



AGENDA

Cromwell Community Board Meeting Tuesday, 25 March 2025

Date: Tuesday, 25 March 2025

Time: 2.00 pm

**Location: Cromwell Service Centre, 42 The Mall,
Cromwell**

(A link to the live stream will be available on the Central Otago District Council's website.)

**Peter Kelly
Chief Executive Officer**

Notice is hereby given that a meeting of the Cromwell Community Board will be held in Cromwell Service Centre, 42 The Mall, Cromwell and live streamed via Microsoft Teams on Tuesday, 25 March 2025 at 2.00 pm. The link to the live stream will be available on the Central Otago District Council's website.

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Members Ms A Harrison (Chair), Mr B Scott, Cr S Browne, Cr N Gillespie, Cr C Laws, Ms M McConnell, Mr W Sanford

In Attendance T Alley (Mayor), P Kelly (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), S Reynolds (Governance Support Officer)

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Cromwell Community Board - 10 February 2025

**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 MONDAY, 10 FEBRUARY 2025
COMMENCING AT 2.01 PM**

PRESENT: Ms A Harrison (Chair), Mr B Scott, Cr S Browne, Cr N Gillespie, Cr C Laws, Ms M McConnell (via Microsoft Teams), Mr W Sanford

IN ATTENDANCE: T Alley (Mayor), P Kelly (Chief Executive Officer), S Righarts (Group Manager - Business Support), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), G Robinson (Property and Facilities Manager), G Bailey (Parks and Recreations Manager), M Burnett (Parks Officer – Strategy and Planning), G Chrystall (Facility Experience Manager), R Williams (Community Development Advisor), M Tohill (Communications Officer), S Reynolds (Governance Support Officer)

1 APOLOGIES

There were no apologies.

2 PUBLIC FORUM

Martin Anderson and Jennifer Hay – Cromwell Museum Emergency Funding

Mr Anderson spoke to the Cromwell Museums current deficit in budget due, in part, to the unsuccessful Lotteries grant application. He noted that they require \$25,000 until the end of the financial year to cover expected costs. He described the volunteers' efforts in planning the transfer of the museum's collection to the Cromwell Memorial Hall, as well as the future work that would be needed in the assessment and curation of the collection for display in the new building.

Mr Anderson then responded to questions.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Browne
Seconded: Gillespie

That the public minutes of the Cromwell Community Board Meeting held on 9 December 2024 be confirmed as a true and correct record.

CARRIED

4 DECLARATIONS OF INTEREST

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

5 REPORTS

25.1.2 LAND INVESTMENT STRATEGY - PRINCIPLES AND OUTCOMES

To consider the draft principles and outcomes that will underpin the land investment strategy.

Discussion followed and the board requested that there was reference to the original purpose of the endowment land. It was also noted that there should be the inclusion of the long-term strategic view of the board of the day.

It was also suggested that any relevant planning documents should be included in the strategy as an appendix and that this document should be regularly updated and reviewed annually. A more clear explanation of the term 'sustainable growth' was also requested to be added to the strategy.

COMMITTEE RESOLUTION

Moved: Gillespie
Seconded: Laws

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees with the draft principles and outcomes for the strategy as detailed in the report subject to amendments.
- C. Agrees that these draft principles and outcomes form the basis of the strategy and that work continues to develop the strategy subject to amendments.
- D. Recommends to Council that they note work has begun on the land investment strategy and that the current draft principle and outcomes will underpin the strategy subject to amendments.

CARRIED

Note: Cr Browne left the meeting at 2.51 pm

6 MAYOR'S REPORT

25.1.3 MAYOR'S REPORT

The Mayor gave the attached update of her activities in the district.

COMMITTEE RESOLUTION

Moved: Scott
Seconded: Sanford

That the Cromwell Community Board receives the report.

CARRIED

Attachments

- 1 Mayor's Report - February 2025

7 CHAIR'S REPORT

25.1.4 CHAIR'S REPORT

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

- Had enjoyed hosting family members to the region and had enjoyed exploring the district with her visitors throughout the summer.
 - Noted she is now concentrating on the school year and working with her staff to implement the Ministry of Education's new curriculum directives.
 - She outlined the busy year ahead for the Board and added that she is looking forward to seeing the progress of the Cromwell Memorial Hall.
-

COMMITTEE RESOLUTION

Moved: Sanford

Seconded: Laws

That the report be received.

CARRIED

8 MEMBERS' REPORTS

25.1.5 MEMBERS' REPORTS

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

Mr Scott reported on the following:

- Noted that he had been unwell for much of the Christmas period.
- Attended the Grand Prix at Highlands Motorsport Centre, acknowledging the success of the event and the large number of visitors from all over the country who were in attendance.

Cr Gillespie reported on the following:

- Gave an update on recent Hearings Panel meetings.
- Gave an update on the December and January Council meetings, noted the consultation on Alcohol-free zones is underway, the approval of the Community Board Grants budgets and the approval of the draft Long-term plan consultation document.

Mr Sanford reported on the following:

- Noted that he had stayed local throughout the Christmas break and enjoyed the Central Otago summer.
- Had been approached by the 'Friends of Cromwell Cemetery' who asked for clarification on when improvements might be scheduled.
- Had been contacted by Dunstan Hospital Operational Group to see if any board members would like to be involved.

Cr Laws reported on the following:

- Noted she had spent much of the holidays working and visiting a sick family member in hospital in Dunedin.
-

- Gave an update on recent Council meetings.
- Was an apology at the recent Heritage Precinct meeting.

Ms McConnell reported on the following:

- Noted that she was privileged to experience an Outward Bound course recently.

COMMITTEE RESOLUTION

Moved: Scott
Seconded: Sanford

That the report be received.

CARRIED

9 STATUS REPORTS

25.1.6 FEBRUARY 2025 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: Gillespie
Seconded: Laws

That the report be received.

CARRIED

25.1.7 UPDATE - PLAY STRATEGY

Video given to introduce the work undertaken to form a play strategy.

COMMITTEE RESOLUTION

Moved: Gillespie
Seconded: Scott

CARRIED

Note: Cr Browne returned to the meeting at 3.24pm

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 25 March 2025.

Note: The meeting was adjourned at 3.31pm and reopened at 4.17pm

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	Plain English Reason
Confidential Minutes of Extraordinary Board Meeting	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</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>To enable commercial activities</p> <p>To enable commercial or industrial negotiations</p>
25.1.8 - February 2025 Confidential Governance Report	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	Commercial sensitivity

The public were excluded at 4.08pm and the meeting closed at 4.19pm

4 DECLARATIONS OF INTEREST

25.2.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 2016192

1. Purpose

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

2. Attachments

Appendix 1 - CCB Declarations of Interest [↓](#)

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

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
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
Mary McConnell	Harrison Grierson Ltd (Employee) Contractor to Environmental Protection Authority and QLDC	Southern Lakes Motors (Shareholder and dealer principal)	Cromwell and Districts Community Trust Lowburn Hall Committee
Wally Sanford	Connect Cromwell (Steering Group Member) Paterson Pitts Ltd (Employee) Southland Zodiac Zephyr Club (Member) Cromwell Mountainbike Club (Member) Survey and Spatial New Zealand (Voting Member)	Vinpro (Employee)	Lake Dunstan Charitable Trust
Bob Scott	Cromwell Golf Club (Chair and Member) Central Football Project Trust (Trustee) Dunes Owners Management Committee (Member)		Bannockburn Recreation Reserve Management Committee Inc Cromwell and Districts Promotions Group

5 REPORTS

25.2.2 DRAFT CROMWELL RACECOURSE RECREATION PLAN

Doc ID: 2395183

Report Author:	Gordon Bailey, Parks and Recreation Manager
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose of Report

To consider approving the Cromwell Racecourse Recreation Plan for consultation.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves in principle the Draft Cromwell Racecourse Recreation Plan and seek public feedback on the Plan through the Cromwell Racecourse Recreation Reserve Management Plan consultation process.
- C. Authorises the Chief Executive Officer to all that is necessary to give effect to the resolution.

2. Background

In 2022 and 2023 Council prepared a Cromwell Reserves Supply and Demand Assessment reports for both the Council owned sports grounds within Cromwell and users of the Cromwell Racecourse Reserve.

Those reports indicated that due to the rapidly increasing population of Cromwell the current supply of Council owned sports grounds were near to capacity.

Budget was allocated in the 2024/25 Annual Plan to undertake the development of a comprehensive draft Recreation Plan (draft Plan) for the Racecourse Reserve for the next 20 years. The first task was to determine if the Racecourse site could accommodate both traditional recreational activities plus the existing equestrian and other activities that have traditionally used the Racecourse. It also focused on the potential for the Racecourse Reserve to cater for other activities and events.

A targeted stake holder group meeting was held in late 2024 to understand the current and future needs of all user groups of the Racecourse Reserve and Council owned sport grounds. That meeting discussed how all activities could be accommodated within the Racecourse site. Including ancillary facilities such as toilets, car parking and other indoor recreational facilities.

A draft set of spatial plans showing potential field layout options were prepared and circulated back to the stakeholder group in February 2025. The draft spatial layout options

were discussed. Two options were presented with one option indicating more community use of Cromwell College grounds and one using the Racecourse Reserve only.

A few minor edits were suggested, but overall, the draft Plan garnered general support. It was felt that each group would like more time to consider the options and provide considered feedback.

Following a meeting with Cromwell College the options were able to be streamlined to a single option.

The draft Recreation Plan is set over a 20-year period with timing of implementation somewhat dependant on population and sports code growth and demand.

The draft Plan has been broken down into medium term next 5 years and long term 20 year plus with different stages. A full overview of the process and resulting draft layouts are shown in **Appendix 1**.

3. Discussion

It is acknowledged that the draft Recreation Plan signals a significant shift in where Council will provide recreational infrastructure in the future for residents of Cromwell and the wider region. The Central Otago Queenstown Lakes Recreation Facilities report of 2019 noted that the Racecourse reserve could become a regional sports hub.

As previously reported to the Board, through the Cromwell Reserves Supply and Demand Assessment reports, it is known that current recreational space is nearing capacity. This project looks at allowing for diversified recreational use of the Cromwell Racecourse Reserve in light of a growing population and pressure on existing recreational sports grounds and facilities.

Council does not own land in Cromwell other than the Cromwell Racecourse Reserve that would be suitable as recreational space unless it purchases land on the open market.

The initial finding of the Plan was that the Cromwell Racecourse could accommodate both traditional equestrian and related users plus space for sporting activities. The draft plan indicates that as development stages progress some of the equestrian only areas such as cross-country course and pony grazing paddocks will need to be realigned to ensure optimum use of the entire reserve land available.

Currently there are 4 full sized sport fields in Cromwell 2 at Alpha Street for Football and 2 at Anderson Park for Rugby.

It is predicted from the growth analysis that in the medium term an additional 4 field equivalents will be required and in the long term and additional 8 fields equivalents will be required.

Recommended Design Option for consultation:

- *Anderson Park sees an expansion of the hockey facility to deal with a current under supply of turf space. A half size hockey training turf is added to Anderson Park adjacent the existing full size hockey turf facility.*
- *A premier rugby field is maintained on Anderson Park, training for senior rugby is relocated to ensure the quality of the premier field is maintained throughout the season and used only for game days. The field is reoriented slightly from its current alignment. This allows the*

hockey turf to be added to the park and a stronger physical connection between the Cromwell Sports Club and the premier field.

- The cricket oval is also relocated to remove the current clash with the rugby field, this will allow the cricket facility to be improved with up to 5 lawn pitches in rotation. The existing cricket practice nets will also require realignment to facilitate the reorientation of the oval.*
- Alpha Street Reserve retains its current layout in regard to field size and alignment. The spatial allocation at Alpha Street Reserve is the equivalent of two full size senior playing fields. As part of meeting the current demand, the facility at Alpha Street is also upgraded to provide hot water at the existing building on site to allow showers in the change facility. Adequate secure storage is also added to the existing facility to meet the needs of both the junior and senior clubs*
- In the medium term, following the reconfigurations of Anderson Park and Alpha Street Reserve, the Racecourse reserve receives 4 full size playing fields to meet demand. Infrastructure associated with the relocation of sports activity to the Racecourse Reserve will include lighting to training fields, a change and bathroom facility building and formed carparking within the site. Some reconfiguration of equestrian based activity will also be required to facilitate the fields at the Racecourse Reserve, however there will be no loss of function for any equestrian facility currently provided in the medium term. In the long term the sports field provision at the racecourse will be increased to 8 full size playing fields to meet demand.*

These options indicate that Council could choose to invest in some realignment of existing fields at Alpha Street and Anderson Park grounds. Receiving feedback from user groups will assist with developing a final action plan as well as assist with better understanding the timing of when development at the Racecourse Reserve will be required.

