



AGENDA

Vincent Community Board Meeting Tuesday, 21 March 2023

Date: Tuesday, 21 March 2023

Time: 2.00 pm

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 meeting of the Vincent Community Board will be held in Ngā Hau e Whā, William Fraser Building, 1 Dunorling Street, Alexandra and live streamed via Microsoft Teams on Tuesday, 21 March 2023 at 2.00 pm. The link to the live stream will be available on the Central Otago District Council's website.

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Members Cr T Alley (Chairperson), Dr R Browne, Mr 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), W McEnteer (Governance Manager), S Reynolds (Governance Support Officer)

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Vincent Community Board meeting - 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

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.

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.

23.1.3 VALLANCE COTTAGE WORKING GROUP - UPDATE

To consider the update provided by the Vallance Cottage Working Group.

COMMITTEE RESOLUTION

Moved: Paterson
Seconded: Johns

That the report be received.

CARRIED

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.

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.

COMMITTEE RESOLUTION

Moved: Alley

Seconded: McPherson

That the Vincent Community Board receives the report.

CARRIED

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.

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 125th Central Otago A&P Show, which would be held in Omakau.

Mr Hammington reported on the following:

- 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.

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

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Board Meeting	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.1.10 - January 2023 Confidential Governance Report	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

The public were excluded at 4.20 pm and the meeting closed at 4.21 pm.

21 March 2023

4 DECLARATION OF INTEREST

23.2.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 621950

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 - VCB Declarations of Interest [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
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
Roger Browne	Central Otago REAP (Chair) Creative Writers Circle (Chair) Dunstan Friendship Club (member) University of the Third Age (U3A) (member) Central Cinema Incorporated Central Otago Regional Orchestra (member) Last Chance Irrigation Co (shareholder) Alexandra Clyde and Districts Business Group (member) Central Otago District Arts Trust (Member)	Dunstan Friendship Club (member) University of the Third Age (U3A) (member) Central Cinema Incorporated (member) Central Otago Regional Orchestra (member) Last Chance Irrigation Co (shareholder)	Manorburn Recreation Reserve Committee Alexandra and Districts Museum Inc (Central Stories) Keep Alexandra / Clyde Beautiful Society
Jayden Cromb	The Terrace School (Deputy Chair) Alexandra and Districts Youth Trust (Chair) Community Networks Aotearoa (Trustee) Alexandra Council of Social Services	Ranui Rest Home (Employee)	Alexandra Council for Social Services St Bathans Area Community Association

	(Member) Uruuruwhenua Health Inc (Employee)		
Tony Hammington	RDA Consulting (Director and Shareholder) Cycling Southland (General Manager) Leaning Rock Village (Chair) Central Otago Wakatipu Cycling (Chair) Clyde Earnsclough RFC (Committee) Promote Dunstan (Committee)	Wrapt Gift Shop (Employee)	Alexandra Blossom Festival Committee Clyde Historical Museum Committee
Dai Johns	Sub Par Golf Ltd (Owner) Alexandra Golf Club (Manager) Alexandra Rugby Football Club (Manager)		Vallance Cottage Working Group
Martin McPherson	Alexandra Blossom Festival	CODC (employee) CODC (employee) (Daughter)	Alexandra and Districts Youth Trust

<p>Tracy Paterson</p>	<p>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) Manuherikia Exemplar Governance Group (member)</p>	<p>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</p>	<p>Omakau Recreation Reserve Committee Ophir Welfare Association Committee Central Otago Health Incorporated</p>
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21 March 2023

5 REPORTS

23.2.2 WILDING CONIFER CONTROL POLICY

Doc ID: 620881

1. Purpose of Report

To advise the decision from Council whether the Wilding Conifer Control Policy permits a staged approach to wilding conifer removal on Council land.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
 - B. Notes the Council's decision that the staged removal of wilding conifers from within individual identified sites is not permitted on Council owned or managed land.
 - C. Notes that this includes the removal of trees from the Half Mile Recreation Reserve.
-

2. Background

At its 31 January 2023 meeting the Vincent Community Board (the Board) considered a report that outlined the results of a survey undertaken to gauge the community's view on the proposed development plan for the Half Mile Recreation reserve.

Following discussion, the Board resolved to the staged removal of the wilding conifers from the Half Mile Recreation Reserve.

After further discussion it was agreed that although the resolution 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.

