b> No update. Awaiting approval.</p> <p><b>May 2022</b> Stage 2 Titles received and settled. Work is on track for Stage 3.</p> <p><b>23 Jun 2022</b> No further update available.</p> <p><b>12 Aug 2022</b> Stage 3 Title are due March next year and Stage 4 are due for title June next year.</p> <p><b>15 Sep 2022</b></p>
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					<p>No Change.</p> <p><b>30 Nov 2022</b></p> <p>No change.</p> <p><b>10 Jan 2023</b></p> <p>No change.</p> <p><b>14 Feb 2023</b></p> <p>Still awaiting title. 224 issued for Stage 3.</p>
25/09/2019	Consideration of New Zealand Standard (NZS) 4404:2020 (Doc ID 422658)	19.8.10	<p><b>Recommendations</b></p> <p>A. <u>RESOLVED</u> that the report be received, and the level of significance accepted.</p> <p>B. <u>AGREED</u> to adopt NZS 4404:2010 as Council's subdivision standard subject to the development of an updated addendum for local conditions.</p>	Infrastructure Manager	<p><b>October 2019</b></p> <p>Action memo sent to the Environmental Engineering Manager.,</p> <p><b>November 2019</b></p> <p>Drafting of an updated addendum is underway and expected to be included in report to Council in early 2020.,</p> <p><b>December 2019</b></p> <p>Workshops continuing for updating engineering standards. The Environmental Engineering team will be working with planning to ensure the design standards from the Cromwell masterplan are developed alongside the updated engineering standards.</p> <p><b>January 2020 - November 2020</b></p> <p>No change.</p> <p><b>December 2020</b></p> <p>The status of this work will be reviewed in February 2021 and a further update provided then.</p> <p><b>January 2021 – February 2022</b></p> <p>No change.</p> <p><b>March 2022</b></p> <p>Due to work programme commitments this item has been deferred. Looking to potentially add to the 2023 work schedule.</p> <p><b>April 2022</b></p> <p>No change</p> <p><b>19 May 2022</b></p> <p>No change.</p> <p><b>23 Jun 2022</b></p> <p>No change.</p> <p><b>08 Aug 2022</b></p> <p>No change.</p> <p><b>19 Sep 2022</b></p>



					<p>No change.  <b>28 Oct 2022</b>  No change.  <b>01 Dec 2022</b>  No change  <b>10 Jan 2023</b>  No change  <b>17 Feb 2023</b>  No Change</p>
18/12/2019	Business Case for Central Stories Building	19.11.8	<p>That the Council:</p> <p>A. <b>Receives</b> the report and accepts the level of significance.</p> <p>B. <b>Agrees</b> that once Council has made decisions on the i-SITE review and draft Museum Strategy, the business case to then go to Vincent Community Board for comment and report back to Council.</p>	Community and Engagement Manager	<p><b>January-July 2020</b>  Action memo sent to Community and Engagement Manager. Awaiting outcomes of the i-SITE review and museum strategy adoption before proceeding.</p> <p><b>September-October 2020</b>  Council/Vincent Community Board discussions are underway through the LTP workshop programme.</p> <p><b>November 2020-June 2021</b>  Allowing for the district museum strategy development process to occur before proceeding. The Central Stories project will not be included in the 2021 Long-term Plan consultation document.</p> <p><b>July-October 2021</b>  In the next few months Council staff will be undertaking work on Council investment in the museum sector. This information will feed into future decision-making for the Central Stories building.</p> <p><b>November 2021-October 2022</b>  The community-led museum strategy is now completed and staff are undertaking an investment strategy for the museum sector. Outcomes from this work will influence how the business case for Central Stories will be progressed.</p> <p><b>28 Nov 2022</b>  No change.  <b>11 Jan 2023</b>  No change.  <b>17 Feb 2023</b>  No change.</p>



15/07/2020	Lease of Kyeburn Reserve - Ratification	20.5.4	<p><b>Recommendations</b></p> <p>That the Council:</p> <p>A. <b>Receives</b> the report and accepts the level of significance.</p> <p>B. <b>Agrees</b> to grant the Kyeburn Committee a lease pursuant to Section 61(2A) of the Reserves Act 1977, on the following terms:</p> <ol style="list-style-type: none"> <li>Permitted use: Community Hall</li> <li>Term: 33 years</li> <li>Rights of Renewal: None</li> <li>Land Description Sec 20 Blk V11 Maniototo SD</li> <li>Area: 0.4837 hectares</li> <li>Rent: \$1.00 per annum if requested</li> </ol> <p>Subject to the Kyeburn Hall Committee</p> <ol style="list-style-type: none"> <li>Becoming an Incorporated Society</li> <li>Being responsible for all outgoings, including utilities, electricity, telephone, rubbish collection, rates, insurance and ground maintenance</li> </ol>	Asset Management Team Leader - Property	<p><b>July 2020</b> Action memo sent to Property and Facilities Officer – Maniototo.</p> <p><b>August 2020</b> Advised Kyeburn Hall Committee of Council's resolution and waiting for confirmation of their status as an Incorporated Society before issuing the lease.</p> <p><b>September – December 2020</b> Kyeburn Hall Committee to follow up progress on getting their status as an Incorporated Society, in response to email sent to them September 2020.</p> <p><b>January 2021</b> Waiting for confirmation of their status as an Incorporated Society before issuing the lease.</p> <p><b>February – April 2021</b> Property and Facilities Officer - Ranfurly to meet Committee in May 2021 and discuss next steps.</p> <p><b>June 2021</b> May meeting was postponed until July 2021</p> <p><b>July 2021</b> Meeting request to the Committee for July 2021 was declined by the Committee citing workloads and health issues of committee members. The Committee will make contact when their schedule allows.</p> <p><b>August 2021</b> ON HOLD until meeting able to take place</p> <p><b>18 May 2022</b> No change to the status of this item. Still on hold.</p> <p><b>09 Aug 2022</b> No change on hold</p> <p><b>14 Sep 2022</b> No Change. On Hold</p> <p><b>28 Oct 2022</b> No change. On Hold.</p> <p><b>25 Nov 2022</b> The Kyeburn Hall Committee have now</p>
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					<p>advised they don't want to become an Incorporated Society, they are looking to an existing Incorporated Society in the area to see if the ground lease could be picked up by them. Awaiting for further information from the Kyeburn Hall Committee in the new year.</p> <p><b>06 Jan 2023</b> No change, on hold.</p> <p><b>21 Feb 2023</b> No change. On hold</p>
24/03/2021	District Plan Review Programme	21.2.10	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approve the District Plan review programme as outlined in Appendix 1</p>	Principal Policy Planner	<p><b>30 Mar 2021</b> Action memo sent to report writer.</p> <p><b>21 Apr 2021</b> Review of Industrial Chapter underway; RFP for Residential section review being drafted; GIS mapping project progressing; e-Plan contract approved</p> <p><b>16 Jun 2021</b> Expert noise and transportation reports to support the Industrial Chapter review have been commissioned. RFP for the Residential section of the Plan closes 18 June.</p> <p><b>28 Jul 2021</b> RFP for Residential Chapter Review released and contract awarded - initial workshop with stakeholders completed and review underway; GIS mapping plan change notified; ePlan contract awarded and operative District Plan in ePlan and being tested by planners; Industrial zone plan change for Cromwell (reflecting Cromwell Spatial Plan) being finalised; Industrial Chapter Review underway</p> <p><b>08 Sep 2021</b> Issues and Options for review of Residential Chapter drafted; submissions on GIS mapping plan change closed - 3 in support so no hearing required; ePlan testing complete with mapping being updated and incorporated; engagement with affected landowners is upcoming as part of Industrial</p>