The Racecourse at present does have some challenges with several older buildings, lack of water in some parts although a new bore has been installed recently that will alleviate that to some degree.

Like Cromwell, Queenstown Lakes sporting demand is being driven by increased population. The Cromwell Racecourse site provides an opportunity to work collaboratively with Queenstown Lakes District Council to develop a regional sporting hub so that any future development of the site can complement certain sporting code on both a local and regional basis. To ensure a wider regional view of the increasing demand for sport and recreation land in both Central Otago and Queenstown Lakes Councils a Queenstown Lakes District Council representative was co-opted to the project steering group. This is to ensure that each Council is aware of what the other is proposing so duplication is minimised.

Through the consultation process clubs based in the Queenstown and Wanaka areas will also be consulted as we know many already use grounds in Central Otago for games.

During the initial planning phases of the Draft Recreation Plan, utilising the Cromwell College grounds for more community use was explored. However, due to the level of existing use and projected future roll growth at the College, the ground would be at capacity with their own use and this option was not pursued further. However, it is likely they would use the Racecourse Reserve site in the future.

Cromwell Racecourse Reserve Management Plan 2000

The existing Reserve Management Plan is now 25 years old and although Council has a lease with the Central Lakes Equestrian Club to operate the Reserve on its behalf, several of the policies within the Reserve Management Plan are out of date and no longer relevant. The lease has an expiry of 30 June 2042.

Undertaking formal consultation for a new Reserve Management Plan would enable the Recreation Plan also to be formally consulted on with the community as part of a new Reserve Management Plan, with all submissions being considered by the Board. The new Reserve Management Plan would be adopted for the Reserve which would incorporate the Recreation Plan. (Separate report on this agenda). Once approved then further consultation on implementing the Recreation Plan would not be required.

4. Financial Considerations

Approving the Recreation Plan through the Reserve Management Plan process does not commit Council to funding any of the proposals within the Plan. Some of the elements identified such as an equestrian arena would need to be funded by the users rather than Council.

Funding for implementation of the Plan can only be approved through the Long-Term Plan process.

At this stage there is only seed funding costs set aside in the 2025/34 Long Term Plan. Until there is some certainty from the public consultation phase on what they consider of the proposals indicative costings can then be prepared.

As this project is driven by population growth funding from Reserve Contributions would be an appropriate source of funding. Some aspects may also qualify for third part funding.

All these funding avenues are yet to be explored in detail.

5. Options

Option 1 – (Recommended)

Approve in principle the draft Cromwell Racecourse Recreation Plan and seek public feedback on the Plan through the Cromwell Racecourse Recreation Reserve Management Plan consultation process.

Advantages:

- The public gets an opportunity to provide feedback on both plans for Council consideration
- Specific interest groups will be separately consulted for feedback

Disadvantages:

- No disadvantages have been identified.

Option 2

Do not approve the draft Cromwell Racecourse Recreation Plan

Advantages:

- No advantages are envisaged with this option

Disadvantages:

- Feedback from the public will not be received
- No plan would be in place to develop much needed additional sports grounds.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by seeking public feedback on proposals for the future development of the Cromwell Racecourse Reserve.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Cromwell Racecourse Reserve Management Plan 2000. Long Term Plan 2025/34
Considerations as to sustainability, the environment and climate change impacts	Not applicable
Risks Analysis	Not risks are envisaged.
Significance, Consultation and Engagement (internal and external)	Consultation will be undertaken in accordance with section 119 of the Reserves Act 1977.

7. Next Steps

In tandem with the Consultation of the draft Racecourse Reserve Management Plan targeted consultation will take place with the Central Lakes Equestrian Club and other user groups.

Once the draft Reserve Management Plan is prepared it will be presented to the Board for approval to publicly notify for two months, seeking public submissions in accordance with the Reserves Act 1977.

The Board will consider all submissions and hear those who wish to present their submission in person before approving a final draft plan and recommending that Council adopt the Reserve Management Plan, incorporating the Racecourse Recreation Plan under its delegated authority on behalf of the Minister of Conservation.

8. Attachments

Appendix 1 - Cromwell Racecourse Recreation Reserve Plan_Rev B Final.pdf [↓](#)

Cromwell Racecourse Recreation Plan

March 2025



JASMAX

SA STUDIO

Rhodes
+ Associates

Revision history

Date	Revision	Description
19/12/2024	Rev -	First Draft
05/03/2025	Rev A	For Consultation
13/03/2025	Rev B	For Consultation

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1. Introduction

Cromwell is currently experiencing an unprecedented period of population growth, development and increased demand on infrastructure. As a consequence Cromwell's numerous sports clubs and teams are growing across most codes which is putting pressure on existing facilities across the ward. This report investigates potential use of the Cromwell Racecourse Reserve as a solution to meet some of the sports field demands as a result of this growth.

The Cromwell Racecourse Reserve Plan is a design led approach to investigating the potential of the reserve to accommodate sports fields while maintaining equestrian activities and flexible use spaces for the growing community. It has been prepared utilising data CODC had previously prepared in terms of sports facility supply and demand and working with stakeholders to understand the potential for sports fields and recreational activities within the reserve.



1.1 Purpose of the plan

The purpose of the Cromwell Racecourse Reserve Plan is:

- To meet the demands of Cromwell’s growing population
- To understand current and future demand for sports fields in the region
- Investigate the potential of the Racecourse Reserve to meet this need while maintaining equestrian activities within the site
- Understand stakeholder requirements and enable a collective approach to option development
- Develop a plan that can be delivered over a 20 year time frame
- Enable LTP funding discussions

1.2 Brief

The project brief was to investigate the potential for field based sports within the Racecourse Reserve. Building on previous analysis prepared by CODC in terms of the current and future shortfall of sports fields in Cromwell the project intent is to investigate how the Racecourse Reserve could meet this need while integrating existing and future equestrian activities. The project was not intended to resolve Cromwell’s wider sports requirements which is ongoing within separate workstreams.

1.3 Background

A number of studies and investigations have been undertaken prior to the development of the Cromwell Racecourse Reserve Plan. They provide the key strategic context and back round to the project. The following is a brief overview of the purpose of each document and how they have influenced the preparation of the plan. The time line opposite provides an overview of the sequencing leading up to the Long Term Plan preparation in early 2025.

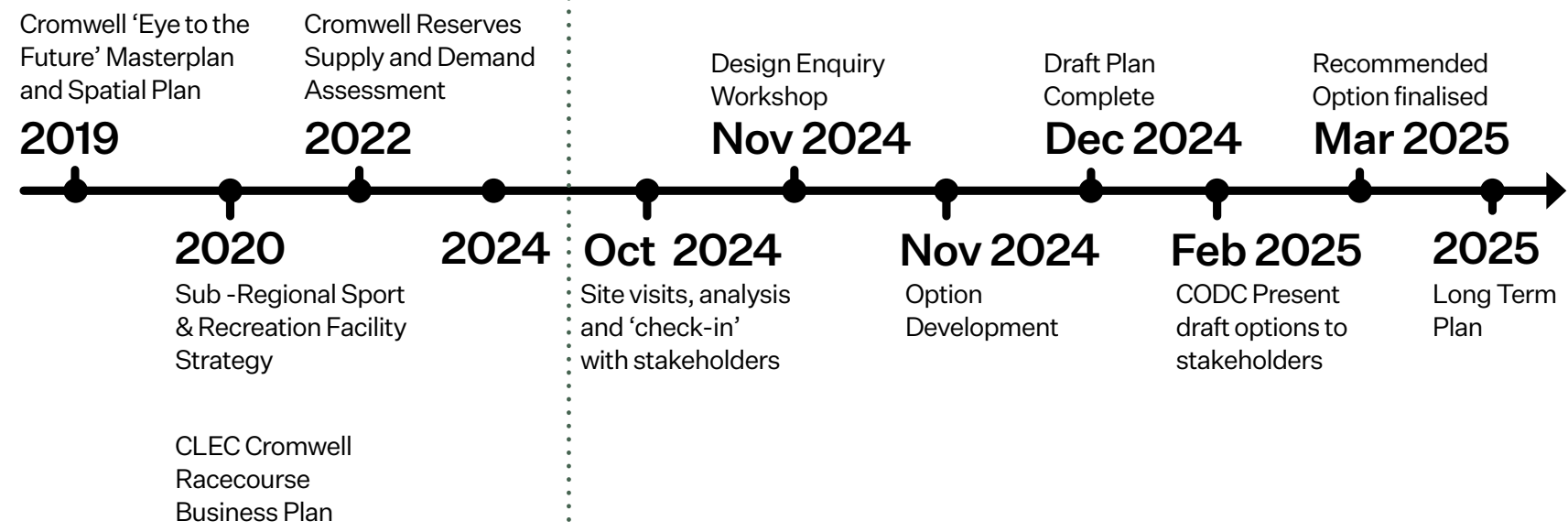
Cromwell ‘Eye to the Future’ Masterplan | 2019

Prepared in 2019 the masterplan sets out the strategic direction for Cromwell to accommodate growth through to 2050. The intention of the plan was to :

- To accommodate growth in accordance with desired environmental outcomes
- As a basis for changes to the Central Otago District Plan
- As a basis for provisions included to the Central Otago Long Term Plan, and Annual Plans
- To develop and implement infrastructure programmes
- To inform decision-making within both the public and private sector

Although the plan did not give detailed or specific direction to the Racecourse Reserve the key principle #9 of the spatial plan identified the

1.4 Project Timeline



need to ‘support an increased sport and recreation focus’ and the need to provide for a diversity of recreational uses that meet the varying and changing needs of growing local populations and visitors.

Cromwell Racecourse Reserve Business Plan 2020-2030 | The Central Lakes Equestrian Club | 2020

Prepared in 2020 the business plan sets out the reserve’s history, current uses and the Central Lakes Equestrian Club’s (CLEC) administrative strategy for the equestrian and recreation activities with the reserve.

The CLEC is the current administrative body tasked with the operation and scheduling of events within the reserve. The objectives of the club at the time it was incorporated in 1999 include:

- To promote, foster and regulate all forms of equestrian sport in Central Otago, Southern Lakes District, and any other amateur sport as may be agreed upon by the club
- To be responsible for the upkeep, maintenance, development and usage of the Cromwell Reserve Racecourse
- To investigate, develop and promote event activities for the maximum benefits of participants, within given financial constraints

The business plan identifies that the Racecourse Reserve offers freely available space important for large recreational opportunities for locals and visitors.

The CLEC’s current priorities include:

- Securing access to water for irrigation through bores and onsite storage ponds
- Improving planting for shade, climate control and assist in the management of water retention and minimise evaporation effects

The business plan identified that there are a number of areas where future investment could be targeted to improve the facilities however the most pressing is to secure access to additional water for irrigation.

In addition there are a number of longer term projects to improve the site as a whole including the refurbishment of other existing facilities including events spaces and toilets.

Queenstown Lakes - Central Otago Sub-Regional Sport and Recreation Facility Strategy |2020

A joint Central Otago District Council and Queenstown Lakes District Council project which provides the strategic direction across both districts in terms of growth priorities and opportunities to manage sports assets and facilities on a sub-regional scale.

The intention of the strategy is to provide a framework to help guide regional and subregional/district provision and individual Council’s levels of

investment and service for sport and recreation facilities.

The report provides a series of ‘drivers’ for taking a sub-regional approach including:

- The desire of funders to invest wisely in unidentified priority projects that will make the most long-term and beneficial impact
- An ageing network of facilities needing refurbishment, re-purposing, replacement or removal
- Changing demographics within a community, such as an increase in the population or shift in the life stages profile
- Changing sport and recreation trends nationally and within the districts, requiring new types of facilities or a new use of an existing facility.
- Increasing expectations of users and user groups
- A growing acknowledgement that there is a hierarchy of facilities – regional, sub-regional and local – and that regional collaboration is the best way to develop these
- The risks inherent in focussing on and responding to the wants rather than the priority needs within a region

The report represents a high level ‘snapshot’ of the current facilities, future trends and requirements across the two districts. It provides recommendations specific for Cromwell and identifies the town’s strategic location and potential as a key player in providing sporting facilities to the wider community. Further detail on the strategies recommendations for Cromwell is provided in the regional summary section of this report.