3. Discussion

Council considered the Board's request to determine if staging the removal of Wilding Conifers was a breach of the Wilding Conifer Control Policy at its meeting on 8 March 2023. The decision of Council was.

That the Council

- A. *Receives the report and accepts the level of significance. Cadogan/Paterson.*

CARRIED

- B. *Resolves that the staged removal of wilding conifers within individual identified sites is not permitted on Council owned or managed land. Cadogan/Paterson.*

CARRIED

- C. *Agrees to amend the Council Wilding Conifer Control Policy as required to reflect the Council's decision. Cadogan/Paterson.*

CARRIED

The implication of Council's decision on the removal of trees within the Half Mile Recreation Reserve is that all the trees will need to be removed in a single operation and not staged.

Under Council's Register of Delegations to Community Boards, Portfolios, Committees, and the Chief Executive Officer the following applies:

Limitations on Authority

12. The community board has a responsibility to ensure that its policies, actions and decisions are always within the overall strategic plans, policy guidelines and priority programmes adopted by the Council. Whenever this is either not possible or in the circumstances of the case not felt to be desirable, the community board's decision will be by way of a recommendation to the Council.

Council has received two communications from Delta (who manage vegetation close to electricity lines for Aurora) regarding their concerns of the potential risk to their lines of some trees at the Half Mile Reserve.

The first of these communications was prior to the Boards January meeting and was discussed there. In that instance it was identified by the Delta arborist that some of the trees had issues relating to bark inclusion from multi leaders, trees leaning towards the lines, and some trees that had grown on rock and did not have sufficient footing. In addition, Delta noted that local rabbits and rats had burrowed under some of the trees and created further hazard around loosening the soil. Concern was raised about the ability of the trees to stay rooted to the ground in severe weather.

The second communication was received on 20 February 2023 and reiterated some of the concerns and noted their obligation to bring to Council's attention the hazard posed by the trees so that the Council could take steps to mitigate that risk.

Council is now aware of the risk and potential harm to both users of the reserve and to the stable provision of power. Staff further note that Delta has only assessed those trees that pose a risk to their lines, and that as a sample, it may be representative of a wider risk by some trees at the Half Mile Reserve. Should further delay arise to remove all the trees at the site, the Chief Executive has directed that any unsafe trees are trimmed or removed as appropriate and has instructed staff to have an arborist identify whether any trees outside those identified by Delta also need to be removed at that time. This will ensure that any health and safety risk is mitigated in the first instance but it should be noted that this will result in higher costs to the Board, as detailed below.

4. Financial Considerations

The cost to remove all the trees at the Half Mile Reserve will be \$110,000. Less potentially \$35,000 from log sales.

Net cost of removing all trees is approximately \$85,000.	VCB share	\$20,000.
	Wilding Group share	\$65,000.

- If there is a delay to the total removal, then the cost to remove the at-risk trees in the first instance will involve a side trim and height reduction of the trees that are a danger to the lines i.e., within falling distance, estimate - \$8,000.
- To remove the trees to ground level along the length of the lines - \$25,000.

Removing all the trees within the reserve in one operation would negate the requirement for additional spending and ensure we comply with the *Electricity (Hazards from Trees) Regulations 2003*.

5. Options

Option 1 – (Recommended)

That the Vincent Community Board notes the Councils decision that the staged removal of wilding conifers from within individual identified sites is not permitted on Council owned or managed land. It is noted that this includes the removal of trees from the Half Mile Recreation Reserve.

Advantages:

- Councils Wilding Conifer Control Policy complied with.

Disadvantages:

- There are no disadvantages identified.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by ensuring Council policy is followed.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Wilding Conifer Control Policy Long Term Plan 2021/31
Considerations as to sustainability, the environment and climate change impacts	Wilding pines are classified as a weed which through their uncontrolled spread impact on biodiversity, landscapes and with wider environment.
Risks Analysis	Potential financial risk if trees fall on power lines.
Significance, Consultation and Engagement (internal and external)	Community has been engaged with this project.

7. Next Steps

Inform the public of the Boards decision.