					<p>Chapter Review.</p> <p><b>18 Oct 2021</b> Residential chapter being drafted; ePlan mapping underway; Industrial Zone changes to be notified.</p> <p><b>15 Nov 2021</b> Cromwell Industrial zone plan changes publicly notified ; Residential chapter and new map zoning progressed and to be workshopped with Council in December; decision on Plan Change 17 (GIS Mapping) made by Council and to be advertised; ePlan mapping being worked on with Isovist who have completed the text.</p> <p><b>11 Jan 2022</b> Submissions on plan change closed on 18th December. Nine submissions were received. Residential chapter review and draft chapter workshop with Councillors at December Council workshop. Community engagement commenced on Naseby Dark Sky plan change.</p> <p><b>24 Feb 2022</b> Summary of submissions on Industrial Plan Change notified. Residential chapter review and mapping continuing. Work on Dark Sky plan change ongoing.</p> <p><b>06 Apr 2022</b> Notification of Summary of Submissions on Industrial Plan Change has closed and work will begin on evaluating submissions in preparation for drafting of Section 42A report; work on the new residential chapter (including medium density and heritage design guidelines) is being finalised for release to Schedule 1 parties; dark sky provisions being finalised; necessary changes to the Heritage Precinct chapter of the District Plan to bring in the heritage guidelines is being drafted; project plan for Teviot Valley Spatial Plan is currently being drafted; ePlan currently being tested with a view to release as the official version of the</p>
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					<p>operative District Plan</p> <p><b>20 May 2022</b> Work is progressing.</p> <p><b>20 Jun 2022</b> Residential Chapter Review was approved by Council for notification. This will be notified on 9th July 2022.</p> <p><b>15 Aug 2022</b> Draft residential chapter was publicly notified for its first round of submissions on 9th July 2022 and the public have been invited to lodge submissions. This round of submissions closes 2nd September 2022.</p> <p><b>16 Sep 2022</b> Submissions have closed on Plan Change 19 and are in the process of being summarised (170 submissions received), A traffic report on Plan Change 18 (Industrial) has been commissioned to address Waka Kotahi's submission., Plan Change 20 (Heritage Precincts update in light of PC19) is being drafted and heritage guidelines .</p> <p><b>28 Oct 2022</b> Plan Change 18 traffic report received and forwarded to Waka Kotahi – meeting to discuss; Plan Change 19 summary of submissions being finalised for notification; Plan Change 20 heritage precincts to bring in Heritage Guidelines going to Council November; ePlan being finalised for release.</p> <p><b>01 Dec 2022</b> No change.</p> <p><b>11 Jan 2023</b> Summary of submissions for Plan Change 19 notified. Submissions closed 19 December 2022. Still awaiting Waka Kotahi; Plan Change 20 being finalised for notification. Plan Change 22 - Dark Sky - engaging with Aukaha.</p> <p><b>22 Feb 2023</b> Further submissions on PC 19 closed - hearings scheduled to start end of April; PC 20 (Heritage) publicly notified and</p>
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					submissions closing 10th March; meeting with Waka Kotahi 23 February to discuss Cromwell Industrial extension (PC 18)
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	E. Agrees to the recommendation from the Cromwell Community Board on the draft 2021-31 Long-term Plan that staff are requested to investigate the request for a toilet from the Cromwell Bike park further and provide a report for consideration in a future annual or long-term plan.	Property and Facilities Manager	<p><b>11 Jun 2021</b> Action memo sent to Property and Facilities Officer Cromwell. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.</p> <p><b>06 Jul 2021</b> Email sent to Cromwell Bike Park committee to request an extensive survey of usage be carried out to determine what toilet facility may be required in the future.</p> <p><b>08 Sep 2021</b> Cromwell Bike Park committee to undertake a usage study of the toilet facilities at the site in summer to reflect peak usage.</p> <p><b>11 Nov 2021</b> Committee are doing a survey of usage over the summer months to enable Council to determine type of toilet required., A reminder has been sent 11/11/2021 to ensure this is carried out and reported back to Council.</p> <p><b>07 Jan 2022</b> The Bike Park committee are currently carrying out a survey (through survey monkey) to determine usage of the bike park - to end of Feb 22.</p> <p><b>09 Feb 2022</b> Property Office awaiting survey results to determine toilet requirements. Results due end of February 2022.</p> <p><b>21 Feb 2022</b> Survey received by P &amp; FO Cromwell - information being assessed to enable report to be prepared to CCB</p> <p><b>05 Apr 2022</b> The survey from the Club has been completed. Staff are preparing a report for Council for the September 2022 meeting</p>



					<p>requesting funding in the 2023/24 AP</p> <p><b>17 May 2022</b> A report is being prepared for Council to consider funding the project from the AP 23/24. The report will be presented on 28/9/2022</p> <p><b>08 Jun 2022</b> Report to Council being prepared for next financial year</p> <p><b>14 Jul 2022</b> Report being prepared and scheduled for Council meeting November 2022</p> <p><b>12 Aug 2022</b> Report being prepared and scheduled for Council meeting November 2022</p> <p><b>14 Sep 2022</b> P &amp; FO Cromwell has put together details for Better Off Funding being considered. A report will also be prepared and scheduled for Council if funding is still required.</p> <p><b>28 Oct 2022</b> No Change</p> <p><b>29 Nov 2022</b> Still waiting on results of Better Off Funding.</p> <p><b>21 Dec 2022</b> Better off funding has been approved. Project planning has commenced.</p> <p><b>21 Feb 2023</b> Project planning is in progress.</p>
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	J. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff are requested to investigate a request for an extension of the junior playground at Pioneer Park and provide a report for consideration in a future annual or long-term plan.	Parks and Recreation Manager	<p><b>11 Jun 2021</b> Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.</p> <p><b>28 Jul 2021</b> Preparatory work that will support further investigation and underpin a report for consideration is being undertaken. Funding to be considered for 2022-2023 Annual Plan.</p>



					<p><b>08 Sep 2021</b> No further progress.</p> <p><b>18 Oct 2021</b> Investigation of request for extension of junior playground at Pioneer Park and report for consideration on hold until closer to a future annual or long-term plan. ON HOLD.</p> <p><b>11 Nov 2021</b> No further update at this stage.</p> <p><b>11 Jan 2022</b> No further update.</p> <p><b>09 Feb 2022</b> No further update.</p> <p><b>05 Apr 2022</b> No update to report at this time.</p> <p><b>19 May 2022</b> No further update as no changes at this time.</p> <p><b>20 Jun 2022</b> No further update available.</p> <p><b>12 Aug 2022</b> No further update available.</p> <p><b>15 Sep 2022</b> This will be considered as part of Councils playground policy development.</p> <p><b>27 Oct 2022</b> No further updates until playground policy is prepared which is expected in 2023.</p> <p><b>29 Nov 2022</b> No further update until play policy is prepared.</p> <p><b>11 Jan 2023</b> No further update until play policy is prepared.</p> <p><b>17 Feb 2023</b> No change.</p>
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	K. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff provide a report regarding a request Ice Inline for future consideration.	Parks and Recreation Manager	<p><b>11 Jun 2021</b> Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final</p>



					<p>adoption of the Long-term Plan on 30 June 2021.</p> <p><b>28 Jul 2021</b> Background data for report being collated.</p> <p><b>08 Sep 2021</b> No further progress.</p> <p><b>18 Oct 2021</b> No further progress on requested report considering IceInLine's Long-Term Plan (LTP) submission.</p> <p><b>11 Nov 2021</b> No further update at this stage.</p> <p><b>11 Jan 2022</b> No Further update</p> <p><b>09 Feb 2022</b> No further update</p> <p><b>05 Apr 2022</b> No information has been received from Ice in Line to provide and update on.</p> <p><b>20 Jun 2022</b> The Vincent Community Board have agreed to consult on this request during the next Annual Plan.</p> <p><b>10 Aug 2022</b> No further update available</p> <p><b>15 Sep 2022</b> No further update available.</p> <p><b>27 Oct 2022</b> No further updates - waiting until Annual Plan process begins.</p> <p><b>29 Nov 2022</b> No further updates</p> <p><b>11 Jan 2023</b> No further updates.</p> <p><b>17 Feb 2023</b> No change.</p>
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	N. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan to proceed with the preferred option in the consultation document for the Omakau Hub.	Community and Engagement Manager	<p><b>11 Jun 2021</b> Action memo sent to Communication and Engagement Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action</p>



					<p>following final adoption of the Long-term Plan on 30 June 2021.</p> <p><b>29 Jul 2021</b> A community collective is progressing the hub project. Financial input from Council is programmed for year three of the 2021-24 of the Long-term Plan.</p> <p><b>09 Sep 2021</b> No further update until July 2023, when funds are due to be released.</p> <p><b>28 Nov 2022</b> No change.</p> <p><b>11 Jan 2023</b> No change.</p> <p><b>17 Feb 2023</b> No change.</p>
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	R. Agrees to the recommendation from the Maniototo Community Board on the draft 2021-31 Long-term Plan that Council request staff to consider the suggestion of filling in the ice rink with water, add planting and creating walkways and report back to the Board.	Parks and Recreation Manager	<p><b>11 Jun 2021</b> Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.</p> <p><b>28 Jul 2021</b> Request under consideration.</p> <p><b>08 Sep 2021</b> No further progress.</p> <p><b>18 Oct 2021</b> No further progress on requested report considering filling the ice rink in the Maniototo with water and adding planting and walkways nearby.</p> <p><b>11 Nov 2021</b> No further update at this stage.</p> <p><b>11 Jan 2022</b> No further update.</p> <p><b>09 Feb 2022</b> There is no LTP budget allocation for this. No further update available.</p> <p><b>05 Apr 2022</b> No further update to report at this time.</p> <p><b>19 May 2022</b></p>



					<p>A report is being prepared for the Vincent Community Board consideration on potential funding request.</p> <p><b>20 Jun 2022</b> Background work involving the water department has been completed to understand water supply issues. Site visits with Parks and Reserves Capital Projects officer is arranged for July to look at options to be included in the report to the Maniototo Community Board.</p> <p><b>09 Aug 2022</b> Staff site visit postponed - rescheduled for 6 September 2022.</p> <p><b>14 Sep 2022</b> On 6 September 2022 – Staff at Ranfurly met with Parks Staff to review issue and provide some options and costs to be presented to MCB in due course.</p> <p><b>27 Oct 2022</b> It is anticipated that a report on this issue is to be presented to the MCB in November 2022.</p> <p><b>29 Nov 2022</b> No further update</p> <p><b>17 Feb 2023</b> Report will be presented at next Maniototo Community Board meeting.</p>
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	<p>L. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff convene a meeting of Central Otago District Council, Central Otago Hockey Association, Central Lakes Trust and Molyneux Turf Incorporated to discuss a way forward on the proposed multi-use turf and facilities at Molyneux Park.</p>	Parks and Recreation Manager	<p><b>11 Jun 2021</b> Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.</p> <p><b>28 Jul 2021</b> Meeting convened on 5 July 2021. Molyneux Turf Incorporated (MTI) preparing additional information.</p> <p><b>08 Sep 2021</b> Additional information not yet received from MTI.</p>