Cromwell Racecourse Reserve Management Plan (RMP)

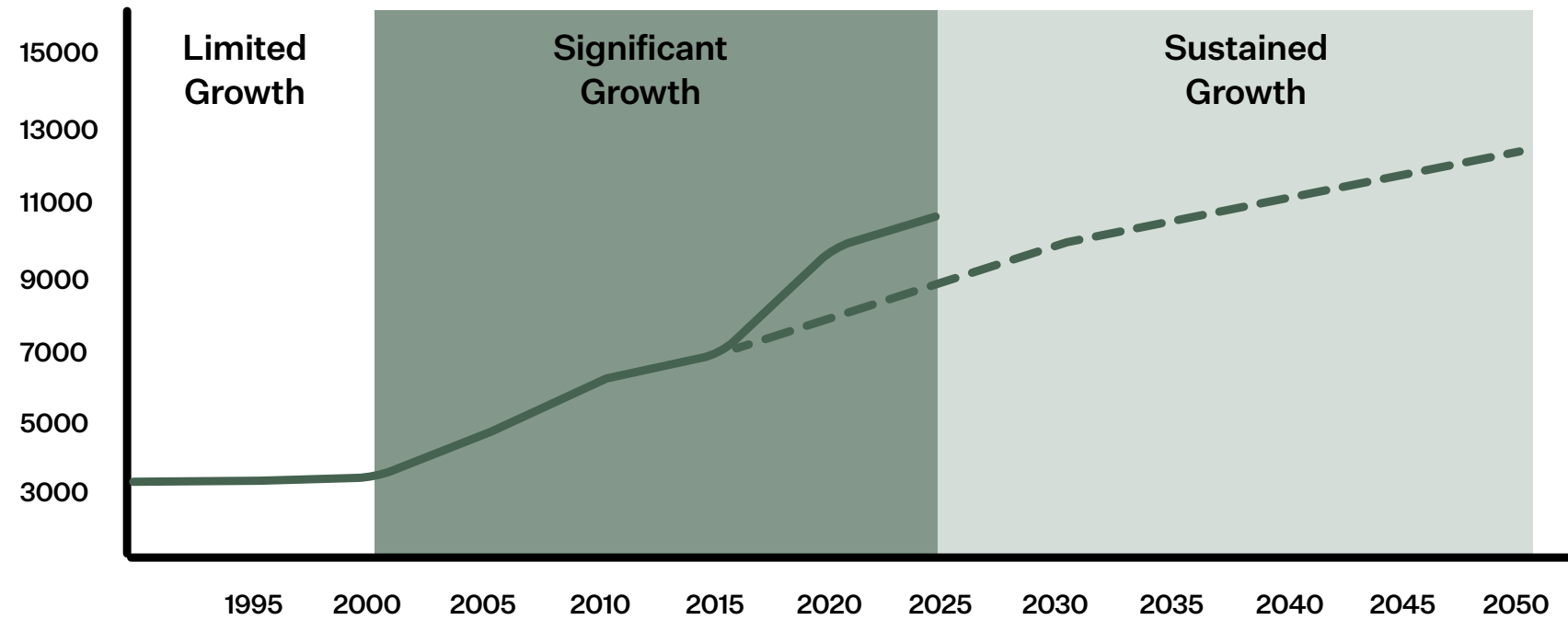
Prepared in 2000 the plan sets out Council’s framework for decision making with respect to use of land and facilities on the reserve. Currently an update to the plan is ongoing with a draft prepared in 2023. The RMP update will be finalised on completion of this plan.

The purpose of the management plan is to: “provide for and ensure the use, enjoyment, maintenance, protection and preservation, as the case may require, and, to the extent that the administering body’s resources permit, the development as appropriate, of the park for the purposes for which it is classified, and shall incorporate and ensure compliance with the principles set out in section 17 of this Act for a recreation reserve” section 41 (3).”

Cromwell Reserves Supply and Demand Assessment | 2022

Prepared in 2022 the assessment provided a survey and evidence based assessment for the current supply and demand of recreation facilities across most sporting codes in Cromwell Township. It also included an assessment of the equestrian facilities within the Racecourse Reserve. The objectives of the studies were to:

- Understand current sports field demand situation (current demand and current supply)
- Project future demand (use population growth, popularity of codes, known development plans)



- Identify land area required to meet the current and future demand

The assessment was based on the Sports Field Model developed by Sports New Zealand. The Model calculates demand in terms of hours of use for both competition (games) and training. Population growth projections were used to determine future demand, it was noted that the assessment focused on Cromwell Town population predictions and not ward based which Cromwell serves for its recreation needs (this plan allows for the variance). The demand hours per week are matched with the capacity of hours per week and any shortfall or surplus identified. Key exclusions of the assessment include:

- For demand; uses outside the peak community use times such as during the day on weekdays, school sports played on sports fields, turf or outdoor hard courts were excluded from the demand calculations
- For supply; any field including schools that CODC did not have a secured formal agreement in place were excluded from the supply calculations

The assessment found a shortfall in the number of sports fields available to meet the current, medium and long term predicted demands. Further details are found in the sports field supply and demand summary of this report.

1.5 Cromwell Population Trends

Cromwell has been undergoing a significant period of population growth since the early 2000’s and is predicted to grow at these increased rates for the foreseeable future. The above graph which has been prepared from

population data held by Statistics New Zealand¹ in terms of population up until 2024 as well as the predicted population growth identified in the Cromwell Spatial Plan²

Increased population is putting pressure on Cromwell’s current sport field facilities and this is driving increased demand which is predicted to continue into the future.

It is important to consider that the current population predictions are conservative when compared to actual growth over the past 10 years. In this period growth and significantly exceeded projections resulting in increased pressure of recreation facilities and infrastructure. It is likely that Cromwell will reach 12,000 in the next few years well ahead of the 2050 projection.

However increased population is also balanced with Cromwell’s aging population. The Cromwell Reserves Supply and Demand Assessment identifies that the optimum use of sports facilities is from participants in the age group between 5-49 considered the ‘Active Population’. Therefore predicted increase in population is currently driving demand but over time the rate of this increased demand will reduce due to aging demographics.

Nevertheless it is clear that Cromwell’s growth in population does require the need to consider options for investment and development of sports fields in the region to meet current and future demands.

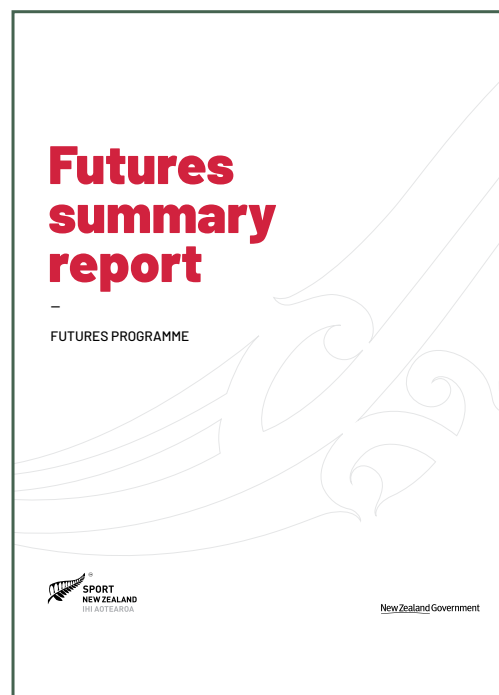
¹ <https://rep.infometrics.co.nz/Cromwell-basin/population/growth>

² Cromwell ‘Eye to the Future’ Masterplan Spatial Framework Stage 1 Spatial Plan 2019

1.6 National Sports and Equestrian Strategies

Futures Summary Report_ Sport New Zealand

The Futures Summary Report prepared in 2020³ provides an overview of the findings of the Sport New Zealand futures process focusing on the current state of sport in New Zealand and outlining what the preferred future might look like.



The key long term national challenges and trends are described below (refer to the Sport New Zealand website for further detail):

- Participation in traditional sports has declined over past few decades
- Changing lifestyles and motivations - less time / busier lives / more sedentary lifestyles
- Accessibility- difficulties in getting to or accessing facilities
- Economic cost is becoming a barrier (gear, fees, travel etc)
- Greater dependency on volunteers
- Need for diversification of opportunities, sports and active recreation
- Need for greater inclusion and multicultural approach
- Lack of integration and cooperation between groups
- Need for different power and decision-making structures

³ <https://sportnz.org.nz/futures-thinking/futures-reports/>

Guidance Document for Sports Field Development_ Sport New Zealand

Revised in 2019⁴ the document provides guidance in terms of sports field development in a four stage process. The intention of the document is to provide a 'A considered approach that encompasses the key issues .. [that]... will help to achieve a realistic sports field development that meets the needs of the local community'.



The first stage of the process is a needs analysis identifying who is using the fields, what they are using the fields for, when they are using them and for what level of need. This was carried out by Council in the Reserves Supply and Demand Assessment 2022.

The second stage is the sports field options analysis determining the appropriate type of surface to meet the requirements considering longevity, capital and whole of life cost and capability to meet demand. The four main types are: Sand-based field with natural grass

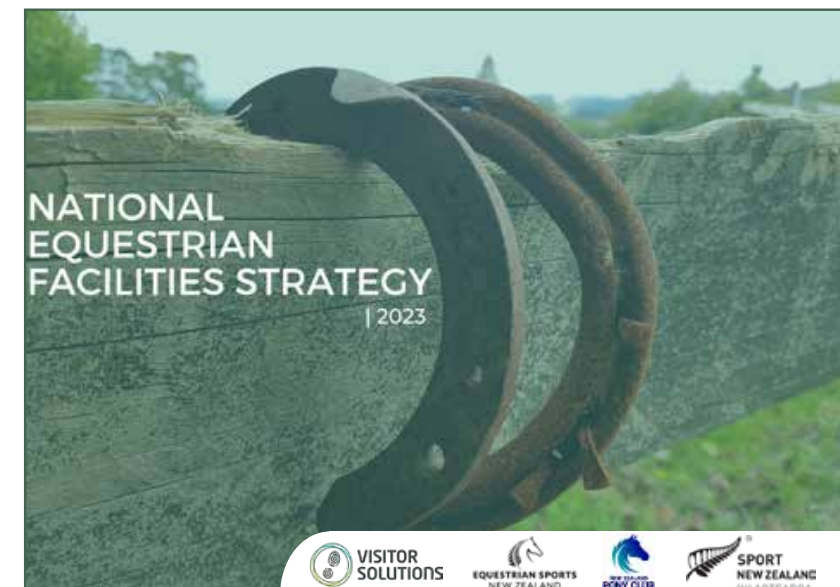
- Sand-based fields with hybrid turf reinforcement
- Artificial turf

For the purpose of this plan options have been prepared based on a baseline assumption of installing a soil-based field with natural grass. It is acknowledged that further investigation is required to determine the right type for Cromwell and that different options will effect the number of pitches required and the capital cost to install them.

National Equestrian Facilities Strategy_ Sport New Zealand

⁴ <https://sportnz.org.nz/resources/guidance-document-for-sports-field-development/>

The strategy⁵ was prepared in 2023 with the purpose to 'make equestrian activities more accessible by reducing barriers to participation'. The strategy recommends that key to success is to provide right facilities in the right locations and providing participants with quality experiences.



The key long term national challenges and trends as set out in the strategy include:

- Participation is in decline partly as a result of aging demographics
- Reliance on volunteer base whom are time poor
- Increased facility management requirements
- Environmental impacts and climate change effects
- Land pressure for alternative uses
- Decline in quality and upkeep of aging facilities
- Increased trend towards more casual use
- Willingness to travel - provides wide catchment for users
- Maximise use through shared access and partnerships

The strategy sets out a 5 tier hierarchy of equestrian sites, international, national, regional, district and local. The Cromwell Racecourse Reserve is considered a district level facility and although is not a key regional facility it does contribute to coverage of facilities across Otago and Southland.

⁵ <https://www.nzequestrian.org.nz/esnz/about-esnz/facilities-strategy/>

1.7 Regional Summary

Queenstown Lakes - Central Otago Sub-Regional Sport & Recreation Facility Strategy 2020

The strategy identifies a number of trends and issues that are relevant for Cromwell. A significant challenge for all winter field sports codes across both districts is the level of demand for training and the limitations on the availability of coaches and players. High demand for training is evident in the early evening in winter when not all fields are accessible due to the limited availability of training lights etc.

The strategy identifies that ‘Cromwell Racecourse presents an opportunity for the development of a large number of sports fields to meet the need for a larger regional and national tournament venue for field sports utilising the existing Racecourse facilities. Cromwell has the advantage of being centrally located in the Region and within reasonable travel time to sufficient commercial accommodation to meet the demand generated by a large tournament event’.