8. Attachments

Nil

Report author:

Reviewed and authorised by:



Gordon Bailey
Parks and Recreation Manager
8/03/2023

David Scoones
Group Manager - Community Experience
13/03/2023

23.2.3 2023-24 ANNUAL PLAN BUDGET AND FEES AND CHARGES SCHEDULE

Doc ID: 614350

1. Purpose of Report

To approve the draft budgets and the Vincent ward component of the 2023-24 fees and charges schedule for inclusion in Council's Annual Plan 2023-24 process.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees the draft Vincent ward 2023-24 Annual Plan budget and recommend to Council for inclusion in the 2023-24 Annual Plan.
- C. Agrees to accept the Vincent ward 2023-24 fees and charges schedule and recommend to Council for inclusion in the 2023-24 Annual Plan.

2. Background

The 2023-24 draft budgets for the Vincent Ward have been prepared on Council's request to keep the Long-term Plan (year three) budgets relatively unchanged. 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%. Currently the average increase across the district is 10.4%, after adjusting for the projected growth factor of 1.9%.

The 2023-24 Annual Plan draft budget figures result in a total increase to the Vincent Ward rates of \$278k or 8.0%. This ensures we deliver the level of service the board has requested through both the LTP and resolutions for the year ahead.

In addition to adopting the annual plan and striking the rates for the new year, Council also adopts the annual fees and charges. A complete copy of the Fees and Charges Schedule is attached for information. There are minimal changes to fees and charges from year one of the Long-term Plan to the proposed 2023-24 Annual Plan.

3. Discussion

Council staff are presenting draft budgets to each community board for consideration at their March meetings. Once accepted, the community board budgets will be provided to Council to consider including in the 2023-24 Annual Plan.

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

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 Vincent this has been largely offset by eliminating a depreciation charge on passive park space.

Appendix 2 shows the cost centres that are funded by Vincent Community Ward Targeted Rates and outlines the changes made. Please note that the ward rate is specific to rateable units in the ward and is not the district wide rate and does not allow for increased growth.

4. Financial Considerations

The 2023-24 Annual Plan draft budget figures result in a total increase to the Vincent Ward rates of \$278k or 8.0%.

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.

Staff are currently working through various scenarios of funding for the Ice in Line roof project which will be presented during the meeting for the consultation document.

5. Options

To accept the draft 2023-24 budget and the Vincent ward 2023-24 Fees and Charges Schedule for recommendation to Council for inclusion in the 2023-24 Annual Plan.

Option 1 - (recommended)

Advantages:

- Meets statutory requirements.
- Provides transparent expenditure management.
- The Vincent Ward budget will feed into Council's Annual Plan budget for 2023-24
- Meets the ratepayers' expectations.
- Allows changes to reflect prior Council and Community Board decisions.
- 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 budget and Vincent ward 2023-24 Fees and Charges Schedule for recommendation to Council for inclusion in the 2023-24 Annual Plan and do not recommend it to Council for inclusion in the 2023-24 Annual Plan process.

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 Community Board's 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.
- Loss in revenue or a greater reliance on the ratepayer though not correctly the most up-to-date fees and charges.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of the community by involving community board members in robust and transparent financial decision making.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, consistent with all council plans and policies.
Considerations as to sustainability, the environment and climate change impacts	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.
Risks Analysis	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.
Significance, Consultation and Engagement (internal and external)	This is a significant step in the annual plan process, as it ensures the Community Board is across its ward-specific budget, and feedback to Council's overall 2023-24 Annual Plan which council will consult upon.

7. Next Steps

Once this report is accepted and changes made where necessary, it will be submitted to Council for recommendation to be included in the 2023-24 Annual Plan scheduled to be adopted for consultation 30 March 2023.

A complete schedule of the fees and charges has been submitted to each of the relevant community boards for approval. Once approved, the total suite of fees and charges will also be presented to Council with the recommendation that Council adopt the proposed fees and charges as part of the adoption process when adopting the 2023-24 Annual Plan.

8. Attachments

Appendix 1 - Fees and Charges 2023-24 [↓](#)

Appendix 2 - VCB Draft 2023-24 Annual Plan Budgets [↓](#)

Appendix 3 - VCB Draft Annual Plan 2023-24 Budgets - Capital Expenditure. [↓](#)

Appendix 4 - VCB Draft 2023-24 Annual Plan Budgets - Sample Rates. [↓](#)

Report author:

Reviewed and authorised by:



Susan Finlay
Chief Financial Officer
9/03/2023

Saskia Righarts
Group Manager - Business Support
9/03/2023

FEES AND CHARGES 2023-24

THREE WATERS		2023/24	2022/23	Comments
		Includes GST	Includes GST	
<i>Where a service connection for water and/or wastewater, or a wheelie bin is provided to a rating unit in the course of a rating year, the rating unit will be charged a proportion of the full year cost the service as scheduled in the rating section of the 10-year Plan, based on the number of complete months remaining in the financial year.</i>	DESIGNATED WASTEWATER TREATMENT PLANT			
	Disposal of septage tank load less than 3,000 litres	135	130	Fees have remained the same charge for a number of years. This also brings charging into line with neighbouring authority.
	Every additional 1,000 litres discharges (or part thereof)	45	40	Fees have remained the same charge for a number of years. This also brings charging into line with neighbouring authority.
	Designated Septage station disposal cost/litre	0.045	0.04	Fees have remained the same charge for a number of years. This also brings charging into line with neighbouring authority.
	TRADE WASTE			
	Application fee deposit (invoiced at actual cost)	240	240	
	Application to transfer trade waste discharge consent	80	80	
	Annual fee	160	160	
	THREE WATERS - PER APPLICATION			
	Approved contractors (per application)	80	80	
	Non-approved contractors (per application)	160	160	
	Non-approved contractors (per application)	At cost	At cost	
	BULK TANKER WATER FROM FIRE HYDRANTS			
	Bulk water application fee	No charge	No charge	
	Tanker / Standpipe Inspection (at least annual)	100	100	
	Hydrant Standpipe Hire / month (excluding water usage)	N/A	30	Remove - no longer applicable
	Water Usage Per m ³	1.80	1.80	
	BULK WATER SUPPLY			
	Network connected bulk water rate (per m ³)	0.9	0.86	Fees have remained the same for a number of years.
	REMOVAL OF WATER RESTRICTOR			
	Temporary restrictor removal fee	At cost	At cost	
	WATER METER ACCURACY TESTS			
	House visit and assessment	55	55	
	Meter removal and calibration	525	525	
	Meter validated as accurate	80	80	
	Meter validated as inaccurate	No charge	No charge	
	Final meter read	40	40	
OTHER				
Unauthorised and other activities	At cost	At cost		
CAPITAL CONTRIBUTIONS – NEW CONNECTIONS (SEE DISTRICT PLAN ALSO)				
Financial Contributions - Reserves				
Urban	2,380	2,380		
Rural	1,190	1,190		
Note: Financial Contributions are inflated annually based on Statistics NZ Construction Index. They are indexed from the December 2019 quarter in the table above.				

23.2.4 VINCENT FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2022

Doc ID: 615443

1. Purpose

To consider the financial performance overview as at 31 December 2022.

Recommendations

That the report be received.

2. Background

These statements are designed to give an overview on the financial performance. The operating statement for the six months ending 31 December 2022 shows an unfavourable variance of (\$651k) against the revised budget.

2022/23 Full Year	AS AT 31 DECEMBER 2022					2022/23 Full Year
	Annual Plan \$000	YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000	Revised Budget \$000	
	Income:					
974	User fees & Other	315	477	(162)	●	954
-	Other Capital Contributions	30	-	30	●	-
3,480	Rates	1,723	1,739	(16)	●	3,480
-	Reserves Contributions	63	-	63	●	-
248	Internal Interest Revenue	95	120	(25)	●	248
2,100	Land Sales	-	1,000	(1,000)	●	2,100
6,802	Total Income	2,226	3,336	(1,110)	●	6,782
	Expenditure					
81	Rates expense	96	40	(56)	●	81
121	Grants - General	99	99	-	●	108
42	Grants - Promotions	91	36	(55)	●	42
277	Other Costs	104	135	31	●	269
782	Cost Allocations	394	391	(3)	●	782
1,200	Cost of Sales	32	573	541	●	1,200
13	Administrative Expenses	5	6	1	●	13
681	Staff	403	351	(52)	●	702
218	Fuel & Energy	93	109	16	●	218
829	Contracts	449	451	2	●	897
204	Building Repairs and Mtce	94	103	9	●	205
29	Professional Fees	2	14	12	●	59
87	Internal Interest Expense	34	43	9	●	87
47	Members Remuneration	13	24	11	●	47
1,074	Depreciation	544	537	(7)	●	1,074
5,685	Total Expenses	2,453	2,912	459	●	5,784
1,117	Operating Surplus / (Deficit)	(227)	424	(651)	●	998

This table has rounding (+/-1)

Income for period ending 31 December 2022

Operating income reflects an unfavourable variance of (\$1.110M).