					<p><b>18 Oct 2021</b> Additional information not yet received from MTI, and unable to progress until then. ON HOLD.</p> <p><b>11 Nov 2021</b> No further update at this stage.</p> <p><b>11 Jan 2022</b> No Further update.</p> <p><b>09 Feb 2022</b> No further update available.</p> <p><b>05 Apr 2022</b> No information has been received from the Hockey Assn to provide and update on.</p> <p><b>19 May 2022</b> No further update at this time as no changes to this item.</p> <p><b>21 Jun 2022</b> Molyneux Turf Incorporated (MTI) have successfully employed an independent consultant Chris Wright, who has extensive experience in sports turf development including the \$4 million dual-fields at Logan Park (Dunedin), Kings High School turf (Dunedin, and further projects in Christchurch, Wellington, Hawkes Bay and Nelson. , The consultant completed the first stage of the feasibility report in November 2021, and MTI has extended the study to explore another location additional to Molyneux Park as a further option for consideration.</p> <p><b>10 Aug 2022</b> No further update available</p> <p><b>15 Sep 2022</b> No further update available</p> <p><b>27 Oct 2022</b> No further updates have been provided by the Turf trust.</p> <p><b>29 Nov 2022</b> No further updates</p> <p><b>11 Jan 2023</b> No further updates.</p>
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					<b>17 Feb 2023</b> No change.
30/06/2021	Cromwell Menz Shed - New Lease	21.5.12	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to lease the proposed area to the Cromwell Menz Shed</p> <p>C. Agrees to a lease over 1000m<sup>2</sup> (more or less) of land (shown in Figure 1) located on the Cromwell Transfer Station/Closed Landfill site, being part of Lot 3 DP526140.</p> <p>D. Authorise the Chief Executive to do all that is necessary to give effect to this resolution.</p>	Property and Facilities Manager	<p><b>05 Jul 2021</b> Action memo sent to Property and Facilities Officer - Cromwell.</p> <p><b>06 Jul 2021</b> Cromwell Menz Shed updated on resolution., Meeting arranged between property and infrastructure for 9 July to discuss actions required.</p> <p><b>26 Jul 2021</b> Meeting scheduled with Menz Shed for 30 July to review and discuss Draft Lease.</p> <p><b>17 Aug 2021</b> Working alongside the Menz Shed to prepare an appropriate lease</p> <p><b>08 Sep 2021</b> Lease document being finalised.</p> <p><b>18 Oct 2021</b> Lease document still being finalised.</p> <p><b>11 Nov 2021</b> 11/11/2021 Lease document still a work in progress, as needed to identify the final lease area and water metering charges.</p> <p><b>07 Jan 2022</b> Lease document provided to Menz Shed in Dec 21. Reviewing currently</p> <p><b>09 Feb 2022</b> Final lease is available for Menz Shed to sign.</p> <p><b>06 Apr 2022</b> Staff are preparing another report to Cromwell Community Board for further clarification on the lease.</p> <p><b>18 May 2022</b> Property Statutory Officer is preparing a report for Cromwell Community Board for clarity on the lease</p> <p><b>20 Jun 2022</b> Property Statutory Officer presenting a report to CCB on Clarification of the terms of the Cromwell Menz Shed Lease at meeting</p>



					<p>of 21 June 22</p> <p><b>15 Aug 2022</b> The lease paperwork is currently with the Menz Shed.</p> <p><b>15 Sep 2022</b> The lease paperwork is currently with the Menz Shed</p> <p><b>28 Oct 2022</b> No update</p> <p><b>29 Nov 2022</b> Environmental Engineering are working to resolve a potential issue with gas possibly leaching from landfill.</p> <p><b>21 Dec 2022</b> Environmental engineers are working with an engineer, who is obtaining equipment from Australia for the purpose of assessing the potential gas leaching. Equipment is not expected to arrive until next year.</p> <p><b>14 Feb 2023</b> Report has come through regarding the potential gas leaching, all clear. Club to be notified report has come through.</p>
11/08/2021	Cromwell Aerodrome - Refueling Facility	21.6.6	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees in principle to approve the issuing of a licence to occupy to RD Petroleum for refuelling facility at Cromwell Aerodrome comprising two 10,000 litre tanks for avgas and Jet A1 fuel.</p> <p>C. Authorises the CEO to confirm approval of final location and design of refuelling facility to include safe and secure access for all potential users.</p> <p>D. Authorises the CEO to approve acceptable terms and conditions for the Licence to Occupy similar to the Licence for the refuelling facility at Alexandra Airport and do all that is necessary to give effect to the resolutions.</p>	Property Officer	<p><b>16 Aug 2021</b> Action Memo sent to report writer.</p> <p><b>08 Sep 2021</b> Applicant informed of decision. Site meeting upcoming to finalise fuel tank position. Licence to Occupy (LTO) being drafted.</p> <p><b>18 Oct 2021</b> Site meeting was held with applicant to discuss fuel tank location. Applicant will provide full proposal to inform drafting of LTO.</p> <p><b>11 Nov 2021</b> 11/11/2021 Council Property staff met representative from RD Petroleum on site at Cromwell Aerodrome at end of September to discuss position of fuel facility. RD Petroleum confirmed they would create two separate access ways for truck to use for filling and maintenance and for other users</p>



					<p>vehicles. They will now proceed with further design and provide plans to Council in the New Year.</p> <p><b>10 Jan 2022</b> No change to status.</p> <p><b>22 Feb 2022</b> Staff reviewing proposed layout of the fuel facility provided by RD Petroleum.</p> <p><b>05 Apr 2022</b> No change at this time.</p> <p><b>19 May 2022</b> Layout reviewed and accepted. Lease document requested from RD Petroleum and information regarding power connection for Council.</p> <p><b>21 Jun 2022</b> No further update available.</p> <p><b>12 Aug 2022</b> RD Petroleum investigating power options after some issues. Updated location plan currently being reviewed.</p> <p><b>15 Sep 2022</b> Location plan approved.</p> <p><b>28 Oct 2022</b> Drafting licence to occupy.</p> <p><b>25 Nov 2022</b> RC for fuel tanks submitted by RM Petroleum.</p> <p><b>20 Dec 2022</b> Draft licence to occupy submitted to council staff for feedback.</p> <p><b>20 Feb 2023</b> Council's solicitor reviewing Licence to Occupy. Resource Consent for fuel tanks approved.</p>
22/09/2021	Plan Change 18 Cromwell Industrial Resource Area Extension	21.7.12	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends that Plan Change 18 be notified and processed in accordance with the First Schedule to</p>	Principal Policy Planner	<p><b>27 Sep 2021</b> Action memo sent to the Principal Policy Planner</p> <p><b>18 Oct 2021</b> Plan Change prepared.</p> <p><b>15 Nov 2021</b> Plan Change notified 28 October,</p>



			the Resource Management Act 1991.		<p>submissions close December 9.</p> <p><b>11 Jan 2022</b> Plan change notified October and submissions closed in December 2021.</p> <p><b>24 Feb 2022</b> Summary of submissions notified</p> <p><b>06 Apr 2022</b> Summary of submissions has closed and work will begin on evaluating the submissions and preparing the section 42A planners report</p> <p><b>20 May 2022</b> Have commissioned technical reports and are awaiting their outcome.</p> <p><b>20 Jun 2022</b> Meeting with traffic engineers and Waka Kotahi regarding intersection upgrades to occur.</p> <p><b>15 Aug 2022</b> No further update at this time.</p> <p><b>16 Sep 2022</b> Awaiting second Technical Report from Abley.</p> <p><b>28 Oct 2022</b> Traffic report received and forwarded to Waka Kotahi for discussion.</p> <p><b>01 Dec 2022</b> No change. Waiting on Waka Kotahi.</p> <p><b>11 Jan 2023</b> No change. Still waiting on Waka Kotahi.</p> <p><b>22 Feb 2023</b> Meeting 23 February with Waka Kotahi to discuss Traffic modelling report prepared for Council by Ableys; section 42A to be prepared following meeting</p>
3/11/2021	Proposal to Revoke Part of the Greenway Reserve off Waenga Drive, Cromwell	21.8.5	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees with the Hearings Panel recommendation to the revocation of the Local Purpose (Amenity) Reserve classification from the specified 619m2</p>	Parks and Recreation Manager	<p><b>09 Nov 2021</b> Action memo sent to report writer.</p> <p><b>11 Nov 2021</b> Applicant has asked to hold off writing to the Minister of Conservation until they have secured a Resource Consent for the proposal.</p>