The key aspects of the strategy that relate to Cromwell are:

- Changing population demographics, growing faster than anticipated across both districts
- Aging facilities no longer fit for purpose and needing refurbishment
- Challenging geographic distribution of facilities across district centres
- Increased burden on volunteers, time poor but also increased administrative requirements
- Increased demand for ‘pay for play’ and the casualisation of sport alongside traditional club membership approach
- Opportunities for regional competition (hosting tournaments etc)
- Cromwell’s Anderson Park is a key regional asset especially for hockey with the international standard artificial turf
- Cromwell Racecourse Reserve presents an opportunity for the development of a regional hub for field sports due to its size and central location between centres

The strategy references the Hockey Facilities Plan (2018) which indicates a shortage of capacity in Queenstown, Cromwell and Alexandra. The full-size field in Cromwell owned by the Central Otago Sports Turf Trust is under pressure and demand management measures are being implemented to restrict its use.

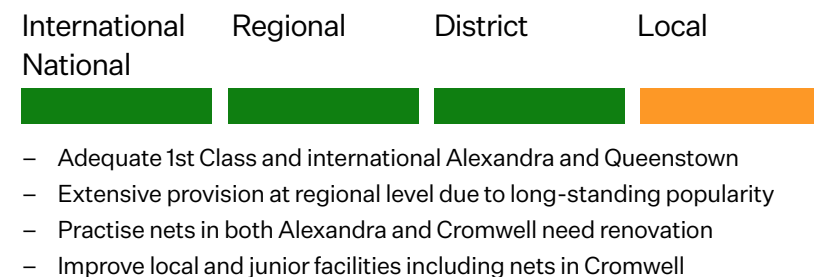
However, development of other part size turf areas is still recommended in the Hockey Facilities Plan to cope with strong growth in player numbers. A half turf is needed in Cromwell and or Alexandra to fill evident gaps in provision. This was confirmed when interviewing representatives of the Central Otago Sports Turf Trust as part of the engagement process in this plan.

1.8 Regional Field Sports - Gaps / Oversupply

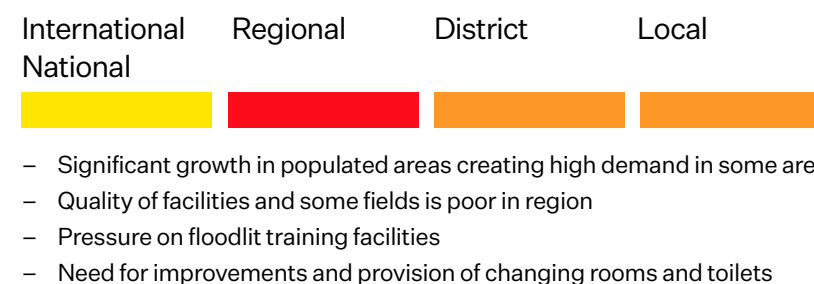
The following is a break down of the regional assessment in terms of the status of the main field based sports codes at the sub-regional level (across all population centres). The colour coded system (illustrated below) was developed within the strategy as a quick reference guide for the status of each code.

- No existing facilities at that level and no significant need identified for additional facilities to be developed.
- Marginal level of supply compared to need, minor demand management measures may be in place, negatively impacting on ability of sport code to promote participation.
- Adequate supply to meet need, no demand management measures in place, sport code able to promote participation.
- Significant facility challenges. Shortfall in supply compared to need, over supply / rationalisation required, demand management measures in place (e.g. limiting number of teams in competitions), sport code not able to promote participation.

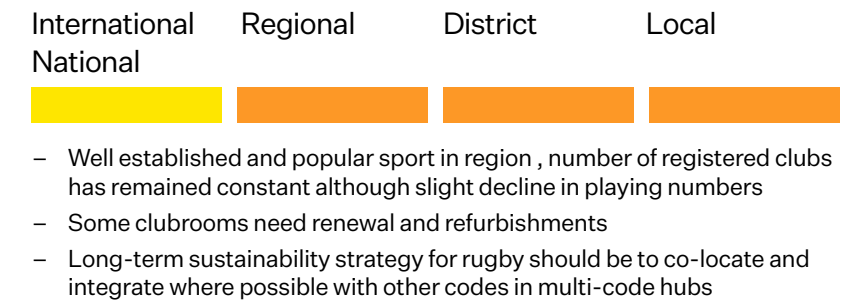
Cricket



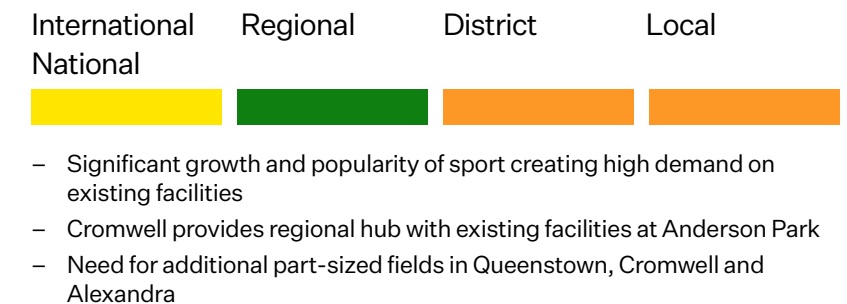
Football



Rugby



Hockey



1.9 Cromwell Sports Field Supply and Demand

The following is a breakdown of the supply and demand of field based sports based form analysis within the Cromwell Reserves Supply and Demand Assessment. Current, medium and long term needs are identified. This section also provides an overview of the current teams as confirmed in the engagement ‘check-in’ in November 2024 process undertaken in preparing this plan.

Current Sports Teams

The initial stage for the preparation of this plan was to ‘check in’ with the Central Lakes Equestrian Clubs, sports clubs and representatives of sports organisations in Cromwell. The following teams were confirmed for each code: (equestrian groups are identified in section 1.10)

- | | |
|--------------------------------|--|
| Football- Alpha St / College | Touch - Anderson Park |
| 1x senior woman’s team | 16x touch teams across grades within ‘shoulder session’ |
| 2x senior men’s teams | |
| 3x youth teams | |
| 18x junior teams | Cricket - Anderson Park / College |
| | 1x senior team |
| | 2x college teams |
| Rugby - Anderson Park /College | 2x intermediate teams |
| 3x senior teams | 4x juniors teams |
| 2x colts teams | 2x twilight |
| 4x youth teams | |
| 11x juniors teams | Athletics - College |
| | Cromwell currently used for practise with competition in Alexandra |
| Hockey- Anderson Park | |
| 3x Prem teams | |
| 3x Snr teams | |
| 4x Kwik teams | |
| 3x Kiwi teams | |
| 3x Mini teams | |
| + fun sticks | |

Cromwell Reserves Supply and Demand Assessment method:

The assessment based on the Sports Field Model developed by Sports New Zealand is a standardised approach to assessing the requirements and need for sports field development. The Model calculates demand in terms of hours of use for both competition (games) and training based on peak demand. Supply or capacity is based on identifying fields that are available for community use and the hours per day depending on time of year and provision of flood lights or not. The demand hours per week are matched with the capacity hours per week and any shortfall or surplus is identified.

Population growth projections were used to determine future demand. This was calculated as both total and ‘active population’ aged between 5 and 49 years of age making up 80-90% of participation. The population statistics used in the assessment was based on data for Cromwell Township which is significantly less than the wider Cromwell Ward population. As the ward is the catchment for Cromwell sports teams CODC has instructed this plan to adjust the demand by an additional 20% to accommodate the wider population base.

Assessment findings

The assessment found a shortfall in the number of sports fields available to meet the medium term 2030 and long term 2045 predicted demands. The results are tabulated below which have informed the option development requirements within this plan.

Supply	Current Provision	
	4x full sized fields equivalent	
Demand	Medium Term (2030)	Long Term (2045)
	8x full sized fields equivalent	12x full sized fields equivalent
Shortfall	Medium Term (2030)	Long Term (2045)
	4x full sized fields equivalent	8x full sized fields equivalent

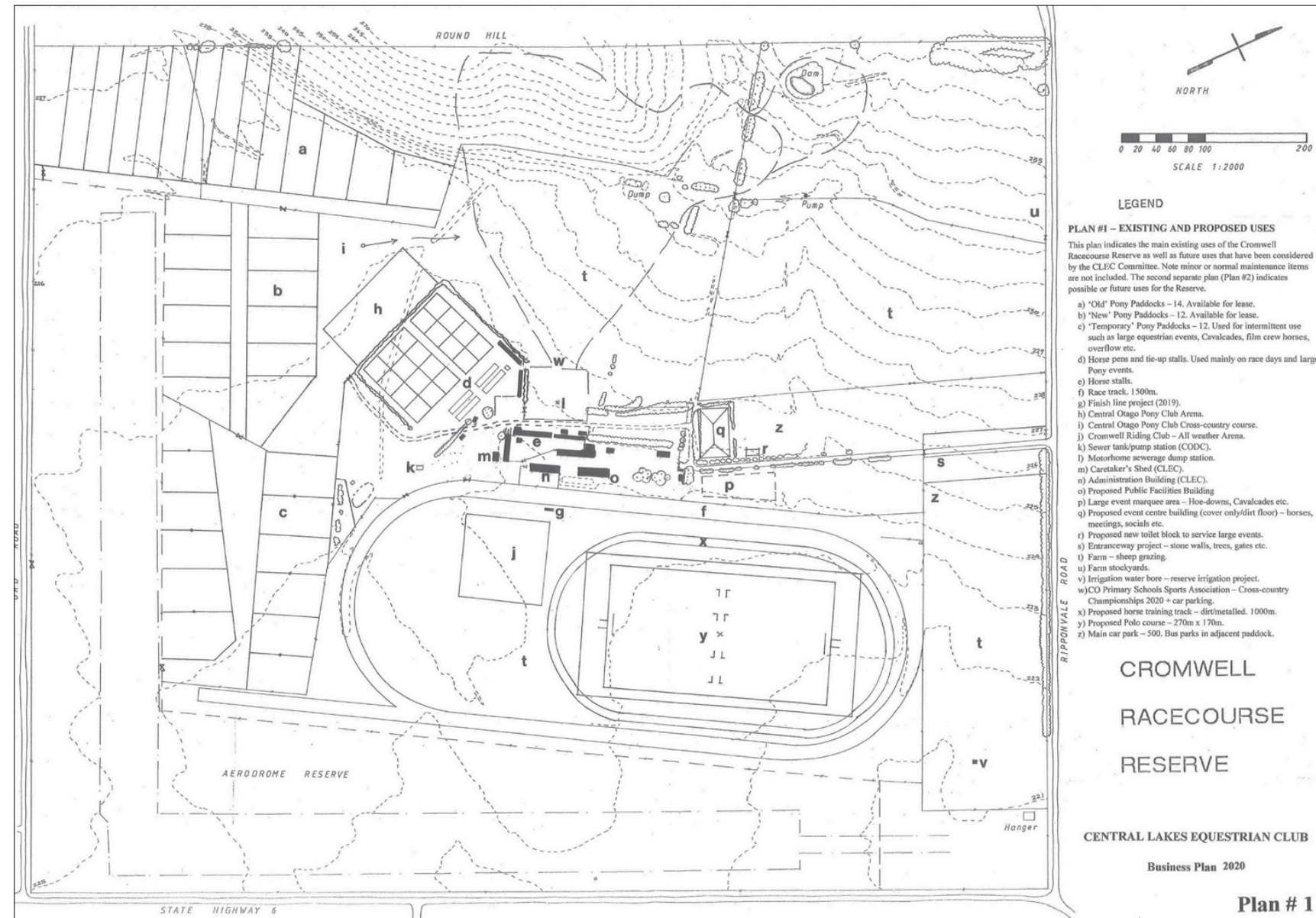
1.10 Cromwell Equestrian Users and Organisations Associated with the Racecourse Reserve.

The following is an overview of the current equestrian organisations that are associated with the Racecourse Reserve. The list was established in the Cromwell Racecourse Reserve Business Plan 2020-2030 and the Cromwell Reserves Supply and Demand Assessment. The user groups were confirmed in a 'check-in' meetings with the CLEC in November 2024.

- Central Lakes Equestrian Club
- Otago Racing Club
- Cromwell Harness Racing Club
- Wyndham Harness Racing Club
- Cromwell Riding Club
- Central Otago Pony Club
- Cromwell Pony Club
- Central Otago Dressage Club
- Racecourse Reserve Grazers

Other users The CLEC identified in their business plan a number of considerations and priorities for the Racecourse Reserve in its management over the 2020-2030 period.