- User fees and other income has an unfavourable variance of (\$162k). Camp fees of (\$76k) and pool/swim school of (\$74k) are the main unfavourable variances. The camping ground variance is being driven from an income budget line left in the Annual Plan 2022-23 after the Clyde camping ground moved to a lease arrangement. This has been adjusted for the Annual Plan 2023-24. This pool/swim school variance is being driven by a GST error of (\$33k) 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.
- Land sales shows an unfavourable variance of (\$1M). No land sales have occurred during the first half of this financial year. Dunstan Park subdivision stage 3 titles are due to be released in March 2023.
- Other capital contributions have a favourable variance of \$30k. This relates to the Transpower capital grant of \$29k, which has been carried forward from 2021/22 for the Clyde Hall kitchen and bathroom project.
- Reserves contributions have a favourable variance of \$63k. These are difficult to gauge when setting budgets as they are dependent on developers' timeframes.
- Internal interest revenue has an unfavourable variance of (\$25k). Interest revenue is down on budget due to lower-than-expected reserve balances. This is due to Dunstan Park subdivision sales and the release dates for each stage.
- Rates shows an unfavourable variance of (\$16k) against revised budget. This is mainly due to the rates adjustment taking money from reserves (reducing the impact on rates) which normally takes place at the end of the financial year.

2022/23 Full Year Annual Plan \$000	User Fees and Other Income			2022/23 Full Year Full Year Revised Budget \$'000		
	YTD	YTD	YTD			
	Actual	Revised Budget	Variance			
	\$000	\$000	\$000			
234	Camping Grounds	41	117	(76)	●	234
265	Pool / Swim School	59	133	(74)	●	265
310	Rentals & Hires	158	155	3	●	310
45	Cemeteries	20	23	(3)	●	45
120	Other Misc Income	37	50	(13)	●	100
974	Total User Fees Income	315	477	(162)	●	954

This table has rounding (+/-1)

Expenditure for period ending 31 December 2022

Expenditure has a favourable variance of \$459k. These variances are detailed below:

- Rates expense have an unfavourable variance of (\$56k) against revised budget. The main reason being that Central Otago District Council property annual rates for 2022-23 has been paid in full in July 2022. This will be in line with budget by the end of the financial year.
- Professional fees \$12k and contracts \$2k all have favourable variances. These expenses are more needs-based and will vary against budget from time to time.

Physical works contract \$17k, planned maintenance \$16k and Molyneux parks contracts (\$31k) are the main variances for contracts. Renovation works have been carried out on the second wicket at Molyneux park.

- Grants has unfavourable variance of (\$55k). This includes the Vincent grant of (\$26k) to Alexandra District Museum incorporated, funded from general reserves (resolution 22.2.4).
- Other costs have a favourable variance of \$31k. This includes Alexandra pool chemicals (\$19k), security services (\$2k) and weed control (\$3k) which are all unfavourable variances. This is offset by water charges \$25k, marketing publicity \$6k, compliance schedule \$7k and repairs and maintenance equipment. The cost of chemicals used to treat the Alexandra pool has increased significantly. This is being assessed to see if a more cost-effective solution can be found.
- Staff has an unfavourable variance of (\$52k). This is due to the outdoor pool that was opened early this financial year and required extra staff and training summer staff members which is seasonal.
- Fuel and energy is behind budget by \$16k. This is predominately due to the Alexandra pool electricity use lower than expected by \$13k.
- Cost of sales has a favourable variance of \$541k. 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 a 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.

Capital Expenditure

Capital expenditure (CAPEX) for the period ending 31 December 2022 reflects a favourable variance of \$480k against the revised budget. The actual CAPEX spent to 31 December 2022 is 7.7% of the total revised budget.

2022/23 Full Year Annual Plan \$000	AS AT 31 DECEMBER 2022				2022/23 Full Year Revised Budget \$000
	YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		
	Parks & Reserves:				
69	Camping Grounds	41	44	3 ●	124
50	Cemeteries	1	64	63 ●	126
146	Molyneux Pool	45	73	28 ●	146
352	Parks and Reserves	24	194	170 ●	650
49	Pioneer Park	7	33	26 ●	67
330	Alexandra Town Centre	27	188	161 ●	392
996	Total Parks & Reserves:	145	596	451	1,505
	Property:				
-	Tarbert Street Building	7	19	12 ●	129
10	Clyde Community Centre	-	14	14 ●	64
-	Alexandra Community Centre	2	-	(2) ●	352
-	Poolburn Hall	9	14	5 ●	14
-	Molyneux Stadium	-	-	- ●	52
10	Total Property:	18	47	29	611
1,006	Total Capital Expenditure	163	643	480	2,116

Total for Parks and Reserves shows an overall favourable variance of \$451k.