			<p>(subject to survey) area from Lot 201 DP 359519.</p> <p>C. Agrees to notify the Minister of Conservation in writing of the resolution and request the revocation be approved and notified by <i>Gazette</i> notice.</p>		<p><b>11 Jan 2022</b> Application reviewed seeking Resource Consent.</p> <p><b>15 Feb 2022</b> Application being processed by council's Planning team.</p> <p><b>05 Apr 2022</b> The revocation process is being prepared by Council property team.</p> <p><b>09 Jun 2022</b> Awaiting advice from Department of Conservation.</p> <p><b>20 Jul 2022</b> Consultation with Iwi about to begin.</p> <p><b>15 Aug 2022</b> Consultation with Iwi underway.</p> <p><b>27 Oct 2022</b> No further updates at this time.</p> <p><b>29 Nov 2022</b> Property Officer working with DOC on reserve revocation process.</p> <p><b>11 Jan 2023</b> No further updates at this time.</p> <p><b>17 Feb 2023</b> No further updates at this time.</p>
3/11/2021	Plan Change 17 - GIS Mapping	21.8.6	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves Plan Change 17 without modification in accordance with Clause 10 (1) of the First Schedule to the Resource Management Act 1991.</p> <p>C. Directs that the decision to approve Plan Change 17 be publicly notified, and the Central Otago District Plan be amended.</p>	Principal Policy Planner	<p><b>09 Nov 2021</b> Action memo sent to report writer.</p> <p><b>15 Nov 2021</b> No further update at this stage.</p> <p><b>11 Jan 2022</b> No further update.</p> <p><b>24 Feb 2022</b> No further update.</p> <p><b>06 Apr 2022</b> Awaiting ePlan map testing - currently underway</p> <p><b>20 May 2022</b> Work on this is still in progress.</p> <p><b>20 Jun 2022</b> Awaiting finalisation of e-plan. In progress.</p> <p><b>15 Aug 2022</b></p>



					<p>Awaiting finalisation of e-plan. In progress</p> <p><b>16 Sep 2022</b> No change to status</p> <p><b>28 Oct 2022</b> No change to status.</p> <p><b>01 Dec 2022</b> No change to status</p> <p><b>11 Jan 2023</b> No Change. Working through GIS issues.</p> <p><b>22 Feb 2023</b> No Change</p>
26/01/2022	Alexandra Airport Masterplan	22.1.3	<p>That the Council</p> <p>B. Adopts the proposed Alexandra Airport Masterplan.</p> <p>C. That a business and financial strategy be developed to support the implementation of the Airport Masterplan.</p>	Property Officer	<p><b>03 Feb 2022</b> Action memo sent to report writer.</p> <p><b>22 Feb 2022</b> Copy of adopted Masterplan will be uploaded to Council's website. Business and financial strategy planning has begun for the new hangar precinct budgeted in Year 2 of the LTP 2021-31.</p> <p><b>05 Apr 2022</b> The Masterplan has been added to the CODC website.</p> <p><b>19 May 2022</b> Masterplan included in Vincent Spatial Plan press release to inform public it has been adopted and is available on CODC website. Work progresses on planning for next stage of development and business plan.</p> <p><b>20 Jun 2022</b> Business plan and concept plans for new hangar precinct are in progress</p> <p><b>12 Aug 2022</b> No change</p> <p><b>15 Sep 2022</b> Business plan and concept plans for new hangar precinct are in progress</p> <p><b>28 Oct 2022</b> No change. Plans still in progress.</p> <p><b>25 Nov 2022</b> Draft concept plan prepared. Meeting planned in New Year to update stakeholders and seek feedback.</p>



					<p><b>20 Dec 2022</b> Investigations in progress for options for infrastructure required for new hangar site development.</p> <p><b>20 Feb 2023</b> Investigations still in progress for infrastructure.</p>
26/01/2022	CouncilMARK programme	22.1.9	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Notes the Mayor's report containing the feedback received from a selection of mayors on their involvement in the programme.</p> <p>C. Notes the November 2021 advice from staff remains unchanged regarding timing of participation in CouncilMARK insofar as it relates to the demand the wider reform programme is placing on the organisation.</p> <p>D. Directs the Chief Executive Officer to have a discussion on participation in this programme with the 2022-25 Council at the first meeting of 2023.</p>	Group Manager - Business Support	<p><b>03 Feb 2022</b> Action memo sent to report writer.</p> <p><b>23 Feb 2022</b> The CEO will engage with the 2022/2025 Council early in their term as per the agreed resolution. On hold until January 2023.</p> <p><b>28 Oct 2022</b> No change to date.</p> <p><b>29 Nov 2022</b> A report will be submitted to a council meeting early 2023.</p> <p><b>11 Jan 2023</b> Still on track to provide a report to Council in the early part of 2023.</p> <p><b>22 Feb 2023</b> Report due at the April Council meeting once councillors have heard from LGNZ.</p>
14/12/2022	Private Plan Change 21 - Fulton Hogan, Parkburn	22.10.2	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to accept and process the request as a private plan change and proceed to notify the request, under clause 26 of the First Schedule to the Resource Management Act 1991.</p>	Principal Policy Planner	<p><b>16 Dec 2022</b> Action memo sent to staff.</p> <p><b>11 Jan 2023</b> Plan Change documents are being prepared for public notification.</p> <p><b>22 Feb 2023</b> Notification 2nd March</p>
14/12/2022	Plan Change 22 - Dark Sky	22.10.3	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Notes that the plan change will come back to Council after consultation with Aukaha.</p>	Principal Policy Planner	<p><b>16 Dec 2022</b> Action memo sent to staff.</p> <p><b>11 Jan 2023</b> Plan Change 22 - Dark Sky - engaging with Aukaha.</p> <p><b>22 Feb 2023</b> Met with Aukaha 15th February in Dunedin; Aukaha to provide cultural context input to plan change by end of March</p>



14/12/2022	Insurance Programme Renewal	22.10.7	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves to increase the budget for the current financial year through the reforecast process to accommodate the insurance renewal premiums as outlined in the attached reports up to a value of \$212,466. The increase for FY 2023 to be funded by an overspend and FY 2024 through the annual plan process.</p> <p>C. Authorises the Chief Executive Officer to continue negotiations with Aon to seek reductions in the premium prior to final payment date of 21 December 2022.</p>	Chief Financial Officer	<p><b>16 Dec 2022</b> Action memo sent to staff.</p> <p><b>11 Jan 2023</b> Management are continuing to work through the property and professional indemnity insurance renewals and the renewals will be worked into budgets as agreed.</p> <p><b>22 Feb 2023</b> Staff are working through the last of the insurance renewal details. MATTER CLOSED</p>
14/12/2022	Development of a District Vision and Wellbeing Framework	22.10.9	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Notes the update on the development of a district vision and wellbeing framework.</p> <p>C. Appoints Crs Alley and Feinerman to act as liaison to the external advisory group.</p>	Community Development Advisor	<p><b>16 Dec 2022</b> Action memo sent to staff.</p> <p><b>11 Jan 2023</b> Appointment of Councillor Alley and Councillor Feinerman noted, further updates will be provided as appropriate.</p> <p><b>17 Feb 2023</b> Formal updates will be provided during the process. MATTER CLOSED</p>
21/12/2022	Adoption of the audited Annual Report 2021/22	22.11.2	<p>A. That the Council receives the report and accepts the level of significance.</p> <p>B. Receives the audit opinion from Audit New Zealand.</p> <p>C. Adopts the 2021/22 audited Annual Report.</p>	Chief Financial Officer	<p><b>22 Dec 2022</b> Action memo sent to Finance.</p> <p><b>11 Jan 2023</b> The audit opinion from Audit New Zealand has been received. The annual report and summary annual report 2021/22 have been uploaded onto the website for the public. A draft management letter is currently being considered.</p> <p><b>22 Feb 2023</b> Annual Report has been adopted and placed on the website. MATTER CLOSED</p>
9/03/2022	William Fraser Office Renovation Project (Stage Six)	22.2.9	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves additional funding of \$177,000 towards</p>	Property and Facilities Officer (Vincent)	<p><b>15 Mar 2022</b> Action memo sent to report writer and to Finance.</p> <p><b>06 Apr 2022</b></p>



			the William Fraser Office Renovation Project (stage six) to upgrade the main bathroom facilities. This additional funding is to be drawn from District Reserves.	and Teviot Valley)	<p>Designer progressing plans to building consent/tender stage.</p> <p><b>19 May 2022</b> Designer working with structural engineer to finalise plans.</p> <p><b>20 Jun 2022</b> The designer has completed their work. Awaiting structural engineers final plans.</p> <p><b>11 Aug 2022</b> Structural engineers final plans received. Tender to be loaded onto the Government Electronic Tender Service web site on 19 November.</p> <p><b>15 Sep 2022</b> Tender underway, closes 10 October.</p> <p><b>28 Oct 2022</b> The contract is awarded to Breen Construction. Start date of works to be confirmed.</p> <p><b>28 Nov 2022</b> Draft contract received and under review. Start date of works to be confirmed.</p> <p><b>21 Dec 2022</b> Contract review almost finished. Start date of works to be confirmed.</p> <p><b>17 Feb 2023</b> Contract negotiations continues. Start date to be confirmed.</p>
27/04/2022	Central Otago District Council's Relationship with Aukaha	22.3.11	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to formalise its relationship with mana whenua through a partnership protocol agreement with Aukaha Ltd.</p> <p>C. Endorses the draft partnership protocol, as attached as appendix two to the report.</p> <p>D. Agrees to allocate \$70,000 towards the agreement in the 2022-23 financial year, with \$35,000 coming from existing budgets and \$35,000 included as new expenditure.</p>	Community Development Advisor	<p><b>05 May 2022</b> Action memo sent to the Community Development Advisor, the Chief Executive Officer and to Finance.</p> <p><b>18 May 2022</b> A preliminary conversation has taken place with Aukaha to formalise the agreement and agree on the workplan for the 2022/23 financial year.</p> <p><b>09 Aug 2022</b> The inaugural hui was held between the executive management teams of both organisations on 12 July 2022. The partnership agreement was signed and</p>