- 156+ years of horse racing and equestrian history on the site
- The racecourse has regional importance providing various district level events
- Multiple diverse local and regional user groups throughout the year
- Important venue for hosting large outdoor events, festive fête, scout jamborees, motorhome conventions, field days etc
- Mixed financial model, community board grants and revenue from users
- Need for water to irrigate the racecourse, pony paddocks and event spaces
- Secure water for irrigation to align with future demand
- Renovation of facilities
- Re-establish all weather equestrian arena surface Secure water for irrigation
- Establish tree planting for shade
- Provide additional toilets for users
- Investigate potential for a multi-purpose covered arena



CLEC- Cromwell Racecourse Reserve Business Plan 2020-2030



1.11 Racecourse Reserve Site

JASMAX

Cromwell Racecourse Reserve Plan

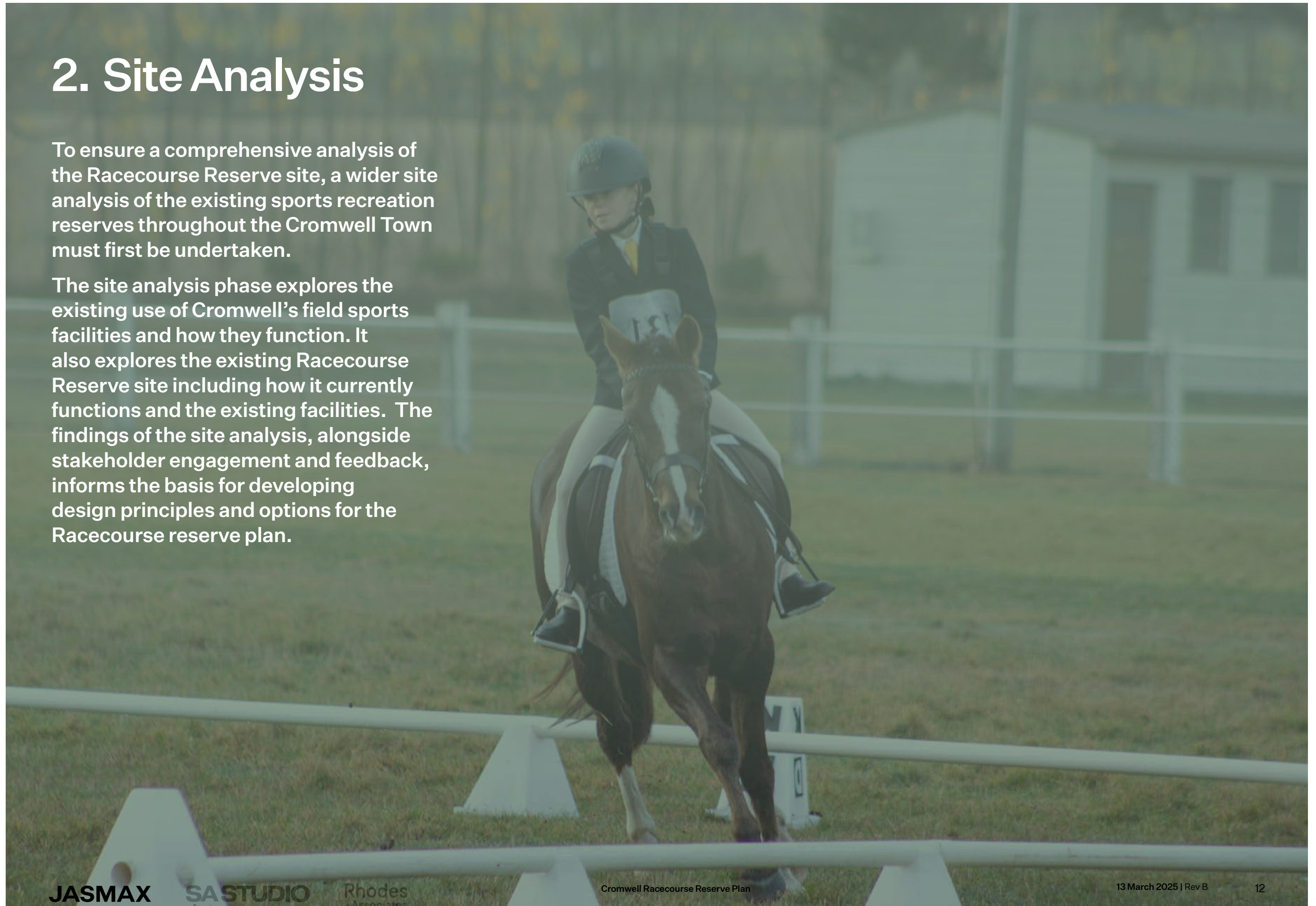
13 March 2025 | Rev B

11

2. Site Analysis

To ensure a comprehensive analysis of the Racecourse Reserve site, a wider site analysis of the existing sports recreation reserves throughout the Cromwell Town must first be undertaken.

The site analysis phase explores the existing use of Cromwell's field sports facilities and how they function. It also explores the existing Racecourse Reserve site including how it currently functions and the existing facilities. The findings of the site analysis, alongside stakeholder engagement and feedback, informs the basis for developing design principles and options for the Racecourse reserve plan.



25.2.3 NOTICE OF INTENTION TO PREPARE A RESERVE MANAGEMENT PLAN

Doc ID: 2397142

Report Author:	Gordon Bailey, Parks and Recreation Manager
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose of Report

To request that the Cromwell Community Board resolve to notify its intention to prepare a Reserve Management Plan for the Cromwell Racecourse Reserve.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to notify its intention to prepare a Reserve Management Plan for the Cromwell Racecourse Reserve legally described as Lot 1 Deposit Plan 301554 Cromwell District, comprising 91.4629 hectares, being part Certificate of Title 64/76.

2. Background

Section 41 of the Reserves Act 1977 describes that all recreation reserves shall have a Reserve Management Plan prepared by its administering body. The administering body of any reserve shall keep its management plan under continuous review, so that the plan is adapted to changing circumstances or in accordance with increased knowledge.

The Cromwell Racecourse Reserve comprises 91.4629 hectares and is situated on Ripponvale Road, Cromwell. The reserve has an existing Reserve Management Plan which was adopted in 2000. Since that time the reserve has been managed under a lease agreement between Central Lakes Equestrian Club Committee Incorporated, (the Committee). The lease will expire on 30 June 2042.

Council has recognised the rapid population growth in Cromwell where demand on existing sporting facilities is at capacity. Recently Council initiated a project to investigate the possibility of accommodating both equestrian and community recreation activities within the Racecourse Reserve area. The results of this project indicated that it was possible to accommodate both activities within the reserve with some realignment of existing activities over time.

To facilitate this, a new plan is required as.

- The existing plan is no longer reflective of the current management situation and future aspirations for the reserve.

- A new plan would provide for future development opportunities within the reserve and reflect any pressures, constraints, conflicts, and opportunities.
- The age of the existing plan.

3. Discussion

The Reserves Act 1977 requires Council to consider the following when preparing a management plan for a recreation reserve:

“provide for and ensure the use, enjoyment, maintenance, protection and preservation as the case may require and, to the extent that the administering body’s resources permit the development, as appropriate, of the reserve for the purposes of which it is classified.”

The essential features of the management planning process are:

- A deliberate assessment of the resource and other planning considerations such as pressures, constraints, conflicts, and opportunities
- An assessment of the reserve in the overall land use pattern
- The determination of management policies supported by criteria
- The incorporation of regular monitoring and review to ensure that the plan remains relevant under changing circumstances and demands

Under part 6 - Policy 8 of the Cromwell Racecourse Management Plan 2000 states – *“that the plan should be reviewed every five years to ensure that the general public and user groups have the opportunity to express their views on the management of the reserve on a regular basis”*.

Over the years, the reserve has had and continues to have enthusiastic and committed volunteers managing and developing it on behalf of Council and the community. It is essential that through the draft management plan process this group forms part of the planning process, particularly to provide input into the draft plan.

Direct consultation with the Committee and other user groups will be undertaken to seek their views on how the reserve should be managed on behalf of the community. This information will then be collated and included in the draft plan that will be publicly notified for two months seeking public submissions.

All submissions received will be considered by the Board where it will also hear from those who wish to speak to their submission in person. Recommendations from the submission process will then be included into the final plan before adoption and becoming operative.

The new Cromwell Racecourse Reserve Management Plan will provide clear policy and objectives for managing the reserve into the future.

It is noted the land while gazetted as Recreation Reserve also sits under the Cromwell Racecourse Reserve Act 1876. The requirements of this act will be considered as part of this Reserve management Plan process.

The recently developed draft Cromwell Racecourse Recreation Plan for this reserve will form part of the consultation process to ensure the views of the wider community can be considered.

The Recreation Plan once approved will sit as an appendix in the Reserve Management Plan and will provide for future growth and development within the reserve. Once the Reserve Management Plan has been adopted implementation of the Recreation Plan will not require further formal consultation under the Reserves Act 1977.

The Reserves Act 1977 process is set out below.

Relevant Sections of the Reserves Act	Public Consultation	Description of Activity	Phase
Section 41(5)	Optional	Council notifies the public that it is preparing a management plan and calls for suggestions (1 month)	Management Planning
Section 41(5)c		Public submissions are received and incorporated into a draft management plan	
Section 41(6)a-c	Mandatory	A draft management plan is developed and made available to the public for comment (2 months)	
Section 41(6)d		The draft management plan is edited to incorporate input from public submissions	
Section 41(6)d		The final document is presented to Council for adoption	

4. Financial Considerations

Budget for the development of the Reserve Management Plan is included within existing budgets.

5. Options

Option 1 – (Recommended)

Resolve to notify intention to prepare a Reserve Management Plan for the Cromwell Racecourse Reserve.

- This will support Council’s obligations under the Reserves Act 1977 to renew its existing Reserve Management Plan for the Cromwell Racecourse Reserve.

Disadvantages:

- No disadvantages have been identified.

Option 2

Do not resolve to notify intention to prepare a Reserve Management Plan for the Cromwell Racecourse Reserve.

Advantages:

- No advantages have been identified.

Disadvantages:

- This will not support Council's obligations under the Reserves Act 1977 to renew the Reserve Management Plan for the Cromwell Racecourse Reserve.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by publicly calling for submission on the future direction of the Cromwell Racecourse Reserve.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Cromwell Racecourse Reserve Management Plan 2000.
Considerations as to sustainability, the environment and climate change impacts	No environmental impacts are envisaged.
Risks Analysis	No risks have been identified.
Significance, Consultation and Engagement (internal and external)	Consultation will be undertaken in accordance with sec 119 Reserves Act 1977.

7. Next Steps

It is intended to skip Section 41(5) as this step is only generally used when preparing a plan for the first time. This reserve has an existing reserve management plan.

Targeted consultation will take place with the Committee and other user groups as part of the draft plan's preparation.

Once the draft plan is prepared it will be presented to the Board for approval to publicly notify for two months, seeking public submissions in accordance with the Reserves Act 1977.

The Board will consider all submissions and hear those who wish to present their submission in person before approving a final draft plan and recommending that Council adopt the Plan under its delegated authority on behalf of the Minister of Conservation.

8. Attachments

Nil

25.2.4 CROMWELL HALL OPERATING DECISIONS

Doc ID: 2396438

Report Author:	Genevieve Chrystall, Facility Experience Manager
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose of Report

For the Board to receive a progress report on the ‘go live’ operations of the Cromwell Memorial Hall and make regular recommendations to Council on how the Cromwell Memorial Hall could operate.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council that the Cromwell Memorial Hall will be a Council run facility for the first three years of operation with a review to be completed in the 2030-2040 Long-term Plan.
- C. Appoints Board member Sarah Browne to be an advisor to the Cromwell Memorial Hall project team.
- D. Notes the resolution from Council’s 30 October 2024 meeting, “To fund the Cromwell Museum within the new Cromwell Memorial Hall complex with funding to come from Council”.
- E. Notes that the Board will receive a regular summary of activities and updated timeline on operational progress to the facility opening in July 2026.
- F. Notes that the operations team is working towards achieving five key communication outcomes.
- G. Notes the Board has been presented with the forecast financial model and notes the importance of paying down the loan as soon as possible to reduce impact on rates, through land sales.

2. Background

In 2023, the Cromwell Community Board and Council resolved to build a new memorial hall / facility for Cromwell and wider Central Otago community. There is now significant progress on the new build and staff are working on the operating model to bring the facility to life with a target date of July 2026.

At the Cromwell Community Board workshop in February, staff presented an update on progress to date, covering:

- An overview of funding - costs to run the facility
- Pros and cons of a Council run facility vs running the facility as a CCO

- An overview of the timeline of activities that the operations team is working through
- A list of communications goals

Staff will be providing an update on progress at each Community Board meeting until further notice.

3. Discussion

In February 2025, staff had a workshop with CCB discussing various components of how the CMH will operate. This report is a summary of those discussions for the community board to resolve.

