

**MINUTES OF A COUNCIL MEETING OF THE CENTRAL OTAGO DISTRICT COUNCIL  
HELD AT NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,  
ALEXANDRA  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON WEDNESDAY, 28 JUNE 2023  
COMMENCING AT 10.30 AM**

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

**IN ATTENDANCE:** L van der Voort (Interim Chief Executive Officer), L Fleck (General Manager - People and Culture), S Righarts (Group Manager - Business Support), D Scoones (Group Manager - Community Experience), L Webster (Acting Group Manager – Planning and Infrastructure), S Finlay (Chief Financial Officer), P Penno (Community Engagement Manager), N Lanham (Economic Development Manager) and W McEnteer (Governance Manager)

Note: Cr Gillespie gave a karakia to start the meeting.

**1 APOLOGIES**

There were no apologies.

**2 PUBLIC FORUM**

There was no public forum.

**3 CONFIRMATION OF MINUTES**

-----  
**RESOLUTION**

**Moved:** Alley  
**Seconded:** Claridge

That the public minutes of the Ordinary Council Meeting held on 31 May 2023 be confirmed as a true and correct record.

-----  
**CARRIED**

**4 DECLARATION OF INTEREST**

Members were reminded of their obligations in respect of declaring any interests. Cr Browne declared an interest in item 23.6.13. She left the table and did not discuss or vote on the item.

**5 REPORTS**

Note: With the permission of the meeting, item 23.6.5 was moved forward.

**23.6.5 LIABILITY MANAGEMENT POLICY**

To consider the changes recommended from the Audit and Risk Committee that are required to the Liability Management Policy to ensure efficiency of operations.  
-----

---

**RESOLUTION**

**Moved:** McKinlay  
**Seconded:** Alley

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the required changes for the Liability Management Policy to ensure efficiency of operations.

**CARRIED**

---

**23.6.2 ADOPTION OF THE 2023/24 ANNUAL PLAN AND THE 2023-24 RATES RESOLUTION**

To adopt the 2023-24 Annual Plan along with the 2023-24 fees and charges schedule and to resolve the setting of the rates, due dates and penalties for rates during the 2023-24 financial year.

After discussion it was agreed to adopt the Annual Plan with the following amendments to the document:

- Change the charge for general waste at the transfer station to \$395 per tonne.
  - Remove inconsistencies in spelling for Ngāi Tahu / Kai Tahu and change to Ngāi Tahu (Kai Tahu).
  - Change the discussion about affordability to plainer English (p.108).
  - Ensure that zeros in the financial statements makes sense.
  - If not applicable, then strike out in fees no longer charged in the published fees and charges document (for example p.214).
- 

**RESOLUTION**

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

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts the 2023-24 Annual Plan in accordance with Section 95 of the Local Government Act 2002, as detailed in Appendix 1, subject to amendments discussed and approval from the Department of Internal Affairs.
- C. Sets the 2023-24 Fees and Charges as detailed in Appendix 2.
- D. Requests the Interim Chief Executive Officer to prepare the final 2023-24 Annual Plan for publication.
- E. Requests the Interim Chief Executive Officer to formally advise the submitters of Council's decisions, addressing the individual items raised by submitters in their written submissions.

**It is Recommended, for the setting of rates, that the Council:**

- F. Acknowledges that the rates, the subject of this report, relate to the financial year 1 July 2023 to 30 June 2024, and are all GST inclusive.
-

- 
- G. Sets the rates for 2023-24, for the year commencing 1 July 2023, as detailed in Appendix 4 – Rating Policy, as included in the Annual Plan 2023-24 in accordance with section 23 of the Local Government (Rating) Act 2002.
- H. Resolves that the rates for 2023-24 (other than for metered water) be payable in four equal instalments on the dates as detailed below:
- 21 August 2023
  - 20 November 2023
  - 20 February 2024
  - 20 May 2024
- I. Resolves to add penalties to unpaid rates (other than for metered water):
- 10% on any outstanding amount of any instalment not paid by the due date.
  - The penalty will be applied on 28 August 2023, 27 November 2023, 27 February 2024 and 27 May 2024 respectively for each instalment;
  - 10% on amounts outstanding from earlier years, such penalty being applied on 1 October and 1 April.
  - Requests for waiver of penalties should be sent, in writing, to the Rates Officer as per Council Remission of Penalties Policy.
- J. Sets the due dates for metered water billing as follows:

Bannockburn, Ranfurly, Naseby, Patearoa, Omakau, Clyde and Roxburgh:

- 26 October 2023, reading taken in September 2023
- 26 April 2024, reading taken in March 2024

Cromwell and Pisa Moorings:

- 21 December 2023, reading taken in November 2023
- 27 June 2024, reading taken in May 2024

Alexandra:

- 23 November 2023, reading taken in October 2023
- 23 May 2024, reading taken in April 2024

- K. Resolves to add penalties for 2023-24 under sections 57 and 58 of the Local Government (Rating) Act 2002 on unpaid metered water rates as follows:

- A charge of 10% on any metered water rates unpaid after the due date. The penalty will be applied on the date below for the respective instalments:

*Bannockburn, Ranfurly, Naseby, Patearoa, Omakau, Clyde and Roxburgh*

- 2 November 2023 and 3 May 2024

*Cromwell and Pisa Moorings*

- 15 January 2024 and 4 July 2024

*Alexandra*

- 30 November 2023 and 30 May 2024

- Requests for waiver of penalties on water accounts should be sent, in writing, to the Water Billing Officer, in accordance with the Council's Remission of Penalties Policy.

---

**CARRIED**

**23.6.3 EDEN HORE CENTRAL OTAGO GARMENT ACQUISITION AND ACTIVITY UPDATE**

To update Council on activities relating to Eden Hore Central Otago and, in particular, the acquisition of three new garments into the collection.

-----

**RESOLUTION**

**Moved:** Cadogan

**Seconded:** Alley

- A. Receives the report.
- B. Receives the garments with thanks to the donors.

**CARRIED**

-----

Note: Cr McKinlay left the meeting at 11.10 am and returned at 11.14 am.

**23.6.4 FILM FRIENDLY POLICY**

To consider renewing the Film Friendly Policy.

After discussion it was agreed to amend part of the policy (p.280 of the agenda) in the third bullet point under "Activities that require a consent or permit include:" to say "*Council owned or administered facilities, reserves or land that can be used for filming purpose*".

-----

**RESOLUTION**

**Moved:** Duncan

**Seconded:** Feinerman

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts the Film Friendly Policy for an additional three-year period, with the amendment discussed.

**CARRIED**

-----

**23.6.6 FINANCIAL REPORT FOR THE PERIOD ENDING 30 APRIL 2023**

To consider the financial performance for the period ending 30 April 2023.

-----

**RESOLUTION**

**Moved:** Gillespie

**Seconded:** Cooney

That the report be received.

**CARRIED**

-----

**23.6.7 MEMBERSHIP OF THE HEARINGS PANEL**

To consider adding an additional councillor to the Hearings Panel.

-----

**RESOLUTION**

**Moved:** Cadogan

**Seconded:** Duncan

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to appoint Cr Paterson to be an alternate on the Hearings Panel.

**CARRIED**

-----

**6 MAYOR'S REPORT****23.6.8 MAYOR'S REPORT**

His Worship the Mayor spoke to his report and gave an update in his activities since the last meeting.

-----

**RESOLUTION**

**Moved:** Cadogan

**Seconded:** Gillespie

That the Council receives the report.

**CARRIED**

-----

**7 STATUS REPORTS**

Note: Cr Alley left the meeting at 11.28 pm and returned at 11.30 am.

**23.6.9 JUNE 2023 GOVERNANCE REPORT**

To report on items of general interest, receive minutes and updates from key organisations, consider Council's forward work programme, business plan and status report updates.

-----

**RESOLUTION**

**Moved:** Browne

**Seconded:** Feinerman

That Council receives the report.

**CARRIED**

-----

**8 COMMUNITY BOARD MINUTES****23.6.10 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 19 MAY 2023**  
-----**RESOLUTION**

**Moved:** Feinerman  
**Seconded:** Duncan

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 19 May 2023 be noted.

**CARRIED**

  
-----**23.6.11 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 12 JUNE 2023**  
-----**RESOLUTION**

**Moved:** Feinerman  
**Seconded:** Duncan

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 12 June 2023 be noted.

**CARRIED**

  
-----**9 COMMITTEE MINUTES****23.6.12 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 2 JUNE 2023**  
-----**RESOLUTION**

**Moved:** Feinerman  
**Seconded:** Duncan

That the unconfirmed Minutes of the Audit and Risk Committee Meeting held on 2 June 2023 be noted.

**CARRIED**

  
-----**10 DATE OF NEXT MEETING**

The date of the next scheduled meeting is 19 July 2023.

**11 RESOLUTION TO EXCLUDE THE PUBLIC**  
-----**RESOLUTION**

**Moved:** Cadogan  
**Seconded:** Duncan

  
-----

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>Confidential Minutes of Ordinary Council Meeting</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <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>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>23.6.13 - Cromwell Town Centre Project</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>23.6.14 - June 2023 Confidential Governance Report</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

<b>23.6.15 - Confidential Minutes of the Vincent Community Board Meeting held on 12 June 2023</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>23.6.16 - Confidential Minutes of the Audit and Risk Committee Meeting held on 2 June 2023</b>	<p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

-----

The public were excluded at 11.33 am and the meeting closed at 12.04 pm.