					<p>conversations began on the workplan for the year. The next hui is planned for later in the year in Dunedin.</p> <p><b>14 Sep 2022</b> A second hui between the Aukaha and CODC management teams will take place on 23 September 2022. It is anticipated that further discussion on the annual workplan will take place at that meeting.</p> <p><b>28 Oct 2022</b> A prioritised work programme for the year has been agreed to by the partners.</p> <p><b>28 Nov 2022</b> Work continues on key projects and actions for 2023 are being considered.</p> <p><b>11 Jan 2023</b> Work continues on key projects with different departments. Dates for 2023 meetings are being worked on.</p> <p><b>17 Feb 2023</b> The first meeting for 2023 has been scheduled for March 14. A new project update process has been developed and a conversation about tranche two projects for the better off funding has been added to the agenda for the March hui. MATTER CLOSED</p>
1/06/2022	Earthquake Prone Buildings	22.4.3	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the thoroughfares identified to have priority buildings that are potentially earthquake prone and directs staff to contact individual owners.</p> <p>C. Accepts there are no strategic routes within Central Otago District.</p>	Regulatory Services Manager	<p><b>20 Jun 2022</b> Letter drafted and expected to be sent to building owners by 24th June 2022.</p> <p><b>12 Aug 2022</b> On 28 June 2022 letters were drafted and sent to owners identified as High Risk Category A, and given a year to comply with the required actions given in accordance with the regulations.</p> <p><b>14 Sep 2022</b> No further update at this stage.</p> <p><b>29 Nov 2022</b> No further update at this stage. Further details are not anticipated until May/June 2023.</p>



					<p><b>10 Jan 2023</b> No further update.</p> <p><b>17 Feb 2023</b> All letters have been sent and staff will manage the process for any earthquake prone buildings. MATTER CLOSED</p>
1/06/2022	Plan Change 19 - Residential Chapter Review and Re-Zoning	22.4.4	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Directs that Plan Change 19 be notified in accordance with Clause 5 of the first Schedule to the Resource Management Act 1991.</p> <p>C. Approves the release of the draft Medium Density Residential Guidelines for public consultation.</p>	Principal Policy Planner	<p><b>08 Jun 2022</b> Action memo sent to the Principal Policy Planner.</p> <p><b>28 Jun 2022</b> Scheduled to be notified on 9 July 2022.</p> <p><b>15 Aug 2022</b> Plan Change 19 was publicly notified for its first round of submissions on 9th July 2022 and the public have been invited to lodge submissions. This round of submissions closes 2nd September 2022.</p> <p><b>16 Sep 2022</b> Submission closed and summary being prepared (170 submission received)</p> <p><b>28 Oct 2022</b> Summary of submissions being finalised for notification</p> <p><b>01 Dec 2022</b> No Change.</p> <p><b>11 Jan 2023</b> Summary of submissions for Plan Change 19 notified. Submissions closed 19 December 2022.</p> <p><b>22 Feb 2023</b> Submissions being evaluated, section 42A recommendation report being prepared &amp; hearing scheduling starting; Hearings to start 26th April 2023</p>
6/07/2022	Museum Investment Strategy	22.5.11	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Notes discussions held to date on the Museum Investment Strategy.</p> <p>C. Agrees to progress the work on investigating a</p>	Senior Strategy Advisor	<p><b>08 Jul 2022</b> Action memo sent to the Senior Strategy Advisor.</p> <p><b>12 Aug 2022</b> Consultants have been engaged for this work. Data collation has begun.</p> <p><b>13 Sep 2022</b> Financial data has been provided to the</p>



			<p>model for the districtisation of museum funding.</p> <p>D. Approves financial modelling be carried out on the operational and capital funding impacts of a district funding model.</p>		<p>consultant, Rationale, and modelling is underway.</p> <p><b>27 Oct 2022</b> Staff are continuing to work with Rationale on financial modelling.</p> <p><b>28 Nov 2022</b> Financial modelling report received from Rationale on 23/11/22. An update will be presented to the January Council meeting.</p> <p><b>10 Jan 2023</b> Staff are working on options and will provide a report to the March meeting.</p> <p><b>17 Feb 2023</b> Item on March meeting agenda.</p>
6/07/2022	Alexandra Library Renovation Project	22.5.9	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the Alexandra Library Renovation Project concept plan.</p> <p>C. Approves the Chief Executive Officer to progress the concept plan through the detailed design, construction partner, and construction quotes project phases while awaiting the outcome of the Three Waters Better Off Support Package application.</p> <p>D. Agrees that if this project is not approved by Council as being included the Three Waters Better Off Support Package, the Chief Executive Officer is to progress with a cosmetic upgrade budgeted for.</p>	Property and Facilities Officer (Vincent and Teviot Valley)	<p><b>08 Jul 2022</b> Action memo sent to the Property and Facilities Officer - Vincent and Teviot Valley and to Finance.</p> <p><b>11 Aug 2022</b> The architect has been given the go ahead with detailed design. Application to the Better Off Funding is being progressed. Procurement plan for construction partner in draft.</p> <p><b>15 Sep 2022</b> Architect progressing well on detailed design. Project is approved to be included in Tranche 1 of the Better off Funding application. Tender for construction partner underway, closes 29 September.</p> <p><b>28 Oct 2022</b> The detailed design is under review. The tender for the construction partner is awarded to Stewart Construction.</p> <p><b>28 Nov 2022</b> Construction partner and building control reviewing detailed design.</p> <p><b>21 Dec 2022</b> Construction partner and building control review completed. Project team carrying out their final review of plans.</p> <p><b>17 Feb 2023</b></p>



					Project team reviewed detailed design. Feedback sent to architects. Public update made with copy of this update given to the Elected Members via In The Loop.										
24/08/2022	Housing Policy: Encouraging use of different housing typologies in developments on Council land.	22.6.8	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the policy that council led developments should consider including provision for different housing typologies using the urban design innovation model, subject to market conditions.</p> <p>C. Directs the Chief Executive Officer to hold off any further work on the outstanding action to 'work with sector partners in the region to build a full picture of the housing model for Central Otago and look for opportunities to collaborate to achieve better housing outcomes for the district'.</p> <p>D. Directs the Chief Executive Officer provide the Council with advice on preferential purchasing options for smaller foot-print properties as described in the Provision for Different Housing Typologies in Development on Council Owned Land policy.</p>	Group Manager - Business Support	<p><b>29 Aug 2022</b> Action memo sent to Officer.</p> <p><b>16 Sep 2022</b> Work will start on this project when staff resourcing is confirmed. ON HOLD</p> <p><b>28 Oct 2022</b> No change to date.</p> <p><b>29 Nov 2022</b> Staff resourcing is yet to be confirmed.</p> <p><b>11 Jan 2023</b> No change regarding staff resourcing.</p> <p><b>22 Feb 2023</b> No change at this time.</p>										
28/09/2022	Proposal to grant lease over Part of Alexandra Aerodrome Reserve	22.7.2	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>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:</p> <table><tr><td>Commencement Date</td><td>01 October 2022</td></tr><tr><td>Term</td><td>Three (3) Years</td></tr><tr><td>Rights of Renewal</td><td>Two (2) rights of renewal of Three (3) years each</td></tr><tr><td>Final Expiry Date</td><td>30 September 2031</td></tr><tr><td>Rental</td><td>2.5% of tenant's</td></tr></table>	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	Statutory Property Officer	<p><b>13 Oct 2022</b> Action memo sent to report writer.</p> <p><b>28 Oct 2022</b> Lease has been drafted and with the Pony Club.</p> <p><b>29 Nov 2022</b> Pony Club expected to return by end of month.</p> <p><b>23 Dec 2022</b> Still waiting on the lease to come back from the Pony Club</p> <p><b>20 Feb 2023</b> Have followed up with the Pony Club, awaiting a response.</p>
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														