Funding and utilisation

In the first year of operation the Cromwell Memorial Hall will have a strong community focus with the aim of getting as many members of the community as possible through the doors. It was also discussed that the first year of operating the Hall may have 'teething issues' to iron out being a new build. A longer-term usage target of 70% community usage and 30% commercial usage and aim to be a 7 day a week (360 days/year) operation, averaging 74-hour weeks with late night Thursday, Friday and Saturday.

Financial model

The below provides the indicative cost to operate the Cromwell Memorial Hall to the level of service the community board consulted on in the 2021-31 Long-term Plan.

Cromwell Memorial Hall Indicative Budgeting										
	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34
Staffing Recovery	-350000	-806000	-822120	-846784	-872187	-898353	-925303	-953062	-981654	-1011104
Operational Recovery (Utilities, R&M)	-100000	-526444	-611657	-628390	-645593	-663280	-681466	-700164	-719389	-739157
Operational Cost	-450000	-1332444	-1433777	-1475173	-1517780	-1561633	-1606769	-1653226	-1701043	-1750261
Income - Revenue		100000	200000	300000	400000	500000	525000	551250	578812.5	607753.1
Total Net Cost	-450000	-1232444	-1233777	-1175173	-1117780	-1061633	-1081769	-1101976	-1122231	-1142507
Interest on loan	1000000	1000000	1000000	1000000	1000000					
Depreciation (short, mid, L/term)		-1153988	-1177414	-1200138	-1223300	-1246910	-1270975	-1295505	-1320509	-1345994
CCO - Governance	150000	150000	150000	150000	150000	150000	150000	150000	150000	150000

Operating

The Board discussed operating the facility as either a fully leased facility, Council run or a CCO. Given timing and the work that needs to be done, and the benefits the Community Board would like to see for the community, a Council run facility in the first three years with a review would be the best course of action.

Communication goals

The following goals were discussed with the Board:

- Clear vision of why the facility exists
- Community sees it as theirs
- Connection to the land, the history, our Regional Identity
- Community is excited about it
- National awareness of (and interest in) its existence

Board representative

Given the timeline that the operating model is being developed in, the Board is keen to have an advisor to the project group.

4. Financial Considerations

Costs to develop the operating model of the Cromwell Memorial Hall have been included in the 2025-34 Long-term Plan.

5. Options

Option 1 – (Recommended)

The Board accepts the recommendations at the start of this report.

Advantages:

- Progress on the operations of the Cromwell Memorial Hall will continue as planned.

Disadvantages:

- No disadvantages identified.

Option 2

The Board does not accept the recommendations at the start of this report.

Advantages:

- No advantages have been identified.

Disadvantages:

- The project is slowed down increasing the risk of a delay in operational readiness.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social, cultural, environmental and economic wellbeing of communities, in the present and for the future by ensuring the operations of the new Cromwell Memorial Hall progresses in a timely manner to offer a multi-purpose facility for the community.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	2021-31 Long-term Plan
Considerations as to sustainability, the environment and climate change impacts	No sustainability implications.
Risks Analysis	This is a large capital project being built at the same time as the operating model is being developed. A risk register identifying key operational risks is updated and reviewed regularly.
Significance, Consultation and Engagement (internal and external)	There are no consultation implications relating to this decision. All interested parties have been engaged internally and the project group has regular meetings to update on progress and discuss operational activities that need to be completed.

7. Next Steps

The operations team will continue to work through the activities timeline and provide regular progress updates to the Board.

8. Attachments

Nil

25.2.5 OLD CROMWELL LAKEFRONT MANAGEMENT PLAN

Doc ID: 2401468

Report Author:	Zelda Zeelie, Statutory Property Team Leader
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose of Report

To consider the extension to the area contained in the Management Agreement between Central Otago District Council, (the Council) and Land Information New Zealand (LINZ) for the maintenance and management of the Lakefront of the Old Cromwell Township to provide for the subsequent extension of the Lease agreement between the Council and Old Cromwell Incorporated for the reconstruction of a replica Chinese Village.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to apply to Land Information New Zealand to amend the Management Agreement of the Lakefront of the Old Cromwell Township to include the extended area as indicated in blue on Figure 1 of this report.
- C. Agrees to the variation to the lease agreement between Council and Old Cromwell Incorporated to include the extended area.
- D. Agrees to Old Cromwell Incorporated to enter into a Memorandum of Understanding with Cromwell & Districts Community Trust to enable the construction of the replica Chinese Village once approval from the board for the construction and plans have been obtained.
- E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution

2. Background

In September 2005 Council entered into a Management Agreement with LINZ for the management of LINZ land located along the banks of Lake Dunstan indicated in red on Figure 1 below.

The Management Agreement was extended on 13 September 2019 with a final expiring date of 31 July 2034.

In 2019 Council entered into a further lease agreement with Old Cromwell Incorporated for them to manage the land and its use for recreational and beautification purposes and for preservation of the historic buildings with final expiry date of 28 February 2033.

In August 2022 Old Cromwell Incorporated applied for Resource Consent (RC230369) for the reproduction of historic building and foundations for the Cromwell Chinese Settlement Project which was approved on 29 January 2024. See Appendix 1 of this report.

Application however needs to be made to LINZ for the extension of the area of the Management Agreement to include the area in indicated in blue on Figure 1 of this report. Permission is therefore requested to engage with LINZ to extend the area of the management agreement and that Council as head manager are comfortable with the proposal, given that if Old Cromwell Incorporated is disbanded Council will be responsible for the areas upkeep.



Figure 1 – Extension to Managed Area

3. Discussion

All the necessary approvals have been obtained and Resource consent obtained for the reproduction of the Chinese Settlement. This will enhance the historical value of the Old Cromwell Township and would have little impact on the land.

Initial discussions with LINZ and Cromwell Districts Promotions Incorporated (CDPI) indicated that LINZ would enter into a separate agreement with CDPI. LINZ have now advised that they would only enter into a Management Agreement with Council and not a community group.

The process required is that Council applies to LINZ to extend the existing Management Agreement to include the additional area shown in Fig 1 of this report.

Once the Management Agreement between the Council and LINZ is amended, a deed of variation needs to be made to the lease agreement between Old Cromwell Incorporated and subsequently Old Cromwell Incorporated then needs to enter into a Memorandum of Understanding with the Cromwell & Districts

4. Financial Considerations

There will be no financial implications for the Council. The amendment to the Management Agreement with LINZ and subsequent amendment to the Management Agreement between Council and Old Cromwell Inc will be completed under delegation.

It is noted that in agreeing to an extension of the management agreement for the construction of a Chinese Village Council will ultimately be liable for maintain any asset within that agreement should the lessee go into recess at any point in the future.

Costs to develop and maintain the Chinese Village will be covered by other parties not Council.

5. Options

Option 1 – (Recommended)

- A. Receives the report and accepts the level of significance.
- B. Agrees to apply to Land Information New Zealand to amend the Old Cromwell Township Lakefront Management Agreement to include the extended area as indicated in blue on Figure 1 of this report.
- C. Agrees to the variation to the lease agreement between Council and Old Cromwell Incorporated to include the extended area.
- D. Agrees to Old Cromwell Incorporated will enter into a Memorandum of Understanding with Cromwell & Districts Community Trust to enable the construction of the replica Chinese Village once approval from the board for the construction and plans have been obtained.
- E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

Advantages:

- The further enhancement of the historic site at Old Cromwell Township.
- The potential risk for future cost to Council to maintain the additional structures.

Option 2

Do not agree to apply to Land Information New Zealand to amend the Old Cromwell Township Lakefront Management Agreement to include the extended area as indicated in blue on Figure 1 of this report.

Advantages:

- Council will avoid the potential risk in future maintenance of the additional structures.

Disadvantages:

- The opportunity to enhance the historic value and experience of the Old Cromwell Township will be lost.
- Council will be seen to block any Historical enhancements of the site.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the (social/cultural/economic/environmental) wellbeing of communities, in the present and for the future by enhancing the historical value and experience at the Cromwell Old Township.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The decision is consistent with Council District Plan and policies.
Considerations as to sustainability, the environment and climate change impacts	The necessary resource consent has been approved in accordance with sections 95A to 95G of the Resource Management Act 1991.

	No environmental impact envisioned
Risks Analysis	Potential risk for future cost to Council of the additional structures.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.

7. Next Steps

Application to LINZ for the extension of manage area as per inclusion into the managed area set out in [blue](#) on Figure 1.

The further amendment of the Lease agreement with Old Cromwell Incorporated and subsequent Memorandum of Understanding between Old Cromwell Incorporated and Cromwell & Districts Community Trust to enable construction of the replica Chinese Settlement after obtaining the approval of the board for the construction and plans.

8. Attachments

Appendix 1 - 230369 Decision [↓](#)

25.2.6 CONSTRUCTION OF RETAINING WALL AT OLD CROMWELL TOWNSHIP

Doc ID: 2401432

Report Author:	Zelda Zeelie, Statutory Property Team Leader
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose of Report

To consider the request for permission from Old Cromwell Incorporated (Lessee) to construct a retaining wall at the eastern entrance to the Cromwell Heritage Precinct as indicated on Figures 1 to 3 of the report.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the request from Old Cromwell Incorporated for the construction of a small retaining wall at the eastern entrance to the Cromwell Heritage Precinct as shown in Figures 1 to 3 of the report.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

2. Background

In terms of the lease between Central Otago District Council (Council) and Old Cromwell Incorporated (Lessee) approval needs to be given for any changes they wish to make to the leased area.

The Lessee applied for permission to construct a retaining wall as indicated on Figure 1 of the report 80 metres in length, 50 metres of which will be 600mm high and the remaining 30 metres 400mm high. There will be 100 x 100mm H4 tanalised posts concreted into the ground 1 metre apart to hold the wall into position which the 200x 45mm tanalised timber to be attached. A basic drawing of the wall is shown in Figure 2 of the report. The reason for this construction is to keep the soil and stones from falling onto the Lake Dunstan Cycle trail. The wall will be constructed by a qualified building contractor and will complement the other two retaining walls that were built as part of the Lake Dunstan Cycle Trail. Examples as shown in Figure 3 of the report.