- Cemeteries has a favourable variance of \$63k. Alexandra cemetery irrigation works has been delayed due to the need to install power before continuing with this project. Alexandra cemetery landscaping and planting project is behind budget by \$34k due to timing of contractor availability.
- Parks and reserves has a favourable variance of \$170k. The major driver to this favourable variance includes Omakau Recreational Reserve playground of \$75k and irrigation works which are still waiting for the location of the new community building to be confirmed before progressing. Omakau Tennis court is expected to commence in March 2023. Other Reserves Alexandra works on landscaping and planting, fencing, playground, signs, and irrigation shows has favourable variance of \$36k.
- Alexandra Town Centre shows a favourable variance of \$161k. The main driver to this variance is the Alexandra River Park project which is behind budget by \$157k due to delay of resource consent before the start of design works. The resource consent was received in December 2022.
- Pioneer Park has a favourable variance of \$26k. The replacement of the senior swing set and outdoor exercise equipment projects are expected to be completed in Autumn.

Property has an overall favourable variance of \$29k.

- Tarbert Street building has a favourable variance of \$12k. This is due to the library renovation project which is in detailed design stage. The office upgrade project at Tarbert street building is completed but waiting for final invoice.
- Clyde Community Centre has a favourable variance of \$14k. The replacement of the spouting project has commenced and is expected to be completed at the end of March 2023.
- Poolburn Hall shows a favourable variance of \$5k. The men's toilet renovation project has been completed but waiting for final invoices.

Reserve Funds table for Vincent Ward

- As of 30 June 2022, the Vincent ward has an audited closing reserve funds balance of \$5.96M. These are ward specific reserves and do not factor in the district-wide reserves which are in deficit at (\$27.8M). Please 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 Vincent ward is projected to end the 2022-23 financial year with a closing balance of \$6.535M.

3. Attachments

Appendix 1 - 202212 Vincent Reserves 2022-23.pdf [↓](#)

Report author:



Donna McKewen
Accountant
8/03/2023

Reviewed and authorised by:



Saskia Righarts
Group Manager - Business Support
8/03/2023

21 March 2023

6 MAYOR'S REPORT

23.2.5 MAYOR'S REPORT

Doc ID: 618252

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Vincent Community Board receives the report.

His Worship the Mayor will give a verbal update on activities and issues of interest since the last meeting.

2. Attachments

Nil

Report author:



Tim Cadogan
Mayor
9/03/2023

21 March 2023

7 CHAIR'S REPORT

23.2.6 CHAIR'S REPORT

Doc ID: 618247

1. Purpose

The Chair will give an update on activities and issues since the last meeting.

Recommendations

That the report be received.

2. Attachments

Nil

21 March 2023

8 MEMBERS' REPORTS

23.2.7 MEMBERS' REPORTS

Doc ID: 618239

1. Purpose

Members will give an update on activities and issues since the last meeting.

Recommendations

That the report be received.

2. Attachments

Nil

21 March 2023

9 STATUS REPORTS

23.2.8 MARCH 2023 GOVERNANCE REPORT

Doc ID: 621095

1. Purpose

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

Recommendations

That the report be received.

2. Discussion

Status Reports

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

Alexandra Pool Quarterly Report

The quarterly report for the Alexandra Pool for the period July 2022 – December 2022. It was previously sent out to members for their information (see appendix 2).

3. Attachments

Appendix 1 - VCB Status Update [↓](#)

Appendix 2 - Quarterly Update for the Alexandra Pool [↓](#)

Report author:

Reviewed and authorised by:



Wayne McEnteer
Governance Manager
6/03/2023

Saskia Righarts
Group Manager - Business Support
6/03/2023

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 2 May 2023.

11 RESOLUTION TO EXCLUDE THE PUBLIC

Recommendations

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Board Meeting	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.2.9 - March 2023 Confidential Governance Report	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