			<div> <div>subscription income less affiliation fees in accordance with the Councils Leasing and Licensing Policy</div> <div>Cancellation Clause</div> <div>6 month cancellation clause to be included in the Lease in accordance with the Airport Securities Act 1966</div> </div>		
			C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.		
28/09/2022	2022/23 District Wide Grant Applications	22.7.9	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Allocates \$3,000 to the Life Education Trust delivery costs from the 2022/23 district community grants budget.</p> <p>C. Allocates up to \$3,500 to Central Otago Budgeting Services towards costs associated with supporting the <i>Stepping Up Digital Pathways</i> programme, <b>subject to</b> a clear outline of the delivery programme and costs being supplied to staff, from the 2022/23 district community grants budget.</p> <p>D. Allocates \$7,556 to Central Otago Health Inc towards administrative costs from the 2022/23 district community grants budget.</p> <p>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.</p> <p>F. Allocates \$42,555.50 to Sport Otago towards operating costs for Sport Central from the 2022/23 district community grants budget.</p>	Community Development Advisor	<p><b>13 Oct 2022</b> Action memo sent to report writers and Finance.</p> <p><b>28 Oct 2022</b> To date, grant payments have been made to Central Otago Health Inc., Life Education Trust and Sport Otago.</p> <p><b>28 Nov 2022</b> No further update at this stage. Awaiting documentation from the Dunstan Kahui Ako and Central Otago Budgeting Services prior to processing their grants.</p> <p><b>11 Jan 2023</b> The grant to the Dunstan Kahui Ako has been paid since the last update, and the accountability report has also been received and is attached to the governance report of the 25 January 2023 Council meeting. Still awaiting further information from the Central Otago Budgeting Services.</p> <p><b>17 Feb 2023</b> Central Otago Budgeting Services have provided the relevant documentation and the grant has been paid. This was the last outstanding payment for the round and staff will ensure appropriate accountabilities are provided. MATTER CLOSED</p>



9/11/2022	Proposed Plan Change 20 - Heritage	22.9.2	That the Council A. Receives the report and accepts the level of significance. B. Directs that Plan Change 20 be notified in accordance with Clause 5 of the first Schedule to the Resource Management Act 1991 subject to amendments. C. Approves the release of the draft Heritage Guidelines for public consultation.	Principal Policy Planner	<b>15 Nov 2022</b> Action memo sent to officer. <b>01 Dec 2022</b> Engaged with Aukaha and Heritage NZ on draft guidelines preparing for lease. <b>11 Jan 2023</b> Plan Change 20 being finalised for notification. <b>22 Feb 2023</b> Plan Change 20 publicly notified - submissions close 10th March
9/11/2022	Roxburgh Golf Club Lease - Rent Review	22.9.3	That the Council A. Receives the report and accepts the level of significance. B. Declines the Teviot Valley Community Board's recommendation to set the rent payable under the lease held by the Roxburgh Golf Club in accordance with the earlier version of the Council's Community Leasing and Licensing Policy 2019, at \$772 per annum plus GST. C. Agrees to exercise the exceptional circumstances clause of the Council's Community Leasing and Licensing Policy 2021, and set the rent payable under the lease held by the Roxburgh Golf Club for the next five years commencing 1 July 2021 at \$772 per annum plus GST.	Property and Facilities Officer (Vincent and Teviot Valley)	<b>15 Nov 2022</b> Action memo sent to officer and to Finance. <b>28 Nov 2022</b> Deed of variation to lease for the rent review and the additional land is with this Roxburgh Golf Club for signing. <b>21 Dec 2022</b> Chasing up the return of the signed Deed of Variation which is with the Roxburgh Golf Club for signing. <b>17 Feb 2023</b> Continuing to chase the Club for the signed lease documentation.
9/11/2022	Register of Delegations	22.9.7	That the Council A. Receives the report and accepts the level of significance. B. Notes the decisions made in the interim Register of Delegations. C. Adopts the updated Register of Delegations, to come into effect on 21 November 2022. D. Notes the delegations register will be brought back within 6 months with clarifications addressed.	Group Manager - Business Support	<b>15 Nov 2022</b> Action memo sent to officer. <b>29 Nov 2022</b> The register of delegations will be updated in the first quarter of 2023. <b>11 Jan 2023</b> No further update at this time. <b>22 Feb 2023</b> A report with proposed changes is scheduled to come to the April meeting.
25/01/2023	Elected Member Attendance at	23.1.10	That the Council A. Receives the report and accepts the level of	Governance Manager	<b>27 Jan 2023</b> Action memo sent to staff.



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			<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	1,233,794	0			



			Station						
			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				
			Earnscleugh Road Pumpstation Upgrade	360,000	0				
			Generator		200,000	Increased			



			s	800,000		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			



			Ranfurly 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					



			<p>into 1 July 2024 and beyond that is not expected to be completed prior to 30 June 2024.</p> <p>D. Authorises bringing forward \$500,000 of the wastewater sludge operational budget to remove the sludge at the Roxburgh Wastewater Treatment Plant ponds.</p> <p>E. Approves the procurement of the following projects by tender:</p> <ul style="list-style-type: none"> <li>(a) Wastewater Generators</li> <li>(b) Water Pipe Renewals</li> <li>(c) Cromwell Water Rising Main</li> <li>(d) Lake Roxburgh Village Wastewater Treatment Plant Upgrade</li> <li>(e) Wastewater Pipe Renewals</li> <li>(f) Bridge Hill Water Main</li> <li>(g) Cromwell Water Treatment Plant</li> <li>(h) Supply and Installation of Continuous Monitoring Devices</li> <li>(i) Roxburgh Wastewater Treatment Plant Sludge Removal</li> </ul> <p>F. Authorises the Project Governance Group to continue to provide oversight of the capital works program until 30 June 2024.</p> <p>G. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>		
25/01/2023	Roading Bylaw Update	23.1.5	<p>That the Council</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Notes the proposed addition of restrictions relating to parking of vehicles on footpaths and cycle paths.</p> <p>C. Notes the proposed amendments to the Roding Bylaw parking infringement fees.</p> <p>D. Approves the proposed updates to the Roding</p>	Infrastructure Manager	<p><b>27 Jan 2023</b> Action memo sent to staff.</p> <p><b>17 Feb 2023</b> Currently out for consultation. Feedback closes 27 February 2023</p>



			Bylaw and Statement of Proposal for public consultation.		
25/01/2023	Bridge 93 - Emergency Works Funding	23.1.6	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.	Infrastructure Manager	<b>27 Jan 2023</b> Action memo sent to staff. <b>17 Feb 2023</b> Funding secured from Waka Kotahi. MATTER CLOSED
25/01/2023	Policies Policy	23.1.7	That the Council A. Receives the report and accepts the level of significance. B. Adopts the Policies Policy for a three-year period.	Senior Strategy Advisor	<b>27 Jan 2023</b> Action memo sent to staff. <b>17 Feb 2023</b> Policy adopted and in place. MATTER CLOSED
25/01/2023	Fraud, Bribery and Corruption Policy	23.1.8	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.	Senior Strategy Advisor	<b>27 Jan 2023</b> Action memo sent to staff. <b>17 Feb 2023</b> Changes made and policy updated. MATTER CLOSED
25/01/2023	Closed Circuit Television Policy	23.1.9	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.	Senior Strategy Advisor	<b>27 Jan 2023</b> Action memo sent to staff. <b>17 Feb 2023</b> Policy in place. Work underway to finalise procedure and progress MOU. MATTER CLOSED



## **8 COMMUNITY BOARD MINUTES**

### **23.2.14 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 31 JANUARY 2023**

**Doc ID: 617048**

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#### **Recommendations**

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 31 January 2023 be noted.

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#### **1. Attachments**

**Appendix 1 - Minutes of the Vincent Community Board Meeting held on 31 January 2023**



**MINUTES OF A MEETING OF THE VINCENT COMMUNITY BOARD  
HELD IN THE NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,  
ALEXANDRA  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON TUESDAY, 31 JANUARY 2023  
COMMENCING AT 2.00 PM**

**PRESENT:** Cr T Alley (Chairperson), Dr R Browne, Cr J Cromb, Mr T Hammington, Mr D Johns, Cr M McPherson, Cr T Paterson

**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), G Robinson (Property and Facilities Manager), C Martin (Property and Facilities Officer – Vincent and Teviot Valley), G Bailey (Parks and Recreation Manager), A Rogers (Principal Policy Planner), S Reynolds (Customer Service Officer) and W McEnteer (Governance Manager)

Note: The Chair referred to the death of Judy Elliot-Hall, former Alexandra Community Board member. Members stopped for a moment's silence as a mark of respect.

## **1 APOLOGIES**

There were no apologies.

## **2 PUBLIC FORUM**

### Anna Robinson – Vallance Cottage Working Group

Ms Robinson gave an overview of recent initiatives by the Vallance Cottage Working Group to increase patronage, including the ability for visitors to access the cottage even when volunteer staff were not on site.

### Wayne Harrex – Dunstan Equestrian Centre

Mr Harrex spoke in support of the proposed upgrades at the Dunstan Equestrian Centre, in particular the public toilets at the site.

### Lynda Gray – Central Otago Riding for the Disabled

Ms Gray spoke in support of the proposed upgrades at the Dunstan Equestrian Centre and provided an outline of the programme offered by Central Otago Riding for the Disabled. She then responded to questions.