Figure 1

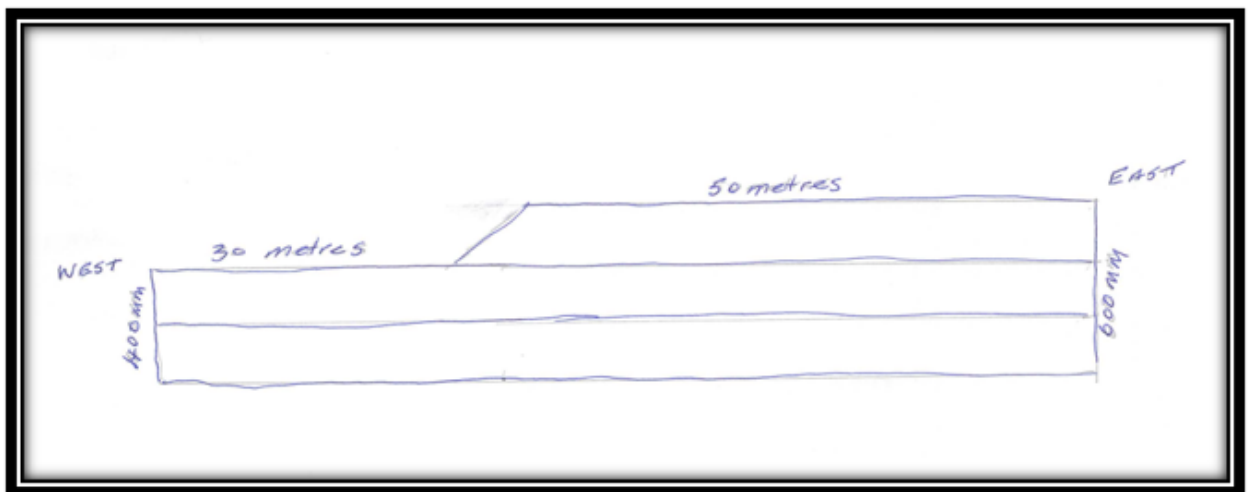


Figure 2

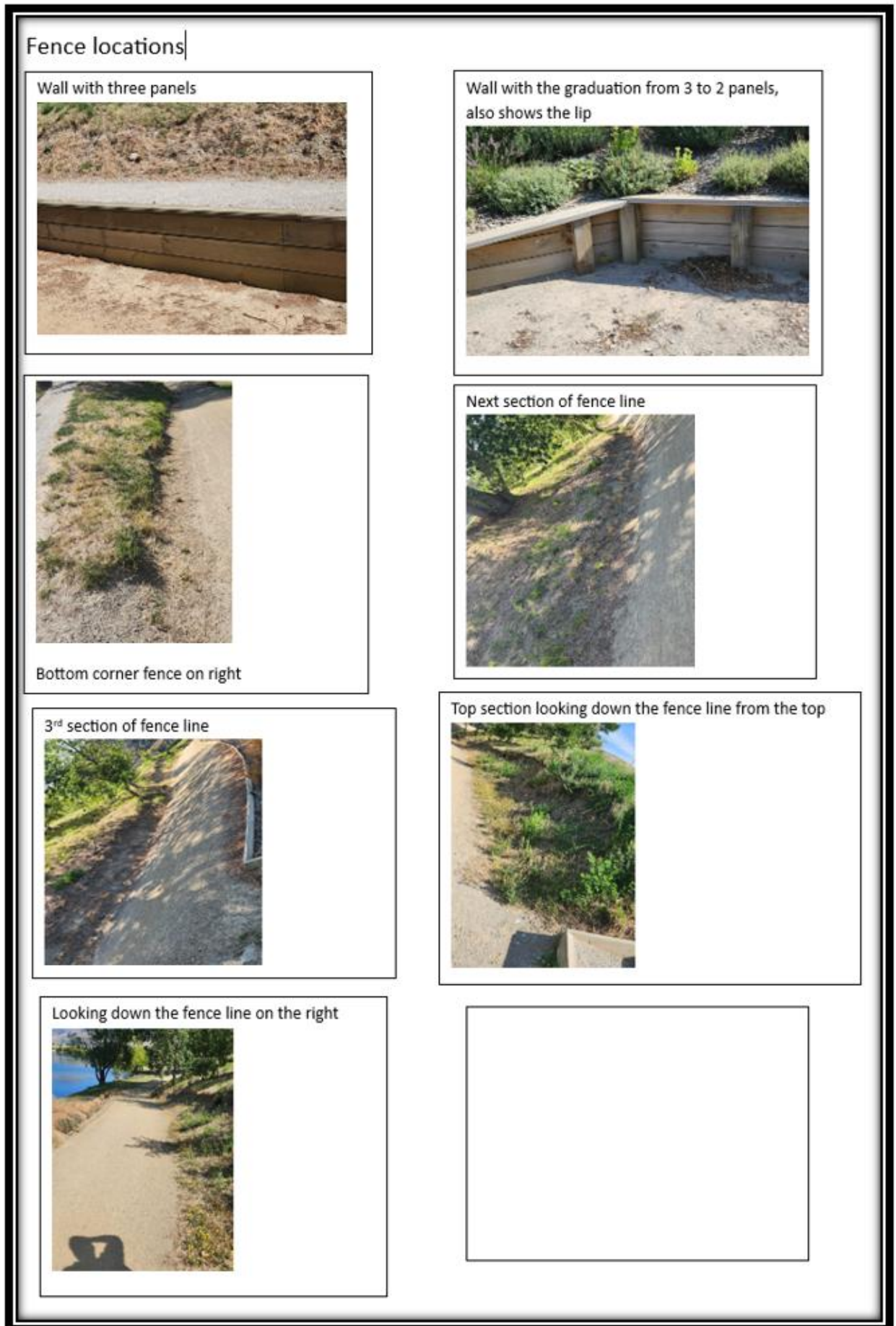


Figure 3

3. Discussion

The Building Unit confirmed that the wall does not require a building consent.

The construction of the wall will enhance the safety of the cyclist on the Lake Dunstan Cycle Trail.

4. Financial Considerations

The cost of the construction of the wall will be carried by the Lessee and not Council.

5. Options

Option 1 – (Recommended)

- Receives the report and accepts the level of significance.
- Approve the request from Old Cromwell Incorporated for the construction of a small retaining wall at the eastern entrance of the Cromwell Heritage Precinct as shown in Figures 1 to 3 of the report.
- Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

Advantages:

- Improvement to the safety of cyclist on the Lake Dunstan Cycle Trail.
- Improvement to the landscaping of the Cromwell Heritage Precinct.

Disadvantages:

- The potential risk for future cost to Council to maintain the additional structure.

Option 2

Denies the request of Old Cromwell Incorporated for the approval for the construction of a small retaining wall at the eastern entrance of the Cromwell Heritage Precinct as shown in Figures 1 to 3 of the report.

Advantages:

- Council will avoid the potential risk in future maintenance of the additional structure.

Disadvantages:

- The risk remains to the safety of cyclist on the Lake Dunstan Cycle Trail.
- No improvement to the landscaping of the Cromwell Heritage Precinct.

6. Compliance

<p>Local Government Act 2002 Purpose Provisions</p>	<p>This decision promotes the (social/cultural/economic/environmental) wellbeing of communities, in the present and for the future by improving the safety of cyclist on the</p>
--	--

	Dunstan Cycle Trail and the overall landscaping of the Cromwell Heritage Precinct.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The decision complies with the requirements of the Building Act.
Considerations as to sustainability, the environment and climate change impacts	No known impacts on sustainability, the environment and climate change.
Risks Analysis	Potential risk for future maintenance cost to Council of additional structures.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.

7. Next Steps

Advise Old Cromwell Incorporated of the decision of the board to enable them to proceed with the construction of the retaining wall.

8. Attachments

Nil

25.2.7 UPDATE ON CROMWELL WATER TREATMENT PLANT AND BOREFIELD UPGRADE

Doc ID: 2385346

Report Author:	Jane Walker, Executive Assistant - 3W
Reviewed and authorised by:	Julie Muir, Group Manager - Three Waters

1. Purpose

To provide the Cromwell Community Board with information regarding the Cromwell water treatment plant and borefield upgrade.

Recommendations

That the report be received.

2. Discussion

Council considered procurement of Cromwell water treatment plant and borefield upgrade at its meeting on 29 January 2025.

Council resolved:

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves procurement of a new treatment plant at the reservoir site near McNab Road and an upgrade of the borefield between Lake Dunstan and the Alpha Street recreation reserve, with tenders evaluated using the weighted attribute method with a 40% price weighting.
- C. Authorises the Chief Executive Officer to award the work to the preferred contractor following the procurement process provided that the tendered amounts are within the approved budget and subject to the revised Procurement Policy being adopted (25.1.14).
- D. Notes that consideration of the future use of the existing treatment buildings will occur within the next 12 months.

The report provided to Council is appended for information.

3. Attachments

Appendix 1 - Council Report.pdf [↓](#)

25.2.8 ROAD NAME APPROVAL REPORT - WOONG TREE STAGE 5 AND 6

Doc ID: 2395935

Report Author:	Faye Somerville, Roding Administration Assistant
Reviewed and authorised by:	Quinton Penniall Infrastructure Manager

1. Purpose of Report

To consider a request to name two new roads within the Woong Tree Development, Cromwell.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Agrees that the two new roads within the Woong Tree Development be named Petrichor Court and Muller Court.
-

2. Background

Two new roads are to be named in the Woong Tree Development (Stage 5 and 6) off Plover Court.

Road naming within the district is governed by the 'Road Naming' policy outlined in the Council's Roding Policies 2015, which aligns with the Australian/New Zealand Standard for rural and urban addressing (AS/NZS 4819:2011).

Developers are required to propose a preferred name for consideration and approval by the relevant Community Board, along with two alternative names.

In accordance with the policy and the Standard, proposed road names must:

- Consist of a single word or surname.
- Be non-offensive.
- Be easily pronounced, spelled, and understood.

Additionally, within the Central Otago District, a proposed name must not:

- Duplicate an existing road name.
- Be similar in spelling or pronunciation to an existing road name.

If a proposed name is derived from te reo Māori, it must be endorsed by Iwi.

3. Discussion

The roads proposed for naming are highlighted in red and marked as (3) and (4) on the attached plan (Appendix 1).

Rex Johnson has submitted the attached proposal (Appendix 2) on behalf of Wooing Tree Estate. A long-time resident of Cromwell, Rex has a deep appreciation for the region's history and scenic walking trails. He and his sister, Pauline, were the first residents of Bragato Way in Wooing Tree Estate.

The proposed names for consideration by the Cromwell Community Board are:

- Petrichor Court (Road 3) – Inspired by the distinctive aroma of rain on dry earth, a familiar scent in Central Otago. The term "petrichor" is commonly used in wineries to describe the aromas associated with grape growing and wine tasting.
- Muller Court (Road 4) – Named after Otto Muller, the original designer of the iconic "Big Fruit" sculpture, a well-known landmark on State Highway 8B.

Alternative names for consideration include:

- Arthur – In recognition of Leslie Arthur, a gold miner and stonemason.
- Chalmers – A reference to Nathaneal Chalmers, a pastoralist and adventurer who was guided by a Māori Chief from Mataura into the hinterland.
- Vulcan – Named after the New Zealand Railways Rail Motor units, commonly referred to as "Vulcans" by the community.

Further details and research on these name proposals can be found in Appendix 2, as provided on behalf of the applicant.

4. Financial Considerations

All costs for the application and road signage will be met by the developer.

5. Options

Option 1 – (Recommended)

Name the roads Petrichor Court and Muller Court.

Advantages:

- Names are the preferred choice of the developer.
- Names acknowledge the historic evolution of Cromwell.
- Names comply with Council policy.

Disadvantages:

- None identified.

Option 2

Select one of the alternative names Arthur, Chalmers or Vulcan.

Advantages:

- Names comply with Council policy.

Disadvantages:

- Names are the alternative names provided by the developer.

Option 3

Decline the names provided by the developer and select names from the approved road name lists (attached as Appendix 3 and 4).

Advantages:

- Names comply with Council policy.

Disadvantages:

- Names are not the preferred choice of the developer.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by providing clear direction to access points for emergency services.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Decision is consistent with other policies.
Considerations as to sustainability, the environment and climate change impacts	Managing change while protecting and enhancing our culture, heritage and landscape is one of the council's sustainability goals. Road naming has the ability to celebrate culture and heritage aspects of the area. Road naming has no climate change impacts or benefits.
Risks Analysis	Approval of these road names presents no discernible risk.
Significance, Consultation and Engagement (internal and external)	The decision does not trigger engagement under the Significance and Engagement Policy.

7. Next Steps

Council confirms the road name. Council sends a copy of the resolution to the Register-General and the Surveyor-General.

8. Attachments

Appendix 1 - Plan - Wooing Tree Stage 5 and 6.pdf [↓](#)

Appendix 2 - Road name submission - Wooing Tree Estate.pdf [↓](#)

Appendix 3 - Aukaha List of Approved Māori Road Names.docx [↓](#)

Appendix 4 - Cromwell Community Board list of approved road names.docx [↓](#)

25.2.9 SPEED MANAGEMENT CONSULTATION PROPOSAL

Doc ID: 2403366

Report Author:	Holly Laverick, Roading Asset Engineer
Reviewed and authorised by:	Quinton Penniall Infrastructure Manager

1. Purpose of Report

To consider and provide feedback on the updated speed limit proposals for the Cromwell Ward.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Recommends the proposed speed limits for the Cromwell Ward to Council.
-

2. Background

In 2023-2024, Central Otago District Council (CODC) consulted on a draft Speed Management Plan (SMP). This was later approved by both Council and the New Zealand Transport Agency Waka Kotahi (NZTA). As discussed in the Report for Information to Council on 18 December 2024, the release of the *Land Transport Rule: Setting of Speed Limits 2024 (the Rule)* nullified the Speed Management Plan before the speed limit changes could be implemented. A copy of the report is attached.

3. Discussion

Due to the strong public support shown for the previous Speed Management Plan, Council will be presented with a proposal to re-consult with the community and stakeholders. Where possible, the new proposals match the previous. However, requirements under the new Rule have led to the amendment, removal or addition of some speed zones.

The new setting of speed limits rule takes a prescribed approach to permanent speed limits, by designating speed ranges for different road classes. The updated speed limit proposals align with these new standards. Please refer to *Appendix 2: Speed Management Proposals – Maps*.

Some changes from the previous Speed Management Plan include:

- Cambrians speed limit reduced to 30km/h, rather than 40km/h.
- St Bathans speed limits now ranging from 30-60km/h.
- Inclusion of the Pisa Moorings 40km/h speed zone (in part).
- Option to consult on both 60km/h or 80km/h on Maori Point Road.

- Inclusion of Munro Road, Church Lane and Jolly Road – proposed at 80km/h to align with State Highway 8 speed zone.
- Two partial reversals of existing speed limits: Shortening the previous 50km/h zones to match the road class on Earnsclough Road and Ranfurly-Patearoa Road.
- Removal of some speed limits that are no longer compliant under the Rule, including Partridge Road, Sunderland Street (north end) and Fruitgrowers Road.