### Phil Murray – Central Otago Wilding Conifer Control Group

Mr Murray spoke regarding the work of the Central Otago Conifer Control Group. He then responded to questions.

### Ken Churchill – Pines at the Half Mile

Mr Churchill spoke to the removal of pines at the Half Mile. He noted that his preference was a staged removal or to leave the trees.

### Chris Winter – Pines at the Half Mile

Mr Winter spoke to the removal of the pines at the Half Mile. He also noted a preference for a staged removal if the trees must be felled. He then spoke to the ecology of the reserve.



Ingrid Mueller - Pines at the Half Mile

Ms Mueller spoke to the removal of the pines at the Half Mile. She noted that the entrance to Alexandra could look messy if the trees were felled at once and that it would take a long time for native trees to establish themselves.

**3 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION**

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

That the public minutes of the Vincent Community Board Meeting held on 22 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 REPORTS****23.1.2 HALF MILE RECREATION RESERVE DEVELOPMENT PLAN SURVEY**

To consider the results of the survey undertaken by Council seeking feedback on the Half Mile Recreation Reserve development plan and the removal of wilding conifers from the Half Mile Recreation Reserve in Alexandra.

After discussion the report was received. A motion was put forward to propose the removal of all the trees at the Half Mile Reserve, but that motion was lost. A further motion was put forward to stage the removal of the trees at the Half Mile Reserve.

**COMMITTEE RESOLUTION**

**Moved:** Paterson  
**Seconded:** Hammington

That the Vincent Community Board

A. Receives the report and accepts the level of significance.

**CARRIED**

**COMMITTEE RECOMMENDATION**

**Moved:** Paterson  
**Seconded:** Cromb

B. Supports the removal of all wilding conifers from the Half Mile Recreation Reserve.

**LOST**



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**COMMITTEE RESOLUTION**

**Moved:** McPherson  
**Seconded:** Browne

- B. Agrees to the staging of the removal of the wilding conifers on the Half Mile Recreation Reserve.

**CARRIED** with Cr Paterson and Mr Cromb recording their vote against.

After discussion it was agreed that although the resolution B had been carried it might contravene the Wilding Pines Policy. It was decided that Council should first be consulted to determine whether a staged approach over a set period of time would be in breach of the Wilding Pines Policy.

Resolution B was altered by the meeting in accordance with Standing Order 24.5.

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**COMMITTEE RESOLUTION**

**Moved:** McPherson  
**Seconded:** Hammington

- B. Asks Council to determine whether a staged approach to the removal of pines is a breach of the Wilding Pines Policy.

**CARRIED**

After discussion it was agreed the remaining items should be left on the table until Council could determine any potential breach.

Note: Cr McPherson left the meeting at 3.46 pm.

---

**COMMITTEE RESOLUTION**

**Moved:** Cromb  
**Seconded:** Hammington

- C. Agrees to leave the remaining recommendations on the table until a determination from Council was known.

**CARRIED**

Note: Cr McPherson returned to the meeting at 3.48 pm.

Note: Mr Cromb left the meeting at 3.49 pm.

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**23.1.3 VALLANCE COTTAGE WORKING GROUP - UPDATE**

To consider the update provided by the Vallance Cottage Working Group.

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**COMMITTEE RESOLUTION**

**Moved:** Paterson  
**Seconded:** Johns

That the report be received.

**CARRIED**

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Note: Mr Cromb returned to the meeting at 3.51 pm.

---



#### **23.1.4 CENTRAL OTAGO RIDING FOR THE DISABLED AND DUNSTAN EQUESTRIAN CENTRE DEVELOPMENT.**

To consider the Central Otago Group Riding for the Disabled and Dunstan Equestrian Centre proposed development for the Dunstan Recreation Reserve.

-----

#### **COMMITTEE RESOLUTION**

**Moved:** McPherson

**Seconded:** Cromb

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees in principle to support the Central Otago Group Riding for the Disabled and Dunstan Equestrian Centre proposed development for the Dunstan Recreation Reserve. Subject to the Board's further approval of a feasibility study, concept plans, high level costings, and proposed funding structure.
- C. Agrees to an extension of the lease held by the Central Otago Riding Group for the Disabled over Section 6 Survey Office 524226, for two years, together with the right for the tenant to give two months' notice to terminate. The new final expiry date is 30 June 2025.

**CARRIED**

-----

#### **23.1.5 PLAN CHANGE 19 UPDATE**

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

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#### **COMMITTEE RESOLUTION**

**Moved:** Alley

**Seconded:** Paterson

That the report be received.

**CARRIED**

-----

#### **6 MAYOR'S REPORT**

##### **23.1.6 MAYOR'S REPORT**

His Worship the Mayor gave a verbal update of his activities since the last meeting before responding to questions.

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#### **COMMITTEE RESOLUTION**

**Moved:** Alley

**Seconded:** McPherson

That the Vincent Community Board receives the report.

**CARRIED**

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## **7 CHAIR'S REPORT**

### **23.1.7 CHAIR'S REPORT**

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

- Attended the first meeting of Tourism Advisory Board.
- Attended a governance workshop.
- Attended meetings for the Future for Local Government review.
- Noted that she had submitted several service requests.
- Noted the recent flooding events in Auckland.
- Noted the upcoming Vallance Cottage open day.

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### **COMMITTEE RESOLUTION**

**Moved:** Alley  
**Seconded:** Browne

That the report be received.

**CARRIED**

---

## **8 MEMBERS' REPORTS**

### **23.1.8 MEMBERS' REPORTS**

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

Dr Browne reported on the following:

- Noted work done on the Lower Manorburn Recreation Reserve.
- Attended a meeting of Keep Alexandra / Clyde Beautiful.
- Attended a strategic planning day for Central Otago District Arts Trust.

Mr Johns reported on the following:

- Noted that camping grounds and motels had been very full over the holiday season.
- Attended a Vallance Cottage Working Group meeting.
- Noted a meeting with the RSA regarding wood that would be delivered to their members.

Cr McPherson reported on the following:

- Attended the funeral of Judy Elliot-Hall.
- Noted several service requests submitted and was happy with the response.
- Noted that things looked tidy around Alexandra.

Cr Paterson reported on the following:

- Noted the upcoming 125<sup>th</sup> Central Otago A&P Show, which would be held in Omakau.

Mr Hammington reported on the following:

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- Noted the pre-Christmas awards from the Alexandra/Clyde business group.

Mr Cromb reported on the following:

- Attended a meeting with Phil Murray
- Attended the CoLab business breakfast.
- Noted that the Alexandra Council for Social Services would meet shortly.
- Planned to attend the Young Elected Members Zoom session.

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## COMMITTEE RESOLUTION

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

That the report be received.

**CARRIED**

---

Note: Cr McPherson left the meeting at 4.18 pm and returned at 4.19 pm.

## 9 STATUS REPORTS

### 23.1.9 JANUARY 2023 GOVERNANCE REPORT

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

---

## COMMITTEE RESOLUTION

**Moved:** Browne  
**Seconded:** Johns

That the report be received.

**CARRIED**

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## 10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 21 March 2023.

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

---

## COMMITTEE RESOLUTION

**Moved:** Cromb  
**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:

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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 Board 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>23.1.10 - 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 disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

---

The public were excluded at 4.20 pm and the meeting closed at 4.21 pm.



**23.2.15 MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 2 FEBRUARY 2023**

**Doc ID: 617574**

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**Recommendations**

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 2 February 2023 be noted.

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**1. Attachments**

**Appendix 1 - Minutes of the Teviot Valley Community Board Meeting held on 2 February 2023**



**MINUTES OF A MEETING OF THE  
TEVIOT VALLEY COMMUNITY BOARD  
HELD IN THE ROXBURGH SERVICE CENTRE, 120 SCOTLAND STREET, ROXBURGH  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON THURSDAY, 2 FEBRUARY 2023  
COMMENCING AT 2.02 PM**

**PRESENT:** Cr N Dalley (Chairperson), Mr M Jessop, Cr S Feinerman, Ms G Booth,  
Mr R Read

**IN ATTENDANCE:** S Jacobs (Chief Executive Officer), D Rushbrook (Group Manager -  
Community Vision), L van der Voort (Group Manager - Planning and  
Infrastructure), W McEnteer (Governance Manager), S Reynolds (Customer  
Service Officer)

**1 APOLOGIES**

There were no apologies.

**2 PUBLIC FORUM**

There was no public forum.

**3 CONFIRMATION OF MINUTES**

-----  
**COMMITTEE RESOLUTION**

**Moved:** Feinerman

**Seconded:** Jessop

That the public minutes of the Teviot Valley Community Board Meeting held on 24 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 REPORTS**

In accordance with item 9.9 of the Standing Orders, the Chief Executive informed the Chair that  
item 23.1.2 of the agenda had been withdrawn.



**6 MAYOR'S REPORT****23.1.3 MAYOR'S REPORT**

His Worship the Mayor was not present at the meeting.

---

**7 CHAIR'S REPORT****23.1.4 CHAIR'S REPORT**

The Chair gave an update and reflected on his first four months in the Chair and his focus for the triennium. In particular he noted that a number of community members did not understand the process for requesting a service from the council and that work needed to be done to improve that.

---

**COMMITTEE RESOLUTION**

**Moved:** Jessop

**Seconded:** Dalley

That the report be received.

**CARRIED**

---

**8 MEMBERS' REPORTS****23.1.5 MEMBERS' REPORTS**

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

Cr Feinerman reported on the following:

- Attended Teviot Prospects meeting.
- Attended Walkways meeting.
- Attended Teviot Hubs meeting.
- Attended Swimming Pool meeting and gave an update to members on current developments.
- Noted an issue with rubbish at Three Beaches. Also expressed concern for potential fire hazard at a road closure at Three Brothers Road, Teviot.

Mr Read reported on the following:

- Noted the need for more trees to be planted in the main street of Roxburgh.
- Attended a I & H *McPhail Charitable Trust meeting*.
- Noted that the assets of the squash club have been given to the Roxburgh Area School.

Ms Booth reported on the following:

- Attended a LGNZ meeting in Dunedin.
- Attended a Medical Services Trust meeting.

Mr Jessop reported on the following:

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- Attended a Museum meeting.
- Attended a Teviot Prospects meeting.
- Attended a CODC Onslow meeting.
- Attended Millers Flat Community meeting.
- Noted recent enquiries related to the proposed Gold Mine in Millers Flat, and to the forthcoming changes in green waste collection.
- Noted that the Cavalcade would finish in Millers Flat on Saturday 4<sup>th</sup> March.

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#### COMMITTEE RESOLUTION

**Moved:** Dalley  
**Seconded:** Feinerman

That the report be received.

**CARRIED**

---

### 9 STATUS REPORTS

#### 23.1.6 FEBRUARY 2023 GOVERNANCE REPORT

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

---

#### COMMITTEE RESOLUTION

**Moved:** Dalley  
**Seconded:** Booth

That the report be received.

**CARRIED**

---

### 10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 23 March 2023.

### 11 RESOLUTION TO EXCLUDE THE PUBLIC

---

#### COMMITTEE RESOLUTION

**Moved:** Jessop  
**Seconded:** Feinerman

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 Board 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>23.1.7 - February 2023 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

**CARRIED**

The public were excluded at 2.27pm and the meeting closed at 2.36pm



**23.2.16 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 9 FEBRUARY 2023**

**Doc ID: 617875**

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**Recommendations**

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 9 February 2023 be noted.

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**1. Attachments**

**Appendix 1 - Minutes of the Cromwell Community Board Meeting held on 9 February 2023**



**MINUTES OF A MEETING OF THE  
CROMWELL COMMUNITY BOARD  
HELD IN THE CROMWELL SERVICE CENTRE, 42 THE MALL, CROMWELL  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON THURSDAY, 9 FEBRUARY 2023  
COMMENCING AT 2.00 PM**

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

**IN ATTENDANCE:** Q Penniall (Acting Chief Executive Officer), D Rushbrook (Group Manager - Community Vision) (via Teams), G Bailey (Acting Group Manager - Community Experience), L Webster (Acting Group Manager - Planning and Infrastructure), S Finlay (Chief Financial Officer), R Williams (Community Development Advisor), D Beange (Welcoming Communities Officer), G Robinson (Property and Facilities Manager), A Rodgers (Principal Policy Planner), M De Cort (Communications Coordinator), S Reynolds (Customer Services Officer) and W McEnteer (Governance Manager)

## **1 APOLOGIES**

There were no apologies

## **2 PUBLIC FORUM**

Rosanna Ottaway

Ms Ottaway provided an outline of an idea Connect Cromwell had for funding secure bike locks in Cromwell township. She then responded to questions.

Paula Clark and Mike Driscoll

Ms Clark and Mr Driscoll gave an update on the proposed renovations for the Cromwell Sports Club. They then responded to questions.

## **3 CONFIRMATION OF MINUTES**

### **COMMITTEE RESOLUTION**

**Moved:** Scott  
**Seconded:** Browne

That the public minutes of the Cromwell Community Board Meeting held on 28 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 REPORTS**

Note: Martin Anderson and Jennifer Hay from Cromwell Museum joined the meeting for item 23.1.2.



**23.1.2 CROMWELL MUSEUM - UPDATED MEMORANDUM OF UNDERSTANDING AND NEW TRUSTEE**

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

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**COMMITTEE RESOLUTION**

**Moved:** Gillespie

**Seconded:** Scott

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.

**CARRIED**

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**23.1.3 CROMWELL SPORTS CLUB REQUEST FOR FUNDING**

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

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**COMMITTEE RESOLUTION**

**Moved:** Laws

**Seconded:** McConnell

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.

**CARRIED**

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Note: Rebekah de Jong from the Central Otago District Arts Trust joined the meeting for item 23.1.4.

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

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.

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After discussion it was noted that the name of the building was the Alpha Street Pavilion and that this should be recognised in the resolution.

---

#### COMMITTEE RESOLUTION

**Moved:** Browne

**Seconded:** Scott

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves installation of a multicultural mural on the Alpha Street Pavilion 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.

**CARRIED**

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#### 23.1.5 CROMWELL MEMORIAL HALL/EVENTS CENTRE PROJECT UPDATE

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

After discussion it was agreed that the Board should endorse both the preliminary design and next steps, rather than just receive an update on them.

---

#### COMMITTEE RESOLUTION

**Moved:** Browne

**Seconded:** McConnell

- A. Receives the report and accepts the level of significance.
- B. Endorses the preliminary design of the Cromwell Memorial Hall/ Events Centre for engagements with the community.
- C. Endorses the next steps as outlined in the report:
  - Preliminary design information released to public on the Let's Talk – consultation section of the Central Otago District Council webpage.
  - Schedule drop-in sessions for public feedback in March.
  - Meeting with external funders.
  - Completion of developed design.
  - Project Advisory Group review in March and April.
  - Developed design presented to the Board for approval at May meeting.

**CARRIED**

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#### 23.1.6 PLAN CHANGE 19 UPDATE

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

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**COMMITTEE RESOLUTION**

**Moved:** Browne  
**Seconded:** Laws

That the report be received.

**CARRIED**

---

**6 MAYOR'S REPORT****23.1.7 MAYOR'S REPORT**

His Worship the Mayor was not present at this meeting.

---

**7 CHAIR'S REPORT****23.1.8 CHAIR'S REPORT**

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

- Attended the By-Election candidates public meeting.
  - The Chair hoped that everyone has placed their vote for the Cromwell Community Board by-election.
- 

**COMMITTEE RESOLUTION**

**Moved:** Harrison  
**Seconded:** Browne

That the report be received.

**CARRIED**

---

**8 MEMBERS' REPORTS****23.1.9 MEMBERS' REPORTS**

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

**Mr Scott reported on the following:**

- Attended the 'A Very Central Christmas' event at McNulty House.
- Attended the Cromwell and Districts Promotions Group meeting.
- Attended the By-Election candidates public meeting.

**Cr Browne reported on the following:**

- Attended the Tarras Community Group meeting.
  - Attended the inaugural Cromwell Athletics Club meeting.
-



**Cr Gillespie reported on the following**

- Advised of some items of interest from the December Council meeting – Private Plan Change 21 was approved in principal. The Plan Change 22 - Dark Sky was reported on and will be reported back on for approval.
- Advised of some items of interest from the January Council meeting - Three Waters Forward Works Program to 30 June 2024. Noted the passing of the following policies: Memorials Policy, Roothing Bylaw, Closed Circuit Television Policy, Fraud, Bribery and Corruption Policy and the Policies Policy.
- Noted concern around the extreme fire risk in the district.

**Cr Laws reported on the following**

- Apologies to the Historic Precinct Meeting
- Advised of an item of interest from the January Council meeting – noting that Waitaki District Council are running a training meeting which will be attended by some of the Council and Community Board members

**Ms McConnell reported on the following:**

- Attended the Central Otago symposium on the Resource Management Law Reform.

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**COMMITTEE RESOLUTION**

**Moved:** Scott  
**Seconded:** Browne

That the report be received.

**CARRIED**

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**9 STATUS REPORTS****23.1.10 FEBRUARY 2023 GOVERNANCE REPORT**

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

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**COMMITTEE RESOLUTION**

**Moved:** Gillespie  
**Seconded:** McConnell

That the report be received.

**CARRIED**

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**10 DATE OF THE NEXT MEETING**

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



**11 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.

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:

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

**CARRIED**  
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Note: The public were excluded at 3.45 pm and the meeting closed at 5.19 pm.



**9            DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 30 March 2023.



## 10 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
<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>23.2.17 - Strategic Risk Register 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>23.2.18 - Offer to purchase 5 Holloway Street</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>23.2.19 - March 2023 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>23.2.20 - Confidential Minutes of the Vincent Community Board Meeting held on 31 January 2023</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>23.2.21 - Confidential Minutes of the Teviot Valley Community Board Meeting held on 2 February 2023</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
<b>23.2.22 - Confidential Minutes of the Cromwell Community Board Meeting held on 9 February 2023</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

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