The new speed limit rule increases public consultation requirements. Despite the robust public consultation undertaken by Council for the previous SMP, the submission feedback will not be accepted by the NZTA. The consultation time frame has increased to six weeks (previously four). Additional information is also required, including cost-benefit disclosure statements, which is a breakdown of the travel time impacts, implementation costs and safety impacts of each individual road rather than the wider proposed speed area, as was previously allowed.

4. Financial Considerations

The consultation and subsequent signage installation costs will be met by existing roading budgets.

5. Options

Option 1 – (Recommended)

Recommend to Council the complete list of proposed speed limits.

Advantages:

- More efficient public consultation process, considering the increased timeframes under the new Rule.
- Better potential speed limit outcomes for the wider district.
- Reduced likelihood of service requests from communities with previously approved speed limit reductions.
- New plan includes additional speed proposals, highlighted by recent service requests.

Disadvantages:

- Negative public opinion – due to recent consultation on a broadly similar proposal.
- Higher preliminary workload than “do nothing” option. (Significant increase in information to support the consultation is now required.)

Option 2

Do nothing.

Advantages:

- No costs associated with preliminary work, consultation and implementation.

Disadvantages:

- Worse speed / safety outcomes for the district.
- Inconsistent speed zones near certain schools (Omakau and Tarras).
- Community dissatisfaction in areas where there has been strong advocacy for speed reductions.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by meeting the requirements of the Local Government Act 2002, Section 82 Principles of Consultation.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes - The proposed speed limits are aimed to align the requirements of the Land Transport Rule with the adjacent land use under the District Plan.
Considerations as to sustainability, the environment and climate change impacts	<p>A 2023 NZTA-commissioned report titled “<i>Effect of speed on greenhouse gas emissions from road transport: a review</i>” concludes that speed limit reductions in urban environments have a negligible impact to emissions. Reductions of higher speeds (i.e. 100km to 80km) slightly minimises emissions. The proposed changes are not expected to have any meaningful impact on greenhouse gas emissions.</p> <p>Overall, there are limited sustainability, environmental or climate change impacts related to the decision – the only material change is the installation of signs.</p>
Risks Analysis	<p>Lower speed limits can reduce the number and severity of crashes. Aligning speeds to match the hazards associated with certain traffic volumes, vehicle types and land uses will have safety benefits, particularly for vulnerable road-users (pedestrians and cyclists etc).</p> <p>The two proposed speed increases are intended to provide consistency across the network. The current extents are inconsistent with the hazards present. Correcting these lengths is anticipated to improve adherence in areas of higher overall risk.</p>
Significance, Consultation and Engagement (internal and external)	The speed limit changes will affect many regular road users, including non-motorised users. It is important that affected parties are provided the opportunity to review the proposals and present their view. This includes communities, businesses and freight operators who will be able to provide comment through the consultation process.

7. Next Steps

- Community Board Feedback (March 2025 round)
- Report to Council (statement of proposal for consultation)
- Consultation period
- Speed Limit Hearing
- Report to Council (adoption of Alternative Method Proposal – equivalent to SMP under the Rule)

- Submission to NZTA
- Implementation

8. Attachments

Appendix 1 - Council Report 18 Dec 2024 [↓](#)

Appendix 2 - Speed Management Proposals - Maps [↓](#)

25 March 2025

25.2.10 CROMWELL FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2024

Doc ID: 2385464

Report Author:	Donna McKewen, Systems and Corporate Accountant
Reviewed and authorised by:	Saskia Righarts, Group Manager - Business Support

1. Purpose

To consider the financial performance overview as at 31 December 2024.

Recommendations

That the report be received.

2. Discussion

These statements are designed to give an overview on the financial performance.

The operating statement for the six months ended 31 December 2024 shows an unfavourable variance of (\$509k) against the revised budget.

2024/25 Full Year Annual Plan \$000	AS AT 31 DECEMBER 2024				2024/25 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000	
	Income				
1,408	Internal Interest Revenue	832	704	128	1,408
-	Land Sale Proceeds	2,171	2,171	-	4,380
615	User Fees & Other	389	307	82	615
-	Reserves Contributions	79	-	79	-
2,500	Grants & subsidies	1,763	2,500	(737)	2,500
3,956	Rates	2,090	2,089	1	3,956
8,479	Total Income	7,324	7,771	(447)	12,859
	Expenditure				
191	Rates Expense	190	171	(19)	191
272	Cost of Sale of Land	160	160	-	957
20	Professional Fees	317	284	(33)	480
1,246	Cost Allocations	634	627	(7)	1,246
229	Fuel & Energy	98	114	16	229
199	Grants	151	88	(63)	212
263	Other Costs	70	123	53	259
722	Contracts	341	376	35	752
262	Internal Interest Expense	115	131	16	262
127	Building Repairs and Mtce.	64	58	(6)	127
818	Staff	463	409	(54)	818
39	Members Remuneration	20	20	-	39
810	Depreciation	405	405	-	810
5,198	Total Expenses	3,028	2,966	(62)	6,382
3,281	Operating Surplus / (Deficit)	4,296	4,805	(509)	6,477

This table has rounding (+/- 1)

Income for period ending 31 December 2024

Operating income reflects an unfavourable variance to the revised budget of (\$447k).

- User fees and other has a favourable variance of \$82k. The favourable variance is being driven by the timing of rentals and hires of \$9k, other income \$12k and Cromwell pool and swim school \$60k.
- Internal interest revenue has a favourable variance of \$128k. Interest revenue is higher than budget due to surplus reserve balances.
- Reserves contributions have a favourable variance of \$79k. These are difficult to gauge when setting budgets and are dependent on developers' timeframes.
- Grants and subsidies have an unfavourable variance of (\$737k). Year to date \$1.7M of external grant funding has been received for the Cromwell Memorial Hall from the Central Lakes Trust.

2024/25 Full Year Annual Plan \$000	User Fees and Other Income	YTD	YTD	YTD	2024/25 Full Year Revised Budget \$000
		Actual \$000	Revised Budget \$000	Variance \$000	
7	Other Misc Income	16	4	12	7
273	Rentals & Hires	145	136	9	273
315	Cromwell Pool / Swim School	218	158	60	315
20	Cemeteries	9	10	(1)	20
615	Total User Fees Income	388	308	80	615

This table has rounding (+/- 1)

Expenditure for period ending 31 December 2024

Expenditure has an overall unfavourable (\$62k) variance against the revised budget.

- Rates expense has an unfavourable variance of (\$19k). Both Central Otago District Council and Otago Regional Council rates have been received and is within the Annual Plan budget for the year.
- Professional fees have an unfavourable variance of (\$33k). This relates to the Cromwell Town Centre business case work being carried out and expenditure is ahead of the year-to-date budget.
- Grants has an unfavourable variance of (\$63k). This is due to the timing of the grants rounds and the grants allocated. Grant funding allocated includes: Cromwell Promotions \$95k, Cromwell Museum Trust \$41.6k and \$14k to Cromwell Golf Club.
- Other costs have a favourable variance of \$53k. These costs are needs-based and will vary against budget from time to time. Driving this variance is water charges of \$30k, elected members meeting expenses \$16k and pool chemicals \$7k. Water meter charges for the first reading of the financial year have been received, the second reading of the financial year will be higher due to water usage over the summer months.
- Contracts has a favourable variance of \$35k. These expenses are needs-based, and they will vary against budget from time to time. The contract variance is driven by timing of work carried out for planned maintenance work at Cromwell Town Centre, reserves and sport pavilion.
- Staff has an unfavourable variance of (\$54k). This is predominately due to the Cromwell pool swim school salary, which is offset by increased swim school income.

Capital Expenditure

Capital expenditure (CAPEX) for the period ending 31 December 2024 has a year-to-date favourable variance of \$5.47M. The actual CAPEX spent to date is 44% of the total revised budget.

2024/25 Full Year Annual Plan \$000	AS AT 31 DECEMBER 2024				2024/25 Full Year Revised Budget \$000	
	YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000			
	Parks and Reserves					
45	Cromwell Reserves - Playground equipment	31	67	36	●	118
82	Cromwell Reserves - Irrigation	3	64	61	●	82
72	Cromwell Reserves - Landscaping	51	36	(15)	●	72
-	Cromwell Reserves - Recreation Equipment	-	10	10	●	20
22	Cromwell Reserves - Fencing & Bins	6	11	5	●	22
134	Cromwell Reserves - BMX Park	-	-	-	●	134
5	Cromwell - Fencing	-	3	3	●	5
12	Cromwell Lighting	14	6	(8)	●	12
31	Cromwell Cemetery	9	34	25	●	38
-	Anderson Park - Playground equipment	-	32	32	●	65
128	Anderson Park - Landscaping	10	64	54	●	128
57	Anderson Park - Irrigation & Bins	-	29	29	●	57
8	Bannockburn Recreation Reserve	10	8	(2)	●	8
596	Total Parks & Reserves	134	365	231		761
	Cromwell Swimming Pool					
172	Building upgrades	76	90	14	●	181
11	Machinery & Plant	13	46	33	●	51
20	Recreation equipment / furniture & fittings	8	10	2	●	20
203	Total Cromwell Swimming Pool	97	146	49		252
	Property				●	
11	Cromwell Town Centre	-	6	6	●	11
24,461	Cromwell Memorial Hall	10,868	16,061	5,193	●	24,109
24,472	Total Property	10,868	16,067	5,199		24,120
25,272	Total Capital Expenditure	11,099	16,578	5,479		25,133

This table has rounding (+/- 1)

Parks and Reserves has an overall favourable variance of \$231k

- Cromwell Reserves - The Lowburn Hall playground project has now been completed. Neplusultra reserve tree removal project is in planning phase. Tarras tennis court replacement is scheduled to start work in February 2025.
- Cromwell Cemetery – Plans are being prepared for kiosk, extension and additional beams.
- Anderson Park – tennis court surface rejuvenation programme has started. Irrigation sprinkler replacements will be carried out as they fail.

- Bannockburn Recreation reserve – playground shade sail installation has been completed.

Cromwell swimming pool has an overall favourable variance of \$49k

- Pool projects are progressing with the following projects being completed: Light replacement, gym change room painting, asbestos testing of building, pool vacuum and washing machine replacements.
- Work has begun on the changing room floor.

Property has an overall favourable variance of \$5.19M

- Cromwell Memorial Hall has a favourable variance of \$5.19M. The Cromwell Memorial Hall is under construction. Slab reinforcement is continuing in readiness of the next concrete pour, steel framing has also started.

Reserve Funds table for Cromwell Ward

- As at 30 June 2024 the Cromwell Ward has an audited closing reserve funds balance of \$25.23M. This is the ward specific reserves and does not factor in the district-wide reserves which are in deficit at (\$24.09M). Refer to Appendix 1.
- Reserves balances adjusted for revised budgets have been prepared to give an estimated 30 June 2025 balance of \$12.17M.
- A significant portion of this reserve fund balance has been allocated to the Cromwell Memorial Hall project. This includes the property general Cromwell, endowment land Cromwell and industrial estate Cromwell reserves.
- Forecasted deficit reserve balances to be aware of include Cromwell Pool (\$897k), Cromwell Master Plan (\$933k), Cromwell Reserves (\$381k) and Cromwell Town Centre (\$2.7M).

3. Attachments

Appendix 1 - 2024-25 Cromwell Reserve Funds [↓](#)

25 March 2025

6 MAYOR'S REPORT

25.2.11 MAYOR'S REPORT

Doc ID: 2015421

1. Purpose

To consider an update from Her Worship the Mayor.

Recommendations

That the Cromwell Community Board receives the report.

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

2. Attachments

Nil

25 March 2025

7 CHAIR'S REPORT

25.2.12 CHAIR'S REPORT

Doc ID: 2015605

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

8 MEMBERS' REPORTS

25.2.13 MEMBERS' REPORTS

Doc ID: 2016100

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

9 STATUS REPORTS

25.2.14 MARCH 2025 GOVERNANCE REPORT

Doc ID: 2016459

Report Author:	Sarah Reynolds, Governance Support Officer
Reviewed and authorised by:	Saskia Righarts, Group Manager - Business Support

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

CAPEX Reporting

- Memorial Hall (see Appendix 1)

Status Reports

The status reports have been updated with any actions since the previous meeting (see Appendix 2).

3. Attachments

Appendix 1 - Cromwell Memorial Hall Report [↓](#)

Appendix 2 - CCB Status Updates [↓](#)

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 6 May 2025.

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	Plain English Reason
Confidential Minutes of Ordinary Board Meeting	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity
25.2.15 - March 2025 Confidential Governance Report	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	Commercial sensitivity
